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# 1998 ANNUAL REPORT



TOWN OF NEWMARKET,  
NEW HAMPSHIRE

FOR THE FISCAL YEAR ENDING JUNE 30, 1998

# TOWN OFFICE HOLIDAY SCHEDULE

## Date Closed:

January 1  
January 18  
February 15  
May 31  
July 5  
September 6  
October 11  
November 11  
November 25 & 26  
December 23 & 24

## In Observance Of:

New Year's Day  
Civil Rights' Day  
Presidents' Day  
Memorial Day  
Independence Day  
Labor Day  
Columbus Day  
Veterans Day  
Thanksgiving  
Christmas

# TOWN COUNCIL 1999 MEETING SCHEDULE

## Business Meeting:

January 6  
February 3  
March 3  
April 7  
May 5  
June 2  
July 7  
August 4  
September 1  
October 6  
November 3  
December 1

## Work Session:

January 20  
February 17  
March 17  
April 21  
May 19  
June 16  
July 21  
August 18  
September 15  
October 20  
November 17  
December 15

Please note that we will make every attempt to post the above listed events on the marquee located on the front of the Town Hall.

The Town Clerk's Office is open extended hours for your convenience on the first and last Thursday of every month.

Questions? Comments? Concerns? Call the Administration Office at 659-3617 and we will point you in the right direction.

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DEDICATION  
Laurence Beauchesne



Laurence was a resident of Newmarket for over 37 years and developed the reputation as the Town's "Cheerleader." Her father Hector Desjardins, a Councilman for the City of Dover, introduced her to local politics. Laurence always had a real love for the Town of Newmarket and was a supportive member of the community. She was active in community affairs and had given scholarships to graduating seniors. Laurence served on many committees and boards. She was appointed to an alternate seat on the Planning Board in July of 1992 and was elected as a term member in May of 1995. Laurence served on the Board of Directors for the Newmarket Community Development Corporation, the Mill Task Force Committee and the Newmarket Business Association.

As important as her community activism was her sense of humor and zest for life. Her untimely death on May 1, 1997 was a loss to us all.



## TOWN OFFICERS

### **Moderator**

Charles Smart May 2000

### **Town Council\*\***

W. David Halloran, Chairman May 1999  
Larry Pickering, Vice Chairman May 2000  
John Fitzgibbon May 1999  
Susan G. Beaulieu May 2000  
Ranan D. Cohen May 1999  
Karen S. Johns May 2001  
Phil LePage May 2001

### **Town Administrator**

Alphonse R. Dixon

### **Town Clerk/Tax Collector**

Judith M. Harvey\*\* May 2000  
Madeleine St. Hilaire (Deputy)

### **Treasurer**

Belinda Camire\*\* May 1999

### **Code Enforcement Officer**

William Edney

### **Public Works Director**

Richard M. Malasky

### **Chief of Police**

Rodney C. Collins

### **Fire Chief**

Richard Swindell

### **Ambulance Division Captain**

Ronald Bloom

\*\*Elected

## TOWN OFFICERS

### **Newmarket Community Development Corporation**

Caleb Whiton	January 2000
Valerie Shelton	January 2000
Ranan Cohen	January 2000
W David Halloran	January 2001
Arlon Chaffee	January 2001
Dick Bajger	January 2001
Michael Provost	January 2000
John Ahlgren	January 2000

### **Strafford Regional Planning Commission**

Alphonse R. Dixon  
Preston Samuel

### **Trustees of the Library**

C. Isabel Donovan	December 2001
Kristin Carmichael	December 2001
L. Forbes Getchell	December 2000
Susan Edwards	December 2000
Lola Tourigny**	May 2000

### **Recreation Director**

Jim Hilton

### **Zoning Board of Adjustment**

Alison Dick, Chairperson	May 1999
Eleanor McCormick	May 1999
Gilbert Lang, Sr.	May 2000
Leo Fillion (Planning Board Representative)	May 1999
Michael Provost	May 2001
Eugene Spaide, Alternate	May 2000
Herbert Dalrymple, Alternate	May 2000

\*\*Elected

## TOWN OFFICERS

### **Planning Board**

Lorrienne Caprioli, Chairperson	May 2000
Robert Adamczyk, Vice Chairperson	May 2001
Gerry Hamel	May 1999
Leo Fillion	May 1999
Bill Dean	May 2000
Peg Chaffee	May 2001
Phil LePage (Council Representative)	
Matt Nazar, Consultant, SRPC	
Randy Schroeder, Alternate	May 2001
Dana Glennon, Alternate	May 1999
Nancy Goodwin, Alternate	May 2000

### **Highway Safety Committee**

W David Halloran, Town Council
John Fitzgibbon, Town Council
Alphonse R. Dixon, Town Administrator
Rodney C. Collins, Chief of Police
Richard M. Malasky, Public Works Director
Richard Swindell, Fire Chief
William Edney, Code Enforcement Officer
Ronald Bloom, Ambulance Captain
Robert Daigle

### **Housing Authority Director**

Ernest A. Clark, II

### **Housing Authority**

Cindy Lavigne	December 2002
Joyce Russell	December 2000
Frank Schanda	December 1999
Debbie Pelletier	December 2002
Walter Schultz	December 2001

### **Welfare Administrator**

Maureen Barrows

### **Trustees of the Trust Funds**

Edward Pelczar	May 2001
Kathryn Smith	May 1999
Nicholas G. Popov	May 2000

## TOWN OFFICERS

### Supervisors of the Checklist

Jennie Griswold**	May 2002
Jane Arquette (Appointed)	May 1999
Martha McNeil (Appointed)	May 1999

### Emergency Management Director

Candice M. Jarosz

### Budget Committee

Donald McGael, Chairman	May 1999
David Reeder	May 2001
Scott Foster	May 1999
Bernard O'Connor	May 1999
Larry Pickering, Council Representative	
Alison B. McCarthy	May 2000
Robert Adamczyk	May 2000
Rose Cahill	May 2001
Joseph LaMattina	May 2001
Priscilla Shaw	May 2001
Heather Darois, School Board Representative	

### Personnel Advisory Board

Rachel Atherton  
Herbert R. Dalrymple  
Allen M. Vlodyca

### Conservation Commission

Hunter Brownlie, Chairman	May 2001
Ellen Snyder, Vice Chair	May 2001
Suki Casanave	May 2000
Randy Schroeder	May 2001
Herbert Dalrymple	May 2001
Jennifer Fox	May 1999
Lynn Arquette	May 2000
Ranan Cohen, Council Representative	

### State Representatives

Dennis F. Abbott**	November 2000
Frank Schanda**	November 2000
Richard Shelton**	November 2000

\*\*Elected



## ORDINANCES ADOPTED BY THE NEWMARKET TOWN COUNCIL IN 1998

<i>Number</i>	<i>Title</i>	<i>Action</i>	<i>Date</i>
98-01	Amendments to the Newmarket Zoning Ordinance	Passed	5/6/98
98-02	Relating to the adoption of RSA 162-K as amended July 2, 1991 authorizing the establishment of one or more Tax Increment Financing Economic Development Districts.	Passed	5/6/98
98-03	Relating to the establishment of the Downtown Business District Tax Increment Finance District.	Passed	5/6/98
98-04	Regarding the establishment of the Black Bear Business Park Tax Increment Finance District.	Passed	5/6/98

## RESOLUTIONS ADOPTED BY THE NEWMARKET TOWN COUNCIL IN 1998

<i>Number</i>	<i>Title</i>	<i>Action</i>	<i>Date</i>
98-01	In recognition of Police Officer Tara L. Tucker.	Passed	1/7/98
98-02	Authorization to Town Administrator Alphonse R. Dixon to sign any documents necessary to complete a State Technical Assistance/Feasibility Loan.	Passed	5/6/98
98-03	Authorization to Town Administrator Alphonse R. Dixon to sign any documents necessary to complete a Community Development Block Grant.	Passed	5/6/98
98-04	In Recognition of Allen M. Vlodica.	Passed	5/18/98
98-05	In Recognition of Herbert R. Dalrymple.	Passed	5/18/98
98-06	Authorization to Town Administrator Alphonse R. Dixon to submit and sign for available grants in accordance with Article #5 of the Newmarket Town Warrant.	Passed	6/3/98
98-07	In recognition of Chris Schoppmeyer	Passed	8/5/98
98-08	In recognition of Richie Shelton	Passed	8/5/98
98-09	Relating to the Inspections and Procedures for Electricians Performing Work within the Town of Newmarket.	Passed	9/2/98
98-10	Authorization to Town Administrator Alphonse R. Dixon To execute the Bond Anticipation Note and renew same on the Council's behalf.	Passed	9/2/98

## REPORT OF THE TOWN COUNCIL AND TOWN ADMINISTRATOR

The Town Council and the Administrator are pleased to present the audited financial statement for the year ending June 30, 1998 for the citizens of Newmarket to review. For the first time, the Town Council and the Town Administrator are issuing a joint report to the citizens of Newmarket. This approach appeared to make a lot of sense because of the close working relationship that exists between the parties. The Town Council establishes town policy for the Town Administrator to implement, and the Administrator and the Town Council work collectively to establish the benchmarks the Town Council expects the Administrator with his staff to accomplish in a given fiscal year. Foremost, the Town Council expects the Administrator to oversee the budget and the Department/Division Heads in a manner that keeps the Town in a sound financial position. As you review the audit report and the various other reports contained in this year's Annual Report, please feel free to approach either the Town Administrator or a member of the Town Council to assist you with any questions you may have about the Town's operations.

In September 1997, I began my working relationship with the people of Newmarket and the Town Council. Chairperson Susan Beaulieu has stated on various occasions that we hit the ground running and we haven't had an opportunity to stop for air yet. I concur we have had a full plate with a busy and challenging agenda. Through the guidance of the Town Council and an able staff, we have forged a productive partnership. I am pleased to have this opportunity to submit, on behalf of the Town Council, a summary of the most significant events occurring in 1998.

In the 1997 Annual Report I addressed the need for the people of Newmarket to come together as a community with an action plan that would encourage investors and visitors alike to take pause and actively consider Newmarket as the place to be. During 1998 the people of Newmarket did in fact come together as a community to support and adopt initiatives put forth by the Town Council and Administration that will provide the foundation for a possible economic rebirth for our Town. Among the most significant accomplishments supported by the residents of Newmarket were the rezoning of the Beaudet Farm, industrial and commercial business development and the funding of two Tax Increment Financing Districts (TIF's). The 80 percent voter approval for the TIF's to provide \$3.25 million in bonding for infrastructure improvements to develop the Beaudet Farm and \$2 million in bonding to fund infrastructure improvements to assist in the redevelopment of the Essex Mills and downtown has caused developers to take a second look at Newmarket and provided an important message to all Town officials. Namely, the people of Newmarket are willing to reasonably support the Town Council and Town Administrator in their efforts to expand the tax base of the community.

In November 1997 the long stalled effort to negotiate the acquisition of the Essex Mills got back on track. In May of 1998 the voter support of the TIF for the downtown area helped convince the management of the Essex Group that Newmarket was serious about its intention to redevelop the Mill Properties. With this extra wind in our sails, by the end of June 1998 it was apparent that the Town was close to an agreement with the Essex Group that would lead to the company donating the entire Mill Properties to the Town. The Town officials hope to conclude the negotiations for mill ownership by January 2000. The Town has already received commitment from state and federal sources totaling \$80,000 to assist the Town in its efforts to redevelop the Essex Mills.

Throughout 1998 we continued work on the 208 Facilities Planning Project which was approved by the voters during the 1997 budget year. The sewer and water mains upgrade have been completed on Exeter Street and most of the dye testing has been completed in the Main Street area to detect infiltration. Corrective construction will be started and completed in the summer of 1999. Town officials now expect the remaining portions of this plan to be completed by 2003. The Town Council and the Town Administrator's office dealt with road surface improvements on Bay Road, Lamprey Street, Main Street, Grant Road, Ash Swamp Road, and Hersey Lane.

During 1998 Fire Chief Charlie Clark retired and the Town Council appointed Richard Swindell to succeed Mr. Clark. Ms. Melodie Hodgdon was also a welcomed complement to our Finance Department.

I would like to take this opportunity, on behalf of the Town Council, to thank the many residents who have volunteered their time and talents to the numerous boards, commissions, committees, and organizations to help us to improve our community.

In the past year we have taken the "bull by the horns" building trust and working together. We have made some very significant movements toward creating an environment that will allow the opportunity to attract new business investment and allow existing businesses the opportunity to expand in Newmarket. I firmly believe we have made these significant movements because we have attempted to keep an open mind and considered matters before us as the issue affects the community at large, not the individual impact or viewpoint.

In closing, I would like to acknowledge the cooperation and support I have received from the Town Council and the municipal staff. I look forward to serving the people of Newmarket in the coming year, and I encourage you to stop by the Town Hall with any concerns you may have.

Respectfully submitted,  
Alphonse R. Dixon,  
Town Administrator



Front Row, L – R: Larry Pickering, Vice Chair, W. David Halloran, Chair, Al Dixon, Town Administrator  
Back Row, L – R: Phil LePage, Susan Beaulieu, John Fitzgibbon, Karen Johns, Ranan Cohen

**PROPERTY TAX BREAKDOWN**

TOTAL TAX:	\$	37.01
SCHOOL:	\$	26.36
TOWN:	\$	9.38
COUNTY:	\$	1.39

**ASSESSING DEPARTMENT INVENTORY - APRIL 1998**

	1997	1998
LAND	\$ 63,741,497.00	\$ 65,522,382.00
BUILDING	\$ 131,963,900.00	\$ 135,982,800.00
MANUFACTURED	\$ 4,064,300.00	\$ 4,094,600.00
COMMERCIAL/INDUSTRIAL	\$ 27,464,500.00	\$ 27,977,200.00
ELECTRIC	\$ 1,900,100.00	\$ 1,900,100.00
PUBLIC WATER	\$ 50,000.00	\$ 50,000.00
<b>VALUE BEFORE EXEMPTIONS:</b>	<b>\$ 229,184,297.00</b>	<b>\$ 235,526,982.00</b>
<b>EXEMPTIONS:</b>		
BLIND	\$ 45,000.00	\$ 75,000.00
ELDERLY	\$ 3,334,500.00	\$ 3,474,900.00
<b>NET VALUE:</b>	<b>\$ 225,804,797.00</b>	<b>\$ 231,977,082.00</b>

## REPORT OF THE ASSESSING DEPARTMENT

### **ASSESSMENT RATIO**

The Town experienced a complete revaluation in 1994, which adjusted all value to 100% of fair market value. Since that time the State of New Hampshire Department of Revenue has determined that as of April 1, 1997 our assessments on the average are reflecting approximately 92% of fair market value. Note: 1998 ratio will not be available until May of 1998. Taxpayers should be aware that this ratio is based on an average and does not mean that assessments are absolutely at this percentage, however it does serve as a check to reasonableness. It is normal and reasonable to expect an assessment to fall within the 10% of the equalized fair market value.

### **EQUITY**

State statutes require that the assessor review the assessment roll every year to insure equity. The Assessor may adjust values of different types of classes of property when significant differences exist.

### **VALUE CHANGES**

Any valuation changes which typically are the result of new construction or additions will be reflected on your first half tax bill; otherwise a letter or notice of such change for any significant amount (usually \$100.00 in tax) will be sent to the taxpayer.

### **ABATEMENT REQUIREMENTS**

Legally a taxpayer can challenge their assessment each year and has until March 1<sup>st</sup> following their final tax bill to do so in writing, or preferably by filing an official abatement form, which can be picked up at the Tax Collector's office. Requirements are explained on the form.

### **EXEMPTIONS**

Property owners may be eligible for certain exemptions on their property. If you are elderly, disabled, blind, a veteran or veteran's spouse, or are unable to pay taxes due to poverty or other good cause, you may be eligible for a tax exemption, credit, abatement or deferral. For details and application information, contact the Assessing office at 659-3073.

### **PUBLIC RELATIONS**

Any taxpayer that may have assessment questions can always contact the Assessing Clerk, Pat Orcutt, at the Tax Collector's office. Taxpayers wishing to see the Assessor can make appointments through the Assessing Clerk.

### **TRIVIA**

Effect on Tax Rate.

1. Every \$232,000.00 of additional expenditure will raise the tax rate by approximately \$1.00 per thousand.
2. Every \$6.5 million of additional valuation lowers the rate by approximately \$1.00 per thousand.

Note: Rounded estimates used.

Respectfully submitted,  
Andy Blais, Assessor



EMPLOYEES OF THE TOWN OF NEWMARKET - 1998

NAME	POSITION	DATE OF HIRE	WAGES
Abbott, Evelyn R.	Account Technician	5/24/93	\$ 32,049.
Beaudet, Richard J.	Patrol Officer	10/30/95	\$ 29,653.
Beaudet, Richard R.	Truck Driver/Laborer	3/7/94	\$ 24,976.
Bloom, Ronald M.	Systems Technician	3/30/69	\$ 35,719.
Byron, Robin M.	Executive Secretary	5/5/97	\$ 22,858.
Carline, Scott W.	Detective	5/15/95	\$ 37,024.
Champagne, David	Landfill Attendant	9/10/95	\$ 2,903.
Collins, Rodney C.	Police Chief	11/1/94	\$ 47,990.
Comita, Mary E.*	Administrative Clerk	5/1/95	\$ 5,660.
Connifey, Timothy J.	Sergeant	3/27/95	\$ 40,340.
Cyr, Kevin	Lieutenant	9/25/89	\$ 42,157.
Delimont, Thomas L.	Facilities Laborer	11/3/97	\$ 17,873.
Dixon, Alphonse R.	Town Administrator	9/22/97	\$ 54,000.
Dyer, Manford B.	Mechanic	2/13/88	\$ 37,994.
Edney, William M.	Code Enforcement Officer	9/30/96	\$ 34,775.
Fisher, Anneliese B.	Front Desk Attendant	7/31/98	\$ 8,616.
Fowler, Eric W.	Communications Specialist	9/29/96	\$ 22,408.
French, David T.	Buildings & Grounds Superintendent	5/3/93	\$ 25,959.
Gigandet, Aimee J.	Assistant Recreation Director	9/22/97	\$ 26,187.
Greig, Sean T.	Lab Technician	6/7/95	\$ 31,462.
Hankin, Jeremy J.	Patrol Officer	8/9/96	\$ 35,461.
Harvey, Judith M.	Town Clerk/Tax Collector	4/18/77	\$ 34,994.
Hilton, James A.	Recreation Director	8/21/89	\$ 33,650.
Hodgdon, Melodie J.	Account Technician	7/20/98	\$ 13,269.
Jordan, Susan C.	Administrative Secretary	9/12/88	\$ 24,147.
Lachance, Doris M.	Executive Secretary	8/12/96	\$ 24,789.
Laney, George F.	Asst. DPW Dir./Water&Wastewater Superintendent	10/25/71	\$ 46,784.
Leblanc, Lawrence M.	Facilities Mechanic	5/27/98	\$ 11,133.
MacDonald, Scott W.	Sergeant	3/24/93	\$ 40,459.
Maglaras, Nancy L.	Communications Specialist	8/17/97	\$ 21,094.
Malasky, Rick M.	Public Works Director	3/28/91	\$ 36,806.
Mallock, Brenda J.	Administrative Secretary	7/17/95	\$ 13,420.
Marvell, Timothy R.*	Buildings & Grounds Laborer	10/14/98	\$ 1,574.
McManis, Eric A.*	Truck Driver/Laborer	9/23/96	\$ 6,751.
O'Brien, James G.	Communications Specialist	11/23/97	\$ 19,107.
O'Connor, Dorothea*	Front Desk Attendant	12/3/95	\$ 2,130.
Orcutt, Patricia E.	Administrative Clerk	7/8/96	\$ 21,548.
Rowe, Bruce R.	Heavy Equipment Operator	10/17/88	\$ 31,070.
Simes, Jeffrey M.	Master Patrol Officer	4/2/89	\$ 34,449.
Simes, Lisa L.	Communications Specialist	10/30/95	\$ 23,890.
Smas, Frank H.	Buildings & Grounds Custodian	10/11/94	\$ 8,723.
St. Hilaire, Madeleine	Deputy Town Clerk/Tax Collector	5/12/86	\$ 27,160.
Stevens, Wayne E.	Patrol Officer/Communications Specialist	5/28/97	\$ 28,436.
Swindell, Richard P.	Truck Driver/Laborer	12/31/97	\$ 24,206.
True, Kyle D.	Patrol Officer	7/6/97	\$ 30,594.
Tucker, Tara L.	Patrol Officer	7/6/97	\$ 30,071.
Walker, David G.*	Public Works Director	7/10/89	\$ 19,760.
Walsh, Tyson J.	Truck Driver/Laborer	9/25/96	\$ 21,612.
Wheeler, Steven J.*	Detective	11/20/93	\$ 37,619.

\*Not employed by the Town as of January 1, 1999.

Note: Some of these amounts reflect longevity benefits, bonus, overtime and extra detail.

## TOWN CLERK/TAX COLLECTOR'S REPORT

As most of you know by now, the State began issuing the new passenger plates on January 1<sup>st</sup>. The good news is you do not have to go to the Department of Motor Vehicles for these plates as we have them in the office. The new style plate will be issued at the time of renewal or when a car is being registered for the first time.

Some of you may have a passenger plate with all numbers. You may keep those numbers on a new plate at no additional cost but if you have an alphanumeric plate (ABC123) and wish to keep this plate it is now considered a vanity plate and an extra charge of \$25.00 per year would be due. If you wish to retain your plate number you may do so with us. Please feel free to call us at 659-3073 if you have any questions on the new plate issue.

You should receive your 1<sup>st</sup> issue tax bill by the first of June. The second issue bill will be mailed the first of November and due December 1<sup>st</sup>. In previous years a discount has been offered if paid within the first 20 days of the mailing (November 20). Due to a recent review of this option it was clearly shown that funding for this discount has to be raised through taxes. The discount amount actually increases our amount of overlay appropriation, which in turn raises the tax rate. The taxpayer who cannot meet the deadline within the 20 days is really subsidizing the taxpayers who do get the discount. The tax bills will be due on December 1<sup>st</sup> however, there will be no discount offered.

**REMEMBER TO REGISTER YOUR DOG:** Dogs have to be licensed by June 1<sup>st</sup> to avoid any penalties. We are actively pursuing dog owners who are not registering their dogs. We are notified by your veterinarian of your dog's rabies vaccination. If the dog has not been licensed we send you a notice that you must come in to register your dog. If you do not do so by June 1<sup>st</sup> we notify the Police Department and a civil forfeiture is issued with a cost of \$25.00 added to the cost of the dog license. License fees are \$9.00 for dogs male or female. For spayed and neutered dogs the fee drops to \$6.50 and for senior citizens over age 65, the cost is \$2.00.

We want to work with you on licensing your dog, but please remember we also have to follow the laws set by the State of New Hampshire.

Please be advised a new law adopted by the Town changes the date to file for the elderly exemptions. The last day to file was *March 1<sup>st</sup>* following the date of the tax bill but now that date has been set at **August 1<sup>st</sup>**. For the 1999 tax year the exemption must be filed by August 1<sup>st</sup>, 1999. This new law only applies to the elderly exemption. All others still have a March 1<sup>st</sup> deadline.

Our goal is to offer the best customer service to everyone who comes into the office. Our office hours are Monday through Friday from 8:00 am to 4:30 pm and the first and last Thursdays of the month until 6:00 pm.

Respectfully Submitted,  
Judith M. Harvey, Town Clerk/Tax Collector

1998 TOWN CLERK'S ACCOUNT

Automobile Permits	\$682,717.80
Automobile Stickers	16,532.50
Boat Registrations	2,007.46
Title Fees	3,038.00
Dog Licenses	5,864.50
Dog Fines	125.00
Vital Statistics	1,032.00
UCC Statement Fees	2,680.28
Returned Check Fee	928.68
Notary Fees	390.00
Landfill Permit Fees	9,350.00
Ambulance Fees	57,077.31
Planning & Zoning Fees	7,038.00
Miscellaneous Fees	2,313.12
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<b>TOTAL REMITTED TO TOWN TREASURER</b>	<b>791,094.65</b>

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Automobiles Registered	8,904
Dogs Licensed	574



# TAX COLLECTOR'S REPORT

MS-61

FOR THE MUNICIPALITY OF Newmarket YEAR ENDING July 97 to June 98

DEBITS	Levy <sup>1998</sup> for Year of this Report	PRIOR LEVIES (Please specify years)		
		1997	1996	1995-Prior
<b>UNCOLLECTED TAXES- BEG. OF YEAR* :</b>				
Property Taxes		2233786.		
Resident Taxes		32840.	9360.	5620.
Land Use Change				
Yield Taxes				
Utilities				
<b>TAXES COMMITTED- THIS YEAR:</b>				
Property Taxes #3110	4165800.	4125191.		
Resident Taxes #3180	52380.	3830.		
Land Use Change #3120	18250.			
Yield Taxes #3185	1856.			
Utilities #3189				
Deferred Revenue	10968.	1598.		
<b>OVERPAYMENT:</b>				
Property Taxes	3951.	14404.		
Resident Taxes	10.	160.	90.	50.
Land Use Change				
Yield Taxes				
Interest Collected on Delinquent Tax #3190		22698.		
Collected Resident Tax Penalties #3190	CLU 15. 2.	448.	19.	
<b>TOTAL DEBITS</b>	<b>\$ 4253232.</b>	<b>\$ 6434955.</b>	<b>\$ 9469.</b>	<b>\$ 5670.</b>

\* This amount should be the same as the last year's ending balance. If not, please explain.

# TAX COLLECTOR'S REPORT

MS-61

FOR THE MUNICIPALITY OF Newmarket YEAR ENDING July 97 to June 98

CREDITS	1998 Levy for Year of this Report	PRIOR LEVIES (Please specify years)		
		1997	1996	1995 Prior
<b>REMITTED TO TREASURER:</b>				
Property Taxes	2065314.	6058455.		
Resident Taxes	19230.	24110.	200.	
Land Use Change	18250.			
Yield Taxes	1856.			
Utilities				
Interest		22698.		
Penalties	17.	448.	19.	
Conversion to Lien		196424.		
Credit				90.
<b>DISCOUNTS ALLOWED:</b>		112279.		
<b>ABATEMENTS MADE:</b>				
Property Taxes		7821.		
Resident Taxes	60.		9130.	5500.
Land Use Change				
Yield Taxes				
Utilities				
Current Levy Deeded				
		10.	120.	80.
<b>UNCOLLECTED TAXES-END OF YEAR: #1080</b>				
Property Taxes	2115405.			
Resident Taxes	33100.	12710.	-0-	-0-
Land Use Change				
Yield Taxes				
Utilities				
<b>TOTAL CREDITS</b>	<b>\$ 4253232.</b>	<b>\$ 6434955.</b>	<b>\$ 9469.</b>	<b>\$ 5670.</b>

# TAX COLLECTOR'S REPORT

MS-61

FOR THE MUNICIPALITY OF Newmarket YEAR ENDING July 97 to June 98

DEBITS	Last Year's 1997 Levy	PRIOR LEVIES (Please specify years)		
		1996	1995	1994
Unredeemed Liens Balance at Beg. of Fiscal Yr.		476487.	174632.	56269.
Liens Executed During Fiscal Yr.	244112.			
Interest & Costs Collected (After Lien Execution)	1111.	37624.	42296.	22307.
<b>TOTAL DEBITS</b>	<b>\$ 245223.</b>	<b>\$ 514111.</b>	<b>\$216928.</b>	<b>\$ 78576.</b>

REMITTED TO TREASURER:	Levy for Year of this Report	PRIOR LEVIES (Please specify years)		
		1996	1995	1994
Redemptions	47960.	388374.	151896.	50525.
Interest & Costs Collected (After Lien Execution) #3190	1111.	37624.	42296.	22307.
Abatements of Unredeemed Taxes		339.	2150.	
Liens <u>Deeded</u> To Municipality				
Unredeemed Liens Bal. End of Yr. #1110	196152.	87774.	20586.	5744.
<b>TOTAL CREDITS</b>	<b>\$ 245223.</b>	<b>\$ 514111.</b>	<b>\$216928.</b>	<b>\$ 78576.</b>

Does your municipality commit taxes on a semi-annual basis (RSA 76:15-a) ? \_\_\_\_\_

TAX COLLECTOR'S SIGNATURE Judith M. Harvey DATE: 8-14-98



# TAX COLLECTOR'S REPORT

MS-61

FOR THE MUNICIPALITY OF Newmarket YEAR ENDING July 97 to June 98

DEBITS	Last Year's Levy	PRIOR LEVIES (Please specify years)		
Unredeemed Liens Balance at Beg. of Fiscal Yr.	1993 7276.	1992 3320.	1991 783.	1990/1989 781./713.
Liens Executed During Fiscal Yr.				
Interest & Costs Collected (After Lien Execution)	2069.	978.		
Adj costs				
<b>TOTAL DEBITS</b>	<b>\$ 9345.</b>	<b>\$ 4298.</b>	<b>\$783.</b>	<b>\$ 781./ 713.</b>

REMITTED TO TREASURER:	Levy for Year of this Report	PRIOR LEVIES (Please specify years)		
Redemptions	3563.	1169.		
Interest & Costs Collected (After Lien Execution) #3190	2069.	978.		
Abatements of Unredeemed Taxes	748.			
Liens <u>Deeded</u> To Municipality				
Unredeemed Liens Bal. End of Yr. #1110	2965.	2151.	783.	781./ 713.
<b>TOTAL CREDITS</b>	<b>\$ 9345.</b>	<b>\$ 4298.</b>	<b>\$783.</b>	<b>\$ 781./ 713.</b>

Does your municipality commit taxes on a semi-annual basis (RSA 76:15-a) ? Yes

TAX COLLECTOR'S SIGNATURE Judith M. Harrey DATE: 8-14-98

MS-61

to June 98

39

713.

713.

713.

713.

**BIRTHS**  
**REGISTERED IN THE TOWN OF NEWMARKET, NEW HAMPSHIRE**  
**FOR THE YEAR ENDING DECEMBER 31, 1998**

Date of Birth	Name	Place of Birth
<b>January</b>		
05	Switzer, Jacob Paul	Portsmouth, NH
12	Vacca, Alyssa Marie	Exeter, NH
21	Howell, Michael Benjamin	Exeter, NH
25	Tine, John Marco	Portsmouth, NH
27	Afolayan, Toluwase Daniel	Exeter, NH
31	Claridge, Lindsay Nola	Newburyport, MA
<b>February</b>		
05	Daly, Liam Michael	Portsmouth, NH
15	Brousseau, Alexia Taylor	Exeter, NH
19	Desjardins, Angelique Samant	Exeter, NH
20	Laverdiere, Peter George	Portsmouth, NH
<b>March</b>		
08	O'Driscoll, Tristan Joseph	Exeter, NH
11	Russell, Cameron Thomas	Boston, MA
11	Aylward, Cameron William	Beverly, MA
13	Crosby, James Marshall	Exeter, NH
15	Jones, Ethan James	Portsmouth, NH
17	Sexton, Lucas MacKenzie	Portsmouth, NH
22	Flahardy, Padriach Donald	Exeter, NH
24	Pomroy, Courtney Hope	Portsmouth, NH
25	Derosier, Dylan James	Exeter, NH
30	Wilbanks, Sarah Elizabeth	Portsmouth, NH
<b>April</b>		
05	Runk, Colin Patrick	Portsmouth, NH
06	Jablonski, Caroline Grace	Portsmouth, NH
07	Bajger, Jakob Tyler	Portsmouth, NH
16	McCarthy, Clare Eleanor	Newmarket, NH
17	Schutt, Gillian Renee	Exeter, NH
20	Johansmeyer, Willow Lynn	Exeter, NH
23	Osgood, Peyton MacGregor	Exeter, NH
27	Landale, Alan Jon	Exeter, NH
30	Schwechheimer, Chad Jeremia	Exeter, NH
<b>May</b>		
07	White, Alyssa May	Dover, NH
17	Heidt, Rebecca Grace	Portsmouth, NH
18	Murray, RYanne Elizabeth	Portsmouth, NH
31	Comeau, Rebecca Chantal	Exeter, NH
<b>June</b>		
07	Mongeon, Dean Edward	Portsmouth, NH
18	Palazzo, Krista Ann	Exeter, NH
24	Letourneau-Desmond, Jasamin	Exeter, NH
28	McCann, Jackson Robert	Portsmouth, NH
29	Holmes, Ryan Thomas	Exeter, NH
<b>July</b>		
02	Davenport, Eloise Scott	Portsmouth, NH
04	Mastin, Derek Ryan	Portsmouth, NH
12	Gomes, Julian Rei	Exeter, NH
13	Leahy, Benjamin Woodbury	Portsmouth, NH
20	Brashear, Emily Linda	Portsmouth, NH
20	Brashear, Danielle Juliette	Portsmouth, NH
25	George, Connor James	Exeter, NH
31	Callahan, Hunter	Exeter, NH

August		
11	Velardi, Patrick Nathan	Boston, MA
15	Baudet, Adele Louise	Portsmouth, NH
16	Brown, Sierra Marie	Portsmouth, NH
19	Berube, Cameron Matthew	Boston, MA
19	Berube, Joshua Derek	Boston, MA
24	Sanborn, Nicole Sophia	Exeter, NH
26	Buck, Demeatress Allen	Exeter, NH
27	Yoon, Nicholas	Newburyport, MA
27	Lessard, Andrew David	Exeter, NH
28	Hamel, Ryan Leo	Dover, NH
September		
09	Pratt, Brandon Tyler	Portsmouth, NH
15	Robichaud, Tabitha Felicia	Portsmouth, NH
17	Long, Elisabeth Marinos	Portsmouth, NH
21	Brandt, Joshua Chandler	Exeter, NH
25	Vadala, Nikolai Alexander	Exeter, NH
26	Colby, Abigail Mai	Portsmouth, NH
October		
06	Shaw, Kailee Margaret	Exeter, NH
09	Carter, Julia Lynn	Exeter, NH
22	Martin, Zachariah Chandler	Exeter, NH
26	Lepkowski, Benjamin Morgan	Portsmouth, NH
28	Dailey, Rachel Elizabeth	Exeter, NH
28	Goodman, Madison Logan	York, ME
30	Utberg, Benjamin Christian	Portsmouth, NH
November		
07	Waryas, Holly Jacqueline	Portsmouth, NH
07	Evans, Alicyn Taylor	Exeter, NH
09	Landry, Joshua Aaron	Exeter, NH
14	Cote, Alisa Marie	Portsmouth, NH
14	Shirazi, Levi Matthew	Exeter, NH
29	Phomvongsa, Brandon Cheng	Exeter, NH
December		
01	Kelly, Sean Patrick	Newton, MA
04	Young, Morgan Jayne	Portsmouth, NH
04	Gould, Zackery Luc	Portsmouth, NH
21	Vanderpool, Austyn Douglas	Exeter, NH
22	Parrett, Heather Rose	Exeter, NH
23	Casey, Erin Marie	Exeter, NH

**DEATHS**  
**REGISTERED IN THE TOWN OF NEWMARKET, NEW HAMPSHIRE**  
**FOR THE YEAR ENDING DECEMBER 31, 1998**

Date of Death	Place of Death	Name of Deceased
January		
12	Dover, NH	Boyd, Michael N.
21	Somersworth, NH	Lamontagne, Laurette R.
22	Fremont, NH	Walker, Lloyd E.
30	Exeter, NH	Senesombath, Tommy
February		
07	Exeter, NH	Josupeit, Paul A.
20	Exeter, NH	Byxbee, Earl W.
20	Exeter, NH	Mastin, Flora S.
March		
15	Portsmouth, NH	Lavallee, Evelyn M.
24	Newmarket, NH	Reiss, William H.
27	Newmarket, NH	Dutka, Edward
April		
05	Newmarket, NH	Popov, Elizabeth
30	Exeter, NH	Schwechheimer, Chad J.
30	Dover, NH	Mitchell, Shirley F.
May		
09	Portsmouth, NH	Henderson, Charles D.
09	Newmarket, NH	Schanda, Martha E.
30	Exeter, NH	Boynton, Lanie S.
June		
16	Brentwood, NH	Johnson, Sophia C.
24	Newmarket, NH	Shaw, Kent M.
September		
01	Newmarket, NH	Dobben, Margaret A.
04	Exeter, NH	Whitney, Larry A.
09	Exeter, NH	Filion, Marlene F.
11	Exeter, NH	Provencher, Robert L.
22	Brentwood, NH	Bloom, Clayton
October		
09	Newmarket, NH	Dawes, Alice K.
25	Exeter, NH	Albee, Antonia M.
26	Exeter, NH	Tuttle, Carl H.
November		
12	Newmarket, NH	Gorski, Henry P.
30	Newmarket, NH	Soumpholphakdy, Dom
30	Exeter, NH	Johnson, Robert W.
December		
14	Exeter, NH	Earle, Jonathan B.
26	Newmarket, NH	Labonte, Eva G.
27	Exeter, NH	McCurry, Michael

**MARRIAGES**  
**REGISTERED IN THE TOWN OF NEWMARKET, NEW HAMPSHIRE**  
**FOR THE YEAR ENDING DECEMBER 31, 1998**

Date of Marriage	Place of Marriage	Name and Surname of Groom and Bride
January		
08	Newmarket, NH	Collum, Sean M. Parenteau, Amy E.
17	Penacook, NH	Tucker, Michael R. Wall, Cheryl M.
25	Newmarket, NH	Perkins, Dana A. Crenshaw, Dawn M.
February		
14	Newington, NH	Burpee, Timothy N. Watson, Christi R.
15	Portsmouth, NH	Cook, Jamie Paris, Rebecca A.
15	North Hampton, NH	Nunziato, Lawrence A. Thomas, Lori A.
20	Hampton, NH	Harkins, Ronald P. Regan, Wendy L.
20	Hampton, NH	Crockett, David B. Rye, Lucille I.
March		
01	Exeter, NH	Dennehy, Charles H. Pailes, Doris J.
20	Dover, NH	Unzen, Daniel F. Schram, Kristina L.
21	Rochester, NH	West, George C. Coty, Amy E.
21	Rochester, NH	Saucier, Leo P. Collinge, Priscilla A.
22	Conway, NH	Wargo, Dwayne S. Brown, Angella M.
27	Newfields, NH	Wightman, Phillip A. Renaud, Deborah L.
April		
04	Kensington, NH	Clark, Scott C. Demaree, Barbara S.
15	Exeter, NH	Degrenier, Jeffrey B. Mompo, Jeanette
18	Portsmouth, NH	Watts, Keith Mitchell, Judith A.
18	Brentwood, NH	Driggs, Douglas A. Townsend, Amanda L.
25	Newmarket, NH	Plante, Michael M. Laroche, Wanda J.
25	Portsmouth, NH	Kazura, Joseph N. Cielinski, Kerry L.
May		
02	Exeter, NH	Jarosz, Dean Paradis, Linda S.
17	Newmarket, NH	Howcroft, Norman Floyd, Karen L.
23	Henniker, NH	Heckler, Gordon F. Bergeron, Janine
23	Sanbornton, NH	Lachance, Clement A. Varney, Kate L.
23	Newmarket, NH	Ferguson, Anthony B. Jenkins, Joanne M.



24	Newfields, NH	Dailey, Patrick R. Doshier, Laura E.
30	Hampton Falls, NH	Moisan, Devin E. Gent, Georgina A.
30	Kingston, NH	Varney, William R. Leate, Shannon L.
June		
07	Hampton, NH	Sewall, Neil M. Fallon, Karen L.
13	Hampton, NH	Donaldson, Sean W. Ross, Andrea L.
13	Wolfeboro, NH	Marbury, Justin L. Wathne, Kari S.
13	Exeter, NH	Buchanan, Mark P. Glidden, Jennifer S.
20	Greenland, NH	Blaisdell, Scott P. Piche, Corina L.
27	Danville, NH	Steiger, Scott Morley, Catherine E.
July		
11	Rochester, NH	Swanson, Gary B. Gordon, Heather S.
11	Hampstead, NH	Cavicchi, Trenton J. Moropito, Nicole M.
14	Exeter, NH	Buck, Tanyon D. Jordan Buck, Kelseey A.
17	Pelham, NH	Larochelle, Thomas E. Sebetes, Andrea E.
18	Gilmanton Iron Works, NH	Frates, Oliver P. Doherty, Alison B.
18	Dover, NH	Bolles, John E. Seiter, Elisabeth M.
24	Meredith, NH	Smith, Gary J. Ferry, Julie A.
August		
01	Newmarket, NH	Barrett, Richard C. Blessing, Donna L.
01	Portsmouth, NH	Willoughby, William S. Lovering, Kimberley A.
01	Newmarket, NH	Masterman, Leslie J. Hardy, Kathleen M.
10	Hampton, NH	Lee, Adam Samolejova, Martina
15	Rochester, NH	Wood, Brian T. Towle, Tonya G.
16	Newmarket, NH	Fernandes, Michael T. Gage, Christian R.
22	Londonderry, NH	Robillard, Joseph D. Naphua, Orapha
23	Newmarket, NH	Tobin, Samuel F. Carmichael, Sarah K.
29	Penacook, NH	Hofmann, Daniel J. Melia, Teresa M.
September		
04	Newmarket, NH	St.Hilaire, Eugene M. Gilman, Meredith J.
05	Durham, NH	Bohan, Richard P. Corliss, K.K.
12	Durham, NH	Sanner, James R. Hill, Lauren C.
12	Rochester, NH	Holt, Herbert E. Johnson, Meredith L.
19	North Hampton, NH	Lavoie, Philip K. Lovejoy-Gilmore, Laura I.
19	Laconia, NH	Boisoneault, Leo R. Weeks, Linda R.

26	Rye, NH	Hanson, David A.
27	Newmarket, NH	Denoncour, Wendy S. Pasteris, Joseph D. Roberts, Patricia M.
October		
03	Newmarket, NH	Garofano, Kenneth E. Watson, Deborah E.
05	Exeter, NH	Hoddeson, Robert G. Silverman, Jean S.
10	Portsmouth, NH	Dusseault, Paul R. Calnan-Worsham, Maureen C.
24	Exeter, NH	Hoyt, Robert S. Irish, Julie A.
29	Durham, NH	Leblanc, Ronald J. Taylor, Jennifer M.
November		
07	Hampstead, NH	Almon, Wayne G. Malmsten, Amie J.
07	Newmarket, NH	MacLeod, Donald J. Lamontagne, Kathryn E.
14	Newton, NH	Pope, Stanley C. Fowler, Abby L.
14	Durham, NH	Mikoski, Thomas E. Laprade, Angelique G.
21	Hampton, NH	Parker, Daniel P. Emery, Sarah A.
December		
05	Newmarket, NH	Jordan, Robert E. Bennett, Susan C.
11	Newmarket, NH	Wood, Timothy W. Lattanzi, Darci M.
12	Eaton, NH	Dyer, Robert J. McNally, Kimberly
24	Newmarket, NH	Sipeukiang, Pheng Nakrungsou, Phonsy
26	Portsmouth, NH	Orcutt, Matthew M. McGloughlin, Tricia A.

**Newmarket Town Meeting  
First Session  
Minutes  
April 14, 1998**

Before the opening of the first session Chairman of the Town Council, Sue Beaulieu read this years dedication of the Town Report and recognized Forbes & Sylvia Getchell. She also recognized Dave Walker, Charles Clark and Ron Lemieux for their years of service to the Town of Newmarket.

The first session of the Newmarket Town Meeting opened at 7:05 pm with the Moderator, Ron Lemieux introducing the Budget Committee, Town Council and Town Administrator.

**Article #1. Town Officers**

**Article #2.**

To see if the Town will vote to raise and appropriate for the purposes specified therein for the FY 98/99 Operating Budget, the sums of money as recommended by the Town Council and the Budget Committee.

A motion to accept the budget at \$5,339,283 was made by Dave Halloran and seconded by Larry Pickering. **There being no discussion a voice vote was taken with all in favor.**

**Article #3.**

To see if the municipality will vote to establish a Capital Reserve Fund under provisions of New Hampshire Revised Statutes Annotated Chapter 35, Section 1 for the purpose of Town roadway improvements and to raise and appropriate the sum on one dollar (\$1.00) to be placed in this Fund, and to designate the Town Council as agents of the Fund to expend. The Town Council and the Budget Committee recommend this appropriation. (Majority vote required)

A motion was made by Dave Halloran to accept this article and seconded by Don McGael. A discussion was held with Al Dixon explaining the article. There was some concern that the article did not specify where the road improvements would be. Robert Stevens made a motion to amend the article to read: To see if the municipality will vote to establish a Capital Reserve Fund under provisions of New Hampshire Revised Statutes Annotated Chapter 35, Section 1 for the purpose of **Main St.** roadway improvements and to raise and appropriate the sum of one dollar (\$1.00) to be placed in this Fund to expend. This amendment was seconded by Howie Coffey. A vote to amend the article was taken by voice vote with all in favor. **The Moderator then called for a vote on the amended article and this article was passed as amended.**

**Article #4:**

To see if the municipality will vote to establish a Capital Reserve Fund under the provisions of New Hampshire Revised Statutes Annotated Chapter 35, Section 1, for the purpose of improving the Town's waterfront facilities and to raise and appropriate the sum of one dollar (\$1.00) to be placed in this Fund, and to designate the Town Council as agents of the Fund to expend. The Town Council and the Budget Committee recommend this appropriation.

A motion to accept was made by Sue Beaulieu and seconded by Ranan Cohen. The article was explained by Al Dixon.

**A voice vote was taken and the article passed.**

**Article #5:**

To see if the municipality will vote to establish a Capital Reserve Fund under the provisions of New Hampshire Revised Statutes Chapter 35, Section 1, for the purpose of improving the Town's Recreational Facility and to raise and appropriate the sum on one dollar (\$1.00) to be placed in this Fund, and to designate the Town Council as agents of the Fund to expend. The Town Council and the Budget Committee recommend this appropriation. (Majority vote required)

A motion to accept was made by Dave Halloran and seconded by Sue Beaulieu. Al explained the article and it was felt the word facility should be deleted. A motion was made by Debbie Pelletier and seconded by Herb Dalrymple to amend the article to read: To see if the municipality will vote to establish a Capital Reserve Fund under the provisions of New Hampshire Revised Statutes Chapter 36, Section 1, for the purpose of improving the Town's Recreational **Department programming** and to raise and appropriate the sum of one dollar (\$1.00) to be placed in this Fund, and to designate the Town Council as agents of the Fund to expend.

**A voice vote was taken on the amendment with all in favor.**

Richard Labranche made a motion to amend the article to change the RSA from Chapter 35, Section 1 to **Chapter 31:95-c**. this was seconded by Larry Pickering. A voice vote to amend was passed and then a vote on the article as amended and the article was passed and now reads: To see if the municipality will vote to establish a Revolving Loan Fund under the provisions of New Hampshire Revised Annotated Chapter **31:95-c** for the purpose of improving the Town's Recreational **Department programming** and to raise and appropriate the sum of one dollar (\$1.00) to be placed in the Fund, and to designate the Town Council as agents of the Fund to expend.

**Article #6:**

To see if the municipality will vote to establish a Capital Reserve Fund under the provisions of New Hampshire Revised Statutes Annotated Chapter 35, Section 1, for the purpose of downtown redevelopment and to raise and appropriate the sum on one dollar (\$1.00) to be placed in this Fund, and to designate the Town Council as agents of the Fund to expend. The Town Council and the Budget Committee recommend this appropriation. (Majority vote required)

A motion to accept was made by Dave Halloran and seconded by Ranan Cohen. Al Dixon explained the money is in the Capital Reserve Account within the budget which was just passed in Article #2 and these articles are just for setting up the accounts. After some discussion **the Moderator called for a voice vote and the article passed.**

**Article #7.**

To see if the Town will vote to authorize the Town Council to issue 2 million dollars of Bonds to finance public infrastructure improvements in the Downtown Business District Tax Increment Finance District as authorized by NHRSA 162-K:1, Local Option Tax Increment Financing District as adopted by the Newmarket Town Council. The bonding authority authorized by this article will not be exercised until the town has secured a firm agreement with a developer sufficient to amortize the bonded debt. (Requires 2/3 vote.)

A motion to accept was made by Dave Halloran and seconded by Herb Dalrymple. Sue Beaulieu made a motion to amend the article to read: To see if the Town will vote to authorize the Town Council to issue 2 million dollars of bonds and/or notes necessary to finance public infrastructure improvements in the Downtown Business District Tax Increment Finance District as authorized by NHRSA 162K:1-15, Local

Option Tax Increment Finance District as adopted by the Newmarket Town Council and in accordance with the Municipal Finance Act (RSA Chapter 33); and authorize the Town Council and Town Administrator to issue and negotiate such bonds and/or notes and determine the rate of interest thereon. The bonding authority authorized by this article will not be exercised until the Town has secured a firm agreement with a developer sufficient to amortize the bonded debt. (Requires 2/3 vote.)

A discussion was held and the moderator asked for a voice vote on the amendment. At this time another motion was made by Bob Adamczyk to amend the article to limit the bonds to 20 years. A second was made by Mr. Ricker. After some discussion Bob Adamczyk withdrew his amendment. A voice vote was taken on the original amendment with all in favor. A voice vote was taken on the amended article and the article passed.

**Article #8.**

To see if the Town will vote to authorize the Town Council to issue 3.25 million dollars of bonds to finance extending public infrastructure to the Black Bear Business Park Tax Increment Finance District as authorized by NHRSA 162-K:1: Local Option Tax Increment Financing District as adopted by the Newmarket Town Council. The bonding authority authorized by this article will not be exercised until the town has secured a firm agreement with a developer sufficient to amortize the bonded debt.

A motion was made by Jake O'Connor to accept the article and seconded by Charles Smart. Herb Dalrymple made a motion to amend the article to read: To see if the Town will vote to authorize the Town Council to issue 3.25 million dollars of bonds and/or notes necessary to finance public infrastructure improvements in the Black Bear Business Park Tax Increment Finance District as authorized by NHRSA 162k:1-15, Local Option Tax Increment Finance District as adopted by the Newmarket Town Council and in accordance with the Municipal Finance Act (RSA Chapter 33); and authorize the Town Council and Town Administrator to issue and negotiate such bonds and/or notes and determine the rate of interest thereon. The bonding authority authorized by this article will not be exercised until the Town has secured a firm agreement with a developer sufficient to amortize the bonded debt. (Requires 2/3 vote.)

Al Dixon explained the article and after some discussion a voice vote was taken on the amendment with all in favor. A vote was taken on the article as amended and the article passed.

Ed Stuckey commented on the great job Al and the Council and the Budget Committee have done.

A motion to adjourn was made by Debbie Pelletier and seconded by Michael Ricker with all in favor.

The meeting was adjourned at 9:30 pm.

Respectfully Submitted,  
Judith M. Harvey  
Town Clerk

A true copy attest:

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For Supervisors of Checklist for six years (Vote for one)

Helen Pelczar 9 write in votes  
Jean Chadbourne 4 write in votes  
**Both declined**

For Town Council for two years (Vote for one)

\*Susan G Beaulieu 509 votes  
Dana J Glennon 469 votes

For Town Council for three years (Vote for two)

Herbert R Dalrymple 435 votes  
\*Karen S Johns 479 votes  
\*Philip G LePage 620 votes  
Charles A Smart 366 votes

For Trustee of Trust Funds for three years (Vote for one)

\*Edward A Pelczar 888 votes

\*Denotes winners.

**Article #2.** Shall the Town vote to raise and appropriate \$5,339,283 for the purposes specified therein for the FY 98/99 Operating Budget. (Majority vote required)

Yes 692 No 207

**Article #3.** Shall the Town vote to establish a Capital Reserve Fund under provisions of New Hampshire Revised Statutes Annotated Chapter 35, Section 1 for the purpose of Main St. roadway improvements and to raise and appropriate the sum of one dollar (\$1.00) to be placed in this Fund, and to designate the Town Council as agents of the Fund to expend. (Majority vote required)

Yes 804 No 175

**Article #4.** Shall the Town vote to establish a Capital Reserve Fund under provisions of New Hampshire Revised Statutes Annotated Chapter 35, Section 1, for the purpose of improving the Town's waterfront facilities and to raise and appropriate the sum of one dollar (\$1.00) to be placed in this Fund, and to designate the Town Council as agents of the Fund to expend. (Majority vote required)

Yes 732 No 241

**Article #5.** Shall the Town vote to establish a Revolving Loan Fund under the provisions of New Hampshire Revised Statutes Annotated Chapter 31:95-c for the purpose of improving the Town's Recreational Department programming and to raise and appropriate the sum of one dollar (\$1.00) to be placed in this Fund, and to designate the Town Council as agents of the Fund to expend. (Majority vote required)

Yes 646 No 317

Article #6. Shall the Town vote to establish a Capital Reserve Fund under the provisions of New Hampshire Revised Statutes Annotated Chapter 35, Section 1, for the purpose of downtown redevelopment and to raise and appropriate the sum of one dollar (\$1.00) to be placed in this Fund, and to designate the Town Council as agents of the Fund to expend.

Yes 747 No 221

Article #7. Shall the Town vote to authorize the Town Council to issue 2 million dollars of bonds and/or notes necessary to finance public infrastructure improvements in the Downtown Business District Tax Increment Finance District as authorized by NHRSA 162K:1-15, Local Option Tax Increment Finance District as adopted by the Newmarket Town Council and in accordance with the Municipal Finance Act (RSA Chapter 33); and authorize the Town Council and Town Administrator to issue and negotiate such bonds and/or notes and determine the rate of interest thereon. The bonding authority authorized by this article will not be exercised until the Town has secured a firm agreement with a developer sufficient to amortize the bonded debt. (Requires 2/3 vote)

Yes 798 No 200

Article #8. Shall the Town vote to authorize the Town Council to issue 3.25 million dollars of bonds and/or notes necessary to finance public infrastructure improvements in the Black Bear Business Park Tax Increment Finance District as authorized by NHRSA 162K:1-15, Local Option Tax Increment Finance District as adopted by the Newmarket Town Council and in accordance with the Municipal Finance Act (RSA Chapter 33); and authorize the Town Council and Town Administrator to issue and negotiate such bonds and/or notes and determine the rate of interest thereon. The bonding authority authorized by this article will not be exercised until the Town has secured a firm agreement with a developer sufficient to amortize the bonded debt. (Requires 2/3 vote).

Yes 798 No 202

Respectfully Submitted,  
Judith M. Harvey  
Town Clerk

A true copy attest:

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Judith M. Harvey  
Town Clerk



## REPORT OF THE AMBULANCE DIVISION

1998 was a year of many changes within the Ambulance Division. We received 385 requests for medical aid and transported 247 patients to area hospitals. Volunteers in the Division covered a total of 11,757 hours for Newmarket and Newfields.

The Division has gone through a period of personnel changes. A lack of volunteers in the area has resulted in our need to request help from our neighboring towns of Durham and Stratham. This is not just a Newmarket problem, as most volunteer services have been going through the same thing. With a good job market, it becomes much more difficult to find people willing to donate 120 hours to become EMT's. The Division had reduced to eighteen members, however we are currently up to twenty-six and gaining more each month.

In November, Ray Leblanc resigned as Captain of the Ambulance Division. We thank Ray for his leadership and wish him well with his new employment. At this writing, a new Captain has not been appointed. With the help of Lt. Robshaw and Lt. Doherty, we are gaining membership within the Division, which ultimately will help with our coverage.

I want to thank the members of the Division and their families for their support over the past year. I also want to thank the members of the Police Department and Fire Department for their help and assistance on the many calls for service we received. The cooperation between the departments is great and makes our jobs much easier. I also want to thank you, the residents of Newmarket, for your support of the Ambulance Division. It is because of your support that we are able to provide Emergency Medical Assistance to you in your time of need.

As always, anyone interested in becoming a member of the Newmarket Ambulance Division can call me or one of the officers at any time. We offer training for all of our members as well as CPR Training for interested groups. Our business phone is 659-6029, or you can leave a message at the Communications Center at 659-6636.

Respectfully Submitted,  
Ronald M. Bloom  
Lieutenant/ Acting EMS Coordinator

## REPORT OF THE CODE ENFORCEMENT OFFICER

1998 was a busy year for construction in Newmarket. Building permits were issued for 61 single-family homes and 1 multi-family unit. As you can see by the figures below, this is an increase of 34 single-family units and an increase in value of more than \$5,848,000.00 over last year. This increase in value is due to the greater square footage of many of the homes being built, a rise in the number of additions and renovations, new commercial buildings, a new assisted living facility, as well as additions and renovations to the schools.

### YEAR TO YEAR COMPARISON (not including plumbing/electrical permits)

	Building Permits	Single Family	Fees	Value
1998	188	61	\$32,460	\$ 11,833,432
1997	152	27	24,304	5,985,418
1996	105	22	10,640	2,456,900
1995	207	35	18,820	5,036,651
1994	109	26	12,390	4,723,745
1993	91	16	8,292	2,966,365
1992	93	14	7,174	2,664,180
1991	76	6	4,680	1,399,925

### BUILDING PERMITS BY TYPE 1998

Type	Number Issued
Single Family Dwelling	61
Multi-Family Dwelling	1
Garages/Sheds	27
Additions/Alterations	35
Commercial Buildings/Alterations	9
Swimming Pools	7
Demolitions	6
Mobile Homes	4
Miscellaneous	38
Plumbing/Electrical	188

If you are planning a project, I will be happy to sit down with you, go over your plans and answer any questions you may have. If possible, you should bring plans with you or make a cross-section drawing, in order that I might have a better idea of what you have in mind.

If you are applying for a building permit, a building plan must be filed with the application. For new homes and larger projects, formal plans will be required. For smaller projects, a cross-section drawing will usually suffice. A site plan drawing, indicating setbacks from the property lines is required for all new structures. Hand-drawn site plans are fine for most projects. Every project will require inspections, which may include foundations, framing, electrical, plumbing, and insulation inspections. Final inspections are required for all projects.

It is up to the property owner or contractor to arrange for these inspections. Although I make every effort to accommodate, my schedule fills up very quickly. With inspections, meetings, office appointments, etc., I am not always immediately available. To avoid construction delays, please schedule inspection appointments as far in advance as you can, at least 48 hours, if possible.

Something new that everyone should note is that an application for Certificate of Compliance for the New Hampshire Energy Code is now required for all new residential and small commercial structures in New Hampshire.

You must obtain this certificate if you plan to:

- Build a new home with any provision at all for fossil or electric heat
- Construct a commercial structure under 4000 square feet
- Plan to spend more than 50% of the current value of the structure altering a structure
- Winterize a seasonal home or part of an existing structure, such as finishing a room over a garage
- Construct an addition with more than 150 square feet of total floor space

You may be exempt if you are:

- Siting a mobile home
- Siting a modular home certified by the NH Modular Home Program
- Making no provision for electric or fossil fuel heat
- Adding to a certified historic building

These forms and copies of the law are available at this office. When a NH architect or engineer designs your structure, it is their responsibility to certify your construction plans and submit a letter to the Public Utilities Commission and the town stating that the structure meets the energy code requirements.

If anyone has any questions or if you would like me to review your plans, I encourage you to call or come in to see me. As I am often out of the office for inspections, I recommend that you make an appointment, in order that I may be able to spend sufficient time with you and answer all of your questions.

Respectfully submitted,  
William M. Edney  
Code Enforcement Officer

## THE NEWMARKET CONSERVATION COMMISSION

The primary purpose of the Conservation Commission, according to the state RSA, is "to protect and ensure proper use of the town's natural resources, including conservation of wetlands, forests, fields, rivers, estuaries, and aquifers." The Newmarket Conservation Commission has completed another full year of activities designed to fulfill this purpose.

### **EDUCATION**

One of the Commission's primary goals is the ongoing education of Newmarket citizens about the value of our town's natural resources. In the spring, the Commission hosted two talks. A presentation on the "\$\$\$ and Sense of Open Space" explained the economic value of open space and described opportunities for voluntary land protection. Speakers were Phil Auger of the Cooperative Extension and Djit Taylor of New Hampshire Wildlife Federation. The studies they presented described the relative costs to a town of residential and commercial development, as well as open space.

Newmarket citizens, town officials, and residents of surrounding towns, were invited to hear the results of the Commission's recently completed wetlands mapping project during the "Wet and Wild" talk. Rich Cook, from the Audubon Society of New Hampshire, spoke about the environmental significance of Newmarket's salt water wetlands, including the Lubberland Creek area, considered one of the most important salt marshes on Great Bay.

The Commission also presented the results of its two-year freshwater wetlands survey.

Thanks to a \$1,000 grant from the NH Estuaries Project, the commission had a series of large color maps made showing wetlands areas, aquifers, conservation land. These maps are available for use by the Planning Board and others, providing useful information to assist in responsible development and planning.

### **LAND PROTECTION**

The Commission continues to serve as a resource for landowners interested in exploring ways to protect their land through a variety of methods, including conservation easements and deed restrictions. Interested landowners can get in touch with a Conservation Commissioner for more information. In many instances there can be financial and tax benefits associated with land-protection programs.

### **CONSERVATION LAND PROJECT DAYS**

The Commission is pleased to be working closely with both the Boy Scouts the Girl Scouts in Newmarket. During our Winter Work Day, the Boy Scouts helped clean out wood duck boxes in a number of areas around Newmarket. And the Girl Scouts helped clear a trail on the Currier property conservation land. During our Spring Work Day, the Girl Scouts helped clean up trash, clear trails, and spread gravel at the Trotter Park, River Bend, and Heron Point conservation areas. The Commission welcomes every opportunity to work with Newmarket's young people and is looking forward to close ongoing associations with the Scouts, as well as other groups.

### **NICKELODEON BIG HELP DAY**

Last spring, the Newmarket Recreation Department, in conjunction with the Conservation Commission, organized more than 100 people to help clean up the Sliding Rock Conservation Area. Three picnic tables were installed, benches were painted, boards on the observation deck were replaced, gravel was spread on the trails, and bushes were planted. Members of the Department of Public Works were there much of the day hauling away piles of debris. Many thanks to the Recreation Department for initiating this project and to the Department of Public Works for their support and assistance.



### **FISHING DERBY**

The Conservation Commission, along with the Recreation Department and the Boy Scouts, hosted another successful fishing derby. More than 200 children ages 3 to 14 spent a beautiful Saturday morning in June fishing on the Richmond property. "I love going to the fishing derby to see all the kids having fun catching some pretty large trout," said one participant. "It is a great family event." Thanks to Commission volunteers Richie Shelton and Chris Schoppmeyer who raised money and helped orchestrate the event. And thanks, as always, to the Richmonds for sharing their pond and their land with Newmarket residents.

### **GUIDED NATURE WALKS**

The Commission offered two educational nature walks at Heron Point along the Lamprey River as part of the Newmarket Heritage Festival. More than 30 people took part in each tour. Led by commission member Ellen Snyder, participants learned about the natural beauty and environmental value of Heron Point, the Commission's newly dedicated conservation area. A few people who attended the walks were back in Newmarket after being away for more than 50 years. They were very excited to have this beautiful piece of conservation land so close to the downtown. The Commission also sponsored an educational table with the Great Bay Watch, educating citizens about this water quality monitoring program and about other conservation issues.

### **WETLANDS BOARD APPLICATIONS**

In the past year the Commission spent considerable time conducting Wetlands Board application investigations and responding to environmental quality complaints. Our role is to initially investigate potential impacts to wetlands and report the findings to the Code Enforcement Officer and the State of New Hampshire Wetlands Board.

### **LOOKING AHEAD**

As the Commission takes on new projects and trains volunteers, we continue to refine our goals and objectives in order to better accomplish our mission for the good of the town: to protect our natural resources, to promote wise use of conservation areas by helping to guide development and land use, and to educate and involve Newmarket residents in land conservation issues. The Commission welcomes input and involvement as we embark on another year of activity. If you are interested in joining the Commission or volunteering to work on specific projects, we'd love to hear from you.

### **THANKS FOR THE SUPPORT**

The work of the commission is supported and sustained by many people. Thanks to the government and private organizations that have provided support during this past year. Thanks also to the volunteers, who make projects like the fishing derby, trail days, and conservation area cleanups possible. The Commission would also like to recognize and thank former commissioners Sue Mayotte, Richard Shelton, Chris Schoppmeyer, and Randy Schroeder for their valuable contributions.

And a sincere thank you to the people of Newmarket for their recognition that our natural resources are part of what makes this town a worthwhile place to live. Protecting and promoting them is an important effort. We appreciate your continued support and hope everyone has an opportunity to enjoy our town conservation land-which belongs to all of us.

## REPORT OF THE FIRE DEPARTMENT

This past year was a year of major changes for the Newmarket Fire Department. In 1998 the Town hired a new Fire Chief, Richard Swindell. Since his appointment, the Department has flourished. Many past members have come back and recruiting has produced a number of new members. Two have already completed NH Firefighter Level 1 training and two more are currently in training for their certification. The rest of the Department has been participating in various types of training.

The year also saw a large number of equipment upgrades such as a Portable Foam Unit, which was demonstrated during Olde Home Weekend. We also purchased a new ventilation fan to clear smoke faster, and much needed bunker gear. The Fire Department's greatest upgrade was the purchase of our new Engine 1. This truck will allow the Fire Department to provide superior service to the residents of Newmarket.

In 1998 the Fire Department responded to 247 calls from our residents and surrounding neighbors. These calls ranged from appliance fires to structure fires, motor vehicle accidents and ambulance calls. A large number of calls were for carbon monoxide and smoke detector activation. Please routinely check the operation of these devices and change the batteries regularly.

REMEMBER: If you have a fire. **GET OUT AND STAY OUT!** If there is someone still inside inform arriving firefighters of their possible location. They are best equipped to perform the rescue. If you become trapped it will take longer to perform two rescues and could result in a tragedy.

Feel free to contact the Fire Department's *non-emergency* number 659-3334 for any questions you may have.

Respectfully submitted,  
Chief Richard Swindell

## NEW MARKET HISTORICAL SOCIETY

The New Market Historical Society continues to fulfill its paramount goal of protecting Newmarket's historical past for current and future generations. The Stone School Museum experienced a larger than usual number of visitors in 1998 courtesy of Newmarket's first annual Heritage Festival. Repairs continue to be made to the building with additional work, such as pointing the stone walls, being considered in 1999. The parking lot was dug up for water and sewer line repairs in the fall and will be paved in the spring of 1999. A new sign was designed and will be installed on the Granite Street side of the building in the spring.

Another year of fascinating program offerings is now a new part of our history. Members and visitors that were present will probably never forget the night that Cadbury the llama visited!

The 1999 schedule of programs is ready and copies are available at the Newmarket Community Center and Newmarket Public Library. Program offerings can also be seen on the Historical Society's web site at: <http://members.aol.com/dml1214/nhspage.html>. Monthly program information can also be obtained by calling 659-7420. The Historical Society meets on the fourth Monday of every month from February to November. The free educational meetings are open to the public and children are always welcome. Refreshments are served at the meetings. The February and March meetings as well as October and November are to be held at the Newmarket Town Hall. The other meetings will be held at the Stone School Museum located on Granite Street.

The Stone School Museum will be open Thursdays, 2 - 4 p.m. June through August. The Museum will be open during the 1999 Heritage Festival. Other times by appointment. You can call 659-7420 to schedule an appointment. Please try to give us as much advance notice as possible so that we can do our best to accommodate your schedule. The Society continues to receive donations of historical significance to add to the already significant collection. If you have not visited the Museum in several years it is time to stop in to view the newest acquisitions

On behalf of the New Market Historical Society, thank you for your support of our efforts over the years.

Respectfully submitted,  
Phil LePage  
President

## REPORT OF THE NEWMARKET HOUSING AUTHORITY

In 1998 the Newmarket Housing Authority scored 100% on the US Department of HUD evaluation known as PHAS, the Public Housing Assessment System. The Authority effort again earned Newmarket the designation of "high performer" and an invitation to Washington, DC to be recognized by HUD Secretary Andrew Cuomo.

Had the 50 apartments at Great Hill Terrace been rented on the private market the complex would have generated \$446,304 in 1998 rents based upon federal fair market rent surveys. (Fair market rents including utilities are based on bedroom number [eff 10/01] 1=\$604, 2=\$618, 3=\$774, 4=\$1222.) The rent roll for Great Hill Terrace for the past fiscal year was \$167,389, resulting in the Authority saving Newmarket residents \$278,915 in rent. Income limit for public housing for a family of three is \$34,900 per year.

The Authority assisted ninety-one additional Newmarket families through the Section 8 program, which makes rental assistance payments directly to private property landlords. The Section 8 program considerably reduces the need for working poor Newmarket families to seek Town welfare assistance. In F/Y 98 the Newmarket Housing Authority issued \$371,046 in Section 8 rental assistance. The Section 8 family of three-income limit is \$21,800 per year.

Newmarket Housing Authority is by law, and by a Cooperation Agreement executed in 1974, exempt from paying property taxes. The Authority does make a payment in lieu of taxes (PILOT) for Great Hill Terrace. The PILOT is equal to 10% of annual rent receipts minus utility expenses. For 1998 the Authority PILOT was \$10,527.

While the PILOT may not appear to be a great amount the Authority contributes to the community in additional ways. The Authority owns the Newmarket Community Center structure and land but leases the Center to the Town at no cost to the Town. The Authority pays for building insurance and for as long as able the Authority will pay the utility bills for heat and electricity. During the 1998 fiscal year the Authority paid for the Community Center \$3,441 for propane heat and \$10,287 for electricity. The Authority plans to construct an outdoor basketball court next to the Center in 1999.

The Town is represented on the NHA Board of Commissioners by five community volunteers, Chairperson Debbie Bonnell, Vice Chairperson Walter Schultz, Cindy Lavigne, Joyce Russell and Frank Schanda.

The Authority office is located in Great Hill Terrace. The staff includes Philip Chadwick, Madeline Richards and Mimi Rubin. Ricky LaBranche, a vital Authority employee of 12 plus years, in July will take a one-year leave of absence to do missionary work. We extend our thanks and best wishes to Rick and his family and look forward to their safe return from Africa.

Respectfully submitted,  
Ernest A. Clark, II  
Executive Director



## REPORT OF THE PLANNING BOARD

May of 1998 proved to be an exciting month for Newmarket and the Planning Board with two new elected members, three new alternates and a new appointment to the Board from the Town Council. The elections showed that there are many enthusiastic and committed Newmarket citizens interested in the future of our Town.

The very first meeting of the new Planning Board saw a conceptual overview of a potentially large development called Black Bear Industrial Park. Although this project never transpired it showed the effort put forth from Town officials as well as citizens to work together for the benefit of the Town.

At the next meeting after regular business was discussed, the Planning Board decided to work on goals for the 1998-1999 year. Potential goals were discussed and over a period of a few workshops our goals were narrowed down to three.

The first goal was to look at and discuss regulations pertaining to architectural and aesthetic review standards for the Town. After much thoughtful discussion with the public and by the Board, the new regulation was finally passed for Site Plan. This gives the Planning Board and developers that come before it some guidelines as to what type of structure is fitting in the Route 108 corridor. These regulations also support the "harmonious" development suggested by the Master Plan.

The second goal was to look at how the Planning Board can encourage economic growth and development within Newmarket. There were several long and well-debated discussions about rezoning Route 152/Ash Swamp Road to a new business district. The Planning Board voted not to rezone that area at that time due to concerns for the Town's water supply and concerns of residents in that area. Currently the area is undergoing a study that will assist the Board in the determination of how the aquifer in that area flows. The results of this report should help the board determine appropriate types of development in that area. The Board looks forward to hearing the results of that study.

The third goal ties in with the first two. This goal is to write new regulations for site plan, subdivision and zoning that further encourage responsible development in our town.

A combined goal of the Planning Board and Town Council was to have a meeting together to discuss issues and the future of the Town. This meeting did take place and was very educational for both the Council and the Planning Board. In my opinion it helped the two groups understand what each one does and how they effect the other. It also helped open the lines of communication between the two groups.

In all, the Planning Board was very busy this year with several applications for subdivisions and businesses. The two biggest approvals were for a new Brooks Pharmacy to be built on Route 108, across from the police station and the relocation of an older business in town to a new site on Route 108, the Kent-Pelczar Funeral Home.

With the recent acquisition of the mills by the Town of Newmarket, we look forward to another busy year and a bright future for our Town. As always, the Planning Board welcomes your opinions and comments at meetings and looks forward to serving you for another year.

Respectfully submitted,  
Lorriane Caprioli, Chairman

## PLANNING BOARD SUBDIVISION AND SITE PLAN APPROVALS

- 03/10/98 Sean & Rose Cahill - Minor Site Plan Review to expand existing retail space into vacant space next door and add additional retail/storage space in basement. Also to include an apartment and office space on second floor and an apartment on the third floor at 141 Main Street.
- 03/10/98 Jay Jenkins - Minor Site Plan Review to add two residential apartments to the existing store at 177 Main Street.
- 04/21/98 Senior Services America - Major Site Plan Review to construct a twenty-six unit congregate care facility, with associated site improvements at the corner of Grant Road and Durell Drive.
- 04/21/98 S.G.H. Development - Minor Site Plan Review to dismantle the present building and re-grade, loam and seed the site at 80 Exeter Road.
- 04/21/98 Phillip Trial - Minor Site Plan Review to change 650 sq. ft. of office space to garage bay space for detailing at 82 Exeter Road.
- 04/21/98 Great Bay Enterprises - Minor Site Plan Review for a change of use to a digital photo studio, at 4 Gerry Avenue.
- 05/05/98 Robert & Janice Mastin - Minor Subdivision & Minor Site Plan Review to convert one apartment into two apartments at 51 Elm Street.
- 05/05/98 S.G.H. Development - Major Subdivision for a twenty-four lot, open space design subdivision on Dame Road.
- 06/09/98 Peter Cowden - Minor Site Plan Review to reconfigure the parking layout to allow for a total of 25 parking spaces and one handicap parking space and to revise landscaping species from those specified on the existing site plan at 20 Beech Street Extension.
- 08/04/98 Newmarket Storage LLC - Major Site Plan Review to change the location of two previously approved storage buildings at 133 Exeter Road.
- 08/06/98 PJC Realty - Major Site Plan Review to construct a 10,000 sq. ft. Brooks Pharmacy, with drive-through window and parking at Exeter Street.
- 10/13/98 Turcotte R. E. Holdings - Minor Site Plan Review to construct a parking lot in the rear of the existing six-unit apartment building, which currently uses the front for parking, at 10-20 Spring Street.
- 11/10/98 PRV Realty - Major Subdivision Review for Phase II, 27 lot approval of Piscassic River Village on Grant Road.

- 12/15/98 Martin & Linda Ferwerda - Major Site Plan Review for a five-unit apartment building with associated site improvements on Beech Street.
- 12/15/98 John Fleurent/Ed Pelczar - Major Site Plan Review to move the Kent & Pelczar Funeral Home business to this site to provide for a new facility with a larger chapel and viewing area, with ample parking, at 77 Exeter Street.
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### ZONING BOARD OF ADJUSTMENT

- 01/26/98 Jay Jenkins - Variance to permit the establishment of a mixed use to include two dwelling units on a lot of 2,520 sq. ft., where 7,500 sq. ft. of lot area per dwelling unit is required and a minimum lot area of ¼ acre is required at 177 Main Street.
- 01/26/98 Jay Jenkins - Variance to permit decks to extend from the side/rear of the building within the 10 foot setback, at 177 Main Street.
- 02/23/98 Sean & Rose Cahill - Variance to permit the mixed use of three retail units and two residential units at 141 Main Street.
- 04/13/98 Janice & Robert Mastin - Variance of dimensional requirements to allow changing a two family dwelling to a three family dwelling at 51 Elm Street.
- 08/10/98 Develco of Stratham - Equitable Waiver of Dimensional Requirements at 55 Hersey Lane.
- 10/26/98 Kacy Knope - Variance to permit the building of a garage on an existing slab, which is approximately eight feet into the current setback of ten feet, at 4 Granite Street.
- 11/05/98 Edward Pelczar - Special Exception to permit the crossing of a hydric A soil type, at 77 Exeter Street.
- 11/05/98 Edward Pelczar - Variance to permit the construction of a parking lot, at 77 Exeter Street.
- 11/05/98 Cheney East Corporation - Equitable Waiver of Dimensional Requirements at 2F, 2G & 12 Salmon Street; 74 Exeter Street; Lot U2 135 Piscassic Street; 2A, 2B & 2C North Main Street; and Lot U2 134-1 River Street.
- 11/30/98 Cheney East Corporation - Equitable Waiver of Dimensional Requirements at 5 Bennett Way; 2J Salmon Street; and 10 & 10A Maple Avenue.

## REPORT OF THE NEWMARKET POLICE DEPARTMENT

In 1998, the Police Department experienced a 10% increase in calls for service. Speeding complaints have been addressed through visible and intensified enforcement. Citizens observing speeding motorists in their neighborhoods are encouraged to report suspected vehicles by recording their description and registration numbers.

One of the constant problems the Police Department experiences are houses without assigned street numbers affixed to them. It is sometimes very difficult for a police officer or other emergency service to find your residence in time of need if the house isn't properly numbered. During several medical emergencies, we have been unable to immediately locate the residence in need of assistance due to poor numbering or no numbering. Please make an extra effort to place visible numbers on your mailbox or house so that it can be clearly detected in times of emergency.

The Police Department has also experienced complaints of juveniles riding bicycles on the sidewalk in the vicinity of the downtown area. Parents are reminded that a town ordinance prohibits riding bicycles on the sidewalk. Please educate your children of this ordinance and general rules of bicycle safety.

The Police Department also has had problems with overnight parking on public streets during the winter months. Residents and guests are reminded that a town ordinance prohibits overnight parking between the hours of 12:00 AM and 6:00 AM on any public street from December 1<sup>st</sup> to April 1<sup>st</sup>. Violators are subject to being issued tickets and towed at the owner's expense.

The Police Department also reminds all residents that dog owners must keep their animals on a leash or under control at all times. By town ordinance, it is illegal for any person in control of any dog to allow waste on any public property or another person's private property. Please respect the property rights of others by controlling where your dog deposits waste.

Another problem that has developed over the past year has been unnecessary litter. Residents are reminded that town ordinance prevents people from placing, throwing, dumping, depositing or leaving any rubbish, refuse, garbage, trash, debris or other discarded materials in any unauthorized location such as dumpsters or solid waste containers. In addition, residents are required to place curbside pickup refuse or garbage out no earlier than 12 hours prior to collection. Recycling bins are required to be in on the day of pickup.

The Police Department has investigated numerous complaints of multi-unit apartment buildings placing garbage out at the roadside in violation of town ordinance. This has created an eyesore and an unhealthy condition. It has also resulted in wild and domestic animals causing the garbage to be scattered. Please see to it that Town Ordinance 94-1 and 94-2 are adhered to and help keep our town clean.

For 1998, Officer Richard Beaudet was named "Officer of the Year" while Executive Secretary Robin Byron was named "Employee of the Year." I offer my heartfelt congratulations to both of them on a job well done!

The Newmarket Police Department continues to provide its citizens with efficient and professional services with cost effectiveness in perspective. We sincerely hope that we have delivered in providing you protection and service to the best of our abilities. We are always interested in citizen input or ideas to improve our level of service to all residents of Newmarket. For police services, please call us at 659-6636. For administrative services such as copies of police reports, you can reach us at 659-8505. In cases of extreme emergency, dial 911!

As always, I commend and salute the commitment and dedication of the men and women of this department who make it all happen 24 hours a day, 7 days a week and 52 weeks a year through weekends and holidays. I appreciate their work ethic and pride.

Respectfully Submitted,  
Rodney C. Collins,  
Chief of Police

### CALLS FOR SERVICE - 1998

Newmarket Police	9,529
Newmarket Fire	239
Newmarket Ambulance	323
Stratham Police	5,051
Stratham Fire	302
Stratham Ambulance	217
Newfields Police	1,503
Newfields Fire	100
Newfields Ambulance	44
Nottingham Fire	232
Nottingham Ambulance	160
<b>Total Calls - 1998</b>	<b>17,700</b>



## REPORT OF THE NEWMARKET PUBLIC LIBRARY

Four generous foundation grants in 1998 carried our automation drive over the top, providing the remaining funds necessary to not only convert our old-fashioned card catalog into a computerized form easily operated by patrons but also to computerize our circulation system, dramatically increasing that department's efficiency and accurate inventory control. A further improvement: A public catalog workstations Internet access is going to be available to all.

This complicated conversion, which involves several successive, complex stages, is already underway. As the project moves forward there may be times in the future when volunteers would be welcome to carry out tasks such as book barcode matching and application. People who would like to help move the process along should speak to our Library Director, Sharon Kidney.

Throughout the year townspeople and others from the area continued to enjoy our recently enlarged, handsome library, including using the building's meeting room for programs like that of the Newmarket Heritage Day's French-Canadian storyteller. Monthly community programs are offered without charge, such as the Book Club, a discussion group open to all which meets at 7 PM on the fourth Wednesday of each month. Our Story Hour, held on Tuesday mornings at 10 for children from three to five years old, has this year been run successively by volunteers Mary Jane Ziehl and, later, Kristen Droste.

Special town recognition came twice in the spring of 1998 for important library people: In May the Newmarket Business Association named Isabel Donovan, Chair of our Board of Trustees, its Citizen of the Year. Then in June the Newmarket Masons gave our Library Director their Community Builders Award, declaring that they are proud to have Sharon Kidney "as our Librarian," and saluting "her outstanding service to the people of Newmarket."

Members of still another local organization, the Newmarket Gardeners, have been wonderful friends to the library this year, adding to the appeal of our book sales with their adjacent bake and garden sales, and designing and planting a beautiful perennial garden next to our flagpole and the granite stone with the building's name. As a separate gift, Ruthanne Rogers, one of the Gardeners, has been regularly furnishing the Library with lovely indoor and outdoor seasonal floral displays.

The Library Director and Trustees wish to thank the many people who have contributed to the library over this year, from direct presents of money to objects for Library use or for raffles, books and magazine subscriptions that enhance our collection, and of course countless gifts of volunteered time. Among these individuals are Helen Mitchell, Forbes Getchell, Ed Tourigny, Margaret Nash, Maureen Pawnell, Jessica Bickford, Ace Phoenix, Pat Norton, Jean Milliken, and Joan DeYoreo.

Respectfully submitted,  
The Board of Trustees

## Circulation from January 1, 1998 to January 31, 1998

Adult Fiction	7566
Adult Non Fiction	5419
Adult Audio and Video Recordings	1480
Juvenile Fiction	7468
Juvenile Non Fiction	2574
Juvenile Audio and Video Recordings	769
TOTAL	25,275

Books borrowed through New Hampshire Automated Information System 451

Books loaned to other libraries through NHAIS 117

New adult borrower library cards issued 451

Respectfully submitted,  
Sharon Kidney  
Library Director



## REPORT OF THE PUBLIC WORKS DEPARTMENT

I am pleased to report the progress and activity of the Public Works Department for 1998.

In April, after nine years as Public Works Director, David Walker left to pursue a career in the private sector. His accomplishments for the Town are greatly appreciated and we wish him well in his endeavor.

In January of 1998 we were very busy as a result of the ice storm. However, we were very lucky when compared to other areas. The Annual Spring Clean-up collection tonnage increased considerably. General collection totaled 329.3 tons; yard waste totaled 18.33 tons and tires totaled 12.74 tons.

The following Town roads and streets received a new overlay last summer: Bay, Lamprey, Ham, Sanborn, Boardman, Maplecrest and Pond. The Town parking lot located behind the Library was graded and paved. The guardrail on New Road was replaced in four locations. The State placed a new overlay on Main Street.

The Buildings and Grounds Division continued to maintain all Town buildings, parks, cemeteries and playing fields.

The Vehicle Maintenance Division performed maintenance on all Town equipment and vehicles. In November the Division received a new Bandit Chipper, which will chip all brush brought into the Transfer Station. The wood chips and compost from the unit are free to all Newmarket residents. Prior to obtaining the chipper, the Town paid an outside agency to dispose of all brush; therefore, the chipper is projected to pay for itself in less than three years.

Curbside Recycling increased from 565 tons in 1997 to 590 tons in 1998. Pay-per-bag decreased from 1049 tons in 1997 to 1004 tons in 1998. Waste Oil Recycling increased from 238 gallons in 1997 to 791 gallons in 1998. Recycling is essential for the environment. Please keep up the good work!

The Water Division replaced six hydrants in three locations in the vicinity of Bay Road, Maplecrest and Lamprey Street, and three services were replaced on Pine Street.

The Sewer Division has completed the reports necessary to meet our obligations required by the administrative order which we are currently working under and are waiting for the Environmental Protection Agency and New Hampshire Department of Environmental Services to review.

Should you ever have a problem, concern or question, please call me at 659-3093. As Public Works Director, I look forward to working with the residents of Newmarket in this capacity.

Respectfully submitted,  
Richard (Rick) Malasky,  
Director of Public Works

## REPORT OF THE RECREATION DEPARTMENT

1998 had the Newmarket Recreation Department off and running or should we say off and "RECreating!" Either way, we had an extremely busy and successful year. We certainly have a lot to be proud of with many of our 1998 Special Event and Annual Programming accomplishments.

However, we would first like to congratulate Jim Hilton, Newmarket's Recreation Director, with winning the very coveted *Wink Tapply* award which was given to him from the *New Hampshire Parks and Recreation Association* (NHRPA) for his perseverance and dedication in the field of Recreation & Parks Management. The *Wink Tapply* award is by far the most prestigious of all the NRRPA awards. Newmarket is very lucky to have Jim running the Recreation Department for the past 9 years!

Newmarket Recreation continues to offer a variety of activities for all ages from toddlers up to senior citizens. We were especially excited to incorporate a revolving account into our 1998-99 budget which allowed us to expand on many of our event programs without impacting, you, the tax payer, at all. In fact, last year we added several very successful movin' and groovin' programs to our yearly programming lineup: Teeter Toddlers, Teen Tourneys, Ballroom Dancing and Line Dancing, just to name a few!

Our Preschool Playgroup and our very popular *Start Smart* Preschool Sports programs still continue to get rave reviews from both the children and parents. Our after school programming has also seen some new and creative additions, such as *Mystical Magic*, *Beginning Ballet*, and *Nike Flag Football*. We were also able to offer both *Play Soccer* and *Seacoast United* soccer camps in the summer months.

Our senior citizen activities have also met with great favor from all that have participated or attended any one of our monthly *Lunch Bunch* trips, theatre trips, and/or our weekly seniorise classes. It is our hope that with the revolving account in place, we will be able to subsidize a second seniorise class in 1999 on Tuesday afternoons, still at no charge to the senior citizen.

A 1998 goal for the Recreation Department was to give back to the community in some way. We're very proud to announce that our challenge was met by our hosting and coordinating two *Nickelodeon Big Help* events last year. The first event was held during National Volunteer Week. The Recreation Department, along with the Conservation Commission, and another 50 volunteers did our share to clean up and beautify Newmarket's Sliding Rock Conservation & Recreational Area. The second *Nickelodeon Big Help* event a. k. a. *The Big "Rake"reation* took place last fall. Once again, we successfully recruited over 50 volunteers and raked a total of 15 senior citizens lawns. We raked and filled over 300 lawn bags that day!

Set and Spike! Did somebody say volleyball? The Community Center's 1998 latest and greatest facility addition was a full-scale outdoor sand volleyball court. During the day the court was utilized by summer campers and in the evening we had several co-ed groups come down to play a friendly game or two. We're hoping to start up an intramural volleyball league for the summer of '99.



We were also very excited that we were able to resurface the outdoor basketball court behind the high school along with adding new backboards and nets.

We'll wrap up our 1998 report with a brief RECap of a year in the life of Newmarket Recreation's very successful Special Events programming... our "specialty," (No pun intended!) We truly feel that our 1998 special events were even more fantastic than last year, as we added several new and creative events to our already full agenda.

We started off the year with a Newmarket favorite, the 4th Annual Daddy Daughter Date Night. This year, however, we broke tradition and stayed away from a Valentine's Dance concept and instead celebrated an *Evening of Enchantment* where over 330 little princesses and their escorts discovered that fairy tales do come true. Following that fairy tale ending, we laughed our way into March with a *Clowns on the Town* event and then hopped into spring with over 400 children at our Annual Easter Egg Hunt! We continued into the rainy season with our award winning *Touch-a-Truck* event. However, the rain didn't dampen our spirit as 33 truckers still caravanned their trucks of all sizes and shapes into the high school parking lot! Nor did it dampen the spirit of the determined young ones who showed up wearing raincoats and carrying umbrellas! We cleaned up the spring season by hosting our first *Newmarket Recreation Lot and Flea Sale*. The goal was to allow those residents to do a little "spring cleaning" and make some money at the same time.

Finally, the sun and summer arrived and we proceeded to "cast" our efforts towards Newmarket's very popular Annual Fishing Derby. That's right, 750 stocked rainbow trout didn't have a fighting chance against 400 children dangling worms, all vying for the "catch of the day." One of the most exciting events of the summer was the introduction of our special "themed" World Class Adventure Summer Day Camp Program entitled *1st Rec from the Sun!* This "around the world" concept allowed us to be very creative with our summer camp agenda. We had over 250 registered campers (Preschool - 8th grade) traveling to exotic places around the world via special events, field trips, and sports & games activities.

Moving along into fall, the Recreation Department caught the Beanie Baby craze and hosted a Beanie Baby Birthday Bash for all the little Beanie collectors of Newmarket! We then crept into the Halloween season with our *1st Annual Spooky Sleepover*. The Recreation Department was certainly spooked when we anticipated 20 kids, and ended up playing an awesome game of "Flashlight Tag" with over 50 kids in attendance. Then once again we crowded the halls of our *Haunted Community Center* for our very successful Annual Halloween Party. This year, however, we fired the witches, and instead invited space aliens who allowed all the little ghosts and goblins of Newmarket to enter and play in their sci-fi laser tag arena.

We rounded off fall with our 1st Annual *Harvest Moon Mother and Son Dance*, an event long overdue according to all the mothers of Newmarket! As predicted, the event proved to be extremely successful and will be added to our annual lineup! The 1998 Season of Giving was just that, with the Town's Annual Giving Tree and Tree Lighting Ceremony followed by our Annual Christmas Party, which was held at the end of December.

The Newmarket Recreation Department certainly had a lot to be thankful for in 1998! That is why we would like to take this opportunity to thank all the residents, contributors, and sponsors for supporting our excellent programs throughout the year. A special thanks goes to the seniors, parents, and teens who often volunteer their time to help run many of our successful events. The Recreation Department is always on the lookout for volunteers, supplies, equipment, and especially new and creative ideas.

Newmarket Recreation currently sends out a quarterly brochure to all residents in our database that outlines our event calendar for the coming season. If you would like to be added to our mailing list, please give us a call at 659-8581. We look forward to *RECreating* with you in 1999!

Respectfully submitted,  
Aimee Gigandet, Assistant Recreation Director  
Anneliese Fisher, Summer Camp and Preschool Coordinator

## REPORT OF THE LAMPREY RIVER ADVISORY COMMITTEE

The Lamprey River Advisory Committee has had an active year. Committee member Dick Wellington has spearheaded the production of a 20-minute video portraying the Lamprey River through history. Upon completion, the video will be made available to libraries, historical societies and schools in the region.

The park at the Wiswall Dam in Durham is nearing completion and will be officially named John Hatch Park. John was a founding member of the Committee and was a well known artist and professor at UNH. Funds from the U.S. Park Service have been put to good use preserving this site for passive recreation. It is also on the National Register of Historic Places. John Wastrom, a stonemason whose specialty is restoration, has been engaged to restore the stone wall in the park. A monument to John Hatch will also be featured. Land preservation along the river is a priority for the Committee and, so far, 14 acres of property owned by the Weeks family have been protected. The Committee is working on securing easements for the Verrette and Brady properties, totaling 9,000 feet of river frontage and 175 acres of land.

U.S. Interior Secretary Bruce Babbitt came to the banks of the Lamprey on the Spang property to recognize successful efforts by the Committee to secure Wild and Scenic designation for the river in Lee, Durham and part of Newmarket on that program's 30<sup>th</sup> Anniversary. He said "This designation is a model for the entire nation." He expressed strong support for the fish ladder that is needed at Durham's Wiswall Dam and expressed concern for the way stream flows are regulated on rivers such as the Lamprey. The Committee is working with Babbitt's office to secure funding for more river conservation.

Students and teachers from the Epping Middle School have been working with the Committee, UNH, the Lamprey River Watershed Association and Volunteer River Monitoring Coordinator Beth Malcolm monitoring the river in Epping at 7 locations. So far, the river in Epping appears to be in good health with the exception of areas adjacent to the Wastewater Treatment Plant. The school obtained a grant to purchase equipment and develop a brochure on their work from the New Hampshire Estuaries Project, funded by the Environmental Protection Agency. The Committee also actively supported Epping's move to obtain Federal funds to improve the plant.

Wildlife habitat and, in particular, the habitat of the rare Blanding's Turtles, has been done on the Verrette property and in the oxbow near Camp Hedding in Epping. These turtles are important ecologically as well as indicators of the health of the river.

The Committee, working with regional planning commissions, has developed a sophisticated set of GIS maps for Lee, Durham and Newmarket with partial coverage in Epping. A set of recent aerial photos are also available, commissioned by the Committee for use in the Lamprey River video project.

Judith Spang of Durham chairs the Committee with Dick Dowing, Dick Lord and Gary Lauten being members from Durham. Joe Ford, Sharon Meeker, Kitty Miller, Dick Wellington and Brian Giles represent Lee, Sue Beaulieu the Town of Newmarket and Kevin Martin, the Town of Epping. The Committee works with both the State's River Protection Program and the National Park Service's Wild and Scenic Rivers Program.

## NEWMARKET MAIN STREET CORPORATION

The Newmarket Main Street Project has had a successful year in establishing its presence with the Historical Signage Project identifying and dating 10 of Newmarket's oldest downtown buildings. Thanks to the Historical Society and Forbes and Sylvia Getchell for their help in developing the accompanying brochure.

The Heritage Festival was the main event for July 1998. The hard work of all the volunteers and especially Festival Coordinator Michael Provost made the weekend a great success in bringing people downtown for music and entertainment. The Call of the Lamprey was the single best attended event of the weekend; the performance embodied the history of our town. In addition, the Main Street business owners report was extremely positive with most experiencing their busiest weekend of the summer.

We are moving ahead with new projects of nightscaping prominent downtown structures and working with the Hand Tub Association on renovation of the old firehouse. The committee is strongly supporting the development of a Newmarket Art Association and is ready to sponsor the Air Force Band Concert on May 22, under concert organizer Gene Novak.

We thank the community for its continued support and participation in the project.

Respectfully Submitted,  
Judith Ryan, President

## NEWMARKET SENIOR CITIZEN GROUP

The Newmarket Senior Citizen Group has been an active, non-profit organization for a little over twenty-six years. It was formed on January 13, 1973.

On April 26, 1998, the active Senior Citizen members celebrated their 25<sup>th</sup> Anniversary with an Open House. A short program was enjoyed, during which the Group's first president, Joseph Arsenault, unveiled the pictures of all the past presidents. They had been collected and framed by Helen Levesque, present leader. Invited guests spoke briefly and refreshments followed.

Regular meetings are held on the first Wednesday of the month at 10:00 a.m. on Beech Street Extension. Anyone aged 55 and over is welcomed to join us in fun and fellowship. There are no dues. Following the business meetings, we enjoy entertainment including guest speakers, slide presentations, and visits from our town and school officials. Darlene Kartaszewicz acts as Program Coordinator.

In December we celebrated with a Christmas party and gift exchange. Poinsettia plants decorated all the tables and were raffled off after the potluck lunch. The ball was trimmed with holiday decorations, as was the traditional tree.

In June, the following officers were re-elected: President, Helen Levesque; Vice-president, Ada Hayes; Secretary, Joan McEvoy; Treasurer, Wings (Winnie) Willey.

The six-member Board of Directors included: Jean Jennings, Helen Dodds, Dottie Greene, Stefie Miller, Irene Garland and Ethel MacIntosh who replaced Clarence Hodson. Many others volunteer for committee work.

During July and August there are no scheduled meetings. However, various trips are planned abroad for the summer and fall.

A penny sale, bingo games and potluck lunches are scheduled each year, and members' birthdays are acknowledged. Sunshine Lady Lucille LeGault is in charge of sending out get-well and condolence cards.

Our Craft Group meets on the second Tuesday of the month at 1 o'clock. Non-members are always welcomed.

Last July we met at the Center and car-pooled to the Sugar Shack in Barrington for a chicken barbeque. In October, Ada Hayes organized the foliage trip to East Hill Clay Farm in Troy, New Hampshire, where a luncheon was enjoyed.

Sincere thanks to all who have helped to make the active Senior Citizen Group of Newmarket such a pleasant experience.

Respectfully submitted,  
Helen Levesque, President







# PLODZIK & SANDERSON

*Professional Association/Accountants & Auditors*

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

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

To the Members of the  
Town Council and Town Administrator  
Town of Newmarket  
Newmarket, New Hampshire

In planning and performing our audit of the Town of Newmarket for the year ended June 30, 1998, we considered the Town's internal control structure in order to determine the scope of our auditing procedures for the purpose of expressing our opinion on the financial statements. Our review of these systems was not intended to provide assurance on the internal control structure and should not be relied on for that purpose.

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

We are pleased to report that, during the course of our review of internal controls, no material weaknesses in the Town's accounting systems and records were identified. Minor weaknesses or other considerations coming to our attention were generally procedural in nature and dealt with administrative or recordkeeping practices. In these instances, we made specific recommendations or provided instruction to those individuals involved during the course of our audit fieldwork. Areas discussed included:

- A. Tax Collector - Notification of redemption to Registry of Deeds within 30 days of payment (RSA 80:70) (Repeat Recommendation).
- B. Fixed asset records and controls (Repeat Recommendation).

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

August 20, 1998

*Plodzik & Sanderson  
Professional Association*

EXHIBIT A  
TOWN OF NEWMARKET, NEW HAMPSHIRE  
Combined Balance Sheet  
All Fund Types and Account Group  
June 30, 1998

<u>ASSETS AND OTHER DEBITS</u>	<u>Governmental Fund Types</u>			<u>Fiduciary</u> <u>Fund Types</u>	<u>Account</u> <u>Group</u> <u>General</u>	<u>Total</u> <u>(Memorandum</u> <u>Only)</u>
	<u>General</u>	<u>Special</u> <u>Revenue</u>	<u>Capital</u> <u>Projects</u>	<u>Trust and</u> <u>Agency</u>	<u>Long-Term</u> <u>Debt</u>	
<u>Assets</u>						
Cash and Equivalents	\$ 614,774	\$ 194,790	\$ 35,830	\$ 123,895	\$	\$ 969,289
Investments	1,892,210	699,433	169,929	2,008,222		4,769,794
<u>Receivables (Net of</u>						
<u>Allowances For Uncollectibles)</u>						
Taxes	2,403,866					2,403,866
Accounts	47,324	92,624				139,948
Other				176,009		176,009
Interfund Receivable	73,607	269,810		3,400		346,817
Elderly Tax Liens	15,885					15,885
Elderly Tax Liens Reserved Until Collected	(15,885)					(15,885)
Inventory		54,301				54,301
Prepaid Items	39,049	47,438				86,487
<u>Other Debits</u>						
Amount to be Provided for Retirement of General Long-Term Debt					3,438,475	3,438,475
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b><u>\$ 5,070,830</u></b>	<b><u>\$ 1,358,396</u></b>	<b><u>\$ 205,759</u></b>	<b><u>\$ 2,311,526</u></b>	<b><u>\$ 3,438,475</u></b>	<b><u>\$ 12,384,986</u></b>

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

*EXHIBIT A (Continued)*  
**TOWN OF NEWMARKET, NEW HAMPSHIRE**  
*Combined Balance Sheet*  
*All Fund Types and Account Group*  
*June 30, 1998*

<u>LIABILITIES AND EQUITY</u>	<u>Governmental Fund Types</u>			<u>Fiduciary</u>	<u>Account</u>	<u>Total</u> <u>(Memorandum</u> <u>Only)</u>
	<u>General</u>	<u>Special</u> <u>Revenue</u>	<u>Capital</u> <u>Projects</u>	<u>Fund Types</u> <u>Trust and</u> <u>Agency</u>	<u>Group</u> <u>General</u> <u>Long-Term</u> <u>Debt</u>	
<u>Liabilities</u>						
Accounts Payable	\$ 31,192	\$ 6,448	\$ 11,325	\$	\$	\$ 48,965
Accrued Interest Payable			16,677			16,677
Accrued Payroll and Benefits	11,249	1,088				12,337
Contracts Payable			2,524			2,524
Retainage Payable			3,325			3,325
Intergovernmental Payable				235,185		235,185
Interfund Payable	47,185	287,135		12,497		346,817
Escrow and Performance Deposits				77,639		77,639
Other Current Liabilities	7,114					7,114
Deferred Tax Revenues	4,173,182					4,173,182
Bond Anticipation Notes Payable			815,477			815,477
Deferred Compensation						
Benefits Payable				176,009		176,009
General Obligation Debt Payable					2,190,776	2,190,776
Accrued Landfill Closure and Postclosure Costs					1,215,000	1,215,000
Compensated Absences Payable					32,699	32,699
Total Liabilities	<u>4,269,922</u>	<u>294,671</u>	<u>849,328</u>	<u>501,330</u>	<u>3,438,475</u>	<u>9,353,726</u>
<u>Equity</u>						
<u>Fund Balances</u>						
Reserved For Endowments				554,546		554,546
Reserved For Encumbrances	269,266		64,754			334,020
Reserved For Inventory		54,301				54,301
Reserved For Special Purposes			135,087	1,255,650		1,390,737
<u>Unreserved</u>						
Designated For Special Purposes		1,031,464				1,031,464
Undesignated (Deficit)	<u>531,642</u>	<u>(22,040)</u>	<u>(843,410)</u>			<u>(333,808)</u>
Total Equity	<u>800,908</u>	<u>1,063,725</u>	<u>(643,569)</u>	<u>1,810,196</u>		<u>3,031,260</u>
<b>TOTAL LIABILITIES AND EQUITY</b>	<u>\$ 5,070,830</u>	<u>\$ 1,358,396</u>	<u>\$ 205,759</u>	<u>\$ 2,311,526</u>	<u>\$ 3,438,475</u>	<u>\$ 12,384,986</u>

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

*EXHIBIT B*  
*TOWN OF NEWMARKET, NEW HAMPSHIRE*  
*Combined Statement of Revenues, Expenditures and Changes in Fund Balances*  
*All Governmental Fund Types and Expendable Trust Funds*  
*For the Fiscal Year Ended June 30, 1998*

	<u>Governmental Fund Types</u>			<u>Fiduciary</u>	<u>Total</u> (Memorandum Only)
	<u>General</u>	<u>Special</u> <u>Revenue</u>	<u>Capital</u> <u>Projects</u>	<u>Fund Type</u> <u>Expendable</u> <u>Trust</u>	
<u>Revenues</u>					
Taxes	\$ 8,121,247	\$ 9,125	\$	\$	\$ 8,130,372
Licenses and Permits	764,790				764,790
Intergovernmental	505,303	161,868			667,171
Charges for Services	388,805	981,149			1,369,954
Miscellaneous	182,959	68,445	24,145	60,137	335,686
<u>Other Financing Sources</u>					
Operating Transfers In	<u>207,974</u>	<u>155,597</u>	<u>494,544</u>	<u>212,000</u>	<u>1,070,115</u>
<u>Total Revenues and</u> <u>Other Financing Sources</u>	<u>10,171,078</u>	<u>1,376,184</u>	<u>518,689</u>	<u>272,137</u>	<u>12,338,088</u>
<u>Expenditures</u>					
<u>Current</u>					
General Government	936,804	2,931			939,735
Public Safety	853,310	2,159			855,469
Highways and Streets	578,673				578,673
Sanitation	235,766	351,849			587,615
Water Distribution and Treatment		339,364			339,364
Health	73,011				73,011
Welfare	38,768				38,768
Culture and Recreation	186,511	141,883			328,394
Conservation	363	11,580			11,943
Economic Development	26,763				26,763
Debt Service	258,936	347,033			605,969
Capital Outlay	104,597	12,497	761,695		878,789
Intergovernmental	6,239,373				6,239,373
<u>Other Financing Uses</u>					
Operating Transfers Out	<u>323,130</u>	<u>67,014</u>	<u>450,000</u>	<u>213,513</u>	<u>1,053,657</u>
<u>Total Expenditures and</u> <u>Other Financing Uses</u>	<u>9,856,005</u>	<u>1,276,310</u>	<u>1,211,695</u>	<u>213,513</u>	<u>12,557,523</u>
<u>Excess (Deficiency) of Revenues and</u> <u>Other Financing Sources Over (Under)</u> <u>Expenditures and Other Financing Uses</u>	315,073	99,874	(693,006)	58,624	(219,435)
<u>Fund Balances - July 1</u>	<u>485,835</u>	<u>963,851</u>	<u>49,437</u>	<u>1,000,043</u>	<u>2,499,166</u>
<u>Fund Balances - June 30</u>	<u>\$ 800,908</u>	<u>\$ 1,063,725</u>	<u>\$ (643,569)</u>	<u>\$ 1,058,667</u>	<u>\$ 2,279,731</u>

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



*EXHIBIT C  
TOWN OF NEWMARKET, NEW HAMPSHIRE  
Combined Statement of Revenues, Expenditures and Changes in Fund Balances  
Budget and Actual (Budgetary Basis)  
General and Special Revenue Funds  
For the Fiscal Year Ended June 30, 1998*

	<u>General Fund</u>		Variance Favorable (Unfavorable)
	<u>Budget</u>	<u>Actual</u>	
<u>Revenues</u>			
Taxes	\$ 8,068,670	\$ 8,121,247	\$ 52,577
Licenses and Permits	646,015	764,790	118,775
Intergovernmental	498,417	496,100	(2,317)
Charges for Services	321,340	388,805	67,465
Miscellaneous	138,340	182,959	44,619
<u>Other Financing Sources</u>			
Operating Transfers In	<u>295,736</u>	<u>207,974</u>	<u>(87,762)</u>
<u>Total Revenues and Other Financing Sources</u>	<u>9,968,518</u>	<u>10,161,875</u>	<u>193,357</u>
<u>Expenditures</u>			
<u>Current</u>			
General Government	962,123	930,158	31,965
Public Safety	837,247	861,310	(24,063)
Highways and Streets	712,334	706,463	5,871
Sanitation	243,469	235,766	7,703
Water Distribution and Treatment			
Health	72,780	73,011	(231)
Welfare	47,795	38,768	9,027
Culture and Recreation	184,515	186,511	(1,996)
Conservation	300	363	(63)
Economic Development	15,000	26,763	(11,763)
Debt Service	258,936	258,936	
Capital Outlay	191,516	191,516	
Intergovernmental	6,239,373	6,239,373	
<u>Other Financing Uses</u>			
Operating Transfers Out	<u>323,130</u>	<u>323,130</u>	
<u>Total Expenditures and Other Financing Uses</u>	<u>10,088,518</u>	<u>10,072,068</u>	<u>16,450</u>
<u>Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses</u>			
	<u>\$ (120,000)</u>	89,807	<u>\$ 209,807</u>
<u>Increase in Reserved Fund Balances</u>			
<u>Unreserved Fund Balances - July 1</u>		<u>441,835</u>	
<u>Unreserved Fund Balances - June 30</u>		<u>\$ 531,642</u>	

Annually Budgeted Special Revenue Funds			Totals (Memorandum Only)		
Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
\$	\$	\$	\$ 8,068,670	\$ 8,121,247	\$ 52,577
			646,015	764,790	118,775
134,412	161,868	27,456	632,829	657,968	25,139
853,553	981,149	127,596	1,174,893	1,369,954	195,061
29,500	58,435	28,935	167,840	241,394	73,554
<u>157,000</u>	<u>155,597</u>	<u>(1,403)</u>	<u>452,736</u>	<u>363,571</u>	<u>(89,165)</u>
<u>1,174,465</u>	<u>1,357,049</u>	<u>182,584</u>	<u>11,142,983</u>	<u>11,518,924</u>	<u>375,941</u>
			962,123	930,158	31,965
			837,247	861,310	(24,063)
			712,334	706,463	5,871
340,150	351,849	(11,699)	583,619	587,615	(3,996)
270,275	332,564	(62,289)	270,275	332,564	(62,289)
			72,780	73,011	(231)
			47,795	38,768	9,027
133,600	141,883	(8,283)	318,115	328,394	(10,279)
			300	363	(63)
			15,000	26,763	(11,763)
347,040	347,033	7	605,976	605,969	7
23,400	12,497	10,903	214,916	204,013	10,903
			6,239,373	6,239,373	
<u>60,000</u>	<u>67,014</u>	<u>(7,014)</u>	<u>383,130</u>	<u>390,144</u>	<u>(7,014)</u>
<u>1,174,465</u>	<u>1,252,840</u>	<u>(78,375)</u>	<u>11,262,983</u>	<u>11,324,908</u>	<u>(61,925)</u>
<u>\$ -0-</u>	104,209	<u>\$ 104,209</u>	<u>\$ (120,000)</u>	194,016	<u>\$ 314,016</u>
	(3,696)			(3,696)	
	<u>788,113</u>			<u>1,229,948</u>	
	<u>\$ 888,626</u>			<u>\$ 1,420,268</u>	

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

*EXHIBIT D*  
*TOWN OF NEWMARKET, NEW HAMPSHIRE*  
*Statement of Revenues, Expenses and Changes in Fund Balance*  
*All Nonexpendable Trust Funds*  
*For the Fiscal Year Ended June 30, 1998*

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	<u>Fiduciary Fund Type Nonexpendable Trust Funds</u>
<u>Operating Revenues</u>	
Increase in Fair Value	\$ 30,512
New Funds	8,658
Interest and Dividends	39,867
Capital Gains	<u>11,290</u>
 <u>Total Operating Revenues</u>	 <u>90,327</u>
 <u>Operating Expenses</u>	
Transfers Out	16,458
Trust Income Distributions	<u>13,756</u>
 <u>Total Operating Expenses</u>	 <u>30,214</u>
 <u>Operating Income</u>	 60,113
 <u>Fund Balance - July 1</u>	 <u>691,416</u>
 <u>Fund Balance - June 30</u>	 <u>\$ 751,529</u>

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

*EXHIBIT E*  
*TOWN OF NEWMARKET, NEW HAMPSHIRE*  
*Statement of Cash Flows*  
*All Nonexpendable Trust Funds*  
*For the Fiscal Year Ended June 30, 1998*

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	<u>Fiduciary Fund Type Nonexpendable Trust Funds</u>
<u>Cash Flows From Operating Activities</u>	
Interest and Dividends Received	\$ 39,867
New Funds Received	8,658
Trust Income Distributions	(13,756)
Operating Transfers Out - To Other Funds	<u>(27,454)</u>
<u>Net Cash Provided by Operating Activities</u>	7,315
<u>Cash Flows From Investing Activities</u>	
Net Purchase of Investment Securities	<u>(69,033)</u>
<u>Net (Decrease) in Cash</u>	(61,718)
<u>Cash - July 1</u>	<u>107,645</u>
<u>Cash - June 30</u>	<u>\$ 45,927</u>
<i>Reconciliation of Operating Income to Net Cash Provided by Operating Activities</i>	
<u>Operating Income</u>	<u>\$ 60,113</u>
<u>Adjustments to Reconcile Operating Income to Net Cash Provided (Used) by Operating Activities</u>	
Gain on Sales of Investments	(11,290)
(Increase) In Fair Value	(30,512)
(Decrease) in Due To Other Funds	<u>(10,996)</u>
<u>Total Adjustments</u>	<u>(52,798)</u>
<u>Net Cash Provided by Operating Activities</u>	<u>\$ 7,315</u>

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

TOWN OF NEWMARKET, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1998

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Financial Reporting Entity

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

B. Basis of Presentation - Fund Accounting

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

*Governmental Fund Types*

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

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

Public Library	Community Development Corporation
Water Department	Conservation Commission
Sewer Department	DARE Program
Drug Forfeiture	Pistol Permits

**Capital Projects Funds** - Transactions related to resources obtained and used for the acquisition, construction, or improvement of capital facilities are accounted for in Capital Projects Funds. The following funds are included in this fund type:

Landfill	Water System Improvements
Landfill Closure/Site Impact	Sewer System Improvements



TOWN OF NEWMARKET, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1998

*Fiduciary Fund Types*

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

The following funds are included in this fund type:

Nonexpendable Trust Funds

Town Trusts  
Library Trusts

Expendable Trust Funds

Town Trusts  
Capital Reserve

Agency Funds

Developers' Performance Bond  
Planning Board Fee Deposits  
Deferred Compensation Plan

*Account Groups*

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

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

**General Long-Term Debt Account Group** - This account group is established to account for all long-term debt of the Town.

C. Measurement Focus/Basis of Accounting

Governmental, Expendable Trust and Agency Funds use the modified accrual basis of accounting. Under this method, revenues are recognized in the accounting period in which they become both available and measurable (flow of current financial resources measurement focus). Licenses and

TOWN OF NEWMARKET, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1998

permits, fines and forfeits, and miscellaneous revenues are recorded as revenues when received in cash. General taxes, intergovernmental revenues, charges for services, and investment earnings are recorded when earned (when they are measurable and available). Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except expenditures for debt service, prepaid expenses, and other long-term obligations, which are recognized when due.

All Nonexpendable Trust Funds are accounted for using the accrual basis of accounting. Their revenues are recognized when they are earned, and their expenses are recognized when they are incurred (flow of economic resources measurement focus).

D. Budgetary Accounting

*General Budget Policies*

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

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

State statutes require balanced budgets, but provide for the use of beginning unreserved fund balance to achieve that end. In the fiscal year 1997-98, \$120,000 of the beginning General Fund fund balance was applied for this purpose.

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

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

TOWN OF NEWMARKET, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1998

	<u>General</u>	<u>Special Revenue</u>
<u>Expenditures and Other Financing Uses</u>		
Per Exhibit C (Budgetary Basis)	\$ 10,072,068	\$ 1,252,840
<u>Adjustments</u>		
<u>Basis Difference</u>		
Encumbrances - June 30, 1997	44,000	6,800
Encumbrances - June 30, 1998	(269,266)	
Retirement contributions paid by State of NH	9,203	
<u>Entity Difference</u>		
<u>Unbudgeted Funds</u>		
Drug Forfeiture		158
Community Development Corporation		2,931
Conservation Commission		11,580
DARE Program		1,131
Pistol Permits	_____	870
Per Exhibit B (GAAP Basis)	<u>\$ 9,856,005</u>	<u>\$ 1,276,310</u>

E. Assets, Liabilities and Fund Equity

*Cash and Equivalents*

The Town Treasurer is required by State statute to have custody of all monies belonging to the Town and shall pay out the same only upon orders of the council. The Town Treasurer shall deposit all such monies in solvent banks in the state or in participation units in the public deposit investment pool established pursuant to RSA 383:22. Funds may be deposited in banks outside the state if such banks pledge and deliver to the state treasurer as collateral security for such deposits in value at least equal to the amount of the deposit in each case.

State statutes authorize the Treasurer, with the approval of the council, to invest excess funds in obligations of the United States government, in the public deposit investment pool established pursuant to RSA 383:22, in savings bank deposits of banks incorporated under the laws of the State of New Hampshire or in certificates of deposits and repurchase agreements of banks incorporated under the laws of the State of New Hampshire or in banks recognized by the State Treasurer. Any person who directly or indirectly receives any such funds or monies for deposit or for investment in securities of any kind shall, prior to acceptance of such funds, make available at the time of such deposit or investment an option to have such funds secured by collateral having a value at least equal to the amount of such funds. Such collateral shall be segregated for the exclusive benefit of the town. Only securities defined by the bank commissioner as provided by rules adopted pursuant to RSA 386:57 shall be eligible to be pledged as collateral.

TOWN OF NEWMARKET, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1998

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

The Town is authorized by State statute to invest Trust Funds, including Capital Reserve Funds, in obligations of political subdivisions and stocks and bonds that are legal for investment by New Hampshire savings banks except mutual funds unless the mutual funds are registered with the Securities and Exchange Commission, qualified for sale in the State of New Hampshire in accordance with the New Hampshire uniform securities act of the New Hampshire Secretary of State's office, and have in their prospectus a stated investment policy which is consistent with the investment policy adopted by the Trustees of Trust Funds in accordance with RSA 35:9. The Trustees may also invest trust funds in New Hampshire credit unions and in the public deposit investment pool established pursuant to RSA 383:22. Capital Reserve Funds must be kept in separate accounts and not intermingled with other funds.

The Town does participate in the New Hampshire Public Deposit Investment Pool. Based on GASB Statement No. 3, investments with the Pool are considered to be unclassified. At this time, the Pool's investments are limited to short-term U.S. Treasury and U.S. Government Agency obligations, State of New Hampshire municipal obligations, certificates of deposit from AI/PI-rated banks, money market mutual funds (maximum of 20% of portfolio), overnight to 30-day repurchase agreements and reverse overnight repurchase agreements with primary dealers or dealer banks.

Under the terms of GASB Statement #31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, the Pool is considered to be a 2a7-like pool which means that it has a policy that it will, and does operate in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. This rule allows SEC-registered mutual funds to use amortized cost rather than market value to report net assets to compute share prices if certain conditions are met. Therefore, the Town reports its investment in the Pool at amortized cost which would equal the Pool's share price.

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

During the fiscal year, the entity realized a net gain of \$11,290 from the sale of investments. The calculation of realized gains/losses is independent of the calculation of the net increase/decrease in the fair value of investments. Realized gains and losses on investments that had been held in more than one fiscal year and sold in the current year may have been recognized as an increase or decrease in the fair value of investments reported in the prior year. The net increase in the fair value of investments during fiscal year 1998 was \$30,512. This amount takes into account all changes in fair value (including purchases and sales) that occurred during the year.



*TOWN OF NEWMARKET, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 1998*

Other investments are stated at fair value as of the balance sheet date. The fair value is based on the quoted market price for all investments. The money market investments with a remaining maturity at time of purchase less than one year are reported at amortized cost. These include commercial paper, banker's acceptance, and U.S. Treasury and agency obligations.

*Receivables*

Revenues for the most part are recorded when received, except for the following items for which receivables have been recorded:

- a. Tax revenue is recorded when a warrant for collection is committed to the Tax Collector. However, management has recognized a reserve of \$75,000 representing future potential abatements and/or tax deedings of the current uncollected balances.

As prescribed by law, the Tax Collector places a lien on properties for all uncollected property taxes in the following year after taxes are due. The lien on these properties has priority over other liens and accrues interest at 18% per annum.

If property is not redeemed within the 2-year redemption period, the property is tax-deeded to the Town.

- b. Various service charges (water and sewer) are recorded as revenue for the period when service was provided.

*Interfund Receivables and Payables*

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

*Inventories*

Inventories are valued at cost using the first-in, first-out method. The purchase method is used to account for inventories. Under the purchase method, inventories are recorded as expenditures when purchased, however, material amounts of inventories are reported as assets of their respective funds. Reported inventories in the governmental funds are equally offset by a fund balance reserve which indicates that the assets are not available for appropriation even though they are a component of reported assets.



TOWN OF NEWMARKET, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1998

*Prepaid Items*

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

*Deferred Revenue*

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

*Long-Term Liabilities*

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

**Compensated Absences** - Employees may accumulate a limited amount of earned but unused vested benefits, which will be paid to employees upon separation from the Town's service. In Governmental Fund Types and Fiduciary Fund Types, the cost of vested benefits paid or expected to be liquidated with expendable available financial resources are reported as an expenditure and fund liability of the fund. Amounts of vested or accumulated leave benefits that are not expected to be liquidated with expendable available financial resources are reported in the general long-term debt account group. No expenditure is reported for these amounts.

*Fund Equity*

The portion of fund balance which has been legally segregated for a specific future use, or which indicates that a portion is not appropriate for expenditures, is shown as reserved. The following reserves were used by the Town during the year:

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

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

TOWN OF NEWMARKET, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1998

**Reserved for Inventory** - represents inventory which, under the purchases method, does not represent expendable available resources, even though it is a component of net current assets.

**Reserved for Special Purposes** - is used to account for the unencumbered balance of restricted funds. These include the uncommitted balances of bond proceeds, the Town's Expendable Trust Funds, and the income portion of the Town's Nonexpendable Trust Funds.

F. Total Columns (Memorandum Only) on Combined Statements

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

**NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

A. Deficit Fund Balances

*Special Revenue*

There is a deficit of \$22,040 in the Sewer Department Fund at June 30, 1998. This is a result of net operating losses in the current and prior fiscal years. Management intends to achieve operating efficiencies and raise rates to reduce or eliminate the deficit.

*Project Deficit*

There are deficits of \$410,945 and \$432,465 in the Capital Projects (Landfill Closure/Site Impact and Sewer System Improvements) Fund respectively, at June 30, 1998. Generally, these deficits arise because of the application of generally accepted accounting principles to the financial reporting for this fund. Bonds or notes authorized to finance the projects are not recognized on the financial statements until issued.

B. Excess of Expenditures Over Appropriations

The following governmental funds had an excess of expenditures over appropriations for the year ended June 30, 1998:

<u>Special Revenue Funds</u>	
Sewer Department	\$ 793
Water Department	69,299
Public Library	<u>8,283</u>
<u>Total</u>	<u>\$78,375</u>

Overexpenditures occurred primarily due to the receipt and expenditure of unanticipated funds.

TOWN OF NEWMARKET, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1998

**NOTE 3 - ASSETS**

**A. Cash and Equivalents**

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

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

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

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

	<u>Category</u>			<u>Total</u>	
	<u>1</u>	<u>2</u>	<u>3</u>	<u>Bank Balance</u>	<u>Carrying Value</u>
<u>Cash</u>					
Bank Deposits	<u>\$ 262,304</u>	<u>\$ -0-</u>	<u>\$ 867,695</u>	<u>\$ 1,129,999</u>	<u>\$ 969,289</u>

**B. Investments**

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

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

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

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

Most of the Town's investments are under the management of Charter Trust Company, who is the Town's agent for these funds. These investments are designated as Category 3 because they are held by an agent of the bank but not in the Town's name.

*TOWN OF NEWMARKET, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 1998*

	Category			<u>Fair Value</u>
	1	2	3	
Certificates of Deposit	\$	\$	\$ 15,000	\$ 15,000
US Government Obligations			501,582	501,582
Common Stocks			<u>189,020</u>	<u>189,020</u>
	<u>\$ -0-</u>	<u>\$ -0-</u>	<u>\$ 705,602</u>	\$ 705,602
New Hampshire Public Deposit Investment Pool				<u>4,064,192</u>
<u>Total Investments</u>				<u>\$ 4,769,794</u>

C. Property Taxes

The property tax year is from April 1 to March 31 and all property taxes are assessed on the inventory taken in April of that year. The net assessed valuation as of April 1, 1997, upon which the 1997 property tax levy was based was \$225,804,797.

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

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

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

The tax rate for the year ended June 30, 1998, was as follows:

Municipal Portion	\$ 8.80
School Tax Assessment	25.57
County Tax Assessment	<u>1.39</u>
<u>Total</u>	<u>\$ 35.76</u>

TOWN OF NEWMARKET, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1998

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

During the current fiscal year, the Tax Collector on May 1 placed a lien for all uncollected 1997 property taxes.

Taxes receivable at June 30, 1998, are as follows:

<u>Property Taxes</u>	
Levy of 1998	\$ 2,115,406
<u>Unredeemed Taxes (under tax lien)</u>	
Levy of 1997	196,152
Levy of 1996	87,774
Levy of 1995	20,586
Levy of 1994	5,744
Levy of 1993 and Prior	7,394
Resident Taxes	45,810
Less: Reserve for estimated uncollectible taxes	<u>(75,000)</u>
<u>Total Taxes Receivable</u>	<u>\$ 2,403,866</u>

D. Other Receivables

Receivables as of June 30, 1998, are as follows:

	<u>General</u>	<u>Special Revenue</u>	<u>Trust and Agency</u>	<u>Total</u>
<u>Receivables</u>				
Liens	\$ 15,885	\$	\$	\$ 15,885
Accounts	59,867	92,624		152,491
Due from Invest- ment Services			176,009	176,009
Allowance for Uncollectible Amounts	<u>(28,428)</u>	<u>_____</u>	<u>_____</u>	<u>(28,428)</u>
<u>Net Total Receivables</u>	<u>\$ 47,324</u>	<u>\$ 92,624</u>	<u>\$ 176,009</u>	<u>\$ 315,957</u>



TOWN OF NEWMARKET, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1998

E. Interfund Receivables/Payables

Individual fund interfund receivable and payable balances at June 30, 1998 are as follows:

<u>Fund</u>	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
General Fund	\$ 73,607	\$ 47,185
<u>Special Revenue Funds</u>		
Water Department	210,128	77,007
Sewer Department	59,682	210,128
<u>Trust Funds</u>		
Capital Reserve	<u>3,400</u>	<u>12,497</u>
<u>Totals</u>	<u>\$ 346,817</u>	<u>\$ 346,817</u>

NOTE 4 - LIABILITIES

A. Intergovernmental Payable

Payables due other governments at June 30, 1998 include:

<u>Trust Funds</u>	
<u>Capital Reserve</u>	
Newmarket School District	
monies in custody of Town Trustees	<u>\$ 235,185</u>

B. Deferred Revenue

*General Fund*

Deferred revenue of \$4,173,182 at June 30, 1998, consists of property taxes collected or levied in advance of the fiscal year to which they apply.

C. Construction

As of June 30, 1998, the Town had the following commitments with respect to unfinished capital projects:

<u>Capital Project</u>	<u>Contracts Payable</u>	<u>Retainage Payable</u>	<u>Remaining Construction Commitment</u>
Sewer System Improvements	<u>\$2,524</u>	<u>\$3,325</u>	<u>\$64,754</u>

TOWN OF NEWMARKET, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1998

D. Landfill Closure and Postclosure Care Costs

Federal and State laws and regulations require that the Town place a final cover on its landfill when closed and perform certain maintenance and monitoring functions at the landfill site after closure. A liability is being recognized in the General Long-Term Debt Account Group based on the future postclosure care costs that will be incurred near or after the date the landfill no longer accepts waste. The recognition of these landfill postclosure costs is based on the amount of the landfill used through the end of the year. The estimated liability for landfill postclosure care costs has a balance of \$1,215,000 as of June 30, 1998, which is based on 100% usage (filled) of the landfill. The estimated total current cost of the landfill postclosure care (\$1,215,000) is based on the amount that would be paid if all equipment, facilities, and services required to monitor and maintain the landfill were acquired as of June 30, 1998. However, the actual cost of postclosure care may be higher due to inflation, changes in technology, or changes in landfill laws and regulations.

The State of New Hampshire Department of Environmental Services requires that all entities which receive licensing for landfills since 1991 meet general financial assurance requirements. The Town has met these requirements.

The Town expects to finance the postclosure care costs by annual appropriations.

E. Long-Term Debt

The following is a summary of the Town's general long-term debt transactions for the fiscal year ended June 30, 1998:

	General Obligation <u>Debt Payable</u>	Capital Leases <u>Payable</u>	Compensated Absences <u>Payable</u>	Accrued Landfill Closure and Postclosure <u>Care Cost</u>	<u>Total</u>
<i>General Long-Term Debt</i>					
<i>Account Group</i>					
Balance, Beginning of Year	\$ 2,629,557	\$ 13,348	\$ 42,103	\$ 1,260,000	\$ 3,945,008
Retired	(438,781)	(13,348)			(452,129)
Net (decrease) in compensated absences payable			(9,404)		(9,404)
Net (decrease) in Landfill Postclosure Care Costs				(45,000)	(45,000)
Balance, End of Year	<u>\$ 2,190,776</u>	<u>\$ -0-</u>	<u>\$ 32,699</u>	<u>\$ 1,215,000</u>	<u>\$ 3,438,475</u>

TOWN OF NEWMARKET, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1998

Long-term debt payable at June 30, 1998, is comprised of the following individual issues:

<u>Description of Issue</u>	<u>Original Amount</u>	<u>Issue Date</u>	<u>Maturity Date</u>	<u>Interest Rate %</u>	<u>Outstanding at 6/30/98</u>
<u>General Long-Term Debt Account Group</u>					
<u>General Obligation Debt Payable</u>					
Sewer Construction Bond	\$800,000	1985	2005	8.80-9.00	\$ 280,000
Road Construction Bond	\$437,000	1988	2003	6.95-7.550	155,000
Landfill Bond	\$240,000	1988	2004	7.50-7.620	90,000
Water Facility Reconstruction	\$2,300,000	1989	2010	6.80-6.875	1,380,000
Wastewater Treatment Improvements	\$537,073	1994	2002	2.605	<u>285,776</u>
					<u>2,190,776</u>
<u>Compensated Absences Payable</u>					
Accrued Vacation Leave					<u>32,699</u>
<u>Landfill Postclosure Care Costs</u>					
					<u>1,215,000</u>
<u>Total General Long-Term Debt Account Group</u>					
					<u>\$ 3,438,475</u>

*Annual Requirements To Amortize Governmental Fund Debt*

The annual requirements to amortize all general obligation debt outstanding as of June 30, 1998, including interest payments, are as follows:

<u>Fiscal Year Ending June 30, _____</u>	<u>Governmental Fund Debt</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
1999	\$ 254,254	\$ 143,578	\$ 397,832
2000	250,668	127,449	378,117
2001	252,118	111,588	363,706
2002	253,604	95,786	349,390
2003	255,132	79,625	334,757
2004-2010	<u>925,000</u>	<u>232,355</u>	<u>1,157,355</u>
<u>Totals</u>	<u>\$ 2,190,776</u>	<u>\$ 790,381</u>	<u>\$ 2,981,157</u>

All debt is general obligation debt of the Town, which is backed by its full faith and credit.

*TOWN OF NEWMARKET, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 1998*

*Bonds or Notes Authorized - Unissued*

Bonds and notes authorized and unissued as of June 30, 1998 were as follows:

<u>Per Town Meeting Vote of</u>	<u>Purpose</u>	<u>Unissued Amount</u>
1990	Wastewater Treatment Improvements	\$ 112,927
1993	Landfill Closure	1,902,500
1997	Wastewater System Improvements	1,600,000

*State Aid to Water Pollution Projects*

In addition to local revenues, the "Amount To Be Provided For Retirement of General Long-Term Debt," includes the following amounts to be received from the State of New Hampshire in the form of State Aid to Water Pollution Projects.

Under RSA Chapter 486, the Town receives from the State of New Hampshire a percent of the annual amortization charges on the original costs resulting from the acquisition and construction of sewage disposal facilities. At June 30, 1998, the Town is due to receive the following annual amounts to offset debt payments:

<u>Fiscal Year Ending June 30,</u>	<u>Amount</u>
1999	\$ 64,296
2000	61,463
2001	58,627
2002	55,793
2003	52,958
2004-2005	<u>73,039</u>
<u>Total</u>	<u>\$ 366,176</u>

F. Short-Term Debt

*Bond Anticipation Notes Payable*

State statutes allow the Town to incur debt up to the amount of the bond authorization in anticipation of the issuance of long-term debt in order to pay current expenses of a capital project. Notes issued in accordance with these statutes are general obligations of the Town.

TOWN OF NEWMARKET, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1998

The following items were outstanding at June 30, 1998:

	<u>Amount</u>	<u>Interest Rate %</u>	<u>Due Date</u>
<u>Capital Projects Funds</u>			
Landfill Closure/Site Impact	<u>\$450,000</u>	4.36	August 27, 1998

*Sewer System Improvements*

At the May 13, 1997 Town meeting, Article 6 authorized the Town Council to obtain from the State of New Hampshire a loan of up to \$1,600,000 for the costs related to Phase I of the Town's Sewer Improvement Program. During the year, the Town received \$365,477 relating to this loan. As of June 30, 1998, \$365,477 is being recorded as a liability on the financial statements. Once the project is final and all loan proceeds received, the revenue will be recognized and debt recorded in the General Long-Term Debt Account Group.

**NOTE 5 - OTHER INFORMATION**

A. Risk Management

The Town is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets, errors or omissions, injuries to employees, or acts of God. During fiscal year 1998, the Town was a member of the New Hampshire Municipal Association Property-Liability Insurance Trust, Inc. and the compensation funds of the New Hampshire Workers' Compensation Fund. These entities are considered public entity risk pools, currently operating as a common risk management and insurance program for member towns and cities.

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



*TOWN OF NEWMARKET, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 1998*

The Trust maintains, on behalf of its members, the following re-insurance policies shared by the membership for the year ended June 30, 1998.

1. United States Fidelity and Guaranty Company (USF&G) Casualty Facultative Reinsurance Certificate #GC12225408800 which provides general liability and public officials liability coverage in the amount of \$1,500,000 in excess of the Trust's Self-Insured Retention for each and every loss.
2. United States Fidelity and Guaranty Company (USF&G) Property Facultative Reinsurance Certificate #GC12224308700 which provides property and auto physical damage coverage in the amount of \$500,000 in excess of the Trust's Self-Insured Retention for each and every loss.
3. Swiss Reinsurance America Corporation Property Facultative Reinsurance Certificate #2121909 which provides property and auto physical damage coverage in excess of the Trust Self-Insured Retention and the (USF&G) Property Facultative Reinsurance Certificate, up to the total property and vehicle schedule on file with the Trust for its entire membership.
4. United States Fidelity and Guaranty Corporation provides some members with higher limits of from \$1 to \$4 million in excess of the underlying \$2 million.
5. Members of the Trust also share Hartford Insurance Company Boiler and Machinery Policy #FBP-CH-2213346 which provides a \$50,000,000 limit resulting from any "one accident" subject to a \$1,000 deductible.
6. Members of the Trust also share Hartford Insurance Company Policy #83XLS QG 1903 which provides a \$51,000,000 limit resulting from Flood and Earthquake and \$7,000,000 resulting from any "one accident" for Flood in Zone A subject to a \$1,000 deductible.

Contributions paid in 1997-98 for fiscal year ending June 30, 1998, to be recorded as an insurance expense/expenditure totaled \$81,084. Unpaid contributions for the year ending June 30, 1998 and due in 1997 were \$-0-. Claims submitted to the Trust that have been billed to the Town for their portion of payment (i.e., deductible) as of June 30, 1998, totaled \$1,000. During October 1997, \$5,034.91 was returned to the Town of Newmarket as its 1997 "dividend" for the years 1990 through 1995.

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

TOWN OF NEWMARKET, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1998

**Compensation Funds of New Hampshire - Workers' Compensation Fund** is a Trust organized to provide statutory workers' compensation and employer's liability self-insurance coverage to member towns, cities, school districts, and other qualified political subdivisions of New Hampshire. As a member of Compensation Funds of New Hampshire - Workers' Compensation Fund, the Town of Newmarket shares in contributing to the cost of and receiving benefits from a self-insured pooled risk management program. The membership and coverage runs from January 1 to December 31. The coverage is for the statutorily required workers' compensation benefits and employer's liability coverage up to \$1,000,000. The program includes a Loss Fund from which is paid up to \$375,000 for each and every covered claim.

The Trust maintained on behalf of its members the following insurance policy shared by the membership.

Aggregate reinsurance to cover total claims should they exceed the Loss Fund established by the Trust (coverage to \$5,000,000).

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

The Town continues to carry commercial insurance for all other risks of loss, including employee and public official fidelity bonds, health and accident insurance.

B. Defined Benefit Pension Plan

*Plan Description and Provisions*

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

*Description of Funding Policy*

The System is financed by contributions from both the employees and the Town. Member contribution rates are established and may be amended by the State legislature while employer contribution rates are set by the System trustees based on an actuarial valuation. All employees except police officers and firefighters are required to contribute 5% of earnable compensation. Police

TOWN OF NEWMARKET, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1998

officers and firefighters are required to contribute 9.3% of gross earnings. For the year ended June 30, 1998, the Town contributed 3.812% for police officers and 4.282% for other employees. The contribution requirements for the Town of Newmarket for the years 1996, 1997, and 1998 were \$31,481, \$31,443 and \$49,793, respectively, which were paid in full in each year.

The State of New Hampshire funds 35% of employer costs for police officers employed by the Town. The State does not participate in funding the employer cost of other Town employees. GASB Statement 24, "Accounting and Financial Reporting for Certain Grants and Other Financial Assistance" requires this amount to be reported as a revenue and expenditure in the Town's financial statements. This amount (\$9,203) has been included on Exhibit B - Combined Statement of Revenues, Expenditures and Changes in Fund Balances for All Governmental and Expendable Trust Funds and is reconciled to the budgetary expenditures in Note 1D.

C. Deferred Compensation Plan

The Town offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all employees, permits the employees to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency. The plan assets and a corresponding liability to employees for deferred compensation is recorded in an agency fund. Plan assets are reported at fair market value. The plan is administered by an independent company, and the Town remits all compensation deferred to this administrator for investment as requested by the participant employees.

**NOTE 6 - SUMMARY DISCLOSURE OF SIGNIFICANT CONTINGENCIES**

A. Litigation

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

B. Grants

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

TOWN OF NEWMARKET, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1998

**NOTE 7 - RESTATEMENT OF FUND BALANCES**

In compliance with GASB Statement #31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, investments are reported at fair value. In the past year, prior to the effective date for the statement, investments were reported at cost. The beginning fund balance has therefore been restated as follows to reflect this difference in reporting:

*Nonexpendable Trust Funds*

6/30/97 Fund balance, as previously reported	\$ 607,002
Increase due to change in fair value	<u>59,513</u>
6/30/97 Fund balance, as restated	<u>\$ 666,515</u>



*SCHEDULE A-1*  
*TOWN OF NEWMARKET, NEW HAMPSHIRE*  
*General Fund*  
*Statement of Estimated and Actual Revenues*  
*For the Fiscal Year Ended June 30, 1998*

<u>REVENUES</u>	<u>Estimated</u>	<u>Actual</u>	<u>Over (Under) Budget</u>
<u>Taxes</u>			
Property	\$ 7,800,170	\$ 7,902,413	\$ 102,243
Land Use Change	1,000	9,125	8,125
Resident	53,000	56,210	3,210
Yield	500	1,857	1,357
Payment in Lieu of Taxes	14,000	13,631	(369)
Interest and Penalties on Taxes	<u>200,000</u>	<u>138,011</u>	<u>(61,989)</u>
Total Taxes	<u>8,068,670</u>	<u>8,121,247</u>	<u>52,577</u>
<u>Licenses and Permits</u>			
Business Licenses, Permits and Fees	18,615	26,369	7,754
Motor Vehicle Permit Fees	612,400	700,624	88,224
Building Permits	<u>15,000</u>	<u>37,797</u>	<u>22,797</u>
Total Licenses and Permits	<u>646,015</u>	<u>764,790</u>	<u>118,775</u>
<u>Intergovernmental Revenues</u>			
<u>State</u>			
Shared Revenue	276,553	276,361	(192)
Meals and Rooms Distribution	81,036	83,130	2,094
Highway Block Grant	108,528	106,161	(2,367)
Other Reimbursements	1,800	1,993	193
Other Governments	<u>30,500</u>	<u>28,455</u>	<u>(2,045)</u>
Total Intergovernmental Revenues	<u>498,417</u>	<u>496,100</u>	<u>(2,317)</u>
<u>Charges For Services</u>			
Income From Departments	<u>321,340</u>	<u>388,805</u>	<u>67,465</u>
<u>Miscellaneous Revenues</u>			
Sale of Municipal Property	1,000	4,410	3,410
Interest on Investments	70,000	91,989	21,989
Other	<u>67,340</u>	<u>86,560</u>	<u>19,220</u>
Total Miscellaneous Revenues	<u>138,340</u>	<u>182,959</u>	<u>44,619</u>
<u>Other Financing Sources</u>			
<u>Operating Transfers In</u>			
<u>Interfund Transfers</u>			
Special Revenue Funds	86,040		(86,040)
Capital Reserve Funds	191,516	191,516	
Trust and Agency Funds	<u>18,180</u>	<u>16,458</u>	<u>(1,722)</u>
Total Operating Transfers In	<u>295,736</u>	<u>207,974</u>	<u>(87,762)</u>
<u>Total Revenues and Other Financing Sources</u>	<u>9,968,518</u>	<u>\$10,161,875</u>	<u>\$ 193,357</u>
<u>Unreserved Fund Balance Used To Reduce Tax Rate</u>	<u>120,000</u>		
<u>Total Revenues, Other Financing Sources and Use of Fund Balance</u>	<u>\$10,088,518</u>		

See Independent Auditor's Report, page 1.



SCHEDULE A-2  
TOWN OF NEWMARKET, NEW HAMPSHIRE  
General Fund  
Statement of Appropriations, Expenditures and Encumbrances  
For the Fiscal Year Ended June 30, 1998

	Encumbered From 1996-97	Appropriations 1997-98	Expenditures Net of Refunds	Encumbered To 1998-99	(Over) Under Budget
<u>Current</u>					
<u>General Government</u>					
Executive	\$	\$ 100,038	\$ 115,144	\$	\$ (15,106)
Election, Registration, and Vital Statistics		92,139	88,872		3,267
Financial Administration		95,250	91,827	4,782	(1,359)
Legal Expenses		20,000	27,231		(7,231)
Personnel Administration		388,145	347,701		40,444
Planning and Zoning		29,000	30,063		(1,063)
General Government Buildings		119,371	128,257		(8,886)
Cemeteries		18,180	9,018		9,162
Insurance, not otherwise allocated		85,000	84,163		837
Other	3,000	15,000	5,325	775	11,900
Total General Government	<u>3,000</u>	<u>962,123</u>	<u>927,601</u>	<u>5,557</u>	<u>31,965</u>
<u>Public Safety</u>					
Police Department		687,127	719,730		(32,603)
Ambulance		49,965	44,394		5,571
Fire Department		57,705	46,670	8,000	3,035
Building Inspection		40,200	42,016		(1,816)
Emergency Management		2,250	500		1,750
Total Public Safety		<u>837,247</u>	<u>853,310</u>	<u>8,000</u>	<u>(24,063)</u>
<u>Highways and Streets</u>					
Highways and Streets	41,000	681,334	550,159	168,790	3,385
Bridges		100			100
Street Lighting		30,900	28,514		2,386
Total Highways and Streets	<u>41,000</u>	<u>712,334</u>	<u>578,673</u>	<u>168,790</u>	<u>5,871</u>
<u>Sanitation</u>					
Solid Waste Collection		150,180	141,214		8,966
Solid Waste Disposal		83,696	94,552		(10,856)
Solid Waste Cleanup		9,593			9,593
Total Sanitation		<u>243,469</u>	<u>235,766</u>		<u>7,703</u>
<u>Health</u>					
Animal Control		21,080	21,311		(231)
Health Agencies and Hospitals		51,700	51,700		
Total Health		<u>72,780</u>	<u>73,011</u>		<u>(231)</u>
<u>Welfare</u>					
Direct Assistance		47,795	38,768		9,027

See Independent Auditor's Report, page 1.

SCHEDULE A-2 (Continued)  
TOWN OF NEWMARKET, NEW HAMPSHIRE  
General Fund  
Statement of Appropriations, Expenditures and Encumbrances  
For the Fiscal Year Ended June 30, 1998

(Over) Under Budget	Encumbered From 1996-97	Appropriations 1997-98	Expenditures Net of Refunds	Encumbered To 1998-99	(Over) Under Budget
	<u>Culture and Recreation</u>				
(15,106)		158,400	160,396		(1,996)
3,267		1,500	1,500		
(1,359)		24,615	24,615		
(7,231)		<u>184,515</u>	<u>186,511</u>		<u>(1,996)</u>
40,444		300	363		(63)
(1,063)					
(8,886)		15,000	26,763		(11,763)
9,162					
837					
11,900					
31,965					
	<u>Debt Service</u>				
		230,904	230,904		
		28,032	28,032		
		<u>258,936</u>	<u>258,936</u>		
	<u>Capital Outlay</u>				
(32,603)		144,919	75,000	69,919	
5,571		29,597	29,597		
3,035		17,000		17,000	
(1,816)		<u>191,516</u>	<u>104,597</u>	<u>86,919</u>	
1,750					
(24,063)					
	<u>Intergovernmental</u>				
		5,915,100	5,195,100		
3,385		324,273	324,273		
100		<u>6,239,373</u>	<u>6,239,373</u>		
2,386					
5,871					
	<u>Other Financing Uses</u>				
	<u>Operating Transfers Out</u>				
	<u>Interfund Transfers</u>				
8,966		133,600	133,600		
(10,856)		37,530	37,530		
9,593		152,000	152,000		
7,703		<u>323,130</u>	<u>323,130</u>		
	<u>Total Appropriations,</u>				
(231)	<u>\$ 44,000</u>	<u>\$ 10,088,518</u>	<u>\$ 9,846,802</u>	<u>\$ 269,266</u>	<u>\$ 16,450</u>
	<u>Expenditures and Encumbrances</u>				

See Independent Auditor's Report, page 1.

*SCHEDULE A-3  
 TOWN OF NEWMARKET, NEW HAMPSHIRE  
 General Fund  
 Statement of Changes in Unreserved - Undesignated Fund Balance  
 For the Fiscal Year Ended June 30, 1998*

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<u>Unreserved - Undesignated</u>		
<u>Fund Balance - July 1</u>	\$ 441,835	
<u>Deduction</u>		
Unreserved Fund Balance Used To Reduce 1997 Tax Rate	<u>120,000</u>	
		\$ 321,835
<u>Addition</u>		
<u>1997-98 Budget Summary</u>		
Revenue Surplus (Schedule A-1)	\$ 193,357	
Unexpended Balance of Appropriations (Schedule A-2)	<u>16,450</u>	
1997-98 Budget Surplus		<u>209,807</u>
<u>Unreserved - Undesignated</u>		
<u>Fund Balance - June 30</u>		<u>\$ 531,642</u>

See Independent Auditor's Report, page 1.

SCHEDULE B-1  
 TOWN OF NEWMARKET, NEW HAMPSHIRE  
 Special Revenue Funds  
 Combining Balance Sheet  
 June 30, 1998

<u>ASSETS</u>	<u>Public Library</u>	<u>Water Department</u>	<u>Sewer Department</u>
Cash and Equivalents	\$ 23,937	\$ 64,604	\$ 90,872
Investments	27,870	557,192	8,950
<u>Receivables (Net of Allowances For Uncollectibles)</u>			
Accounts		57,043	35,581
Interfund Receivable		210,128	59,682
Inventory		54,301	
Prepaid Items	_____	_____	_____
TOTAL ASSETS	<u>\$ 51,807</u>	<u>\$ 990,706</u>	<u>\$ 195,085</u>
<u>LIABILITIES AND FUND BALANCES</u>			
<u>Liabilities</u>			
Accounts Payable	\$	\$ 256	\$ 6,192
Accrued Payroll and Benefits		283	805
Interfund Payable	_____	_____	_____
Total Liabilities	_____	_____	_____
<u>Fund Balances</u>			
Reserved For Inventory		54,301	
<u>Unreserved</u>			
Designated For Special Purposes	51,807	858,859	
Undesignated	_____	_____	(22,040)
Total Fund Balances	_____	_____	(22,040)
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 51,807</u>	<u>\$ 990,706</u>	<u>\$ 195,085</u>

<u>Drug Forfeiture</u>	<u>Community Development Corporation</u>	<u>Conservation Commission</u>	<u>DARE Program</u>	<u>Total</u>
\$ 883	\$ 2,793 87,418	\$ 9,881 18,003	\$ 1,820	\$ 194,790 699,433
_____	_____	_____	_____	92,624 269,810 54,301 <u>47,438</u>
<u>\$ 883</u>	<u>\$ 90,211</u>	<u>\$ 27,884</u>	<u>\$ 1,820</u>	<u>\$ 1,358,396</u>
\$	\$	\$	\$	\$ 6,448 1,088 <u>287,135</u> <u>294,671</u>
_____	_____	_____	_____	54,301
883	90,211	27,884	1,820	1,031,464 <u>(22,040)</u>
<u>883</u>	<u>90,211</u>	<u>27,884</u>	<u>1,820</u>	<u>1,063,725</u>
<u>\$ 883</u>	<u>\$ 90,211</u>	<u>\$ 27,884</u>	<u>\$ 1,820</u>	<u>\$ 1,358,396</u>

See Independent Auditor's Report, page 1.



SCHEDULE B-2  
 TOWN OF NEWMARKET, NEW HAMPSHIRE  
 Special Revenue Funds  
 Combining Statement of Revenues, Expenditures and Changes in Fund Balances  
 For the Fiscal Year Ended June 30, 1998

	<u>Public Library</u>	<u>Water Department</u>	<u>Sewer Department</u>
<u>Revenues</u>			
Taxes	\$	\$	\$
Intergovernmental Revenues		43,556	118,312
Charges for Services		623,773	357,376
Miscellaneous	15,950	35,217	7,268
<u>Other Financing Sources</u>			
Operating Transfers In	<u>143,100</u>	_____	<u>12,497</u>
<u>Total Revenues and Other Financing Sources</u>	<u>159,050</u>	<u>702,546</u>	<u>495,453</u>
<u>Expenditures</u>			
<u>Current</u>			
General Government			
Public Safety			
Sanitation			351,849
Water Distribution and Treatment		339,364	
Conservation			
Culture and Recreation	141,883		
<u>Debt Service</u>			
Principal		115,000	92,877
Interest		102,781	36,375
Capital Outlay			12,497
<u>Other Financing Uses</u>			
Operating Transfers Out	_____	<u>47,014</u>	<u>20,000</u>
<u>Total Expenditures and Other Financing Uses</u>	<u>141,883</u>	<u>604,159</u>	<u>513,598</u>
<u>Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses</u>	17,167	98,387	(18,145)
<u>Fund Balances (Deficit) - July 1</u>	<u>34,640</u>	<u>814,773</u>	<u>(3,895)</u>
<u>Fund Balances (Deficit) - June 30</u>	<u>\$ 51,807</u>	<u>\$ 913,160</u>	<u>\$ (22,040)</u>

<u>Drug Forfeiture</u>	<u>Community Development Corporation</u>	<u>Conservation Commission</u>	<u>DARE Program</u>	<u>Pistol Permits</u>	<u>Total</u>
\$	\$	\$ 9,125	\$	\$	\$ 9,125
					161,868
					981,149
397	4,803	2,959	991	860	68,445
_____	_____	_____	_____	_____	<u>155,597</u>
<u>397</u>	<u>4,803</u>	<u>12,084</u>	<u>991</u>	<u>860</u>	<u>1,376,184</u>
					2,931
158	2,931		1,131	870	2,159
					351,849
					339,364
		11,580			11,580
					141,883
					207,877
					139,156
					12,497
_____	_____	_____	_____	_____	<u>67,014</u>
<u>158</u>	<u>2,931</u>	<u>11,580</u>	<u>1,131</u>	<u>870</u>	<u>1,276,310</u>
239	1,872	504	(140)	(10)	99,874
<u>644</u>	<u>88,339</u>	<u>27,380</u>	<u>1,960</u>	<u>10</u>	<u>963,851</u>
<u>\$ 883</u>	<u>\$ 90,211</u>	<u>\$ 27,884</u>	<u>\$ 1,820</u>	<u>\$ -0-</u>	<u>\$ 1,063,725</u>

See Independent Auditor's Report, page 1.

SCHEDULE C-1  
TOWN OF NEWMARKET, NEW HAMPSHIRE  
Capital Projects Funds  
Combining Balance Sheet  
June 30, 1998

ASSETS	Landfill	Landfill Closure/ Site Impact	System Improvements		Total
			Water	Sewer	
Cash and Equivalents	\$ 19,234	\$ 12,981	\$	\$ 3,615	\$ 35,830
Investments	<u>115,853</u>	<u>54,076</u>	<u>      </u>	<u>      </u>	<u>169,929</u>
<b>TOTAL ASSETS</b>	<b><u>\$ 135,087</u></b>	<b><u>\$ 67,057</u></b>	<b><u>\$ -0-</u></b>	<b><u>\$ 3,615</u></b>	<b><u>\$ 205,759</u></b>
<b><u>LIABILITIES AND FUND BALANCES</u></b>					
<b><u>Liabilities</u></b>					
Accounts Payable	\$	\$ 11,325	\$	\$	\$ 11,325
Accrued Interest Payable		16,677			16,677
Contracts Payable				2,524	2,524
Retainage Payable				3,325	3,325
Bond Anticipation Notes Payable	<u>      </u>	<u>450,000</u>	<u>      </u>	<u>365,477</u>	<u>815,477</u>
<b>Total Liabilities</b>	<u>      </u>	<u>478,002</u>	<u>      </u>	<u>371,326</u>	<u>849,328</u>
<b><u>Fund Balances</u></b>					
Reserved For Encumbrances				64,754	64,754
Reserved For Special Purposes	135,087				135,087
<b><u>Unreserved</u></b>					
Undesignated (Deficit)	<u>      </u>	<u>(410,945)</u>	<u>      </u>	<u>(432,465)</u>	<u>(843,410)</u>
<b>Total Fund Balances</b>	<u>135,087</u>	<u>(410,945)</u>	<u>      </u>	<u>(367,711)</u>	<u>(643,569)</u>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b><u>\$ 135,087</u></b>	<b><u>\$ 67,057</u></b>	<b><u>\$ -0-</u></b>	<b><u>\$ 3,615</u></b>	<b><u>\$ 205,759</u></b>

See Independent Auditor's Report, page 1.

*SCHEDULE C-2  
TOWN OF NEWMARKET, NEW HAMPSHIRE  
Capital Projects Funds  
Combining Statement of Revenues, Expenditures and Changes in Fund Balances  
For the Fiscal Year Ended June 30, 1998*

	<u>Landfill</u>	<u>Landfill Closure/ Site Impact</u>	<u>System Improvements</u>		<u>Total</u>
			<u>Water</u>	<u>Sewer</u>	
<u>Revenues</u>					
Miscellaneous	\$ 19,566	\$ 4,324	\$	\$ 255	\$ 24,145
<u>Other Financing Sources</u>					
Operating Transfers In	_____	487,530	7,014	_____	494,544
<u>Total Revenues and Other Financing Sources</u>	<u>19,566</u>	<u>491,854</u>	<u>7,014</u>	<u>255</u>	<u>518,689</u>
<u>Expenditures</u>					
<u>Capital Outlay</u>					
Architectural/Engineering		30,254		89,321	119,575
General Construction			308,498	278,205	586,703
Interest		22,411			22,411
Other	14,597	17,969		440	33,006
<u>Other Financing Uses</u>					
Operating Transfers Out	450,000	_____	_____	_____	450,000
<u>Total Expenditures and Other Financing Uses</u>	<u>464,597</u>	<u>70,634</u>	<u>308,498</u>	<u>367,966</u>	<u>1,211,695</u>
<u>Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses</u>					
	(445,031)	421,220	(301,484)	(367,711)	(693,006)
<u>Fund Balances (Deficit) - July 1</u>	<u>580,118</u>	<u>(832,165)</u>	<u>301,484</u>	_____	<u>49,437</u>
<u>Fund Balances (Deficit) - June 30</u>	<u>\$ 135,087</u>	<u>\$ (410,945)</u>	<u>\$ -0-</u>	<u>\$ (367,711)</u>	<u>\$ (643,569)</u>

See Independent Auditor's Report, page 1.

SCHEDULE D-1  
TOWN OF NEWMARKET, NEW HAMPSHIRE  
Trust and Agency Funds  
Combining Balance Sheet  
June 30, 1998

ASSETS	Trust Funds				Agency Funds	Total
	Expendable		Nonexpendable			
	Capital Reserve	Town	Town	Library		
Cash and Equivalents	\$	\$ 1,647	\$ 19,599	\$ 26,328	\$ 76,321	\$ 123,895
Investments	1,301,302		705,602		1,318	2,008,222
<u>Receivables</u>						
Accounts					176,009	176,009
Interfund Receivable	3,400					3,400
TOTAL ASSETS	<u>\$ 1,304,702</u>	<u>\$ 1,647</u>	<u>\$ 725,201</u>	<u>\$ 26,328</u>	<u>\$ 253,648</u>	<u>\$ 2,311,526</u>
<u>LIABILITIES AND FUND BALANCES</u>						
<u>Liabilities</u>						
Intergovernmental Payable	\$ 235,185	\$	\$	\$	\$	\$ 235,185
Interfund Payable	12,497					12,497
Escrow and Performance Deposits					77,639	77,639
Deferred Compensation Benefits Payable					176,009	176,009
Total Liabilities	<u>247,682</u>				<u>253,648</u>	<u>501,330</u>
<u>Fund Balances</u>						
Reserved For Endowments			544,546	10,000		554,546
Reserved For Special Purposes	<u>1,057,020</u>	<u>1,647</u>	<u>180,655</u>	<u>16,328</u>		<u>1,255,650</u>
Total Fund Balances	<u>1,057,020</u>	<u>1,647</u>	<u>725,201</u>	<u>26,328</u>		<u>1,810,196</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 1,304,702</u>	<u>\$ 1,647</u>	<u>\$ 725,201</u>	<u>\$ 26,328</u>	<u>\$ 253,648</u>	<u>\$ 2,311,526</u>

See Independent Auditor's Report, page 1.



*SCHEDULE D-2*  
*TOWN OF NEWMARKET, NEW HAMPSHIRE*  
*Fiduciary Fund Type*  
*Expendable Trust Funds*  
*Combining Statement of Revenues, Expenditures and Changes in Fund Balances*  
*For the Fiscal Year Ended June 30, 1998*

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	<u>Capital Reserve</u>	<u>Town</u>	<u>Total</u>
<u>Revenues</u>			
New Funds	\$	\$ 944	\$ 944
Interest and Dividend Income	59,151	42	59,193
 <u>Other Financing Sources</u>			
Operating Transfers In	<u>212,000</u>	<u>        </u>	<u>212,000</u>
 <u>Total Revenues and Other Financing Sources</u>			
	271,151	986	272,137
 <u>Other Financing Uses</u>			
Operating Transfers Out	<u>213,513</u>	<u>        </u>	<u>213,513</u>
 <u>Excess of Revenues and Other Financing Sources Over Other Financing Uses</u>			
	57,638	986	58,624
 <u>Fund Balances - July 1</u>			
	<u>999,382</u>	<u>661</u>	<u>1,000,043</u>
 <u>Fund Balances - June 30</u>			
	<u>\$ 1,057,020</u>	<u>\$ 1,647</u>	<u>\$ 1,058,667</u>

See Independent Auditor's Report, page 1.

SCHEDULE D-3  
 TOWN OF NEWMARKET, NEW HAMPSHIRE  
 All Nonexpendable Trust Funds  
 Combining Statement of Revenues, Expenses and Changes in Fund Balances  
 For the Fiscal Year Ended June 30, 1998

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	<u>Town Trusts</u>	<u>Library Trusts</u>	<u>Total</u>
<u>Operating Revenues</u>			
New Funds	\$ 8,658	\$	\$ 8,658
Interest and Dividends	38,440	1,427	39,867
Capital Gains	11,290		11,290
Increase in Fair Value	<u>30,512</u>	<u>          </u>	<u>30,512</u>
<u>Total Operating Revenues</u>	<u>88,900</u>	<u>1,427</u>	<u>90,327</u>
<u>Operating Expenses</u>			
Transfers Out	16,458		16,458
Trust Fund Distribution	<u>13,756</u>	<u>          </u>	<u>13,756</u>
<u>Total Operating Expenses</u>	<u>30,214</u>	<u>          </u>	<u>30,214</u>
<u>Operating Income</u>	58,686	1,427	60,113
<u>Fund Balances - July 1</u>	<u>666,515</u>	<u>24,901</u>	<u>691,416</u>
<u>Fund Balances - June 30</u>	<u>\$ 725,201</u>	<u>\$ 26,328</u>	<u>\$ 751,529</u>

See Independent Auditor's Report, page 1.

SCHEDULE D-4  
TOWN OF NEWMARKET, NEW HAMPSHIRE  
All Nonexpendable Trust Funds  
Combining Statement of Cash Flows  
For the Fiscal Year Ended June 30, 1998

	<u>Town</u> <u>Trusts</u>	<u>Library</u> <u>Trusts</u>	<u>Total</u>
<u>Cash Flows From Operating Activities</u>			
Interest and Dividends Received	\$ 38,440	\$ 1,427	\$ 39,867
New Funds Received	8,658		8,658
Trust Income Distributions	(13,756)		(13,756)
Operating Transfers	<u>(27,454)</u>	<u>          </u>	<u>(27,454)</u>
<u>Net Cash Provided by Operating Activities</u>	5,888	1,427	7,315
<u>Cash Flows From Investing Activities</u>			
Net Purchase of Investment Securities	<u>(69,033)</u>	<u>          </u>	<u>(69,033)</u>
<u>Net Increase (Decrease) in Cash</u>	(63,145)	1,427	(61,718)
<u>Cash - July 1</u>	<u>82,744</u>	<u>24,901</u>	<u>107,645</u>
<u>Cash - June 30</u>	<u>\$ 19,599</u>	<u>\$ 26,328</u>	<u>\$ 45,927</u>

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

<u>Operating Income</u>	\$ <u>58,686</u>	\$ <u>1,427</u>	\$ <u>60,113</u>
<u>Adjustments to Reconcile</u>			
<u>Operating Income to Net Cash</u>			
<u>Provided (Used) by Operating Activities</u>			
Gain on Sales of Investments	(11,290)		(11,290)
Increase in Fair Value	(30,512)		(30,512)
<u>Increase (Decrease) in Liabilities</u>			
Due to Other Funds	<u>(10,996)</u>	<u>          </u>	<u>(10,996)</u>
Total Adjustments	<u>(52,798)</u>	<u>          </u>	<u>(52,798)</u>
<u>Net Cash Provided by Operating Activities</u>	<u>\$ 5,888</u>	<u>\$ 1,427</u>	<u>\$ 7,315</u>

See Independent Auditor's Report, page 1.

SCHEDULE D-5  
TOWN OF NEWMARKET, NEW HAMPSHIRE  
Agency Funds  
Combining Statement of Changes in Assets and Liabilities  
For the Fiscal Year Ended June 30, 1998

<u>Developers' Performance Bond Fund</u>	<u>Balance July 1, 1997</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance June 30, 1998</u>
<u>ASSETS</u>				
Cash and Equivalents	\$ 74,423	\$ 10,734	\$ 8,836	\$ 76,321
<u>LIABILITIES</u>				
Escrow and Performance Deposits	\$ 74,423	\$ 10,734	\$ 8,836	\$ 76,321
<u>Deferred Compensation Plan</u>				
<u>ASSETS</u>				
Due From Others	\$ 61,248	\$ 118,741	\$ 3,980	\$ 176,009
<u>LIABILITIES</u>				
Deferred Compensation Benefits Payable	\$ 61,248	\$ 118,741	\$ 3,980	\$ 176,009
<u>Planning Board Fee Deposits</u>				
<u>ASSETS</u>				
Investments	\$ 1,251	\$ 67	\$ -0-	\$ 1,318
<u>LIABILITIES</u>				
Escrow and Performance Deposits	\$ 1,251	\$ 67	\$ -0-	\$ 1,318
<u>Total - All Agency Funds</u>				
<u>ASSETS</u>				
Cash and Equivalents	\$ 74,423	\$ 10,734	\$ 8,836	\$ 76,321
Investments	1,251	67		1,318
Due From Others	61,248	118,741	3,980	176,009
TOTAL ASSETS	<u>\$ 136,922</u>	<u>\$ 129,542</u>	<u>\$ 12,816</u>	<u>\$ 253,648</u>
<u>LIABILITIES</u>				
Escrow and Performance Deposits	\$ 75,674	\$ 10,801	\$ 8,836	\$ 77,639
Deferred Compensation Benefits Payable	61,248	118,741	3,980	176,009
TOTAL LIABILITIES	<u>\$ 136,922</u>	<u>\$ 129,542</u>	<u>\$ 12,816</u>	<u>\$ 253,648</u>

See Independent Auditor's Report, page 1.





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



# BUDGET OF THE TOWN/CITY

OF: Newmarket, NH

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

Appropriations and Estimates of Revenue for the Ensuing Year January 1, \_\_\_\_\_ to December 31, \_\_\_\_\_

or Fiscal Year From July 1, 1999 to June 30, 2000

### IMPORTANT:

Please read RSA 32:5 applicable to all municipalities.

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

### BUDGET COMMITTEE

Please sign in ink.

[Signature]  
Edward E. O'Connor  
[Signature]  
Russella Shaw  
[Signature]  
Rosemary D. Hubbell  
[Signature]  
Robert S. Adams

DATE: 3/11/99

[Signature]  
Joseph A. LaMottina  
[Signature]  
Larry Pickering  
[Signature]  
Donald D. Goff

**THIS BUDGET SHALL BE POSTED WITH THE TOWN WARRANT**

1 2 3 4 5 6 7 8 9

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

GENERAL GOVERNMENT					FY 98/99	FY 97/98	FY 99/00	FY 99/00
					XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4130-4139	Executive		121,374	115,144	132,443		132,443	
4140-4149	Election, Reg. & Vital Statistics		97,373	88,872	102,737		102,737	
4150-4151	Financial Administration		95,120	96,609	75,537		75,537	
4152	Revaluation of Property (Assessing)				53,598		53,598	
4153	Legal Expense		20,000	27,231	21,000		21,000	
4155-4159	Personnel Administration		451,120	347,701	458,621		458,621	
4191-4193	Planning & Zoning		29,000	30,063	38,325		38,325	
4194	General Government Buildings		157,031	128,257	173,270		173,270	
4195	Cemeterias		20,594	9,018	22,590		22,590	
4196	Insurance		83,000	84,163	80,000		80,000	
4197	Advertising & Regional Assoc.							
4199	Other General Government		23,562	5,325	10,000		10,000	

PUBLIC SAFETY					XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4210-4214	Police		684,820	719,730	713,342		713,342	
4215-4219	Ambulance		51,335	44,394	77,634		77,634	
4220-4229	Fire		65,205	54,670	87,930		87,930	
4240-4249	Building Inspection		44,156	42,016	48,970		48,970	
4290-4298	Emergency Management		2,250	500	2,250		2,250	
4299	Other (Including Communications)							

AIRPORT/AVIATION CENTER					XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4301-4309	Airport Operations							

HIGHWAYS & STREETS					XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
4311	Administration		218,881		236,343		236,343	
4312	Highways & Streets		754,777	718,949	78,207		78,207	
4313	Bridges		100	100	100		100	

**Budget - Town of** Newmarket, NH **FY** 99/00 **MS-7**

ACCT. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	WARR. ART.#	APPROPRIATIONS PRIOR YEAR AS APPROVED BY DRA	ACTUAL EXPENDITURES PRIOR YEAR	SELECTMEN'S APPROPRIATIONS ENSUING FISCAL YEAR NOT RECOMMENDED	BUDGET COMMITTEE'S APPROPRIATION ENSUING FISCAL YEAR NOT RECOMMENDED		
1	2	3	4	5	6	7	8	9
<b>HIGHWAYS &amp; STREETS cont.</b>								
4316	Street Lighting		31,890	28,514	31,911	31,911	31,911	
4319	Other (Vehicle Maintenance)				115,302	115,302	115,302	
<b>SANITATION</b>								
4321	Administration							
4323	Solid Waste Collection		158,771	141,214				
4324	Solid Waste Disposal		90,992	94,552	286,983	286,983	286,983	
4325	Solid Waste Clean-up							
4326-4329	Sewage Coll. & Disposal & Other		677,723	513,598	569,287	569,287	569,287	
<b>WATER DISTRIBUTION &amp; TREATMENT</b>								
4331	Administration		678,551	604,159	532,258	532,258	532,258	
4332	Water Services							
4335-4339	Water Treatment, Conserv. & Other							
<b>ELECTRIC</b>								
4351-4352	Admin. and Generation							
4353	Purchase Costs							
4354	Electric Equipment Maintenance							
4359	Other Electric Costs							
<b>HEALTH/WELFARE</b>								
4411	Administration							
4414	Pest Control		21,262	21,311				
4415-4419	Health Agencies & Hosp. & Other			51,700	47,250	47,250	50,250	
4441-4442	Administration & Direct Assist.		48,045	38,768	39,654	39,654	39,654	
4444	Intergovernmental Welfare Payments		50,700					
4445-4449	Vendor Payments & Other							

1 2 3 4 5 6 7 8 9

ACCT. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	MARR. ART.# Approved by DRA	Appropriations		SELECTMEN'S APPROPRIATIONS		BUDGET COMMITTEE'S APPROPRIATION	
			Prior Year As Expenditures	Actual Expenditures	RECOMMENDED	NOT RECOMMENDED	RECOMMENDED	NOT RECOMMENDED
			FY 98/99	FY 97/98	FY 99/00	FY 99/00	FY 99/00	FY 99/00

CULTURE & RECREATION								
4520-4529	Parks & Recreation		151,504	160,396	182,567		182,567	
4550-4559	Library		125,252	133,600	131,824		131,824	
4583	Patriotic Purposes		1,500	1,500	1,500		1,500	
4589	Other Culture & Recreation		22,435	24,615	25,686		25,686	

CONSERVATION								
4611-4612	Admin. & Purch. of Nat. Resources		300	363	780		780	
4619	Other Conservation							
4631-4632	REDEVELOPMENT & HOUSING							
4651-4659	ECONOMIC DEVELOPMENT		15,000	26,763	15,000		15,000	

DEBT SERVICE								
4711	Pring. - Long Term Bonds & Notes		144,700	230,904	40,000		40,000	
4721	Interest-Long Term Bonds & Notes		36,960	28,032	13,964		13,964	
4723	Int. on Tax Anticipation Notes							
4790-4799	Other Debt Service (Ban)				120,000		120,000	

CAPITAL OUTLAY								
4901	Land							
4902	Machinery, Vehicles, & Equipment			174,516				
4903	Buildings							
4909	Improvements Other Than Bldgs.		5,250,000	17,000	390,000		390,000	

OPERATING TRANSFERS OUT								
4912	To Special Revenue Fund		1					
4913	To Capital Projects Fund			37,530				
4914	To Enterprise Fund							
	Saver-							
	Water-							









		1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	ESTIMATED REVENUES ENSUING YEAR		
			FY 98/99	FY 97/98	FY 99/00		
<b>TAXES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX		
3120	Land Use Change Taxes		3,332	9,125	3,332		
3180	Resident Taxes		53,000	56,210	53,000		
3185	Timber Taxes		500	1,857	500		
3186	Payment in Lieu of Taxes		13,500	13,631	13,500		
3189	Other Taxes						
3190	Interest & Penalties on Delinquent Taxes		125,000	138,011	125,000		
	Inventory Penalties						
	Excavation Tax (\$.02 cents per cu yd)		4,592		4,592		
	Excavation Activity Tax						
<b>LICENSES, PERMITS &amp; FEES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX		
3210	Business Licenses & Permits						
3220	Motor Vehicle Permit Fees		664,000	700,624	685,000		
3230	Building Permits		15,000	37,797	15,000		
3290	Other Licenses, Permits & Fees		21,785	26,369	24,285		
3311-3319	FROM FEDERAL GOVERNMENT						
<b>FROM STATE</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX		
3351	Shared Revenues		67,456	276,361	67,456		
3352	Meals & Rooms Tax Distribution		113,274	83,130	113,274		
3353	Highway Block Grant		109,685	106,161	109,685		
3354	Water Pollution Grant		64,296	43,556	64,296		
3355	Housing & Community Development						
3356	State & Federal Forest Land Reimbursement						
3357	Flood Control Reimbursement						
3359	Other (Including Railroad Tax)		165,000	1,993	1,800		
3379	FROM OTHER GOVERNMENTS		56,000	28,455	58,500		
<b>CHARGES FOR SERVICES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX		
3401-3406	Income from Departments		265,800	388,805	270,800		
3409	Other Charges						
<b>MISCELLANEOUS REVENUES</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX		
3501	Sale of Municipal Property		1,000	4,410	1,000		
3502	Interest on Investments		85,000	91,989	85,000		
3503-3509	Other		79,920	86,560	83,000		
<b>INTERFUND OPERATING TRANSFERS IN</b>			XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX		
3912	From Special Revenue Funds		55,000		55,000		
3913	From Capital Projects Funds						

SUBTOTAL 3 RECOMMENDED

1	2	3	4	5	6
Acct.#	SOURCE OF REVENUE	WARR. ART.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	ESTIMATED REVENUES ENSUING YEAR
INTERFUND OPERATING TRANSFERS IN cont. XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX					
3914	From Enterprise Funds				
	Sewer - (Offset)		613,427	495,453	504,991
	Water - (Offset)		678,551	658,990	532,258
	Electric - (Offset)				
	Airport - (Offset)				
3915	From Capital Reserve Funds			191,516	
3916	From Trust & Agency Funds		18,983	16,458	22,496
OTHER FINANCING SOURCES XXXXXXXXXXXX XXXXXXXXXXXX XXXXXXXXXXXX					
3934	Proc. from Long Term Bonds & Notes		5,250,000		
	Amts VOTED From F/B ("Surplus")	7			75,000
	Fund Balance ("Surplus") to Reduce Taxes		100,000	120,000	100,000
TOTAL ESTIMATED REVENUE & CREDITS			8,624,101	3,577,461	3,068,765

**BUDGET SUMMARY**

	COUNCIL BOARD'S RECOMMENDED BUDGET	BUDGET COMMITTEE'S RECOMMENDED BUDGET
SUBTOTAL 1 Appropriations Recommended (from page 5)	5,301,794	5,304,794
SUBTOTAL 2 Special Warrant Articles Recommended (from page 6)	135,004	135,004
SUBTOTAL 3 "Individual" Warrant Articles Recommended (from page 6)		
TOTAL Appropriations Recommended	5,436,798	5,439,798
Less: Amount of Estimated Revenues & Credits (from above, column 6)	3,068,765	3,068,765
Estimated Amount of Taxes to be Raised	2,368,033	2,371,033

MS-7  
DATED  
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WARRANTS  
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**WARRANT  
STATE OF NEW HAMPSHIRE  
TOWN OF NEWMARKET**

TO THE INHABITANTS OF THE TOWN OF NEWMARKET, in the County of Rockingham, in said State, qualified to vote in the Town affairs: You are hereby notified of the annual meeting.

The first session, for the transaction of all business other than voting by official ballot, shall be held Tuesday, April 6, 1999 at 7:00 p.m. at the Newmarket Town Hall. The first session shall consist of explanation, discussion, and debate of each warrant article. Warrant articles may be amended, subject to the following limitations:

- (a) Warrant articles whose wording is prescribed by law shall not be amended.
- (b) Warrant articles that are amended shall be placed on the official ballot for final vote on the main motion, as amended.

The second session of the annual meeting, to elect officers of the Town by official ballot, to vote on questions required by law to be inserted on said official ballot, and to vote on all budget warrant articles from the first session on official ballot shall be held Tuesday, May 11, 1999 at the Newmarket Town Hall. The polls shall be open from 7:00 a.m. to 8:00 p.m.

**Article 1: To choose all necessary Town Officers for the ensuing year**

**Article 2: Solid Waste Fund**

Shall the Town adopt the provisions of RSA 31:95-e to restrict 100% of revenues from the disposal of solid waste to expend on solid waste collection and disposal only? Such revenues and expenditures shall be accounted for in a special revenue fund to be known as the Solid Waste Fund, separate from the General Fund. Any surplus in said fund shall not be deemed part of the General Fund accumulated surplus. The Solid Waste Fund surplus shall be expended only after a vote by the legislative body to appropriate a specific amount from said fund for solid waste purposes only. (Majority ballot vote)

Recommended by the Town Council and the Budget Committee.

**Article 3: Police Vehicle Capital Reserve**

To see if the Town will vote to establish a capital reserve fund under the provisions of RSA 35:1 for the purpose of Police Vehicle acquisitions and to raise and appropriate the sum of one dollar (\$1.00) to be placed in said fund. To designate the Town Council as agents to expend from said fund in accordance with the Capital Improvement Program. (Majority ballot vote)

Recommended by the Town Council and the Budget Committee.

**Article 4: Public Works Facilities Capital Reserve**

To see if the Town will vote to establish a capital reserve fund under the provisions of RSA 35:1 for the purpose of Construction of Public Works Facilities and to raise and appropriate the sum of one dollar (\$1.00) to be placed in said fund. To designate the Town Council as agents to expend from said fund in accordance with the Capital Improvement Program. (Majority ballot vote)

Recommended by the Town Council and the Budget Committee.



**Article 5: Health Insurance Trust Fund**

To see if the Town will vote to create an expendable general fund trust fund under the provisions of RSA 31:19-a, to be known as the Health Insurance Fund, for the purpose of a self-funding health insurance program and to raise and appropriate the sum of one dollar (\$1.00) toward this purpose, and to designate the Town Council as agents to expend from said fund. (Majority ballot vote)

Recommended by the Town Council and the Budget Committee.

**Article 6: Municipal Transportation Improvement Fund**

To see if the Town will vote to establish a capital reserve fund under the provisions of RSA 35:1 for the purpose of Municipal Transportation Improvements and to raise and appropriate the sum of one dollar (\$1.00) to be placed in said fund. To designate the Town Council as agents to expend from said fund in accordance with the Capital Improvement Program. (Majority ballot vote)

Recommended by the Town Council and the Budget Committee.

**Article 7: Community Cultural Trust Fund**

To see if the Town will vote to create a non-expendable general trust fund under the provisions of RSA 31:19-a to be known as the Community Cultural Trust Fund, for the purpose of providing funding for various recreation and conservation projects and appropriate from fund balance the sum of seventy-five thousand dollars (\$75,000.00) toward this purpose and to designate the Town Council as agents to expend from said fund. This fund will allow for funding of other cultural projects that enhance the community. Any project proposed will need a one-to-one dollar match to be considered. (No tax dollars are to be raised. The seventy-five thousand dollars is from the sale of Town Property) (Majority ballot vote)

Recommended by the Town Council and the Budget Committee.

**Article 8: Aquifer Protection Easement Fund**

To see if the Town will vote to create an expendable general trust fund under the provisions of RSA 31:19-a, to be known as the Aquifer Protection Easement Fund for the purpose of acquiring easements, as proposed by the Conservation Commission, for aquifer protection rights and to raise and appropriate the sum of sixty thousand dollars (\$60,000.00) toward this purpose, and to designate the Town Council as agents to expend from said fund. (Tax rate will increase by twenty- five cents (\$.25) per thousand this year) (Majority ballot vote)

Recommended by the Town Council.

**Article 9: Operating Budget**

To see if the Town will vote to raise and appropriate for the purposes specified therein for the fiscal year 1999/2000 Operating Budget, the sums of money as recommended by the Town Council and the Budget Committee. (Budget Committee Recommended \$5,304,794.00)

Recommended by the Town Council.

**Article 10: Other Business**


To transact any other business which may legally come before this meeting.

Recommended by the Town Council.



Newmarket Town Warrant

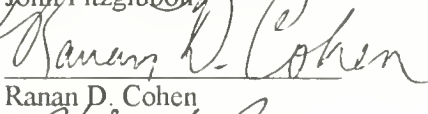
Given under the hands and seal this 17 day of March, in the year of Our Lord, nineteen hundred and ninety-nine (1999).

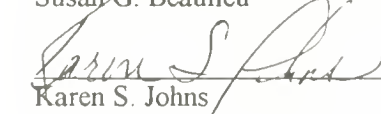
  
W David Halloran, Chair

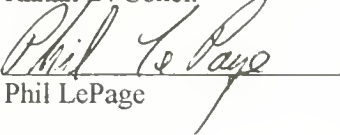
  
Larry Pickering, Vice Chair

  
John Fitzgibbon

  
Susan G. Beaulieu

  
Ranan D. Cohen

  
Karen S. Johns

  
Phil LePage

**Town Council, Town of Newmarket, New Hampshire**

We hereby certify that we gave notice to the inhabitants within named, to meet at the times and places and for the purpose within mentioned by posting an attested copy of the within warrant at the place of the meeting, a like attested copy at the Town Hall being a public place in said Town, on the 17 day of March, 1999.

  
W David Halloran, Chair



## NEWMARKET TELEPHONE DIRECTORY

Mailing address for all departments:	Town Hall 186 Main Street Newmarket, NH 03857
Town Administrator/Finance	659-3617 Fax: 659-8508
Town Clerk/Tax Collector	659-3073
Public Works Department	659-3093 Fax: 659-4807
Code Enforcement/Health Officer	659-8501
Recreation Department	659-8581
Police Department	<b>EMERGENCY ONLY 911</b> Non-Emergency 659-6636 Administration/Records 659-8505 Fax: 659-8507
Fire Department	<b>EMERGENCY ONLY 911</b> Non-Emergency 659-6636
Ambulance Division	<b>EMERGENCY ONLY 911</b> Non-Emergency 659-6636
Wastewater Treatment Facility	659-3093
Conservation Commission	659-5563
Public Library	659-5311 Fax: 659-8506







Town of Newmarket  
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Newmarket, NH 03857-1838

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