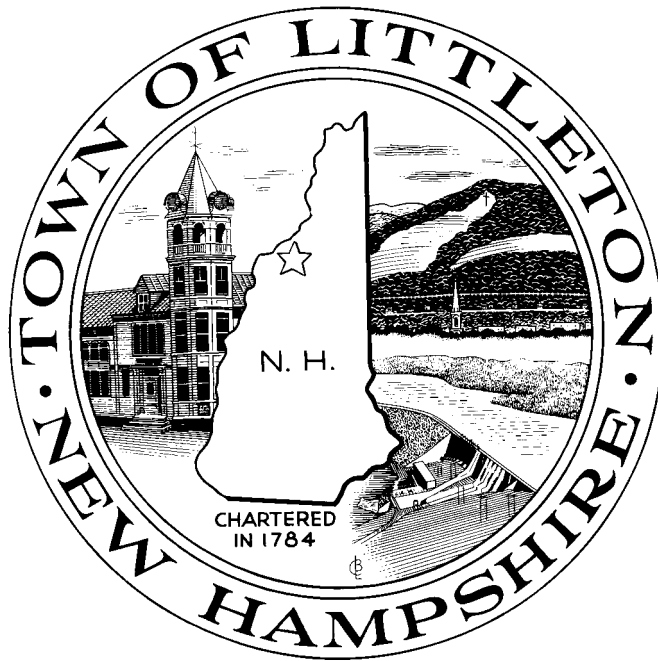


**TOWN OF
LITTLETON
NEW HAMPSHIRE**



Annual Report
For the Year of
2004

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Elected Officials

Board of Selectmen

Burton E. Ingerson, Chairman (2005)
William R. Hight, Vice Chairman (2006)
George O. Hicks, Selectman (2007)

**Selectmen meet on the 2nd & 4th
Wednesday**

Moderator Gerald Winn (2007)
Town Clerk Judith White (2007)
Treasurer Lillian Rayno (2007)

Supervisors of the Checklist

Raymond G. Hopkins (2008)
Richard L. Hill (2006)
Faye White (2010)

Trustees of the Trust Funds

Stanley Fillion (2005)
Robert Paddock (2006)
Paul McGoldrick (2007)

Representatives to the General Court

Stephanie Eaton (2006)
John Ward (2006)

State Senator District 1

John Gallus

Executive Councilor

Raymond Burton

Library Trustees

Joan Buffington (2007)
Patricia Eastman (2006)
Ed Haines (2005)
Carroll Campbell (2005)
Ellen Manley (2006)
David McLure (2006)
Patricia Stinehour (2005)
Victoria Eames (2007)
Chris Larson (2007)

Parks Commissioners

Jon Wood (2005)
Todd McKee (2006)
Mark Driscoll (2007)

Appointed Officials

Town Government

Administrative Services Director Carol Cullen
Chief of Police Cameron Brown
Deputy Chief of Police Peter Merkes
Deputy Town Clerk Bonnie Bowles
Executive Assistant Cheryl Sargent
Finance Director Karen Noyes
Fire Chief Paul Lopes
Health Officer Dr. Richard Hill
Landfill/Recycling Manager Anthony Ilacqua
Model Community Project Manager Nicole LaPointe
Parks Superintendent Michael Spaulding
Police Department Administrative Assistant Lori LaDuke
Police Department Executive Secretary Donna Santo
Project Manager/Town & School Collaboration Tim Breen
Receptionist Joan Santy
Tax Collector/Facilities Manager Joe Wiggett
Town Manager Jason Hoch
Water & Light Superintendent Tom Considine
Welfare Director/Assistant Tax Collector Joan Santy

Town/School Budget Committee

Steve Kelley, *Chairman*
Wendell Lucas
George Kirk
Eddy Moore
Patricia Eastman
Ed Haines

Conservation Committee

Jan Edick, *Chairman* (2005)
Gwen Howe, *Vice Chairman* (2006)
Charles Richey (2006)
Connie McDade (2007)
Pricilla Didio (2007)
Carlton Schaller, *Alternate* (2005)
Bill Nichols, *Alternate* (2007)
Wendell Lucas (2005)

Planning Board

Robert C. May, Jr., *Chairman* (2006)
Charlie Ryan, *Vice Chairman* (2005)
Joseph Dubey (2006)
Linda MacNeil (2007)
Burton Ingerson (*Ex Officio*)
Irene Yeargle (2005)
David Willis (2007)
Val Poulsen, *Alternate* (2007)

Zoning Board of Adjustment

Eddy Moore, *Chairman* (2005)
Mike Lombardi, *Vice Chairman* (2005)
Faye V. White (2004)
Richard Merrow (2005)
William Hight, (*Ex Officio*) (2005)
Schuyler Sweet (2007)
Donna Trahan, *Alternate* (2007)
Eugene Langdoc, *Alternate* (2007)

Appointed Officials

Public Works Roster

Highway

Larry Jackson
Todd McKee
George Chartier
Rex Fisher
Peter Kappler
Fred Gilbert
Edward Parker
William B. Sargent
Ralph Lucas
Joseph Clark

Transfer Station

Tony Ilacqua
Jacqueline King
Herbert Plante
William Zanes
Brian Patnoe

Police Department Roster

Full Time

Cameron Brown, *Chief of Police*
Peter Merkes, *Deputy Chief of Police*

Paul Smith, *Sergeant*
Matthew Culver, *Police Officer (K-9 Officer)*
Chris Tyler, *Patrol Officer*
Stephen Cox, *Sergeant*
Michelle Soares, *Police Officer*
Aaron Roberts, *Police Officer*
Mike Fein, *Police Officer*
Steve Keeney, *School Resource Officer*
Daniel Fowler, *Police Officer*
Edward Samson, *Police Officer*
Donna Santo, *Executive Secretary*
Lori LaDuke, *Administrative Assistant*
Anne Spargo, *Administrative Assistant*
Anthony Mincu, *Prosecutor*
"Wizard", *K-9 Dog*

Special Officers—Part Time

Keith Consentino
John Rice, *Parking Enforcement Officer*
Fred Gilbert, *Part-time Officer*

Auxiliary Unit

Paul Cassily, *Auxiliary*
Shari Brooks, *Auxiliary*
Jeff Johnson, *Auxiliary*

Fire Department Roster

Full Time

Paul Lopes, *Chief*
Jeff Whitcomb, *Captain/EMT-B*
William Brusseau, *Lt./EMT-B*
Raymond Bowler, *Lt./EMT-B*
James Pineo, *Lt./EMT-B*
Nick Antonucci, *Lt./EMT-B*

Call Company

James Duranty, *1st Engineer*
Todd McKee, *1st Lt./EMT-B*
William Sencabaugh, *1st Lt.*
Robert Reinhard, *1st Lt.*
James McMahon, Sr., *1st Lt.*
William Sargent, *2nd Lt./EMT-I*
Wesley Hicks, *2nd Lt./EMT-I*
Vanja Antonovic, *FF/EMT-B*
Greg Bartholomew, *FF*
Jason Finkle, *FF*
Jason Hodgeman, *FF/EMT-B*
Tim Leavitt, *FF/EMT-I*
Robert Magoon, *FF*
Julien Marquis, *FF*
Megan McGovern, *FF*
James McMahon, III, *FF*
Keith Reinhard, *FF*
Tammy Ross, *FF/EMT-P*
Adam Smith, *FF/EMT-I*

Appointed Officials

Police Citizens Advisory Board

Janet Parker, *Chair*
Mac Starring
Ralph Green
Kate Stearns
Dale Mitchell
Eddy Moore
Cam Brown
Juanita Gilpin

Police Facility Study Committee

Schuyler Sweet, *Chair*
Don Sargent, *Vice-Chairman*
Bill Beebe
Ralph Green
Dale Mitchell
Bob Montagno
Mary Swinyer
Faye White

Littleton Town Building Restoration Committee

Dan Stearns, *Chairman*
Ed Haines
Mike Dickerman
Don Merrill
Richard Merrow
Ruth Taylor
Joe Wiggett
Dave Willis
Vi Hopkins
Jeff Wheeler



TRIBUTE

Kathleen “Kay” Ward

(August 9, 1928 – November 21, 2004)

It is very fitting to pay tribute to Kay Ward in this 2004 Town of Littleton Annual Report although the few words below cannot adequately sum up such an exemplary life.

Kay Ward came to Littleton from her native Brooklyn, N.Y. as a 16 year old girl. She graduated from Littleton High School, married John Ward (d. 1980) in 1947 and had 3 children, Brien, Candice and Mary Lee, all born at the Littleton Hospital. “She got here, and her roots went right into the ground” said Brien. “She loved Littleton and she loved the North Country – and all that she did was a labor of love. Both she and my dad led by example. They were people who did not sit back and complain – they were involved.”

Kay had three passions in her life: her family, community, and public service. She was an individual with energy, engaged intellect, high personal standards, and direct communication skills. She began her long career in politics in 1963 as an unpaid volunteer for N.H. Congressman Jim Cleveland, but it wasn't just politics and constituent service that Kay excelled at. John B. Eames, in just one sentence, describes Kay very well: “The sterling quality of her life is reflected in her fine family, in her accomplishments as a business woman, and as a public servant whose devotion to the Citizens of Littleton and the North Country is legendary”. For that service, Kay received numerous awards including The Norris Cotton Award for Republican of the Year in 1990, The New Hampshire County Treasurer of the Year Award in 2001, and The Littleton Citizen of the Year Award for 2000. Crow Dickinson, a State Representative from Conway for over thirty years said of Kay: “She...really kept everyone on their toes. Everyone had a lot of respect for her”. George Roberts who spent ten years as Speaker of the House and Majority Leader stated: “I remember when Kay came into the legislature...she had extensive business experience and we put her right to work. She always had it in her mind to do the right thing, and she didn't care who disagreed with her”.

Perhaps Kay's greatest legacy is that her work ethic and sense of duty to the community has been passed through to future generations of Wards. Her son, Brien, has served on numerous boards and committees, including the school board on which his father also served, and two terms in The New Hampshire House of Representatives in the seat his mother once held. Kay's Grandson, John, a student at The University of New Hampshire, is now following in his Grandmother's and Father's footsteps by also serving in the legislature and remembers Kay telling him, “Take your job seriously, but not yourself”. That was wonderful advice to a young man who now carries on the Ward tradition along with four other grandchildren, and it was vintage Kay Ward!

Contributed by Jere Eames

Chairman of the Board of Selectmen

The past year has been a busy and prosperous one for Littleton. Once again, the efforts of our citizens to improve the community were recognized by awards. In January, Littleton received the Governor's Arts Award for Community Spirit, recognizing the work on the Mill Street Mural, the Pollyanna sculpture and the Annual Sidewalk Art Show and Sale. In May, Littleton received the first New Hampshire Profile Award, given in honor of the Old Man of the Mountain. At the end of the year, we recognized Detective Chris Tyler of the Police Department as our Employee of the Year. In January, Town Manager Jason Hoch was selected to the "40 under 40" list of young leaders by the Union Leader.

Littleton continued to see development with many construction projects, subdivisions and business expansions; by the end of the year Home Depot was nearing completion and work was underway on several other projects in the Meadow Street area. In March, the warrant article to replace the Police Station just missed the needed sixty percent approval. The Police Department Facility Study Committee worked hard over the past year to develop more detailed plans and specific costs and brought forward a recommendation to the Selectmen at the end of the year. We were disappointed that Planning Board proposals for rezoning several areas of town also failed to receive the needed two-thirds vote. But, by the end of the year, discussion had resumed on the opportunities at Exit 43.

After several years of discussion and planning, the first phase of the Riverwalk was completed. Already, the new covered bridge is a popular site for visitors and residents and is becoming a new symbol of Littleton. It is exciting to finally complete this project, first suggested by the Littleton Economic Development Task Force in the early 1990s. The Task Force's leadership on many projects such as Main Street, the Riverwalk, the Learning Center, keeping Hitchiner and commercial expansion has made Littleton stronger economically. This year, the Task Force decided to stop meeting. The Town is grateful for all of their support and service.

After two years of hard work, the Planning Board approved a complete revision of the Master Plan this year. This includes an inventory of current conditions as well as suggestions for future programs and development. This new Master Plan will serve the Town well and is a major accomplishment.

It has been an honor to serve the community of Littleton this year. I appreciate the time and commitment of our volunteers on the many committees and boards that assist us in our work. In addition, all of our Town staff continues to provide excellent service and shows a strong commitment to Littleton and the Board of Selectmen appreciates their dedication.

Respectfully submitted,

Burton Ingerson, Chair

Town Manager

This past year, Littleton faced a variety of new challenges while making strong progress on a variety of existing initiatives. Late in the year, we struggled as a community with the loss of over \$700,000 of adequate education funding from the State of New Hampshire. This shock, occurring after Town and School Meeting, meant that our local property tax rate had to absorb the impact of this lost revenue. Moreover, it set back the consistent effort over the past six years by the Town of Littleton and the Littleton Union School District to manage the growth of taxes in a reasonable fashion. More than anything else, this change underlines the local dependence on revenues from other levels of government.

We also struggled with the need to decommission our Fire Department's ladder truck and to find a suitable replacement. Unfortunately, this occurred too late for Town Meeting action. Through the combined effort of department and citizen committees, we found a demonstrator truck that met our needs and secured a loan, allowing us to pay for the truck and to bring the appropriation to 2005 Town Meeting for ratification. This is not our preferred way of working; however, we also were obligated to ensure appropriate safety equipment exists for the protection of the community. For the first several months of 2004, we benefited from assistance of Lisbon who provided back-up ladder coverage for us, while we tried to resolve this challenge.

We continued our progress on our road and sewer replacement and upgrade programs. This past year saw approximately \$300,000 invested in various roads as well as sewer replacement on Bronson and Bishop Streets. We also tried a new approach on Union Street, lining the sewer pipes in place rather than tearing up the entire street, thus minimizing disruptions.

During 2004 and 2005, the Town is collecting field data for a property revaluation to be active at the end of 2005. We appreciate your assistance and patience. In some cases, you may have multiple visits from our contracted assessing companies as well as representatives of the NH Department of Revenue Administration who verify the accuracy of reports on selected properties.

The Town continued to maintain a strong intern program through 2004, with Littleton High School graduates Athena Simpson, Ryan Haley and Travis Soule working in the office through the summer, as well as Profile High School graduate Tucker Field. Littleton High School student Matt Haley has worked for the Town during the school year. These students provide much needed assistance in the areas of updating mapping & databases, compiling reports, research as well as assisting the staff tackle many projects that we never quite seem to have enough time to do. This annual report was compiled by intern Chad Stearns, a Littleton High School graduate, who is working with the Town for the first half of 2005.

To accomplish the many tasks and responsibilities of operating the Town, we rely on many volunteers and committees. Without the dedicated service of community members serving on boards, we would not be able to accomplish nearly as much.

I would like to express my appreciation to the all of the dedicated employees of the Town. We are lucky to have a team of committed professionals in all of our departments that work creatively and knowledgeably on our behalf.

Town Manager

Finally, please continue to participate in the activities of your Town. In government, we rely on public input and comment to help us make decisions as well as to identify problems and concerns. It is always preferable to hear earlier about an issue, rather than later. We welcome the opportunity to work with citizens to resolve issues as well as the chance to help you better understand what we do. All of our departments are available for tours and visits and our records are open for you to review. Please come to our meetings, or if that is not your preference, feel free to call, e-mail or stop by our offices.

Respectfully submitted,

*Jason Hoch
Town Manager
jhoch@townoflittleton.org*

2005 Town Meeting Warrant

To the inhabitants of the Town of Littleton in the State of New Hampshire, qualified to vote in Town affairs:

FIRST SESSION

You are hereby notified to meet for the First (Deliberative) Session of the annual Town meeting, to be held at the Littleton High School Auditorium, Littleton, NH on the eighth day of February 2005 being Tuesday, at six in the evening (6:00 P.M.) The First (Deliberative) Session will consist of explanation, discussion, and debate of each of the following warrant articles, and will afford those voters who are present, the opportunity to propose, debate and adopt amendments to each warrant article, except those articles whose wording is prescribed by State law. This session will be conducted in cooperation with the Littleton School District's Annual Meeting.

SECOND SESSION

You are also notified to meet for the Second Session of the annual Town meeting, to elect Town officers by official ballot and to vote by official ballot on the warrant articles as they may have been amended at the First Session, to be held at the Littleton Opera House, 2 Union Street, Littleton NH, on the eighth day of March 2005, being Tuesday, at eight o'clock in the forenoon (the polls are to be open at 8:00 A.M. and may not close prior to 7:00 P.M.) to act upon the following:

ELECTION OF OFFICES

Article 1 To choose necessary officers including Selectman (1), Trustee of Trust Funds (1), Library Trustees (3) and Park Commissioner (1) (Ballot Vote).

POLICE DEPARTMENT REPLACEMENT FACILITY

Article 2 To see if the Town will vote to raise and appropriate the sum of \$2,179,225 (Two Million, One Hundred Seventy Nine Thousand Two Hundred Twenty Five Dollars), for the purpose of constructing a replacement police facility to be located at West Main Street, said amount to be raised through a bond or other borrowing in compliance with the provisions of the Municipal Finance Act (RSA 33), and to further authorize the Selectmen to issue and negotiate such notes and/or bonds and to determine the rate of interest thereon and to take such other action as may be necessary to effect the issuance, negotiation, sale and delivery of such notes and/or bonds as shall be in the best interest of the town. (60% majority vote required)

RECOMMENDED BY THE BOARD OF SELECTMEN

TOWN BUDGET

Article 3 Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purpose set forth therein, totaling \$6,018,706 (Six Million Eighteen Thousand Seven Hundred Six Dollars)? Should this article be defeated, the operating budget shall be \$5,947,691 (Five Million Nine Hundred Forty Seven Thousand Six Hundred Ninety One Dollars) which is the same as last year, with certain adjustments required by previous action of the Town or by law or the governing body may hold one special meeting, in accordance with RSA 40:13,X and XVI, to take up the issue of a revised operating budget only.

RECOMMENDED BY THE BOARD OF SELECTMEN

PURCHASE OF REPLACEMENT LADDER TRUCK

Article 4 To see if the Town will vote to authorize the Selectmen to enter into a ten year lease/purchase agreement for the purpose of leasing a 2003 American LaFrance Aerial Truck, with a total cost of \$544,000

2005 Town Meeting Warrant

(Five Hundred Forty Four Thousand Dollars), to raise and appropriate the sum of \$70,065 (Seventy Thousand Sixty Five Dollars), for the first year's lease payments of \$67,065 (Sixty Seven Thousand Sixty Five Dollars), maintenance, inspections and operation of the vehicle in the amount of \$3,000 (Three Thousand Dollars) and to fund part of this appropriation by authorizing the transfer from surplus of \$7,796 (Seven Thousand Seven Hundred Ninety Six Dollars) with the balance from general taxation so that the total amount to be raised by taxes will be \$62,269 (Sixty Two Thousand Two Hundred Sixty Nine Dollars). The amount transferred from surplus is the balance remaining in funds raised by the Town in 2004 for the rental of a fire truck. This lease will contain an escape clause.

RECOMMENDED BY THE BOARD OF SELECTMEN

BRIDGE REPAIR FUND

Article 5 To see if the Town will vote to raise and appropriate the sum of \$2,500 (Two Thousand Five Hundred Dollars) for the purpose of bridge cleaning and emergency bridge repairs. It is intended to present a warrant article in 2006 to place any funds raised by this article and not used for this purpose into the Capital Reserve Fund previously established for Bridge Repair. And further to raise and appropriate the sum of \$2,230 (Two Thousand Two Hundred Thirty Dollars) for transfer into Bridge Repair Capital Reserve Fund, and to authorize the funding of this appropriation by the transfer of this sum from the surplus unexpended fund balance as of December 31, 2004.

RECOMMENDED BY THE BOARD OF SELECTMEN

RECONSTRUCTING/REPAVING VARIOUS TOWN ROADS—I

Article 6 To see if the Town will vote to raise and appropriate the sum of \$292,525 (Two Hundred Ninety Two Thousand Five Hundred Twenty Five Dollars) for the purpose of upgrading and improving various Town Roads. The roads to be upgraded and improved are:

Highland Avenue – estimated cost \$62,060 (Sixty Two Thousand Sixty Dollars),

Chiswick Avenue – estimated cost \$14,160 (Fourteen Thousand One Hundred Sixty Dollars)

Bishop Street – estimated cost \$76,000 (Seventy Six Thousand Dollars)

Bronson Street – estimated cost \$29,232 (Twenty Nine Thousand Two Hundred Thirty Two Dollars)

Lilac Lane and Oak Hill Avenue Extension – estimated cost \$16,440 (Sixteen Thousand Four Hundred Forty Dollars)

West Elm Street – estimated cost \$20,172 (Twenty Thousand One Hundred Seventy Two Dollars)

Morrison Hill Road – estimated cost \$40,701 (Forty Thousand Seven Hundred One Dollars)

Crushing of pavement for reuse on paved roads – estimated cost \$28,000 (Twenty Eight Thousand Dollars)

RECOMMENDED BY THE BOARD OF SELECTMEN

RECONSTRUCTING/REPAVING VARIOUS TOWN ROADS—II

Article 7 To see if the Town will vote to raise and appropriate the sum of \$28,062 (Twenty Eight Thousand Sixty Two Dollars) for the purpose of upgrading and improving Herbert Lane.

RECOMMENDED BY THE BOARD OF SELECTMEN

CULVERT REPLACEMENT

Article 8 To see if the Town will vote to raise and appropriate the sum of \$19,000 (Nineteen Thousand Dollars) for the purpose of replacing culverts along Bishop Street and Old Whitefield Road.

RECOMMENDED BY THE BOARD OF SELECTMEN

2005 Town Meeting Warrant

TRANSFER STATION IMPROVEMENTS AND REPAIR FUNDS

Article 9 To see if the Town will vote to raise and appropriate the sum of \$80,900 (Eighty Thousand Nine Hundred Dollars) for the purpose of improvements at the Transfer Station to include:

- Purchase of storage container – estimated cost \$7,000 (Seven Thousand Dollars)
- Installation of a drywell by rubbish container – estimated cost \$2,500 (Two Thousand Five Hundred Dollars)
- Installation of safety railing by rubbish container – estimated cost 2,000 (Two Thousand Dollars)
- Purchase of trash bags – estimated cost \$8,700 (Eight Thousand Seven Hundred Dollars)
- Building, equipment and vehicle repairs as necessary – estimated cost \$7,000 (Seven Thousand Dollars)
- Development of construction and demolition disposal program including purchase of scale, materials and necessary staffing – estimated cost \$58,000 (Fifty Eight Thousand Dollars)

Said funds to come from the Transfer Station unexpended fund balance as of December 31, 2004. This will have no tax impact.

RECOMMENDED BY THE BOARD OF SELECTMEN

PETITIONED ARTICLES

VETERANS EXEMPTION

Article 10 *By Petition:* Shall we adopt the provisions of RSA 72:28, V and VI for optional veterans seeking the exemptions? The optional veteran's exemption is \$300, rather than \$100.

NOT RECOMMENDED BY THE BOARD OF SELECTMEN

LITTLETON AREA SENIOR CENTER

Article 11 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$24,300 (Twenty Four Thousand Three Hundred Dollars) for support of home delivered meals, senior dining room services, transportation, outreach, care management and other services provided by the Littleton Area Senior Center during fiscal year 2005.

RECOMMENDED BY THE BOARD OF SELECTMEN

NORTH COUNTRY YMCA

Article 12 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$500 (Five Hundred Dollars) for the purpose of the North Country YMCA's multitude of intergenerational programs offered throughout the year to families and citizens of the Town of Littleton.

RECOMMENDED BY THE BOARD OF SELECTMEN

LITTLETON REGIONAL HOSPITAL

Article 13 *By Petition:* To see if the Town of Littleton will raise and appropriate the sum of \$16,000 (Sixteen Thousand Dollars) for Littleton Regional Hospital for the purpose of helping defray the costs associated with providing free medical services to the citizens of the Town of Littleton.

RECOMMENDED BY THE BOARD OF SELECTMEN

2005 Town Meeting Warrant

CALEB INTERFAITH GROUP

Article 14 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$1,500 (One Thousand Five Hundred Dollars) to help support the Caleb Group Interfaith Volunteer Caregiver Program that serves the needs of elderly and disabled people in the community

RECOMMENDED BY THE BOARD OF SELECTMEN

HOSPICE OF THE LITTLETON AREA

Article 15 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$3,758 (Three Thousand Seven Hundred Fifty Eight Dollars) to support the social and volunteer services of Hospice of the Littleton Area, a non-profit organization which offers supportive care and bereavement services to terminally ill patients and their families in the Town of Littleton.

RECOMMENDED BY THE BOARD OF SELECTMEN

TRI-COUNTY C.A.P.

Article 16 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$9,000 (Nine Thousand Dollars) for Tri-County Community Action Program, Littleton, NH. Tri-County CAP offers energy, rental, housing and food or other emergency assistance to the low-income, elderly and handicapped residents of Littleton.

RECOMMENDED BY THE BOARD OF SELECTMEN

NORTH COUNTRY HOME HEALTH AND HOSPICE

Article 17 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$15,967 (Fifteen Thousand Nine Hundred Sixty Seven Dollars) for the support of the home health care, supportive care, medical hospice and community health programs and services of the North Country Home Health and Hospice Agency, Inc. in the fiscal year 2005 for the residents of Littleton, NH.

RECOMMENDED BY THE BOARD OF SELECTMEN

WHTIE MOUNTAIN MENTAL HEALTH AND DEVELOPMENTAL SERVICES

Article 18 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$9,506 (Nine Thousand Five Hundred Six Dollars) as the Town's contribution to White Mountain Mental Health Developmental Services, a non-profit mental health and developmental service center.

RECOMMENDED BY THE BOARD OF SELECTMEN

AMERICAN RED CROSS

Article 19 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$2,420.80 (Two Thousand Four Hundred Twenty Dollars and Eighty Cents) (based on 40 cents per resident) for disaster relief, community health and safety services, and military communication and disaster preparedness programs provided by the American Red Cross, Greater White Mountain Chapter.

RECOMMENDED BY THE BOARD OF SELECTMEN

2005 Town Meeting Warrant

AMMONOOSUC COMMUNITY HEALTH SERVICES

Article 20 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$12,000 (Twelve Thousand Dollars) for Ammonoosuc Community Health Services, Inc. (ACHS), a nonprofit community health center offering a network of affordable primary health services. As a Federally Qualified Health Center, ACHS received federal funding to provide comprehensive preventive and primary health care to anyone, regardless of their insurance status or ability to pay. This represents a per capita amount of \$1.97 for each town resident and will help us continue to provide high quality care to our 1,672 current Littleton patients, as well as reach more of those who need our services.

RECOMMENDED BY THE BOARD OF SELECTMEN

LITTLETON-LANCASTER TRANSPORTATION

Article 21 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$1,225 (One Thousand Two Hundred Twenty Five Dollars) to support the establishment of a public transportation system in the Littleton-Lancaster corridor.

RECOMMENDED BY THE BOARD OF SELECTMEN

Dated and signed on January 26, 2005 and ordered posted by the undersigned members of the Town of Littleton, New Hampshire Board of Selectmen.

Burton Ingerson
Selectman, Chair

William Hight
Selectman, Vice Chair

George Hicks
Selectman

Minutes of 2004 Annual Meeting

MARCH 9, 2004

ELECTION OF OFFICERS

Selectman	George O. Hicks	1418 Votes
Moderator	Gerald H. Winn	1855 Votes
Town Clerk	Judith F. White	1300 Votes
Park Commissioner	Mark E Driscoll	1894 Votes
Supervisor Of The Checklist	Faye V. White	1854 Votes
Treasurer	Lillian Rayno	1832 Votes
Library Trustees(3)	Victoria Eames	1640 Votes
	Chris Larson	1517 Votes
	Joan J. Buffington	1630 Votes
Trustee Of Trust Funds	Paul J. McGoldrick	1831 Votes

Rezoning of Industrial to Commercial – Route 135

Article 2 *By Petition:* Are you in favor of amending Littleton's Zoning Ordinance as follows: That the zoning classification of Littleton Lot 45-9, being the 58.96 acre parcel presently owned by the C. George McLure Revocable Trust, situated on the northeast side of Route 135, of which approximately 5 acres are located in the Commercial-I zone, and the approximately 54 acre remainder is presently located in the Industrial zone, be converted so that the entire 58.96 acres of said lot shall be zoned as Commercial-I, and the entire lot subject to the Permitted Uses for the Commercial-I district.

RECOMMENDED BY THE PLANNING BOARD

ARTICLE 2 WAS DEFEATED 1348 YES 736 NO

Commercial Development Voluntary Review

Article 3 Are you in favor of the adoption of the zoning amendment as proposed by the Planning Board to the existing town zoning ordinance as follows:?
The amendment adds recommended lot features for commercial development over 25,000 square feet and requires an informational hearing with the Planning Board.

RECOMMENDED BY THE PLANNING BOARD

ARTICLE 3 PASSED 1380 YES 702 NO

Extension of Residential-1 Zone Along Farr Hill Road

Article 4 Are you in favor of the adoption of the zoning amendment to the existing town zoning ordinance as proposed by the Planning Board?
The amendment extends the Residential-I zone to properties on the west side of Farr Hill Road, behind the existing Commercial zone along West-Main Street.

RECOMMENDED BY THE PLANNING BOARD

ARTICLE 4 WAS DEFEATED 1198 YES 882 NO

Police Department Replacement Facility

Article 5 To see if the Town will vote to raise and appropriate the sum of \$1,250,000 (One Million Two Hundred Fifty Thousand Dollars), for the purpose of constructing a replacement police facility to be located at West Main Street, said amount to be raised through a bond or other borrowing in compliance with the provisions of the Municipal Finance Act (RSA 33), and to further authorize the Selectmen to issue and negotiate such notes and/or bonds and to determine the rate of interest thereon and to take such other action as may be necessary to effect the issuance, negotiation, sale and delivery of such notes and/or bonds as shall be in the best interest of the town. (60% majority vote required)

RECOMMENDED BY THE BOARD OF SELECTMEN

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Minutes of 2004 Annual Meeting

ARTICLE 5 WAS DEFEATED 1179 YES 892 NO

Town Budget

Article 6 Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purpose set forth therein, totaling \$5,446,663 (Five Million Four Hundred Forty Six Thousand Six Hundred Sixty Three Dollars). Should this article be defeated, the operating budget shall be \$5,410,930 (Five Million Four Hundred Ten Thousand nine Hundred Thirty Dollars) which is the same as last year, with certain adjustments required by previous action of the Town or by law or the governing body may hold one special meeting, in accordance with RSA 40:13,X and XVI, to take up the issue of a revised operating budget only.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 6 PASSED 1386 YES 636 NO

SEA of NH Chapter #57 Union Contract

Article 7 To see if the town will vote to approve the cost items included in the collective bargaining agreement reached between the Selectmen and SEA of NH Chapter 57 (Police) which calls for increases in total salaries and benefit costs in 2004 fiscal year in the amount of \$19,912 (Nineteen Thousand Nine Hundred Twelve Dollars), increases in total salaries and benefit costs in the fiscal year 2005 in the amount of \$21,505 (Twenty One Thousand Five Hundred Five Dollars) and increases in total salaries and benefit costs for the 2006 fiscal year in the amount of \$23,010 (Twenty Three Thousand Ten Dollars), such sums representing the additional cost attributable to the increase in salaries over those of the appropriation at the current staffing levels paid in the 2003 fiscal year. And further to raise and appropriate \$19,912 for this year's increases with \$3,750 (Three Thousand Seven Hundred Fifty Dollars) to come from surplus in the unexpended fund balance as of December 31, 2003 (which amount was appropriated in 2003 and not spent for negotiation costs) and the balance to be raised by general taxation.

Note: This is a three year contract which runs from April 1, 2004 – March 31, 2007

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 7 PASSED 1295 YES 733 NO

AFSCME Union Contract

Article 8 To see if the town will vote to approve the cost items included in the collective bargaining agreement reached between the Selectmen and AFSCME Local 1348 Union (Fire and Public Works) which calls for increases in total salaries and benefit costs in 2004 fiscal year in the amount of \$27,499 (Twenty Seven Thousand Four Hundred Ninety Nine Dollars), increases in total salaries and benefit costs in the fiscal year 2005 in the amount of \$30,249 (Thirty Thousand Two Hundred Forty Nine Dollars) and increases in total salaries and benefit costs for the 2006 fiscal year in the amount of \$32,669 (Thirty Two Thousand Six Hundred Sixty Nine Dollars), such sums representing the additional cost attributable to the increase in salaries over those of the appropriation at the current staffing levels paid in the 2003 fiscal year. And further to raise and appropriate \$27,499 for this year's increase with \$3,750 (Three Thousand Seven Hundred Fifty Dollars) to come from surplus in the unexpended fund balance as of December 31, 2003 (which amount was appropriated in 2003 and not spent for negotiation costs) and the balance to be raised by general taxation.

Note: This is a three year contract which runs from April 1, 2004 – March 31, 2007

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 8 PASSED 1317 YES 701 NO

Community Activities Director

Article 9 To see if the town will raise and appropriate the sum of \$23,477 (Twenty Three Thousand Four Hundred Seventy Seven Dollars), of which \$16,333 (Sixteen Thousand Three Hundred Thirty Three

Minutes of 2004 Annual Meeting

Dollars) represents the cost of wages and \$7,144 (Seven Thousand One Hundred Forty Four Dollars) represents the cost of benefits and taxes for the purpose of hiring a Community Activities Director beginning after June 1, 2004. And further to direct the Board of Selectmen to establish an Advisory Committee with representation from Parks and Recreation, the Littleton Area Senior Center, Littleton High School, Daisy Bronson Middle School, Lakeway Elementary School, Littleton Youth Soccer, Cal Ripken Baseball and the Community Accessibility Advisory Board. This Advisory Committee will report quarterly to the Board of Selectmen and present a report on progress to the 2005 Town Meeting.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 9 PASSED 1080 YES 947 NO

Fire Department Roof

Article 10 To see if the Town will vote to raise and appropriate the sum of \$27,500 (Twenty Seven Thousand Five Hundred Dollars) for the purpose of repairing the roof of the Littleton Fire Department.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 10 PASSED 1602 YES 433 NO

Bridge Repair Fund

Article 11 To see if the Town will vote to raise and appropriate the sum of \$2,500 (Two Thousand Five Hundred Dollars) for the purpose of bridge cleaning and emergency bridge repairs. It is intended to present a warrant article in 2005 to place any funds raised by this article and not used for this purpose into the Capital Reserve Fund previously established for Bridge Repair. And further to raise and appropriate the sum of \$954 (Nine Hundred Fifty Four Dollars) for transfer into Bridge Repair Capital Reserve Fund, and further to authorize the funding of this appropriation by the transfer of this sum from the surplus unexpended fund balance as of December 31, 2003.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 11 PASSED 1670 YES 368 NO

Purchase of Replacement Truck for the Highway Department

Article 12 To see if the Town will vote to authorize the Selectmen to enter into a four year lease/purchase agreement for the purpose of leasing a 2004 dump truck as a replacement for the 1990 dump truck in service in the Littleton Highway Department so that the total acquisition cost is \$120,373 (One Hundred Twenty Thousand Three Hundred Seventy Three Dollars) and to authorize the Selectmen to trade in the replaced vehicle for a value of \$4,500 (Four Thousand Five Hundred Dollars). To further raise and appropriate the total appropriated sum of \$36,082 (Thirty Six Thousand Eighty Two Dollars), this amount includes the \$4,500 trade-in leaving \$31,582 net. This being the balance of the first year lease payment and setup costs. This lease will contain an escape clause.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 12 PASSED 1327 YES 724 NO

Reconstructing/Re-Paving and Upgrading Various Town Roads

Article 13 To see if the Town will vote to raise and appropriate the sum of \$300,000 (Three Hundred Thousand Dollars) for the purpose of upgrading and improving various Town Roads. The roads to be upgraded and improved are:

- Slate Ledge Road – estimated cost \$187,706 (One Hundred Eighty Seven Thousand Seven Hundred Six Dollars)
- Bishop Street – estimated cost \$34,700 (Thirty Four Thousand Seven Hundred Dollars)
- Burndy Road – estimated cost \$22,500 (Twenty Two Thousand Five Hundred Dollars)
- Crawford Street – estimated cost \$1,575 (One Thousand Five Hundred Seventy Five Dollars)
- Orchard Hill Road – estimated cost \$7,674 (Seven Thousand Six Hundred Seventy Four Dollars)
- Mount Misery Road – estimated cost \$1,480 (One Thousand Four Hundred Eighty Dollars)
- Washington Street – estimated cost \$27,865 (Twenty Seven Thousand Eight Hundred Sixty Five Dollars)

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Crushing of pavement for reuse on paved roads – estimated cost \$16,500 (Sixteen Thousand Five Hundred Dollars)

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 13 PASSED 1616 YES 454 NO

Transfer Station Improvements & Repair Funds

Article 14 To see if the Town will vote to raise and appropriate the sum of \$34,000 (Thirty Four Thousand Dollars) for the purpose of improvements at the Transfer Station to include:

Purchase of replacement rubbish storage containers – estimated cost \$11,000 (Eleven Thousand Dollars)

Purchase of mobile recycling trailer – estimated cost \$3,000 (Three Thousand Dollars)

Replacement of retaining wall by rubbish compactor – estimated cost \$7,000 (Seven Thousand Dollars)

Purchase of trash bags – estimated cost \$7,000 (Seven Thousand Dollars)

Building, vehicle and equipment repairs as necessary – estimated cost \$6,000 (Six Thousand Dollars)

Said funds to come from the Transfer Station unexpended fund balance as of December 31, 2003. This will have no tax impact.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 14 PASSED 1539 YES 519 NO

Landfill Closure Capital Reserve

Article 15 To see if the Town will vote to raise and appropriate the sum of \$57,500 (Fifty Seven Thousand Five Hundred Dollars) to be placed in the Landfill Closure Trust Fund. This amount represents approximately one half of the debt repayment to be made in 2005.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 15 PASSED 1454 YES 591 NO

Fire Department Ladder Truck Repair

Article 16 To see if the Town will vote to raise and appropriate the sum of \$50,000 (Fifty Thousand Dollars) for the purpose of repairs to the Littleton Fire Department Ladder Truck and /or temporary rental of a replacement vehicle. It is intended to present a warrant article in 2005 to place any funds raised by this article and not used for this purpose toward future replacement of this vehicle.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 16 PASSED 1516 YES 541 NO

Acceptance of Land

Article 17 To see if the Town will vote to authorize the Selectmen to accept property located at Tax Map 57, Lot 13, off Brickyard Road from the Nancy Brammer 1999 Revocable Trust. The land will be used for recreational fields.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 17 PASSED 1730 YES 320 NO

Minutes of 2004 Annual Meeting

PETITIONED ARTICLES

Scenic Road Designation

Article 18 *By Petition:* To see if the Town will vote to designate Williams Road from Williams Lane to Gannon Road, and Gannon Road from Williams Road to the Lyman Town Line, and all of Hubbard Road as Scenic Roads as provided by RSA 231:157.

NOT RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 18 WAS DEFEATED 898 YES 1066 NO

Littleton Area Senior Center

Article 19 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$24,300 (Twenty Four Thousand Three Hundred Dollars) for support of home delivered meals, senior dining room services, transportation, outreach, care management and other services provided by the Littleton Area Senior Center during fiscal year 2004.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 19 PASSED 1805 YES 207 NO

North Country YMCA

Article 20 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$500 (Five Hundred Dollars) for the purpose of the North Country YMCA's multitude of intergenerational programs offered throughout the year to families and citizens of the Town of Littleton.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 20 PASSED 1543 YES 455 NO

Littleton Regional Hospital

Article 21 *By Petition:* To see if the Town of Littleton will raise and appropriate the sum of \$15,500 (Fifteen Thousand Five Hundred Dollars) for Littleton Regional Hospital for the purpose of helping defray the costs associated with providing free medical services to the citizens of the Town of Littleton.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 21 PASSED 1262 YES 735 NO

Caleb Interfaith Group

Article 22 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$1,500 (One Thousand Five Hundred Dollars) to help support the Caleb Group Interfaith Volunteer Caregiver Program that serves the needs of elderly and disabled people in the community

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 22 PASSED 1456 YES 538 NO

Hospice of The Littleton Area

Article 23 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$3,697 (Three Thousand Six Hundred Ninety Seven Dollars) (based on 61 cents per capita) to support the social and volunteer services of Hospice of the Littleton Area, a non-profit organization which offers supportive care and bereavement services to terminally ill patients and their families in the Town of Littleton.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 23 PASSED 1753 YES 251 NO

Minutes of 2004 Annual Meeting

Tri-County C.A.P.

Article 24 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$8,000 (Eight Thousand Dollars) for Tri-County Community Action Program, Littleton to offer energy, rental, housing and food or other emergency assistance to the low-income, elderly and handicapped residents of Littleton.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 24 PASSED 1567 YES 427 NO

North Country Home Health and Hospice

Article 25 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$15,966.50 (Fifteen Thousand Nine Hundred Sixty-Six Dollars and Fifty Cents) for the support of the home health care, supportive care, medical hospice and community health programs and services of the North Country Home Health and Hospice Agency, Inc. in the fiscal year 2004 for the residents of Littleton, NH.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 25 PASSED 1640 YES 364 NO

White Mountain Mental Health and Developmental Services

Article 26 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$9,506 (Nine Thousand Five Hundred Six Dollars) as the Town's contribution to White Mountain Mental Health Development Services, a non-profit mental health and developmental service center.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 26 PASSED 1420 YES 578 NO

American Red Cross

Article 27 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$2,420.80 (Two Thousand Four Hundred Twenty Dollars and Eighty Cents) (based on 40 cents per resident) for disaster relief, community health and safety services, and military communication and disaster preparedness programs provided by the American Red Cross, Greater White Mountain Chapter.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 27 PASSED 1535 YES 465 NO

Project Reach

Article 28 *By Petition:* To see if the Town of Littleton will vote to raise and appropriate the sum of \$10,000 (Ten Thousand Dollars) the amount of which will cover the funds lost during year three (fiscal year 2004) of its five year start-up grant. The Project REACH After-School Program offers social, educational, enrichment and community service programs for the middle school youth and their families in Littleton during the after-school hours. Project REACH funding provides daily transportation, daily healthy snacks, field trips, enrichment materials, Homework Center materials and qualified staff.

RECOMMENDED BY THE BOARD OF SELECTMEN

ARTICLE 28 PASSED 1317 YES 680 NO

A TRUE COPY, ATTEST:

**JUDITH F. WHITE
LITTLETON TOWN CLERK**

Tax Collector

The office of the Tax Collector is responsible for collecting revenue for property taxes, yield, (timber taxes), excavation activity taxes, current use taxes and Sewer Users fees. Collecting revenue, as well as responding to inquiries from banks, mortgage companies, attorneys' offices and the general public in a courteous and timely manner are the major responsibilities of the Tax Department.

I am pleased to report to you that the fiscal condition of the Littleton Tax Department is good. At the close of business on December 31, 2004, 93.7 percent of the 2004 Second Issue Property Taxes have been collected.

The Property Tax Relief program that was established by the State of New Hampshire in 2003 to assist low-income property owners with their property taxes continued to grow in 2004 as more and more taxpayers became aware of the program. It is my understanding that a similar program will again be offered in 2005.

I know and understand that property taxes are difficult for some in our community to pay the entire amount due all at one time. We want you to know that we are prepared to work with anyone who finds themselves in these circumstances.

My year as President of the New Hampshire Tax Collectors Association was very rewarding and a tremendous learning experience. The Tax Association is a wonderful organization that provides continuing education for all collectors in the State through workshops, an Annual Conference and a mentor program. I offer my sincere appreciation to everyone who helped to make the year such a success.

The Town has reached a new agreement with the Laconia Savings Bank that will keep your municipal offices at the 125 Main Street location until 2011. This location has worked extremely well and we thank them for their generosity.

Respectfully submitted,

Joseph A. Wiggett, Tax Collector

Tax Exemptions

ELDERLY EXEMPTION OFF ASSESSED VALUATION

<u>AMOUNT</u>	<u>REQUIRED AGE</u>	<u>INCOME LIMITATION</u>	<u>ASSET LIMITATION</u>
\$20,000	65 TO 74	Not in excess of:	Not in excess of
\$30,000	75 TO 79	\$25,000 if single;	\$75,000, excluding
\$40,000	80 AND UP	\$35,000 if married.	The value of the residence and up to two acres of land.

TAX LIEN FOR THE ELDERLY AND DISABLED

Amount The assessing officials may annually grant a tax lien for all or part of the taxes due, plus annual interest at 5%.

Total tax liens on a single property shall not be more than 85% of its assessed value.

If the property is subject to mortgage, the owner must obtain the mortgage holder's approval of the tax lien.

Who may Apply: Any resident property owner may apply for the lien if he/she:

- A. Is either 65 years of age or eligible under the Federal Social Security Act for the totally and permanently disabled;
- B. Have owned the homestead for at least 5 years; and
- C. Are living in the homestead.

TYPES OF TAX CREDITS/EXEMPTIONS Off Land Valuation or Tax

Blind Exemption 15,000 Every inhabitant owning residential real estate, and is legally blind, as determined by the administrator of blind services of the vocational rehabilitation division of the education department.

VETERANS

Standard \$100. Every resident who served in the armed forces in any of the qualifying wars or armed conflicts, as listed in RSA 72:28, and was honorably discharged; or the spouse/surviving spouse of such resident.

Surviving Spouse \$700. The surviving spouse of any person who was killed or died while on active duty in the armed forces, as listed in RSA 72:28, so long as the person does not remarry.

Service-Connected

Disability \$700. Any person who has been honorably discharged and received a Form DD-214, and who has a total and permanent service-connected disability, or is a double amputee or paraplegic because of the service-connected injury, or the surviving spouse of such a person if such surviving spouse has not remarried.

TAX COLLECTOR'S REPORTFor the Municipality of Littleton Year Ending _12/31/04_**DEBITS**

UNCOLLECTED TAXES-		Levy for Year of this Report	PRIOR LEVIES		
BEG. OF YEAR*			2004	2003	2002
Property Taxes	#3110	xxxxxx	443,525.68	4.08	6,614.22
Resident Taxes	#3180	xxxxxx			
Land Use Change	#3120	xxxxxx	7,410.00		
Yield Taxes	#3185	xxxxxx	625.17		
Excavation Tax @ \$.02/yd	#3187	xxxxxx			
Utility Charges	#3189	xxxxxx	177,376.72		
Prior year Deferred Credit Balance		xxxxxx	(2,293.22)	(644.38)	

TAXES COMMITTED THIS YEAR

Property Taxes	#3110	12,630,148.57	
Resident Taxes	#3180		
Land Use Change	#3120	99,235.00	
Yield Taxes	#3185	12,683.83	
Excavation Tax @ \$.02/yd	#3187	592.64	
Utility Charges	#3189	554,898.84	
Payment In Lieu of Tax		44,720.57	

FOR DRA USE ONLY**OVERPAYMENT:**

Property Taxes	#3110	20,197.35	4,023.94		
Resident Taxes	#3180				
Land Use Change	#3120				
Yield Taxes	#3185				
Excavation Tax @ \$.02/yd	#3187				
Utility Charges	#3189	548.32	134.71		
Interest - Late Tax	#3190	8,554.21	26,015.71	-	0.12
Penalties	#3190	1,525.56	760.75	549.08	(23.00)
Deferred Credit Balances		851.93		0	
Excess Credits		4,588.71		0.19	
TOTAL DEBITS		13,378,545.53	657,579.46	(91.03)	6,591.34

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

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

MS-61

TAX COLLECTOR'S REPORT

Municipality of Littleton Year Ending 12/31/04

CREDITS

COMMITTED TO TREASURY	Levy for this Year 2004	PRIOR LEVIES		
		2003	2002	2001
Property Taxes	12,033,263.38	290,789.24	(640.43)	3,991.96
Resident Taxes				
Land Use Change	95,315.00	4,600.00		
Yield Taxes	12,472.00	625.17		
Interest (include lien con	8,554.21	26,015.71		0.12
Penalties	1,525.56	760.75	549.08	(23.00)
Excavation Tax @ \$.02/yc	592.64			
Utility Charges	482,484.89	162,746.88		
Conversion to Lien (principal only)		170,104.12		
Payment in Lieu of Tax	40,761.18	-		
COUNTS ALLOWED				

STATEMENTS MADE

Property Taxes	2,436.90	721.21		
Resident Taxes				
Land Use Change		910.00		2,622.26
Yield Taxes	89.00			
Excavation Tax @ \$.02/yc				
Utility Charges	161.08	56.59		
			-	
CURRENT LEVY DE	1,760.36			

SELECTED T. END OF YEAR #1080

Property Taxes	618,319.77		0.32	-
Resident Taxes				
Land Use Change	3,920.00			
Yield Taxes	122.83			
Excavation Tax @ \$.02/yc				
Utility Charges	72,807.34	249.79		
Payment in Lieu of Tax	3,959.39			
TOTAL CREDITS	13,378,545.53	657,579.46	(91.03)	6,591.34

MS-61
Rev. 08/02

TAX COLLECTOR'S REPORT

For the Municipality of Littleton Year Ending 12/31/04

DEBITS

	Last Year's Levy		PRIOR LEVIES	
	2003	2002	2001	2000
Unredeemed Liens Balance at Beg. of Fiscal Year	-	133,728.65	84,024.63	45,557.40
Liens Executed During Fiscal Year	187,230.03			
Interest & Costs Collected (AFTER LIEN EXECUTION)	3,287.72	8,900.80	12,791.02	8,362.59
Excess Credits				85.50
TOTAL DEBITS	190,517.75	142,629.45	96,815.65	54,005.49

CREDITS

REMITTED TO TREASURER:		Last Year's Levy		PRIOR LEVIES	
		2003	2002	2001	2000
Redemptions		66,170.86	37,642.41	38,864.91	15,747.63
Interest & Costs Collected (After Lien Execution)	#3190	3,287.72	8,900.80	12,791.02	8,362.59
Abatements of Unredeemed Taxes		267.92	988.74	575.43	1,631.55
Liens Deeded to Municipality		1,321.71	1,593.00	1,554.77	4,355.16
Unredeemed Liens Balance End of Year	#1110	119,469.54	93,504.50	43,029.52	23,908.56
TOTAL CREDITS		190,517.75	142,629.45	96,815.65	54,005.49

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

TAX COLLECTOR'S SIGNATURE _____ DATE _____

Revenue Report
(unaudited)

Description	2004 Budget	2004 Actual	Over (Under) Budget
<i>Taxes</i>			
Property Taxes	3,260,262	3,065,925	(194,337)
Land Use Change Tax	90,000	99,235	9,235
Yield Taxes	13,000	12,684	(316)
Payments in Lieu of Taxes	41,449	44,721	3,272
Boat Taxes	3,000	2,751	(249)
Excavation Activity Taxes	600	593	(7)
Int/Penalties on Taxes	80,000	75,923	(4,077)
<i>License & Permit Fees</i>			
Business Licenses	-	-	-
Motor Vehicle Registration Fees	915,000	967,355	52,355
Planning Board - Building Permits	10,725	10,108	(617)
Other Licenses, Permits & Fees	24,220	23,204	(1,016)
<i>From the State</i>			
Shared Revenue	64,708	139,723	75,015
Highway Block Grant	201,738	201,738	-
Rooms & Meals Tax	146,773	146,773	-
Cable Franchise Fee	32,155	33,024	869
Railroad Tax	-	-	-
<i>Other Governmental Revenue</i>			
Income from Departments	23,550	35,584	12,034
Federal Grants	11,000	9,699	(1,301)
State Grants	-	9,623	9,623
Rental of Town Property	3,900	3,480	(420)
Sale of Town Owned Property	600	5,600	5,000

**Revenue Report
(unaudited)**

Description	2004 Budget	2004 Actual	Over (Under) Budget
<i>Miscellaneous Revenues</i>			
Interest on Deposits	15,000	6,470	(8,530)
Insurance Dividends/Reimbursements	-	1,151	1,151
Other	750	954	204
Transfer from Capital Reserve	-	-	-
Bond Proceeds - Landfill	-	-	-
Vacation Accrual	-	-	-
Use of Fund Balance	42,454	34,000	(8,454)
<i>Subtotal Operating Revenues</i>	4,980,884	4,930,317	(50,567)
<i>Outside Board Funds</i>			
Sidewalk/Hydrant	70,941	75,066	4,125
Parks & Recreation	204,407	207,461	3,054
Transfer Station	315,730	374,844	59,114
Opera House	3,833	4,446	613
Community & Economic Dev	-	22	22
Grant Fund	-	1,163,649	1,163,649
<i>Subtotal Board Funds</i>	594,911	1,825,488	1,230,577
<i>Enterprise Funds</i>			
Sewer	946,745	1,123,803	177,058
Parking Meters	36,106	37,426	1,320
<i>Subtotal Enterprise Funds</i>	982,851	1,161,229	178,378
Total	6,558,646	7,917,033	1,358,387

**Expenditure Report
(unaudited)**

Description	2004 Budget	2004 Expenditures	Over (Under) Budget
General Government			
Executive	171,486	199,631	28,145
Town Clerk	103,522	112,575	9,053
Tax Collector	65,743	66,816	1,073
Financial Administration	90,878	88,300	-2,578
Real Property Appraisal	140,646	113,310	-27,336
Legal Expense	18,300	10,709	-7,591
Personnel Administration	80,103	44,788	-35,315
Planning & Zoning	15,753	16,750	997
General Government Buildings	79,733	82,252	2,519
Cemeteries	55,000	55,000	0
Insurance	49,466	46,745	-2,721
Advertising & Regional Assoc.	21,304	21,155	-149
Other General Government	68,888	68,888	0
Public Safety			
Police	1,022,136	1,038,638	16,502
Dispatch	94,577	94,921	344
Ambulance	40,599	40,099	-500
Fire	483,975	513,811	29,836
Highways and Streets			
Highway Department	746,543	758,744	12,201
Public Works Administration	103,407	112,735	9,328
Electricity - Street Lighting	33,500	29,203	-4,297
Sanitation			
Landfill	350	0	-350
Health			
Animal Control	19,538	18,976	-562
Welfare			
Welfare	76,357	84,820	8,463
Culture & Recreation			
Patriotic Purposes	1,300	1,235	-65
Conservation			
Conservation Commission	3,949	3,949	0
Subtotal Operating Expenses	3,587,053	3,624,051	36,998

**Expenditure Report
(unaudited)**

Description	2004 Budget	2004 Expenditures	Over (Under) Budget
Debt Service			
Princ. - Long Term Bonds & Notes	47,333	47,333	0
Interest - Long Term Bonds & Notes	35,247	35,247	-1
Interest - Tax Anticipation Notes	2,000	0	-2,000
Debt Issuance Cost	0	0	0
Subtotal Debt Service	84,580	82,580	(2,001)
Outside Board Funds			
Library Fund	231,268	231,268	0
Sidewalks & Hydrants	70,941	42,576	-28,365
Parks & Recreation Fund	204,407	201,070	-3,337
Transfer Station	315,730	336,527	20,797
Opera House	3,833	4,110	277
Community & Economic Development	0	5,671	5,671
Grant Fund	0	1,163,800	1,163,800
Subtotal Board Funds	826,179	1,985,021	1,158,842
Enterprise Funds			
Sewer Users Fund	946,745	1,423,608	476,863
Parking Meter Fund	36,106	33,001	-3,105
Subtotal Enterprise Funds	982,851	1,456,609	473,758
Other Miscellaneous			
	0	0	0
Subtotal Other Miscellaneous	0	0	-

**Expenditure Report
(unaudited)**

Description	2004 Budget	2004 Expenditures	Over (Under) Budget
<i>Warrant Articles</i>			
Littleton Regional Hospital	15,500	15,500	0
Caleb Group Interfaith	1,500	1,500	0
North Country YMCA	500	500	0
North Country Home Health & Hospice	15,967	15,967	0
Hospice of Littleton	3,697	3,697	0
Littleton Senior Center	24,300	24,300	0
American Red Cross	2,421	2,421	0
White Mountain Mental Health	9,506	9,506	0
Tri-County CAP	8,000	8,000	0
Upgrade/Improve Roadways	300,000	248,234	-51,766
Bridge Repair Fund	3,454	1,224	-2,230
Replace Truck Highway Dept.	36,082	32,007	-4,075
Fire Department Roof	27,500	27,500	0
Landfill Closure-Capital Reserves	57,500	57,500	0
Transfer Station Improvements	34,000	29,946	-4,054
AFSCME Union Contract	27,499	0	-27,499
Fire Department Ladder Truck Repair	50,000	42,204	-7,796
Community Activities Director	23,477	522	-22,955
SEA NH Chapter #57 Contract	19,912	0	-19,912
Project Reach	10,000	10,000	0
<i>Subtotal Warrant Articles</i>	670,815	530,526	(140,288)
TOTAL BUDGET	6,151,478	7,678,787	1,527,309

Treasurer's Report

January 2004 - December 2004

General Fund Checking:

Beginning Balance	743,261
Deposits & Other Transfers	23,520,649
Withdrawals & Other Transfers	23,808,826
Interest Income	1,231
Ending Balance	<u>456,315</u>

Investment Cash - General Fund

Beginning Balance	3,569,680
Deposits & Other Transfers	6,142,725
Withdrawals & Other Transfers	6,599,415
Interest Income	13,516
Ending Balance	<u>3,126,506</u>

Investment Cash - Wastewater Treatment

Beginning Balance	789,755
Deposits & Other Transfers	119,050
Withdrawals & Other Transfers	342,725
Interest Income	5,587
Ending Balance	<u>571,668</u>

Town of Littleton Trust Funds

as of December 31, 2004

Date of Creation	Name of Trust Fund	Purpose Trust Fund	How Invested	PRINCIPAL				INCOME				Grand Total Principal & Income of Period
				Balance Beginning Year	Additions/		Balance End of Period	Balance Beginning Year	Income During Period	Expended During Period	Balance End of Period	
					New Funds Created	Gain (Loss) on Securities						
1964	Littleton Cemeteries	Care	Com Tr.	55411.18		(1448.97)	53962.21	2271.26	2222.49	2271.26	2222.48	56184.69
1981	Community House	Care	Com Tr.	39459.73		(1031.85)	38427.89	1615.73	1575.53	1615.73	1575.53	40003.41
1964	Littleton Public Library	Care	Com Tr.	104765.55		(2739.56)	102026.00	4288.63	4183.01	4288.63	4183.01	106209.01
1993	Littleton Public Library	Books	Com Tr.	183412.92		(4796.14)	178616.78	7508.82	7323.20	7508.82	7323.20	185939.98
2004	Howard J. and Joan Collins	Books	Com Tr.		10000.00	(307.58)	9692.42		189.83		189.83	9882.25
	Total Library			288178.47	10000.00	(7843.28)	290335.20	11797.45	11696.04	11797.45	11696.04	302031.24
1918	D C Remick	Park Care	Com Tr.	6998.36		(183.00)	6815.36	4478.91	453.96		4932.87	11748.23
1977	K II Macleod	Pool	Com Tr.	6735.53		(176.13)	6559.40	11653.34	728.49		12381.83	18941.24
	Total Park			13733.89	0.00	(359.13)	13374.76	16132.25	1182.45	0.00	17314.70	30689.46
	I C Richardson	Dom Science	Com Tr.	198.10		(5.18)	192.92	371.10	21.45		392.55	585.48
1967	H Witham	Scholarship	Com Tr.	361.07		(9.44)	351.63	19.49	14.94		34.43	386.06
1980	Morris Band Fund	Scholarship	Com Tr.	5831.97		(152.50)	5679.47	152.16	235.37		387.53	6067.00
1980	H T Revoir	Scholarship	Com Tr.	11685.27		(305.56)	11379.70	3084.67	573.75		3658.42	15038.13
1982	F H Glazier	Scholarship	Com Tr.	349.92		(9.15)	340.77	12.97	13.78	25.00	1.75	342.52
1989	Littleton High School	Scholarship	Com Tr.	24818.16		(648.98)	24169.18	3169.45	1038.59	1900.00	2308.04	26477.22
1987	B & C Melnick	Scholarship	Com Tr.	2988.09		(78.14)	2909.95	14.31	118.24		132.55	3042.50
1980	J C Macleod	Prizes	Com Tr.	5831.97		(152.50)	5679.47	492.80	244.96	150.00	587.76	6267.23
1984	New England Power	Award	Com Tr.	1166.39		(30.50)	1135.89	230.63	54.43		285.05	1420.94
1990	D Enderson	Award	Com Tr.	8099.21		(211.79)	7887.42	2397.91	404.34	250.00	2552.25	10439.67
2002	Nancy Bigelow	Scholarship		27191.23	1000.00	(737.18)	27454.04	1584.16	1070.94	3000.00	-344.90	27109.15
1990	M Lakeway	Scholarship	Com Tr.	1166.39		(30.50)	1135.89	989.93	82.35		1072.28	2208.17
1991	Brooks	Scholarship	Com Tr.	12481.30		(326.38)	12154.92	915.41	501.60	1000.00	417.01	12571.93
2004	Eileen Fahey	Scholarship	Com Tr.		24676.26	(744.78)	23931.48		577.22		577.22	24508.71
	Total School			102169.07	25676.26	(3442.59)	124402.74	13434.99	4951.96	6325.00	12061.95	136464.69
1918	D C Remick	Dells Care	Com Tr.	7686.15		(200.99)	7485.16	583.68	324.22		907.90	8393.06
1994	Conservation Comm	Care	Com Tr.	3456.10		(90.38)	3365.73	242.18	145.02		387.20	3752.93
1999	Cons Com - Howland	Maintenance	Com Tr.	11663.93		(305.00)	11358.92	1622.10	519.11		2141.21	13500.13
	Total Conservation			22806.18	0.00	(596.37)	22209.81	2447.96	988.35	0.00	3436.31	25646.12
1991	Opera Houses	Care	Com Tr.	2930.27		(76.62)	2853.65	1207.07	159.79		1366.86	4220.52
	Trust Funds Totals			524688.80	35676.26	(14798.81)	545566.25	48906.71	22776.61	22009.44	49673.88	595240.13
	Capital Reserve Totals			529123.42	83454.00	0.00	612577.42	44294.61	4777.03	5081.14	43990.50	656567.92
	Grand Total			1053812.22	119130.26	(14798.81)	1158143.67	93201.32	27553.64	27090.58	93664.38	1251808.05

**PROPERTY TAX RATE
1992-2004**

	<i>In-Town</i>	<i>County</i>	<i>Local School</i>	<i>State School</i>	Total, Pct 2	<i>Sidewalk Dist</i>	Total, Pct 1
1992	\$8.09	\$1.49	\$22.16		\$31.74	\$0.32	\$32.06
1993	\$8.67	\$1.57	\$23.18		\$33.42	\$0.42	\$33.84
1994	\$8.55	\$1.55	\$23.81		\$33.91	\$0.37	\$34.28
1995	\$8.45	\$1.48	\$25.16		\$35.09	\$0.27	\$35.36
1996	\$5.17	\$1.18	\$17.16		\$23.51	\$0.18	\$23.69
1997	\$5.52	\$1.23	\$17.92		\$24.67	\$0.17	\$24.84
1998	\$6.27	\$1.23	\$17.14		\$24.64	\$0.14	\$24.78
1999	\$7.45	\$1.17	\$7.42	\$6.51	\$22.55	\$0.13	\$22.68
2000	\$5.96	\$1.42	\$11.63	\$6.37	\$25.38	\$0.13	\$25.51
2001	\$6.59	\$1.59	\$11.28	\$6.49	\$25.95	\$0.15	\$26.10
2002	\$6.67	\$1.65	\$12.24	\$6.44	\$27.00	\$0.20	\$27.20
2003	\$7.67	\$1.76	\$14.84	\$5.68	\$29.95	\$0.23	\$30.18
2004	\$8.74	\$1.88	\$19.96	\$4.46	\$35.04	\$0.36	\$35.40

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SUMMARY OF VALUATION
Annual Report - 2004

CURRENT USE LAND	782,555
RESIDENTIAL LAND	50,527,231
COMMERCIAL/INDUSTRIAL LAND	23,949,600
TOTAL TAXABLE LAND	75,259,386
RESIDENTIAL BUILDINGS	126,820,750
MANUFACTURED HOUSING	6,394,700
COMMERCIAL/INDUSTRIAL BUILDINGS	68,002,396
TOTAL TAXABLE BUILDINGS	201,217,846
PUBLIC UTILITIES-SECTION A	98,333,637
PUBLIC UTILITIES-SECTION B	
VALUATION BEFORE EXEMPTIONS	374,810,869
BLIND EXEMPTIONS	180,000
ADJUSTED ELDERLY EXEMPTIONS	2,767,865
TOTAL EXEMPTIONS OFF VALUE	2,947,865
VALUATION ON WHICH MUNICIPAL, COUNTY & LOCAL EDUCATION TAX RATE IS COMPUTED	371,863,004
LESS PUBLIC UTILITIES-SECTION A	98,333,637
VALUATION ON WHICH TAX RATE FOR STATE EDUCATION TAX IS COMPUTED	273,529,367
VETERANS EXEMPTIONS	35,100
DISABLED VETERANS	4,200
TOTAL TAX CREDITS	39,300
NON-TAXABLE LAND AND BUILDINGS	53,019,582

Fire Department

The most valuable resources of the Fire Department are the dedicated men and women who are responsible for emergency responses and daily functions required for operating and maintaining the department in a professional manner.

OUR VISION

To be recognized by our community and employees as:

A model of excellence in providing services thru Education, Prevention, and Mitigation;

A Department that is synonymous with the term leadership;

A Department that fosters an environment of involvement, trust and cohesion;

A Department responsive to the communities needs and concerns.

OUR MISSION STATEMENT

It is the mission of the Littleton Fire Department – Littleton NH., to strive to be on the cutting edge of excellence by exceeding expectations in providing fire suppression, rescue and hazardous materials control.

We, the individuals who make up Littleton Fire Department form a united team of professionals who are committed to the following values:

The elimination of loss of life, injuries, and destruction of property from fire through proactive fire safety education and code enforcement...

The protection of all individuals; residents, guests or visitors alike, through the application of state of the art firefighting and rescue techniques...

The department will provide fire prevention and education to all segments of the population through a comprehensive program delivered in a professional manner...

The defense of our natural resources from uncontrolled releases of hazardous materials into the environment...

To be responsive to the needs of the citizens and community...

To promote teamwork and fellowship by creating an atmosphere of openness and caring...

To stimulate a sense of vision by encouraging innovation and change...

To foster a positive attitude about ourselves, our community and our department!

Emergency Calls for 2004

Littleton Fire Rescue is a combination emergency services department providing services to approximately 6000 residents and protects over 440 million dollars in real estate and utilities. During 2004, Littleton Fire Rescue responded to 793 calls for service; a 6.5% increase in emergency call volume as compared to year 2003 and a 31.6% increase in call volume as compared to year 2000. Table 1 categorizes the type and number of emergency calls for year 2004:

Staffing

The fire department employs five full-time firefighters, a full-time chief and twenty call firefighters. The station is staffed by one person 24 hours a day, seven days a week, and a second person on most weekdays during regular business hours. When a call for service is received, the on duty firefighter responds alone or waits for additional on call staff to respond to the station to accompany them.

Fire Department

Type of call	2204	2003	2002	2001	2000	1999
Fire	41	37	47	59	48	48
Explosion	0	0	5	0	0	4
Rescue & EMS	406	369	343	325	181	142
Hazardous Conditions	149	152	164	190	205	72
Service Call	74	77	55	40	39	52
Good Intent	52	39	25	30	21	23
False Alarm & False Call	69	71	45	48	45	42
Special Type	2	0	3	2	5	4
TOTAL	793	745	687	694	544	387

Emergency Management

The fire department is responsible for long term emergency planning as well as maintaining the Town of Littleton's Local Emergency Response Plan.

Apparatus

Current apparatus in the department includes:

Engine 3 1995 KME Class A Pumper
Engine 6 1997 KME Class A Pumper
Ladder 1 2003 Amerca LaFrance 110 foot aerial
Rescue 1 1989 Chevrolet Flatbead
Tanker 1 1985 Chevrolet Tanker
Forestry 1 1970 Converted Army Surplus

Fire Prevention

Our Fire Prevention Bureau is currently manned by Lt. Ray Bowler who is responsible for the administration and enforcement of fire codes and life safety issues. In the year 2004 the Fire Prevention Bureau conducted 250 fire inspections for residential, business, and commercial occupancies.

Apparatus Maintenance

Throughout the year fire apparatus are often maintained by the department members as well as scheduled

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Fire Department

maintenance being done through the Highway Department. Significant repairs and modifications are done in house, drastically reducing the cost to the town. Due to the increased technicality and sophistication of fire apparatus, there has been a reliance placed on private fleet service providers to maintain and repair the emergency fleet. Additionally, many of the firefighters lack the necessary mechanical certifications and specialized equipment that is required to repair a fire apparatus.

Training

In order to maintain professional certifications, hone skills and increase knowledge, Littleton firefighters maintain a rigorous training schedule. Firefighters are trained in hazardous material response, structural firefighting, emergency medical response and many other fire service related courses. The fire department utilizes the services of the State of New Hampshire Fire Academy and our fire officers to prepare and delivery vital training classes.

Federal Grants

In 2004 the fire department applied for grant funding under the Homeland Security Grant Program and the Federal Fire Act Grant. As a result of our efforts we received a total of \$53, 467.00. Funds were used to purchase and / or update the following equipment:

- SCBA Air Compressor
- Radio Equipment
- Protective Clothing
- Ropes & harnesses
- Firefighter Safety and Survival Training
- Self Contained Breathing Apparatus (SCBA)

The fire department shall continue to seek out and apply for all grant opportunities. Grant funding is an invaluable asset to the department as well as to the community we serve. Additionally, the grant process is a difficult and sometimes ambiguous endeavor that requires a great deal of research, paperwork, and writing. I am proud to say that the entire grant writing initiatives are conducted by Littleton firefighters. My compliments and thanks to all who worked so hard to accomplish these tasks!

Future Initiatives

As our community grows and becomes more complex, so does the call for services. In order to continue to provide a professional and comprehensive level of emergency services to our community, Littleton Fire Rescue consistently seeks to improve upon their service delivery. In preparing our list of initiatives, we must never lose sight of our department mission statement. We feel that our future initiatives complement our mission statement in that the initiatives focus on increasing our abilities to provide outstanding service to our citizens as well as prepare us for the future growth of our community.

Staffing

Currently the department is understaffed in several service areas. Due to understaffing it has become increasingly more difficult to provide services to the community. Understaffing is also a safety issue to the men and women who provide emergency services to the community. The National Fire Protection Agency, an agency who sets the standard of fire protection for the country, has determined that the minimum staffing on a fire apparatus is three firefighters. Currently the Littleton Fire Department

Fire Department

operates with one, sometimes two firefighters on an apparatus. Having less than the minimum level of firefighters on an apparatus puts the firefighters as well as our community in a serious position by compromising safety and ability to provide services.

Apparatus

Littleton Fire and Rescue also has an aging fleet of apparatus. Of primary concern are the lack of a command vehicle and the replacement of a 1985 flatbed pickup that is currently being used as a rescue truck. The pickup truck requires a great deal of repair work and it is doubtful if it would pass a Department of Motor Vehicle inspection. In seeking a replacement vehicle and to meet the needs of the department, a committee shall be formed to study replacing the pickup truck. This new vehicle shall meet department needs and have the capacity to carry needed equipment. We shall also seek to acquire a command vehicle that shall serve as a command post at all incidents. This vehicle is vital in that it shall carry reference materials, radios, computers, faxes and fire pre-plans. Currently this equipment is scattered between three trucks because there is not enough room on one truck. A command vehicle would allow us to put all the references and equipment necessary to manage an incident in one vehicle thus providing a much more efficient work area for the incident commander.

Firehouse facility

Our firehouse is having growing pains. The firehouse has become too small to house all of our equipment. The firehouse is also limited in the amount of space that firefighters have to work on equipment. Although we have one smaller bay that currently houses the pride of our fleet, that being "Bertha", that bay would prove to be too small to house today's apparatus. Our firehouse also is in need of remodeling and office space. Our fire prevention office as well as our training office has been overwhelmed with additional references, construction blueprints, forms, and other items that make the work space increasingly smaller and cluttered.

Public Fire Education

All public fire education is provided free of charge. Our initiative is to develop a revenue stream that will enable us to enhance our public fire education programs and offer additional programs to all segments of our community.

Fire Prevention and Inspection / Code enforcement

Fire prevention is the pulse of any fire department. Currently the department employs one fire inspector. Our goal is to increase the amount of fire inspectors as well as the frequency of fire inspections and code enforcement activities in order to protect the safety and welfare of our citizens.

Strategic Planning

Strategic planning is vital to any community. It is our desire to develop a comprehensive departmental strategic plan to provide for future needs of our community.

Fire Department

Why plan?

Without a strategic plan, staff spends all its time dealing with crisis or daily chores and never dealing with plans for the next month or year. Having a plan breaks that problem down step by step.

A plan prevents departments from working counter-productive to each other. A plan will help keep people focused on the ultimate goal.

A plan will prepare the fire department for future change and allow the department to be better positioned to deal with that change.

How you can help?

Many people believe that the only way to help out their fire department is to serve as a call firefighter. Although our emphasis is to attract more individuals to the call firefighter ranks, we are also seeking individuals who may possess a special talent or knack that would enhance our department's effectiveness. For example, we are seeking people who have experience with computer networking, GIS/GPS, marketing, teaching, video production or who may have an interest to serve their fire department in a capacity other than a "structural" firefighter. If you think you might be able to help, stop by the station and talk to someone about volunteering.

In closing, I would like to express my sincere thanks to my predecessor, Chief Paul Lopes for all his help in making my transition a smooth process. I would also like to thank all the firefighters for their dedication, hard work and relentless efforts in making 2004 a very successful year. Littleton is extremely fortunate to have dedicated firefighters who bravely serve to protect our community twenty-four hours a day, 365-days a year.

Sincerely

*Chief Joseph Mercieri
Littleton Fire - Rescue*

Police Department

In 2004, your Police Department answered a total of over **35,340 calls for service**. This number represents a full year of statistical tracking of all our activity using the software that was purchased in 1997. These statistics are published each month and are provided to the Town Manager and the Board of Selectmen and are available at the police Department if you would like a copy. These calls cover the entire spectrum of police service, including but not limited to: assaults, sexual assaults, burglaries, thefts, domestic violence, vandalism, silent alarms, medical emergencies, open doors, building checks, motor vehicle stops, motor vehicle crashes, traffic/speed enforcement, traffic details, assists to the fire department, assists to other agencies, escorts, criminal arrests, investigations, animal complaints, citizen concerns, court prosecutions and a wide variety of administrative requests.

ADMINISTRATIVE SERVICES DIVISION:

In 2004 The Administrative Services Division handled **9,488 calls for service** from the public. They are responsible for answering the non-emergency phone lines at the police department, assisting citizens who come to the police station, responding to all requests for information from citizens and insurance companies, maintaining the department's files, computer network and database, as well as providing administrative and clerical support to the office of the Chief and Deputy Chief of Police, Patrol Division Supervisors, Patrol Officers and our Prosecutor. In 2004, they again provided a full 12 hours of office coverage (8am to 8pm, Monday through Friday) to afford better customer service to our citizens and visitors through increased access to and service from the department.

In our ongoing effort to fully utilize our computer software and system, they entered over 5,500 old hand-written and/or typed information card files, (some from before 1997), into our Master Names database, thereby completely converting the last of this old information into an electronic format.

Once again, when the NH Police Standards and Training Council needed assistance in coordinating the second Part-Time Officer Academy at the Gregg Public Safety Academy, they reached out to our administrative staff, who immediately helped them with the presentation of the entire academy. It should be noted that the academy class schedule was all nights and weekends, which was completely outside and in addition to our staff's regularly scheduled hours.

The administrative staff also works tirelessly throughout the year preparing all the correspondence for and coordinating all the details of the annual Easter Egg Hunt. The police department has provided this event for the enjoyment of children young and old for the past 24 years, and it is a tradition we are proud to continue.

This is the first full year of statistical information for the administrative services division since they began tracking their activity in the same manner as the Patrol Division in June of 2003.

PATROL DIVISION:

Of the 35,340 total, the department's Patrol Division responded to **25,335 calls for service**. The Patrol Division is comprised of two Sergeants and seven Patrol Officers. Those 25,335 calls for service generated **6,326 events requiring an investigation**. Some of these were able to be cleared in approximately one hour; other more serious, complex and involved cases have been

Police Department

and will be on-going for months. Illegal drug cases and accompanying seizures and forfeitures along with commercial and residential burglaries consumed thousands of hours of the officer's time. Arrest and prosecution of the responsible persons takes considerable time as well (see Prosecutor's Report). Even at full staff, we have reached the point at which we do not have enough police officers to keep up with the current volume and intensity of activity, both of which continue to increase.

Officers also investigated **236 motor vehicle accidents**. We stopped 1,484 vehicles, which resulted in 125 summons and 1359 written warnings. We assisted 232 motorists who needed a wide range of help, including 119 people who locked themselves out of their cars. There were a total of **575 arrests for criminal offenses**; 93 juvenile and 369 adult. Additionally, there were 40 people taken into protective custody, either for intoxication or other safety reasons. Officers assisted other agencies 205 times. We responded to **332 residential and commercial burglar alarms**.

In addition to their patrol duties, officers received over **910 hours of training** throughout the year at the NH Police Standards and Training facility in Concord, the Gregg Public Safety Academy here in Littleton, as well as other locations in NH and around New England

Civic events throughout the year, starting with the Frostbite Follies in February and ending with the Christmas Parade in November, seem to increase each year both in size and number. These events, (and all the ones in between), often exceed the department's resources and require hiring officers from other jurisdictions to assist us in making these parades, shows and other celebrations and remembrances safe as well as enjoyable for all who attend.

SCHOOL RESOURCE OFFICER:

Our School Resource Officer (SRO) program continues to be a major asset in handling and investigating many of the cases that occur at the 6 different "school" campuses, (High school, Middle school, Elementary school, LESP school, Spatial Technologies Lab and the S.A.U. 35 building), as well as playing fields and school sports locations. During 180 days of school, Officer Steve Keeney dealt with **1,036 events**, which represents a **20% increase from last year**. Of that number, **498 rose to a level requiring police action**. These 498 calls for service, (included in the year total), ranged from possession of tobacco and stolen property to violent physical assaults and drug use. In addition, he provided the Drug Abuse Resistance Education (DARE) program at both the high school and middle school, thereby doubling the number of students we reach with this program. He also introduced a new program in the middle school called Students Against Violence Everywhere (SAVE), and re-instituted the Safety Patrol program at Lakeway Elementary School. He continued to assist with the Summer Adventure Program; it was instrumental in helping some of Littleton's youth achieve personal goals as well as learn life skills by working as a team to overcome obstacles that were placed in front of them. He also continued his participation in the "Parent to Parent" program. This program is held twice a month in the evenings (after his regularly scheduled duty shift) at the High School, and gives parents the opportunity to come together and discuss concerns, ask questions and participate in a facilitated roundtable discussion. In 2004 Officer Keeney also successfully completed the 160 hours of training required to become a Drug Abuse Resistance Education (DARE) Instructor Trainer, and is now assisting in the training of DARE officers throughout the State of New Hampshire.

Police Department

PROSECUTOR:

In 2004, the Office of the Prosecutor, in conjunction with the Littleton District and Family Courts, saw a **20% increase in activity**. All types of cases increased with the most significant increase in felonies. We also experienced a corresponding increase in juvenile delinquency cases through the Family Court. Part of this growth can be attributed to the fact that this office has now contracted with the Town of Bethlehem to provide prosecutorial services to their Police Department, in addition to the Town of Sugar Hill and Lisbon Police Departments as well.

In 2004 these contracted services returned to the Town coffers over \$10,000.00 in fees. Similarly, over \$11,650.00 was paid to the Town in fines and restitution as a result of efficient police work and successful professional prosecution.

Working closely with the Patrol Division officers and acting as liaison between the police department and agencies such as the NH Drug Task Force, the US Drug Enforcement Agency and the United States Attorney's Office he has played a key role in seizing the assets of drug dealers and criminals representing forfeiture returns to the Town of over \$100,000.00.

This past year he appeared in court on over 400 separate criminal / juvenile matters, (which are included in the year-end total), frequently making it unnecessary for a patrol officer to appear and thereby saving money spent on overtime. He spent over 1400 hours on adult cases and over 250 hours on juvenile matters. His workload includes preparing for and trying cases, preparing subpoenas, conducting interviews, negotiations, pleadings, filing and responding to motions and case law review. He is also available during the day, as well as "on call" at night and on weekends, for consultation and advice for the officers in dealing with their cases, especially the more complex ones. It should be noted that there were no major failures in prosecution as a result of poor police procedure. Along with a **95% success rate in convictions**, this clearly points to the rewards being reaped as a result of having professional in-house counsel not only prosecuting, but also providing advice and education to the department as well.

K-9:

Our police canine "Jenny" and her handler/partner Officer Fred Gilbert retired in July of 2004. However, during the 6 months they were here, in addition to their regular patrol schedule they responded to 20 requests for K-9 assistance. There were 10 calls for drug searches and 5 for building searches and tracking in Littleton. There was 1 other request for K-9 assistance from an outside law enforcement agency.

I am very pleased to announce that our K-9 program will continue. Officer Gilbert and K-9 "Jenny" have been replaced by Officer Matt Culver and his K-9 partner "Wizard". This K-9 is a 2 year old male German Shepard who was donated at no cost to the Town by Von Monte-Haus German Shepards in Connecticut through the New Hampshire Working Dog Placement Services. At the time of this report, Officer Culver and K-9 "Wizard" are undergoing 8 weeks of intensified training prior to reporting for duty here in Littleton. Fortunately, almost all of K-9 "Jenny's" equipment can be used by K-9 "Wizard". We look forward to Officer Culver and K-9 "Wizard's" team efforts and anticipated achievements in the coming year as they serve Littleton and our surrounding communities.

Police Department

In closing, we would like to express our sincere thanks to the Board of Selectmen and Town Manager, without whose assistance none of our successes would have been possible. We also gratefully acknowledge the continuing help that is provided by the members of all the other Town Departments. Last, but certainly not least, we offer our most genuine thanks to the citizens of Littleton for your continued encouragement and support that helps us to provide a critical core service to a dynamic and rapidly growing and changing community.

In the shadow of all of our growth, prosperity and development lives opportunity. Unfortunately, there is a negative element in our society that will take advantage of every opportunity that they can to victimize others; we are seeing an increase in this type of individual and this type of behavior in our community already.

Providing for the safety of all our residents and visitors alike, protecting their homes and possessions and striving to maintain the quality of life that makes Littleton a special place to live.... That is our goal.

Respectfully submitted,

*Cameron M.C. Brown
Chief of Police*

Highway Department

The Highway Department has a crew of ten employees including the foreman George Chartier and operation manager Larry Jackson. The employees are not only responsible for keeping the roads open and safe during the winter storms of snow and ice, but also maintaining 64 miles of roads around the year

This year's Town Meeting approved the purchase of a new International 7400 dump truck with new plow, wing in line sand with front discharge and a ground speed unit for managing the amount of sand applied

For the winter months of 2004, the department plowed, sanded or salted 73 times, picked up snow 6 times, thawed culverts 56 times and plowed and/or salted sidewalks 70 times. In addition, the department filled holes with cold patch, opened basins during rain storms, repaired sewers and cut up downed trees from wind storms. We used 1630 tons of salt and 5900 yards of sand. We also used \$1270 worth of propane and \$3000 of Calcium Chloride Flakes for thawing culverts and basins.

This past summer 7,846 linear feet of Slate Ledge Road was reconstructed, cold paved and chip sealed. Burndy Road, Crawford Street, Lewis Lane, Bronson Street, and Washington Street were shimmed and overlaid. On Maple Street, 800 linear feet of sidewalk was rebuilt. On Broomstick Hill Road, 2 miles of ditch work was done and 3,000 feet of road was rebuilt and graveled. On the backside of Manns Hill Road, 1,600 feet of road washed out, and it took two weeks to repair and pave. We would like to thank the Bethlehem Highway Department for their help. Other work that was done during the summer months included: road side mowing, sweeping roads and sidewalks, washing bridges, culvert replacement, flushing culverts, catch basin repair, picking Main Street trash two times weekly, grading of roads, repair and replacement of signs, and cold patching. In addition, we had 99 work orders for work done for other departments and the community.

This past year, we continued to use an operations management software program to help gather data, plan work orders and manage maintenance and repairs. This system is allowing us to make better decisions and keep a closer eye on the cost of projects over the year. Also, we are now using GIS maps that show many types of information, including storm drains, catch basins and culverts. Our staff was trained to use GPS by students from the Hugh J. Gallen Vocational Summer this past spring.

I would also like to thank the other departments for their help though out the year.

Respectfully submitted,

*Larry Jackson
Highway Department Operations Manager*

Transfer Station

The Littleton Transfer Station would like to thank all commercial, industrial and residential recyclers who helped make the transfer station/recycling center an economic and environmental success in 2004.

The businesses in the Littleton Industrial Park, including but not limited to the Littleton Coin, Harrison Publishing, Genfoot, Tender Corp, and Burndy all have successful recycling programs. The success of these programs contributes to the success of the recycling center programs.

Other area business which lead the way in recycling includes Mclures Maple Syrup & Honey, Norton Pike and the Clamshell Restruant, just to mention a few. Common Ground recycles items from many small businesses and residents. They also contribute to the success of the recycling center.

Large volume of recyclables as well as small volumes add up to economic and environmental savings for ALL.

The Littleton Regional Hospital, Senior Center, Littleton High School, Lakeway Elementary School have recycling programs as good as or better than any other institutional programs in the state.

If you are a business or a homeowner who desires help in establishing a recycling program, please call the Transfer Station @ 444-1447. The money you will save is yours and yours alone.

We would like to thank the following retail outlets that support the Littleton pay-by-bag program: Rite Aid, Brooks, Sunoco, Aubuchons, Shaws, John & Sue's, Porfido's, Simons, Irving Mainway and Jiffy Mart.

Respectfully submitted,

Tony Ilacqua

REMEMBER IF YOU ARE NOT RECYCLING IT YOU ARE WASTING IT!

Pemi Baker Solid Waste District

The Pemi-Baker Solid Waste District met seven times during 2004. The District was once again active in household hazardous waste management, fluorescent light bulb recycling and paint recycling. A number of towns initiated the collection of electronics for recycling as well. The District towns also continued to improve their cooperative recycling efforts with the Campton/Thornton/Ellsworth, Plymouth and Rumney facilities serving as processing facilities for a number of the smaller District towns. Working cooperatively on all of these programs allows individual District towns to save significant resources of time and money.

With assistance from North Country Council, the District held three one-day collection events - Littleton and Rumney in the summer and Plymouth in the fall. These collections resulted in the proper disposal/recycling of over 4,000 gallons of material. Over 350 households participated in this program. The average amount of household hazardous waste dropped off by each participant increased from 13 gallons in 2003 to 16 gallons. The District received \$11,050 in grant funds from the State of NH's Household Hazardous Waste Program to help offset some of our program costs. In 2005, the District plans to hold two HHW collections in the spring (Littleton and Thornton) and one in the fall (Plymouth).

In addition to the one-day HHW collections individual District towns continued to collect leftover/unused household paint. This material is accepted at most facilities April through September. Our selected contractor sorts the material by color and then processes it into a recycled paint product for commercial sale. Using this program the District was able to save \$140/box over last years recycling/reuse rate with our HHW contractor. Over 2,000 gallons of paint was collected.

The District recycled over 27,000 feet of fluorescent light bulbs. These bulbs were collected at individual transfer stations throughout the year. In the spring and fall pickups were coordinated with our recycling vendor. Communities recycling electronics collected over ten tons of material since May. These individual collection programs followed another successful one-day electronics recycling collection held in April at the Littleton Transfer Station where over four tons of material was collected for recycling.

In October the District voted to return, in its entirety with accrued interest, individual members' unspent district appropriations from the years 1987 through 1991. This money had been serving as the District's capital reserve. Members will receive their individual shares by the dates they have specified.

Citizens interested in participating in the development of the District's programs are welcome to attend the District meetings. Information regarding the place and time of the meetings is available at all municipal offices.

Respectfully submitted,

*Robert Berti
PBSWD Chairman*

Planning and Zoning

ZONING BOARD OF ADJUSTMENT

The Zoning Board of Adjustment meets the second and fourth Tuesday of each month, as necessary, beginning at 7:00 PM.

ZONING BOARD OF ADJUSTMENT

Cases	54	The Board considers Variance and Special Exception applications as well as Equitable Waivers of Dimensional Requirements and Appeal to Administrative Decisions. Variance requests usually represented the major caseload. Variances are requested when dimensional requirements, setbacks from property lines or use does not meet the specifications of the Littleton Zoning Ordinance. The Zoning Board of Adjustment considers effect on the surrounding properties, applicant's reasonable use of their property, specific restrictions the zoning ordinance imposes on the property, public and private rights of others, substantial justice and the spirit of the ordinance. After consideration of these aspects, the board is able come to a fair decision on the request.
Special Exceptions	18	
Approved	16	
Withdrawn	1	
Denied	1	
Variances	36	
Approved	27	
Withdrawn	4	
Denied	5	
Appeal of Administrative Decision	0	
Modification of previous approval	0	Special Exception requests involve using a property for a use listed as permitted by Special Exception. For a Special Exception to be granted, the Zoning Board Members consider if the site is an appropriate location for the use, if the use will reduce property values, will a nuisance or unreasonable hazard result, and will adequate and appropriate facilities provided for proper operation and maintenance. After consideration of these aspects, the board is, again, able to come to a fair decision on the request.
Equitable Waiver of Dimensional Requirements	1	
Rehearing Request	1	

Each year Planning Board and Zoning Board of Adjustment Members attend the Municipal Law Lecture Series. The 2004 lectures were: 1) The Basics of Subdivision and Site Plan Review 2) Land Use Law Update 3) New Challenges for Municipal Regulation of the Environment.

PLANNING BOARD

Even without Littleton's new Master Plan or any rezoning controversies, 2004 would still have been a busy and productive year for the Littleton Planning Board. The Board heard 26 cases in 2004, 6 more than in 2003. It approved the creation of 38 new lots, more than double the 15 approved in 2003. In addition, it approved 5 new building sites on existing lots, and 7 lot line adjustments.

On November 16, 2004, after years of effort, including many false starts, the Planning Board finally adopted a new Master Plan for the Town of Littleton. The Board made great efforts to involve the whole community in this project, conducting a town-wide survey and holding special public meetings, including a special Saturday morning meeting in March. Work sessions, open to the public at large, were held monthly with concerned citizens and a professional consultant. Finally in November, the Board was able to hold the Public Hearing required by law, and it voted

Planning and Zoning

unanimously to adopt our new Master Plan. The Planning Board thanks everyone who helped make this major effort a success.

Our new Master Plan provides a wealth of detail about our town: the land itself, our history and culture, government and community facilities and services, our economy and our population. More importantly, it tells everyone that Littleton is determined to remain the best town in Northern New Hampshire for people to visit, shop, play, work and live, and that we will do that by “carefully balancing growth and quality of life issues”.

But just as Littleton is a living community, always changing, our Master Plan should be a living

PLANNING BOARD

Cases	26
Subdivisions	13
Excavation Permits	0
Net new lots approved	38
Lot line adjustments	7
Second site subdivision	5
Commercial Development	1
Withdrawn/Denied	0

BUILDING PERMITS

Total permits granted	158
Building permits	133
New homes	28
Mobile homes	1
Additions/alterations	83
Commercial development	5
Commercial additions	15
Multifamily	1
Site work permits	6
Zoning clearance permits	19

document, constantly subject to review, and when needed, revision. So, even as it adopted the new Master Plan, the Board made a commitment to consider changing it. Earlier in the year, the Board had proposed a controversial article on the Town Meeting Warrant in March to rezone land in the vicinity of Exit-43 from Industrial to Commercial, which would have facilitated the building of a very large retail center purposed for the area. The Board felt that the rezoning, and the proposed development, was appropriate, and in the best interests of the town - “growth”, but also “quality of life”. Many citizens disagreed, feeling that any benefit to the town from the resulting “growth” would be more than offset by a permanent loss in “quality of life”. In the end, the Exit-43 rezoning article was defeated when it narrowly failed to get support from 2/3 of the voters, in spite of record voter turnout. However, the issue has not gone away, and the Planning Board has been asked to make a clear statement of its vision for the area, by modifying parts of our new Master Plan.

Finally, the Board thanks Littleton voters for approving one article in March that should make it easier to balance “growth” and “quality of life” in the years to come. The new provision requires that, before a building permit may be issued, anyone proposing new large scale commercial development in Littleton must now participate in a public hearing before the Planning Board. This new regulation does not give the Planning Board authority to compel the developer to change the proposal, but it provides an opportunity for the Board, abutters, and the public at large to learn about the proposed project before construction begins, voice

any concerns, and offer suggestions. By talking openly, in a friendly co-operative way, Littleton may now be able persuade developers to voluntarily modify plans to minimize any harm to our “quality of life”, while we continue to welcome the “growth” they bring to our community.

The Littleton Planning Board is comprised of unpaid citizen volunteers, appointed by the Board of Selectmen. Meetings are normally held on the first and third Tuesday of the month, at 7:00 pm, and all meeting are open to the public. Littleton citizens who would like to know more about the Planning Board, its duties and responsibilities, or who would like to become more involved in planning issues are urged should contact the Town Manager or the Board of Selectmen.

Welfare

I especially want to thank all the agencies and individuals for their support in the last year and to continue a partnership to provide essential services to our residents.

This past year has been a busy year for the Welfare Department in the Town of Littleton. There has been an increase of homeless people in the area and many individuals are on the verge of being evicted. Rents are more expensive in the past year because they are in demand. Individuals are leaving the southern part of the state where rents are over \$1,000 a month. The trend is to move north. I have had many repeaters each month. They don't make enough money to pay their full rent. They are in apartments which are too expensive for them. Subsidized Housing is hard to find and there is a long waiting list.

Woody Miller is the Community Action Program Homeless Outreach/Patch Coordinator for Grafton County. Cap's outreach to homeless persons and families is based on a continuum of care philosophy. Resources are limited, and Woody frequently advocates for Town Welfare on behalf of clients. He has noted that persons with chronic mental illness are the most needy, but also the most difficult to place.

I attended the Welfare Administrators Workshop on Thursday, June 10th at the Margate in Laconia, NH. The agenda was excellent.

Rents are more expensive in the last year because they are more in demand because more people want to locate in Littleton. They are leaving the southern part of the state, where rents are over \$1,000 a month. Individuals are being evicted and many are becoming homeless. The trend is to move north.

I have had many repeaters each month. They don't make enough money to pay their full rent. They are in apartments which are too expensive for them. Subsidized Housing is hard to find and there is a waiting list.

	2001 Rents	2002 Rents	2003 Rents	2004 Rents
Total Spent	\$14443.56	\$23510.14	\$17656.69	\$33581.56
Average Payment	\$272.52	\$367.35	\$284.79	\$428.28
Number of Individuals	39	45	40	52
Number of Payments	53	64	62	96

Respectfully submitted,

Joan A. Santy
Welfare Director

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Town Clerk

My seventh year as your Town Clerk has seen a lot of positive changes. In February I implemented a new procedure whereby I sent out the first monthly vehicle renewal notices. The response to this action has been overwhelmingly supportive. My goal was to reach the people who found it difficult getting to my office to complete their renewals. It has also saved time for customers at the windows, whereas they are aware of the fees due the Town of Littleton and the State of New Hampshire. I am continuing with this process and hope to add some new features to the registration process in the near future.

Many residents have been asking for different hours to accommodate their needs when they have business to transact with my office. I tried different hours and finally came up with what appears to satisfy most of their needs. The current hours are: Mondays, Tuesdays, and Thursdays 8:00-12:30 and 1:00-4:00, Wednesdays 8:00-5:00 and Fridays 7:00-12:30. Wednesdays have been very popular as I do not close for lunch and I stay open an hour later in the day. Fridays have had a great appeal for those that go to work early as I open an hour earlier than the rest of the week. I plan to continue with these hours.

In June, my Deputy and myself went to our Annual Regional meeting at the Red Jacket in North Conway. The meeting gave us the most current information about new or updated rules, laws and regulations imposed by Legislature and State Agencies. It was informative and gave us an opportunity to ask the State officials questions and discuss problems or concerns we had.

In October, I attended the New Hampshire City and Town Clerk's Association annual meeting at the Mt. Washington Hotel. At the City and Town Clerk's Executive Board meeting, held on the last day of the conference, one member of the Board stepped down and I was asked to replace that individual; not only as a member of the Executive Board but also as a co-chair for the White Mountain region. I accepted the membership and went to my first meeting in November. The Executive Board meets monthly in Concord at the Department of Safety and we hear the updates on legislative bills and talk first hand to liaisons for the different State departments, i.e., Motor Vehicles, Titles, Vital Records and Secretary of State's office on elections. Concerns from citizens of our towns and of other Town Clerks are brought forth and discussed. The knowledge I have gained from becoming an Executive Board member has been extremely beneficial in my office. I look forward to serving on the Board for the people of the North Country.

I enjoy serving on the New Hampshire Joint Tax Collector's/City and Town Clerk's Certification Board. This is my sixth year on the Board. I had the opportunity to help teach during the Certification week, which took place in July in Bow, NH.

This year we had a record turnout at the polls for the General Election in November. We also had a record turnout for signing up to vote. I want to make sure people are aware that they can sign up at my office and avoid the lines at the polls. If you have any questions about what is needed to qualify to sign up to vote, please call my office and I will be happy to give you that information. Please remember that all dogs are to be licensed no later than April 30th. If you are unable to come to my office to register your dog, you may license your dog by mail with the appropriate paperwork and fee. Please call for further details.

Town Clerk

The following is revenue taken in by my office for 2001, 2002, 2003 and 2004:

Year	Registrations	Decals	Vitals	Marriages	Dogs	Uccs	Misc.	Elections
2001	\$775,249.00	\$10,472.50	\$17,281.00	\$2,715.00	\$8,929.00	\$3,915.00	\$568.47	\$12.00
2002	\$835,177.00	\$10,972.00	\$18,940.00	\$2,295.00	\$9,664.50	\$4,350.00	\$213.96	\$14.00
2003	\$877,675.00	\$11,410.00	\$17,861.00	\$2,385.00	\$10,592.50	\$4,050.00	\$424.21	\$7.00
2004	\$954,681.00	\$12,674.00	\$19,484.00	\$2,835.00	\$9,112.50	\$3,905.00	\$538.45	\$17.00

7,906 registrations were done in the Town Clerk's office this year.
5,069 decals were purchased by customers at our office this year.

There were 505 more decals issued this year than last year.

The increase in revenue for 2004 over 2003 is \$101,110.44.
This represents 8 % of total revenue taken in for 2004.

In State registration fees alone, \$204,909.20 was taken in and deposited to the State of New Hampshire's account. The total monies collected through my office for 2004 is \$1,208, 156.15.

My e-mail address is jwhite@townoflittleton.org. Telephone number 603-444-3995 ext.20 and the NEW fax number is 603-444-0735. The fax machine is on a secured line that runs directly to my office.

Respectfully submitted,

*Judith F. White
Littleton Town Clerk*

RESIDENT MARRIAGE REPORT**01/01/2004-12/31/2004****LITTLETON**

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Groom's Name	Groom's Residence	Bride's Name	Bride's Residence	Town of Issuance	Place of Marriage	Date of Marriage
CHASE,CHRISTOPHER H	LITTLETON,NH	OLSON,HOLLY M	LITTLETON,NH	LITTLETON	LITTLETON	1/3/04
HAWKINS,ANTHONY V	COLEBROOK,NH	CARSON,CORINNE N	LITTLETON,NH	HAVERHILL	LANCASTER	1/9/04
CHASE,MATTHEW A	LITTLETON,NH	MICHAELS,CRYSTAL D	LANCASTER,NH	LANCASTER	LANCASTER	1/10/04
CABAUP,JOSEPH E	LITTLETON,NH	MICHAUD,RENEE S	LITTLETON,NH	LITTLETON	SUGAR HILL	2/29/04
DERBY,MICHAEL W	LITTLETON,NH	GIANLORENZO,JENNIFER L	LITTLETON,NH	LITTLETON	LITTLETON	3/15/04
FLEMING,MATHEW T	LITTLETON,NH	BELL,ANNALEIGH R	LITTLETON,NH	LITTLETON	LITTLETON	3/27/04
VILLARI,JAG L	LITTLETON,NH	GOODEN,NATALIE A	LITTLETON,NH	LITTLETON	LITTLETON	3/27/04
LUERSSSEN,FRANCIS	LITTLETON,NH	MACMASTER,TINA M	LITTLETON,NH	LITTLETON	FRANCONIA	4/3/04
SANTANA,ROBERT A	LITTLETON,NH	INGERSON,CHARLOTTE L	LITTLETON,NH	LITTLETON	LITTLETON	4/17/04
ANTONUCCI,NICKOLAS D	LITTLETON,NH	ALDRICH,TAMMIE R	LITTLETON,NH	LITTLETON	LITTLETON	4/24/04
SULLIVAN,PAUL J	LITTLETON,NH	ROY,MELISSA A	LITTLETON,NH	LITTLETON	LITTLETON	5/2/04
WHITCOMB,AARON C	LITTLETON,NH	BEGIN,BRENDA L	LITTLETON,NH	LITTLETON	LITTLETON	5/21/04
HODGMAN,JASON L	LITTLETON,NH	MACDONALD,LAURIE A	LITTLETON,NH	LITTLETON	LITTLETON	5/23/04
STEVENS,FRANK E	LITTLETON,NH	STEWART,SHERRY L	LITTLETON,NH	LITTLETON	LITTLETON	6/19/04
LEWIS,TRAVIS F	LITTLETON,NH	LIBBY,TRACEY L	LITTLETON,NH	LITTLETON	BARTLETT	6/19/04
BURNS,THOMAS B	LITTLETON,NH	CABAUP,JENNY S	LITTLETON,NH	LITTLETON	HAMPTON	6/26/04
JANES,MICHAEL W	LITTLETON,NH	DODGE,KRISTIN M	LITTLETON,NH	LITTLETON	WHITEFIELD	6/27/04
RODGER,HENRY L	LITTLETON,NH	MUDGETT,LOUELLA M	LITTLETON,NH	LITTLETON	LITTLETON	7/2/04
MILLER,DEAN A	LITTLETON,NH	CHASE,BRENDA L	LITTLETON,NH	LITTLETON	LANDAFF	7/3/04
VANWINKLE,ERIK L	LITTLETON,NH	THURSTON,JENNIFER L	LITTLETON,NH	LITTLETON	WINDHAM	7/9/04
THOLL,JOHN F	LITTLETON,NH	BEAN,PATRICIA A	LITTLETON,NH	LITTLETON	WHITEFIELD	7/10/04
LADUKE,PAUL M	LITTLETON,NH	HIGGINS,LORI A	LITTLETON,NH	LITTLETON	WHITEFIELD	7/31/04
KNAPTON,DEAN A	LITTLETON,NH	FRAZIER,PERRIANN	LITTLETON,NH	LITTLETON	LITTLETON	8/7/04
MORIN,PAUL J	LITTLETON,NH	MICHAELSON,ERICA M	LITTLETON,NH	LITTLETON	LINCOLN	8/7/04
REXFORD,ERIC S	LITTLETON,NH	MASON,DEBORAH S	LITTLETON,NH	LITTLETON	LITTLETON	8/9/04
FOSTER,MICHAEL J	LITTLETON,NH	MCLAM,KRISTIE L	LITTLETON,NH	LITTLETON	LITTLETON	8/14/04
BURKE,RYAN E	LITTLETON,NH	SPARKS,AMY B	BETHLEHEM,NH	LITTLETON	BETHLEHEM	8/14/04
FOSTER,STEVEN F	LITTLETON,NH	EDWARDS,TAMMY L	LITTLETON,NH	LITTLETON	LITTLETON	8/19/04
ROGERS,KENDALL L	LITTLETON,NH	BEYNON,PAMELA J	LITTLETON,NH	LITTLETON	LITTLETON	8/20/04
WEIR,ROBERT S	LITTLETON,NH	CHICKERING,KRISTEN L	LITTLETON,NH	LITTLETON	BETHLEHEM	8/21/04
GOODEN,DAVID M	LITTLETON,NH	CAOQUETTE,DIANE M	MANCHESTER,NH	MANCHESTER	MANCHESTER	8/21/04

RESIDENT MARRIAGE REPORT
01/01/2004-12/31/2004
LITTLETON

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Groom's Name	Groom's Residence	Bride's Name	Bride's Residence	Town of Issuance	Place of Marriage	Date of Marriage
POOR,MICHAEL R	LITTLETON,NH	POWELL,AMANDA L	LITTLETON,NH	WHITEFIELD	BATH	8/22/04
QUINN,BRIAN P	LITTLETON,NH	MOFFETT,SARAH L	LITTLETON,NH	LITTLETON	LITTLETON	8/28/04
EMERSON,JESSE L	LITTLETON,NH	CURRIER,STEPHANIE A	LITTLETON,NH	LITTLETON	LITTLETON	9/4/04
BROWN,DANNY K	LITTLETON,NH	GRAVELLE,HOLLY A	LITTLETON,NH	LITTLETON	LITTLETON	9/18/04
BLODGETT,KEVIN W	CARROLL,NH	KING,LAURIE A	LITTLETON,NH	LITTLETON	LITTLETON	9/18/04
CRAIGIE,JEREMY P	LITTLETON,NH	HENSLEY,JENNIFER N	LITTLETON,NH	LITTLETON	LITTLETON	9/19/04
DUBOIS,THOMAS M	MANCHESTER,NH	CONSIDINE,AMANDA L	LITTLETON,NH	MANCHESTER	MANCHESTER	9/25/04
MARSHALL,AARON C	LITTLETON,NH	BOLDUC,ANGEL D	LITTLETON,NH	LITTLETON	DALTON	10/3/04
HAMEL,MICHAEL R	LITTLETON,NH	THINNES,KELLIE R	LITTLETON,NH	MANCHESTER	LACONIA	10/10/04
HILL,JOEY N	LITTLETON,NH	ODELL,AMANDA M	LITTLETON,NH	LANCASTER	SUGAR HILL	10/15/04
LANTAS,ALEXANDER W	LITTLETON,NH	ABBOTT,TAMMY L	LITTLETON,NH	LITTLETON	CROYDON	10/16/04
GERLACK,DANNY D	LITTLETON,NH	GUGLIELMETTI,NICOLE A	WEST WARWICK,RI	BETHLEHEM	BETHLEHEM	10/23/04
GOULD,CHRISTOPHER	LITTLETON,NH	WIGLEY,JENNIFER L	LITTLETON,NH	LITTLETON	LITTLETON	10/30/04
ALBERINI,DAVID R	LITTLETON,NH	HERZIG,EMILY K	LITTLETON,NH	LITTLETON	LITTLETON	12/28/04

I hereby certify that the above is correct according to the best of my knowledge and belief.

Judith F. White
Littleton Town Clerk

RESIDENT BIRTH REPORT**01/01/2004-12/31/2004****--LITTLETON--**

Page 1 of 2

Child's Name	Date Of Birth	Place Of Birth	Father's Name	Mother's Name
THOMPSON, TYLER JOHN	1/1/04	LITTLETON, NH	THOMPSON, BRIAN	THOMPSON, DONNA
SWEENEY, NOLAN JOHN	1/12/04	LITTLETON, NH	SWEENEY, SEAN	SWEENEY, ERIN
CLARK, KAITLYN ELIZABETH	1/12/04	LITTLETON, NH	CLARK, MICHAEL	CLARK, JAMIE
SPARGO, MEGHAN MARIE	3/13/04	LITTLETON, NH	SPARGO, CURTIS	SPARGO, ANNE
EASTMAN, ROCHELLE JAN	3/22/04	LITTLETON, NH	EASTMAN, GREGORY	EASTMAN, TONYA
CHASE, LUCAS JAMES	4/3/04	LITTLETON, NH	CHASE, TAD	CHASE, ELLEN
KROEGER, NAOMI KANEKO	4/3/04	LITTLETON, NH	KROEGER, JOHN	KROEGER, YUKI
DESILETS, HALERY ANNA	4/14/04	LANCASTER, NH	DESILETS, BRIAN	DESILETS, KELLY
LANGTANGE, TEJAL ELIZABETH	4/23/04	LITTLETON, NH	LANGTANGE, ROBERT	LYNDES LANGTANGE, BOBBI
VELASCO, CALEB BELTRAN	5/1/04	LITTLETON, NH	VELASCO, NORMAN	VELASCO, ROCES
CROMPTON, LACY KIONA	5/6/04	LANCASTER, NH	CROMPTON, MICHAEL	CROMPTON, JENNIFER
DESCHESNE, DANIELLE LYN	5/19/04	WOODSVILLE, NH	DESCHESNE, JOHN	DESCHESNE, DIANE
REINHARD, OWIN JAMES MORTON	5/23/04	LITTLETON, NH	REINHARD, DAVID	REINHARD, APRIL
MCLAREN, MADISON JANE	5/30/04	LITTLETON, NH	MCLAREN, BRUCE	MCLAREN, CYNTHIA
JACKSON, MADISON LEIGH	5/30/04	LITTLETON, NH	JACKSON, TODD	JACKSON, MELISSA
HEWES, KELCIE NANCY-CATHERINE	6/5/04	LITTLETON, NH	HEWES, JASON	HEWES, KATRINA
HEPBURN, JACOB WERNER	6/10/04	LITTLETON, NH	HEPBURN, TODD	LADD-HEPBURN, JENNIFER
HOUGHTON, ABBEY VICTORIA	6/15/04	LITTLETON, NH	HOUGHTON, ADAM	HOUGHTON, CYNTHIA
MCKEE, LAAUREN CASSADY	6/21/04	LITTLETON, NH	MCKEE, TODD	MCKEE, SHANNON
ANAN, ANGEL GRACE	6/21/04	LITTLETON, NH	ANAN, JAMES	ANAN, ANGEL
SKIDMORE, JOSEPH OLE	7/18/04	LITTLETON, NH	SKIDMORE, GEORGE	SKIDMORE, KIMBERLY
ARDOLINO, KASSIDY AINE	7/21/04	LITTLETON, NH	ARDOLINO, ANTHONY	ARDOLINO, NICOLE
SMITH, ANDREW JACKSON	8/12/04	LITTLETON, NH	SMITH, ADAM	ROSS-SMITH, TAMMY
ARSENAULT, ASHLEIGH JADE	8/18/04	LITTLETON, NH	ARSENAULT, CHRISTOPHER	ARSENAULT, CHRISTINE
BRYANT, JOSIE RYANN	9/21/04	LITTLETON, NH	BRYANT, BRETT	BRYANT, SANDRA
HASTINGS, ALEXI LEFEBVRE	9/23/04	LITTLETON, NH	HASTINGS, KEVIN	HASTINGS, TAMMY
MILLEN, GRADY GLEN	10/1/04	LITTLETON, NH	MILLEN, GREGORY	MILLEN, SADIE
REXFORD, ALEXIS MARIE	10/26/04	LITTLETON, NH	REXFORD, ERIC	REXFORD, DEBORAH
SIMON, TYE MATHESON	11/3/04	LITTLETON, NH	SIMON, MATTHEW	SIMON, CAROLINE
CORONATO, SARAH ELIZABETH	11/25/04	LITTLETON, NH	CORONATO, DAVID	CORONATO, LORI
STROKER, GILLIAN ELIZABETH	12/7/04	LITTLETON, NH	STROKER, WILLIAM	STROKER, JENNIFER
GOODEN, COLTON MATTHEW	12/8/04	MANCHESTER, NH	GOODEN, DAVID	GOODEN, DIANE

RESIDENT BIRTH REPORT

01/01/2004-12/31/2004

--LITTLETON--

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Child's Name	Date Of Birth	Place Of Birth	Father's Name	Mother's Name
BURNS,EMILY ELIZABETH	12/14/04	LANCASTER, NH	BURNS,THOMAS	BURNS,JENNY
ATKINS,BENJAMIN THOMAS	12/15/04	LITTLETON,NH	ATKINS,NOLAN	ATKINS,BRIDGET
D'ORAZIO,ANGELA KATHLEEN	12/24/04	WOODSVILLE, NH	D'ORAZIO,MICHEL	D'ORAZIO,GINA

I hereby certify that the above is correct according to the best of my knowledge and belief.

Judith F. White

Littleton Town Clerk

RESIDENT DEATH REPORT**01/01/2004-12/31/2004****--LITTLETON--**

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Decedent's Name	Date Of Death	Place Of Death	Father's Name	Mother's Maiden Name
HOPKINS,JANE	1/4/04	LITTLETON, NH	RAMSEY, LELAND	RICHARDSON, DOROTHY
SIMONDS,SHIRLEY	1/26/04	LITTLETON, NH	BROWN, ROY	LINDSEY, ETHEL
TYLER,ARTHUR	1/30/04	LITTLETON, NH	TYLER, ARTHUR	KENDALL, IDA
BARON,JOHN	1/30/04	LITTLETON, NH	POLO, FRANCIS	TRASALLO, STELLA
GIROUARD,MARY	1/31/04	NORTH HAVERHILL, NH	HIGGINS, DANIEL	FROST, DORA
CALKINS,THERESA	2/9/04	LANCASTER, NH	LIZOTTE, MICHAEL	COUTURE, ROSE
LEMIEUX,JANET	2/16/04	LITTLETON, NH	ALLAIRE, ANDREW	HOYT, HELEN
THOMPSON,GEORGE	3/4/04	LITTLETON, NH	THOMPSON, GEORGE	CROWE, CLARA
HENLEY,CLARENCE	3/14/04	LITTLETON, NH	HENLEY, CHARLES	HOWE, MABEL
TOWLE,ELIZABETH	3/24/04	LITTLETON, NH	EBELT, PAUL	SABINE, CARRIE
HOBERT,JULIA	3/31/04	FRANCONIA, NH	HOBERT, KENIN	JOHN, ROSE
EMERY,GLADYS	4/3/04	LITTLETON, NH	SHANNON, JOHN	WETHERBEE, ETHEL
NICHOLS,JEFFREY	4/13/04	LITTLETON, NH	NICHOLS, RAMON	YORK, SHIRLEY
POTVIN,IRENE	4/14/04	LITTLETON, NH	POTVIN, ARTHUR	LAVOIE, ALICE
MACKAY,DOROTHY	5/31/04	LITTLETON, NH	PEARY, NEWMAN	FOSTER, MYRTLE
BURLOCK,JOYCE	6/6/04	LITTLETON, NH	BREBNER, FREDERICK	NUTTER, PHOEBE
MOREAU,LEO	6/9/04	WHITEFIELD, NH	MOREAU, WILLBROAD	LAPOINTE, AURORA
MASON,JUNE	6/14/04	LITTLETON, NH	ROBY, ALFRED	GRIGGS, RENA
LYNDES,MARIE	6/26/04	LITTLETON, NH	MORRISSETTE, EDGAR	BIXBY, FLORENCE
CHACE,GARVIN	7/8/04	LITTLETON, NH	CHACE, LEON	CHELLEW, PEARL
PAVIA,VICTORIA	7/16/04	LITTLETON, NH	YEZZO, JOSEPH	GAUDIO, SYLVIA
BURGESS,HELEN	7/18/04	LEBANON, NH	POTTLE, JAMES	FLYE, PAULINE
WHITNEY,BLAINE	7/21/04	LANCASTER, NH	WHITNEY, HAROLD	PELLETIER, EVA
COLICCHIO,TONY	8/4/04	LITTLETON, NH	COLICCHIO, FLORAVANTI	GRANCHELLI, MARY
CLARK,CHERYL	8/7/04	LITTLETON, NH	CORLISS, ALVIN	LUCAS, EUDORA
GRANGER,PLINEY	8/13/04	LITTLETON, NH	GRANGER, PLINEY	LAIRD, NELLIE
THERIAULT,JOSEPH	8/26/04	LITTLETON, NH	THERIAULT, RICHARD	ROSS, VICTORIA
NUTE,RUTH	8/30/04	LITTLETON, NH	PERRY, MEDDIE	TAUPIER, ELMINA
CREPEAU,GEORGE	9/17/04	LITTLETON, NH	CRAPEAU, JOSEPH	BOISSONNEAULT, MARY
BROUSSEAU,CECELIA	9/25/04	LITTLETON, NH	BROUSSEAU, WILLIAM	LORD, FLORENCE
LAMONTAGNE,MARIE	9/27/04	LITTLETON, NH	LAMONTAGNE, LUCIEN	PATRY, DELINA
PILLSBURY,THOMAS	10/1/04	LITTLETON, NH	PILLSBURY, IRVING	LILLIS, MARY

RESIDENT DEATH REPORT

01/01/2004-12/31/2004

--LITTLETON--

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Decedent's Name	Date Of Death	Place Of Death	Father's Name	Mother's Maiden Name
DUBIE,RAYMOND	10/6/04	LANCASTER, NH	DUBIE, WILLIAM	ALEX, MAE
TIBBETTS,BARBARA	10/31/04	WHITEFIELD, NH	MORGAN, WILFRED	BYRNES, ELIZABETH
HASTINGS,JOAN	11/12/04	FRANCONIA, NH	COONEY, JOHN	MAYE, WINIFRED
ENNIS,ELEANOR	11/14/04	LANCASTER, NH	PLANT, HENRY	GEORGE, MARCIA
BERRY,EDSON	11/18/04	LITTLETON, NH	BERRY, CLYDE	GOLDEN, GRACE
RIVIEZZO,RONALD	12/7/04	LANCASTER, NH	RIVIEZZO, ALFONSO	GRANDMAISON, LAURETTE
JORDAN,ELEANOR	12/15/04	LITTLETON, NH	WILLSON, BERNARD	STORY, DORIS
WRIGHT,ERIK	12/15/04	LITTLETON, NH	WRIGHT, NIGEL	LOCKE, CYNTHIA
THOMAS,MERLE	12/21/04	LITTLETON, NH	MILES, ELLERY	HUNTER, ETHEL
MELANSON,JOHN	12/22/04	LITTLETON, NH	MELANSON, JOHN	HUTT, DELTA
TRAHAN,ANITA	12/25/04	LITTLETON, NH	BOULANGER, THEODORE	ROYER, YVONNE
CHABOT,ANTONIA	12/29/04	LITTLETON, NH	CHABOT, JOSEPH	LABRIE, JOSEPHINE
SYMONS,RICHARD	12/29/04	LITTLETON, NH	SYMONS, FRED	KUMLE, CECELIA

I hereby certify that the above is correct according to the best of my knowledge and belief.

Judith F. White
Littleton Town Clerk

Littleton Water and Light

The Littleton Water & Light Department (LWL) experienced a very different type of year in 2004, especially with how the Department is viewed on the wholesale energy market. Instead of being listed as one of the “others” in the power pool the LWL received its own individual identity. On January 1st the LWL ended its “Around The Clock” energy requirements contract with the Pennsylvania Electric Company or PECO Energy and truly entered into the wholesale power standard market design (SMD) arena.

We were fully initiated in January into this highly volatile deregulated energy market and the potential consequences of purchasing wholesale power directly off the energy spot market. Though we are not considered a “major player” in the market, we do carry a significant load each day of around fourteen (14) megawatts. Depending on our load peak and weather conditions, that makes the Department a very attractive and stable power customer to many power generators.

When the LWL first contracted with PECO energy (late 1990’s) to supply wholesale energy, it was prior to the electric industry becoming deregulated. The wholesale price per kilowatt-hour of energy back then was around four cents and the Department enjoyed several years of buying energy at four cents when everyone else was paying five and six cents for the same product.

The Department operated well under the PECO contracts until January 1st, 2004 when those contracts went away as the contracts expired. The energy market can be very volatile as prices for energy change on the hour. Buying power off the wholesale market can and is a very stressful thing to do considering the money involved in these transactions and the results a poor decision could have on our customers. Timing is everything. Propane gas and oil prices drive the entire market due to the dependency of generating plants on these products to produce electricity. Their dependency can cause large and unpredictable swings in the purchase price of energy (spot market) when gas and oil demand is high.

To help the Department manage the variables and the risks involved in one of our most critical task (the purchase of wholesale power), La Capra Associates of Boston, MA was hired. La Capra will provide assistance and advise the Department on how to manage our energy portfolio and will conduct the Department daily energy transactions with the market. With a slight increase in the electric rate of 7-¼ % on October 1, 2004 (last rate increase was October 2002), the Department was able to absorb most of the increase of buying at this higher level for energy and stabilized the rate structure going into 2005.

The most noteworthy project completed by the Department in 2004 was the new Westside Substation on the St. Johnsbury Road. The new station blends into the surrounding area well and is hard to see when traveling towards the Partridge Lake area. This substation, when fully acclimated, has the capacity to carry the entire load of the Partridge Lake and Meadow Street area of town.

In addition to completing the new substation, over one hundred high voltage insulators were replaced on the main electric feed into town. In April 2004 a town wide system outage, initiated by the deterioration and ultimate failure of a twenty year old insulator, caused the town to be without power for the second time in just under one year. The Commissioners decided to replace the

Littleton Water and Light

insulators and not to chance another insulator failing that could have had a more devastating impact on the system and our customers. This decision made by the Commissioners demonstrates that the Department is committed to a pro-active common sense approach to problem solving when it comes to reliability and safety of service.

The water system infrastructure has increased in size as a result of the capital improvements made in connection with the Home Depot project. More than four thousand feet of twelve inch water pipe was installed for the fire suppression needs of the building. In addition to supplying potable water and fire suppression capability to the store, the water main was looped back and tied into the existing water main along Meadow Street. The addition of the new water main along Meadow Street gives the Department another loop and a redundant feed for this continually growing area of our system.

The Departments field personnel in addition to addressing the every day maintenance needs and concerns of our customers, constructed more than nine thousand feet of new overhead distribution line.

Working in conjunction with contractors for the Town of Littleton, the Department replaced several water service lines in connection with the sanitary main replacement and upgrade projects on Bishop and Bronson Street. Working in conjunction with others on these type of projects is a great way to minimize the inconvenience to our customers and saves redundant work effort and energy.

Capital improvement projects scheduled for completion in 2005 include the final upgrade to the overhead electrical circuits surrounding the Cottage Street, High Street and Pleasant Street areas. Possible water infrastructure improvement in the Badger Street – Kelly Lane area in connection with the proposed Town of Littleton sanitary main replacement project.

The Department's Automatic Meter Reading (AMR) program has had great success. LWL personnel that operate the system have reported terrific results using this new technology. We will continue to aggressively replace mechanical meters with the new solid-state AMR ready electric meters. Not only is time saved, but also more importantly, it is safer for our employee not having to walk to your electric meter. Time saved is money saved and both are spent more efficiently doing needed support maintenance activities and installing more AMR-ready meters on the system. The Department anticipates that a few test AMR meters can be installed on the water system this year.

In April, long time LWL Commissioner Donald Craigie decided not to seek another term on the board. We thank Don for his many years of dedication, service and commitment to the Department and Town of Littleton. Don's guidance and enthusiasm will be missed and the Department wishes him good luck in the future.

Littleton Water and Light

As we were saying good-bye to Don, we welcomed back Ralph Ross to our governing board. Ralph's no stranger to the Department, his previous knowledge of how the Department operates and his extensive business experience will strengthen the board and will be a great asset for the Department going forward.

We would also like to thank budget committee members Bob Copenhaver, Edward Hennessey, John Pilgrim, Rodney Trahan and Don Craigie for their dedication to the Department and for their assistance in preparation of the Department's budget. Their individual business experience and knowledge is a valuable tool that they allow the Department to utilize and take advantage of as we refine our annual operating budgets and processes.

Customer service remains our top priority. The Commissioners and employees at the Department recognize the importance of listening and responding as quickly as possible to customer needs.

We would like to thank all those that have assisted the LWL in the pursuit of our goal(s) to provide you with safe, reliable and economical products. The continued support of the Town of Littleton's administration, staff and departmental personnel is greatly appreciated as we all work together towards our common goal of providing superior customer service and reliable products.

We also want to acknowledge Commissioners Eddy Moore (2005), Perry Goodell (2006) and Ralph Ross (2007) for their leadership and guidance. Their commitment to duty and desire to serve in the public interest has made them a great asset to the Department and the LWL as well as a great asset to the town. We all owe them a debt of gratitude for their willingness to get involved.

In closing, we invite your participation at the Commissioners public meetings held the first and third Mondays of the month and invite your feedback at any time as to the effectiveness of our services to you.

On behalf of the Board of Commissioners, staff and the employees of the Littleton Water & Light Department, it has been our honor to serve the citizens of the Town of Littleton and our customers in 2004.

Respectfully submitted on behalf of the Littleton Water & Light Department Board of Commissioners.

*Thomas F. Considine
Superintendent*

Littleton Public Library

Programs: Littleton Public Library offered a variety of programs for adults, children, and families. Children's programs were especially well attended. The library offered two six-week reading improvement and incentive programs for children: the Polar Pals Program in January/February, and the Summer Reading Program in June/July. Other programs for children included Toddler Tales and Preschool Story Time which were held Wednesday and Thursdays throughout the year. The adult Brown Bag Book Discussion group, which meets every third Tuesday of the month, completed its fifth year. During the annual celebration of TV Turn-Off Week the library, with co-sponsor Village Book Store, provided many activities for children and adults.

Services: Books, audio books (tapes and CDs), magazines, videos, and DVDs are all available for loan from the library. Materials not owned by the library are requested from other libraries through Interlibrary Loan. Research assistance is available for all ages and education levels. Computers are available for word processing and Internet access, and Internet training is also available. The library's Special Collection of New Hampshire History and Genealogy contains books, periodicals, and newspapers on microfilm.

Building Improvements: The major improvement projects of 2004 were focused on repairs to the exterior of the library building. The center surface of the roof was repaired, and the side surfaces were replaced. One chimney was repaired, and one was rebuilt. The brick walls were re-pointed, and concrete and wood surfaces were re-painted. The ailing evergreen shrubs along the front stone wall were replaced with flowering shrubs.

Statistics:

Materials in Collection 12/31/03 47,051

Materials Added 2,555

Materials Withdrawn 1,843

Materials in Collection 12/31/04 47,763

Adult Circulation 24,876

Juvenile Circulation 18,268

Total Circulation 43,144

Resident Cards 2,457

Non-resident Cards 426

Library Staff and trustees express deep appreciation to the volunteers, organizations, and businesses that contributed so much to the library with their gifts of time, funds, and services. Library staff and trustees also thank the other town departments for their cooperation and assistance, and the citizens of Littleton for their continued support of the library.

Respectfully submitted,

Jeanne Dickerman, Director

Park Commissioners

The Littleton Parks and Recreation Department had another great year in 2004. Our facilities and playing fields were utilized by many groups of all ages again this past year. The soccer field on Brickyard Road allowed youth soccer and Varsity soccer players a place to practice while taking some stress of the overused Apthorp field. Thanks again to Jeff Brammer and family for donating their portion of the land to the town for this field. This is a great addition to the growing number of athletic fields in Littleton. Thanks goes to North Country Home Health for allowing us to lease space from them, for several years, for a baseball field. 2004 will end this agreement because they are expanding their facilities and need the space the ball field used.

As always Remick Park is the envy of all visiting teams. Mike Spaulding worked his magic again this year and made Remick one of the best multiuse fields in Class M sports in NH. Many thanks as always to Mike and his helpers for a job well done.

The summer program experienced it's most successful season ever. Attendance was at record numbers this year. More and more local youth take advantage of this great program. Crystal Blaisdell, Ann Champagne, Erica Antonucci and the rest of the park staff did another awesome job.

Many thanks to the 2004 pool staff for another good season. The summer was not a great one for pool use but our lesson program always does well.

We want to thank a list of people that assist the parks in making the facilities what they are. Clint Clough donates his tractor to allow use the zamboni to smooth the ice rink. Many volunteers help us with the rink every year. We would like to thank; Bern Weber, Cindy and Roger Carrier, Val and Diane Poulson, and Littleton Youth Hockey for their help. Many thanks to Lucy Magoon for her unending devotion to the beautification of Littleton. She takes care of all the flowers in town as well as the Gazebo plantings. Thanks need to go to Dodge Contracting, Wal-Mart, Alpine Surveying, Littleton Water and light Department and the Highway Department for their assistance during the year. Thanks to all those involved in bringing the summer concerts to the gazebo again this past summer. It is such a great venue and we are thrilled it is so well received.

We would like to extend our congratulations to all the sports teams from Littleton on all their respective seasons. They get to enjoy the facilities on a daily basis.

Plans for 2005 include a walking path around Remick Park, the hiring of a full time Community Activities Director, expected to start in March, and widening the Norton Field to have a regulation sized practice field. The NH DOT is allowing us to expand over the railroad bed to accomplish the expansion. We also look forward to more community programs and events once the recreation program grows. If anyone would like to see a new activity in town feel free to contact one of the commissioners or the Activities Director and we look into it further.

We hold monthly meetings on the first Thursday of each month. We welcome the public to attend if they need to use the parks facilities. Littleton has some high quality recreation facilities that are here for everyone's enjoyment. We always like to see them used by the community.

Respectfully submitted

Jon Wood

Todd McKee

Mark Driscoll

Littleton Park Commissioners

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Littleton Conservation Commission

Three members of the Conservation Commission were reappointed this year: Priscilla Didio, Connie McDade and Bill Nichols (serving as an alternate). The Commission accepted the resignation of John Blake later in the year; Martha Hill was appointed to serve out his term. Officers for the Commission include: Jan Edick, chair and treasurer; Martha Hill, vice-chair; Priscilla Didio, secretary. The Commission continued to review permits for any development impacting a wetland, making recommendations to the state Wetlands Bureau. Several members attended workshops and meetings focusing on wetlands protection, stream erosion and land conservation. In addition, Commission members monitored a conservation easement associated with the Staples shopping center.

The Conservation Commission has been involved in the development of Littleton's Master Plan, reviewing drafts and commenting on areas of responsibility. In addition to already established responsibilities, the Commission will focus on preserving Littleton's special places in the future.

Care and maintenance of the town's three natural areas is a primary responsibility of the Commission. Branches have been cut back along The Dells trails, while erosion prevention work took place at Kilburn Crag. Pine Hill trails continue to be closely monitored by Bill Nichols, and trail upgrades carry on with the help of students from Littleton High School, under the guidance of physics teacher Bill Church.

The Commission sponsored two students to attend the Barry Conservation Camp last summer. Thomas Cyr and Thomas Hampson attended under full scholarship taking advantage of activities to promote environmental awareness including wildlife games, fishing skills, riflery, night hikes, and camp crafts. The boys reported lasting memories and friendships.

Animal Control

Randy and Mary Whiting
Littleton Pet Center & Kennel, Inc.

THERE'S NOT MUCH CUTER THAN A PUPPY!

. . . . and Randy and Mary Whiting of Littleton Pet Center and Kennel, and Littleton Animal Control Services like to educate people on the tremendous responsibility bringing a puppy into a family requires. It can be a fun, rewarding experience if approached properly. However, too often people are unaware of the amount of time, patience and money that it takes to raise a nice family pet. In the role of Animal Control we oftentimes have to talk with people about the nuisances of untrained dogs that bark or run stray, or become dangers to the public because of their lack of proper training and socializing. It is not fair to the pet; who will be very unhappy, and not fair to the neighbors in a situation of an untrained dog in the neighborhood. Therefore, it is recommended that anyone considering the acquisition of a puppy or dog into their family do lots of reading, and questioning experienced dog professionals about all the responsibility that is involved.

During the year 2004 we responded to 119 incidents of animal control, including dogs, cats, horse, cows, raccoon, skunk, woodchuck and birds. We continue to assist with the town licensing program; of which there were a total of 1,114 licensed dogs. We also assisted many situations by phone calls that didn't require us to respond physically to a location. There were 52 stray dogs picked up and kenneled; Twelve of them were unclaimed by an owner, so Littleton Pet Center found homes for these unclaimed dogs.

We would like to thank the townspeople for their support of town animal control, and we will continue to help in any way we can to implement the town and state laws regarding animals, and to offer quality care to all pets who come to our facility to keep them safe and warm until their owner is located, or if a dog is unclaimed; a new home is found. We will continue to serve the pets of our community for their welfare, and of the welfare of the community.

Respectfully submitted,

Randy and Mary Whiting

Model Community Project

In the last year, Littleton Model Community Project (LMCP) has achieved the following objectives:
Brought together community members to work in eight areas addressing barriers to people with disabilities and the elderly:

1. Public Education
2. Survey of Accessible Destinations
3. Access to Employment
4. Incentive Grants to businesses and not-for-profits
5. Social Capital Development through a 'Time Dollars' service exchange network
6. Access to Town Government
7. Participatory-Action Research
8. Inclusive Youth Recreation

Made changes in the Littleton polling place to comply with ADA Accessibility Guidelines, including the construction of a new wheelchair ramp at the Littleton Opera House.

Developed new municipal policies for public presentations and the dissemination of public information.

Created the White Mountain Time Dollars Network which has 60+ members and an all-member steering committee.

Created and maintained a 10-page Model Community website with information and resources for people with disabilities, the business community, and the general public (www.golittleton.com/modelcommunity.html).

Worked with the Committee for Public Transportation in the North Country to develop a transportation needs survey, distributed and analyzed the results of that survey, and contributed content to a state-wide random-sample survey which will yield generalizable results about the transportation needs and preferences of people with and without disabilities in the North Country.

Conducted interviews and gathered additional data from key stakeholders to guide the development and implementation of its activities at various steps along the course of the project.

Collected accessibility data on commercial sites throughout Littleton as the basis for a web-based map that will show visitors accessible destinations and reserved parking places throughout the community (located at <http://www.mapsonline.net/Littleton>).

Provided technical assistance on ADA Accessibility Guidelines to 13 businesses in the community and dispersed grants to six businesses for accessibility modifications.

Represented Littleton in presentations to 2 national and 3 regional conferences on disability-related issues.

Achieved sustainability of its 28 member Advisory Council through September, 2008.

The Littleton Model Community Project has received the following additional funding:

\$399,000 for a four-year project to increase community and employment connections among youth ages 14 to 25 in SAU 35 from the federal Workforce Opportunity Council, Inc. and the Office of Disability Employment Policy of the U.S. Department of Labor in cooperation with NH Developmental Disabilities Council, Inc. (See *attached 'fact sheet'*).

\$5,000 for a one-time project to bring families, educators and service providers together to share ideas about inclusive children's recreation from the Jean and William Hallager Fund of the Northern NH Foundation.

Model Community Project

A 4-year, \$400,000 grant-funded project

The successes of the *Model Community Project* and its citizen Advisory Council will continue and grow over the next four years thanks to nearly \$400,000 in funding provided by the federal Workforce Opportunity Council, Inc. and the Office of Disability Employment Policy of the U.S. Department of Labor in cooperation with NH Developmental Disabilities Council, Inc.

Model Community Partners (MC2) will assist teens and young adults (ages 14 to 25) in Bethlehem, Easton, Franconia, Landaff, Littleton, Lisbon, Lyman and Sugar Hill prepare for adulthood and independence through on-the-job training experience and work-based learning opportunities. Project goals include:

1. Strengthen links among organizations that work with teens and young adults to make the most efficient use of program resources.
2. Learn from teens, young adults, and their families the best way to find young people meaningful roles as valued members of the community.
3. Give young people and families information and skills that will empower them in the transition from high school to work.
4. Identify industry and economic trends and requisite job skills to best prepare young people to succeed in the workplace.

The *Model Community Project* Advisory Council developed a set of guiding principles for its work in the last two years. These principles formed the groundwork of for activities that will be carried out through MC2. These principles include:

- v The recognition that everyone has gifts.
- v Acknowledging that individual's gifts are all valuable and each different.
- v Connecting people to each other and to the community in meaningful ways that makes good use of their gifts.
- v Designing systems and services *universally*, or for use by the most diverse array of individuals without the need for a separate design, provides benefits for the entire community.

For more information, contact Nicole LaPointe, Project Manager at 603-444-3996 ext 27 or by email at nlapointe@nchin.org.

Police Facility Study Committee

After the 2003 Town Meeting rejected the repairs to the Opera House, it became clear to the Selectmen and Town Manager that the voters wanted the issue of what to do with the Police facilities resolved prior to authorizing expenditures for the Opera House.

In the spring of that year, the Police Facilities Study Committee was appointed by the Selectmen. It was comprised as 12 men and women, with the Chief of Police and Town Manager as advisors. Its charge was to determine what the current needs of the PD were, as well as to plan for those needs 20 years hence.

Over the next six months members of the committee toured other police facilities, interviewed police personnel from other towns, (as well as our own former chief) studied space needs documents and interviewed members of previous study committees. Once it was determined that 10,000+- sq. feet were needed, the committee began looking at what was necessary to renovate the Opera House into a usable facility, what existing buildings were available for conversion for a facility and what properties were available for new construction.

Criteria such as logistics, size, configuration, price, lease vs. purchase, on or off tax roles and proximity were considered by the committee, as well as presented to the residents of the town in the form of public input sessions and surveys.

In October, the committee recommended to the Selectmen that a new facility be built on town owned land adjacent to the fire station. The committee had obtained a preliminary estimate, and a rough floor plan for a \$1.25 million facility, which became the warrant article for Town Meeting. At Town Meeting in March 2004, this warrant fell short of passing by less than 1% of the required votes. Post election comments heard repeatedly were that many voters felt uncomfortable without more detailed plans and a firmer cost estimate.

The committee, now reduced to seven members due to time constraints on others, was reconvened later in the spring by the Town Manager. Due to the fact that the need for a new facility was still evident, the committee decided to pursue a complete plan with firm pricing for a totally outfitted facility. To accomplish this goal, and to garner as much diverse input as possible, the committee sent out "requests for interest" to 28 contractors, architects, design/built firms and modular suppliers.

The 20 respondents to the letter were gathered together to work on setting the guidelines for developing a proposal for a new facility from each of them. The respondents, as a group, made it clear that they were not willing to expend the time and money necessary to provide detailed plans and estimates for a chance of one out of twenty that they would be chosen for a project that had yet to pass Town Meeting.

We then chose to ask for "request for qualifications" from each company to convince us why we should award them the project based on their experience, reputation and past projects. Many of the contractors and architects joined forces and submitted proposals as a team. There were eight submissions, we narrowed them down to four, and asked the four to separately give the committee a presentation/interview. In the end, we choose the BreadLoaf Corporation to

Police Facility Study Committee

develop a plan and provide a “not to exceed” cost for the facility. Committee members met repeatedly with the BreadLoaf team, toured the Middlebury facility that BreadLoaf designed and built and met with the Middlebury Chief of Police. The end result is the plan presented for this years warrant for \$2.179 million.

How did we get to this plan, and end up with \$2.179 million?

After looking at 10,300 sq. ft. spread out in a single floor configuration did to the campus of the proposed site, we decided to look at a multi-floor approach. The result was more expensive; however, the increased traffic flow, increased parking, ease of snow removal, lack of congestion and available space for future expansion made the choice worthwhile. The 4200 sq. ft. that the basement and second floor occupy mean that there is a 60'x70' space available for the above uses that would not exist with a single floor configuration.

Our original multi-floor plan did everything that we wanted in terms of addressing the space needs of the department for both the present and future use, as well as provide an attractive facility that the town would be proud of; however, the cost was \$2.306 million.

By eliminating decorative block on all sides, changing the framing and stud material, using gravel for lots and some other minor changes we were able to reduce the cost to the proposed \$2.179 million.

How did the project go from \$1.25 million to \$2.179 million?

The preliminary estimate of \$1.25 million did not include the following:

A \$69,431 generator.

An \$87,285 security video system.

Owner's costs of \$156,750 which include, among other things, insurance, survey, geotechnical services, telephone systems, furnishings, contingency, etc

The additional cost of the multi-floor is \$206,055.

The remaining \$409,479 is the increased cost of materials that occurred in the last year. That \$409,479 is 33% of the \$1.25 million, and we know that that the price of building materials have increased significantly in the last twelve months.

Respectfully submitted,

Schuyler W. Sweet, Chairman

Town Building Restoration

The Restoration Committee meetings were less frequent in 2004 due to a surprise Transportation and Community System Preservation Program (TCSP) proposal for a planned move of the town building from its present foundation in a future phase of Main Street reconstruction. Funding, associated costs, and possible lost building space are among the many questions raised by this idea. The proposal also stymied efforts to move forward in securing rehabilitation funding sources identified in 2003 because of this uncertainty.

The modest restoration plan estimated at 1.5 million dollars remains a sound, viable option that deserves voter consideration at a future time. Until that time, the committee continues to focus on its repair and maintenance list for the building. Recommendations made to the Town Manager and Select board include: floor refinishing, a phased plan to purchase new seating, new stage light covers and sound system upgrades to enhance usability and encourage public use. Accessibility was improved at the Opera House in 2004 by a grant from the Model Community Project. Our thanks are extended to Mike Tuite for donating his time and equipment to clean the exterior siding of winter grime. We also appreciate the generous donation of flooring material by Tile Etc. This is intended for installation in the kitchen serving area. The proposed changes in rules and fee structure were adopted by the Board of Selectmen and implemented with few problems. Wendy Clark assumed the Opera House manager duties from Charlie Ryan.

The Town Manager will offer a revision to the committee's charter pending the outcome of a citizen vote on the proposed Police Department relocation.

In closing, I thank the committee for their efforts. The challenge to our community remains to preserve this architectural element, which continues to tell Littleton's unique story and gives us all a sense of place.

Respectfully submitted,

*Daniel Stearns
Chairperson*

TCSP Project

The following is an excerpt from Carol Murray, New Hampshire Department of Transportation Commissioner's forward to the Littleton Places Report. It summarizes the intent of the TCSP project.

"Four years ago the New Hampshire Department of Transportation (NHDOT) presented the Town of Littleton with plans for repaving Main Street. Many in Town were concerned with the disruption that the repaving operation would cause. Others recognized this project as an opportunity. A delegation of Littleton community leaders met with me to ask if the funds planned for repaving could be used to help finance a more comprehensive Main Street project - one that would address the needs of all those who live, shop, and travel along Littleton's Main Street.

Recognizing the value of this vision, I replied that I could commit the available DOT funding to the effort, if the Town could raise additional funds and gather community support. The Town accepted the challenge. With the support of New Hampshire's Congressional Delegation, the Town applied for and was awarded two federal grants totaling \$2.75 million in Transportation, Community, and System Preservation funds. A project team was created - blending well respected individuals and firms representing local, statewide, and national expertise. An amazing number of Littleton's citizens worked with this team on a new approach to solving the problems of Littleton's Main Street.

The central tenet of this new approach, which is sometimes called "Context Sensitive Solutions," is that communities should not be molded to the requirements of motor vehicle traffic alone. Instead, transportation should preserve the scenic, historic, community, and environmental resources of the places it serves. This means that transportation planners, engineers and community people all need to be community-builders, together. In short, good transportation solutions are built on a solid foundation of good community partnerships.

In the "Littleton Places" report that follows, you will find a vision for Littleton that emerged in this groundbreaking collaboration between the residents of the Town of Littleton, its planners and leaders, the New Hampshire Department of Transportation, and a consultant team made up of Project for Public Spaces and Vanasse Hangen Brustlin, Inc. The approach taken by the team was pioneering in that it not only looked at the transportation needs of Littleton, but listened to the community and how it imagined its future and blended them in a whole vision for a more livable community. Facilitating and guiding this partnership was Project for Public Spaces (PPS), known for its Placemaking approach to community revitalization and one of the leading organizations working in Context Sensitive Solutions today.

Our role at NHDOT is to foster and implement this partnership with Littleton residents and ensure that the final transportation solutions fit the broad needs of our core customers - the citizens of New Hampshire. Instead of just designing roads to accommodate vehicular traffic, NHDOT works collaboratively with citizens to build better, more livable communities. We welcome this report. It outlines a bright new future for Littleton, and proclaims a new day for transportation in service to community in New Hampshire."

Respectfully submitted

*Carol Murray, Commissioner
New Hampshire Department of Transportation*

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TCSP Project

And the conclusion from the Littleton Places Report by Project for Public Spaces: "Littleton has innumerable places that present exciting opportunities for improvements and, together, these places bring new business, new prospects for young people, new appreciation to a well-loved town. Each place is also a chance for an individual or an institution to decide that they, personally, have it in them to help make this transformation happen. It is vital that the effort to revitalize Littleton's places springs from the many, and not the few. No one should be given the opportunity to say that they were waiting for some other agency to act. Thus, while leadership from the public sector is essential, others need to take action without depending on government. The Town of Littleton and New Hampshire DOT have led this effort to create a vision - what they implement will ultimately depend on the cooperation of the property owners of Main Street and other areas, the Boards of Directors of the major institutions, and the bank managers and countless others - not on the action of some leader. Once change has begun, there will be diverse opportunities to continue the conversation about what steps will make the best of Littleton's public spaces. As Margaret Wheatley writes in a recent Utne Reader, "There is no more powerful way to initiate significant social change than to start a conversation. When a group of people discovers that they share a common concern, that's when the process of change begins.... Change doesn't happen from a leader announcing the plan. Change begins from deep inside a system, when a few people notice something they will no longer tolerate, or when they respond to someone's dream of what's possible."

On the following pages, the potential changes come to life with photosimulations by Project for Public Spaces. Also included are the concept plans for the reconstruction of Main Street, which were approved by the Littleton Board of Selectmen in July 2004.

Respectfully submitted,

*Cathy Conway
Project Director*

Littleton Police Advisory Board

The Littleton Police Advisory Board was created by the Board of Selectmen on January 26, 2000. The purpose of the Littleton Police Advisory Board is to assist and support police management and operation. The Board is responsible for:

1. Necessary communication with the community to insure that the mission and roles of the police department are clearly understood.
2. That police management is fully informed and clear on the needs and concerns of the community.

The Citizen Advisory Board worked hard helping to educate the public as to what the Littleton Police Department does and who they are. Presentations were given at the American Legion Post 68, Littleton Senior Center, Veterans of Foreign War, Benevolent Order of Elks, and Lions Club. Public Service Announcements were submitted to local newspapers and radio stations.

Many of the Citizen Advisory Board Members assisted with the Littleton Police Dept. Annual Easter Egg Hunt.

The CAB members were very busy year working with the Police Facility Committee addressing the current Police Station location and potential sites. We assisted in giving tours of the current location to several community members and organizations.

Despite staffing shortages, we feel the Littleton Police Department is doing a very good job for the community and they are striving toward goals in all aspects of duties.

In 2005, CAB is planning several presentations and seminars to help the youth and citizens of Littleton.

Communication is the key to any successful organization. Should you have any questions or concerns for the Citizen's Advisory Board or would like to get involved, please feel free to contact any of the members listed below. We are actively recruiting new members.

Sincerely,

Chief Cameron Brown, Juanita Gilpin, Pastor Ralph Green, Dale Mitchell, Rev. Malcolm Starring, Eddy Moore, Donald Sargent, Kate Stearns and Janet Parker.

Ross Ambulance

Thank you for the opportunity to serve the Town of Littleton in 2004. Ross Ambulance Service responded to 1340 calls for service in 2004. Calls in Littleton represent about 65% of this total at 875. Of the 875 calls for service 420 were emergency transports, 192 were patient transfers. The remaining 263 calls did not result in the transport of a patient.

In addition to responding for people who require transport to the hospital we standby for firefighters at major fires and assist people in their homes when called. We also provide members of the community with CPR training. We are a ride site for E.M.T. students at all levels. We also provide internship and job shadow opportunities for the allied health program and the Hugh J. Gallen Vocational Center.

Providing educational opportunities to new and future E.M.T.s is very important to us for many reasons. For an E.M.T. to respond with a Ross Ambulance he or she must be knowledgeable, skilled and experienced. The knowledge and skills can be learned in a classroom; however, the experience to use them well is best gained from experienced providers.

One of the best ways for experienced providers to stay current in a constantly changing field is to teach. Reviewing the step by step process of skills learned many years ago coupled with discussing the latest study, procedure or product make the E.M.T.s that work here some of the very best in the area.

Our average response time in 2004 remained about the same as 2003 at just under 90 seconds. Most daytime responses are under 1 minute and most night time responses are 2 to 3 minutes. Response time is the time it takes for an ambulance to start driving to a call for service after the crew has been notified of the call.

Once again we would like to thank you for choosing Ross Ambulance Service as your ambulance provider in 2004.

Respectfully submitted,

*Adam W. Smith
Manager
Ross Ambulance Service*

Littleton Area Chamber of Commerce

The Littleton Area Chamber of Commerce started 2004 with a progressive change that set the tone for the year to come. The venue for the Annual Dinner Meeting and Business Expo moved to the Maplewood Country Club and Resort to accommodate growth in attendance, provide more spaces for business expos and a separate lounge facility for socializing before and after the evening's events.

Change and growth were key factors to the success of this past year. For the first time in recent history, the Executive Committee went into an all-day retreat. The eight initiatives that comprise the objectives and mission of a chamber of commerce were examined: Governance- Communication- Program Development- Technology- Facilities- Finance- Human Resources and Government Affairs.

Membership in the Chamber has increased over 100 since any changes have been made in staffing, infrastructure, or facilities to improve the quality and quantity of member benefits. Dues restructuring and reclassification had to be addressed if the Chamber were to move forward. Hard work from many volunteer board members and officers addressed the concerns quickly. As a result, Heidi Page accepted the position of Assistant Executive Director and Events Coordinator expanding the chambers staff to two people for the first time in its history. Space to operate and update our facilities was the next step. The bittersweet move after 80 years from the Community House to Historic Thayer's Inn, improved our visibility, provided more room, storage space and overall better communication capabilities.

Our major events continue to exceed previous years; Trout Tourney registrations were just shy of the 700 mark, the 35th Annual Art Show expansion to both sides of the River walk (with the opening of the new walking bridge) drew 74 artists and crafters- the highest participation in the history of the event. The 2nd Frostbite Follies winter carnival expanded their venues in eight surrounding communities including a new event, Cardboard Box races and more Remich Park venues. The Summer Concerts in the Park on Friday evenings were a great entertainment addition for local folks, visitors and tourist. Our after Thanksgiving Christmas celebration took on a huge Main Street retail flavor with its shopping promotional theme. The new direction from West Main (Fire Station location) turned out to be a better-coordinated effort and easier for our Police Department to facilitate. The Children's Christmas party moved to All Saint's new Parish House increasing its success and numbers and the two-day Craft Fair at the Opera House kept the shoppers in town for the weekend. The outstanding display of holiday lighting, unique storefront displays and residential efforts as well as commercial Inns, spoke loud and clear- "Bring back the Christmas Decorating Contest"! The success of this year assures it will continue to be a significant part of our Season from now on.

A new event was added to our busy schedule this year- A Taste of the Littleton Area- a very successful addition to the Littleton Civic Boosters' Club three-day Summer Fest in early June. 13 area restaurants offered variations of their menus/specialties for "tasting" by ticket purchase. Proceeds were donated to the favorite charity of each. Plans for 2005 include an expansion to 18 area restaurants.

Littleton Area Chamber of Commerce

Walk-up traffic at the information booth broke all previous records by 500 visitors to downtown Littleton. The 4,500 total for the June – October season includes only those who stopped to register. Sadly, we are losing our full-time seasonal employee of the booth, Paul Classily who is leaving the area. We owe him a big “thank you” for his work and promotion of the Littleton area.

Former Executive Director Georgia Golden announced her retirement for November 1 at an early date to allow for a search committee to seek a replacement that would be able to continue the initiatives set forth in the 5-year plan. The opportunity to submit my resume was the fulfillment of a career quest that I was unable to pursue while raising a family. The years of volunteerism and community work in the North Country certainly helped in the search committee’s decision.

The Board of Directors, Heidi and myself are excited to work on bringing the Chamber to the next level and continuing with our plans. The great participation and support from our members make it all happen.

We owe a great deal of thanks for our successes to our “cooperative” partners that are key to implementation, ideas, and a strong support base; Town government, Main Street, Inc., Water & Light, Highway Department, Community House, AHEAD, Inc., Fire and Police. What a great place to live, work and play- the Littleton area.

Respectfully submitted,

*Barbara Ashley, Executive Director
Littleton Area Chamber of Commerce*

Summerfest

The first annual Summer Fest became reality on June 3-6, 2004 after a year's worth of planning by the Littleton Civic Booster Club under the direction of Chairman/President Dennis Hartwell. The objective was to bring back a fun community event on an annual basis to kick off the summer season and to celebrate Littleton and it's accomplishments. The event included an "Arts, Crafts & Home Fair", "A Taste of the Littleton Area", Rides & Concessions, A Pancake Breakfast, A Gala Parade, plus concerts & shows.

The operating budget of the event was \$8721.00 and is broken down as follows:

- \$5050 Bands & Paid Parade Participants
- \$1159 Advertising
- \$418 Promotional T-Shirts
- \$300 Porta Potties
- \$225 Park Entertainment
- \$214 Parade Trophies
- \$358 Postage
- \$250 Summer Fest's Contribution to "A Taste of Littleton"
- \$170 Sound Equipment for the Parade
- \$158 Office & Telephone Expenses
- \$41 Parade Banner
- \$68 Signage
- \$100 Flowers (Miss New Hampshire & Citizen of the Year)
- \$20 Rubbish Removal
- \$40 Refunds
- \$150 Misc Expenses

The projected budget for Summer Fest 2005 is \$15000, due to Fireworks and an increase in advertising, entertainment and Parade Participant costs. These funds are raised by the Littleton Civic Booster Club and their associates and are made possible due to the generosity of local businesses and organizations.

Respectfully submitted,

*Dennis Hartwell, Chairman/President
Littleton Civic Booster Club*

Pollyanna

In 2004, Pollyanna of Littleton New Hampshire, Inc. continued to represent the jubilant bronze sculpture in many venues by partnering on community programs, events, downtown projects and promotions. We further developed opportunities to feature Pollyanna as a cultural asset, a community resource, and a vibrant presence in Littleton, and the state. A downtown office was provided and has begun to accommodate the emerging collection of Pollyanna properties, and some business activities supportive to the growing public interest in Pollyanna. The office will greatly facilitate more in 2005.

Pollyanna flourished as a focal point for “hometown” history and for celebrating Littleton’s Community Spirit – undaunted by her brief absence. During Library renovations, the sculpture was covered by a crate, and well-protected for 34 days. Pollyanna re-appeared on July 29th in her familiar, spirited pose as *New Hampshire’s most welcoming attraction*. Upon her return, several satisfied admirers took photographs of Pollyanna, and forwarded copies to the office for the memorabilia files.

The highlight of 2004 for Pollyanna of Littleton, Inc. was the celebration of Pollyanna Day festivities featuring another Littleton first at the Opera house: A Pollyanna Play and glad music based on Eleanor Porter’s story with *that* irrepressibly cheerful main character. The mood and the success of this celebration were uplifting. The play ran for three performances June 10, 11, 12, and all the proceeds from ticket sales were applied directly to expenses incurred from performance fees and technical supplies for the production.

Each night after curtain call the traditional Pollyanna Day “welcome wave” photograph was taken of the audiences and the production members. A festive intermission during the final show

included ceremonies for the Pollyanna signature award; plus, the awards and recognition of the winners of the Writing contest co-sponsored by Littleton Main Street, Inc. The finale was the expected *Be glad. Be cheerful. Eat cake*. celebration cake for everyone.

The remarkable story of how this Pollyanna production came to be—with all, its directors, designers, crews, actors, box office helpers, musicians, local celebrities, animals, instruments, and properties—was more than can be told here. But our sincere and continuing appreciation extends to each one of that very glad and amazing Play-group of 40 people and 3 pets; plus 75 other area residents...crews, families and friends. (A few copies of the Pollyanna 2004 Show booklet remain and are available upon request.)

The outpouring of time and talent, and over 2300 volunteer hours came in various ways from many individuals, locally as well as outside the area; businesses, community groups, and Town officials.

All the performers from age 5 to 85 were *young and cheerful*, as were the audiences. So everyone from school children as well as grandparents could sense the gladness in the words and the music; and the goodness found in a small town. These are important values that can inspire pride, belonging, spirit and community.

Pollyanna

All of the Pollyanna Day events and every aspect contributing to the three performances helped enrich and strengthen Littleton, now and as Littleton's legacy of optimism for the future.

The positive efforts shared and work achieved by Pollyanna of Littleton, in 2004, were encouraged and exchanged through partnering in ways that are ongoing. The following list provides a glimpse of that community participation and the official events:

Pollyanna's Snow Globes & Snowflakes Party (a February event *sponsored by Frostbite Follies / Littleton Area Chamber Commerce*); Welcome Spring, Gladly! (an April event *sponsored with BAH/ Littleton Area Chamber Commerce/ Riverglen House*); Official Pollyanna Glad Day (a June event always the second Saturday); and Happy Birthday, Mrs. Porter (Readings/festivities tributes author, a December event always the second Friday) *sponsored with the Littleton Library*. Community Parades (in November and February *by Littleton Area Chamber of Commerce*, and in June *by Summer Fest*.)

Pollyanna of Littleton New Hampshire, Inc. also acknowledges (1997-2002) and appreciated their active interests in 2004: *Town of Littleton, Littleton Main Street, Inc., The Eames Family, New Hampshire State Council on the Arts, Emile Birch, State of New Hampshire, Littleton Public Library, Littleton Area Chamber of Commerce, and Littleton Area Historical Society.*

On behalf of so many in 2004 who expressed accolades and gratitude for the glad presence of Pollyanna, I extend appreciation, with Special thanks to The Eames Family.

On behalf of the Board and Pollyanna of Littleton New Hampshire, Inc. ~ We thank you all! What a year it has been to see how so many individuals and organizations have regularly participated in Pollyanna events, have offered their genuine enthusiasm and support, and have celebrated the spirit in the character of Pollyanna in many simply glad ways.

Submitted by:
Karen Keazirian, Director

Littleton Main Street Inc.

Littleton Main Street, Inc. completed another successful year with some significant highlights to celebrate.

In **January**, representatives of LMSI and the Town of Littleton were on hand in Concord to accept the Governor's Community Spirit Art Award for the community's support for the arts, and particularly the Pollyanna project as well as other community-wide efforts.

LMSI took part in the Frostbite Follies Winter Carnival in **February** with a contra dance at the Opera House that led to a series of monthly dances that are continuing.

In **April**, LMSI organized a visit to Durham to meet with downtown business owners who survived their Main Street reconstruction a few years ago. The trip was fruitful, and Littleton representatives came away with solid information and contacts. Also in preparation for the reconstruction of Littleton's Main Street, LMSI invited bankers in town to meet and brainstorm ways to help existing businesses to survive the construction planned for 2006.

In **June** the town celebrated Pollyanna by presenting a musical version of the Eleanor Hodgman Porter story at the Opera House. LMSI's contribution to the celebration this year was sponsorship of a writing contest. A total of 44 entrants submitted literary works – poems and prose – from a variety of age groups.

The Littleton Farmers' Market kicked off the season in **June** two weeks earlier than usual and completed a very successful season in October with gross revenue at the market up 30%.

An LMSI-inspired project – the Littleton Riverwalk – saw its completion in **August** with the opening of the covered bridge, joining the farmers' market area to lower Mill Street, to the delight of many visitors and local residents.

LMSI's Business Development Committee in **September** released the results of its telephone survey of area consumers. Partially funded by the Community Development Finance Authority, the report was the culmination of hours of volunteer work by members of the BD Committee led by Linda Mitchell, a professor at Lyndon State College and long-standing member of the LMSI board. The report outlines the shopping habits of area residents and reveals much about the competition for retail dollars for downtown business owners.

Two limited edition pewter holiday ornaments were unveiled in **October**. The artisans at Hampshire Pewter in Wolfeboro created scenes depicting the Littleton Opera House and the Littleton Riverwalk Bridge. Funds from the sale of ornaments will support the LMSI Façade Assistance Program and LMSI's Promotional activities.

In **November**, a partnership with Porfido's Market & Deli and the Littleton Water and Light Department in a project organized by LMSI provided holiday lights on the large maple trees on the lawns at the Littleton Public Library and the Littleton Community House.

Littleton Main Street Inc.

In another holiday decorating project, Myles Finnegan of Finnegan's Fine Furs donated 10 white pine trees for Main Street. With the help of Merrill's Agway and the Littleton Public Works crew, the trees were placed at strategic spots on the street and decorated with the help of many volunteers who tied bows and secured them to the trees in time for the annual Thanksgiving weekend Santa parade.

Capping off the end of year events was the receipt of another award for the volunteers of Littleton Main Street. In **November** the North Country Council honored LMSI with the Oliver "Red" Underhill Award for economic development and civic engagement. It was presented at NCC's annual dinner.

Partners

Downtown Littleton would not thrive without the help of many, many partners. Littleton Main Street is committed to working with the community to strengthen the local economy. We'd like to thank the following financial partners who helped toward that goal by contributing to the LMSI pledge drive during 2004:

Community Partners:

Town of Littleton
Littleton Industrial Development Corporation

Benefactors:

Littleton Coin Company
Eames Partnership
Mt. Washington Hotel & Resort
Woodsville Guaranty Savings Bank
Littleton Chevrolet
Eames Realty
Connecticut River Bank
Berlin City Bank

Sponsors:

Village Book Store
Northeast Planning Associates, Inc.
Passumpsic Savings Bank
Norton Pike/Saint-Gobain Abrasives
John B. Eames

Patrons:

Peabody & Smith Realty, Inc.
Northern Lights Music
Samaha & Russell PA
Companion Pet Care of Littleton, PC
League of New Hampshire Craftsmen
Siwooganock Bank
Union Bank
Roger LaCroix
Edward Hennessey



Littleton Main Street Inc.

Maynard and Dorothy Sundman
Ronald and Carolyn Kirby
Dr. Charles Wolcott
Mark Russell
Dr. and Mrs. Marc Brickman
Edna Glaessel
D. Edward and Natalie Carbonaro
Joan and Chuck Remington
Steven Kelley
Eric Witt
Vladimir Petkovich
Robert and Florence Fogelin
Schuyler Sweet
Gary and Beth Harwood
Nancy Ernsberger

Friends:
Sterling Works
Linda Caswell
John and Margaret Starr
Elizabeth Welch
Michael Dickerman
Henry Peterson
Jane Vincent McIlwaine
William and Rita Holmes
Donald and Ethelyn Sargent
Wayne and Dorothea Ruggles
Edmund & Wheeler, Inc.
Peter and Betty Smith
Burton Ingerson
Frances M. Heald
Richard and Carmen Gagne
Bob and Anita Craven
William M. Ellingwood

In addition Littleton Main Street directors are grateful for the many businesses and individuals who contribute goods and services each year to keep the organization thriving. We cannot do it without these great partnerships.

Littleton Main Street, Inc. is a 501 (c) (3) non-profit organization dedicated to the revitalization of downtown Littleton. LMSI is a member of the National Main Street network and the N. H. Main Street Center. Volunteers use the NMS Four-point Approach © to economic development through educating the public about the importance of preserving its historic assets, providing resources to strengthen downtown businesses and promoting the town as a destination for commerce.

*Submitted by
Ruth M. Taylor, Executive Director*

Littleton Main Street, Inc. 2004 Board of Directors and Officers

Michael Claflin, President
Jeffrey Wheeler, Vice President
Daniel Cullen, Treasurer
Karen Keazirian, Secretary
Linda Mitchell

David Willis (resigned 9/04)
David Wood
Jon Criswell
Jim McKinley
Martha Woolhouse

Littleton Industrial Development Corp.

LIDC Directors Edward Hennessey and Schuyler Sweet have continued their involvement with the development of the Tri-Town Agreement (Littleton, Lisbon and Bethlehem). The 140 acre proposed site is located in Bethlehem on the Brook Road. Littleton Water & Light would provide utilities, Peak Three Associates, LLC currently owns the land area and the basic plan is to transfer selected lots to the Tri-Town organization for development, job creation and sharing of annual real estate tax revenue. North Country Council will participate and interface with potential sources of state and federal development funds. LIDC will participate with all parties in much the same fashion as it has done with the successful Littleton Industrial Park with the exception that LIDC will not become a land owner as it is with the Littleton Industrial Park

Three separate documents will need agreement by Town governments, current property owners, and LIDC.

Initial discussions have begun among the Grafton County Economic Development Council, NH Electric Co-Op in Plymouth, Plymouth State University and the Littleton Industrial Development Corporation concerning a proposed “incubator building” to be located in Littleton, similar in design and concept to a similar building to be located in Plymouth. A consultant has completed an initial review of both communities and joint meetings have begun on the subject. The project will be patterned on a much larger project currently under construction in Lebanon – a joint effort of North Country Council, Grafton County Economic Development Council, Dartmouth College and the federal EDA (Economic Development Administration).

The subject of “broadband” is a hot item in Northern New Hampshire. The NH Charitable Fund has funded a consultant report, Colebrook is especially active and an LIDC Director, Veronica Francis has formed a new business venture, Wicked Wi-Fi, Inc., has “wired” Littleton’s Main Street from the Opera Block to the Beal House, and is reaching out to other communities, businesses and needful areas such as the LIDC Park – it has been a busy year!

LITTLETON INDUSTRIAL PARK 1974 - DECEMBER, 2004

EXPENDITURES	SOURCE OF FUNDS					
	TOTAL	LIDC	TOWN	EDA	FmHA	STATE OSP
Planning/Engineers, 1973	\$15,000		\$15,000			
Phase I/Land Purchase, 1974	\$68,000	\$23,000			\$45,000	
Burndy Road, 1975	\$85,000	\$85,000				
Burndy Sewer, 1975-76	\$150,000		\$150,000			
Phase I/Lower Road, 1976	\$150,000		\$60,000	\$90,000		
Phase I/Interest	\$20,000		\$20,000			
Kenmartin/Water-Sewer, 1981-82	\$18,000	\$ 18,000*				
Phase II/Land Purchase, 1983	\$75,000	\$11,000		\$24,000	\$40,000	
Phase II/Study-Topo Maps, 1983	\$16,000	\$16,000				
Phase II/Road,Sewer,Power, Water, Drainage,Site Improvements, 1984-85	\$755,500	\$176,000	\$82,000	\$481,500	\$ 16,000**	
Access Road-Preliminary Engineering, 1988	\$20,000	\$5,000		\$15,000		
Access Road-Intermediate Engineering Rights of Way, Environmental Testing, 1990-91	\$103,100	\$50,000	\$53,100			
Bridge OFF Ramp/Access Road Clearing Footprint through landfill LIDC share - 20%, 1992-93	\$35,600		\$35,600			
Access Road to LIDC Park & Littleton Recycling Center, 1994-95	\$802,400		\$519,000			\$283,400
Phase III Existing Park Improvements, 3,300 ft. Mt. Eustis Rd. to Lisbon line, road, sewer, water, power, drainage; paving, water system, land transfers, 1994-97	\$1,592,093	\$92,093	\$1,500,000			
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	\$3,905,693	\$384,000	\$1,026,793	\$2,110,500	\$101,000	\$283,400
PROPERTY TAX REVENUE:						
1977-2003	\$4,698,480					
2004	\$502,051					
	<u>\$5,200,531</u>					
JOBS/JOBS!						
2004	1,100					
ANNUAL PAYROLL						
2004	\$42,000,000					
Annual Economic Benefit Factor 3.0	\$126,000,000					

LIDC: Littleton Industrial Development Corp.
EDA: Economic Development Admin.
FmHA: Farmers Home Administration
OSP: Office of State Planning Grant
* Five year note fully paid
** Power Line Improvements

Littleton Regional Hospital



Serving Littleton 2004

600 St. Johnsbury Road Littleton, NH 03561 (603) 444-9000 or (800) 464-7731 www.littletonhospital.org

Important Facts about LRH...

- ◆ Our Board of Trustees Chairperson is Ms. Susan Presby.
- ◆ Our Chief of Medical Staff is Claire Wilmot, M.D.
- ◆ Our Hospital Administrator is Chip Holmes.
- ◆ Quorum Health Resources has managed our Hospital since 1986.
- ◆ LRH acts as a medical resource hospital to ambulance service and life squads in our area providing EMS education, continuing education, medical direction, quality assurance and oversight.
- ◆ More than 47 Physicians actively practice at LRH.
- ◆ Over 94% of all physicians on our medical staff are board certified.
- ◆ The Hospital Acute Care Average daily census equaled 10.7 patients per day.

The American Registry of Radiological Technologist registers **all** of LRH's radiological technologists.

Contact Us

We can be reached at (603) 444-9000 or (800) 464-7731.

Our fax number is (603) 444-0443.

For directions to our facility, please call (800) 464-7731 or visit our website at www.littletonhospital.org.

Consider this...

- The Birthing Center delivered 221 babies.
- Under the new Car Seat Safety Program, there were 241 car seats checked.
- Diabetes Education counseled 496 people.
- The Emergency Department treated 8,398 patients in 2004.
- In the past twelve months 23,352 X-rays were taken at our Hospital.
- The Laboratory performed 385,070 tests in 2004.
- Our surgeons performed 1,798 procedures in 2004.
- 32,000 Band-Aids were used in the past twelve months.
- The Health Information Management Department processed over 219,000 linear feet of medical dictation.
- Our dedicated volunteers provided 15,000 hours of service in 2004.
- Hospice of the Littleton Area served 78 patients and 91 bereaved families in 17 towns, and provided 3,506 volunteer & staff hours.
- The Paramedic Intercept Program provided 308 runs in 2004.
- Pastoral Care provided 856 patient visits to Med/Surg, ICU and Emergency Department patients.
- 634 outpatients received counseling from our dieticians.
- As many as 25,365 bags of IV solution were used.
- 288 packages of baby diapers were used in 2004.
- 1,953 ace bandages were applied.
- 132,174 meals were served at our hospital in 2004.
- Our Occupational Health Department had 1,061 visits for work related injury treatment.
- Gale Medical Library received 103 requests for information and/or articles from physicians; 66 requests from nurses; 54 requests from LRH departments and administration; 21 requests from healthcare providers in the community and 41 requests from the general public in 2004.
- The Library has done business with health science libraries in 17 American states and 3 Canadian provinces.

Littleton Regional Hospital



Serving Littleton 2004

600 St. Johnsbury Road Littleton, NH 03561 (603) 444-9000 or (800) 464-7731 www.littletonhospital.org

Keeping Us Running

Our new facility is four years old.

Our new building is 157,500 sq. ft.

Our campus covers 252 acres in a six parcel/ lots.

We used more than 49,293 gallons of water in 2004.

256,582 gallons of fuel were burned to keep our patients & visitors warm.

Our facility used 53,006 kw. of electricity in 2004.

There are 3 elevators in our facility.

We handled a staggering 194,353 lbs. of laundry in 2004.

In a twelve-month period we properly disposed of 88 tons solid waste and 13 tons of red bag waste.

In 2004 we recycled 74,445 lbs of material. This is 13,706 more than last year.

Since we started recycling in 2002, we have recycled 176,851 lbs. of waste. We have saved 1,504 trees, 7 acres of woodlands, 619,500 gallons of water and 5,310 tons of air pollutants.

Medical Staff Services

- Anesthesiology
- Cardiology
- Emergency Medicine
- Endocrinology
- Family Practice
- Gastroenterology
- General Surgery
- Internal Medicine
- Neurology
- Obstetrics & Gynecology
- Occupational Health
- Ophthalmology / Optometry
- Orthopaedics
- Otolaryngology
- Pathology
- Pediatrics
- Physiatry
- Radiology
- Urology
- VA Clinic

Plus our courtesy and consulting staff

specialties.

Come join us for a tour and a cup of coffee too!

Do you want to learn more about LRH's Services?

Are you a new resident and need more information about health care services?

Does your business or your employees use LRH regularly?

Are you searching for a physician?

Please contact us for a tour of LRH. In just one hour you will see how much we have to offer.

Call our Development & Community Relations Office at (603) 444-9355 to schedule your visit.

We'll treat you to a cup of coffee!

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Littleton Regional Hospital

LRH Offers Free Care

In 2004, Littleton Regional Hospital provided \$1,088,190.00 in free care to patients who were unable to pay for the healthcare services.

Littleton Regional Hospital strives to consistently increase its free health care services so that we can continue to meet the needs of the North Country communities we serve.

Supporting Littleton

As LRH continues to grow and expand its services to the community, we continue to support the economic development of Littleton.

As the largest private employer in Littleton with more than 400 full and part time employees, LRH invested more than 22M in salaries and employee benefits.

Community Benefits

In addition to the free care LRH provides to patients who are unable to pay for their care, LRH provided more than 3M in community benefits in 2003.

What are community benefits?

Community benefits are all of the services and programs that LRH staff supports and provides free of charge as a benefit to the communities we serve.

For example, our commitment to collaborate with Ammonoosuc Community Health Services and North Country Home Health to identify community health care needs through a Community Needs Assessment; our participation and support of the North Country Health Consortium through whom we work closely on expanded services for the community; advocacy and support for the physically disadvantaged through our support of Littleton's Model Community and their efforts to make the beautiful Town of Littleton accessible for everyone.

What community benefits did LRH provide in 2004?

- Care-A-Van Services
- Paramedic Intercept Program
- Lifeline Program
- Sharps Disposal Program
- CME North Country NH EMS Training
- Pharmacy support to EMS providers
- Women's Health Conference
- Student Educational Fairs
- Bridge to Wellness Series Youth Group Tours
- Teddy Bear Clinics
- Free health related education
- And, much more.

***Check Out
Our New and Improved
Website
www.littletonhospital.org***

Glenwood Cemetery

Total burials for Glenwood Cemetery, Wheeler Hill Cemetery and St. Rose of Lima Cemetery for 2004 were 60 of which 31 were cremations. The rising trend towards cremations seems to have leveled off for the time being.

2004 was also an extremely wet season. Growth related chores such as mowing, trimming grass and trimming shrubs was a continuous job all during spring, summer and fall.

Cleaning memorials in Glenwood Cemetery was started again with limited time. 62 lots were done which consisted of approximately 80 monuments and 360 grass markers and corner posts. Many of these were very tall marble monuments with a great deal of historic ties to them. This work not only improves the appearance of the cemetery, but also increases the longevity of these memorials.

Other work completed included a new metal roof on the maintenance shed (which was installed by the cemetery crew) and painting of the new fence at Wheeler Hill Cemetery.

Three large sections of Glenwood Memorial Park were limed, fertilized and seeded. This project is extremely costly due to materials involved and labor intensity. This work will continue as funds allow.

Once again thanks to all individuals who volunteered advice and labor to all these projects as well as other jobs not mentioned. We are also grateful to all the departments of the Town of Littleton who are always available to assist the Glenwood Cemetery crew.

Any questions, comments or advice relating to cemeteries in Littleton please call 603-444-2680 or write to:

Glenwood Cemetery Association
P.O. Box 497
Littleton, N.H. 03561

Respectfully submitted,

Paul W. Harvey
Sec./Treas.

The Caleb Group

The Caleb Group, a not-for-profit organization, which was established in October of 1995, continues to provide services to older adults in 8 northern NH communities. Caleb's heartfelt mission is to enhance independent living for the elderly, infirm and homebound by relieving isolation and assisting with friendly visits, care and supportive services through a network of volunteers and the fostering of caring communities.

The year 2004 was an exciting time for Caleb, a time of change, a very busy year. At the beginning of the year, The Caleb Group spun off from its parent organization, The Caleb Foundation of Swampscott, Massachusetts and became its own stand alone not-for-profit. The name changed from The Caleb Group to Caleb Interfaith Volunteer Caregivers, or as we are now known The Caleb Caregivers. During the last few months of 2004, many wonderful volunteers helped renovate office space in the Astle Building, located across from the Common in Whitefield. On January 12, 2005, Caleb officially moved from the Highland House Apartments to its new office in the Astle Building. Caleb Caregivers is hoping that with this move, the organization will be more visible to the public. Caleb will be holding an Open House/Annual Meeting on March 22, 2005 from 7:00-9:00pm. We hope you can join us.

In 2004, Caleb Caregivers assisted more than 270 Bethlehem, Dalton, Groveton, Jefferson, Lancaster, Littleton, Twin Mountain and Whitefield seniors. Caleb's 100 active volunteers donated over 3,800 hours and drove over 30,000 miles to help their older neighbors remain independent! Without these dedicated volunteers, Caleb would not exist. These volunteers give their time, their talents and most of all their hearts. Transportation to medical appointments, and for running errands, is one of the most requested services. Caleb volunteers provide other services as well; friendly visiting, telephone reassurance, help with chores, paperwork and light housekeeping are to name a few. Caleb volunteers also assist with various community programs, such as the Commodity Supplemental Food Program. This State program is available, every other month, to NH seniors that are 60+, and that financially qualify. Caleb volunteers help distribute this food to elders, who are totally homebound. Caleb Caregivers is still working in conjunction with Shaw's of Littleton. Shaw's provides the day old bread and Caleb volunteers deliver it to seniors in the various communities. Caleb continues to work with The Above the Notch Humane Society of Littleton, and Companion Animal Care of St. Johnsbury, Vermont, regarding Caleb's Pet Food Project. Since this project began, in October of 2002, Caleb has given out over 3 tons of **FREE** pet food/litter to help seniors feed their pets! Last but not least, Caleb still provides training for seniors who want to learn how to use computers. Without the various services that Caleb provides, many older adults who need just a little extra help to continue living independently, might have had to go into a nursing home.

There are no fees for the services that are provided by the Caleb Caregivers. The program is funded through grants, fundraising, donations and generous appropriations of the towns in which the services are provided. We want to thank the residents of Littleton for their support and for making it possible for us to continue to provide these much needed services to the area's elders. The \$1,500 appropriated at last year's Town Meeting was greatly appreciated, and we ask for your continued support in 2005.

Volunteers are always in great demand, so if you would like to become a volunteer, request a volunteer, or know someone who would benefit from our services, please call the Caleb Office at 837-9179, or contact anyone on the Board of Directors. We are looking for a Littleton resident to join our Board of Directors. If you are interested, and would like more information on this matter, please give us a call.

Respectfully submitted,

*Bobbie Gaudes
Executive Director*

Board of Directors

Carl Rod, President-Jefferson
Myra Emerson, Treasurer-Lancaster
David Glover, Clerk-Whitefield
Eleanor Brauns-Twin Mountain
Rev. Cliff Vendt-Whitefield

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Grafton County Senior Citizens' Council, Inc.

Grafton County Senior Citizens Council, Inc. is a private nonprofit organization that provides programs and services to support the health and well being of our older citizens. The Council's programs enable elderly individuals to remain independent in their own homes and communities for as long as possible.

The Council operates eight senior centers in Plymouth, Littleton, Canaan, Lebanon, Bristol, Orford, Haverhill and Lincoln, the information and assistance program Grafton County ServiceLink and also sponsors the Retired and Senior Volunteer Program of the Upper Valley and White Mountains (RSVP). Through the centers, ServiceLink and RSVP, older adults and their families take part in a range of community-based long-term services including home delivered meals, congregate dining programs, transportation, adult day care, chore/home repair services, recreational and educational programs, and volunteer opportunities.

During 2004, 589 older residents of Littleton were served by one or more of the Council's programs offered through the Littleton Area Senior Center:

- Older adults from Littleton enjoyed 12,005 balanced meals in the company of friends in the Littleton center's dining room.
- They received 14,609 hot, nourishing meals delivered to their homes by caring volunteers.
- Littleton residents were transported to health care providers or other community resources on 7,652 occasions by our lift-equipped buses.
- They received assistance with problems, crises or issues of long-term care through 763 visits by a trained social worker or contacts with ServiceLink.
- Littleton's citizens also volunteered to put their talents and skills to work for a better community through 8,089 hours of volunteer service.

The cost to provide Council services for Littleton residents in 2004 was \$235,173.00.

Such services can be critical to elderly individuals who want to remain in their own homes and out of institutional care in spite of chronic health problems and increasing physical frailty, saving tax dollars that would otherwise be expended for nursing home care. They also contribute to a higher quality of life for our older friends and neighbors. As our population grows older, supportive services such as those offered by the Council become even more critical.

Grafton County Senior Citizens Council very much appreciates Littleton's support for our programs that enhance the independence and dignity of older citizens and enable them to meet the challenges of aging in the security and comfort of their own communities and homes.

Respectfully submitted,

*Roberta Berner,
Executive Director*

Grafton County Senior Citizens' Council, Inc.

Statistics for the Town of Littleton
October 1, 2003 to September 30, 2004

During the fiscal year, GCSCC served 589 Littleton residents (out of 1,116 residents over 60, 2000 Census).

Services	Type of Service	Units of Service	x	Unit (1) Cost	=	Total Cost of Service
Congregate/ Home Delivered	Meals	26,614	x	\$5.72	=	\$152,232.08
Transportation	Trips	7,652	x	\$9.05	=	\$69,250.60
Adult Day Service	Hours	0	x	\$7.47	=	\$0.00
Social Services	Half- hours	609	x	\$22.48	=	\$13,690.32
Activities		863				N/A
ServiceLink	Contacts	154				N/A
Number of Littleton volunteers:		<u>80</u>		Number of Volunteer Hours:		<u>8,089</u>

GCSCC cost to provide services for Littleton residents only	<u>235,173.00</u>
Request for Senior Services for 2004	24,300.00
Received from Town of Littleton for 2004	24,300.00
Request for Senior Services for 2005	<u>24,300.00</u>

NOTE:

1. Unit cost from GCSCC Statement of Revenue and Expenses for October 1, 2003 to September 30, 2004.
2. Services were funded by Federal and State programs 56%; municipalities, county and United Way 9%; Contributions 10%; In-kind donations 16%; Friends of GCSCC 7%; Other 2%.

Grafton County Senior Citizens' Council, Inc.

COMPARATIVE INFORMATION

From Financial Statements for GCSCC
Fiscal Years 2003 and 2004

October 1-September 30

UNITS OF SERVICE PROVIDED

	FY2003	FY2004
Dining Room Meals	77,984	81,486
Home Delivered Meals	119,695	109,546
Transportation (Trips)	44,698	45,108
Adult Day Service (Hours)	15,426	17,323
Social Services (1/2 Hours)	8,192	7,212
ServiceLink Contacts	940	1,360
Adult In Home Care	(new program)	4,622

COST PER UNIT OF SERVICE PROVIDED

	FY2003	FY2004
Congregate/home delivered meals	\$6.10	\$5.72
Transportation (per trip)	\$10.57	\$9.05
Adult Day Service (hour of Service)	\$6.11	\$7.47
Social Services (per unit)	\$21.88	\$22.48
Adult In-Home Care (hour of service)		\$21.40

Hospice of the Littleton Area

Hospice of the Littleton Area (HLA) is a non-profit community-based volunteer program offering supportive care to terminally ill individuals and their families wherever they reside – in their homes, assisted living facilities, nursing homes or hospitals. HLA trained volunteers provide emotional support and companionship, help with routine chores and errands, meal preparation, assistance with transportation needs, and respite time for family members. HLA also maintains a free lending library of books, pamphlets and tapes; facilitates a walk-in bereavement support group, and provides bereavement support to family members for one year following the death of a loved one. Additionally, HLA conducts community outreach services through its hospice volunteer training program, special events and meetings with various organizations and schools.

In 2004, Hospice of the Littleton Area (HLA) provided services to a total of **169** patients and family members in its service area, which includes the towns of: Littleton, Bath, Bethlehem, Carroll (Twin Mountain), Dalton, Easton, Franconia, Haverhill, Landaff, Lincoln, Lisbon, Lyman, Monroe, Sugar Hill, Whitefield, Woodstock and Woodsville.

The director, volunteer coordinator and hospice volunteers provided supportive care to **78** individuals and their families coping with the advanced and final stages of illness. Additionally, our bereavement programs supported **91** grieving clients through special mailings, phone contact, one-on-one counseling and bereavement support group meetings at All Saints Parish in Littleton. Overall, HLA staff and volunteers gave over **3,200 hours** in direct care services.

Hospice of the Littleton Area continues its partnership with two area healthcare providers. HLA provides volunteer and bereavement services to the North Country Home Health & Hospice Agency's Medicare Hospice Program and offers supportive care to patients and family members in the Hospice Room at Littleton Regional Hospital.

To meet the rising need for hospice services, our volunteer coordinator conducted three six-week (18-hour) hospice volunteer training programs in 2004 (instead of just one). The sessions were held in Lincoln, Littleton and Woodsville respectively. Twenty-seven people completed the training. Since 1983, HLA has trained 304 people and currently has 102 volunteers serving 17 communities in the North Country.

There is ***no charge*** to patients or families for HLA services. HLA does not receive any federal, state or county funding and is not reimbursed by private insurers. HLA relies primarily upon the generosity and good will of the communities it serves to support its programs. Without financial help from the towns, HLA would not be able to serve the many patients and families it does.

Your much needed support of Hospice of the Littleton Area is greatly appreciated as we continue to provide compassionate care to terminally ill residents and their families.

Respectfully submitted,

*Michael A. Neil
Executive Director*

Mount Washington Regional Airport

The Mount Washington Regional Airport has operated since the middle of the last century as a resource for business and recreational fliers. The airport is continuing to generate more traffic, thanks to its convenient location in a growing region of the state, strong volunteer efforts to build the operation and run the facility, and an increased interest in general aviation, both locally and throughout the country. Growth is being driven, as well, by contributions from communities in the area, support from state and federal officials, and approval by Whitefield voters to back a major expansion and safety enhancement program,

Thanks to this regional support, coupled with work done by the airport volunteers and our engineering consultant, the airport will embark on a 600-plus-foot runway extension and safety improvement project in 2005. Design work is underway, and construction should be completed by fall.

Ninety-five percent of costs for this \$2.7 million project are funded by a grant the airport successfully sought and received from the Federal Aviation Administration. Money comes not from general tax dollars, but from fees paid by commercial aviation users as they fly throughout the country. The remaining costs are split evenly between New Hampshire's Department of Transportation Aeronautics Division and the sponsoring organization. Voters in the Town of Whitefield generously voted in 2004 to fund the nearly \$70,000 local share of the project, in recognition, I believe, of the strength a viable airport can bring to the region.

The expansion project will offer much-anticipated exposure to the airport among business fliers and charter operators, as it will extend the runway to more than 4,000 feet, a threshold considered by these users as they decide where to fly. At the same time, the extension increases safety at the airport by providing a longer takeoff and landing surface, which insurance companies consider as they assess the risks to airplane owners wishing to base planes at an airport. This will allow more business-oriented aircraft to be based in the North Country, which in turn should increase traffic and generate greater revenues locally.

2004 saw major capital improvement projects at the airport, with the construction of a brand new, 6,400 square foot, heated hangar and the expansion of another hangar owned by an aircraft maintenance and repair facility on the property – all at no cost to the airport itself. Discussions are underway for construction of at least one more hangar – and perhaps more – over the next year or so. Given the location, it is important to fliers – both those based here and those visiting – to have a shelter from the elements. For this reason, we intend to pursue further hangar development as we are able.

Fuel sales were up markedly in 2004, compared to 2003. This resulted from increased traffic by pilots and businesses based in the North Country, as well as more visits by those from other areas. The frequency of private charter flights seem to be on the rise, bringing tourists, business people, developers, buyers and other visitors to the region.

Mount Washington Regional Airport

Also, the airport purchased a used courtesy vehicle in the fall, which we make available by appointment to visiting pilots. We know local restaurants and other businesses already have hosted travelers who arrived at their locations in our airport minivan... and we expect many more to do so in the future. We also received generous donations from local businesspeople of a new airport sign that greets arriving pilots and an industrial fire extinguishing system, which we hope we will never have to use.

The airport is always looking for ways it can work to better serve residents and businesses in the area. We also welcome contributions of time or other resources from those who are so inclined. If you have comments, questions or good ideas, or if you'd like to get involved with the airport as a volunteer, please call 837-9532. We'll be sure to get back to you promptly.

Sincerely,

*Dave Willis
Chairman*

www.mountwashingtonairport.com

North Country Council

This has been another busy year at the Council. As we began our 31st year as a Planning Commission, we reaffirmed the Council's commitment to serve community and regional needs.

Over the past year we have expanded our capabilities based in response to our communities needs. We have added additional capacity in grant writing and grant administration by the addition of an assistant planner and we continue to expand the capabilities of the staff by encouraging all of them to continue their education and training. Three of our planners recently received their ACIP certification. We continue to work in the areas of community planning, solid waste management, forest planning, resource planning, transportation planning, and others. If you would like to see our complete annual report you can go to www.nccouncil.org or you can request a hard copy from North Country Council. I hope you will take the time to look it over and give us some feedback as to where you think the Council could improve and how we might better serve our communities.

In the coming year we will intend to continue to improve our capabilities and service in our core areas and have taken on some projects that will continue these goals. We have been awarded a "Brownfield's Assessment" grant from EPA which we began working on in late 2004. This grant will inventory and assess petroleum contamination sites throughout the region which will allow the communities in which these sites are located to understand costs of mitigating the contamination and potentially procure funding for them. We completed the regional housing needs assessment update at the end of 2004 and in the coming year will continue to work on updating our regional plan. 2005 will be another busy year.

I would like to thank you for all of your support for the Council and hope that my staff and I can continue to be of service to your community. The Council is here to serve you. It is your organization. Our staff and Board are committed to responding to community needs. If there is a project or a need in your town, please call us. We are dedicated to both supporting our individual towns and promoting regional unity in the North Country.

Respectfully submitted,

*Michael King
Executive Director*

North Country Home Health & Hospice

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

North Country Home Health and Hospice Agency relies on Town support and individual donations to help underwrite the cost of providing home care services to people with limited or no health benefits. Because of your generosity and support, North Country Health and Hospice continues its 33-year tradition of responding to the home health and hospice needs of North Country residents.

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

Explanation of Services:

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

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

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

Services provided to the Town of Littleton in FY2004 include:

<u>Type of Care</u>	<u># of Visits</u>
Nursing	1,804
Physical/Occupational/Speech Therapy	1,496
Medical Social Service	152
Home Health Aid/Homemaker/Companion	<u>3,831</u>
Total	7,283

Respectfully submitted,

Gail Jurasek, Executive Director

Tri-County CAP

Tri-County Community Action Program is a private, non-profit agency that is requesting, at your 2005 Town Meeting, \$9,000 in funding from the Town of Littleton to help support its Community Contact Division.

The following is a report of services provided in fiscal year 2003-2004:

Services Provided:	# of HH	Dollar Amount
Fuel Assistance	282	\$160,780
Weatherization	5	\$5,216
Security Loans	33	\$16,347
Homeless Funds (Rental, energy assistance)	15	\$3,508
Food Pantry (5,799 people receiving 3 days worth of food)	825	\$17,397
Salvation Army	14	\$704
Referrals (i.e.: Health, Budgeting, Legal Aid, clothing...)	472	

THROUGH THE EFFORTS OF TRI-COUNTY COMMUNITY ACTION, THE CITIZENS OF LITTLETON HAVE RECEIVED A TOTAL OF \$203,952 IN ASSISTANCE BETWEEN JULY 1, 2003 AND JUNE 30, 2004.

Community Contact provides these and other necessary services for the less fortunate citizens in your town and surrounding vicinities. We are depending upon funding from your town and others countywide.

We sincerely appreciate the Town of Littleton's past support and look forward to our continuing partnership to provide essential services to your residents.

Very truly yours,

*Yvonne Rice
Littleton Community Contact Manager*

Littleton Community Center

I would like to begin this annual report by sharing with you the members of the Board of Directors whose mission it is to provide for the advancement of the general welfare of Littleton. Louis Babin, President, Roxie Bowker, Vice President, Jackie Ingerson, Secretary, Jeanne Dickerman, Finance Director, Bobbie Chambers, Mary Edick, Bill Ellingwood, Bruce Hadlock, Anna Hayden, Francis Heald, George Hicks, Barbara Hill, Peter McShane, Harold Sanders, Don Sargent.

Our property committee chairperson, Bobbie Chambers, and her committee were extremely busy making certain that the Community House Annex and the furnishings were properly maintained for the use of our patrons. They worked very closely with Lucy Magoon, of the Littleton Garden Club, along with Dorothy Corey, in planting arbovitae bushes along our property line and erecting temporary fencing in order to protect these bushes. More vegetation will be planted in 2005. During the upcoming months they will focus their attention on repairing the roof of our main building as well as major repair work to the floor of the Annex.

Our house committee, under the leadership of Mary Edick and Peter McShane, were able to find occupants for all our available office space. We welcome Business Enterprise Development Corporation, New Hampshire Small Business Administration, Wentworth Economic Development Inc., and Connect One Inc. We are looking forward to having them as our tenants for many years to come. This committee has also developed a new user fee schedule for both our Community House and Annex. The income from these two sources continues to be used for the maintenance and repairs of this valuable historical property.

We would like to publicly thank and acknowledge Franky Porfido for his efforts in decorating the large maple tree on our front lawn during the holiday season. These Christmas lights helped enhance the beauty of both our property and Main Street during this festive time of the year. We are also grateful to the Water and Light Department for taking time from their busy schedule to hang these lights.

Speaking of the holiday season, board member Anna Hayden coordinated the events for our first annual Open House. Our doors were opened to the general public to come not only to tour and view this beautiful historic site, but to share holiday greetings with old and new friends.

Our hostess, Wendy Clark, and custodian, Bucky Larrivee, spend countless hours maintaining both the interior and exterior of our buildings. We are very pleased to have two dedicated employees who take pride in maintaining this area of our town.

If you are interested in learning more about the Littleton Community House or how to go about using this space for your function please don't hesitate to call our hostess at 444-5711 for more information.

In closing on behalf of the Board of Directors we wish to thank the taxpayers of Littleton for your continued financial support in making certain that this historical piece of history be preserved for future generations to use and enjoy.

With Best Regards,

Louis P. Babin, President

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Littleton Area Historical Society

The year of 2004 was a super year for the Littleton Area Historical Society and Museum. We had a full year of outstanding programs such as:

- “Battered Women” by Suzanne Mobley
- “The Pros and Cons of an Estate Auction” by Mike Carver
- “Highland Croft History” by Mike Gilman
- “The Rocks Estate” by Nigel Manly
- “Logging in the North Country” by Ralph Doolan
- “The Why and What of Channel 2” by Bob O’Connor

All of those programs were held at 7pm on the second Wednesday of the month at the Community House. The Meetings are free and the public is always invited. We also had a guided tour of the Stone House Museum in Brownington, Vermont. Watch for meeting announcements in the local media and the 2005 Programs are available at The Museum, Community House, and Information Booth. The Museum, which is located in the lower level of the town Building at 1 Cottage (in the old Fire Station) is open to the public on Wednesdays from 8am to 4pm April thru October. The Museum was a busy place in 2004 with over 300 visitors from three countries and twenty states. Hundreds of letters and phone calls were received on Littleton’s past. Thanks to all those who donated items, including genealogical information. The Society gives thanks to the many people who volunteered their time keeping the museum items current and the doors open. Our curator, Vi Hopkins, worked extremely hard to make our 37th year a very successful one. Anyone can join the Littleton Area Historical Society, as an individual it’s only \$5.00, as a business only \$25.00. If you have any questions, please call us at 444-6435 or 444-5816.

Respectfully submitted by James W. McCabe, President

White Mountain Mental Health and Developmental Services

The world has changed. We here in the North Country would like to think that our location somehow shelters us from this reality, but this is not the case. Children in our communities are developing more emotional, behavioral and developmental disorders than at any time in the past. The families we see at White Mountain Mental Health are often facing multiple stressors: lack of job security, lack of health insurance, a child with serious problems in school, and the financial and emotional stress of single-parenting. It is no surprise that depression, anxiety and substance abuse often are the result.

As the level of pressure rises, our society can offer fewer natural supports. Many people live relatively isolated lives, and have no place to turn when life becomes overwhelming. Others may call upon friends or family and find that these potential supports are themselves so over-burdened that they are unable to respond. In this post – 9/11 world, we all share anxiety as we deal for the first time in our lives with fears of terrorism and the reality of our sons, daughters and spouses leaving to fight a frightening and far-away war.

In this environment, White Mountain Mental Health, and our developmental services program, Common Ground is here to help. Part of our job is to provide the intensive and extensive services that are needed to allow persons with serious mental illness or developmental disability to live successfully in their communities. These services are funded through our contract with the State of New Hampshire. But most of our clients are not State funded. We turn to the towns and to private donors for assistance to allow us to continue to be here for all of the people who live among us, who need competent, professional help in facing the tribulations of life.

Chances are that your family member or neighbor will not advertise the fact that they have needed and used our services; life's challenges are often private. This report is one means of informing you, the taxpayer, of the fact that the small appropriation provided by your town has an immeasurable impact on the quality of life in our communities. This impact is seen in children who become more successful in school and better prepared for adulthood, in adults who resume functioning as employees and parents, and in elders who are able to stay independent and productive.

Support for our services is not only "the right thing to do"; it is an investment in the health and productivity of our community. Needs assessments in local towns consistently show that unmet mental health needs rank as one of the top three concerns of area residents. Our ability to help address this concern among uninsured or under-insured residents of the North Country is dependent upon your continued support.

Service Statistics:

During 2004, 317 residents of Littleton received 8858.75 hours of service. Our services include:

- 24 hour emergency service
- individual and family treatment, offered both in the office and in homes
- intensive, "wrap-around" services to children with serious emotional disturbance and their families
- in-home support and treatment of elders
- substance abuse counseling and substance abuse prevention services
- psychiatric consultation and medication evaluation
- a wide array of supports and services to allow persons with a developmental disability to live full lives and to provide respite and support to their families
-

Thank you for your continued appropriation to allow us to continue these services.

Respectfully submitted,

Jane C. MacKay LICSW

Executive Council

It is an honor to be starting my 27th and 28th year as one of your public servants here in District One.

The Executive Council is your effective point of contact at the top of your Executive Branch of state government. The Council acts much like a board of directors for the administration of public law and public budget as passed by the NH House and Senate. The Council also accepts grant money from federal programs for administration to community-based organizations.

As we look into the next two years, I urge citizens to become involved through their regional planning commissions in bringing forth concerns and ideas for transportation projects. It is my opinion that not many new projects will be done, due to lack of sufficient funds. We will be lucky to maintain what we have and build what is in the current ten-year transportation plan.

District Health Councils are in full gear whereby local health concerns can be articulated directly to the Commissioner of Health and Human Services. This is the largest agency in our state government.

With a new administration headed by Governor John Lynch there will be many board and commissions looking for volunteers. If you are interested in finding out what is available please visit the Secretary of State's website at www.sos.nh.gov/redbook/index or call my office.

My office is always available to assist in questions for relief, assistance and information. Also available and free is the NH Constitution, state map and brochure on the Executive Council. Please contact me anytime. It is a pleasure to serve you and your region.

Ray Burton
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Ray Burton
State House Rm 207
107 North Main St
Concord, NH 03301
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UNH Cooperative Extension-Grafton County

UNH Cooperative Extension provides New Hampshire citizens with research-based education and information, enhancing their ability to make informed decisions that strengthen youth, families and communities, sustain natural resources, and improve the economy.

Funded through the federal, state and county governments, and competitive grants, educational programs are designed to respond to the local needs of citizens through direction and support of an elected volunteer advisory council.

Education programs and assistance are objective, informal and practical in nature; most are at no direct cost for participants. Clients' needs are met through phone calls, letters and printed materials, hands-on workshops, on-site visits, seminars and conferences, and up-to-date web sites. Our staff is able to respond quickly with needed information via electronic mail, keeps up-to-date on the latest research and information, and works collaboratively with many agencies and organizations.

A professional staff of five educators and one specialist work out of the Extension Office located in the Grafton County Courthouse in North Haverhill. Two additional staff members work in Plymouth and Littleton to provide educational programs for limited-resource families. Additional support is provided through trained volunteers who assist with Extension programs and increase our outreach capabilities.

Educational Programs in Grafton County, FY04:

To Strengthen NH's Communities: Community Conservation Assistance Program; Preserving Rural Character through Agriculture: Urban and Community Forestry; Community Youth Development; Volunteer Training (Master Gardeners, Coverts Cooperators, Community Tree Stewards, 4-H Leaders); Land Use Planning; Finance & Tax Assistance.

To Strengthen NH's Family and Youth: After-School Programs; Family Resource Management; 4-H Youth Development: Family Lifeskills Program; Nutrition and Food Safety Education; Parenting Education; Cradle Crier/Toddler Tale Newsletters; and Volunteer Leader Training Programs.

To Sustain NH's Natural Resources: Dairy Management; Agroecology; Forest Resources Stewardship Program; Fruit Production and Management; GIS Training; Lakes Lay Monitoring Program; Integrated Pest Management; Ornamental Horticulture; Plant Health Diagnostic Laboratory; Vegetable Crop Production; Wildlife Habitat Program; Water Quality/Nutrient Management Programs, Agricultural Business Management; Estate Planning and Conservation Easement Education Programs.

To Improve the Economy: Small Business Assistance (Forest Industry, Logging, Contractors, Consulting Foresters, Farms, Nurseries); Farm and Forest Product Marketing; Agricultural Business Management; Family Financial Management; Employment Skills Training Program.

Extension Staff: Tom Buob, Agricultural Resources; Ginny DiFrancesco, Water Quality; Kathleen Jablonski, 4-H Youth Development; Michal Lunak, Dairy; Deborah Maes, Family & Consumer

UNH Cooperative Extension-Grafton County

Resources; Northam Parr, Forestry & Wildlife Resources; Robin Peter, Nutrition Connections; and Jacqueline Poulton, LEAP (Lifeskills for Employment, Achievement and Purpose). Educators are supported by Jerilynn Martino, Donna Mitton and Kristina Vaughan at the Extension Office.

Extension Advisory Council: Mike Dannehy, Woodsville; Sheila Fabrizio, North Haverhill; James Kinder, North Haverhill; David Keith, North Haverhill; Shaun Lagueux, Bristol; Jane O'Donnell, Littleton; Cindy Putnam, Piermont; Debby Robie, Bath; Carol Ronci, Franconia; Denis Ward (Chair), Monroe. Teen Members include: Molly Roy, Bath and Justine Morris, Haverhill.

Extension Office Hours are Monday through Friday from 8 AM to 4 PM.

Phone: 603-787-6944 **Fax:** 603-787-2009

Email: grafton@ceunh.unh.edu

Mailing Address: 3785 DCH, Box 8, North Haverhill, NH 03774-4936

Web Site: www.ceinfo.unh.edu

Extension programs and policies are nondiscriminatory with regard to age, color, handicap, national origin, race, religion, sex, sexual orientation and veterans' status.

Respectfully submitted,

Northam D. Parr

County Office Administrator



PLODZIK & SANDERSON
Professional Association/Accountants & Auditors

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

INDEPENDENT AUDITOR'S REPORT

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

We have audited the accompanying general purpose financial statements of the Town of Littleton, New Hampshire as of and for the year ended December 31, 2003 as listed in the table of contents. These general purpose financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

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

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

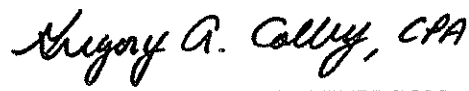
In our opinion, except for the effect on the financial statements of the omission described in the preceding paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Littleton as of December 31, 2003, and the results of its operations and the cash flows of its proprietary fund types and nonexpendable trust funds for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated April 27, 2004 on our consideration of the Town of Littleton's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

***Town of Littleton
Independent Auditor's Report***

Our audit was made for the purpose of forming an opinion on the general purpose financial statements of the Town of Littleton taken as a whole. The combining and individual fund financial statements listed as schedules in the table of contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Town of Littleton. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the general purpose financial statements. All such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

April 27, 2004


PLODZIK & SANDERSON
Professional Association

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4130 EXECUTIVE OFFICES				
2-110 PERMANENT SALARIES	80,742	100,659	90,905	10,164
1-150 REIMBURSEMENT OF WAGES & BENEFITS FROM GRANTS & REVENUE FUNDS	0	-14,752	0	0
1-120 TEMPORARY POSITIONS	20,000	36,758	21,500	1,500
1-130 SELECTMEN SALARY	6,400	6,400	6,400	0
1-190 SELECTMEN EXPENSE	1,200	1,200	1,200	0
2-190 TRAVEL & EXPENSE REIMBURSEMENT	950	417	600	-350
1-210 HEALTH INSURANCE	5,206	4,083	14,859	9,653
1-215 LIFE INSURANCE	252	317	279	27
1-219 DISABILITY INSURANCE	1,230	1,378	1,364	133
1-220 SOCIAL SECURITY	5,594	8,801	7,490	1,896
1-225 MEDICARE	1,308	2,059	1,752	443
1-230 RETIREMENT	4,839	5,939	5,777	938
1-240 TRAINING EXPENSE	1,825	445	680	-1,145
1-390 PROFESSIONAL SERVICES (ECON DEVELOPMENT)	41,200	46,444	20,000	-21,200
1-560 DUES	90	45	75	-15
1-625 POSTAGE	900	259	700	-200
1-670 BOOKS & PERIODICALS	450	361	375	-75
1-860 EMERGENCY MANAGEMENT	700	0	0	-700
1-840 EVENTS & ACTIVITIES	800	201	500	-300
1-841 POLICE CITIZEN'S ADVISORY COMMITTEE	750	0	500	-250
4-110 HEALTH OFFICER SALARY	1,800	1,800	2,000	200
3-130 MODERATOR SALARY	250	250	250	0
TOTAL EXECUTIVE OFFICES	176,486	203,065	177,206	719

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4140 ELECTION, REGISTRATION, VITALS				
1-130 TOWN CLERK SALARY	62,400	67,349	69,134	6,734
1-120 TEMPORARY POSITIONS	5,000	8,399	7,000	2,000
1-190 MILEAGE REIMBURSEMENT	250	428	250	0
1-210 HEALTH INSURANCE	12,309	10,809	15,480	3,171
1-215 LIFE INSURANCE	192	219	212	21
1-219 DISABILITY INSURANCE	936	949	1,037	101
1-220 SOCIAL SECURITY	4,179	4,752	4,720	542
1-225 MEDICARE	977	1,122	1,104	127
1-230 RETIREMENT	3,682	3,974	4,393	712
1-240 TRAINING EXPENSE	460	463	660	200
1-341 TELEPHONE	420	403	420	0
1-342 DATA PROCESSING	1,872	1,672	2,139	267
1-390 PROFESSIONAL SERVICES (ELECTION)	3,350	3,028	975	-2,375
1-550 NOTICES & PUBLICATIONS	850	743	450	-400
1-551 PRINTING	1,500	1,441	1,500	0
1-560 DUES	20	20	20	0
1-625 POSTAGE	750	2,328	1,340	590
1-670 BOOKS & PERIODICALS	179	171	179	0
1-680 RENTALS & LEASES (DEPARTMENTAL)	1,596	1,661	1,631	35
1-740 EQUIPMENT PURCHASE	200	193	350	150
3-120 POLL WATCHERS	1,500	1,550	600	-900
2-130 SUPERV. OF THE CHECKLIST	900	900	900	0
TOTAL ELECTION, REGISTRATION, VITALS	103,522	112,575	114,496	10,974

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4145 TAX COLLECTING				
1-110 PERMANENT SALARIES	37,439	41,414	42,639	5,200
1-150 REIMBURSEMENT OF WAGES & BENEFITS FROM GRANTS & REVENUE FUNDS	0	-2,898	0	0
1-190 MILEAGE REIMBURSEMENT	300	203	300	0
1-210 HEALTH INSURANCE	11,031	11,031	18,320	7,289
1-215 LIFE INSURANCE	115	138	131	16
1-219 DISABILITY INSURANCE	562	595	640	78
1-220 SOCIAL SECURITY	2,321	2,568	2,644	322
1-225 MEDICARE	543	590	618	75
1-230 RETIREMENT	2,209	2,408	2,710	501
1-240 TRAINING EXPENSE	1,450	843	1,100	-350
1-342 DATA PROCESSING	833	833	2,324	1,491
1-390 PROFESSIONAL SERVICES (FINANCE)	670	220	500	-170
1-391 GRAFTON COUNTY RECORDING	1,200	1,541	1,600	400
1-393 TAX LIEN RESEARCH	150	2,349	2,000	1,850
1-550 NOTICES & PUBLICATIONS	100	47	100	0
1-551 PRINTING	1,800	1,157	1,400	-400
1-560 DUES	20	20	20	0
1-625 POSTAGE	5,000	3,759	6,000	1,000
TOTAL TAX COLLECTING	65,742	66,816	83,045	17,303

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4150 FINANCIAL ADMINISTRATION				
1-110 PERMANENT SALARIES	39,878	45,546	43,673	3,795
1-120 TEMPORARY POSITION	6,282	6,629	6,890	608
5-130 TREASURER/TRUST FUND SALARY	2,500	2,500	2,500	0
1-150 REIMBURSEMENT OF WAGES & BENEFITS FROM GRANTS & REVENUE FUNDS	0	-2,339	0	0
1-190 MILEAGE AND TRAVEL EXPENSE REIMBURSEMENT	400	436	400	0
1-210 HEALTH INSURANCE	1,225	0	7,200	5,975
1-215 LIFE INSURANCE	122	142	134	12
1-219 DISABILITY INSURANCE	598	615	655	57
1-220 SOCIAL SECURITY	2,862	3,216	3,135	273
1-225 MEDICARE	669	752	733	64
1-230 RETIREMENT	2,353	2,687	2,775	423
1-240 TRAINING EXPENSE	800	1,111	800	0
2-301 AUDIT	13,350	12,850	13,350	0
1-342 DATA PROCESSING	926	926	2,779	1,854
1-390 PROFESSIONAL SERVICES	17,450	12,183	13,970	-3,480
1-560 DUES	190	35	190	0
1-625 POSTAGE	1,075	1,263	1,150	75
1-670 BOOKS AND PERIODICALS	200	12	200	0
TOTAL FINANCIAL ADMINISTRATION	90,880	88,565	100,535	9,655

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4152 REAL PROPERTY APPRAISAL				
2-110 PERMANENT POSITIONS	37,000	42,849	40,000	3,000
1-150 REIMBURSEMENT OF WAGES & BENEFITS FROM GRANTS & REVENUE FUNDS	0	-518	0	0
2-210 HEALTH INSURANCE	4,083	5,223	13,360	9,276
2-215 LIFE INSURANCE	101	129	131	30
2-219 DISABILITY INSURANCE	495	561	640	145
2-220 SOCIAL SECURITY	2,294	2,608	2,480	186
2-225 MEDICARE	537	610	580	44
2-230 RETIREMENT	1,945	2,528	2,710	765
2-240 TRAINING EXPENSE	2,500	0	1,000	-1,500
1-312 PROFESSIONAL SERVICES (ASSESSING)	81,500	51,058	85,520	4,020
1-315 PROFESSIONAL SERVICES (MAPPING)	3,500	3,500	3,000	-500
2-342 DATA PROCESSING	4,671	4,683	4,793	122
1-390 PROFESSIONAL SERVICES (FORESTRY)	750	0	500	-250
2-392 GRAFTON COUNTY COPIES	500	508	500	0
1-560 DUES	370	20	20	-350
2-625 POSTAGE	400	114	600	200
TOTAL REAL PROPERTY APPRAISAL	140,646	113,874	155,833	15,187

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4153 LEGAL				
1-320 LEGAL EXPENSES	22,000	10,569	18,500	-3,500
1-321 LEGAL EXPENSES -- AUDIT LETTERS	300	140	200	-100
4-330 COLLECTIVE BARGAINING	1,000	0	0	-1,000
TOTAL LEGAL	23,300	10,709	18,700	-4,600

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4155 PERSONNEL ADMINISTRATION				
1-190 MERIT AND PERFORMANCE COMPENSATION	11,885	0	9,345	-2,540
1-195 COLA COMPENSATION ADJUSTMENTS -- NON-UNION	21,798	0	22,944	1,146
1-241 PHYSICAL TRAINING	1,200	205	600	-600
1-250 UNEMPLOYMENT	2,219	1,677	1,700	-519
1-260 WORKERS COMPENSATION	33,306	37,556	41,650	8,344
1-350 MEDICAL SERVICES	1,700	1,320	1,700	0
1-352 BENEFIT ADMINISTRATION	1,260	1,200	1,656	396
1-390 PRE-EMPLOYMENT SCREENING	3,235	908	3,000	-235
1-550 NOTICES & PUBLICATIONS	750	651	600	-150
1-625 POSTAGE	0	0	200	200
1-695 EMPLOYEE RELATIONS	1,000	56	500	-500
1-840 EVENTS & ACTIVITIES	1,750	1,216	750	-1,000
TOTAL PERSONNEL ADMINISTRATION	80,102	44,788	84,645	4,542

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4191 PLANNING AND ZONING				
1-120 TEMPORARY POSITIONS	2,000	5,337	3,500	1,500
1-150 REIMBURSEMENT OF WAGES & BENEFITS FROM GRANTS & REVENUE FUNDS	0	-3,587	0	0
1-190 TRAVEL & EXPENSE REIMBURSEMENT	350	66	200	-150
1-220 SOCIAL SECURITY	124	331	217	93
1-225 MEDICARE	29	77	51	22
1-240 TRAINING EXPENSE	600	420	350	-250
1-315 PROFESSIONAL SERVICES (MAPPING SERVICES)	7,000	6,974	4,500	-2,500
1-391 GRAFTON COUNTY RECORDING	750	685	750	0
1-550 NOTICES/PUBLICATIONS	1,950	0	1,950	0
1-560 DUES	50	90	100	50
1-625 POSTAGE	2,500	3,277	3,100	600
1-670 BOOKS AND PERIODICALS	400	305	340	-60
TOTAL PLANNING AND ZONING	15,753	13,975	15,058	-695

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4194 GENERAL GOVERNMENT BUILDINGS				
1-110 PERMANENT POSITIONS	11,400	8,325	7,200	-4,200
1-190 MILEAGE REIMBURSEMENT	200	291	250	50
1-220 SOCIAL SECURITY	707	516	446	-260
1-225 MEDICARE	165	121	104	-61
1-230 RETIREMENT	0	212	458	458
1-330 PROFESSIONAL SERVICES (ARCHITECTURAL)	0	0	8,500	8,500
1-341 TELEPHONE & COMMUNICATION	5,460	5,069	5,040	-420
1-342 DATA PROCESSING	7,701	6,425	8,721	1,020
1-360 CUSTODIAL SERVICES	0	3,662	4,608	4,608
1-410 ELECTRICITY	6,500	6,084	6,500	0
1-411 HEATING FUEL	6,500	8,505	7,500	1,000
1-412 WATER	700	781	600	-100
1-413 SEWER	1,000	1,038	1,000	0
1-430 BUILDING MAINTENANCE	1,555	2,672	1,555	0
1-431 BUILDING REPAIR	4,000	4,860	4,000	0
2-440 RENTALS & LEASES	25,245	23,739	23,968	-1,277
1-610 GENERAL SUPPLIES	2,000	2,522	2,000	0
1-620 OFFICE SUPPLIES	5,000	5,888	5,000	0
1-630 EQUIPMENT MAINTENANCE	350	1,004	350	0
1-631 EQUIPMENT REPAIR	300	142	300	0
1-740 MACHINERY AND EQUIPMENT	950	418	1,200	250
TOTAL GENERAL GOVERNMENT BUILDINGS	79,733	82,274	89,300	9,567

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4195 CEMETERIES				
1-650 GROUNDSKEEPING	55,000	55,000	57,500	2,500
TOTAL CEMETERIES	55,000	55,000	57,500	2,500

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4196 TOWN INSURANCE				
1-480 PROPERTY-LIABILITY	46,466	46,745	48,646	2,181
1-490 DEDUCTIBLE PROP-LIABILITY	3,000	0	3,000	0
TOTAL TOWN INSURANCE	49,466	46,745	51,646	2,181

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4197 ADVERTISING/REG ASSOCIATION				
1-550 NOTICES/PUBLICATIONS	3,000	1,391	2,200	-800
1-552 TOWN REPORT PUBLICATION	600	503	600	0
1-555 MEDIA SERVICES	9,600	11,230	13,200	3,600
1-560 DUES	8,104	8,030	8,300	196
TOTAL ADVERTISING/REG ASSOCIATION	21,304	21,155	24,300	2,996

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4199 OTHER GENERAL GOVERNMENT				
1-820 ECONOMIC DEVELOPMENT	16,000	16,000	16,000	0
1-823 CHAMBER OF COMMERCE	15,000	15,000	15,000	0
1-824 COMMUNITY CENTER OPERATING SUBSIDY	33,500	33,500	33,500	0
1-825 MT WASHINGTON REGIONAL AIRPORT	4,388	4,388	4,388	0
TOTAL OTHER GENERAL GOVERNMENT	68,888	68,888	68,888	0

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4210 POLICE DEPARTMENT				
1-110 PERMANENT POSITIONS	585,828	595,684	641,969	56,141
1-120 TEMPORARY POSITIONS	32,315	17,832	39,479	7,164
1-140 OVERTIME	42,639	64,818	41,752	-887
1-190 TRAVEL REIMBURSEMENT	3,780	3,653	3,770	-10
1-210 HEALTH INSURANCE	121,316	97,889	152,443	31,127
1-215 LIFE INSURANCE	1,798	2,002	1,966	168
1-219 DISABILITY INSURANCE	8,787	8,640	9,460	673
1-220 SOCIAL SECURITY	8,147	8,933	9,366	1,218
1-225 MEDICARE	9,581	10,015	10,486	905
1-230 RETIREMENT	46,129	50,908	56,346	10,217
4-240 TRAINING	10,375	8,464	11,536	1,161
1-241 PHYSICAL TRAINING	3,750	1,100	3,000	-750
1-291 UNIFORMS	19,645	19,419	20,500	855
1-315 PROFESSIONAL SERVICES (MAPPING)	5,000	4,946	3,500	-1,500
1-341 TELEPHONE & COMMUNICATIONS	10,740	14,585	10,740	0
1-342 DATA PROCESSING	8,943	7,111	9,878	935
1-350 MEDICAL SERVICES	600	62	600	0
1-355 PROFESSIONAL SERVICES (PHOTOGRAPHIC)	1,750	1,578	1,750	0
1-390 PROFESSIONAL SERVICES (TECHNICAL)	750	100	600	-150
1-395 TOWING VEHICLES	300	222	300	0
1-399 CANINE UNIT	1,020	1,006	880	-140
1-551 PRINTING	1,750	1,711	1,250	-500
1-560 DUES	3,405	3,305	3,695	290
1-610 GENERAL SUPPLIES	2,640	2,807	2,970	330
2-610 GENERAL SUPPLIES -- TRAINING	5,250	4,693	5,250	0
1-620 OFFICE SUPPLIES	4,000	4,327	4,000	0
1-625 POSTAGE	1,000	982	1,000	0
1-630 EQUIPMENT MAINTENANCE	2,467	2,143	1,200	-1,267
1-631 EQUIPMENT REPAIR	1,350	1,417	1,350	0
1-635 GASOLINE	7,750	11,845	10,000	2,250
1-660 VEHICLE MAINTENANCE	5,105	4,206	4,750	-355
1-661 VEHICLE REPAIR	2,000	4,285	4,500	2,500

1-670 BOOKS AND PERIODICALS	2,132	2,065	2,295	163
1-680 RENTALS AND LEASES (DEPARTMENTAL)	19,549	20,490	18,345	-1,204
1-740 EQUIPMENT PURCHASE - VEHICLE	29,290	34,568	27,650	-1,640
2-740 EQUIPMENT PURCHASE - STATION	150	220	0	-150
3-740 EQUIPMENT PURCHASE - FIELD	506	500	380	-126
1-810 SPECIAL INVESTIGATIONS	250	3,945	250	0
1-812 BIKE PATROL	250	45	250	0
1-840 EVENTS & ACTIVITIES	3,100	3,051	3,075	-25
1-880 SPECIAL DETAIL	12,000	21,111	13,500	1,500
Subtotal POLICE DEPARTMENT	1,027,138	1,046,684	1,136,031	108,893
2004 Warrant Article #7	19,912	---	---	---
2005 Deliberative Session Increase	---	---	28,250	---
TOTAL POLICE DEPARTMENT	1,047,050	1,046,684	1,164,281	117,231

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4211 DISPATCH				
1-330 GRAFTON COUNTY	89,671	89,671	88,870	-801
2-330 TWIN STATE MUTUAL AID/NORTHERN NH MUTUAL FIRE AID	3,446	1,565	3,796	350
1-341 TELEPHONE	1,460	3,685	1,200	-260
TOTAL DISPATCH	94,577	94,921	93,266	-1,311

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4215 AMBULANCE				
1-350 MEDICAL SERVICES	40,599	40,099	42,302	1,203
TOTAL AMBULANCE	40,599	40,099	42,302	1,703

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4220 FIRE DEPARTMENT				
1-110 PERMANENT POSITIONS	197,042	208,275	236,749	39,707
1-120 TEMPORARY POSITIONS - CALL CO.	37,856	35,152	42,856	5,000
1-140 OVERTIME	39,270	53,970	39,270	0
1-190 MILEAGE REIMBURSEMENT	4,500	4,356	4,600	100
1-210 HEALTH INSURANCE	52,665	51,300	87,034	34,369
1-215 LIFE INSURANCE	579	690	694	115
1-219 DISABILITY INSURANCE	2,827	3,000	3,390	562
1-220 SOCIAL SECURITY	2,347	2,179	2,657	310
1-225 MEDICARE	3,975	4,274	4,624	648
1-230 RETIREMENT	30,612	36,221	36,869	6,257
4-240 TRAINING EXPENSE	9,430	8,645	8,930	-500
1-241 PHYSICAL TRAINING	1,200	0	1,000	-200
1-291 UNIFORMS	3,650	3,323	3,650	0
1-315 PROFESSIONAL SERVICES (MAPPING)	5,000	5,000	3,750	-1,250
1-341 TELEPHONE & COMMUNICATIONS	2,718	2,507	2,920	202
1-342 DATA PROCESSING	2,250	1,859	2,350	100
1-410 ELECTRICITY	4,725	4,079	4,200	-525
1-411 HEATING FUEL	3,800	3,160	3,800	0
1-412 WATER	275	241	275	0
1-413 SEWER	300	177	250	-50
1-430 BUILDING MAINTENANCE	2,835	3,504	2,835	0
1-431 BUILDING REPAIR	0	2,364	750	750
1-560 DUES	520	390	440	-80
2-440 RENTALS & LEASES	1,231	1,023	1,023	-209
1-610 GENERAL SUPPLIES - JANITORIAL	1,432	1,670	1,870	438

2-610	GENERAL SUPPLIES - FIREFIGHTING	1,965	2,033	2,165	200
3-610	GENERAL SUPPLIES - MECHANICAL	640	552	640	0
1-620	OFFICE SUPPLIES	905	711	705	-200
1-625	POSTAGE	250	137	200	-50
1-630	EQUIPMENT MAINTENANCE	4,282	7,112	4,282	0
1-631	EQUIPMENT REPAIR	1,400	1,221	1,400	0
1-635	GAS AND OIL	2,000	2,472	1,950	-50
1-660	VEHICLE MAINTENANCE	2,445	1,488	2,005	-440
1-661	VEHICLE REPAIRS	5,025	13,909	7,725	2,700
1-670	BOOKS AND PERIODICALS	770	600	770	0
1-740	EQUIPMENT PURCHASE	23,474	22,173	18,590	-4,884
2-760	RENTALS & LEASES (CAPITAL EQUIPMENT)	24,880	24,880	24,880	0
1-840	EVENTS & ACTIVITIES	1,900	1,327	1,600	-300
1-880	UNANTICIPATED REIMBURSED EXPENSES	3,000	0	2,000	-1,000
Subtotal	FIRE DEPARTMENT	483,975	515,971	565,696	81,721
	2004 Warrant Article #8	15,125	---	---	---
	2005 Deliberative Session Increase	---	---	28,250	---
TOTAL	FIRE DEPARTMENT	499,100	515,971	593,946	94,846

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4311 PUBLIC WORKS ADMINISTRATION				
1-110 PERMANENT SALARIES	40,274	50,689	44,351	4,078
1-150 REIMBURSEMENT OF WAGES & BENEFITS FROM GRANTS & REVENUE FUNDS	0	-2,665	0	0
1-190 MILEAGE AND EXPENSE REIMBURSEMENT	250	86	200	-50
1-210 HEALTH INSURANCE	7,568	8,226	12,208	4,640
1-215 LIFE INSURANCE	124	161	136	13
1-219 DISABILITY INSURANCE	604	692	665	61
1-220 SOCIAL SECURITY	2,497	3,100	2,750	253
1-225 MEDICARE	584	725	643	59
1-230 RETIREMENT	2,376	3,006	2,819	442
1-240 TRAINING	200	25	150	-50
1-310 PROFESSIONAL SERVICES (ENGINEERING)	1,750	1,664	1,750	0
1-315 PROFESSIONAL SERVICES (MAPPING)	5,000	4,999	3,750	-1,250
1-341 TELEPHONE	750	558	870	120
1-390 PROFESSIONAL SERVICES (MANAGEMENT)	41,160	41,332	20,000	-21,160
1-560 DUES	20	20	20	0
1-625 POSTAGE	150	117	150	0
1-670 BOOKS AND PERIODICALS	100	0	100	0
TOTAL PUBLIC WORKS ADMINISTRATION	103,407	112,735	90,562	-12,845

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4312 HIGHWAY DEPARTMENT				
1-110 PERMANENT POSITIONS	246,095	233,114	248,099	2,004
1-120 TEMPORARY POSITIONS	0	14,093	0	0
1-140 OVERTIME	34,668	27,273	40,446	5,778
1-210 HEALTH INSURANCE	76,561	71,128	114,317	37,755
1-215 LIFE INSURANCE	723	816	763	40
1-219 DISABILITY INSURANCE	3,547	3,481	3,727	180
1-220 SOCIAL SECURITY	17,257	16,901	17,640	383
1-225 MEDICARE	3,707	3,953	4,153	446
1-230 RETIREMENT	13,858	16,174	18,317	4,458

1-240 TRAINING EXPENSE	700	248	600	-100
1-291 UNIFORMS	7,700	10,334	8,620	920
1-341 TELEPHONE & COMMUNICATION	1,290	2,252	2,070	780
1-342 DATA PROCESSING	1,138	802	850	-288
1-390 PROFESSIONAL SERVICES	16,500	10,788	17,000	500
1-410 ELECTRICITY	4,000	4,534	4,095	95
1-411 HEATING FUEL	5,000	6,787	5,100	100
1-412 WATER	1,000	810	900	-100
1-413 SEWER	1,250	600	250	-1,000
1-430 BUILDING MAINTENANCE (PROPERTY)	550	100	550	0
1-431 BUILDING REPAIR	4,750	682	2,000	-2,750
1-610 GENERAL SUPPLIES - SHOP/GARAGE	9,315	11,434	10,315	1,000
2-610 GENERAL SUPPLIES - CONSTRUCTION	2,000	6,574	2,000	0
3-610 GENERAL SUPPLIES - DRAINAGE	11,390	3,655	11,540	150
4-610 GENERAL SUPPLIES - TRAFFIC CONTROL	5,130	6,104	7,110	1,980
1-620 OFFICE SUPPLIES	1,200	955	1,200	0
1-635 GAS AND OIL	24,500	32,938	28,067	3,567
1-660 VEHICLE MAINTENANCE	19,394	14,250	12,396	-6,998
1-661 VEHICLE REPAIRS	33,600	55,111	48,000	14,400
1-655 SALT	70,200	64,703	78,465	8,265
1-656 SAND AND GRAVEL	39,400	27,532	38,725	-675
1-657 PAVEMENT MAINTENANCE (ROADS)	31,000	53,136	30,840	-160
1-658 SIGNS AND POSTS	4,000	1,337	3,500	-500
1-680 RENTALS & LEASES (DEPARTMENTAL)	55,970	56,146	56,370	400
1-740 MACHINERY & EQUIPMENT	4,150	63	750	-3,400
Subtotal HIGHWAY DEPARTMENT	751,293	758,806	818,899	67,606
2004 Warrant Article #8	15,125	---	---	---
TOTAL FIRE DEPARTMENT	766,418	758,806	818,899	52,482

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4316 STREET LIGHTING				
3-410 ELECTRICITY	31,000	29,203	31,560	560
3-730 SYSTEM IMPROVEMENTS	2,500	0	2,000	-500
TOTAL STREET LIGHTING	33,500	29,203	33,560	60

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	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4324 LANDFILL				
1-390 PROFESSIONAL SERVICES	350	0	350	0
TOTAL LANDFILL	350	0	350	0

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4414 ANIMAL CONTROL				
1-330 PROFESSIONAL SERVICES (ANIMAL CONTROL)	18,358	18,082	19,276	918
1-396 BOARDING	750	730	1,000	250
1-550 NOTICES & PUBLICATIONS	75	35	55	-20
1-551 PRINTING	100	0	100	0
1-620 OFFICE SUPPLIES	155	30	140	-15
1-625 POSTAGE	100	100	950	850
TOTAL ANIMAL CONTROL	19,538	18,976	21,521	1,983

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4441 WELFARE				
1-110 PERMANENT POSITIONS	32,760	35,426	35,547	2,787
1-190 TRAVEL & EXPENSE REIMBURSEMENT	365	347	365	0
1-210 HEALTH INSURANCE	8,226	8,226	13,360	5,133
1-215 LIFE INSURANCE	101	118	109	9
1-219 DISABILITY INSURANCE	491	505	533	42
1-220 SOCIAL SECURITY	2,031	2,196	2,204	173
1-225 MEDICARE	475	514	515	40
1-230 RETIREMENT	1,933	2,090	2,259	326
1-240 TRAINING EXPENSE	125	0	125	0
1-560 DUES	60	45	60	0
1-625 POSTAGE	40	22	40	0
1-670 BOOKS & PERIODICALS	50	0	50	0
4442-1-850 MEDICAL ASSISTANCE	1,200	113	1,200	0
4442-1-851 ELECTRICITY - ASSISTANCE	2,000	648	2,000	0
4442-1-852 HEATING FUEL ASSISTANCE	1,250	379	1,250	0
4442-1-853 RENT ASSISTANCE	21,500	33,378	36,000	14,500
4442-1-854 MISCELLANEOUS ASSISTANCE	500	296	500	0
4442-1-855 FOOD ASSISTANCE	2,500	942	2,500	0
4442-1-856 FUNERAL ASSISTANCE	750	0	750	0
TOTAL WELFARE	76,357	85,245	99,368	23,010

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4583 PATRIOTIC PURPOSES				
1-840 SPECIAL EVENTS	1,300	1,235	1,300	0
TOTAL PATRIOTIC PURPOSES	1,300	1,235	1,300	0

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4611 CONSERVATION COMMISSION				
1-240 TRAINING	100	104	200	100
1-330 PROFESSIONAL SERVICES	0	0	500	500
1-430 MAINTENANCE & UPKEEP	500	94	500	0
1-551 PRINTING	1,400	1,000	0	-1,400
1-560 DUES	525	550	550	25
1-610 GENERAL SUPPLIES	50	56	50	0
1-625 POSTAGE	74	74	74	0
1-730 OTHER IMPROVEMENTS	500	47	500	0
1-740 EQUIPMENT PURCHASE	300	33	300	0
1-840 SUMMER CAMP	500	550	550	50
TRANSFER TO TRUST FUND	0	1,441	0	0
TOTAL CONSERVATION COMMISSION	3,949	3,949	3,224	-725

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
08-3502 SIDEWALKS/HYDRANTS PRECINCT				
00-001 INTEREST INCOME	0	2,179	275	275
TOTAL PROJECTED INCOME	0	2,179	275	275
SUBTOTAL OF EXPENDITURES	70,941	63,362	84,273	13,332
TOTAL APPROPRIATION ON PRECINCT TAX RATE	70,941	72,887	83,998	13,057

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
08-4317 SIDEWALKS/HYDRANTS PRECINCT				
1-110 PERMANENT POSITIONS	10,585	4,630	10,352	-233
1-140 OVERTIME	2,250	718	2,625	375
1-210 HEALTH INSURANCE	0	0	4,970	4,970
1-220 SOCIAL SECURITY	742	326	767	25
1-225 MEDICARE	159	76	166	6
1-260 WORKERS COMPENSATION	1,650	1,523	1,650	0
1-440 RENTALS AND LEASES (HYDRANTS)	11,400	11,528	17,088	5,688
1-630 EQUIPMENT MAINTENANCE	455	1,053	455	0
1-631 EQUIPMENT REPAIR	3,000	4,047	5,500	2,500
1-635 FUEL	700	562	700	0
1-655 SALT	5,000	5,000	5,000	0
1-657 SIDEWALK REPAIR	35,000	33,899	35,000	0
08-4317 SIDEWALKS/HYDRANTS PRECINCT	70,941	63,362	84,273	13,332

	2004 APPROVED BUDGET	2004 REVENUES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
11-3404 TRANSFER/RECYCLING FUND				
RECYCLING CHARGES				
1-001 BOTTLE RECYCLING	1,000	2,688	2,000	1,000
1-002 PAPER FIBER RECYCLING	56,500	74,368	66,500	10,000
1-003 ALUMINUM CAN RECYCLING	3,600	4,889	4,000	400
1-004 TIRE DISPOSAL FEES	4,500	5,241	4,500	0
1-005 APPLIANCE DISPOSAL FEES	1,800	3,893	2,000	200
1-006 ALL OTHER CHARGES	4,000	7,015	3,500	-500
1-007 PLASTICS	6,250	10,743	8,000	1,750
1-008 DEMOLITION DEBRIS	22,500	37,034	30,000	7,500
1-009 PAY PER BAG	72,500	82,591	76,000	3,500
1-010 SCRAP METAL RECYCLING	1,500	3,873	2,500	1,000
1-011 CASELLA WASTE MANAGEMENT DUMPING RIGHTS	15,000	15,000	15,000	0
1-012 RECYCLING ELECTRONICS	0	1,301	2,945	0
1-015 INTEREST INCOME	600	695	600	0
TOTAL RECYCLING CHARGES (REVENUES)	189,750	249,331	217,545	27,795
SUBTOTAL OF EXPENDITURES	281,730	302,608	352,335	70,605
TOTAL APPROPRIATION ON TAX RATE	91,980	91,980	134,790	42,810

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
11-4324 TRANSFER/RECYCLING CENTER				
1-110 PERMANENT POSITIONS	125,938	133,437	148,861	22,923
1-120 TEMPORARY POSITIONS	5,928	3,791	0	-5,928
1-140 OVERTIME	260	3,831	260	0
1-190 MILEAGE REIMBURSEMENT	500	471	600	100
1-210 HEALTH INSURANCE	31,213	28,575	59,378	28,165
1-215 LIFE INSURANCE	1,889	449	457	-1,432
1-219 DISABILITY	1,860	1,914	2,233	373
1-220 SOCIAL SECURITY	8,176	8,783	9,229	1,054
1-225 MEDICARE	1,912	2,054	2,158	246
1-230 RETIREMENT	7,314	8,150	9,460	2,146

1-240 TRAINING EXPENSE	650	527	650	0
1-260 WORKERS COMPENSATION	5,027	5,415	6,328	1,300
1-291 UNIFORMS	2,300	2,009	2,900	600
1-342 DATA PROCESSING	575	585	575	0
1-341 TELEPHONE	500	549	500	0
1-390 PROFESSIONAL SERVICES	940	4,367	1,290	350
1-410 ELECTRICITY	2,450	2,971	2,550	100
1-411 HEATING FUEL	50	0	50	0
1-412 WATER	150	154	150	0
1-413 SEWER	100	79	100	0
1-430 BUILDING MAINTENANCE	1,000	82	1,200	200
1-480 PROPERTY LIABILITY INSURANCE	2,229	2,198	2,304	75
1-550 NOTICES & PUBLICATIONS	170	137	170	0
1-560 DUES	3,679	3,678	3,681	2
1-610 GENERAL SUPPLIES	600	600	600	0
1-620 OFFICE SUPPLIES	300	414	300	0
1-625 POSTAGE	40	30	30	-10
1-630 EQUIPMENT MAINTENANCE	750	571	750	0
1-635 FUEL	950	1,364	1,200	250
1-660 VEHICLE MAINTENANCE	1,600	1,084	1,600	0
4-813 RECYCLING DIRECT DISPOSAL	2,900	6,282	4,290	1,390
5-813 RECYCLING TIRE DISPOSAL	4,000	2,965	4,000	
6-813 RECYCLING ELECTRONIC DISPOSAL	0	1,906	2,650	
1-813 TIPPING FEES	58,416	64,821	73,005	14,589
2-813 TRANSPORTATION	7,064	8,365	8,526	1,462
1-840 EVENTS & ACTIVITIES	300	0	300	0
TOTAL TRANSFER/RECYCLING CENTER	281,730	302,608	352,335	70,605

	2004 APPROVED BUDGET	2004 REVENUES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
05-3401 LIBRARY				
LIBRARY REVENUES				
MEMORIAL FUNDS	53,000	49,424	12,000	-41,000
DUE FROM TRUST FUNDS	12,000	11,798	11,700	-300
GRANTS	1,500	500	0	-1,500
LIBRARY INCOME	10,000	9,867	10,000	0
SPECIAL EVENTS	8,000	9,579	8,000	0
TOTAL INCOME	84,500	81,168	41,700	-42,800
SUBTOTAL OF EXPENDITURES	315,741	303,294	298,764	-16,977
TOTAL APPROPRIATION ON TAX RATE	231,268	231,268	257,064	25,796

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
05-4550 LIBRARY				
PERMANENT POSITIONS	145,542	147,752	154,027	8,485
HEALTH INSURANCE	20,536	20,536	36,000	15,464
LIFE INSURANCE	270	316	328	58
DISABILITY INSURANCE	1,446	1,393	1,451	5
SOCIAL SECURITY	9,024	9,160	9,555	531
MEDICARE	2,110	2,143	2,235	125
RETIREMENT	5,689	5,828	5,945	256
TRAINING	1,320	231	1,320	0
UNEMPLOYMENT INSURANCE	325	93	325	0
WORKERS COMPENSATION	241	299	241	0
VAC/SICK ACCRUAL	1,000	1,000	1,000	0
TELEPHONE	2,625	2,545	2,625	0
PROFESSIONAL SERVICES	850	520	930	80
PROPERTY LIABILITY INSURANCE	3,456	3,600	3,600	144
EQUIPMENT MAINTENANCE	2,286	2,822	2,286	0
RENTALS AND LEASES	708	708	708	0
DUES	350	280	350	0
GENERAL SUPPLIES	800	1,530	1,500	700

OFFICE SUPPLIES	3,500	2,930	2,800	-700
POSTAGE	2,000	1,726	2,000	0
BUILDING MAINTENANCE	66,500	61,080	23,500	-43,000
BOOKS	22,004	20,001	22,004	0
SUBSCRIPTIONS	4,284	4,220	4,284	0
BOOKS ON TAPE	2,000	1,905	2,000	0
VIDEO CASSETTES	800	540	800	0
PROGRAMS	3,000	2,480	3,000	0
BINDING	300	0	300	0
MISCELLANEOUS	100	0	100	0
EQUIPMENT PURCHASE	4,000	0	4,000	0
ELECTRICITY & WATER	4,200	4,082	4,200	0
HEATING FUEL	4,375	3,479	5,250	875
SEWER	100	95	100	0
TOTAL LIBRARY	315,741	303,294	298,764	-16,977

	2004 APPROVED BUDGET	2004 REVENUES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
10-3409 PARKS & RECREATION				
PARKS REVENUES				
5-001 DAY CAMP	25,000	40,653	30,000	5,000
5-002 POOL SWIMMING LESSONS	2,500	1,336	2,500	0
5-003 POOL SEASON PASSES	1,500	830	1,500	0
5-004 POOL DAILY ADMISSIONS	2,500	1,189	2,500	0
5-005 CONCESSIONS	2,500	3,635	2,500	0
5-005 POOL - OTHER CHARGES	0	502	0	0
5-007 SCHOOL DONATIONS	2,000	1,000	2,000	0
5-008 BIDDY BASKETBALL	0	1,425	0	0
5-012 AMMONOOSUC VALLEY BABE RUTH	0	5,874	0	0
5-015 INTEREST INCOME	1,750	360	1,750	0
09-001 MISCELLANEOUS INCOME -- FUND BALANCE USE	16,000	0	15,000	-1,000
TOTAL INCOME (REVENUES)	53,750	56,804	57,750	4,000
SUBTOTAL OF EXPENDITURES	204,407		226,731	22,324
TOTAL APPROPRIATION ON TAX RATE	150,657	150,657	168,981	18,324

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
10-4520 PARKS & RECREATION				
1-110 PERMANENT POSITIONS	39,033	32,872	51,475	12,442
1-120 TEMPORARY POSITIONS	57,000	58,827	57,000	0
1-130 COMMISSIONERS SALARIES	1,800	1,800	1,800	0
1-140 OVERTIME	1,800	1,255	1,800	0
1-210 HEALTH INSURANCE	11,031	11,031	18,320	7,289
1-215 LIFE INSURANCE	97	112	135	38
1-219 DISABILITY INSURANCE	473	487	660	187
1-220 SOCIAL SECURITY	5,954	5,855	6,725	771
1-225 MEDICARE	1,465	1,369	1,806	341
1-230 RETIREMENT	1,860	2,061	2,795	934
1-240 TRAINING (RED CROSS)	600	1,023	600	0
1-260 WORKERS COMPENSATION	2,931	3,130	3,064	133

1-291 UNIFORMS	1,100	1,018	1,100	0
1-341 TELEPHONE	840	788	840	0
1-410 ELECTRICITY	7,000	5,272	7,000	0
1-411 HEATING FUEL	1,800	2,670	1,800	0
1-412 WATER	3,000	3,312	3,000	0
1-413 SEWER	2,500	668	2,500	0
1-430 BUILDING MAINTENANCE	2,000	2,387	2,000	0
1-431 POOL EQUIP. MAINTENANCE	2,000	741	2,000	0
1-440 RENTALS AND LEASES	0	100	0	0
1-480 PROPERTY-LIABILITY INSURANCE	3,034	3,106	3,222	189
1-550 NOTICES & PUBLICATIONS	0	594	0	0
1-610 PARKS OPERATING SUPPLIES	1,000	1,627	1,000	0
1-611 POOL OPERATING SUPPLIES	3,000	2,787	3,000	0
1-630 EQUIPMENT MAINTENANCE	1,000	2,192	1,000	0
1-635 GAS AND OIL	1,400	2,123	1,400	0
1-650 GROUNDSKEEPING	7,500	4,931	7,500	0
1-660 VEHICLE MAINTENANCE	500	717	500	0
1-693 CONCESSIONS	2,500	2,121	2,500	0
1-740 PARKS EQUIPMENT PURCHASE	6,789	4,425	6,789	0
1-742 POOL EQUIPMENT PURCHASE	400	0	400	0
02-740 USE OF FUND BALANCE	16,000	9,426	16,000	0
1-840 SUMMER PROGRAM	17,000	22,455	17,000	0
1-845 AMMONOOSUC VALLEY BABE RUTH	0	5,874	0	0
1-850 BIDDY BASKETBALL	0	1,944	0	0
TOTAL PARKS & RECREATION	204,407	201,096	226,731	22,324

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
01-4711 DEBT SERVICE				
2-980 PRINCIPAL OF LT BONDS	47,333	47,333	51,630	4,297
4721-2-981 INT EXP-LONG TERM BONDS	35,247	35,247	88,558	53,311
4725-1-981 TAX ANTICIPATION NOTES-INT	2,000	0	2,000	0
SUBTOTAL DEBT SERVICE	84,580	82,580	142,188	57,608

	2004 APPROVED BUDGET	2004 REVENUES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
03-3290 PARKING METERS				
6-001 PARKING METER REVENUE	31,856	33,635	33,000	1,144
6-002 PARKING VIOLATIONS	3,000	2,515	2,900	-100
6-015 INTEREST INCOME	1,250	1,276	1,250	0
TOTAL PARKING METERS	36,106	37,426	37,150	1,044

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
03-4210 PARKING METERS				
1-120 TEMPORARY POSITIONS	9,117	9,196	9,510	393
1-220 SOCIAL SECURITY	565	570	590	24
1-225 MEDICARE	132	133	138	6
1-260 WORKERS COMPENSATION	191	193	192	1
1-297 UNIFORMS	100	26	100	0
1-440 RENTALS AND LEASES (PARKING LOT)	23,250	22,368	23,250	0
1-625 POSTAGE	50	0	50	0
1-630 MAINTENANCE & REPAIR	700	471	1,000	300
3-740 EQUIPMENT PURCHASE	2,000	43	2,321	321
TOTAL PARKING METERS	36,106	33,001	37,150	1,045

	2004 APPROVED BUDGET	2004 REVENUES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
SEWER USERS SUBTOTAL				
SEWER REVENUE	508,592	554,461	530,391	21,799
SEWER OVERLAY	-5,000	-2,388	-5,000	0
SEPTIC DISPOSAL	50,000	42,710	50,000	0
STATE AID WATER POLLUTION	387,153	387,153	387,153	0
INTEREST EARNED	6,000	3,565	4,000	-2,000
TOTAL SEWER USERS REVENUE	946,745	985,501	966,544	0
SUBTOTAL OF SEWER EXPENDITURES	946,745	944,140	966,544	19,799

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
02-4326 SEWER USERS				
1-110 PERMANENT POSITIONS	15,219	11,089	18,896	3,677
1-140 OVERTIME	630	241	735	105
1-210 HEALTH INSURANCE	760	0	6,743	5,983
1-215 LIFE INSURANCE	18	0	26	8
1-219 DISABILITY INSURANCE	90	0	128	38
1-220 SOCIAL SECURITY	929	315	1,297	368
1-225 MEDICARE	207	74	290	83
1-230 RETIREMENT	354	0	543	189
1-260 WORKERS COMPENSATION	1,198	1,632	1,198	0
1-315 MAPPING	12,500	12,602	8,000	-4,500
1-330 PROFESSIONAL SERVICES (PLANT OPERATION)	281,224	287,496	288,255	7,031
1-342 DATA PROCESSING	365	365	1,962	1,597
1-390 PROFESSIONAL SERVICES (SURVEYING)	1,000	0	6,560	5,560
1-397 BIO SOLIDS REMOVAL	105,000	102,152	105,250	250
1-398 PROFESSIONAL SERVICES (LAB TESTS)	10,000	9,952	10,000	0
1-480 PROPERTY LIABILITY INSURANCE	7,698	10,168	10,659	2,962
1-490 DEDUCTIBLE - PROPERTY LIABILITY INSURANCE	0	17,903	0	0

1-550 PRINTING	1,500	865	600	-900
1-610 SEWER LINE MAINT/MATERIALS	13,000	18,136	13,000	0
1-625 POSTAGE	2,072	1,198	900	-1,172
1-680 RENTALS & LEASES	3,800	4,323	3,800	0
1-630 EQUIPMENT MAINTENANCE AND REPAIR	8,000	0	8,000	0
1-631 CLEANING & MONITORING & REPAIR	30,000	14,447	59,600	29,600
TOTAL SEWER OPERATING	495,564	492,959	531,242	35,678

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
2-4711 DEBT SERVICE-SEWER BONDS				
1-980 PRINCIPAL	285,900	285,900	285,900	0
1-981 INTEREST	120,680	120,680	101,590	-19,090
TOTAL DEBT SERVICE -- SEWER	406,580	406,580	387,490	-19,090

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
2-4913 REPLACEMENT COST RESERVE				
1-930 REPLACEMENT COST RESERVE	44,601	44,601	47,812	3,211
TOTAL REPLACEMENT COST RESERVE	44,601	44,601	47,812	3,211

	2004 APPROVED BUDGET	2004 REVENUES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
12-3401 OPERA HOUSE				
01-001 RENTAL FEES	1,500	1,425	1,500	0
01-002 USER FEES -- PROFIT	100	1,075	500	400
01-003 USER FEES-- NON-PROFIT	50	475	150	100
00-001 INTEREST INCOME	200	188	200	0
01-005 DONATIONS	500	0	500	0
TOTAL PROJECTED INCOME	2,350	3,163	2,850	500
SUBTOTAL OF EXPENDITURES	3,833	4,110	5,466	1,633
TOTAL APPROPRIATION ON TAX RATE	1,483	1,483	2,616	1,133

	2004 APPROVED BUDGET	2004 EXPENDITURES (UNAUDITED)	2005 PROPOSED BUDGET	CHANGE
12-4621 OPERA HOUSE				
01-110 PERMANENT POSITION	2,200	2,221	3,800	1,600
01-110 AGENCY SERVICES	0	144	0	0
01-220 SOCIAL SECURITY	136	138	161	25
01-225 MEDICARE	32	32	38	6
01-250 UNEMPLOYMENT	14	0	17	3
01-260 WORKERS COMPENSATION	0	95	0	0
01-430 BUILDING MAINTENANCE	1,000	1,400	1,000	0
1-610 GENERAL SUPPLIES	400	66	400	0
01-625 POSTAGE	50	14	50	0
TOTAL OPERA HOUSE	3,833	4,110	5,466	1,633

OFFICE HOURS AND PHONE NUMBERS

Fire Department 230 West Main Street	Monday-Friday	p# 444-2137 f# 444-2218
Library 92 Main Street	Monday-Friday 10:00 am-7:00 pm Saturday 10:00am - 2:00 pm	p# 444-5741 f# 444-1706
Highway Department 240 West Main Street	Monday-Friday 6:30 pm-3:00 pm	p# 444-5051
Transfer Station Mt. Eustis Road	Tuesday & Thursday 12 pm-4:00 pm Wednesday 12:00 pm - 6:00 pm Friday & Saturday 8:00 am - 4:00 pm	p# 444-1447
Burn Dump	Tuesday & Thursday 11:00 am - 3:00 pm Saturday 8:00 am - 4:00 pm	p# 444-1447
Wasterwater Plant 323 Meadow Street	Monday-Friday 6:30 am - 3:00 pm	p# 444-5400
Water & Light Lafayette Avenue	Monday-Friday 8:00 am - 4:00 pm	p# 444-2915 f# 444-2718

MUNICIPAL OFFICES

125 Main Street - Laconia Savings Bank - 2nd
Monday-Friday
p# 444-3996
f# 444-1703
Town Clerk fax 444-0735

Town Manager	Jason Hoch	Ext. 13	jhoch@townoflittleton.org
Executive Assistant	Cheryl Sargent	Ext. 15	csargent@townoflittleton.org
Tax Collector	Joe Wiggett	Ext. 12	jwiggett@townoflittleton.org
Facility Manager	Joe Wiggett		
Planning/Assessing	Carol Cullen	Ext. 16	ccullen@townoflittleton.org
Finance Director	Karen Noyes	Ext. 11	knoyes@townoflittleton.org
Receptionist/Welfare	Joan Santy	Ext. 10	jsanty@townoflittleton.org
Town Clerk	Judy White	Ext. 20	jwhite@townoflittleton.org
Deputy Town Clerk	Bonnie Bowles	Ext.23	bbowles@townoflittleton.org
TCSP	Cathy Conway	Ext. 17	
Model Community	Nicole LaPointe	Ext. 27	

ALL EMERGENCY CALLS DIAL 9-1-1
ALL TTY CALLS DIAL 444-1700