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1991

BEDFORD, NEW HAMPSHIRE

TOWN 1991 ANNUAL REPORTS



TOWN HALL - HISTORY REVITALIZED

TOWN MEETING CALENDAR

School District Meeting Thursday, March 5, 1992 7:30 PM McKelvie School

Town and School District Elections Tuesday, March 10, 1992

7:00 AM to 7:00 PM McKelvie School

Budgetary Town Meeting Thursday, March 12, 1992 7:00 PM McKelvie School

STATE ELECTED OFFICIALS

1992
Governor Judd Gregg

United States Senators
Warren Rudman & Robert Smith

United States Representatives
William Zeliff & Richard Swett

Governor's Executive Councilor
Earl Rinker

State Senator
Sheila Roberge

Representatives to the General Court
Dorothy Bowers
Maurice Goulet
Dana Kelley
Barbara A. Upton

TOWN ELECTED OFFICIALS

COUNCILORS

Richard Stonner, Chairman	1993
Paul Anderson	1992
James Dias	1994
Paul Goldberg	1992
John Miville	1994
Edward Moran	1993
Richard Stonner	1993
Eugene Van Loan, Jr.	1994

TOWN CLERK AND TAX COLLECTOR

Edith P. Schmidtchen	1993
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TREASURER

Maurice Collison	1992
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ASSISTANT TREASURER

Dana Kelley	1992
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MODERATOR

Earl G. Legacy	1992
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SUPERVISORS OF THE CHECKLIST

Betty Folsom, Chairman	1994
Beatrice Miller	1992
Doris P. Spurway	1996

TRUSTEES OF THE TRUST FUNDS

Willard Varney, Chairman	1992
Anthony Burdo	1994
Philip Osberg	1993

LIBRARY TRUSTEES

George J. Fournier	1992
Sue Holstein	1994
Parsons Richmond	1992

ANNUAL REPORTS

of the

TOWN COUNCIL and TOWN MANAGER

and

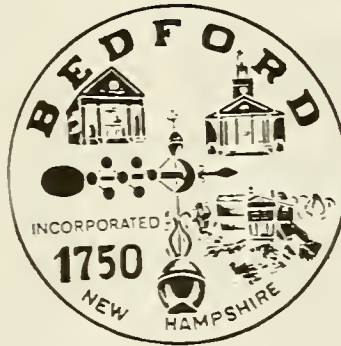
OTHER OFFICERS and OFFICIALS

of the

TOWN OF BEDFORD, NEW HAMPSHIRE

of

TOWN AFFAIRS for the Year Ending December 31, 1991



Population, 1990 Census		12,563
Assessed Valuation	\$	1,159,258,214
	<u>TAX RATE per Thousand Dollars Assessed Value</u>	
Town	\$	2.48
County		1.64
School		13.10
Total Bedford Tax Rate	\$	17.22

IF A TOWN IS PROGRESSIVE OR BACKWARD, INDUSTRIOUS OR LAZY,

BEAUTIFUL OR UGLY, CLEAN OR DIRTY,

WHATEVER A TOWN IS, THE PEOPLE MAKE IT SO.

TABLE OF CONTENTS

Town Meeting Calendar	Front Cover
State Elected Officials	Inside Cover
Town Elected Officials	Inside Cover
Zoning Map	Center Fold
Population and Tax Rate	1
Table of Contents	2
Appointed Boards & Commissions	3
Cover Story - Town Hall	4
Minutes of 1991 Budgetary Town Meeting	6
1992 Warrant	11
Town Council	14
Town Manager	15
Town Organization Chart	16
Finance Department	17
1992 Budget Overview	18
1991 Unaudited Expenditures & Budget	20
1992 Proposed Budget Appropriations	20
1991 Unaudited Revenues	22
1992 Proposed Budget Revenues	22
Auditor's Letter	23
Tax Collector/Town Clerk Report	24
Treasurer's Report	26
Thank You's	27
Schedule of Property Owned by the Town	28
Trust Funds	29
Planning Board	32
Map of Proposed Airport Access Road	33
Planning Department	34
Capital Improvement Plan	36
Southern NH Planning Commission	40
Economic Development Committee	41
Board of Adjustment	42
Building Department	42
Conservation Commission	44
Assessing Department	46
Health Department	46
Visiting Nurse Association	47
Town Hall	48
Historic District Commission	48
Operation Desert Storm	49
Parks & Recreation Commission	50
Recreation Department	51
Donors & Volunteers/Recreation Dept.	52
Cemetery Trustees	53
Supervisors of the Checklist	53
Fire Department	54
Police Department	56
Statement of Bonded Debt	57
Library	58
Library Accounts Statistics & Information	60
Births	62
Deaths	66
Marriages	69
Voluntary Recycling Committee	72
Forest Fire Warden	73
Public Works Department	74
Landfill	75
Office Hours	Inside Back Cover
Phone Numbers	Inside Back Cover

APPOINTED BOARDS AND COMMISSIONS

PLANNING BOARD

Gary Howard, Chairman	1993
Thomas Cassese	1993
David Danielson	1992
Paul Drahnak	1994
Paul Goldberg, Councilor	
John Jacobson	1994
Edward Kelly, Public Works Director	
M. Edward Matta	1993
Artherline Robersen, Town Manager	
Roger Hawk, alternate	1994
Raymond Kiestlinger, alternate	1993
Larry Wolter, alternate	1992
Martha Harris, Clerk	

BOARD OF ADJUSTMENT

Richard Como, Chairman	1993
Gus Garceau	1993
Paul Harrington	1992
Sandra LaMontagne	1994
Susan Moore	1992
Albert Gelinis, alternate	1993
William Smith, alternate	1992
Richard Young, alternate	1994
Martha Harris, Clerk	

CONSERVATION COMMISSION

William Hallock, Co-chairman	1994
Thomas Riley, Co-chairman	1993
William Barry	1992
Thomas Cassese, Planning Bd.	
Linda Pothier	1992
David Rice	1993
Eugene Van Loan, Jr., Councilor	
Roberta Amero, alternate	1994
Kevin Hughes, alternate	1992
Angelique Mosher, alternate	1993
Martha Harris, Clerk	

HISTORIC DISTRICT COMMISSION

Shep Melnick, Chairman	1993
Stephen Jensen	1993
Edward Moran, Councilor	
Marilyn Otterson	1993
Carolyn Richmond	1992
June Reilly, alternate	1993
Madonna Repeta, alternate	1994
Robert Tarbell, alternate	1992
Martha Harris, Clerk	

TRUSTEES OF CEMETERIES

Aubrey Robinson, Jr., Chairman	1992
Charles Lagasse	1993
Doris Spurway	1994

PARKS AND RECREATION

Richard Fortin, Chairman	1993
James Dias, Councilor	
James Hocking	1994
Scot Pollock	1992
Chrystal Ruszenas	1993
Mary Selvoski	1994
Ilene Brogadir, alternate	1993
Ken Hawkins, alternate	1994

BEDFORD TOWN HALL - HISTORY REVITALIZED

"The Bedford Town Hall is a handsome structure standing at one end of the common, facing the Presbyterian Church. The buildings which skirt each side of the common between these two are all historically interesting, old, and well kept homes or town buildings most fitting to the image of a traditional New England village."

History of Bedford, New Hampshire 1737-1971.

In January, 1992, a representative of a Boston Television Station called the Town Office Building and relayed that he understood Bedford had a building which epitomized the calendar photos of historic New England. He was interested in doing a television broadcast for the Presidential Primary from such a site. He could only be asking for our Town Hall.

The site of the Town Hall has historically been the heart of Bedford since the siting of the first Town House in 1755. The existing building was completed in 1910 after a fire destroyed the previous Town Hall. It was designed by Chase Roy Whitcher (1876-1940), a native of Lisbon, New Hampshire. In his career, Whitcher designed over 300 buildings, many in New Hampshire, including The Balsams Hotel at Dixville Notch. Whitcher was paid \$325.00 for the plans and specifications. The total cost was \$15,000.

In 1910, \$8,000 was appropriated to enhance the \$5,000 insurance money for replacement of the original building. Electricity was added in 1915, and a telephone in 1921. The Women's Club annual project in 1925 was "Sanitation in the Town Hall". In 1971, the Historical Society published a book entitled "History of Bedford N.H. 1737-1971", which related the following about the structure's style and usage:

"The finished building is an imposing structure in the Greek Revival style, approximately 50x70 feet in size. There is a full basement, a kitchen, and an ample stage on the second floor, with dressing rooms on each side one flight up. A gallery runs across the front, facing the stage; an attic covers the entire top floor. The white frame building faces west; a porch extends across the front, four Doric columns supporting the porch roof. Two small rooms lead off the vesti-

bule, to the right and left; one has been used as the selectmen's office, the other since World War II for a civilian defense first aid room. Staircases on each side of the vestibule lead to an upper landing."

During the time between the early 20's and 1971, the Hall was also used as a place of Sunday morning Catholic mass until the erection of the Blessed Elizabeth Seton Parish. During World War II, it became the headquarters for the Medical Corp, a group of volunteers trained to assist wounded in the event of an attack. It was the meeting place of the Narragasset Grange, The Men's Club annual Harvest Fair, the Unity Club's Country Fair, the Women's Republican Club's Lincoln Day Dinner, and the Craftworker's Guild Spring Arts and Craft Sale.

The Town Hall has become an active meeting and recreational center in the last few years. In 1989, a committee was established by the Bedford Town Council to seek community support from organizations and residents to participate in an effort to raise money from the private sector so improvements both outside and inside of the building could be made.

A commemorative brick drive was undertaken, and the response was overwhelming. Over \$11,000 was generated by the sale of bricks which now line the sidewalk as you enter the Town Hall. The funds were used to paint the outside of the building and replace the sinks in the kitchen.

Over the past two years over \$46,000 dollars worth of improvements have been put into the Town Hall in order to revitalize it and bring it up to existing fire and building codes. Only \$21,000 has been from Town tax dollars.

Karl Nobert coordinated the construction of a handicapped ramp for his Eagle Scout project. The Bedford Diamond Plus Square Dancers donated services towards the new bathroom on the first floor, and many Bedford individuals and companies donated to the commemorative brick fundraising campaign.

Other improvements include painting of the first floor ceiling, refinishing the wood floors on the first floor, improvements to the kitchen area and the addition of a small parking area. With these improvements and the support of the community, The Bedford Town Hall is being used again by many organizations and for special events. It has again become an integral part of the history and way of life in Bedford.

PRIME BEDFORD REAL ESTATE

OFFERED EXCLUSIVELY BY:

THE BEDFORD TOWN HALL RESTORATION COMMITTEE

- Located in the beautiful Historic District.
- Great Views.
- Easy access to shopping and Town offices.
- A Great Investment.
- Limited Time Offer

All for only
\$50.00

HOWARD S.
BALLEY



Fundraiser To:

Help Restore Old Town Hall... Buy an Engraved Brick TODAY

BUDGETARY TOWN MEETING

March 9, 1991, McKelvie School

The Budgetary Town Meeting was held on Saturday, March 9, 1991. Present were Councilors Paul Anderson, James Dias, Paul Goldberg, John Miville, Edward Moran, Richard Stonner, and Eugene Van Loan, Jr. Also present was David Crawford, Town Manager; Anthony Plante, Finance Director; and Edith Schmidtchen, Town Clerk/Tax Collector. There were between 200 and 250 people in the audience.

Town Moderator Earl Legacy opened the meeting at 9:05 AM and led the Pledge of Allegiance.

Representatives from Bedford VFW Post 8401 made presentations for outstanding service to Police Department employees Roland Latulippe and Joan Balenski and Firemen Frank Fraitzl and Tom Bulcock.

Mr. Legacy gave a tribute to past Moderator Eugene Van Loan, III for all his years of service to the Town for which he received a standing ovation.

Mr. Legacy went over the rules of procedure for the meeting.

Council Chairman John Miville said this budget is \$200,000 less than the 1990 budget and permits the same level of service and hopefully enhances it. It will result in a reduction on the Town tax rate by 4 to 5 cents from the 1990 rate.

ARTICLE 3 - To see if the Town will vote to raise and appropriate the sum of Twenty-Five Thousand Dollars (\$25,000) to the Conservation Fund as authorized by RSA 36-A:5 to be used only for the acquisition in the name of the Town of the fee or lesser interest in conservation land and other costs associated therewith for permanent conservation use. Said appropriated funds and state matching funds may be expended by a major-

ity vote of the Town Council following a majority vote and recommendation by the Conservation Commission. (This article submitted by petition).

Bill Whittaker, 50 Gage Road, moved the article. Mr. Miville proposed an amendment to strike "raise and appropriate" and insert "authorize a sum equal to but not limited to 30% of the current use penalty assessments", and to change "said appropriated funds" to "said authorized funds"; motion seconded.

Mr. Miville said the Council does not want to come out against future conservation land acquisitions but felt that \$25,000 was more than they felt comfortable with, but the Master Plan, Conservation Commission and many citizens encouraged them to provide for land to keep as open space. The Council is not limited by this to putting more money in the conservation fund but this provides a compromise approach, and we do not have to appropriate \$25,000 out of tax money.

Rick Fortin, 39 Old Mill Road, asked how much would have come into the fund this past year and how much would be estimated next year. Mrs. Schmidtchen said in 1990 it was \$120,000 but they have not collected it all. Mr. Miville said this year we anticipate \$50,000 but there are several properties that could produce more.

Sue Holstein, 33 Ministerial Branch, said doing the percentage of current use is taking a chance.

Richard Holstein, 33 Ministerial Branch, asked about the principle of current use. Mr. Miville explained.

Ann Hoffman, 64 Cider Mill Road, asked if we vote on this does it change it forever or do we have to vote again next year. Mr. Miville said this would establish a tradition, and the warrant would be inserted every year. We are not binding the Town in future years.

Marjorie Peters, 3 Church Road, is in opposition to the amendment. She would like to get the \$25,000 up front. She feels this encumbers receipts to the Town that could decrease taxes.

Tom Riley, Chairman of Conservation Commission, said the Conservation Commission voted strongly in support of this article as written, but he feels the amendment is good. He suggested leaving the \$25,000 article in and reduce it by the funds raised by current use.

Mr. Riley made a motion to leave the article at \$25,000 and reduce it by the funds raised by current use.

Mr. Legacy asked him to wait until the amendment on the floor was voted on before getting to another amendment.

Roy Stewart, Hickory Lane, asked the amount spent in the current year in excess of the \$25,000 that was appropriated. Mr. Miville said there was an amount authorized to be spent with the assumption of State matching funds which would have resulted in \$170,000 for the eagle roost purchase. However, we did not get the matching funds, so the amount would be in the vicinity of \$80,000. Mr. Stewart said you overspent the \$25,000 by \$55,000 so you are already over the annual \$25,000. Mr. Stewart supports Mr. Miville's position.

Susan Moore, 27 Bedford Center Road, supports the idea of a percentage of current use but believes with the economic condition that this is a real gamble for this year. She feels conservation land is so important. She asked if we could leave it at \$25,000 or 30% of the current use whichever is greater.

Margaret Comiskey, Maple Drive, asked if the \$80,000 was actually spent from last years budget. Mr. Dias said no. He said there was a taxpayer who could not pay his penalty, so we took the land. Mrs. Comis-

key asked if there is a certain amount of time to reclaim that land. Mr. Dias said no.

Sue Holstein thinks the idea of 30% is excellent but you do take chances, but she thinks it is a risk worth taking.

Helen Evans, 270 Back River Road, supports the concept of a percentage of current use. She said there are not very many large open spaces left.

Bill Whittaker is in favor of the amendment. Mr. Legacy moved the question.

Vote on the amendment passed. Vote on the article as amended passed.

ARTICLE 4 - To see if the Town will vote to raise and appropriate such sums of money as may be necessary to defray Town charges for the ensuing year.

General Fund	\$5,172,190.00
Sewer Fund	350,00.00
Police Contract Work Fund	80,000.00
Solid Waste Disposal Fund	226,210.00

Mr. Miville moved the budget at \$5,857,425; motion seconded.

Mr. Legacy went through each function total.

400 - Boards & Commissions - \$50,083

410 - Agencies & Activities - \$113,286

Anna Van Loan, 316 Wallace Road, asked what is included in the \$20,000 for the Town Hall. Mr. Miville said monies necessary to operate including heat and lights. Also to provide for moderate capital improvements and seed money to get work done to enhance the Town Hall and to construct handicapped bathrooms on the main floor. Mrs. Van Loan asked if the toilets are going to be installed or not. Mr. Miville said we are

trying to get organizations to donate time and materials so we can do it.

Regarding line 413, Roy Stewart suggested that no one really knows how many people ride the bus in and out of Bedford. He said casual observation by Bedford Taxpayers' Association members show very light ridership. He suggested we leave this in but require the MTA to do a study beginning March 31 and tell us what we are buying for \$38,000. He said if we are getting a minimum of 125 riders per day, we could continue the service, and if not, the Town Council could reduce the schedule and half the subsidy. Mr. Stewart thinks we are buying a pig in a poke.

Mr. Miville said the Council has information re gross ridership and has received letters from companies in support of the bus for their employees and the shoppers. The Council received petitions from the elderly who ride the bus. Mr. Stewart said employees are not coming to work every hour, and it seems that some of the schedules that are not being utilized could be reduced. Mr. Stewart said the BTA will withdraw their opposition if the Town Council will make this study in the next 4 weeks. Mr. Legacy said they would have to take that up with the Council. Mr. Miville said the Council will continue to look at it but do not want to make it a date certain.

Robert Montgomery, 3 Glen Road, wants to reduce the cost of living in Bedford. He thinks the casual observation is not a reason to reduce service when it is so necessary for the businesses along Route 3. One driver told him she brings 150 people per day to the Mall including workers and shoppers. He believes \$38,000 is less than one cent per day per person.

Tom Riley, Tiffany Lane, said they did the addition to the Mall because this factor was there and he strongly recommends it be continued.

420 - Administration - \$666,232

430 - Police - \$1,328,641

440 - Fire - \$659,793

Richard Mandeville, Hearthside Circle, asked for clarification why YTD expended is \$680,242 and \$659,793 is being recommended. What are we losing? Mr. Miville said in the 1990 budget there was \$35,000 appropriated for the lease purchase program for a fire truck. This year we are not putting as much in the fire truck capital reserve.

Tom Riley asked why we are reducing the amount going in. Mr. Miville said the fund is going to be built up in the next 6 to 7 years. He said if we do not overexpend, we could add to the capital reserve. This year \$5,000 is designated to go into capital reserve.

Marjorie Peters asked if we are guaranteed that the capital reserve will receive at least \$5,000. Mr. Miville said yes.

450 - Public Works - \$1,510,874

460 - Health & Welfare - \$50,780

470 - Recreation - \$146,370

Ed Monty, 7 Old Farm Road, believes Brian Ross has done an excellent job in running the Department. Mr. Monty is pleased with what he has offered. Mr. Monty runs the square dance program in the Town Hall and they are going to aid in taking care of the bathrooms at the Town Hall. Also, at the Memorial Day Parade, Mr. Monty will provide the sound at the school, saving the Town additional funds. He feels any change in the budget to decrease this would be a travesty to the Town.

Anna Van Loan said she is a firm believer in recreation but feels instead of looking at the person we should look at the program. She read the report and it sounds great but feels the winter program attendance is low and those programs can be gotten elsewhere. She opposes trips to the Celtics, and hopes they will look to see that we have more programs which benefit more people in the Town.

Jim Dias is on the Recreation Commission and said they had 2,466 participants. He said lessons and trips are all paid by the participants. If we do not get the participants, the programs do not run. Mrs. Van Loan said her figures came from the report of the Recreation Director in the Town Report.

480 - Library - \$262,131

Richard Mandeville said the budget is less than last year in books and does not reflect the growth in use of the library and the need to keep it updated.

Mr. Mandeville moved to amend the budget to provide an additional \$5,000 to be added to the book collection; motion seconded.

Frances Wiggin, 13 Bell Hill Road, Librarian, said Department Heads responded to the mandate to level fund, and the only way she could do it was not to increase the book acquisition. She said they have had a tremendous increase in the library use and books cost more. She said if we do not add any books, we will be really going backward.

Vote on motion to increase line 481 from \$262,131 to \$267,131 passed.

490 - Fixed & Other Charges - \$384,000

Roy Stewart thinks the Town owes a vote of thanks to the Town Council for the tremen-

dous job they have done in keeping the tax rate level or less. He said the Governor has signed the Retirement Bill so there will be a reduction in the amount the Town has to submit this year for the Police and Fire Departments. Mr. Miville said this money has already been taken out; he said it was never put in.

Roy Stewart addressed the Contingency Fund, and questions the wisdom of having this in the budget. He asked if there was some way to show what was expended. Mr. Miville said we have the contingency because the departments do not pad the budget for unknowns. It is a Town Council management device. Items it was used for this year included \$20,000 for Police radio upgrade, \$20,000 for welfare, \$12,000 for road salt, \$31,000 for ledge work at the Town Garage, and \$6250 for a Forest Drive Drainage Study. Mr. Miville said we already know of a \$34,000 liability in legal fees for the helicopter case which we will be fighting.

Mr. Miville made a motion in line 499 to reduce from \$90,000 to \$85,000; motion seconded.

Greg Joas, North Amherst Road, asked if we vote on this motion does it preclude additional discussion on contingency. Mr. Legacy said no.

Joan Wood, 72 Hitching Post Lane, said the book does not show any money expended. Mr. Miville said when they move money from contingency it moves into the department designated.

Sue Holstein asked if you feel you only need \$85,000 now. Mr. Miville said yes. This is a figure based on experience over the past 3 years. Mrs. Holstein said the Town just voted they really wanted to give the Library \$5,000 and not to trade. Mr. Miville said he is trying to keep the budget as presented.

Tom Riley spent 14 years on the Budget Committee with no contingency, but many times the Selectmen had to come back and ask for deficit appropriations. He is in support of the contingency.

Mr. Legacy moved the question.

Vote on the motion to reduce line 499 from \$90,000 to \$85,000 passed.

Marjorie Peters said she is concerned over the interest on short term debt. She wants to footnote line 494 to allow only those charges directly related to the short term borrowing to be allowed against this account, and all remaining funds in that account be lapsed to reduce taxes. Mr. Legacy said he cannot accept that. It is a procedure and not part of the budget. He suggested this be discussed with the Council.

Greg Joas said he thinks the Council has done an excellent job. His concern is that he would like to reduce the temptation to spend money because it is there.

Mr. Joas moved to reduce contingency by \$85,000 and return it to the taxpayers;

Frances Wiggin opposes the motion. She feels strongly about this fund and spoke in support. She said the Departments have no budget against emergency. She suggested maybe the name of the fund should be changed to "Rainy Day Fund." She said no one can foresee the future.

Carole Lewis, Rundlett Hill Road, would like to see the \$85,000 maintained. She feels we need to help the Town through its growing pains in the infancy of the new form of government. She has a problem with the accounting of the Town money and would like a better idea of what our figures are.

Richard Como, 43 John Goffe Drive, moved the question.

Vote on motion to reduce Contingency from \$90,000 to \$85,000 passed.

Vote on motion to reduce Contingency from \$85,000 to zero failed.

Total Other Funds - \$685,235

Mr. Miville said these are the traditional enterprise funds. This is money generated by these activities and is in and out.

This does not affect the tax rate. Mr. Legacy said this is part of the budget that was moved earlier.

Richard Holstein asked if 650 Solid Waste includes recycling. Yes. Mr. Holstein asked that it be publicized better. Mr. Miville said the committee is getting ready for a mailing of new brochures.

Margaret Comiskey said the Council talked about putting money aside toward closure. Mr. Miville said \$100,000 has been allocated toward closure. Mrs. Comiskey asked if the fees taken in do not equal expenses, you would have to use money from the landfill. Mr. Miville said yes.

Ann Hoffman said when notices go out through the schools, people without children do not get them. Mr. Miville said they will also be mailed.

Vote on the bottom line budget of \$5,857,425 passed unanimously.

Mr. Miville moved the meeting to a time certain on March 12 at 7 AM for Articles 1 and 2; motion seconded and passed.

A motion was made, seconded and passed to adjourn at 10:55 AM.

**TOWN OF BEDFORD, NH
1992 WARRANT**

To the inhabitants of the Town of Bedford in the County of Hillsborough in the State of New Hampshire, qualified to vote in Town affairs:

You are hereby notified to meet at the McKelvie School in said Town on Tuesday, March 10, 1992 at 7:00 o'clock in the forenoon to act on the following articles number 1 and 2. Polls are to close no later than 7:00 PM. Action on the Town Budget articles 3 through 5 will be held on Thursday, March 12, 1992 at 7:00 PM at the McKelvie School.

ARTICLE 1. To elect necessary Town and School District Officers for the ensuing one, two and three years.

ARTICLE 2. To see how the Town will vote on the following zoning and building code amendments.

ZONING AMENDMENTS PROPOSED BY THE PLANNING BOARD.

QUESTION 1. Are you in favor of adoption of Amendment No. 1 as proposed by the Planning Board for the Town of Bedford as follows:

To amend Article 4., Use and Dimensional Regulations of the zoning ordinance, Section B., Appendix A., footnote 7., Neighborhood Commercial Zone, by amending the footnote to read, "Limited to the selling of groceries, meats, produce, drugs, stationary, hardware, baked foods (outlet only), household appliances, and other sales and services for the convenience of neighborhood residents, as determined by the Zoning Administrator."

QUESTION 2. Are you in favor of adoption of Amendment No. 2 as proposed by the

Planning Board for the Town of Bedford as follows:

To amend Article 5, Wetland Conservation District, by deleting the article in its entirety, and adopting a new Article 5., Wetlands Conservation District. Major changes in the new article include, **reducing the structure setback from wetlands to 50 feet and reducing the septic tank and leachfield setback from wetlands to the distance set forth by the State of N.H. Department of Environmental Services, Water Supply and Pollution Control Division. A "mitigation" option is permitted under certain circumstances when very poorly drained soils must be disturbed.**

QUESTION 3. Are you in favor of adoption of Amendment No. 3 as proposed by the Planning Board for the Town of Bedford as follows:

To amend Article 13., Administration and Enforcement, B. Building Permit Procedure, 3. Application, by adopting a new sentence as follows: **"Footings/foundations for all new building construction will be certified by a State of N.H. licensed land surveyor prior to any further construction. The Building Inspector or his agent may waive this requirement if in his opinion it is obvious there are no setback encroachments."**

QUESTION 4. Are you in favor of adoption of Amendment No. 4 as proposed by the Planning Board for the Town of Bedford as follows:

To amend Article 13., Administration and Enforcement, C. Certificate of Occupancy, 2. Applicability, by adopting a new sentence as follows: **"Prior to the issuance of a Certificate of Occupancy for any building, a plat plan, locating all buildings, utilities, and easements on a given lot must be certified by a State of N.H. licensed land surveyor."**

ZONING AMENDMENTS REQUESTED BY PETITION

QUESTION NO. 5. Are you in favor of Amendment No. 5 as proposed by petition for the Town of Bedford Zoning Ordinance as follows:

To see if the Town will vote to rezone the following parcels of land on Club Acre Lane from Office zone to General Residential zone: Tax Lot numbers 22-14, 22-15, 22-16, 22-17, 22-18, and 22-19. Owners of said properties are: Nancy Tessier and Mary Kenison, Eleanor Yousoufian, Ben's Construction Co., Thomas and Louise Newman, Heirs of Charles McCarthy, and Jane Hunter.

THE PLANNING BOARD DOES NOT RECOMMEND ADOPTION OF THIS AMENDMENT.

QUESTION NO. 6. Are you in favor of Amendment No. 6 as proposed by petition for the Town of Bedford Zoning Ordinance as follows:

Are you in favor of amending Article 4. Use and Dimensional Regulations, Section D., Nonconforming Lots, Structures, and Uses, 2. Nonconforming Structures, by adding subsection (b) as follows: (b) Where a lawful building exists for residential use and has been approved and accepted by the Town of Bedford as of November 1, 1991, it shall be considered a legitimate structure with regard to minimum structure setbacks and will not need a variance with regard to minimum structure setback requirements, subject to the following provisions:

(1) No such nonconforming building or structure may be enlarged or altered in a way which increases its nonconformity, but any

building or structure or portion thereof may be altered to decrease its nonconformity.

(2) A nonconforming building or structure which is destroyed by fire or other hazard may be restored to its former bulk provided that it was not destroyed voluntarily and restoration is begun within twelve (12) months after the act of destruction.

(3) Should a nonconforming building or structure be intentionally moved for any reason for any distance whatsoever, it shall thereafter conform to the regulations for the district in which it is located after it is moved.

THE PLANNING BOARD DOES NOT RECOMMEND ADOPTION OF THIS AMENDMENT.

The following budgetary warrant items are to be discussed at the deliberative session of the Town Meeting on Thursday, March 10, 1992 at 7 PM at the McKelvie School.

ARTICLE 3. To see if the Town will vote to raise and appropriate the sum of Twenty-Five Thousand Dollars (\$25,000.00) for renovations of the Riley Baseball Field on the corner of County Road and Nashua Road. Specific renovations include regrading and reseeding the outfield and regrading of the infield area.

ARTICLE 4. To see if the Town will vote to place thirty percent (30%) of the revenues collected of all future payments collected pursuant to RSA 79-A (current use penalties) in the Conservation Commission land acquisition fund. The specified thirty percent (30%) of such revenues shall be deposited in the Conservation Commission fund at the time of collection.

ARTICLE 5. To see if the Town will vote to raise and appropriate such sums of money as may be necessary to defray Town charges for the ensuing year.

Town General Fund	\$5,240,242
Sewer Fund	248,488
Police Contract Work Fund	59,945
Solid Waste Disposal Fund	202,993
Day Camp Fund	37,910

Total Appropriations \$5,789,578

This warrant was approved by the Bedford Town Council on February __, 1992.

Given under our hands and seals this __ day of February, 1992.

Richard Stonner, Chairman
Paul Anderson
James Dias
Paul Goldberg
Edward Moran
John Miville
Eugene Van Loan, Jr.

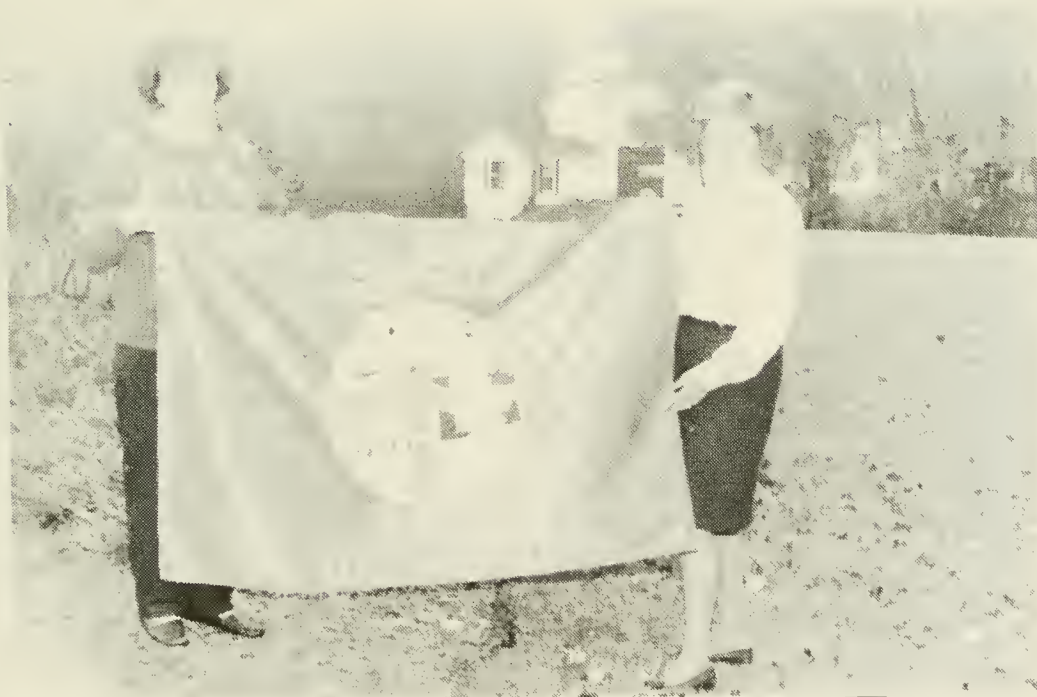
True Copy Attest:



Richard C. Stonner, Chairman



Paul E. Anderson, Vice Chairman



Ruth Glennon, left, in a 1991 version of Betsy Ross, presents her hand-made Bedford Flag to Artie Robersen, Town Manager

TOWN COUNCIL

Chairman: Richard Stonner

Bedford and the Bedford Town Council experienced a year in 1991 that will long be remembered. During a January Council meeting, Allied forces began bombing Iraq and the "Mother" of wars began. Everyone took a deep breath to try to keep everything we were dealing with, mainly the budget and a poor economy, in proper perspective. Fortunately, what unfolded was a decisive, quick victory for our troops.

Unfortunately, our economy did not fare as well, and the anticipated surge to recovery never occurred. The Council set one goal during our budget process, not to raise the tax rate. This was not new, this was not a sudden reaction to the situation, rather a continuing of local budgetary policy set by the Council several years ago. The result was a proposed budget that took some deep cuts, but protected the tax rate without sacrificing vital Town services.

Spring and summer saw the Town take on a festive mood with the annual Memorial Day Parade and activities attracting larger than usual crowds, and the Town was again drawn together. During the Gulf crisis, the Town had adopted the 94th MP Company, and almost immediately began to plan celebrations for their return.

The Salute our Soldiers Committee planned and staged an old fashioned Fourth of July celebration that drew large crowds to Riley Field for a day of food, music and most important of all, a spectacular salute to our soldiers who had just returned from active duty.


As we continued through the year, the excitement and festivities waned, and the realism of the economic downturn returned, Town business went on as usual, with one change in administration. After a four month search for a new town manager, the

selection committee offered the job to Artie Robersen from the St. Louis area. She accepted and almost immediately moved to Town with her family.

Finishing the year found us pondering the same questions that we started with. Can we come in with a responsible Town budget that will retain services and infrastructure without raising the tax? Would it be possible to even lower the tax rate and maybe even lower the actual budget? We intend to answer both questions in the affirmative with a budget that we will be presenting at the Town Meeting in March.

The past year has been a challenge. Next year will be, too. We intend to show that we can continue to manage Bedford in such a way that as a Town we will remain the envy of other local communities with a stable and favorable tax structure and excellent Town services and protection. At the same time, we must realize that we are on the way to a State mandate to close the landfill soon and remain committed to continue our progress in opening up Route 3 (South River Road) all the way to the Merrimack town line.

Finally, let me bring this year's Council report to a conclusion by thanking a great municipal work force that shares our love and concerns for Bedford, and the volunteers who serve, sometimes at great sacrifice, throughout the year. It is this effort of our many boards and commissions that produces results that most communities can only hope for, but never realize.


Richard C. Stonner
Chairman, Town Council

TOWN MANAGER'S REPORT

Artherline "Artie" Robersen

Arriving in July of 1991 as your new Town Manager, my top priority has been implementation of fiscal strategies to insure a stable economy for Bedford. A new budget preparation method has been introduced which requires all municipal department heads to collectively screen each other's budgets and submit a level-funding proposal for consideration by the Town Council. This method should allow each department to better understand their department's role in the overall operations of local government.

After twelve years of financial participation in the Manchester Wastewater Treatment Plant, Bedford has been granted eligibility for State revolving loan funds for the first time. Access to the revolving fund will significantly reduce our cost of the project.

Bedford's cable television franchise will expire in 1993, and a Cable Negotiation Committee has been created to represent the various community interests in a new contract. Rapidly changing technology makes this a particularly challenging task, and the committee has spent many months researching new options which might be available to Bedford residents without service charge increases. Special emphasis is being placed on cable extensions to unserved residential areas.

Land acquisition for recreation and conservation is becoming an important focus. The 1990 Bedford Master Plan shows that more than two-thirds of the total land area of the Town has already been developed, and much of the remainder is unsuitable for disturbance; however, provision for parks has not kept pace with the growing population and the decreasing raw acreage. In 1991, this imbalance began to change through acquisition of several future park areas without expenditure of tax monies.

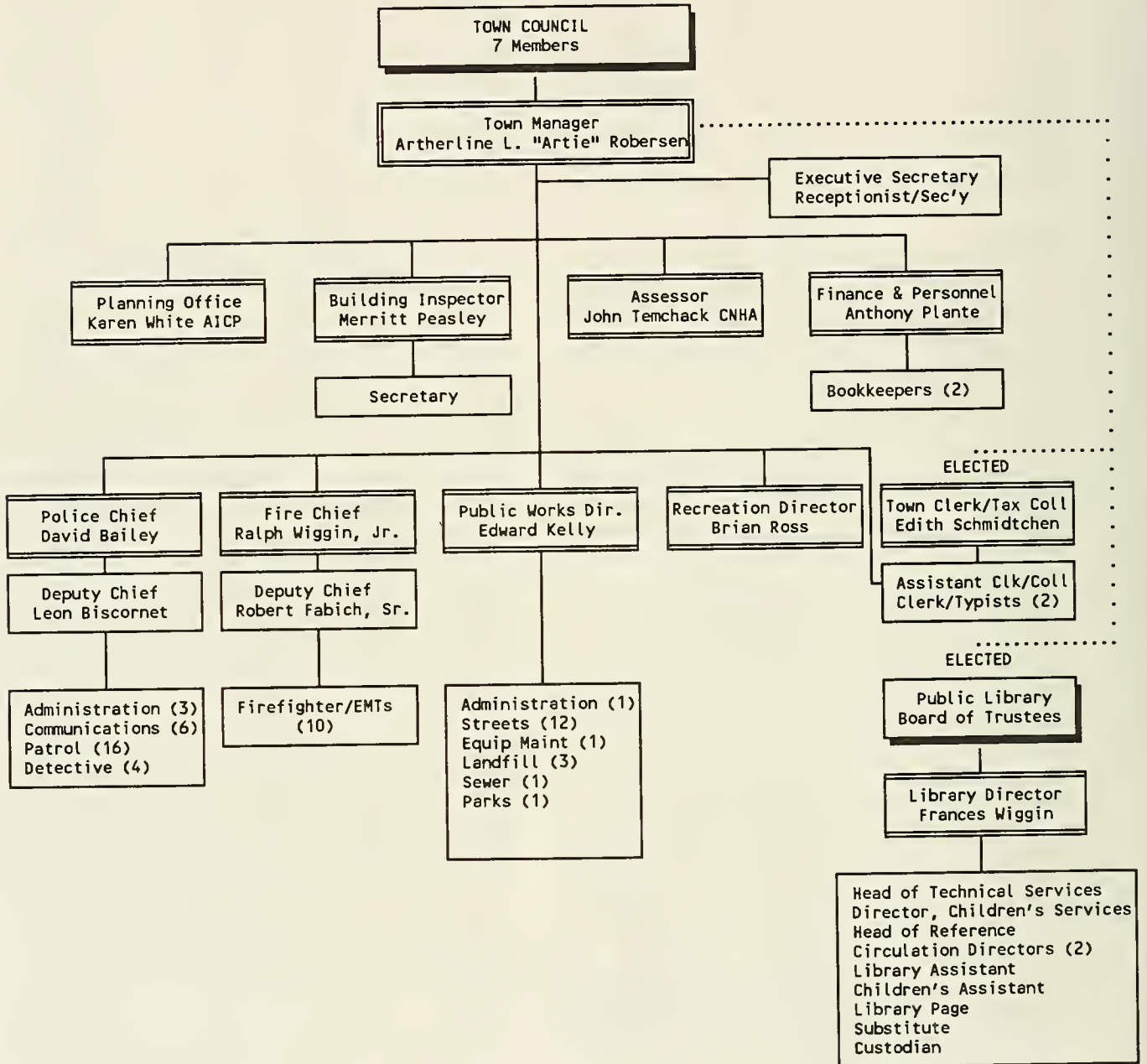
A public recreation area of 80 acres, between Wallace Road and Liberty Hill Road on the Merrimack town line, will be leased and later gifted to Bedford by the Allan Swenson family and the Brooks family. The McAfee heirs and Dan Martin donated a valuable 3.5 acre pasture at the corner of Joppa Hill Road and N. Amherst Road for a neighborhood park and practice fields. Finally, the Paul MacEwen family has participated with the Land Conservation Investment Program for \$60,000 to match Current Use fee abatements on 7 acres along the Merrimack River for bald eagle protection and the Heritage Trail.

Special emphasis on attracting new commerce and industry, as well as building better communication with existing businesses is critical to long-term health of Bedford's economy. Following the recommendations of the Master Plan, our Economic Development Commission has been successful in attracting small high-tech research and development companies to relocate in Bedford. A business visitation program is being implemented so that the Town Council Chairman, Town Manager, and local officials can meet with business owners/managers to hear their concerns.

On the horizon for 1992 are plans to further refine Bedford's fledgling Capital Improvements Program and integrate it fully into the annual operating budget. This small town of twenty years ago has now come of age, and long-range financial planning is now essential for continued provision of services to our residents and businesses while ensuring a stable property tax rate well into the future.

Town of Bedford, New Hampshire 1992 Annual Report

Town of Bedford, New Hampshire
ORGANIZATION CHART
January 1, 1992



FINANCE DEPARTMENT

Anthony T. Plante, Director

While "Finance Department" is short and easy to remember and say, it doesn't tell the whole story about what this part of your local government does. There are four general functions we handle. The two most important are finance and personnel.

The finance function involves the management and processing of the Town's monetary transactions, working closely with the Treasurer and other officials, prudent investment of funds, and a scrupulous accounting of all those activities. In addition, we work on arranging the financing of Town projects, and its insurance portfolio.

Personnel functions frequently go hand-in-hand with finance, from processing payroll and dealing with our various employee benefit carriers. We are also involved in assisting with union contract negotiations and the development of personnel policies for the Town's employees.

The other functions in which we are involved include welfare and management of the Town's computer resources. Welfare has become much more of a concern in recent times due to regional economic conditions, although Bedford has not been hit as hard as some communities in New Hampshire.

Over the past three years, the Town has grown from having a couple of individual personal computers to operating a system of networked PC's and a midrange machine. Every day we look for more ways to get as much useful and timely information from these tools as possible. We can say, without exaggeration, that our local government is able to accomplish tasks which would have been virtually impossible without the application of this technology.

During 1991, we concentrated on getting back to basics. Our auditors noted a

number of concerns as part of their review of the Town's books for 1990. These concerns illustrated areas where we needed to focus our attention. After a year's work, I can say that those concerns have been addressed and our audit report for 1991 is significantly improved over 1990. I would like to express my appreciation to Christina Burdo and Monique Labbe, the two people who keep our accounting and payroll machinery going from day to day, for their help in achieving these improvements.

In addition, we have been keeping a close eye on the Town's financial performance. With Finance, the Tax Collector's Office, the Treasurer and the assistance of the school district administration, we were able to manage our cash flow without the use of tax anticipation notes this past fall. We have been fortunate to maintain strong collections so far, and will continue to monitor them, along with other factors affecting the Town's fiscal well-being.

As a citizen of Bedford, you may not need to contact the Finance Department. We regard our role largely as a supporting one; helping those other departments and agencies that deliver the services you see and receive every day. Our handling of important administrative tasks in finance, personnel, and other areas gives them the freedom to concentrate on serving you.

1992 BUDGET OVERVIEW

As the rest of the nation sank into the current recession, the economic times in New England and New Hampshire also continued to worsen. The Town Council, Town Manager, and staff approached their budget preparations with this forming the backdrop for their programming plans for 1992.

The Manager's proposal to the Council is the product of a coordinated effort by the Manager and leadership in the Town's agencies and departments. As with the Council's budget proposal to you, the main goal of the budgeting process was to address the basic needs of the community while reasonably limiting additional spending.

The following points briefly outline the goals embodied in the proposed budget for 1992:

- Maintaining services at existing levels, with an emphasis on spending which will avoid higher long-term costs;
- Maintaining the level of full-time employee positions at 82;
- Further improvements in managing the use of overtime and part-time services, seeking increases in current employee productivity;
- Except for basic items which, if not included in this budget, would result in higher levels of spending in future budgets, spending on capital items has been deferred;
- Planning for the closure of the landfill within the next few years.

1991 Budget Transfers

Below are summarized the major transfers between and among various components of the Town's budget for 1991:

- \$53,257 was transferred from the Compensation Adjustment Account (Department 495) to cover the incremental cost of wage increases in various departments;

- \$80,480 was transferred from Unallocated Reserve (Department 499) to various departments, which are listed below:

Town Hall (415)	3,100
To reflect the award of State energy grant funds to install insulation.	
Town Manager (421)	35,000
To cover the additional costs of transition in the manager's position.	
Fire Department (445)	7,000
This transfer included \$2,000 for portable radios, and \$5,000 for emergency repairs to vehicles.	
Fire - Traffic (448)	8,900
To install an Opticom signal control device at Meetinghouse Road and Route 101.	
DPW - Traffic (455)	5,000
To complete additional road striping.	
Welfare (465)	15,000
To meet estimated additional costs of the Town's general assistance obligations.	
Recreation - Field (477)	4,980
To make necessary property repairs.	
Library (481)	1,500
To offset additional fringe benefit costs.	

Other transfers were made within departments in order to more closely reflect actual expenditure patterns.

1992 Budget Proposals

Areas in which significant changes occurred between the revised budget for 1991 and the proposals for 1992 are highlighted below:

- Elections (405)
There are additional expenses due this being a Presidential election year in addition to state and local.
- Town Events (418)
This was reduced, and provides primarily for the Memorial Day parade and holiday caroling events.

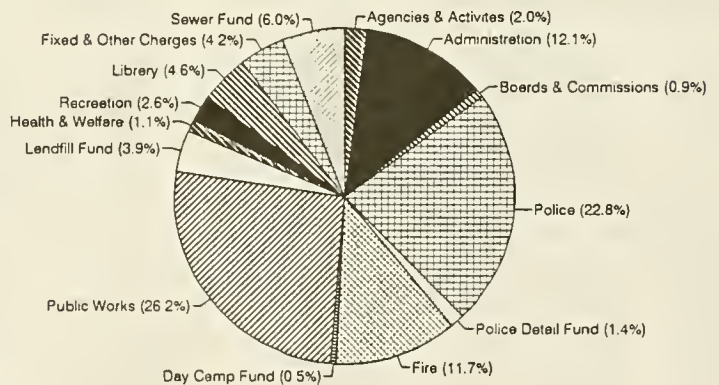
- **Town Manager (421)**
Salary and benefit expenses are decreased due to the change in managers during 1991.
- **Finance & Personnel Department (422)**
This budget reflects wage changes and additional expenses for support of the Town's computer systems.
- **Town Clerk/Tax Collector's Office (423)**
Significant turnover in personnel resulted in lower personnel costs.
- **Legal Services (427)**
Reduction in case backlog and better control over referrals to town attorneys.
- **Town Offices (428)**
Lowered costs of telephones, and change in the manner of purchasing supplies helped reduce this budget.
- **Police (431-435)**
The major changes were in the implementation of a new union contract and the purchase of three new cruisers to maintain optimum fleet rotation.
- **Fire (441-448)**
Little change appears in this department, except for the cost of wage adjustments during 1991.
- **Public Works (451-458)**
 - Administration (451)
Reduction in the amount of consulting and engineering fees.
 - Landfill (458)
Funds to be set aside to cover the costs of landfill closure.
- **Insurance (491)**
Property and liability coverages were put out to competitive quotation, resulting in a net savings.
- **Interest Expense (494)**
Working closely with the school district, tax anticipation borrowing is not expected to be necessary, but some funding is retained in the event it is needed.
- **Compensation Adjustments (495)**
This account will be managed through vacancies, with the average non-union employee adjustment expected to be about 2 percent.

- **Special Police Fund (439)**
This function, which is self-funding, has been reduced to more closely match actual experience.
- **Day Camp Fund (479)**
Enrollments are expected to increase for this operation, which is also self-supporting.
- **Revenues**
Generally, revenue estimates have been made conservatively. Where possible, additional sources of fee revenue are being pursued. For example, through bidding alarm services and from increased participation in recreation programs, the Town expects to realize an additional \$40,000 in non-tax revenue during 1992.

Other estimates reflect a conservative approach based on recent revenue performance experience.

The result of the efforts of the Council, Manager, and staff is a 1992 budget which is \$67,847 less than the previous year. Coupled with conservative revenue and growth estimates, the proposed budget would result in a net decrease of 2¢ in the Town portion of the property tax rate.

Town of Bedford 1991 Revised Budget



Distribution of Appropriations by Function (%)

Town of Bedford, New Hampshire 1991 Annual Report

TOWN of BEDFORD, NEW HAMPSHIRE
1992 Municipal Budget
Budget Proposal Summary

APPROPRIATIONS

ACCT	DESCRIPTION	1991 ORIGINAL BUDGET	TRANSFERS AND CHANGES	1991 REVISED BUDGET	1991 EXPENDED UNAUDITED	1992 MANAGER PROPOSAL	1992 COUNCIL PROPOSAL
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GENERAL FUND

FUNCTION - 400: BOARDS & COMMISSIONS

401	Town Council	22,750	0	22,750	21,013	21,225	21,225
402	Planning Board	13,970	0	13,970	6,001	10,105	10,105
403	Board of Adjustment	2,720	0	2,720	1,969	2,202	2,202
404	Conservation Commission	4,243	0	4,243	3,488	8,194	5,194
405	Elections & Registration	6,000	0	6,000	5,490	15,390	15,390
406	Historic District Commission	400	0	400	313	390	390
	Subtotal	50,083	0	50,083	38,274	57,506	54,506

FUNCTION - 410: AGENCIES & ACTIVITIES

411	NH Municipal Association	5,670	0	5,670	5,301	5,670	5,301
412	Southern NH Planning	8,100	0	8,100	8,100	8,100	8,100
413	Manchester Transit	37,956	0	37,956	37,956	37,956	37,956
414	Cemeteries	23,560	0	23,560	23,044	23,170	23,170
415	Town Hall	20,000	0	23,100	21,649	20,525	20,525
417	Town Publications	9,000	0	9,000	7,345	9,000	9,000
418	Town Events	9,000	0	9,000	8,140	5,050	5,050
	Subtotal	113,286	3,100	116,386	111,535	109,471	109,102

FUNCTION - 420: ADMINISTRATION

421	Town Manager's Office	141,735	37,317	179,052	173,819	130,530	130,530
422	Finance & Personnel	95,605	1,607	97,212	93,111	101,329	101,329
423	Town Clerk/Tax Collector	134,349	4,014	138,363	131,993	123,309	123,309
424	Assessing Department	76,128	1,126	77,254	78,960	79,522	79,522
425	Planning Department	51,255	-1,683	49,572	49,731	51,927	51,927
426	Building Department	45,335	109	45,444	45,471	47,644	47,644
427	Legal Services	60,000	0	60,000	51,802	40,000	40,000
428	Town Office Building	61,825	0	61,825	57,762	51,615	51,615
	Subtotal	666,232	42,490	708,722	682,648	625,876	625,876

FUNCTION - 430: POLICE

431	Administration	297,734	4,716	302,450	291,915	286,880	286,880
432	Communications	135,896	515	136,411	147,724	181,560	181,560
433	Patrol	722,111	1,770	723,881	701,461	787,464	794,564
434	Detectives	172,400	288	172,688	172,265	188,384	188,384
435	Animal Control	500	0	500	100	0	0
	Subtotal	1,328,641	7,289	1,335,930	1,313,465	1,444,288	1,451,388

FUNCTION - 440: FIRE

441	Administration	127,065	2,312	129,377	128,039	133,373	133,373
443	EMS	23,601	-108	23,493	24,399	26,405	26,405
445	Fire	499,627	17,064	516,691	503,581	532,876	532,876
447	Emergency Management	900	59	959	1,155	1,000	1,000
448	Traffic	8,600	8,900	17,500	8,600	400	400
	Subtotal	659,793	28,227	688,020	665,774	694,054	694,054

APPROPRIATIONS (continued)

FUNCTION - 450: PUBLIC WORKS

451	Administration	113,090	2,096	115,186	115,181	106,820	106,820
453	Highway	1,037,784	8,296	1,046,080	1,046,076	1,049,303	1,049,303
455	Traffic Operations	29,000	6,500	35,500	35,702	30,000	30,000
457	Road Resurfacing	231,000	5,375	236,375	236,375	206,000	222,000
458	Landfill	100,000	0	100,000	0	50,000	100,000
	Subtotal	1,510,874	22,267	1,533,141	1,433,334	1,442,123	1,508,123

FUNCTION - 460: HEALTH & WELFARE

463	Health Office	4,750	0	4,750	5,238	5,000	5,000
465	Welfare	40,000	15,000	55,000	50,961	55,000	55,000
466	Old Age Assistance	780	0	780	360	780	780
467	Aid to the Disabled	5,250	0	5,250	5,250	5,250	5,250
	Subtotal	50,780	15,000	65,780	61,809	66,030	66,030

FUNCTION - 470: RECREATION

471	Administration	44,395	1,588	45,983	46,219	47,893	47,893
472	Programs	22,000	0	22,000	21,964	33,800	23,800
475	Pool Expense	45,475	0	45,475	45,049	47,679	47,679
477	Field Expense	34,500	4,980	39,480	39,480	43,494	40,494
	Subtotal	146,370	6,568	152,938	152,712	172,866	159,866

FUNCTION - 480: LIBRARY

481	Library	267,131	4,629	271,760	271,760	276,397	279,297
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FUNCTION - 490: FIXED & OTHER CHARGES

491	Insurance	160,000	0	160,000	166,327	155,000	155,000
494	Interest Expense	30,000	0	30,000	14,583	30,000	5,000
495	Compensation Adjustments	58,000	-53,257	4,743	0	58,000	11,000
496	Fire Hydrant Rental	46,000	0	46,000	35,512	46,000	36,000
499	Unallocated Reserve	85,000	-80,480	4,520	0	85,000	85,000
	Subtotal	379,000	-133,737	245,263	216,422	374,000	292,000

General Fund Total	5,172,190	-4,167	5,168,023	4,947,734	5,262,611	5,240,242
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SEWER FUND

454	Wastewater	350,000	1,430	351,430	319,128	279,488	248,488
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POLICE CONTRACT WORK FUND

439	Police Contract Work	80,000	0	80,000	62,406	80,000	59,945
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SOLID WASTE FUND

456	Solid Waste	226,210	2,737	228,947	227,632	220,993	202,993
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SUMMER DAY CAMP FUND

479	Summer Day Camp	29,025	0	29,025	33,201	37,910	37,910
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Other Funds Total	685,235	4,167	689,402	642,367	618,391	549,336
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TOTAL	5,857,425	0	5,857,425	5,593,101	5,881,002	5,789,578
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Town of Bedford, New Hampshire 1991 Annual Report

REVENUES

ACCT	DESCRIPTION	1991 ORIGINAL ESTIMATE	TRANSFERS AND CHANGES	1991 REVISED ESTIMATE	1991 REVENUES UNAUDITED	1992 MANAGER PROPOSAL	1992 COUNCIL PROPOSAL
GENERAL FUND							
SOURCE - 300: BOARDS & COMMISSIONS							
302	Planning Board	20,000	0	20,000	14,928	25,000	25,000
303	Board of Adjustment	2,000	0	2,000	2,103	2,000	2,000
304	Conservation Commission	0	0	0	572	0	0
305	Elections & Registration	0	0	0	0	150	150
306	Historic District Commission	200	0	200	461	300	300
	Subtotal	22,200	0	22,200	18,064	27,450	27,450
SOURCE - 310: AGENCIES & ACTIVITIES							
314	Cemeteries	5,000	0	5,000	4,755	5,000	5,000
315	Town Hall	0	0	0	0	2,500	5,000
	Subtotal	5,000	0	5,000	4,755	7,500	10,000
SOURCE - 320: ADMINISTRATION							
320	Administration	214,125	0	214,125	148,155	117,025	117,025
322	Finance Department	0	0	0	0	2,750	2,750
326	Building Department	37,000	0	37,000	56,479	35,000	35,000
328	Town Offices	13,500	0	13,500	4,508	71,000	11,000
329	Town Clerk	1,324,150	0	1,324,150	1,325,015	1,346,150	1,346,150
	Subtotal	1,588,775	0	1,588,775	1,534,157	1,571,925	1,511,925
SOURCE - 330: POLICE							
331	Police Income	27,775	0	27,775	29,194	51,525	51,525
SOURCE - 340: FIRE							
340	Fire Income	34,300	0	34,300	28,757	23,500	23,500
SOURCE - 350: PUBLIC WORKS							
350	Highway Block Grant	190,000	0	190,000	202,545	211,400	211,400
SOURCE - 370: RECREATION							
370	Recreation	18,150	0	18,150	21,812	25,600	25,600
372	Programs	23,000	0	23,000	25,048	32,000	32,000
	Subtotal	41,150	0	41,150	46,860	57,600	57,600
SOURCE - 390: OTHER REVENUE SOURCES							
390	Other Sources	171,800	0	171,800	216,118	183,300	220,600
393	Insurance	94,000	0	94,000	88,188	84,000	84,000
397	Fund Balance	50,000	0	50,000	0	200,000	91,200
399	Taxes	2,947,190	0	2,947,190	2,908,490	3,014,000	3,023,100
	Subtotal	3,262,990	0	3,262,990	3,212,796	3,481,300	3,418,900
	General Fund Total	5,172,190	0	5,172,190	5,077,128	5,432,200	5,372,300
OTHER FUNDS							
	Sewer Fund	350,000	0	350,000	434,939	278,440	248,440
	Police Contract Work	80,000	0	80,000	76,798	80,000	60,000
	Solid Waste	226,210	0	226,210	102,380	153,000	153,000
	Summer Day Camp	29,025	0	29,025	35,844	37,910	37,910
	Other Funds Total	685,235	0	685,235	649,961	549,350	499,350
	TOTAL	5,857,425	0	5,857,425	5,727,089	5,981,550	5,811,650
BUDGET ANALYSIS		0	0	0	134,088	100,548	22,072

Vachon, Clukay & Co., PC

Certified Public Accountants

131 Middle Street
Manchester, New Hampshire 03101
(603) 622-7070

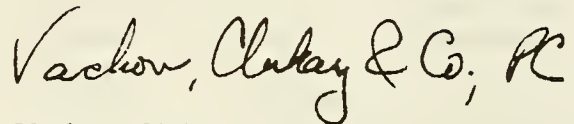
1991 INDEPENDENT AUDIT

Town Council
Town of Bedford, New Hampshire

We have completed our fieldwork in connection with our audit of the Town of Bedford, New Hampshire's financial statements for the year ended December 31, 1991 on February 7, 1992.

Due to circumstances beyond our control, the financial statements and related reports will not be available for inclusion in this year's annual town report.

We anticipate that the financial statements and related reports will be available no later than March 1, 1992.



Vachon, Clukay & Co., PC

Note from the Town Manager

The auditors fiscal year 1991 summary of findings and recommendations was not available on publication date and will appear as an addendum.

Town of Bedford, New Hampshire 1991 Annual Report

TAX COLLECTOR'S REPORT
 Summary of Tax Accounts
 Fiscal Year Ended December 31, 1991

DEBITS			CREDITS		
Uncollected Taxes			Remitted to Treasurer		
Beginning of Year (1)	1991	Prior	During Fiscal Year	1991	Prior
Property Taxes		\$2,392,387.93	Property Taxes	\$17,664,606.40	\$2,366,053.93
Land Use Change Tax		95,743.00	Land Use Change Tax	13,500.00	95,743.00
Yield Tax		622.29	Yield Taxes	4,163.44	932.14
Sewer Rents		6,801.40	Sewer Rents	192,718.19	72,540.98
			Yield Tax Interest	31.23	85.77
			Sewer Interest	100.32	411.41
Taxes Committed to Collector			Land Use Interest		6,559.00
Property Taxes	\$19,904,950.00		Interest on Taxes	23,183.39	139,318.67
Land Use Change Tax	31,750.00				
Yield Taxes	4,673.48		Abatements Allowed		
Sewer Rent	271,851.34		Property Taxes	2,802.00	44,105.00
			Yield Taxes		170.00
Added Taxes			Sewer Rent	738.78	
Property Taxes	5,456.00	16,933.00			
Sewer Revenue Added		71,390.85	Uncollected Taxes		
Yield Tax Added		479.85	End of Fiscal Year		
			Property Taxes	2,256,077.60	
Overpayments (2)			Land Use Change Tax	18,250.00	
a/c Property Taxes	13,080	838.00	Yield Taxes	510.04	
			Sewer Rents	78,394.37	
Interest Collected			Added Sewer Rental		5,651.27
on Delinquent Taxes	23,314.94	146,374.85			
			TOTAL CREDITS	\$20,255,075.76	\$2,731,571.17
TOTAL DEBITS	\$20,255,075.76	\$2,731,571.17			
(1) These uncollected balances should be the same as last year's ending balances.			(2) Overpayments should be included as part of regular remittance items.		

Summary of Tax Sales/Tax Lien Accounts
 Fiscal Year Ended December 31, 1991

DEBITS			
Tax Sale/Lien on Account of Levies of	1990	1989	Prior
Balance of Unredeemed Taxes		\$917,666.93	\$418,731.79
Taxes Sold/Executed to Town	\$1,563,361.35		
Interest Collected After Sale/Lien Execution	41,597.24	98,847.06	60,337.52
Redemption Cost	6,806.00	5,356.50	2,605.00
Total Debits	\$1,611,764.59	\$1,021,870.49	\$481,674.31
CREDITS			
Remittance to Treasurer During Fiscal Year			
Redemptions	651,293.12	\$532,533.13	\$172,508.71
Interest & Cost After Sale	48,403.24	104,203.56	62,942.52
Abatements During Year			2,063.86
Deeded to Town	3,230.69	3,102.28	2,861.55
Unredeemed Taxes End of Year	908,837.54	382,031.52	241,297.67*
Total Credits	\$1,611,764.59	\$1,021,870.49	\$481,674.31

* 1988 Unredeemed figures due to court order and pending closure on eagle roost property.

TOWN CLERK/TAX COLLECTOR

Edith P. Schmidtchen

The Town Clerk/Tax Collector's office continued to be a vibrant and busy arm of the community during the year of 1991.

We took on the issuance of plates in January. This service has been definitely appreciated by the townspeople. We now offer every service available as allowed by the State.

The use of computers is becoming a valuable tool in our office, thus enhancing our capabilities to serve the Town better.

At the present time we are operating at full staff and have been fortunate to have dedicated team players, always ready and willing to serve to the best of their abilities.

We will have four elections in 1992: February 18, Presidential Primary; March 10, Town Elections; September 8, State Primary; and November 3, General Election.

Access to the Town Clerk/Tax Collector's Office is only a phone call away. We are always willing to assist in trying to answer any questions you may have. Please feel free to call upon us at any time.

A reminder: Dog licenses are due by April 30, 1992. Licenses will be available April 1, 1992. Please bring rabies certificate if licensing for the first time.

**ANNUAL REPORT OF THE TOWN CLERK
JANUARY 1 TO DECEMBER 31, 1991**

AUTOMOBILE ACCOUNT

DEBITS	\$1,275,399.00
CREDITS	
Remitted to Treasurer	\$1,275,399.00

MISCELLANEOUS ACCOUNTS

DEBIT

Auto Titles	\$5,220.00	
UCC Filings	9,114.00	
Certified Copies	1,469.00	
Marriage Licenses	3,320.00	
Pole Licenses	60.00	
Dredge & Fill	42.00	
Organizational Fees	23.00	
Bad Checks	10.00	
Decals	27,669.00	
Miscellaneous	796.50	
Total Debits		\$47,723.50

CREDITS

Remitted to Treasurer	\$47,723.50
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DOG LICENSE ACCOUNT

DEBIT

1990 Licenses Issued	119.00	
1991 Licenses Issued	7,361.00	
1991 License Penalties	1,017.00	
Dog Violations	300.00	
Total Debits		\$8,797.00

CREDITS

Remitted to Treasurer	\$8,797.00
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BUILDING PERMITS

DEBIT

Permits Issued	\$56,379.00
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CREDITS

Remitted to Treasurer	\$56,379.00
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FILING FEES

DEBITS

March Elections	\$4.00
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CREDITS

Remitted to Treasurer	\$4.00
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Grand Total Remitted to Treasurer	\$1,388,302.50
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Respectfully Submitted

Edith Schmidtchen: Town Clerk/Tax Collector

Town of Bedford, New Hampshire 1991 Annual Report

TREASURER

Maurice H. Collison, Treasurer
Dana Kelley, Assistant Treasurer

CENTERPOINT BANK Continued

Received of:

Edith P. Schmidtchen,	
Tax Collector	\$22,151,832.15
Edith P. Schmidtchen,	
Town Clerk	1,388,302.50
Town Office	1,304,319.54
State Treasurer Included above	
Tax Anticipation Notes	1,000,000.00
GE Capital Public Finance	535,000.00
Interest on Deposits	155,733.78
Total Receipts	\$26,535,187.97
Balance January 1, 1991	3,738,790.44
Total Available	\$30,273,978.41
Total Disbursements	26,363,301.58
Balance December 31, 1991	\$3,910,676.83

Beals-Gage Girls Road Account:

Balance January 1, 1991	\$177,201.86
Interest on Accounts	12,159.67
Balance December 31, 1991	\$189,361.53

Fleet Bank CD 96,136.99
First NH Bank CD 93,224.54
Account Balance 189,361.53

CENTERPOINT BANK

Conservation Fund:

Balance January 1, 1991	\$2,466.46
Donation	10.00
"T" Shirt Sales	126.00
Interest on Account	131.05
Balance December 31, 1991	\$2,733.51

William Higgins:

Balance January 1, 1991	\$1,443.04
Interest on Account	77.71
Balance December 31, 1991	\$1,520.75

Robert Bullock, Barr. Drive Ext:

Balance January 1, 1991	\$5,377.13
Interest on Account	289.49
Balance December 31, 1991	\$5,666.62

Pine Tree Builders:

Balance January 1, 1991	\$7,303.71
Interest on Account	442.02
Balance December 31, 1991	\$7,745.73

Jeffrey Purtell:

Balance January 1, 1991	\$2,670.03
Interest on Account	143.73
Balance December 31, 1991	\$2,813.76

Robert & Eleanor Bullock:

Balance January 1, 1991	\$3,608.44
Interest on Account	194.32
Balance December 31, 1991	\$3,802.76

C. Samson Construction, Inc.:

Balance January 1, 1991	\$6,285.05
Interest on Account	412.29
Balance December 31, 1991	\$6,697.34

Town Hall Restoration Fund:

Balance January 1, 1991	\$2,069.36
Interest on Account	19.67
Disbursements	1,767.93
Balance December 31, 1991	\$321.10

Police DARE Fund:

Balance January 1, 1991	\$225.00
Received	300.00
Interest on Account	6.47
Disbursements	108.20
Balance December 31, 1991	\$423.27

Bedford Police:

Balance January 1, 1991	\$3,500.00
Disbursement	2,000.00
Balance December 31, 1991	\$1,500.00

Sewer Project:

Balance January 1, 1991	\$113,442.05
Interest on Account	5,701.31
Balance December 31, 1991	\$119,143.36

Town of Bedford, New Hampshire 1991 Annual Report

Mill Pond Estates:

Balance January 1, 1991	\$0.00
Received	20,000.00
Interest on Account	844.30
Balance December 31, 1991	\$20,844.30

Butterfields:

Balance January 1, 1991	\$0.00
Received	52,000.00
Interest on Accounts	2,056.11
Disbursements	25,140.72
Balance December 31, 1991	\$28,915.39

John Hughes, Manor Homes, Randolph

Commons:

Balance January 1, 1991	\$0.00
Received	10,000.00
Interest on Account	167.49
Disbursement	10,000.00
Balance December 31, 1991	\$167.49

Wright Acres:

Balance January 1, 1991	\$0.00
Received	20,000.00
Interest on Account	104.50
Disbursements	20,049.20
Balance December 31, 1991	\$55.30

Bethany Covenant Church:

Balance January 1, 1991	\$0.00
Received	1,500.00
Interest on Account	67.93
Disbursement	1,567.93
Balance December 31, 1991	\$0.00

Ron Champagne, Golfland:

Balance January 1, 1991	\$0.00
Received	8,000.00
Interest on Account	244.85
Disbursement	8,244.85
Balance December 31, 1991	\$0.00

FIRST NH BANK, NA

Dean Gibson & John Clark; Proctor Farms:

Balance January 1, 1991	\$0.00
Received	70,000.00
Interest on Account	673.68
Disbursements	64,000.00
Balance December 31, 1991	\$6,673.68

Respectfully Submitted,
s/Maurice H. Collison, Treasurer

THANK YOU'S

EXPRESSION OF GRATITUDE

The Town of Bedford has received gifts and donations of time, goods, and services from its townspeople and businesses. Bedford is fortunate to have so many people serve on various Boards, Commissions and Committees. The Town also has a staff of loyal and dedicated employees. To all who serve our Town, we are most grateful and extend our thanks.

We list below the donations received in the last year. We do, however, apologize if we have inadvertently omitted some of your contributions.

Thanks to:

Sandra Presley - artist, front cover, Town Hall
Wayne Harressey - assisting with cleaning
Mr/Mrs Robert Bullock-fill for turn around
Hans Kissell Co.-donation of food
Bedford Garden Club-Christmas wreaths
Bedford Men's Club - Christmas tree
Clifford Ross - donation of baseball picture
Bedford Unity Club - donation flatbed trailer
Duval's Towing - donation of services
Peter Hilchey - pictures 4th of July
Bedford Mother's Club- Election Dinner
Bedford Garden Club- grapevine wreath

SCHEDULE OF PROPERTY OWNED BY THE TOWN OF BEDFORD

M	B	L	ADDRESS	LAND AREA	LAND VALUE	BUILDING VALUE	TOTAL VALUE	REMARKS
1	55	0	TIRRELL HILL RD	0.80	28,900	0	28,900	
5	16	0	GOFSTOWN LINE	4.70	17,600	0	17,600	
6	36	1	NEW BOSTON RD	143.60	651,900	0	651,900	L/O, PULPIT ROCK
8	4	0	WALLACE RD (OFF)	123.80	763,100	4,300	767,400	TOWN DUMP
10	8	0	HAZEN RD	11.10	8,300	0	8,300	L/O, POWERLINES
11	4	0	GLENWOOD AVE (OFF)	0.06	31,500	0	31,500	
12	51	0	ROUTE 101	0.34	1,300	0	1,300	
13	5	30	PILGRIM DR	5.11	64,100	0	64,100	
13	37	19	CONSTITUTION DR	12.55	128,500	0	128,500	L/O, POWERLINES
13	56	0	101 & MEETINGHOUSE RD	0.64	25,600	0	25,600	INTERSECTION EXPANSION
13	67	0	MEETINGHOUSE RD	3.00	406,300	667,600	1,073,900	TOWN HALL & FIRE STATION
15	1	0	WALLACE RD (OFF)	30.20	206,800	0	206,800	NEXT TO TOWN DUMP, RECENT PURCHASE
16	38	85	GOLDEN DR	1.26	63,300	0	63,300	GIVEN FOR WEST BEDFORD FIRE STATION
19	45	0	BROOKVIEW TERRACE	2.70	10,100	0	10,100	
20	1	0	MEETINGHOUSE RD	1.98	97,800	356,000	453,800	TOWN LIBRARY
20	11	0	NASHUA RD	28.60	258,700	108,600	367,300	BEDFORD MEMORIAL PARK
20	23	0	NASHUA RD	5.96	433,200	135,100	568,300	RILEY FIELD & OLD TOWN GARAGE
20	46	0	N AMHERST RD	1.20	54,900	200,300	255,200	POLICE STATION
20	74	62	ROCKWOOD CT	0.59	36,500	0	36,500	CENTER OF CUL-DE-SAC
20	77	0	N AMHERST RD	14.00	130,700	0	130,700	
20	95	0	N AMHERST RD	5.30	157,900	554,800	712,700	TOWN OFFICE BUILDING
21	62	0	ROUTE 101	1.20	39,700	0	39,700	
23	3	1	ROUTE 3	0.85	72,900	24,000	96,900	SEWER PUMPING STATION
25	77	0	BACK RIVER RD	6.05	78,500	0	78,500	L/O, POWERLINES
25	92	11	FOREST DR	2.20	45,200	0	45,200	
26	14	10	APPLELEAF DR	1.00	23,500	0	23,500	
26	14	19	APPLELEAF DR	1.70	25,000	0	25,000	
26	14	25	APPLELEAF DR	1.00	23,500	0	23,500	
26	6	57	OLD SAWMILL RD	1.00	19,600	0	19,600	
28	31	0	HARDY RD	15.00	112,500	0	112,500	
28	43	0	ROUTE 101 (OFF)	8.20	29,500	0	29,500	
29	23	0	PERRY RD	0.40	4,200	0	4,200	TO REALIGN PERRY AND N. AMHERST ROADS
30	15	14	BRACKEN CIRCLE	3.60	91,600	0	91,600	
30	18	0	ROUTE 101 W	0.10	200	0	200	
31	44	12	GREY ROCK RD	1.50	63,400	0	63,400	
31	44	0	ROUTE 101	0.47	3,500	0	3,500	
31	44	30	DEARBORN LN	74.00	44,400	0	44,400	L/O, CONSERVATION AREA
33	9	82	LIBERTY HILL RD	3.90	70,000	0	70,000	
33	9	83	MEADOWCREST DR	4.90	73,300	0	73,300	
33	17	17	LIBERTY HILL RD	3.90	67,700	0	67,700	
34	13	0	F E EVERETT	14.70	50,700	0	50,700	
34	30	0	BACK RIVER RD	2.00	35,800	0	35,800	L/O, POWERLINES
37	19	4	HEMLOCK & BACK RIVER	1.00	27,400	0	27,400	
38	9	0	LIBERTY HILL RD	31.50	118,100	0	118,100	
39	5	0	NASHUA RD	1.00	23,500	0	23,500	
39	13	0	BEALS RD	1.30	39,600	0	39,600	
39	37	0	JENKINS RD (OFF)	6.80	25,500	0	25,500	
40	3	36	MCQUADE BROOK RD	4.05	15,200	0	15,200	
43	31	0	DERY ST	0.68	22,800	0	22,800	
46	16	0	EASTMAN AVE	0.12	60,800	0	60,800	
TOTAL				591.61	4,884,600	2,050,700	6,935,300	

Town of Bedford, New Hampshire 1991 Annual Report

DEPARTMENT: Bedford Trust Funds
Willard Varney: Chairman

Balance of Unexpended Trust Funds Available December 31, 1991:

Annual Report of Revenues Collected and Expenses Paid and Unexpended Revenues for the Year Ending December 31, 1991

Checking Account
School Prize Speaking Fund Revenue 49.78

Balance of Unexpended Trust Fund Revenues January 1, 1991:

Savings Accounts
Prize Speaking Fund Revenue 773.41
Library Funds Revenue 170.34
Church Funds Revenue 310.76
Cemetery Funds Revenue 479.97
Beals Library Bequest 10,787.30
12,571.56

Checking Account
School Prize Speaking Fund Revenue 49.89

TOTAL 19,476.25

Savings Accounts
Prize Speaking Fund Revenue 1,008.82
Library Funds Revenue 231.26
Church Funds Revenue 428.61
Cemetery Funds Revenue 646.83
Beals Library Bequest 9,491.16
11,856.57

TRUST AND CAPITAL RESERVE FUND TOTALS as of December 31, 1991

Revenues Collected
Interest - Prize Speaking Fund 192.59
Interest - Church Fund 755.26
Interest - Library Fund 486.21
Interest - Cemetery Fund 1,389.48
Interest - Beals Library Bequest 4,796.14
7,619.68

Capital Reserve Funds (Principal & Interest)
Fire Truck 67,327.80
Bulldozer 43,186.96
Tractor-Loader 33,198.72
Dump Truck 1,973.11
145,686.59

TOTAL 19,476.25

Total Capital Reserve Funds
Principal 100,400.00
Interest 45,286.59
145,686.59

Expenses Paid
Bedford Public Library (Beals Trust) to James Scotland, Trustee 3,500.00
Bedford Presbyterian Church Fund to Philip Gray, Treasurer 873.11
Bedford Public Library Fund to George J. Fournier, Trustee 547.13
Bedford Center Old Cemetery Fund to Ralph M. Wiggin, Jr., Treasurer 215.96
Town of Bedford for Cemetery Care to Maurice Collison, Treasurer 1,305.38
Plants for four (4) cemetery lots 35.00
Prize Speaking Contest - McKelvie School 428.11
6,904.69

Total Trust Funds
Principal 108,531.90
Interest 12,571.56
121,103.46
Grand Total
Capital Reserve Funds 145,686.59
Trust Funds 121,103.46
266,770.05

TOWN OF BEDFORD, NEW HAMPSHIRE 1991 ANNUAL REPORT

Report of the Trust Funds of Bedford on December 31, 1990

Date of Creation	Name of Trust Fund	Purpose of Trust Fund	How Invested	%	PRINCIPAL				INCOME					
					Balance Beginning Year	New Funds Created	Gains or (Losses)	Capital Gain Dividends	Balance End Year	Beginning Balance	Year's %	Income Amount	Expended	Ending Balance
Jun 05 1903 1.	Annie Townsend	Cemetery	BankEast	5.0	50.00	-	-	-	50.00	1.28	5.0	2.51	2.57	1.22
Mar 16 1912 2.	Petus Parkhurst	"	"	"	"	"	"	"	"	"	"	2.51	2.57	1.22
May 23 1921 3.	Henry L. Peaslee	"	"	"	"	"	"	"	"	"	"	2.51	2.57	1.22
May 05 1925 4.	Charles Gage	"	"	"	"	"	"	"	"	"	"	2.51	2.57	1.22
Feb 23 1934 5.	James H. Mitchell	"	"	"	"	"	"	"	"	"	"	2.50	2.57	1.21
Jun 21 1934 6.	Nelson Foster	"	"	"	"	"	"	"	"	"	"	2.50	2.56	1.22
Jul 16 1936 7.	Sarah L. Witherspoon	"	"	"	"	"	"	"	"	"	"	2.50	2.56	1.22
Jun 19 1937 8.	Ernestine Wolf	"	"	"	"	"	"	"	"	"	"	2.50	2.56	1.22
Jun 18 1937 9.	Sabra Dearborn	"	"	"	"	"	"	"	"	"	"	2.50	2.56	1.21
Totals					450.00				450.00	11.51		22.54	23.09	10.96
Mar 18 1901 1.	Bursiel Fund	Cemetery	BankEast	6.05	100.00	-	-	-	100.00	3.47	6.05	7.57	8.47	2.57
Mar 23 1904 2.	Walker Fund	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
Mar 21 1907 3.	Caroline D. Moore	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
Mar 10 1909 4.	Sarah P. Osgood	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
Mar 09 1909 5.	Sarah H. Clark	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
Jun 27 1914 6.	Mary E. Parker	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
Nov 05 1914 7.	Gilman H. Moore	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
Nov 10 1917 8.	Clement Fund	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
Dec 08 1917 9.	Sturtevant & Moore	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
Jan 28 1919 10.	Moore & Kittredge	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
Jul 19 1919 11.	Harry B. Shepard	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
Feb 03 1920 12.	Thomas W. Moore	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
May 17 1920 13.	George F. Barnard	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
May 15 1922 14.	Susan S. Foster	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
Apr 13 1922 15.	Mary R. Clapp	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
Feb 01 1924 16.	Lavinia Seawey	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
Jul 21 1924 17.	Frank F. Flint	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
Dec 01 1924 18.	Julia M. Stevens	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
Apr 03 1924 19.	Mauda's Baby	"	"	"	"	"	"	"	"	"	"	7.57	8.47	2.57
May 25 1926 20.	Laura E. Cutler	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Mar 21 1929 21.	Charles A. Grant	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Oct 03 1929 22.	George A. Gookin	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Feb 19 1930 23.	Cora H. Beals	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Jun 02 1930 24.	Edward E. Schneider	Cemetery	BankEast	6.05	100.00	-	-	-	100.00	3.47	6.05	7.56	8.47	2.56
Nov 06 1930 25.	Charles E. Bursiel	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Apr 02 1931 26.	Dennis P. Chase	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Jan 27 1932 27.	Harriet J. Parkhurst	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Mar 03 1932 28.	Mary L. Osgood	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Jun 23 1932 29.	Quincy L. Barnard	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Jun 29 1935 30.	Peter Parker	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Jan 24 1936 31.	Albert P. Watson	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Feb 13 1936 32.	Charles P. Woodbury	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Apr 02 1936 33.	John O. Parker	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Dec 05 1936 34.	Frank H. Waters	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Apr 03 1940 35.	Jennie R. Clapp (& 58-59-60)	"	"	"	400.00	-	-	-	400.00	13.88		30.24	33.89	10.24
May 31 1941 36.	Mrs. William E. Felch	"	"	"	100.00	-	-	-	100.00	3.47		7.56	8.47	2.56
Jan 19 1942 37.	Mrs. J.G. Dunnington	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Feb 03 1942 38.	Gillis & Helen French	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Sep 15 1942 39.	Fred H. Merrill	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Apr 01 1943 40.	Adeline Huntoon	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Aug 10 1943 41.	Albert B. McLain	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Oct 25 1943 42.	Hicks & McFadden	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
May 24 1944 43.	R. J. McElwaine	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Nov 29 1944 44.	John Leslie	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Mar 18 1945 45.	Hattie Bayne	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Jan 29 1947 46.	Anna G. Holbrook	"	"	"	"	"	"	"	"	"	"	7.56	8.47	2.56
Mar 16 1950 47.	Grace B. Hodgman	"	"	"	"	"	"	"	"	"	"	7.56	8.46	2.57
Dec 18 1950 48.	John C. Schaller	"	"	"	"	"	"	"	"	"	"	7.56	8.46	2.57
Sep 05 1956 49.	Farrast C. Blood	"	"	"	"	"	"	"	"	"	"	7.56	8.46	2.57
Apr 24 1957 50.	Arthur N. Hodgman	"	"	"	"	"	"	"	"	"	"	7.56	8.46	2.57
May 27 1960 51.	Robert A. Hannam	"	"	"	"	"	"	"	"	"	"	7.56	8.46	2.57
Nov 24 1961 52.	Arthur J. Bennett (& 57)	"	"	"	200.00	-	-	-	200.00	6.94		15.12	16.93	5.14
Feb 05 1963 53.	Stanley H. Jaeger	"	"	"	100.00	-	-	-	100.00	3.47		7.56	8.46	2.57
Sep 15 1966 54.	Clinton P. Hodgman	"	"	"	"	"	"	"	"	"	"	7.56	8.46	2.57
Aug 21 1968 55.	Suzette M. Hood	"	"	"	"	"	"	"	"	"	"	7.56	8.46	2.56
Feb 19 1969 56.	Dorothy Koch	"	"	"	"	"	"	"	"	"	"	7.56	8.46	2.56
Totals					6000.00				6000.00	208.18		453.79	508.09	153.88
Oct 31 1902 1.	David Sweet	Cemetery	BankEast	6.05	150.00	-	-	-	150.00	5.21	6.05	11.34	12.71	3.84
Nov 02 1923 2.	Addie L. Gage	"	"	"	"	"	"	"	"	"	"	11.34	12.71	3.84
Jan 07 1932 3.	Parkhurst Greenwood	"	"	"	"	"	"	"	"	"	"	11.34	12.70	3.85
Apr 04 1932 4.	Thomas E. Barr	"	"	"	"	"	"	"	"	"	"	11.34	12.70	3.85
Aug 07 1933 5.	Katherine E. Moore	"	"	"	"	"	"	"	"	"	"	11.35	12.70	3.85
May 04 1936 6.	George H. Wiggins	"	"	"	"	"	"	"	"	"	"	11.35	12.70	3.85
Jun 19 1946 7.	Rezah A. Snell	"	"	"	"	"	"	"	"	"	"	11.35	12.70	3.85
Jul 03 1967 8.	Harold G. Tillson	"	"	"	"	"	"	"	"	"	"	11.35	12.70	3.85
Totals					1200.00				1200.00	41.64		90.76	101.62	30.78
Dec 11 1903 1.	Shepard Fund	Cemetery	BankEast	6.05	200.00	-	-	-	200.00	6.94	6.05	15.12	16.93	5.12
Apr 13 1909 2.	William M. Patten	"	"	"	"	"	"	"	"	"	"	15.12	16.93	5.13
Dec 31 1910 3.	Stephen C. Osmon	"	"	"	"	"	"	"	"	"	"	15.12	16.93	5.13
Sep 21 1917 4.	Thomas L. Burns	"	"	"	"	"	"	"	"	"	"	15.12	16.93	5.13
Dec 12 1924 5.	Charles Seals	"	"	"	"	"	"	"	"	"	"	15.12	16.93	5.13
Jul 27 1939 6.	John M. Hodgman	"	"	"	"	"	"	"	"	"	"	15.12	16.93	5.13
Jun 02 1943 7.	Dr. G. E. Hoffses	"	"	"	"	"	"	"	"	"	"	15.12	16.93	5.13
Mar 05 1946 8.	Charles Lenz	"	"	"	"	"	"	"	"	"	"	15.12	16.93	5.13
Mar 30 1946 9.	Charles D. Barnard	"	"	"	"	"	"	"	"	"	"	15.13	16.94	5.13
Mar 08 1946 10.	Charles J. Tinker	"	"	"	"	"	"	"	"	"	"	15.13	16.94	5.13
Sep 01 1946 11.	William Currie	"	"	"	"	"	"	"	"	"	"	15.13	16.94	5.13
Apr 13 1949 12.	Jessie P. Howard	"	"	"	"	"	"	"	"	"	"	15.13	16.94	5.13
Oct 21 1952 13.	Samuel H. Patten	"	"	"	"	"	"	"	"	"	"	15.13	16.94	5.13
May 22 1956 14.	Paul H. DeNicola	"	"	"	"	"	"	"	"	"	"	15.13	16.94	5.13
Apr 16 1957 15.	Minnie Esterbrooks	"	"	"	"	"	"	"	"	"	"	15.13	16.94	5.13
May 20 1956 16.	Abbie C. Gault	"	"	"	"	"	"	"	"	"	"	15.13	16.94	5.13

TOWN OF BEDFORD, NEW HAMPSHIRE 1991 ANNUAL REPORT

Report of the Trust Funds of Bedford on December 31, 1990 (continued)

Date of Creation	Name of Trust Fund	Purpose of Trust Fund	How Invested	%	PRINCIPAL				INCOME					
					Balance Beginning Year	New Funds Created	Gains or (Losses)	Capital Gain Dividends	Balance End Year	Beginning Balance	Year's %	Income Account	Expended	Ending Balance
Feb 20 1961 17.	Augustus W. Clark	"	"	"	"	"	"	"	"	6.94	"	15.13	16.94	5.13
Mar 22 1966 18.	French & Wiggin	"	"	"	"	"	"	"	"	6.94	"	15.13	16.94	5.13
Aug 21 1966 19.	S.M. & P.D. Icham	"	"	"	"	"	"	"	"	6.94	"	15.13	16.94	5.13
Nov 29 1968 20.	Richard B. Taylor	"	"	"	"	"	"	"	"	6.94	"	15.13	16.94	5.13
Feb 10 1978 21.	Maie J. Wheeler	"	"	"	"	"	"	"	"	6.94	"	15.13	16.94	5.13
Mar 10 1980 22.	Ann DeFicchia	"	"	"	"	"	"	"	"	6.94	"	15.13	16.94	5.13
Nov 29 1982 23.	Louther-Richardson	"	"	"	"	"	"	"	"	6.94	"	15.13	16.94	5.13
Totals					4600.00				4600.00	159.61		347.91	389.54	117.98
Oct 22 1898 1.	Barr Fund	Cemetery	BankEast	6.05	300.00	-	-	-	300.00	10.41	6.05	22.69	25.41	7.69
Apr 26 1907 2.	Susan J. Clark	"	"	"	"	"	"	"	"	10.41	"	22.69	25.41	7.69
Oct 27 1925 3.	Mary J. Moore	"	"	"	"	"	"	"	"	10.41	"	22.69	25.41	7.69
May 19 1927 4.	Lucy B. Savage	"	"	"	"	"	"	"	"	10.41	"	22.69	25.41	7.69
Apr 19 1929 5.	William A. Nobart	"	"	"	"	"	"	"	"	10.41	"	22.69	25.40	7.70
May 22 1930 6.	Inogene M. Buswell	"	"	"	"	"	"	"	"	10.41	"	22.69	25.40	7.70
Apr 04 1933 7.	William W. Ward	"	"	"	"	"	"	"	"	10.41	"	22.69	25.40	7.70
Jan 15 1957 8.	George H. Gault	"	"	"	"	"	"	"	"	10.41	"	22.69	25.40	7.70
Nov 19 1981 9.	Laura M. Olivier	"	"	"	"	"	"	"	"	10.40	"	22.68	25.40	7.69
Oct 26 1987 10.	Lucien F. Norandin	"	"	"	"	"	"	"	"	10.40	"	22.68	25.40	7.69
Totals					3000.00				3000.00	104.09		226.89	254.04	76.94
Feb 29 1929 1.	Aneline Canobell	Cemetery	BankEast	6.05	75.00	-	-	-	75.00	2.60	6.05	5.67	6.35	1.92
Jul 24 1950 2.	Myron L. Stickney	"	"	"	75.00	-	-	-	75.00	2.60	"	5.67	6.35	1.92
Jul 02 1936 3.	Frank French	"	"	"	125.00	-	-	-	125.00	4.34	"	9.45	10.58	3.21
Mar 04 1954 4.	Lynan H. Fulton	"	"	"	1125.00	-	-	-	1125.00	39.04	"	85.09	95.29	28.85
Aug 07 1966 5.	Curtis Pecker	"	"	"	125.00	-	-	-	125.00	4.34	"	9.45	10.58	3.21
Jan 09 1963 6.	Garrish-Batchelder	"	"	"	250.00	-	-	-	250.00	9.67	"	18.91	21.17	6.41
Oct 20 1927 7.	Charles B. Stowell	"	"	"	500.00	-	-	-	500.00	17.35	"	37.82	42.34	12.83
Totals					2275.00				2275.00	78.94		172.06	192.65	58.25
Nov 30 1944	Willis B. Kendall	Cemetery	Aoskeag	6.10	1000.00	-	-	-	1000.00	42.86	6.10	75.53	87.31	31.08
Dec 09 1924 1.	Charles Beal	Library	BankEast	6.05	533.00	-	-	-	533.00	18.49	6.05	40.31	45.14	13.66
Oct 31 1988 2.	Adam Chandler	"	"	"	639.60	-	-	-	874.60	22.19	"	48.37	54.15	16.41
Nov 29 1944 3.	Frances E. Woodbury	"	"	"	1595.70	-	-	-	1595.70	55.37	"	120.69	135.13	40.93
Nov 29 1944 4.	Frank H. Waters	"	"	"	2128.70	-	-	-	2128.70	73.85	"	161.00	160.26	54.60
Jun 01 1970 5.	Edmund & Sarah Hull	"	"	"	533.00	-	-	-	533.00	18.49	"	40.31	45.14	13.66
Totals					5430.00				5430.00	189.40		410.68	459.82	139.26
Nov 30 1944	Willis B. Kendall	Library	Aoskeag	6.10	1000.00	-	-	-	1000.00	42.86	6.10	75.53	87.31	31.08
Nov 30 1944	Willis B. Kendall	Church	Aoskeag	6.10	10000.00	-	-	-	10000.00	428.61	6.10	755.26	873.11	310.76
Nov 30 1944	Willis B. Kendall	Speaking	Aoskeag	6.10	2000.00	-	-	-	2000.00	1058.71	6.10	192.53	428.11	823.19
Dec 10 1988	Beal Library Bequest	Library	Bank of NH	Var.	71576.90	-	-	-	71576.90	9491.16	Var.	4796.14	3500.00	10787.30
Oct 10 1950	Fire Truck	Cap. Reserve	First NH Bnk	Var.	27000.00	35000.00	-	-	62000.00	1499.89	Var.	3827.81	.00	5327.90
Dec 01 1972	Bulldozer	"	BankEast	"	12000.00	-	-	-	12000.00	28501.36	"	2685.00	.00	31196.36
Jun 09 1959	Tractor-Loader	"	First NH Bnk	"	25000.00	-	-	-	25000.00	6214.25	"	1984.47	.00	8199.72
Dec 01 1974	Dump Truck	"	BankEast	"	1400.00	-	-	-	1400.00	471.91	"	101.30	.00	572.11
Capital Reserve Totals					65400.00	35000.00			100400.00	36688.01		8998.58	.00	45286.59

Report of the Common Trust Investments of the Town of Bedford on December 31, 1991

No. of Shares or Other Units	HOW INVESTED		Balance Beginning Year	Purchases	Capital Gains	PRINCIPAL		Balance End Year	Balance Beginning Year	INCOME		Balance End Year
	Types of Investment	Purpose				Proceeds From Sales	Gains or (Losses)			Income During Year	Expended During Year	
9 Accounts	BankEast	Cemetery	450.00	-	-	-	450.00	11.51	23.54	23.09	10.96	
56 Accounts	"	"	6000.00	-	-	-	6000.00	208.18	453.79	508.09	153.88	
8 Accounts	"	"	1200.00	-	-	-	1200.00	41.64	90.76	101.62	30.78	
23 Accounts	"	"	4600.00	-	-	-	4600.00	159.61	347.91	389.54	117.99	
10 Accounts	"	"	3000.00	-	-	-	3000.00	104.09	226.89	254.04	76.94	
7 Accounts	"	"	2275.00	-	-	-	2275.00	78.94	172.06	192.65	58.25	
5 Accounts	"	Library	5430.00	-	-	-	5430.00	189.40	410.68	459.82	139.26	
Totals			22955.00				22955.00	792.37	1724.63	1928.85	589.15	

PLANNING BOARD

Chairman: Gary Howard

New England's economic recession was mirrored by a dramatic decline in development proposals submitted to the Bedford Planning Board during 1991. The Board was able to resume meeting twice a month after several years of weekly agendas. Conversion of existing commercial/industrial sites for changing uses was far more prevalent than requests for new construction, and residential subdivisions were at a record low. Final approval was granted to the following:

- 6 Subdivision Plans - 35 new residential lots
- 7 Lot Line Adjustment Plans
- 7 Consolidation Plans
- 5 Site Plans - 59,986 sq. ft. new com./ind.space
- 15 Site Plans - 61,027 sq. ft. changed-use com./ind. space

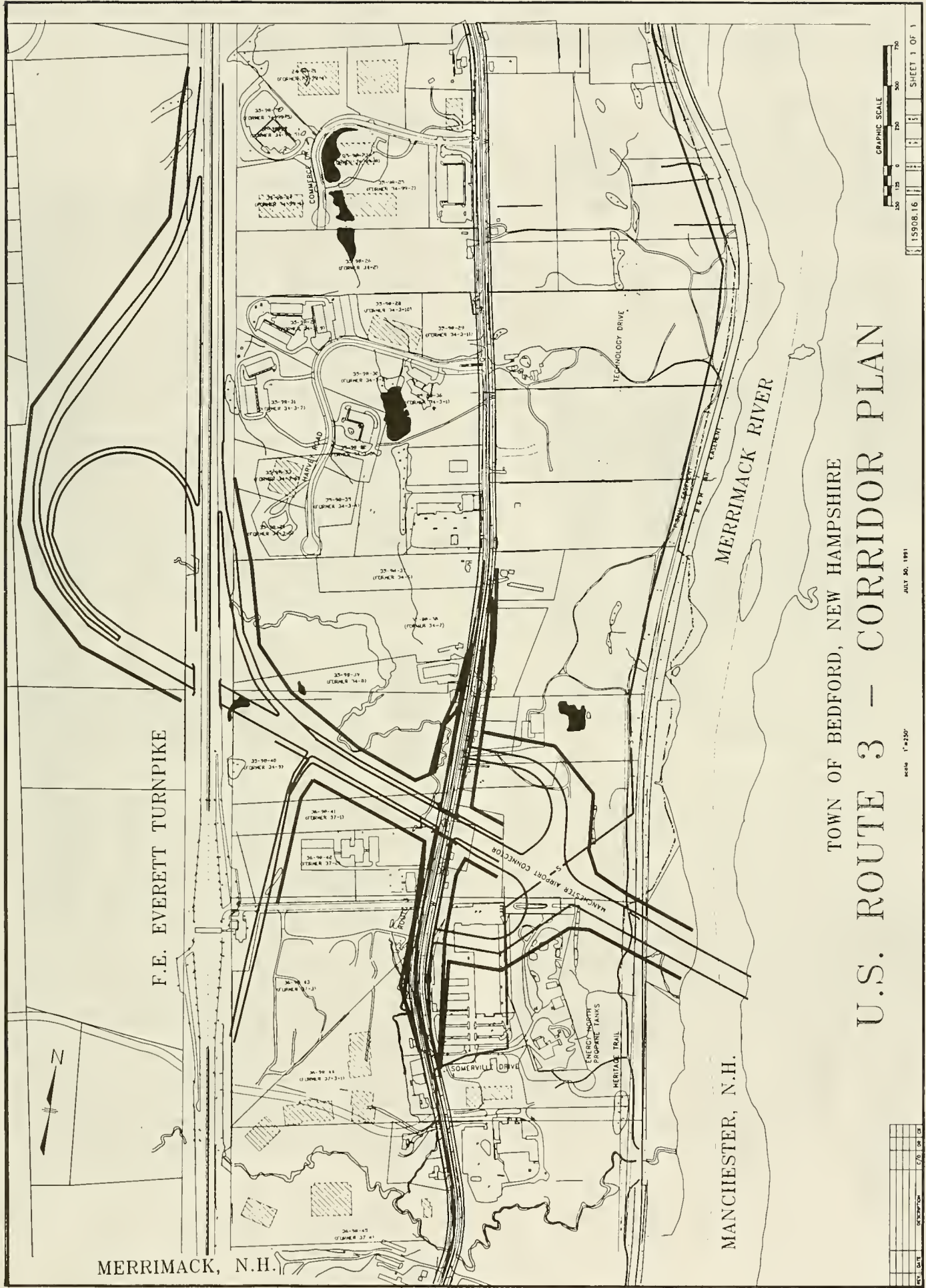
The major developments reviewed by the Board included:

- | | |
|-------------------------------|---------------------------------|
| Meadows at Joppa Hill | 24 new cluster house lots |
| Greenfield Farms Concept plan | - 234 cluster lots |
| Bellemore Associates | 29,360 sq.ft. retail center |
| Washington Place | 11,000 sq.ft. orthopedic clinic |
| Martin's House of Cloth | 11,000 sq.ft. retail center |
| Metronics, Inc. | 20,000 sq. ft. industrial reuse |

The Planning Board devoted a significant portion of its attention to updating planning documents and implementing recommendations of the 1990 Master Plan. The newly recodified zoning ordinance was approved by the voters at the 1991 Town Meeting, and the Planning Board revised its Excavation Regulations to reflect many changes in State statutes. Minor Subdivision and Minor Site Plan Regulations were adopted to expedite the approval process for small projects.



Planning Board Members: seated l to r: Paul Goldberg, Gary Howard, Artie Robersen and David Danielson. Standing l to r: Ray Kiestlinger, Edward Matta, Paul Drahnak, and Ed Kelly. Absent from photo: Tom Cassese, John Jacobson, Roger Hawk and Larry Wolter.



MERRIMACK, N.H.

F.E. EVERETT TURNPIKE

MANCHESTER, N.H.

MERRIMACK RIVER

TOWN OF BEDFORD, NEW HAMPSHIRE
U.S. ROUTE 3 - CORRIDOR PLAN

AUG 20, 1991

SCALE 1"=120'

GRAPHIC SCALE

159908.16 SHEET 1 OF 1

DATE	DESCRIPTION	BY	CHK

Planning Board (continued)

Responding to the identified need for additional recreation lands in Bedford, the Planning Board adopted a Recreation and Open Space Acquisition Policy as part of its Subdivision Regulations.

This policy requires a dedication of land or in-lieu fees for each new house lot created to be placed in a Town escrow fund for later purchase of a major recreation facility for west Bedford.

Prime recreation lands were also identified on the Meadows at Joppa Hill site and the Greenfield Farms site during Planning Board review. The Board recommended that the Town Council consider acquisition of land at each of these sites.

A new "Comprehensive Plan Approval" allows owners of large tracts of land to work with the Planning Board on long-term development proposals and to receive conceptual, or "comprehensive" approval. This process enables the Board to identify future infrastructure needs and coordinate construction of the project with new sewer and water extensions, school additions, and acquisition of recreation facilities.

Your Planning Board is dedicated to the promotion of high quality development which will be of lasting value, both economically and aesthetically, for all the property owners and residents of Bedford. Towards that end, we have enjoyed serving the Town in 1991.

Members of the Bedford Planning Board are: Gary Howard - Chairman, David Danielson - Vice-Chairman, Thomas Cassese - Secretary, Paul Goldberg - Council liaison, Artherline Robersen - Town Manager, Edward Kelly - Public Works Director, M. Edward Matta, John Jacobson, and Paul Drahnak. Alternates are: Ray Kiestlinger, Roger Hawk, and Larry Wolter. Martha Harris serves as clerk of the Board.

PLANNING DEPARTMENT

Director: Karen White, AICP

Long-range community economic development was the primary focus of the Planning Department during 1991. Future growth patterns, financing of infrastructure, and increasing the property tax base became central issues.

A public-private cost-sharing formula for financing construction of the Bedford Mall/Kilton Road/South River Road intersection improvements was coordinated by the Planning Department. Under this formula, developers of new or expanded commercial buildings pay a one-time fee for each additional vehicle trip associated with the new building that passes through the improved intersection. This cost-allocation concept is being expanded and refined to facilitate other intersection improvements on Route 3 which are necessary for future development, and tax base expansion.

During 1991, a new Planning Board fee schedule was prepared and implemented by the Planning Department. The revised fees are intended to reflect the costs of staff review and inspection of construction proposals.

The Planning Director researched and wrote a "fair-share" formula for acquisition of recreation land (or in-lieu fees) from newly subdivided house lots. This method establishes a direct relationship between the amount of recreation land currently supplied for Bedford households and the amount of land or money to be dedicated by each new lot. The policy, as implemented by the Planning Board, will provide a land-bank for purchase of future recreation facilities without impact to existing taxpayers.

Time is money, and Bedford's fledgling computerized Geographic Information System promises to greatly reduce data retrieval time and simplify public access to

municipal information. Under the supervision of the Planning Department, the Town has entered a public-private joint venture with T.F. Moran, Inc. to develop a computer mapping system. Each tax parcel has been digitized and "attributes" will be entered into a database which can be retrieved by entering the tax parcel identification number into the computer network. In the future every department, and via the Library, the public will have access to all types of municipal records.

The Geographic Information System is also proving exceptionally valuable for long-range planning. A ten-year development forecast for the Route 3 south corridor, including the proposed N.H. Airport Access Highway, has been computer plotted to help identify areas of needed infrastructure improvements.

Bedford's twenty-year-old cable TV franchise contract will expire in 1993, and work is in progress to negotiate a new agreement. The Planning Director researched federal and state codes regulating the cable industry and prepared a position paper on options available to the Town Council. A public hearing to review the past performance of United Cable and to identify future community needs was held at Peter Woodbury School in March. Testimony received from residents at that hearing is being incorporated into the Town's negotiations.

A grant application written by the Planning Director resulted in the award of \$60,000.00 by the Land Conservation Investment Program in 1991. The Town Council has agreed to accept the matching grant, and the money is being used to purchase 7 acres of land along the Merrimack River for the Heritage Trail, public access to the river, and protection of an important bald eagle winter habitat.



Major roadway improvements at the Bedford Mall/Kilton Road, Route 3 intersection were the result of public-private funding.



This new industrial site at Commerce Park West is one of the projects inspected for completeness by the Planning Department.

Town of Bedford, NH CAPITAL IMPROVEMENT PROGRAM - 1992 Project Proposal Summary		TOWN COUNCIL'S PROPOSED FOR 1992 Includes Items Funded in Operation Budgets Last Revised on: 1/14/92										
Department	Project Title	FUTURE YEAR PROJECTS BY YEAR WITH FUNDING SOURCE SUMMARY										
		BAL FROM PRIOR YRS	1991 APPROPRIATION	1992	1993	1994	1995	1996	1997	Total		
404 Conserv. Commission	Heritage Trail GR	0	0	0	5,000	5,000	0	0	0	0	10,000	
	Wetlands Study GR	0	0	0	30,000	0	0	0	0	0	30,000	
	Land Acquisition CU	7,680	4,050	?	?	?	?	?	?	?	11,730	
	Department Total	7,680	4,050	?	35,000	5,000	?	?	?	?	51,730	
415 Town Hall	Renovations GR	0	5,000	5,000	6,000	0	8,000	5,000	0	0	29,000	
	Department Total	0	5,000	5,000	6,000	0	8,000	5,000	0	0	29,000	
420 (428) General Admin.	Microfiche/Aperture Card Reader/Printer UF	0	0	0	0	27,000	0	0	0	0	27,000	
	Department Total	0	0	0	0	27,000	0	0	0	0	27,000	
425 Planning Office	Impact Fee Formulas - Route 3 Roadways IA	0	0	0	30,000	0	0	0	0	0	30,000	
	Department Total	0	0	0	30,000	0	0	0	0	0	30,000	
431 Police Department	Repeater GR	0	0	0	20,000	0	0	0	0	0	20,000	
	Communication Console GR	0	0	0	0	30,000	0	0	0	0	30,000	
	New Police Station GR/GB	0	0	0	0	0	110,000	110,000	770,000	0	990,000	
	Renov. Police Station GR	0	0	0	0	50,000	0	0	0	0	50,000	
	Department Total	0	0	0	0	80,000	110,000	110,000	770,000	0	1,070,000	
441 Fire Department	Rt. 3 Fire Station GR/GB	0	0	0	0	50,000	0	110,000	110,000	0	270,000	
	Renovate Fire Station GR	0	0	0	0	75,000	0	0	0	0	75,000	
	Equip. Capital Reserve GR	55,000	5,000	5,000	30,000	70,000	80,000	80,000	80,000	0	405,000	
	Tank Truck Replace GR	0	0	0	35,000	50,000	0	0	0	0	85,000	
	Ambulance Replace GR	0	0	0	0	10,000	0	0	0	0	10,000	
	Ladder Truck Overhaul GR	0	0	0	0	0	0	0	0	0	0	
	Heavy Rescue Replace GR	0	0	0	0	0	0	0	0	0	0	
Department Total	55,000	5,000	5,000	65,000	255,000	80,000	190,000	190,000	0	845,000		

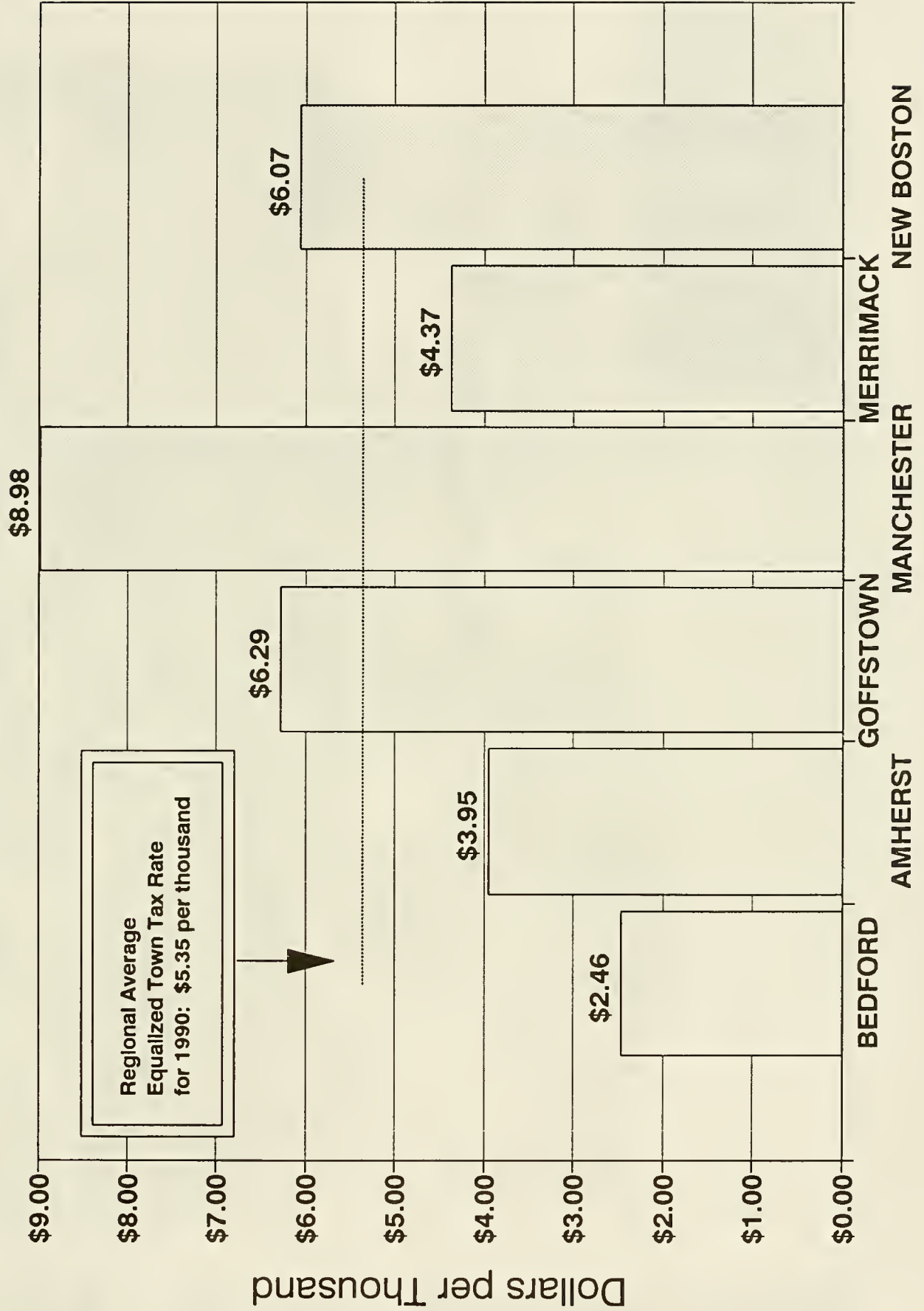
Town of Bedford, NH CAPITAL IMPROVEMENT PROGRAM - 1992 Project Proposal Summary		FUTURE YEAR PROJECTS BY YEAR WITH FUNDING SOURCE SUMMARY										Total
Department	Project Title	BAL FROM PRIOR YRS	1991 AMT	1992	1993	1994	1995	1996	1997	Total		
TOWN COUNCIL'S PROPOSED FOR 1992 Includes Items Funded in Operation Budgets Last Revised on: 1/14/92												
451 Pub. Works Department	Public Work Garage GLP	161,610	184,387	161,000	161,000	161,000	0	0	0	0	828,997	
	Road Resurfacing GR	78,600	206,000	206,000	325,000	350,000	375,000	400,000	425,000	0	2,365,600	
	Forest Drive Drainage GR	0	25,000	16,000	25,000	50,000	50,000	50,000	75,000	0	291,000	
	Equip. Capital Reserve GR	38,500	0	0	25,000	25,000	25,000	25,000	25,000	0	163,500	
	Six Wheel Dump Truck GR	1,800	0	0	272,000	0	152,600	80,000	0	0	506,400	
	Tractor GR	0	0	0	0	0	0	0	0	0	0	
	Gen. Drainage GR	0	0	0	25,000	25,000	25,000	0	25,000	0	100,000	
	Loader GR/IA	29,500	0	0	0	70,000	0	0	0	0	99,500	
	Ten Wheel Dump Truck IA	0	0	0	0	100,000	0	0	0	0	100,000	
	Snow Blower IA	0	0	0	0	75,000	0	0	0	0	75,000	
	Backhoe GR	0	0	0	0	0	0	70,000	0	0	70,000	
	Grader GR	0	0	0	0	0	0	0	150,000	0	150,000	
	One Ton Truck GR	0	24,466	22,000	24,000	0	0	0	0	0	70,466	
	Pick-Up Truck GR	0	14,977	0	33,000	17,000	0	0	18,000	0	82,977	
	Guardrail GR	0	0	0	0	0	0	25,000	0	0	25,000	
	Trailer/Flake GR	0	0	0	0	0	0	4,000	15,000	0	19,000	
	Rt. 3 Improvements GR/ST	0	0	0	0	0	0	0	1,000,000	0	1,000,000	
	Department Totals	310,010	454,830	405,000	890,000	873,000	627,600	654,000	1,733,000	5,947,440		
471 Recreation Department	McAfee Park Dev. GR	0	0	0	15,000	0	0	0	0	0	15,000	
	Gen. Park Acquisition GR	0	0	0	0	100,000	0	0	100,000	0	200,000	
	Riley Field Renovate GR	0	0	25,000	0	0	0	0	0	0	25,000	
	Riverfront Park Dev. GR	0	0	0	10,000	0	0	0	0	0	10,000	
	Renovate Little League GR	0	0	0	0	8,000	8,000	0	8,000	0	24,000	
	Outdoor Skating Area GR	0	0	0	5,000	0	0	0	0	0	5,000	
	Tennis Court Lights GR	0	0	0	0	0	15,000	0	0	0	15,000	
	Greenfield Park Dev. GR	0	0	0	0	0	0	50,000	0	0	50,000	
	Department Total	0	0	25,000	30,000	108,000	23,000	50,000	108,000	344,000		
481 Library	Library Expansion TF	80,000	**	10,000	7,000	70,000	0	204,000	714,000	1,085,000		
	Department Total	80,000	**	10,000	7,000	70,000	0	204,000	714,000	1,085,000		

Town of Bedford, NH CAPITAL IMPROVEMENT PROGRAM - 1992 Project Proposal Summary		FUTURE YEAR PROJECTS BY YEAR WITH FUNDING SOURCE SUMMARY										
Department	Project Title	BAL FROM	1991 APPRO		1992	1993	1994	1995	1996	1997	Total	
		PRIOR YRS	1991 AMT	1991 AMT	1992	1993	1994	1995	1996	1997	Total	
600	Sewer	0	0	0	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000	
	Manchester WWTP SB/SR	0	0	0	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000	
	Rt. 3 Interceptor SB/SR	0	0	0	235,000	235,000	235,000	235,000	235,000	235,000	1,200,000	
	Department Total	0	0	0	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000	
650	Landfill	19,513	100,000	100,000	100,000	200,000	200,000	200,000	300,000	300,000	1,419,513	
	Landfill Closure LR/GR	0	0	0	100,000	200,000	200,000	200,000	300,000	300,000	1,419,513	
	Landfill Recycling LR	0	0	0	0	50,000	0	0	0	0	50,000	
	Trash Curbside Pickup	0	0	0	0	0	0	0	0	0	0	
	Department Total	19,513	100,000	100,000	100,000	250,000	200,000	200,000	300,000	300,000	1,469,513	
TOWN TOTALS		472,203	568,880	568,880	750,000	1,640,500	1,935,500	1,366,100	1,830,500	4,132,500	12,108,683	

TOWN FUNDING SOURCE SUMMARY TOTALS											
General Fund Bond Issue	0	0	0	0	0	0	0	0	0	0	1,100,000
General Fund Lease-Purchase	161,610	184,387	161,000	161,000	161,000	161,000	161,000	0	0	150,000	978,997
General Fund Revenues	203,400	380,443	379,000	1,085,000	1,115,000	1,048,600	1,089,000	1,571,000	1,571,000	6,871,443	
Current Use/Impact Assessments	7,680	4,050	0	? + 30,000	? + 245,000	?	?	?	?	?	286,730
Landfill Fund Revenues	19,513	0	0	50,000	0	0	0	0	0	0	69,513
Private Funding Sources	0	0	0	0	0	0	0	0	0	0	0
Sewer Fund Bond	0	0	100,000	100,000	235,000	235,000	235,000	235,000	235,000	235,000	1,375,000
State Funding Sources	0	0	0	0	0	0	0	0	0	0	500,000
Sewer Fund Revenues	0	0	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Trust Funds	80,000	0	0	10,000	70,000	0	204,000	714,000	714,000	1,078,000	
User Fees	0	0	0	0	27,000	0	0	0	0	0	27,000
TOTAL TOWN FUNDING, ALL SOURCES	472,203	568,880	740,000	1,877,250	2,053,000	1,483,000	1,948,000	4,250,000	4,250,000	12,886,683	

Town of Bedford, New Hampshire

Equalized 1990 Town Tax Rate Comparison



NEW BOSTON, N.H.

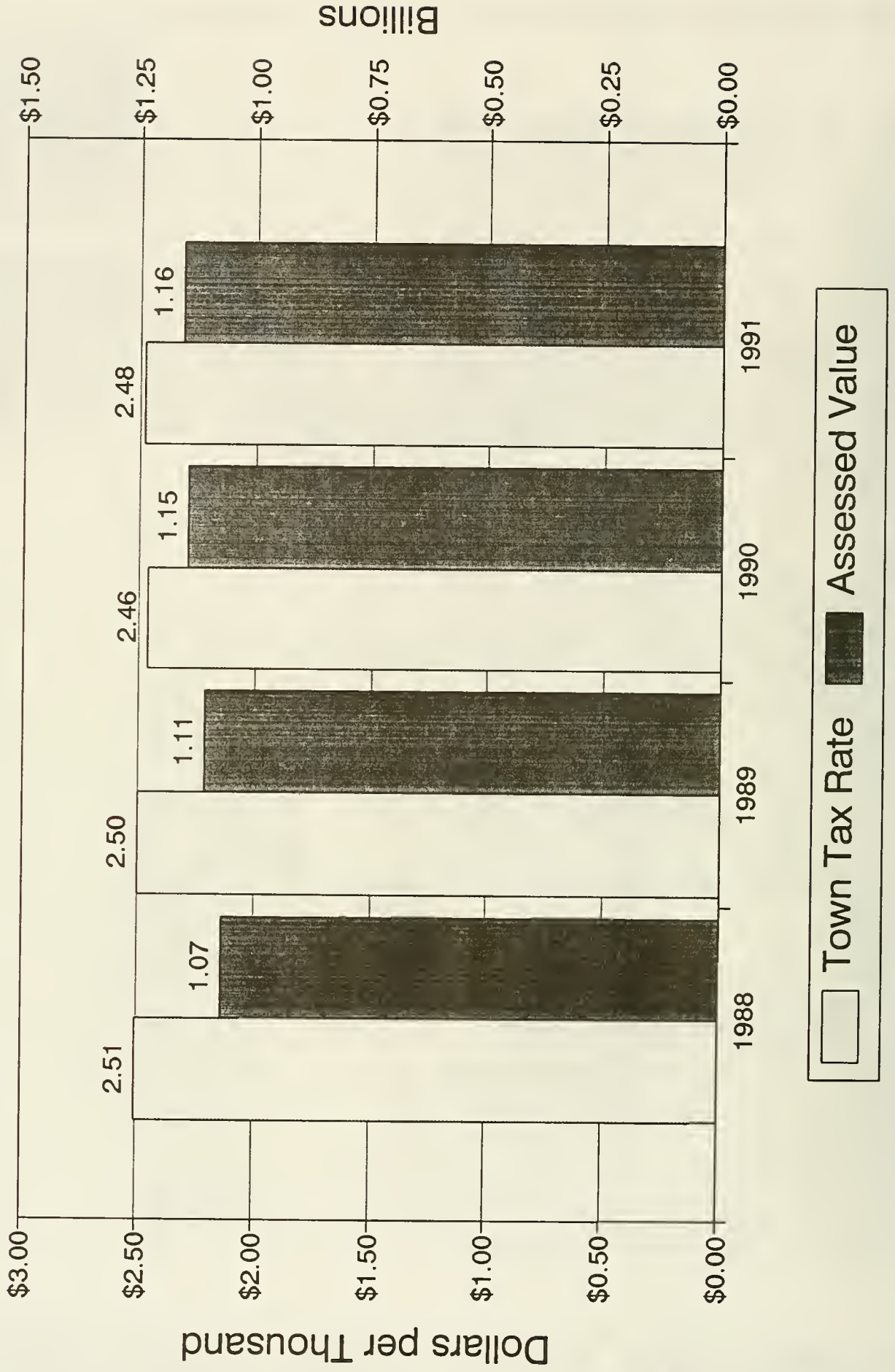
AMHERST, N.H.



	RESIDENTIAL AGRICULTURAL
	APARTMENT RESIDENTIAL
	GENERAL RESIDENTIAL
	CIVIC / INSTITUTIONAL
	COMMERCIAL
	OFFICE
	NEIGHBORHOOD COMMERCIAL
	HIGHWAY COMMERCIAL
	SERVICE INDUSTRIAL
	INDUSTRIAL PARK
	HISTORICAL DISTRICT

Town of Bedford

Tax Rates & Values 1988-1991



SOUTHERN NEW HAMPSHIRE PLAN-
NING COMMISSION

M. N. Sharma, Executive Director

All dues-paying members of the Southern New Hampshire Planning Commission are offered a wide range of services, resources and technical assistance by a professional planning staff, who, from time to time, are assisted by specialized representatives. The staff develops and carries out planning programs that require a regional perspective, as well as those which pertain more directly to your community.

Local planning assistance requests are generally received from your Town Planner and/or your Town Manager. With the concurrence of the Commission, certain general studies are conducted, notifications made and training workshops held that are considered essential for all member municipalities.

Services that were performed for the Town of Bedford during the past year are as follows:

1. Provided testimonies to House and Senate committees in support of HB 391 dealing with impact fees. The Planning Board was notified of the final outcome.
2. Co-sponsored the Municipal Law Lecture Series. Bedford officials were invited to attend these lectures on municipal laws and relevant court cases.
3. Conducted a six-hour training workshop for the Planning Board members. Representatives from the Bedford Planning and Zoning Boards were invited to that meeting.

4. Conducted 24-hour counts (for three days) and morning and evening peak-hour turning movement counts at the intersection of South River Road and Palomino Lane. This data was forwarded to the Town's engineering consultant for use in developing an improvement plan for that intersection.

5. Prepared comprehensive Earth Removal Regulations for the Town. This was done to bring the Town's current regulations into compliance with RSA 155 E.

6. Provided a suggested schedule for 1991-1992 zoning and building code amendments to be voted upon at the March Town Meeting.

Bedford's Representatives to the Commission are:

Mr. Eugene Van Loan, Jr.
Mr. Edward P. Moran, Jr.
Mr. David J. Danielson

Metropolitan Manchester Transportation Planning Policy Committee: Mr. Eugene Van Loan, Jr.



ECONOMIC DEVELOPMENT

Chairman: David Danielson

Optimize Town Revenues, Protect Open Space, Insure a Stable Tax Base, and Encourage Business Diversity is the mission statement of the newly organized Economic Development Commission. Created by the Town Council in 1991, the group is charged with implementing recommendations of the Master Plan to stabilize and stimulate the local economy. The appointed members represent a cross-section of Bedford's commerce, industry, finance, insurance, real estate and education interests.

The Commission immediately began coordinating with other agencies involved in economic development, including the N.H. Industrial Authority, Public Service of N.H., New England Econometrics, and the Greater Manchester Development Corporation. An all-day strategy session was held at St. Anselm's College, where Commission members charted short-term and long-term goals for the coming years.

Several successes have already been realized by the Commission. Metronics, Inc. was convinced to locate in Bedford instead of Jamestown, New York when this high-tech incubator company had outgrown its building in Manchester. The company was looking for new space in a community that could offer municipal sewerage, trained technicians, and "quality of life". Metronics is involved in research, development, and manufacture of precision measurement instruments and currently employs 22 persons. It is anticipated that the new building in Bedford will allow the company to expand its staff by an additional 20 employees in the near future.

Municipal sewerage was identified as the single most important key to attracting new commercial and industrial growth. To assist with this critical Town investment, the Commission held information discussions

with various property owners and real estate developers along the proposed sewer route. The Commission was also important in finalizing agreements with PSNH for easements under their utility lines.

A Visitation Committee has been set up to make contact with local businesses. It is hoped that opening a line of communication with owners, managers, and C.E.O.'s of Bedford enterprises will enable the Town to better serve their needs and encourage them to remain in our community.

Members of the Economic Development Commission include: David Danielson - Chairman, Richard Stonner - Council liason, Artherline Robersen - Town Manager, Mike Burns, Richard Mandeville, John Sullivan, Jr., Brad Thomas, and Kathy Van Anglen. Alternates are Thomas Riley and Dean Kamen. Administrative staff are Edward Kelly - Public Works Director, and Karen White - Planning Director.



Economic Development Committee Members:
seated l to r: Kathy Van Anglen, Artie Robersen, Town Manager;
standing l to r: Dick Stonner, Dave Danielson, Mike Burns,
Brad Thomas, Tom Riley, Bob Brooks.

BOARD OF ADJUSTMENT

Chairman: Richard C. Como

The Zoning Board of Adjustment had a busy year in 1991.

The Board, which meets on the third Tuesday of the month at 7:30 P.M. in the Town Office Building, heard 34 applications for appeals. A total of 13 commercial variances and 13 residential variances were approved. Three commercial and 3 residential requests were denied with 2 cases dismissed.

The Building Inspector/Zoning Administrator reviews all building applications and directs them to the proper board for review and disposition. A great number of these applications which required variances, and which were previously discussed and reviewed by Engineering and the Planning Board, are now sent directly to the Board of Adjustment. This has created longer Zoning Board meetings, in that all of the discussion must now take place at this time, before voting for variance requests.

The Building Inspector/Zoning Administrator, Merritt Peasley, attends our meetings, and whenever possible provides helpful information to Board members regarding applicant's requests.

When an applicant, or his/her representative makes a presentation before the Board for a variance, the following five criteria must be addressed:

1. A hardship must exist which is inherent in the land, buildings, or other items relating to the peculiar characteristics of the building.
2. The spirit and intent of the ordinance must not be broken by granting the variance.
3. The granting of the variance will not adversely affect other property in the district.

4. Not to grant the variance will result in an injustice.

5. Granting the variance would be of benefit to the public interest.

It is important to remember that an applicant who wishes someone else to speak for them, and who is not going to be present at the meeting, must give written permission authorizing that representative to speak on their behalf.

Any scheduled applicant who has been listed on the Public Notice, and who wishes to request a postponement, must do so within seven working days prior to the meeting and pay for the notification of all abutters of the change, or that applicant will not be heard for six months.

Any party can appeal the Board's ruling in writing within twenty days. The Board then has ten days to determine if it should grant or deny a rehearing on the new evidence presented in the written request by the petitioner.

Board of Adjustment members: Richard C. Como, Chairman; Susan Tufts Moore, Secretary; Paul Harrington, Sandra Lamontagne, and Gus Garceau. Alternate members are Albert Gelinis, William Smith and Richard Young.

BUILDING DEPARTMENT

Merritt J. Peasley: Building Inspector

	Building Permits	Certificates
1988	61	108
1989	57	64
1990	53	77
1991	87	83

Building Department (continued)

1991 will most likely be remembered as the year of the auction. While the economy remained sluggish, the residential construction activity could have been seen as a bright spot. During the year, eighty seven (87) single family dwelling permits were issued, compared to fifty-three (53) in 1990 and fifty-seven (57) in 1989.

The most active area of construction was the Randolph Woods and Randolph Commons sections of Town. Forty-six (46%) percent of all 1991 residential construction took place within these two areas.

The commercial/industrial activity has had a very slow year, the second in a row. Two new commercial buildings were constructed this year, the SAU #25 building at 103 County Road, and the Northwood Nursing Home at 30 Colby Court. The Nursing Home will not be completed until mid-1992 and will be a model for those to come. It will house 147 beds and will have state of the art medical and life safety equipment.

There have been many commercial/industrial interior renovations this past year. The most noticeable would have to be the completion of two new anchor stores at the Bedford Mall, Paperama and Drug Emporium.

In last year's Annual Report the number of Certificates of Occupancy issued were compared to the number of building permits issued. The reason for this is to show that while construction is slower than the past six to seven years, the number of unoccupied new homes is shrinking as shown by the higher number of Certificates of Occupancy issued than new building permits. In 1991, both permits and certificates have increased.

With the uncertainty of the economy, but the surprising construction strength of 1991, I believe that the Town of Bedford will continue to grow and prosper with new construction of any kind.

With the continuing effort of the Town's Economic Development Committee, the commercial/industrial growth should start to see an increase.



Luisa's Pizzeria was one of the many building permits issued in 1991.

CONSERVATION COMMISSION

Cochairs: William Hallock and Thomas Riley

In spite of the economic recession, 1991 was a very fruitful year for acquisition of conservation lands in Bedford. While only three parcels of property were removed from Current Use, yielding a deposit of \$4,050.00 in the land acquisition reserve account, several outright gifts of land and easements were accepted.

The Francis Curit family made a contribution of 15 acres of marshland on Hardy Road, adding another piece to the Ashbog Swamp watershed protection area. The Commission has prepared a plaque for the site in memory of Evelyn Goad.

Development of the 500-acre Swenson farm on Liberty Hill Road entered planning stages this year. The Commission was fortunate to have the cooperation of owners Allen and Barbara Swenson and developer Scott Brooks in establishing non-disturbance easements around McQuade Brook, Riddle Brook, and Baboosic Brook. These easements will help to preserve wildlife migration corridors along the Town's major streams.

Bedford was awarded a \$60,000.00 matching grant from the Land Conservation Investment Program for the purchase of 7 acres of land along the Merrimack River, owned by the Paul MacEwen family. This acquisition opens up 1,000 feet of riverfront to public access and recreation as well as protecting New Hampshire's second largest bald eagle winter habitat. The Conservation Commission spent \$12,000.00 of its land reserve funds to finance the certified appraisal and official survey plan required by the L.C.I.P. for grant awards.

A critical function of the Conservation Commission is investigation and evaluation of dredge and fill applications to the State Wetlands Board. The Dredge and Fill

Subcommittee, composed of William Hallock, William Barry, David Rice, and Angeliq Moshier, reviewed 36 wetlands applications during the year.

The Bedford Heritage Trail Committee, a subcommittee of the Conservation Commission, has begun designing our Town's 4.5 mile link with the New Hampshire Heritage Trail. This walking trail will follow 230 miles of riverfront in the State, from Canada to Massachusetts. The first portion of the trail being constructed will be on the MacEwen acquisition adjacent to Moore's Crossing Road, and the Committee has prepared interpretive signs and trail surface specifications. Members of this subcommittee are: Lynn Willscher - Chairperson, Sue Holstein, Susan Tufts-Moore, Ray Landry, Linda Hockman, Doris Spurway, Ann Stewart, William Robersen, William Barry - Conservation liason, and Brian Ross, Town administrative liason.

The Pulpit Rock Subcommittee was busy during 1991 with supervising an official survey of the Pulpit. All of the boundaries of this 160-acre parcel are now blazed and monumented. The subcommittee also undertook an update of the Pulpit Rock brochure, with new pictures and additional information. Five hundred of the new brochures are being printed for distribution to the general public. Members are: Barbara Tufts, Richard Moore, Susan Tufts-Moore, Clark Gott, Ray Landry, Helen Evans, Lydia Kennard, and Conservation liasons David Rice, Lynn Pothier, and Roberta Amero.

Unexpected assistance in management of conservation lands was provided through the Boy Scouting program during 1991. Local scouts Ben Moshier and Chris Perras have both volunteered to work on Bedford conservation projects to earn their Eagle Scout rank.

Members of the Bedford Conservation Commission are as follows: William Hallock and Thomas Riley - Co-Chairpersons, Eugene Van Loan, Jr. - Town Councilor, Thomas Cassese - Planning Board liason, William Barry, Lynn Pothier, David Rice. Angelique Mosher, Roberta Amero, and Kevin Hughes serve as alternates.



Lynn Willscher accepts her "Citizen Planner of the Year" award by the American Planning Association from Council Chairman Stoner.



The Curit Family donated these 15 acres as an addition to the Ashbog Swamp watershed.

ASSESSING DEPARTMENT

John H. Temchack, CNHA: Assessor

Bedford has not been immune to the effects of the decline in economic conditions. We have experienced our share of land auctions and foreclosures. However limited, there has been a continued growth in the parcel count and net valuation.

Bedford currently has 6,254 parcels, up 32 from 6,222 in 1990.

There has been an increase in the net property valuation of \$13,487,982 for 1991. The net valuation in 1990 was \$1,145,770,232 and \$1,159,258,214 in 1991.

Breakdown of Property by Class

Class	Parcels	Values	%
Res.	5,623	889,563,849	74.283
Com.	424	242,188,200	20.224
Ind.	100	28,056,400	2.344
Exmt.	107	37,711,800	3.149
Totals	6,254	1,197,520,249	100.000

New for 1991 are reduced copies of the Bedford Tax Maps (11 x 17) with various property reports. These are available for purchase from our office.

By merging the Assessing files with the Building Inspector's files, we are working to maintain a property history for all properties in Bedford.

The Assessor's Office is open Monday through Friday from 8:00 to 4:30 and Wednesdays from 8:00 to 7:30. If you should have any questions, please feel free to stop by the Assessor's Office or call 472-5242.

HEALTH DEPARTMENT

Health Officer: Gerard J. Vallee

The Bedford Health Department is responsible for the public health of citizens in food service establishments, nursing homes, preschools, foster homes, day care centers, and all public kitchens in the Town of Bedford.

The Bedford Health Officer inspects each of the following food service units twice a year; restaurants, supermarkets, convenience and grocery stores, retail mini-marts, wholesale food outlets, cafeterias, mobile and catering units, public kitchens in nursing homes and retirement units. Each unit is licensed on an annual basis providing that the State of New Hampshire Health and Sanitation Code requirements (He-P 2300) and specifications are met without critical violations and an overall passing score of 70%.

In addition, the Health Officer inspects day care units, preschools, such as kindergartens and nursery schools, and foster homes to insure that State requirements are followed concerning the health care of younger children. Also, over and above the state responsibilities, the Health Officer responds to and investigates any complaints pertaining to the food establishment units licensed in the Town. A report of each inspection is filed in the Health Office.

A genuine spirit of cooperation exists between the above establishments and the Bedford Health Office in maintaining the high standards of sanitation, refrigeration, good storage and delivery practices in the preparation of foods.

The Town Council formally adopted the State of NH Sanitation Code in December, 1988. In late 1989, the Council formally applied to the State for self-inspection of food service units in the Town of Bedford. The self inspection phase was completed and documents from the State of New Hampshire were issued in early 1991 making the Town of Bedford "Self Inspecting" as are the larger cities in the state.

VISITING NURSE ASSOCIATION

Director: Sarah Hubbard

The Visiting Nurse Association has been providing the residents of Bedford with a full range of home health services since 1965. The VNA Board of Trustees and staff take this opportunity to reaffirm their commitment to excellence in health care, and to the provision of services designed to ensure that being cared for at home is safe, comfortable and convenient.

The VNA Child Care Center provides a safe, secure environment for 192 children ages six weeks to 12 years. Projections show that there will be a 20 percent increase in the number of children under age 14 in the next 10 years in the State of New Hampshire. As a result, the need for appropriate and affordable child care will continue to rise.

In response to this growing need, the VNA launched its capital campaign in October to expand the VNA Child Care Center by adding a 7,500 square foot addition. Ground breaking for the new addition will take place early in 1992, with completion of the building scheduled for Spring.

The VNA's programs have continued to thrive and expand. VNA home care and community health services are provided through its affiliates.

VNA Home Health & Hospice Services, Inc. is Medicare and Medicaid certified, provides intravenous and enteral therapies; skilled nursing care; physical, occupational and speech/language therapies; nutrition counseling and medical social services; certified home health aides; Hospice care for the terminally ill; and long term care for the elderly and the handicapped. Medical equipment, such as beds and wheelchairs is also available. Payment for service includes health insurance and private payment. Fees are explained to our patients at the first visit to the home, and for those unable to pay the

usual fees, adjustments are made on an individual basis.

VNA Personal Services, Inc. provides private duty nurses, home health aides, homemakers, companions, personal care assistants and child care in the home.

VNA Community Services, Inc. provides free Immunization Clinics for all age groups monthly and Free Blood Pressure screening clinics. Watch your local paper for date and place. Foot Care clinics are held monthly at our 194 Concord Street office by appointment and blood pressure checks are done weekdays from 1:30 - 4:00 PM. Occupational Health programs are provided to business and industry on site. Parent-Child Health Services include the Teenage Pregnancy Program, the Parent-Baby Venture Program for children at risk of abuse and neglect, the Child Care Connection for child care providers, and the Training Program concerned with preventing drug and alcohol use among adolescents in high schools.



VNA Child Care Center provides a full range of state-licensed child care, tailored to each child's needs. Programs include Infant/Toddler (ages 6 weeks to 36 months); Preschool (ages 3-5); and Kindergarten (age 5). The center also provides Extended Care, which is a before and after-school program for children grades 1 through 6, and special full-day programs during some holidays, school conference days and school vacations. The summer session provides creative, fun programming for children ages 3 to 11. As needed, VNA also offers families a continuum of coordinated health and social services, both directly from the VNA and through working arrangements with other community resources.

Town appropriations, grants, United Way allocation and donations are a vital part of the funds that help to defray the cost of unpaid services. A representative(s) of the Town of Bedford serving on the VNA Board of Trustees are Maria Mongan, Edward Moran, Eugene Van Loan, Jr. and June Ata.

TOWN HALL

The Town Hall has become an active meeting and recreational center in the last few years. In 1989 a committee was established by the Bedford Town Council to seek community support from organizations and residents to participate in an effort to raise money from the private sector so improvements both outside and inside of the building could be made.

A commemorative brick drive was undertaken, and the response was overwhelming. Over \$ 11,000 was generated by the sale of bricks which now line the sidewalk as you enter the Town Hall. The funds were used to paint the outside of the building and replace the sinks in the kitchen.

HISTORIC DISTRICT COMMISSION

Chairman: Shep Melnick

The Historic District Commission meets on the first Tuesday of each month at 7:30 PM. In 1991 the Commission held 12 meetings and heard 19 applications. Due to the slow down in new construction, most of these applications were for additions, renovations, changes in landscaping or signs.

The Commission believes that both good landscaping and proper architectural design are crucial to maintaining the character of the Historic District. Those owning property within the district should remember that the following require prior approval by the Commission: construction, renovation, demolition, excavation, clear cutting of 1/20 of an acre or more; cutting of single trees larger than 9 inches in diameter, paving, adding or changing signs, fences, antenna, or satellite dishes. If you are unsure whether you are required to file an application, contact Martha Harris or Tony Plante in the Town Offices.

Last year the Commission rewrote its application form to clarify requirements and to streamline the application process. Over the next year the Commission hopes to work with the Town to increase the amount of green space in Bedford Center.

The current members of the Commission are: Stephen Jensen, Shep Melnick, Edward Moran (Councilor), Marilyn Otterson and Carolyn Richmond. Alternate members are June Reilly, Madonna Repeta and Robert Tarbell.



Desert
94th

Storm
MP Co.

SUPPORT OUR SOLDIERS COMMITTEE

Linda Aubin

Cathi & John Bachhuber

Bedford Men's Club

Boy Scouts

Bill Burns

Janis Clover

Mike Cote

Thelma Cote

Pat & Jim Dias

Gail Garceau

Martha Harris

Sue & Peter Hilchey

Jamie LaGuardia

Bill Minnis

Maxine & John Miville

Jamie Mosher

Nothing Fancy String

Band

Tim & Nancy O'Connell

Nan & Bob Pope

Kathy Richmond

Brian Ross

Diane & Larry Steele

Dick Stonner

Sara Stonner

VFW Post 8401

Jason Webber

BEDFORD SUPPORTS DESERT STORM SOLDIERS

The past year began with the Desert Storm/Shield crisis making headlines. Soldiers and units from the reserve forces were called to support the active duty soldiers in a total force commitment to stop the Iraqi aggression. Soldiers from Bedford and the 94th Military Police Company out of Grenier Field in Manchester were adopted by the Town of Bedford as the Town of Bedford's sons and daughters at war.

A committee was formed by Councilman Jim Dias, Nan Pope and Linda Aubin to support these soldiers while they were serving their country. School children wrote letters, parents, friends and family sent newspaper clippings, packages and news from Bedford that we were thinking of them.

When the war ended, the committee, along with the Bedford VFW Post 8401, the Bedford Men's Club, the Bedford Rotary Club and many others, planned a gala celebration to be held on July 4th at Riley Field to welcome home the troops. It began with a reception at Grenier Field when the 94th MP Company returned. The committee gave each soldier a gift from the Town that consisted of a brown bag with a welcome home message, a teddy bear, and an American Flag.

Then on the 4th, between 800 and 1000 supporters cheered, sang, spoke and cried as Chairman of the Council Dick Stonner presented the unit and members with certificates and plaques in appreciation for their courage and patriotism.

There were many organizations and hard working people who made the Support our Soldiers effort possible. We hope we remember all of you, but please forgive us if we left someone out.

PARKS & RECREATION
COMMISSION

Chairman: Richard E. Fortin

During 1991, the Commission met every month except December. Our meetings have generally been held at 7:00 P.M. in the Town Hall, except for July and August. During those months, we met at the Town pool. Prior to our July meeting, we sold and served ice cream sundaes at the band concert next to the pool.

This was the second year that the Commission operated with Brian Ross as the full time Recreation Director. His efforts have resulted in a growth in the number of self funded programs and the number of participants. As a result, the adult education programs which had previously been administered by the School District, have recently been added to Brian's responsibilities.

The Planning Board has begun implementing the Master Plan recommendations regarding recreation land. This will result in significant future benefits to the Town by providing additional sites to be used for recreation and parks. Several sites are currently under consideration in different parts of Town, following the Master Plan recommendation to create neighborhood recreational areas. These sites could provide areas for ice skating, playgrounds, open space and practice fields in the future. The Commission is in the process of developing park ordinances in order to provide guidelines for use of the current and future facilities.

The existing central recreational area located at Nashua and County Roads has not been neglected during this process. The new Sportsman's Field was dedicated and saw its first use this year. The parking has been expanded. The sledding hill was lengthened, and the Mary Selvoski softball field has been resurfaced in order to provide better drainage.

Finally, I would like to thank the other Commissioners, Brian, and the Public Works Department for their support during the year. Without everyone's cooperation, it would not have been as successful as it was.

1991 Recreation Department Statistics

Program Summary

Swimming Lessons	734
Passaconaway Day Camp	175
Cultural Series	1,160
Tennis Lessons	233
Special Events/Trips	1,243
Programs	<u>520</u>
Total	4,065

Revenue Summary

Town Pool	\$18,129.80
Concession at Pool	2,395.00
Passaconaway Day Camp	35,843.65
Program Revenue	<u>25,047.72</u>
Total Revenue	\$81,416.67

RECREATION DEPARTMENT

Director: Brian Ross

In 1991, The Recreation Department experienced a remarkable growth in serving the residents of the community. The Recreation Department served, over 4,000 people through its programs and services during the year.

The Passaconaway Day Camp had an average of 64 children per week in its nine week season, generating \$35,843.00 in revenue. Not only was the summer camp self supporting, it was a high quality program which offered a positive camp experience for the participants. Activities at the camp included sports, games, craft activities, weekly trips, and swimming at the Town pool.

The Town pool had an excellent summer with an average of 181 people per day using the pool during the summer months. The pool generated over \$20,000. in revenue from pool fees, swim lessons and concessions, a \$2,732.00 increase over 1990. 734 children were registered in our swim lessons. Both the pool and the summer camp staff did an excellent job and I thank them all for their dedication and service to the community.

The Recreation Department has had tremendous success in its programs offered during the year from Ballroom Dancing to Tennis and Step Aerobics. 233 adults and children have taken tennis lessons during the year. The Bedford Special Olympics team participated in the State Winter and Summer Games. A girls basketball program serving third, fourth and fifth graders was started this past winter. The summer cultural series was a huge success with 1,160 people attending the performances. The Recreation Department also assisted in the organizing of the Memorial Day Parade and the Community Holiday celebration. The Recreation Department sponsored four teen dances at the Town Hall during the year.

Renovations at the Town Hall continued in 1991 with the completion of a new bathroom on the first floor of the building and a handicapped access ramp. Karl Nobert completed the handicapped access ramp as an Eagle Scout project. Karl did an excellent job in completing this major project. The kitchen facilities were upgraded and are now being used by various groups in the community. In 1991, 35 different groups or organizations used the Town Hall 218 days out of the year. It has become a valuable community resource.

Other projects during the year included the dedication of the Sportsmen Soccer Field, development of a Park Ordinance, renovations at the Mary Selvoski Softball Field, and work on the Heritage Trail project.

The Recreation Department's goal has been to meet a variety of community needs in a fiscally responsive manner. We have done that, serving over 4,000 residents and generating over \$81,000. in revenues. Our success could not have been possible without assistance and support from many individuals and organizations. I thank you all and a special thanks to the Public Works Department and other Town Departments for their assistance during the year. I am looking forward to another exciting and productive year for the Recreation Department in 1992.



The McAfee Farm pasture will become public recreation space through approval of the Meadows at Joppa Hill plan.

DONORS & VOLUNTEERS

The Recreation Department would like to thank the following individuals and organizations for their cooperation, assistance, and/or donations during the 1991 year in meeting various recreational needs of the community.

- Karl Nobert, Eagle Scout Project, handicapped ramp at the Town Hall.
- Aaron Spain, Eagle Scout Project, trail clearing, park benches and bulletin board at Riley Field Park.
- David Dallas, Eagle Scout Project, picnic tables at Town Pool and clean up of park area.
- First N.H. Bank, financial donation to Summer Cultural Series.
- Burger King of Manchester, donations to Memorial Day Parade.
- Ed Monty, donation of sound system for the Memorial Day Parade.
- Don Wheeler, donation of flatbed for the Memorial Day Parade.
- Bedford Newcomers Club, donation to Bedford Special Olympic Team and benches for the Town Pool.
- Mary Ann Bradbury, donation of ping pong table.
- Mary Selvoski, donation of ping pong table.
- Therese Dube, donation of a pool table.
- Ron Janowitz, assistance in Cross Country Ski Program.
- Indian Head Athletics, Cross Country Ski Program.
- Bedford Diamond Plus Square Dancers, donation of services for work at new bathroom at Town Hall.
- Bedford Police Department.
- Bedford Fire Department.
- Bedford Little League, field repairs.
- Bedford Soccer League, field repairs.
- Chris Simpkins, Girls Basketball Program.
- Larry Wolter, Girls Basketball Program
- All teen dance chaperones

- Bedford PTG, donation of dunking booth
- VFW Post #8401, cleaning of Town Hall
- Saint Elizabeth Seton's Women's Guild, donation to Bedford Special Olympics



Youngsters enjoy one of the Cultural Series programs sponsored by the Bedford Recreation Department.



Swim lessons at the Bedford Town Pool

CEMETERY TRUSTEES

Chairman: Aubrey Robinson

The Trustees of the Bedford Cemeteries report that seven plots were sold this year, ranging from one-place lots to four-place lots. Lots being sold now are all in Section 3 of the Bedford Center Cemetery. There were ten full burials and four cremation burials.

An unusual number of requests for duplicate deeds to be issued brought to our attention that the safekeeping of cemetery deeds does not seem to be a high priority with many owners. To verify ownership or space often is difficult for the Trustees, so we urge that these deeds be stored carefully along with other important papers. The Trustees announce, effective January 1, 1992, there will be a fee charged for the issuance of duplicate deeds.

Considerable correspondence concerning ancestors and dates is increasing. The Trustees do a great deal of research for individuals, both from records and on site, to answer these questions.

All four cemetery locations were satisfactorily cared for by the superintendents. Any questions regarding the purchase of a plot, cemetery maintenance and procedures can be directed to the Trustees.

Aubrey Robinson, Chairman
Doris Peck Spurway, Secretary/Trustee
Charles Legasse, Trustee

SUPERVISORS OF THE CHECKLIST

Chairman: Betty Folsom

The Supervisors of the Checklist report that the checklist as of November 21st shows 1841 Democrats, 4236 Republicans, 1965 Independents and 1 Libertarian for a total of 8043 registered voters. 1990 had registered voters totaling 8867. There are 824 less registered voters as of November 21st due in part to the mandate every ten years for re-registration.

Open sessions held by the Supervisors for registrations, corrections and/or change of party totaled 6. There were 5 school open house dates as well and 3 dates held for voting purposes. Notices of official sessions are posted at the Town Office, Library and published in the local newspapers.

Residents may also register or change their party affiliations at the Town Offices during regular office hours. Proof of age and residency is a requisite.

The Supervisors thank Edith Schmidtchen, Town Clerk, and her staff for handling the majority of registrations.

Betty Folsom, Chairman
Doris P. Spurway
Beatrice Miller



FIRE DEPARTMENT

Fire Chief: Ralph M. Wiggin

Deputy Fire Chief: Robert A. Fabich, Sr.

Overall, 1991 was a transition year for the Bedford Fire Department in reviewing and analyzing the new programs which were instituted during 1990, and the implementation of department Standard Operating Procedures.

Staffing level of the department remained the same with 12 Permanent members and 30 Call members. One in-house promotion was filled by Kevin Murray to the rank of Permanent Lieutenant.

The department's apparatus fleet also remained unchanged with the exception of replacing a 1986 staff vehicle with a cruiser taken out of the police rotation. We continued our vehicle certification and maintenance programs.

Request for service has increased over last year, however the magnitude of the incidents were dramatically reduced. Fire loss in dollars was approximately \$250,000 compared to the \$1.2 million in 1990. I contribute this to increased fire safety education programs, inspections and improved response procedures.

The training division accomplished several programs. January was dedicated to introducing the National Fire Academy Incident Command System or ICS. Twenty six members completed the course after 16 hours of training. The course teaches how the department can better organize fire and disaster scenes. "Call Companies" were introduced as a new approach that divides the department into three smaller groups to ensure more individualized training.

With the ICS set up we turned attention to Hazardous Materials training. The National Fire Protection Association has set forth standards for which we are aiming. The first level is called "Awareness" for which we have 22 members certified, and the next level "Operational" with 12 members.

With ICS and Haz-Mat as a priority, we incorporated them with monthly drills, bringing in experts to assist and conduct two certified classes. We also sent 11 members to State Certified Firefighter Schools and added 6 new EMT's and 3 new EMT-Intermediates to our roster.

The Bedford Firefighters' Association continues to sponsor the Norman Richards, Memorial Scholarship Fund. This year's \$3,000 was awarded to Craig Johnson, Jill R. St. Jean and Katherine G. Auger.

Captain Donald Folsom retired after serving for 28 years, but remains active within the Firefighters Association.

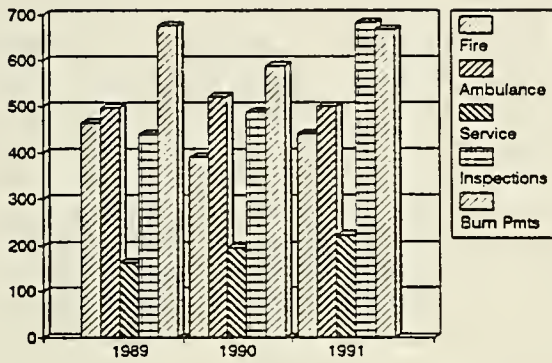
Emergency Management

The Emergency Management Plan was challenged during Hurricane Bob. It proved to be a sound operating manual. This hurricane cost the Town of Bedford approx. \$21,000, which has been mitigated with the Federal Government for reimbursement.

The Emergency Operations Center located in the basement of the Town Hall is scheduled to be relocated to the Public Works facility on Chubbuck Road with enhanced communications. This move is part of a FEMA grant program.

	1989	1990	1991	1992
Fire	465	390	441	
Ambulance	498	521	501	
Service	163	196	223	
Inspections	440	489	682	
Burn Pmts	676	588	666	
Total	2242	2184	2513	0

YTD Call Report



As Chief of the Department, and on behalf of all the members, I wish to extend my thanks to those who continue to support our Rescue Fund. Donations received have helped us maintain vital equipment and supplies for our ambulances.

In closing, I remind everyone to test their smoke detectors monthly and ensure a house or business street number is clearly visible to identify your property. Best to all in 1992.

A special thank you to all the departments and agencies who continue to support and work closely with us, and the Dispatch Center, who is the streamline for our operations.

BEDFORD FIRE DEPARTMENT
CALL REPORT 1991



FIRE CALLS

	YTD	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Rescue	68	7	8	2	5	5	9	4	5	6	3	6	8
Struct.	16	2	4	1	1	1	0	0	1	1	1	1	3
Chimney	10	3	3	1	0	0	0	0	0	0	0	1	2
Outside	7	0	0	0	1	2	0	1	0	0	1	1	1
Brush/Grass	25	0	0	5	7	3	3	1	0	1	2	1	2
Vehicle	20	4	3	2	2	2	2	1	1	1	2	0	0
Mutual Aid	5	1	0	0	1	1	1	1	0	0	0	0	1
Haz. Cond.	67	9	9	3	2	2	7	5	20	4	2	3	1
Good Intent	43	7	4	3	5	0	4	5	5	1	2	6	1

False Alarms

Malicious	6	1	1	1	0	0	1	0	0	0	2	0	0
Sys. Malfunc.	98	8	5	4	5	9	7	12	9	10	8	10	11
Unintentional	66	6	12	1	6	7	4	8	2	3	4	6	7

TOTAL FIRE

TOTAL FIRE	431	48	49	23	34	32	38	38	43	27	27	35	37
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AMBULANCE

Transported	365	35	29	25	20	32	25	27	35	38	28	28	43
Non-transport	98	5	5	5	16	10	11	11	6	5	10	8	6
Mutual Aid	38	4	2	2	3	4	2	4	3	3	3	1	7

TOTAL AMBULA

TOTAL AMBULA	501	44	36	32	39	46	38	42	44	46	41	37	56
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SERVICE CALLS

SERVICE CALLS	233	53	19	8	5	27	29	31	28	2	5	14	12
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TOTAL CALLS

TOTAL CALLS	1165												
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Burning Permits

Burning Permits	666	69	45	78	84	61	36	11	28	46	48	55	105
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Inspections

Inspections	682	84	36	17	32	72	62	47	90	65	60	62	55
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POLICE DEPARTMENT

Chief: David C. Bailey

As I reported in 1990, the number of burglaries rose to their highest level in 20 years. In 1991 the number of home burglaries took a drastic decrease of about 25%, which is amazing in this depressed economy. This has to be partially due to our pledge to make burglary reduction a top priority and by you, the citizen, calling in suspicious persons and vehicles. Most other categories remained the same as last year except motor vehicle accidents, which also have taken a drop. We also, fortunately, had no motor vehicle fatalities in 1991.

Although the statistics overall appeared steady, we had several violent incidents in 1991 that reminded us that Bedford is not immune to this type of crime. We had a home invasion where a woman and her children were allegedly held hostage at gunpoint, and in December we had an attempted murder and suicide in a heavily traveled business parking lot. We were very lucky that others were not hurt in this tragedy.

Underage drinking parties are a major problem, although we seemed to have slowed them down. It is illegal to possess alcohol in the State of New Hampshire if you are under the age of 21, period! We will continue to curtail underage drinking vigorously within the limits of the law as do all surrounding towns. We have not had an underage alcohol related motor vehicle fatality in over twenty years, and I hope to continue that streak for many years.

I am asked many times, how's the drug problem in Bedford? Drug activity in Bedford, in my estimation, is no more, nor is it less, than any other comparable community. Beside strong enforcement, we work very hard on the prevention side, working in cooperation with the schools on such programs as DARE. D.A.R.E., which stands

for Drug Abuse Resistance Education, is a program in which our juvenile officer weekly teaches a class to fifth graders. It goes beyond just anti-drug talk. The course teaches children self-esteem, and problem solving techniques in dealing with peer pressure, etc. The money for materials for the course is raised through donations from individuals and various service clubs. One service club in particular, the Optimist Club, has made funding the DARE program a priority. Our juvenile officer, David Davison, is also a member of the club. As most of our officers do not live in Bedford, this is an excellent way in which to interact with the citizenry.

Another program in which one of my officers, Andrew Jackman, works directly with community members is the Crimeline Program. Crimeline is a non-profit group of Bedford residents who work to raise donations to pay for the anonymous tips used to solve crimes.

Both of these officers put in countless hours of their own time. I wish to publicly thank them for this, and will continue to encourage other programs that allow the citizens and police to interact. I also wish to thank the entire staff of the Bedford Police Department for their professionalism and dedication to the job, and especially to the command staff and secretary who put in many countless hours above and beyond what is required.

Finally, I wish to thank all the town departments and officials for their cooperation during the years. As always, I thank you, the citizens for your cooperation and support throughout the year.

DEPARTMENT: Bedford Police Activities 1991

Alarms Answered	2,030	Truant Cases	8
Alarms Tested	321	Town Ordinance Violations	17
Assault Complaints	45	Accidents Investigated	512
Assist to Fire Dept.	413	Accident Assists (other PD's)	268
Assist to Other PD's	212	Disabled Vehicles Checked	343
Assist to Rescue	334	Lockouts	222
Assist to Utilities	55	Parking Tickets Issued	57
Bomb Threats	1	Summonses Issued	1,506
Attempted Burglaries/Home	14	Arrests (MV & Criminal)	782
Attempted Burglaries/Business	2		
Burglary/Home	63		
Burglary/Business	15		
Child Abuse Complaints	9		
Civil Complaints	86		
Criminal Mischief Complaints	395		
Disorderly Complaints	300		
Dog Complaints	485		
Drug Complaints	11		
Family Problem Complaints	125		
Fraud/Counterfeit Complaints	7		
Littering Complaints	45		
Gun Complaints	49		
Harassment Complaints	35		
Highway Condition Complaints	418		
Missing Person Complaints	56		
Motor Vehicle Complaints	425		
Abandoned Vehicle Complaints	49		
Lost/Stolen Plates	25		
Phone Call Complaints	309		
Property Lost Complaints	54		
Property Found Complaints	102		
Prowler Complaints	11		
Armed Robberies	1		
School Bus Accidents	0		
School Bus Complaints	59		
Service Calls	211		
Sex Offenses	8		
Shoplifters	24		
Suicides	1		
Sudden Death Investigations	6		
Suspicious Person/Vehicle Complaints	820		
Theft Complaints	322		
Theft of Bicycles	9		
Theft of Checks	23		
Theft of Motor Vehicles	17		

Statement of Bonded Debt

Sewer Bonds, issued 2/27/85 for \$850,000 at 7.80%, matures February 1995

Principal balance 12/31/90	\$425,000
Interest due 1991-1995	<u>82,875</u>
Total outstanding	507,875

Principal paid during 1991	85,000
Interest paid during 1991	<u>29,935</u>
Total paid during 1991	114,935

Principal balance 12/31/91	340,000
Interest due 1992-1995	<u>52,940</u>
Total outstanding	392,940

Town Maintenance Facility Capital Lease, executed 2/7/91 for \$535,000 at 7.53%, final payment due December 1994

Principal balance 2/7/91	\$535,000
Interest due 1991-1994	<u>104,364</u>
Total outstanding	639,364

Principal paid during 1991	119,556
Interest paid during 1991	<u>40,285</u>
Total paid during 1991	159,841

Principal balance 12/31/91	415,444
Interest due 1992-1994	<u>64,079</u>
Total outstanding	479,253

LIBRARY

Director: Frances M. Wiggin

Trustees: George Fournier
Susanne P. Holstein
Parsons Richmond

"Books are the carriers of civilization. Without books, history is silent, literature dumb, science crippled, thought and speculation at a standstill."

"Without books, the development of civilization would have been impossible. They are the engines of change, windows on the world, 'Lighthouses' (as the poet said) 'erected in the sea of time.' They are companions, teachers, magicians, bankers of the treasures on the mind."

"Books are humanity in print." - Barbara Tuchman.

This, we feel, is a library's charge. The Bedford Public Library provides books and related materials that will continue the development of mankind. The library strives to offer books and related media on most subjects. The greatest need for reference material this year has come from business people looking for new jobs. The library has responded with a new subscription to an electronic database called Company Profiles. The profile of a company typically includes the address, telephone number, business description, SIC code, number of employees, revenue, and fiscal year. In addition to Company Profiles, the library has many other business directories and investment resources such as Moody's and Value Line. Numerous career guides and resume books are available in the circulating collection.

Another subject of enormous interest is post high school education. The reference and circulating collections offer a wide array of directories and guides.

The library sponsored two public seminars this year for job hunters and students seeking financial aid for education.

Students of all ages make lively use of the Infotrac Magazine Index and the microfiche reader/printer. Back issues from 1984 of twenty-seven magazine titles are available on microfiche. The reference librarian assists patrons in printing free copies of microfiche articles.

This year the library has reached out to the local nursing homes. Book collections are sent to Briston Manor West. Residents of nursing homes are brought to the library monthly to select their own materials.

The Children's Department has promoted multi-cultural awareness with a bilingual storytime in French/English; book displays; storytimes featuring folktales from around the world; and programs celebrating ethnic customs, including a demonstration of Navajo Indian weaving and a pasta-making workshop paired with a reading of Tome DePaola's original Italian folktale "Strega Nona."

To provide good service, a library must have good staff. We pride ourselves on our Bedford Library staff. There have been several changes this year. We were sorry to accept the resignations of both Terry Trott and Mary Edwards. Together, they did an excellent job staffing the reference section. A milestone occurred in June when we hired Susan Rotch as Bedford's first full time reference librarian. Susan holds a B. A. from Connecticut College and a Masters of Library Science from the University of Rhode Island. She lives in Amherst with her husband, Peter, a daughter, Heather, and a son, Duncan.

The Reverend James Scotland, our Trustee Chairman, moved to Pennsylvania at the end of September. It was with deep regret that the Library Trustees accepted his resignation. Jim not only served several terms at the Bedford Public Library, but he also served as State President of the New Hampshire Library Trustees. The Bedford Town Council appointed Mr. Parsons Richmond to fill the vacancy until next town election in March of 1992. Mr. Richmond has been a volunteer at the Bedford Library for ten years.

The professionalism of the staff is enhanced by continuing involvement in the greater library community. The Library Director, Fran Wiggin, serves as Chairperson of the Hillstown Cooperative and is Membership Chair of the New Hampshire Library Association. Becky Schulz, Children's Librarian, is a member of CHILIS, a division of the NHLA for children's librarians. She also serves on two committees for CHILIS -- the Summer Reading Program Committee and the Great Stone Face Book Award Committee, set up to administer and promote New Hampshire's yearly children's book award. Reference Librarian, Susan Rotch, and Joanne Bossert, Circulation, serve on an Interlibrary Loan Committee; while the Library Technicians, Arlene Ackerson and Brynn Rehnberg, participate in Technical Services committees.

This fall, Fran Wiggin was the recipient of the Dorothy M. Little Award for Library Excellence. This award is presented by the New Hampshire Library Trustees Association in recognition for outstanding

library service in the community and throughout the state. In presenting the award, Jane Green of the NHLTA, alluded to Mrs. Wiggin's "effectiveness as an organizer, administrator and forward-looking librarian." She went on to cite the great amount of time that Mrs. Wiggin "unselfishly devotes to the library associations, cooperative efforts and statewide library councils. Her vision of libraries is not confined to Bedford - it encompasses the entire state." We in Bedford are justly proud of Fran!

The children's summer reading program "Some Enchanted Reading", was the greatest ever with Bedford children reading over 2,000 books. Other children's programs offered this year included a holiday program for over 125 people, co-sponsored with the Bedford Recreation Department; a magic show, storytellers and many special theme programs each month. Programs were offered and attended by over 1,000 Bedford children this year. Our weekly storytime sessions also proved popular with the recent addition of a very successful two-year old program. Hats off to Becky Schulz and her assistant Luci Albertson for the wonder programming being conducted in the Children's Department.

Civic groups continue to support our library. The Bedford Lion's Club presented the library with a new flag and flagpole this year. The Veterans of Foreign Wars and Bedford Rotary Club have also made contributions along with many generous individuals.

Last, but not least, a big "Thank You" to the Friends of the Bedford Library and to the staff and volunteers for their untiring efforts toward making the Bedford Library a necessary, vital place in our community.

Town of Bedford, New Hampshire 1991 Annual Report

BEDFORD PUBLIC LIBRARY
Regular Account

Cash on Hand 1/1/91	\$234.62
INCOME	
Town Appropriation	271,760.07
Interest	217.98
Subtotal 1991 Income	\$271,978.05
TOTAL INCOME	\$272,212.67
DISBURSEMENTS	
Personnel Compensation	\$164,571.51
Fringe Benefits	28,688.56
Total Disbursements	\$193,260.07
EXPENSES	
Media	\$49,738.07
Repairs	2,289.71
Computers	3,000.00
Operating Expenses	20,687.23
Transfer to Benefit Expense	3,203.60
Bank Charges	13.00
Subtotal 1991 Expenses	\$78,931.61
TOTAL EXPENSES	\$272,191.68
Cash on Hand 12/31/91	20.99
Budget Balance 12/31/91	\$272,212.67
Respectfully submitted, George Fournier Treasurer	

BEDFORD PUBLIC LIBRARY
Special Account

Cash on Hand 1/1/91	\$14.00
INCOME	
Fines	6,797.39
Gifts	895.00
Room Rental	80.00
Book Sales	1,883.01
Trust Funds	547.13
Non-resident Cards	370.00
Grant (Children's French Program)	700.00
Interest	141.00
Subtotal 1991 Income	\$11,413.53
TOTAL INCOME	\$11,427.53
DISBURSEMENTS	
Books	3,332.82
Reference Books	2,901.51
Programs	275.00
Audio Books	1,446.00
Compact Discs	333.18
Video	1,168.89
Computer Equipment	654.74
Grant	700.00
Miscellaneous	250.13
Bank Charges	28.70
Subtotal 1991 Expenses	\$11,091.67
Cash on Hand 12/31/91	335.86
TOTAL EXPENDITURES	\$11,427.53
Respectfully submitted, George Fournier Treasurer	

Library Hours

Monday	9:00 a.m. - 8:00 p.m.
Tuesday	9:00 a.m. - 8:00 p.m.
Wednesday	9:00 a.m. - 8:00 p.m.
Thursday	9:00 a.m. - 8:00 p.m.
Friday	9:00 a.m. - 5:00 p.m.
Saturday	10:00 a.m. - 3:00 p.m.
Sunday	12 noon - 2:00 p.m.

LIBRARY STATISTICS

Books on Accession 12/31/90 45,300

Acquisitions during year
 Books (including reference) 2,077
 Gifts 543
 Subtotal 47,920
 Withdrawals 1,038

Books owned 12/31/91 46,882

LIBRARY HOLDINGS

Books 46,882
 Magazine Subscriptions 197
 Cassettes 365
 Videos 465
 Compact Discs 390
 Audio Books 437
 Prints 114
 Films & Filmstrips 174
 Total 49,024

CIRCULATION

Books 91,394
 Periodicals 20,454
 Compact Discs 6,680
 Videos 6,594
 Audio Books 6,020
 Cameras 24
 Pictures 214
 Total 131,380

LIBRARY INFORMATION

Library Trustees

Parsons Richmond	Term Expires
(appointed to replace James Scotland, Jr.)	1992
George Fournier	1992
Susanne Holstein	1993

Library Staff

Library Director
 Frances M. Wiggin
 Head of Technical Services
 Arlene Ackerson
 Director of Children's Services
 Elizabeth Schulz
 Head, Reference
 Susan Rotch
 Head, Circulation
 Betty Folsom
 Joanne Bossert
 Library Assistant
 Barbara Rehnborg
 Children's Assistant
 Luci Albertson
 Library Page
 Rita Todd
 Substitute
 Betty Clock
 Custodian
 Betty Folsom



The looks of the Library when the computers were updated

Town of Bedford, New Hampshire 1991 Annual Report

Births Registered in the Town of Bedford, New Hampshire for the Year Ending December 31, 1991

Date of Birth	Where Born	Name of Child	Name of Father	Name of Mother
January				
3	Manchester, NH	Kate M. Piscopo	Mark A. Piscopo	Carol E. Cook
4	Manchester, NH	Trevor E. Stokes	David W. Stokes	Patricia A. Froding
7	Manchester, NH	Sara J. Bee	James C. Bee	Sue A. Calderaro
11	Manchester, NH	Garrett M. Cole	Craig B. Cole	Nancy J. Shanley
14	Manchester, NH	Jenna L. Loranger	Thomas E. Loranger	Marilyn A. Bouchard
23	Manchester, NH	Ryan K. Petit	Ernest J. Petit	Patricia A. Blakeley
24	Manchester, NH	Justin E. Dubois	Edward E. Dubois	Crystal E. Ellison
29	Manchester, NH	Emily M. Hann	Marcus Hann	Judith E. Donovan
30	Manchester, NH	Kyle W. Szarzynski	Thomas W. Szarzynski	Annita Anderson
31	Manchester, NH	Alexandra P. Marcucci	Richard Marcucci	Barbara J. Zimmerman
February				
2	Manchester, NH	Lydia A. MacKenzie	Scott D. MacKenzie	Genevieve Robinson
6	Manchester, NH	Paul A. Rainone	Donald P. Rainone	Linda G. Sancetta
6	Manchester, NH	Nicholas R. Sylvester	Richard W. Sylvester	Janice Bee
9	Manchester, NH	Christopher A. Neveu	David A. Neveu	Sarah J. Engelhardt
10	Manchester, NH	Shana M. Beland	Jeff Beland	Christine M. April
10	Manchester, NH	Brittany L. Beland	Jeff Beland	Christine M. April
14	Manchester, NH	Joseph B. Usenia	Michael A. Usenia	Wanda K. Saunders
16	Manchester, NH	Rebecca J. Sears	David A. Sears	Judith A. Fairclough
17	Manchester, NH	Joshua T. St.Laurent	Gary M. St.Laurent	MaryEllen L. Devine
19	Manchester, NH	Matthew B. Jones	William B. Jones, Jr.	Lois Basso
19	Manchester, NH	Megan M. Jones	William B. Jones, Jr.	Lois Basso
21	Manchester, NH	Vanessa E. Krogh	Peter Krogh	Lisbeth E. Egidius
March				
8	Manchester, NH	Lauren A. Arcidy	Alfred C. Arcidy	Laura L. Bernard
9	Manchester, NH	Lowell S. N. Beebe-Center	Lowell S. N. Beebe-Center	Dana Whitehouse
10	Manchester, NH	Charlotte B. Weinstein	Stanton D. Weinstein	Maxine J. Belmont
15	Manchester, NH	Mark F. Rizzo	Francis G. Rizzo	Julia Archer
18	Manchester, NH	Colin T. Keegan	James H. Keegan	Nancy P. McDonough
19	Manchester, NH	Julian J. D. Valdez	Romulo Valdez	Kimberly A. Dean
21	Manchester, NH	Justin B. Eldridge	Stephen F. Eldridge	Susan Brooks
26	Manchester, NH	Meghan E. Elrick	Robert H. Elrick	Mary B. Connaughton
27	Manchester, NH	Shane C. Martin	Daniford Z. Martin	Deborah Ann Lent
30	Manchester, NH	Jennifer L. Gabriel	Scott L. Gabriel	Christine M. Cloutier
30	Manchester, NH	Kerry M. Mead	John E. Mead	Karen Ann Read

Town of Bedford, New Hampshire 1991 Annual Report

April

1	Nashua, NH	Heather E. Comstock	William G. Comstock	Lynda L. Naegele
1	Manchester, NH	Stephen C. Walsh	Richard J. Walsh, III	Carol S. Struckmeyer
3	Manchester, NH	Krystal M. Warthen	James W. Warthen	Kathy A. Freeman
5	Manchester, NH	Michael A. Kelekci	Bulent T. Kelekci	Mary K. Mascari
5	Manchester, NH	Alicia D. Perry	Timothy D. Boisvert	Rebecca L. Perry
5	Manchester, NH	Hayden D. Mitchell	Joseph W. Mitchell	Jean M. Hayden
6	Manchester, NH	Elizabeth M. Becker	Thomas W. Becker	Janet E. Moody
10	Manchester, NH	Lauren E. Bailey	Bruce A. Bailey	Deborah S. Hinton
13	Manchester, NH	Bridget M. Coy	Thomas A. Coy	Theresa O'Donnell
18	Manchester, NH	Anthony P. Viola	Paul A. Viola	Lianne E. Lang
26	Manchester, NH	Tricia L. Tardif	Paul V. Tardif	Linda A. Creamer
29	Manchester, NH	Marissa N. Beaulieu	Jean O. Beaulieu	Donna J. Cezus

May

1	Manchester, NH	Jason T. Martin	Thomas M. Martin	Patty Jo Rewey
6	Manchester, NH	Douglas J. Sauter	Stephen C. Sauter	Cynthia A. Hughes
9	Manchester, NH	Tara R. McLaughlin	Robert G. McLaughlin	Moira Fitzmaurice
21	Manchester, NH	Peter E. Brigham	David A. Brigham	Constance M. Durette
21	Manchester, NH	Brandon F. Clarke	Robert F. Clarke	Tracy M. Klardie
22	Manchester, NH	Erik N. Gosselin	Robert P. Gosselin	Deborah J. Pochlman
26	Nashua, NH	Cassandra S. Barnard	Mark A. Barnard	Susan L. Dionne
26	Manchester, NH	Kayla M. Scullin	Timothy E. Scullin	Ann E. Ashe

June

11	Manchester, NH	Bradley D. Newell	Tracy D. Newell	Tammy A. Gagnon
12	Manchester, NH	Heather L. Harrington	Jeffrey C. Harrington	Stephanie L. Bachi
15	Manchester, NH	Allison M. Pelletier	Marc S. Pelletier	Barbara J. Miller
16	Bedford, NH	Isaac N. Saidel-Goley	Gregory J. Goley	Joanna M. Saidel
19	Manchester, NH	Catherine Durand	Richard A. Durand	Nicoletta Crisci
21	Manchester, NH	Matthew G. Dippel	George F. Dippel	Kathy A. Triantafel
25	Manchester, NH	Alexis P. Daly	James M. Daly	Peggy M. Dixey

July

1	Manchester, NH	Kate A. Farrant	Marcus C. Farrant	Lucinda A. Bartlett
2	Manchester, NH	Olivia M. Nortrup	Edward H. Nortrup	Eileen Murphy
9	Manchester, NH	Sarah E. Brooker	Harold L. Brooker	Jennifer Orr
10	Manchester, NH	Amanda M. Broder	William C. Broder	Lauren S. Fardy
12	Manchester, NH	Ashley A. Leonard	Gary J. Leonard	Lisa G. Handwergen
13	Manchester, NH	Christopher M. Woodsum	Harvey C. Woodsum	Nancy A. Winslow
13	Manchester, NH	George A. Carrick	George A. Carrick	Nina L. Meskell
13	Manchester, NH	Jason R. Drechsler	Henry G. Drechsler	Darlene G. Tombs
13	Nashua, NH	Tyler J. Griffin	Patrick W. Griffin	Celina A. Tamposi
14	Manchester, NH	Sarah A. Kazakis	Steven M. Kazakis	Lisa A. Kafajelis
15	Manchester, NH	Marc J. Liff	Stephen L. Liff	Patrice L. Houts

Town of Bedford, New Hampshire 1991 Annual Report

July

18	Derry, NH	Michael C. Nelson	Kenneth L. Nelson	Laura L. Spencer
21	Manchester, NH	Nicole K. Byer	Jeffrey B. Byer	Mary J. Twarog
21	Manchester, NH	Brittany S. Blais	Aime D. Blais	Julie S. Ferguson
23	Manchester, NH	Joshua J. Lafond	Dennis C. Lafond	Celeste M. Beaulieu
29	Manchester, NH	Emily C. Burns	William M. Burns	Susan N. Smiley

August

7	Manchester, NH	Lucas N. Mueller	Todd A. Mueller	Nancy D. Good
9	Manchester, NH	Patrick M. Burke	James M. Burke	Janet M. Harrington
10	Manchester, NH	Erica A. Buciak	Eric A. Buciak	Nancy-Lou Cavanaugh
11	Manchester, NH	Micheala R. Carbonneau	Michael J. Carbonneau	Marie L. Donlan
11	Manchester, NH	Lee M. Smith	Hugh M. Smith	Deborah L. Chamberlain
22	Manchester, NH	Baby Boy Dupuis	Denis Dupuis	Kathryn McCall
22	Manchester, NH	Tanner R. Lowry	Dwayne C. Lowry	Kathleen A. Babcock
23	Manchester, NH	Garrett C. W. Robinson	Andrew F. Robinson	Janette D. Twedell

September

1	Manchester, NH	Adam M. Grau	Charles W. Grau	Michelle A. Cole
4	Manchester, NH	Andrea K. Sheldon	Thomas A. Sheldon	Lisa Kennedy
4	Manchester, NH	Alexandra A. Thomas	Robert T. Thomas	Susan M. Farrell
6	Concord, NH	Carissa M. Swiderski	Thomas J. Swiderski	Jo Ann Hebert
16	Manchester, NH	Kevin L. Hardman	Glenn A. Hardman	Melissa L. Sprague
25	Manchester, NH	Natalie E. Moore	Chester H. Moore	Mary Jo Ostermeier
27	Manchester, NH	Erin E. Roelke	Richard R. Roelke	Joan C. Kirksciun

October

2	Manchester, NH	Kyle B. Clark	Jerrold V. Clark	Dorothy J. Bishop
4	Manchester, NH	Vanessa A. Rodanas	Michael T. Rodanas	Donna L. Rice
6	Manchester, NH	Kristen C. Roy	Richard L. Roy	Cynthia L. Sarette
7	Nashua, NH	Julianne Mayo	Gerard J. Mayo	Gabriele Appelt
12	Manchester, NH	Mikaela E. Wrick	James M. Wrick	Rose M. Palhete
13	Manchester, NH	Andrew S. Perrella	John M. Perrella	Alison A. Snow
16	Manchester, NH	Griffin P. Aurora	Patrick Aurora	Lori Price
18	Manchester, NH	James A. Schappler	Joseph J. Schappler	Mary Jo Montanarella
21	Manchester, NH	Olivia F. Vito	Steven M. Vito	Teressa A. Harbour
26	Nashua, NH	Dustin K. Kahn	Joel D. Kahn	Pamela B. Kisonak
29	Manchester, NH	Meredith A. Larocque	Robert J. Larocque	Melissa A. Montini

November

1	Manchester, NH	Molly Olsen	Bruce A. Olsen	Paula A. Donovan
3	Manchester, NH	Jessica A. Condon	John H. Condon	Elizabeth A. Nichting
5	Manchester, NH	Anthony J. Dinsmore	Dana A. Dinsmore	Lynda A. Whitaker
12	Manchester, NH	Christi M. Palmer	Peter B. Palmer	Michele A. Aldred

November

13	Manchester, NH	Christopher W. Wedemyer	Timothy A. Wedemyer	Robin Paulk
13	Concord, NH	Matthew J. Vailas	James C. Vailas	June S. Gimas
15	Manchester, NH	Emily E. Bailey	Jeffrey A. Bailey	Jacqueline I. Connor
26	Manchester, NH	Meredith M. Cavanaugh	Michael J. Cavanaugh	Jo-Ellen Riley
26	Manchester, NH	Michael T. Cavanaugh	Michael J. Cavanaugh	Jo-Ellen Riley
27	Manchester, NH	Ashley L. Phillips	David S. Phillips	Susan E. Wilson
29	Manchester, NH	Kristianna Purington	Theodore A. Purington	Natalie A. Bricher

December

2	Manchester, NH	Melissa R. Boulanger	Henry L. Boulanger	Carolyn R. Soucy
4	Manchester, NH	Meghan J. Barry	Thomas J. Barry	Joy A. Rivard
10	Manchester, NH	Alexander R. Widdison	Mark C. Widdison	Michelle A. Desautels
20	Manchester, NH	Beau S. Brooks	Jeffrey Brooks	Kerri Smith
20	Manchester, NH	Daniel F. Constantino	Mark A. Constantino	Janice M. Bergonzi
25	Manchester, NH	Peter W. Chu	James M. Chu	Elizabeth K. Kalperis
26	Manchester, NH	Eric S. Apgar	Scott E. Apgar	Teresa M. Beers
26	Manchester, NH	Addison L. Straub	Andrew D. Straub	Melanie P. McKee



Town of Bedford, New Hampshire 1991 Annual Report

Deaths Registered in the Town of Bedford, New Hampshire for the Year Ending December 31, 1991

Date of Death	Place of Death	Name of Deceased	Age	Place of Burial or Cremation
January				
1	Manchester, NH	Charles J. Rogowski	83	Norwalk, CT
7	Bedford, NH	Loretta F. Walsh	81	Stoneham, MA
7	Goffstown, NH	Nellie O'Connor	100	Bedford, NH
10	Bedford, NH	Germaine Varle	86	Bedford, NH
13	Manchester, NH	Mary A. Finnigan	78	Bedford, NH
14	Manchester, NH	Zepherine A. Chesbro	93	Manchester, NH
16	Manchester, NH	Isadore Starr	69	Manchester, NH
17	Manchester, NH	Evelyn J. Freno	80	Cambridge, MA
23	Bedford, NH	Alice I. Schwartz	105	Concord, NH
24	Bedford, NH	Viola E. Forester	89	West Point, NY
30	Bedford, NH	Ethel M. Rogler	75	Manchester, NH
February				
1	Bedford, NH	Alfred J. Patrick	91	Manchester, NH
2	Manchester, NH	Violet C. Mercer	90	Pittsfield, NH
3	Bedford, NH	Lillian B. Kessler	81	Concord, NH
3	Manchester, NH	Ralph (Raoul) L. Bergeron	70	Manchester, NH
11	Manchester, NH	Denise M. Scherer	56	Derry, NH
14	Manchester, NH	Hattie L. Herkner	83	Bedford, NH
17	Bedford, NH	Elizabeth T. Belrose	73	Hudson, NH
19	Manchester, NH	Doris M. Fisher	70	Concord, NH
March				
3	Bedford, NH	Louise G. Fallon	80	Lowell, MA
9	Bedford, NH	Simonne M. Beaulieu	73	Manchester, NH
10	Bedford, NH	Theresa M. Charron	72	Nashua, NH
13	Bedford, NH	Charles J. Grossmith	80	Goffstown, NH
16	Bedford, NH	Irene M. Bergeron	67	Manchester, NH
17	Manchester, NH	Richard M. Scott	68	Bedford, NH
21	Bedford, NH	Audrey Maltais	81	Manchester, NH
30	Bedford, NH	Marion F. Fay	96	Concord, NH
April				
6	Bedford, NH	Rose V. Malisheski	96	Nanticoke, PA
14	Manchester, NH	George T. Wiggin, Jr.	65	Bedford, NH
15	Manchester, NH	William V. Seagers	83	Bedford, NH
20	Bedford, NH	Henry E. Heigis	83	Bloomfield, NJ
23	Bedford, NH	Thelma A. Bonney	90	Auburn, ME
27	Manchester, NH	Edgar R. Clement	59	Derry, NH
27	Bedford, NH	Charles L. Jones	69	Tuscon, AZ

Town of Bedford, New Hampshire 1991 Annual Report

April

29	Bedford, NH	Lorraine M. Dionne	44	Bedford, NH
29	Bedford, NH	Muriel S. Poire	73	Rochester, NH

May

2	Bedford, NH	George Nutting	67	Raymond, NH
4	Bedford, NH	Antoinette Courmoyer	89	Londonderry, NH
5	Manchester, NH	William A. LeFrancois	86	Bedford, NH
7	Bedford, NH	Lillian Weymouth	89	Bedford, NH
11	Bedford, NH	Grace M. Renaud	83	Manchester, NH
15	Bedford, NH	Margaret W. Powers	84	Concord, NH
16	Bedford, NH	Anita T. Boucher	62	Derry, NH
20	Manchester, NH	Jeffrey A. Raff	92min.	Concord, NH
29	Manchester, NH	Joseph L. Oliver	54	Derry, NH

June

5	Manchester, NH	Kenneth C. Oakes	84	Franconia, NH
7	Bedford, NH	Douglas C. Eaton	21	Concord, NH
8	Manchester, NH	Raymond J. White	73	Bedford, NH
9	Bedford, NH	Doris M. Seelig	79	Manchester, NH
15	Bedford, NH	Thomas A. Swist	68	Bedford, NH
26	Manchester, NH	James W. Foss, Jr.	61	Manchester, NH
28	Manchester, NH	Esther R. Johnson	54	Concord, NH
29	Bedford, NH	Angeline B. Martel	85	Manchester, NH

July

2	Bedford, NH	Agata M. Zlotek	94	Manchester, NH
8	Manchester, NH	Anna J. Hughes	64	Freelandville, IN
12	Bedford, NH	Marion F. Irish	82	Auburn, ME
12	Bedford, NH	Sophie M. Miszczynski	84	Bedford, NH
23	Manchester, NH	Benjamin Glidden	88	Salem, MA
27	Manchester, NH	Elma M. King	87	Rollinsford, NH
31	Manchester, NH	Walter D. Guiney	66	Bedford, NH

August

1	Bedford, NH	Edmund J. Lord	84	Bedford, NH
30	Manchester, NH	Lucille G. Langlois	54	Manchester, NH

September

18	Bedford, NH	Albert O. Hamel	80	Chelmsford, MA
20	Manchester, NH	Barbara A. Hall	73	Manchester, NH
21	Manchester, NH	Elsie A. Etheredge	82	Rotan, TX

Town of Bedford, New Hampshire 1991 Annual Report

September

22	Bedford, NH	Hazel E. Norris	79	Bedford, NH
27	Manchester, NH	Harry E. Barrett	81	Concord, NH
27	Manchester, NH	Alta V. Gauthier	80	Bow, NH

October

2	Manchester, NH	Maria Dubois	89	Manchester, NH
6	Bedford, NH	Eveyn E. Raptis	71	Hooksett, NH
8	Derry, NH	Helena E. Cunningham	85	Bedford, NH
28	Bedford, NH	Gustav O. Melhorn	88	Manchester, NH

November

2	Bedford, NH	Blanche Dugan	84	Manchester, NH
2	Manchester, NH	Eva M. Nadeau	89	Manchester, NH
4	Bedford, NH	Barbara C. Nelson	87	Lowell, MA
10	Bedford, NH	George J. Evans	82	Wakefield, MA
20	Manchester, NH	Robert D. Varey, Sr.	56	New Ipswich, NH
27	Bedford, NH	Mary E. Cronin	92	Bedford, NH

December

1	Bedford, NH	Ruth Mitchell	74	Concord, NH
1	Manchester, NH	Rose Grad Davidson	93	Boston, MA
7	Bedford, NH	Emelie Anne Dionne	90	Manchester, NH
9	Manchester, NH	Donald Clifton Brackett	63	Concord, NH
19	Manchester, NH	Walter A. Gould	73	Concord, NH
30	Bedford, NH	Sharon L. Merrill	43	Concord, NH

Town of Bedford, New Hampshire 1991 Annual Report

Marriages Registered in the Town of Bedford, New Hampshire for the Year Ending December 31, 1991

Date of Marriage	Where Married	Name of Groom & Bride	By Whom Married
January			
5	Bedford	Daniel J. O'Sullivan & Kathleen P. Healy	Rev. C. J. Goggin
12	Bedford	Kevin M. West & Michele D. Theberge	Rev. C. J. Goggin
26	Manchester	Brian D. Lamy & Lynn M. Fortier	Rev. G. J. Belliveau
February			
2	Manchester	Douglas C. Wright & Christine Loasby	Rev. David W. Robinson
15	Bedford	Ross T. Creekmore & Susan D. Olmstead	Rev. James Scotland
23	Bedford	Brian K. Sullivan & Debra Norton	Norman C. Jambard, JP
March			
9	Bedford	J. Gordon Nolen & Judith A. Daly	Rev. C. J. Goggin
10	Waterville	Kent H. Nickerson & Shirley R. Brown	Marianne Peabody, JP
22	Manchester	Warren E. Henderon & Patricia L. Cole	Fr. Jerry Stretch
April			
6	Manchester	Gerard J. Hallahan & Ann M. Kiernan	Rev. Marc R. Montminy
11	Bedford	Robert A. Skadberg & Michele C. Gagnon	Rev. Raymond J. Potvin
13	Manchester	Michael R. Proulx & Monique L. Levasseur	Rev. John C. Horan
20	Bedford	Carl F. Schultze & Kimberly J. Wiggin	Ruth L. Boling, Assoc P.
20	Manchester	George P. Dickson & Linda G. Lurvey	Rev. Lillian J. Warner
27	Hooksett	Aaron Frazier & Tanya M. Carrier	Suzanne M. Holobinko, JP
27	Bedford	Philip S. Capistran & Leslie A. Healy	Rev. C. J. Goggin
May			
11	Bedford	Dean E. Marshall & Leslie A. Atkinson	Rev. R. W. Palmquist
11	Bedford	Thomas J. Murphy, Jr. & Bonnie Mac Kers Lord	Ruth L. Boling, Assoc P.
17	Auburn	Stephen F. Hoch & Sarah S. Robinson	Bernardine P. Donelson, JP
18	Bedford	Norman W. Asselin & Kathleen M. Wilmot	Louise A. Kathan, JP
18	Bedford	David A. Sears & Shari K. Fruehbrodt	Charles H. Peet, Min.
24	Sugar Hill	Edward N. Marshall & Ellen M. Power	Rev. Lyn O. McIntosh
25	Hudson	Daniel C. Moran & Kelly J. Sullivan	William E. Beane, JP
26	Epping	Dewey T. Kahn, II & Linda J. Pynn	Rev. David P. Morley
June			
1	Hanover	William J. O'Hara & Jean A. Miles	Rev. Arthur J. Kelliher
1	Auburn	Gary F. Wells & Patricia M. Morin	Susan B. Deshaies, JP
8	Bedford	Brian H. Allard & Robin E. Bourgeois	Rev. C. J. Goggin
8	Bedford	Christopher J. Cashin & Stephanie M. Small	Rev. R. W. Palmquist

Town of Bedford, New Hampshire 1991 Annual Report

June

15	Bedford	Timothy C. Cronin, III & Anita J. Wallis	Rev. C. J. Goggin
15	Bedford	John G. Scanlon & Phyllis A. Beauchesne	Shirley A. Gordon, JP
15	Bedford	Paul A. Seigny, Jr. & Anne M. Miller	Rev. C. J. Goggin
15	Bedford	Bruce D. Stanas & Debra L. Muse	Ruth L. Boling, Assoc P.
21	Manchester	Stephen G. Dunn & Karen L. Schwotzer	Rev. Paul F. Ruzzo
22	N. Hampton	Shayne P. Durant & Cathy-Jo Dame	Albert G. Gelinis, JP
22	Auburn	Leon L. Pion & Pamela S. Erskine	Bernadine P. Donelson, JP
29	Goffstown	Todd M. Bohan & Tami M. Kendrigan	Rev. R. F. Clavelle
29	Bedford	Russell A. Davidson & Chandra L. Wachs	Robert J. Wachs, Min.
30	Bedford	Paul M. Goldberg & Mary B. Cotter	Frank L. Irvine, Jr., Min.
30	Manchester	Lucien Martineau & Amy C. Larson	John P. Potter, Min.

July

5	Manchester	Donald R. Fortin & Amy E. Engelhardt	Roger C. Manning, Pastor
6	Bedford	Harry E. Beane & Irena Pirok	Rev. C. J. Goggin
6	Bedford	Luis E. Reyes & Sevilla F. Pilpil	Msr. G. Encarnacion
7	Bedford	Dr. Roland R. Bryan & Dr. Evelyn M. Cross	Rev. James Scotland
19	Bedford	Thomas B. Lodge & Kristen M. Hiltz	Amar Douidi, JP
20	Manchester	Michael J. Byerly & Terri L. Hockman	Beth I. Jenkins, Assoc Min.
20	Manchester	Kenneth S. Patryn & Lorna M. Holmes	Rev. A. A. Daniszewski
27	Manchester	Glenn A. Morehead & Diane P. Ouellette	Rev. C. G. Masterson

August

3	Bedford	John W. Grubmuller & Kathy J. Ordeshook	Nancy Grant, JP
3	Bedford	Richard J. Williams & Lisa A. Perras	Rev. C. J. Goggin
10	Manchester	Mark L. Farmer & Ann M. Carnevale	Rev. A. Danizewski
10	Manchester	Roger A. Trovato, Jr. & Jennifer J. Anderson	Rev. W. J. Donoghue
17	Manchester	James W. Josef & Alycen E. Skora	Rev. Irving S. Jones
21	Manchester	Scott A. Karagianis & Milissa G. Newell	Rev. P. L. Gregoire
24	Bedford	Timothy E. Roy & Cheryl A. Connolly	Rev. J. P. Moroney
31	Bedford	Paul J. Gunning & Susan L. Davison	Barbara S. Newsam, JP
31	Bedford	Thomas P. Maddox & Linda A. Girard	P. Diamantis, JP

September

1	Bedford	Luigi P. Bai & Katherine E. Fletcher	S. D. Edington, Min.
1	Bedford	Richard G. Milici, Jr. & Anita P. Bhattacharya	M. A. Lajeunesse, JP
7	Hooksett	Jerry P. Donna & Lisa M. Little	Rev. John L. Udall
7	Bedford	Lawrence R. Fortin & Lainie A. Brand	Rev. C. J. Goggin
8	Bedford	John B. O'Connor & Mary E. Rooney	Rev. C. J. Goggin
14	Salem	Normand A. Cote & Dawn Adams	Rev. E. J. Charest
14	Bedford	Kevin P. Emond & Helen T. Pasquino	Rev. C. J. Goggin
15	Bedford	Philip A. Goyette & Robin C. Tucker	Mark E. Chalifour, JP
21	Manchester	Russell R. Rheaume & Joy E. Jobin	Louise A. Kathan, JP
21	Bedford	Manfred H. Ward & Rochelle C. Ricks	G. R. Ricks, Mission Pres.

Town of Bedford, New Hampshire 1991 Annual Report

September

27	Londonderry	Tjerk Okkema & Ramona A. Clark	Stephen Jenkins, Min.
28	Bedford	Brian W. Bowen & Renee E. Paradis	Rev. C. J. Goggin
28	Hudson	Rt. Rev. George E. Lacourse & Carol A. Polichronopoulos	Mark R. Moore, Priest
28	Bedford	Raymond O. Marcouillier & Ruth A. Blanchard	A. G. Gelinas, JP
29	Bedford	Gerald M. Bernstein & Pamela A. Haigler	William F. Feil, Jr., JP

October

5	Bedford	John E. Crain, Jr. & Sherri A. Riley	Rev. C. J. Goggin
5	Bedford	David M. Mills & Mary Ann Young	Rev. C. J. Goggin
5	Hudson	Ronald D. Woosley & Phyllis Shelpman	William E. Beane, JP
6	Amherst	Matthew H. Viens & Mary F. Kelly	Craig S. Milco, Sr. Min.
12	Bedford	Theodore J. Urbanik, III & Deborah W. Allen	R. L. Boling, Assoc P.
18	Manchester	William Rawden & Cheryl A. Graeme	Rev. D. W. Robinson
19	Bedford	Mark D. Legacy & Monique A. Pelletier	Rev. C. J. Goggin
19	Bedford	Elsworth P. Prescod & Barbara L Taglieri	K. J. Lalos, JP
19	North Conway	Charles E. Robert & Pamela J. Harrington	Rev. C. V. Laforest
25	North Hampton	Eugene Ellsworth & Beatrice V. Blocker	D. J. Chase, JP
26	Manchester	Gerard A. Chauvette & Michele Vitale	R. G. Dumais, JP
26	Nashua	Stuart E. Ferguson & Sharon J. Lafond	Rev. R. Gagnon
26	Bedford	Jeffry K. McCobb & Cheryl A. LeBlanc	Rev. C. J. Goggin
26	Manchester	Raymond A. Letourneau, Jr. & Maria K. Zoukis	Fr. P. A. Chamberas

November

2	Manchester	Nathan A. Baldasaro & Lisa Grady	Fr. J. E. Molan
2	Manchester	Steven N. Pratte & Amy L. Rozell	Rev. Gary J. Beliveau
2	Bedford	James J. White & Sylvie N. Breault	Rev. C. J. Goggin
9	Bedford	Aaron T. Demorrow & PauletteA. Potter	Rev. C. J. Goggin
10	Bedford	Brian J. Beaudette & Sheila L. O'Donnell	Fr. A. L. Jannetta
18	Manchester	Daniel D. Halpin & Theresa L. Soares	Nancy Grant, JP

December

6	Bedford	Michael J. Desfosses & Deborah J. Burke	Joanne M. Walsh, JP
27	Bedford	Dennis D. Vasko & Diane M. Mastenbrook	Norma Champagne, JP
31	Bedford	Francis R. O'Donnell & Norma L. Stephen	Edith P. Schmidtchen, JP



VOLUNTARY RECYCLING
COMMITTEE

Chairpersons: Debby Molano, Dennis Grimes

The Bedford Voluntary Recycling Committee is appreciative of the tremendous recycling efforts of Bedford residents this past year. There have been substantial increases in the quantities of all recyclables collected from last year. Last June, residents supported a very successful household hazardous waste collection day that was partially funded by a grant from the State.

In addition to green, brown and clear glass, aluminum cans, tin, tires, motor oil, cardboard and newspapers, the recycling center at the Landfill added other recyclable materials this past year. First, a Goodwill box that is filled weekly with clothing, textiles or small household items was added. In addition to auto batteries, we now accept household batteries for reuse. Finally, a "swap box" was started to offer residents yet another avenue for diverting items destined for the landfill. Reusable household articles such as bikes and lawn mowers are left and available for the taking in this designated area. The continuation of this will be evaluated at future intervals.

We saw the market for plastics change creating a need to now separate plastics according to their types. Number 1, 2, and old milk jugs are now separated by residents at the site.

Our newspapers are presently being shredded by a local farmer for animal bedding. For this reason, newspapers need to be brought, in paper bags, to the receptacle.

The recycling area also saw improvements in its appearance this year. New signs designating the different collection bins were hung. The signs were generously donated by the State's "N. H. The Beautiful" program. Landfill personnel and volunteer workers are

to be thanked for their continued assistance to "new" and "old" recyclables and for maintaining an area that is truly aesthetically pleasing.

Informative fliers were mailed to every household last spring to encourage and educate residents to recycle. Fliers continue to be available in the Town Office Building. Also available are the recycling collection bins for household use at a cost of \$4.50.

The Committee looks forward to establishing a site for composting in the spring and encourages all residents to compost their leaves and grass clippings in their own backyards. This could reduce a household's generated "garbage" by 12-18% a year.

Although there will not be a household hazardous waste collection day in 1992, residents can do much to stop the disposal of toxic materials in the Landfill. Choosing products that are not harmful to the environment is a start. Using latex paints is recommended as leftover paint can be allowed to dry out in its container and then safely disposed of in the Landfill. Use up paint thinner and similar items before disposing of the containers.

We challenge and encourage you to purchase items packaged in recyclable materials and products made from recycled materials.

Figures show that by December, 1991, the recycling project has created almost \$47,500 net savings for the Town. 1,300 tons of recyclables as well as 7,000 gallons of oil had been collected. This is an increase of 15% from 1990. Since the Town estimates that it costs \$55 to dispose of one ton of garbage, the cost avoidance for 1300 tons is \$71,500. The income gained from markets for the recyclables is \$11,000, while the cost of getting the recyclables to the market is \$35,000, of which \$4,000 is for the disposal of tires. Thus, the net savings to the Town is \$47,500. The tonnage figures demonstrate

that we have greatly reduced the Landfill's waste stream and have therefore increased the longevity of the Landfill through the efforts of individuals like yourself.

Frequent meetings have been held, speakers have been heard, and a tremendous amount of research has been conducted by the faithful, hardworking Committee members listed below. The results could never have been accomplished without Town employee Stephen Crean and all of his efforts and follow through. We sincerely thank him and the Bedford Town Council for their continued support. We look forward to continuing our work in 1992.

Committee Members:

Stephen Crean	Debby Molano
Drew Gillett	Ann Nelson
Dennis Grimes	Jeff Nelson
Michael Lei	Carolyn Richmond
Carole Lewis	Claire Sills
	Mervyn Taub

FOREST FIRE WARDEN

Fire Warden: Ralph M. Wiggin

1991 was a very dry and busy year for the New Hampshire Forest Fire Service as well as local fire departments as shown by the increase in the number of fires. Our three major causes of fires in 1991 were non-permit, children, and smoking materials. Four hundred and fifty wildland fires in New Hampshire burned approximately 150 acres for an average fire size of one-third acre.

Primarily, the local fire department is responsible for extinguishing these fires. Keeping the average fire size this small is a tribute to early detection by citizens, our fire tower lookout system, and the quick response of our trained local fire departments.



In every municipality, there is a Forest Fire Warden, and several Deputy Wardens that are responsible for directing suppression action on wildland fires. They work with other fire department members under the direction of the N. H. Forest Fire Service to make sure that all fire personnel are properly trained and equipped for suppressing wildland fires. Forest Fire Wardens and Deputy Wardens receive specialized training each year from the N. H. Forest Fire Service to keep their skill level and knowledge of forest fire laws up to date.

The local Warden and selected Deputy Wardens are also responsible for issuing burning permits for any open burning that is to be done in their community. In New Hampshire, any open burning, except when the ground is completely covered with snow, requires a written fire permit prior to lighting the fire. Before doing any open burning, it is recommended that you contact your local fire department to see if a permit is required and to save your community the cost of sending fire equipment on a false alarm. Persons violating the permit law (RSA 224:27) are guilty of a misdemeanor.

Please help your local Warden and fire department by requesting a fire permit before kindling a fire, be understanding if they tell you it is not a safe day to burn, and help keep New Hampshire green! Thank you for being fire safe.

PUBLIC WORKS DEPARTMENT

Director: Edward S. Kelly, P.E.

The most important milestone in the Department occurred in February when the Highway Division began functionally using the new Town Maintenance Facility (TMF) on Chubbuck Road. The facility was operational within a week of the original construction schedule established by Pro-Con, Inc. of Hooksett, the General Contractor for the 11,000 square foot building.

The Department is comprised of four (4) Divisions: Administrative, Highways (traffic and street maintenance), Solid Waste (landfill and recycling), and Wastewater (sanitary sewers).

The Department currently consists of 20 full-time, 3 part-time, and 1 seasonal employees.

HIGHWAY DIVISION

Paul Belanger, Superintendent

During 1991, the Highway Division tended to 24 snow/ice storms of various degrees of intensity. In response to Budget restraints, it is anticipated to use less contract equipment for snow removal during the coming year. In addition to maintaining the (accepted) Town streets and roads, the Division was also responsible for the winter maintenance of the other public facilities including the Schools, Library, Fire Station, Police Station and Town Office Building.

The list of prepared road projects for 1991 amounted to 38,310 linear feet of streets and roads that were resurfaced and/or rehabilitated. The majority of the work was accomplished with Town labor and equipment while some of the work was done with local contractors. Two crews were (again) established and assigned projects with given target dates set by an established schedule (Gantt Chart).

The streets and roads worked on for resurfacing, rehabilitation, or minor and major drainage improvements were:

Bedford Center Road	Highland Farms Road
Birchwood Circle	Lancaster Lane
Cambridge Road	Lindahl Road
Campbell Road	Martha's Way
Carriage Lane	Nashua Road
Catesby Lane	Pasture Lane
Cote Lane	Patten Road
County Road	Pembroke Way
Dartmouth Circle	Polly Peabody Road
Devonshire Way	Rutledge Road
First Street	Worthley Road
Forest Drive Area	Wright Acres Road
Harvard Lane	

The continued implementation of the (UNH) T² RSMS (Road Surface Management System) was not expanded as much as we had originally anticipated, particularly with the added duties, of the department's Director, as Acting Town Manager for four months.

In response to the continued economic recovery in New Hampshire, the request for road improvement funds will remain at the same level as in 1990 and 1991.

As mentioned in the 1990 Town Meeting Report, when the economic climate improves, a major bond program will be recommended for the rehabilitation and reconstruction of Town roads.

One of the major projects targeted for construction in 1992 is Beals Road.

The UNH Technology Transfer Center (T²) Vehicular Maintenance program (software) was supplied to the Town at no cost with personal instructions provided on the Durham campus to our staff in August ('91) for tracking the maintenance of the Highway Division vehicles and equipment and subsequent replacement based the Capital Improvement Plan (CIP). The Police Depart-

ment vehicles will also be tracked for preventive maintenance for minor and major repairs.

The previously mentioned CIP is an integral part of the annual replacement of equipment for a given cycle pertaining to a given set of criteria in the Manufacturer's recommendation. As intended, the preventative maintenance of all vehicles and equipment along with inventory control of parts, etc. will enable the Town to remain prudent in its replacement policies for vehicles and equipment.

The bottom line expenditure of chemical salt was held at an appropriated amount due to a conscious effort to mix and place a 4:1 to 5:1 mix of sand/salt, on the streets and roads during a given storm. The post-storm analysis by the of complaints and the tell-tale visual impact of not painting the streets "white" indicates that we are closer to achieving the medium of satisfying safety and environmental issues.

The new Emergency Management Center (EMC) will be constructed on the second floor at the Town Maintenance Facility with a 160 square foot addition. After years of being in the basement of the (old) Town Hall, being able to improve the operations was the main objective, while holding the cost to a minimum (constructing a new room).

LANDFILL DIVISION

The continued implementation of the pre-closure plan, as prepared by CMA Engineers, Inc. (Portsmouth) has full-filled its purpose of keeping lifts and stages in line with NH DES regulations, and coupled with an actual decline in use by private haulers, the tonnage for 1992 is estimated at 7,000 tons. Overall, this results in an extension of the landfill available volume which is presently is estimated to have 2 to 2 1/2 years remaining, based on the current and

projected use.

The recycling program continues to operate on a voluntary basis and is estimated to have a rate of approximately 80 percent participation, for the citizens using the landfill. This is an estimated 10 percent increase over 1990. The (recycling) program will continue to be enhanced. Some items recycled presently, are: aluminum cans, tin cans, glass, plastic (HPE and PET), newspapers, cardboard, clothing, household (used) oil and metal.

In June, there was a Hazardous Waste Day at the Maintenance Facility. It was well received and resulted in a safer environment with the proper disposal of hazardous wastes.

The access road (at the landfill) was relocated in September to provide for lifts 1 & 2 of stage 2 of the Pre-Closure Solid Waste Management Plan.

Town Council voted in November to enter into a phase II Contract Agreement with CMA Engineers for the preliminary closure plan in response to our continued proactive stance on the eventual landfill closure.

The monitoring of the on-site wells continues with the results within the accepted standards established by EPA (Environmental Protection Agency).

Implementation of curbside pick-up and disposal with recycling continues to be evaluated, and is now targeted for implementation in the fourth quarter of 1993.

WASTEWATER DIVISION

Stephen R. Crean, Superintendent

The major project in sanitary sewer construction occurred in August ('91) with the award of Contract "3" to Park Construction, Inc. (Fitzwilliams, NH) for the Merrimack River Interceptor (MRI) from the existing siphon station (located at I-293 and the Merrimack

River) South to Moore's Crossing. Due to easement negotiations and the American Bald-Eagle issue, the project was late in getting started but is currently 84 percent completed with the completion targeted for June of 1992.

Contract "3A" (from Moore's Crossing South to the Town line) is targeted for Corps of Engineers approval early in 1992, with easement negotiations to follow. The prequalification of contractors has commenced and once the easements are obtained, the project will be let out for competitive bidding. A decision by Town Council will determine whether we proceed with construction in 1992 or delay until the 1993 construction season.



After Town Office Building clean-up, truck leaves for the landfill

BEDFORD, NEW HAMPSHIRE

ADDENDUM TO THE 1991 ANNUAL REPORTS

INDEPENDENT AUDITORS REPORT

1990 & 1991

**MEMORANDA OF COMMENTS
AND RECOMMENDATIONS**

AND

REPORTS ON INTERNAL CONTROL STRUCTURE



PAGES 1 - 9 - 1990
PAGES 10 - 15 - 1991

TOWN OF BEDFORD, NEW HAMPSHIRE
MEMORANDUM OF COMMENTS AND RECOMMENDATIONS
DECEMBER 31, 1990

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL STRUCTURE
DECEMBER 31, 1990

Vachon, Clukay & Co., PC

Certified Public Accountants

Vachon, Clukay & Co., PC

Certified Public Accountants

131 Middle Street
Manchester, New Hampshire 03101
(603) 622-7070

January 25, 1991

Town Council
Town of Bedford, New Hampshire

In planning and performing our audit of the general purpose financial statements of the Town of Bedford, New Hampshire for the year ended December 31, 1990, we considered the Town's internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the financial statements and not to provide assurance on the internal control structure.

However, during our audit we became aware of several matters that are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions regarding those matters. We previously reported on the Town's internal control structure in our report dated January 25, 1991. This letter does not affect that report or our report on the general purpose financial statements dated January 25, 1991.

We are available to discuss these comments and suggestions in detail should you so desire.

CURRENT COMMENTS AND RECOMMENDATIONS

RECORDING OF BUDGET

As in our prior year's audit, we noted that the budget amounts carried in the Town's budgetary reporting system did not reflect budgetary adjustments made by the Department of Revenue Administration (DRA) at the time the tax rate was set. The original amounts entered on the system represented the original budget adopted at the budgetary Town meeting.

Although the changes were not significant to the overall budget, the budget carried for estimated revenues and appropriations should reflect the budget amounts used in arriving at the official tax rate. These major changes were to estimated state revenues, use of fund balance and the addition of the overlay balance.

We again recommend that any adjustments to the budget made in finalizing the tax rate be reflected in the Town's system once the tax rate is set.

Town Response

While the amounts reported did not match changes made by the Department of Revenue Administration (DRA) at the time the tax rate was set, this did not affect the final outcome since the information was provided by DRA.

CAPITAL RESERVE WITHDRAWALS

The Town Council, as provided by the charter, has the authority to appropriate funds from the Town's capital reserve funds for the purchase of equipment. As during 1989, one such appropriation occurred during the current year. The expenditure for the equipment was netted with the revenue from the capital reserve transfer. Consequently, the transaction was not properly recorded in the accounting system.

Transactions of this type should be added to the budget as a estimated revenue (transfer from a capital reserve fund) and appropriation. The actual transaction would then be reflected as a revenue and expenditure against these accounts.

Town Response

Proper recording of the capital reserve transaction was discussed prior to its completion.

PRIOR COMMENTS AND RECOMMENDATIONS

BUDGETING - OTHER FUNDS

In prior commentary letters, we have reported that the Town's budgeting for its funds other than general fund reported to the Department of Revenue Administration did not properly reflect the intent of Town Officials. The end result was that the improper budgeting of estimated revenues and appropriations for these other funds inadvertently affected the amount of taxes raised in the general fund.

As part of our current audit, we reviewed the tax rate forms submitted for the 1990 tax rate. Our review disclosed that the current information presented to the Department of Revenue Administration was correct.

PAYROLL PROCEDURES

PERSONNEL FILES

Our previous commentary letters have discussed the inadequacy of the documentation of pay rates and authorizations for pay rate changes in individual personnel files of Town employees.

Our current audit disclosed that the Town has implemented our prior recommendation by placing documentation of pay rates in individual personnel files.

FEDERAL EMPLOYMENT FORMS

Our prior audit disclosed that with the exception of the police department, the Town was not requiring new employees to complete I-9 forms as required by federal regulations which is required for employees hired after November 1, 1986.

Our current audit disclosed that for those employees hired during the year, the Town had complied with the federal regulations.

Vachon, Clukay & Co., PC

Certified Public Accountants

131 Middle Street
Manchester, New Hampshire 03101
(603) 622-7070

January 25, 1991

Town Council
Town of Bedford, New Hampshire

We have audited the financial statements of the Town of Bedford, New Hampshire for the year ended December 31, 1990, and have issued our report thereon dated January 25, 1991.

In planning and performing our audit of the financial statements of the Town of Bedford, New Hampshire for the year ended December 31, 1990, we considered its internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control structure.

The management of the Town of Bedford, New Hampshire is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of polices and procedures may deteriorate.

For the purpose of this report, we have classified the significant internal control structure policies and procedures in the following categories.

- Budget
- Cash and investments
- Revenue and receivables
- Expenditures for goods and services
and accounts payable
- Payroll and related liabilities
- Debt and debt service expenditures

For all of the control categories listed above, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk.

We noted a matter involving the internal control structure that we consider to be a reportable condition under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that could, in our judgment, adversely affect the Town's ability to record, process, summarize, and report financial data consistent with the assertions of Town officials in the financial statements.

A material weakness is a condition in which the design or operation of the specific internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material to the financial statement may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be reportable conditions and accordingly, would not necessarily disclose all conditions that are considered to be material weaknesses as defined above. However, we noted the following reportable conditions that we believe to be material weaknesses.

GENERAL LEDGER ACCOUNTING SYSTEM

Our previous audit disclosed that the Town's general ledger accounting system was used to record cash receipts and disbursements. The system's capability for maintaining balance sheet accounts, an integral element in insuring the integrity of the system's financial data, was not fully and properly used.

In performing our current audit, we found that the situation encountered in the 1989 audit was essentially unchanged at the end of 1990. Although balance sheet accounts were used by the Town during the year, year end balances were materially incorrect. Substantial additional analysis, in excess of what would normally be required as part of an audit, was required to determine what the proper balances should have been at year end. As a result, numerous adjustments were required to bring the Town's balances to the final year end general ledger balances.

The results of our audit indicate that the various journals and monthly reports generated by the accounting system may not have been reviewed for propriety and reasonableness.

We believe that monthly review of financial reports by supervisory personnel is imperative to sound financial controls. The lack of timely supervisory review of the system's generated financial reports contributed to the matters discussed in the following comments.

Town Response

While some progress was made in implementing the general ledger system during 1990, there were several areas which did not receive the appropriate attention. In general, internal control procedures and structures have been put in place to ensure that crucial aspects of the accounting system are examined regularly throughout the year.

TRIAL BALANCE

Observation

Our review of the general ledger trial balance provided to us at the outset of our audit indicated that it was "out of balance" by a significant amount. The circumstances that caused the problem occurred in May 1990. Town personnel were not aware of the problem until it was noted in the early stages of the audit.

Implication

In a double entry accounting system, total debits must always equal total credits. The integrity of any data within the entire trial balance can not be assured when an "out of balance" situation exists.

Recommendation

We recommend that as a part of the monthly recording and posting process, the sum of the debits and credits within the general ledger be verified. This periodic check will immediately bring to light a problem in the month when it occurs, allowing for timely correction.

Town Response

At the end of each month, the trial balance is examined to determine that it is "in balance." Interfund transaction accounts are checked for consistency. Regular review of this document and timely action, if needed, will prevent an "out of balance" condition from being undiscovered or unresolved.

RECONCILIATION OF GENERAL LEDGER TO SUPPORTING RECORDS

Observation

Two key balance sheet accounts of the Town are cash and taxes receivable. The balances in these accounts were not analyzed and reconciled to the balances maintained in the supporting records of the Treasurer and the Tax Collector.

Implication

The activity that flows through the accounts mentioned above represents a substantial portion of the Town's overall activity. If the general ledger balances that result from the posting of receipts and payments is not reconciled to the Treasurer's cash balance and Tax Collector's balances, there is no procedure in place to insure that all activity is properly recorded.

Recommendation

We recommend that as part of the monthly closing process, the balances and financial activity in the general ledger cash account and taxes receivable account be compared to the Treasurer's and Tax Collector's records. This procedure will provide greater assurance that the general ledger balances carried to the next month are proper and represent sound financial data.

Town Response

As entries to the general ledger are made, they are compared to figures in reports from the subsidiary systems. Any variance is investigated and resolved. Examinations are routinely made at the end of each month. At this time, general ledger cash accounts are reconciled to the balance maintained by the Town's Treasurer. Taxes receivable are reconciled to the Tax Collector's records at the close of each calendar quarter.

DUPLICATE POSTINGS

Observation

We noted several instances where monthly activity, particularly in the accounts payable and landfill revenue area, were posted twice to the general ledger.

Implication

The duplicate posting of monthly activity resulted in the general ledger carrying inaccurate account balances for most of the year. Revenue and expenditure accounts were affected by the duplicate postings as well as balance sheet accounts.

These duplicate postings were not identified or reconciled until they were discovered during the audit. As a result, the unexpended balances of various appropriations as indicated in the year end appropriation reports were not accurate.

The results of the landfill fund, as indicated on that fund's general ledger, were not accurate as certain revenues attributed to the fund were posted twice.

Recommendation

We recommend that once all monthly activity is posted, the general ledger be reviewed to determine that postings from various interactive journals are proper and not in duplicate. The cause of the 1990 duplicate postings should be investigated in order to determine that the situation was not a result of a programming or software malfunction.

With regard to the specific accounts mentioned, the control account balances of accounts payable and landfill receivables should be reconciled with the subsidiary ledgers. Should a duplicate posting occur, this reconciliation will bring it to the attention of the Finance Director for follow-up action.

Town Response

Appropriation and revenue reports are compared to the general ledger on a monthly basis. Any variance is investigated and corrective action taken as appropriate.

POSTING OF RECEIPTS

Observation

During the course of our audit we noted several day's cash receipts of the Town Clerk/Tax Collector were not posted to the general ledger. In addition, we noted numerous instances where revenues were posted to the incorrect general ledger accounts.

Implication

The non-posting of daily cash receipts results in the understatement of cash receipts and revenues. In addition, this situation creates an understatement in the cash balance reflected on the Town's books. Consequently, had Town personnel reconciled to its cash balance with the Treasurer on a monthly basis, the error would have been discovered.

Improper posting (classification) of receipts will create unusual fluctuations or variances within revenue accounts. The primary example of improper posting during the year was that current use tax receipts were posted to the sewer revenue account. Only after substantial analysis and review during our audit were we able to identify this situation.

Recommendation

The monthly reconciliation to the Treasurer and Tax Collector, by Town personnel discussed in a prior recommendation, would bring to light any non-posting or posting errors as part of the month end closing. In addition, a comparison of the number of days for which receipts are posted during the month to the number of business days during that month would point out any days not posted.

The postings made to the various revenue accounts should be reviewed by a supervisory individual at the conclusion of the month. Relating the current month's posting to the pattern and amount of previous months postings would likely point out any unusual postings to the account. A follow-up could then be made to verify the accuracy of any unusual amounts.

Town Response

At the close of each month, posted revenues are compared to the records of the Treasurer and Town Clerk/Tax Collector. Since there may be a short lag in reporting of receipts from the Town Clerk/Tax Collector's Office, any remaining daily cash receipts reports are requested at the time of monthly closing. Any variances between postings and the records of the Treasurer of Town Clerk/Tax Collector's Office are reconciled and any corrective action, if necessary, is taken.

WITHHOLDING ACCOUNTS

Observation

The majority of balances in the various payroll related withholding balance sheet accounts were not properly stated at year end. These account balances, at month end, should represent unremitted withholdings from payroll.

Implication

These balances are not monitored on a monthly basis in order to determine that tax payments are properly posted during the ensuing month. As a result, the liabilities became improperly stated and required substantial analysis and adjustment to bring them into their proper balance.

Recommendation

We recommend that these accounts be closely monitored on a monthly basis. At the end of each month, the balance in the general ledger should be reviewed to determine that the liability is properly stated based on the actual amounts of unremitted payroll withholdings on hand.

Town Response

Withholding and accrual accounts, used primarily to account for the cost of fringe benefits, are examined on a monthly basis. Any postings which appear to be unusual are investigated. Proper accrual and withholding rates and codes have been verified in the accounting software.

We also noted other matters involving the internal control structure and its operation that we have reported to the Town Council and the management of the Town of Bedford, New Hampshire, in a separate letter dated January 25, 1991.

This report is intended for the information of the Town Council and the management of the Town of Bedford, New Hampshire. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

Vachon, Clutkey & Co., PC

Vachon, Clukay & Co., PC

Certified Public Accountants

131 Middle Street
Manchester, New Hampshire 03101
(603) 622-7070

February 7, 1992

Town Council
Town of Bedford, New Hampshire

We have audited the financial statements of the Town of Bedford, New Hampshire for the year ended December 31, 1991, and have issued our report thereon dated February 7, 1992.

We conducted our audit in accordance with generally accepted auditing standards, Government Auditing Standards, issued by the Comptroller General of the United States, and the provisions of Office of Management and Budget Circular A-128, "Audits of State and Local Governments". Those standards and OMB Circular A-128 require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

The management of the Town of Bedford, New Hampshire, is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of polices and procedures may deteriorate.

For the purpose of this report, we have classified the significant internal control structure policies and procedures in the following categories.

- Budget
- Cash and investments
- Revenue and receivables
- Expenditures for goods and services
and accounts payable
- Payroll and related liabilities
- Debt and debt service expenditures

For all of the control categories listed above, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk.

We noted certain matters involving the internal control structure that we consider to be reportable conditions under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that could, in our judgment, adversely affect the Town's ability to record, process, summarize, and report financial data consistent with the assertions of Town officials in the financial statements.

OVERVIEW OF GENERAL LEDGER ACCOUNTING SYSTEM

Our previous audit disclosed that the majority of the balance sheet accounts (assets and liabilities) of the Town's general ledger accounting system were materially incorrect at the end of 1990. Our 1990 audit required an extensive amount of additional analysis and adjustments to bring the accounts to their proper balances.

Our current audit as of December 31, 1991 and for the year then ended showed a significant improvement in the year-end condition of the general ledger. We noted that procedures have been implemented to review monthly reports for propriety and reasonableness. As discussed in our Memorandum of Comments and Recommendations, many of the conditions observed in the 1990 audit have been corrected and were not observed in the 1991 audit.

The following condition was reported in the 1990 audit and was found to still exist in 1991.

RECONCILIATION OF GENERAL LEDGER TO SUPPORTING RECORDS

Observation

The uncollected balances of the various tax lien accounts were not reconciled to the year-end balances maintained in the supporting records of the Tax Collector. The differences noted were the result of posting interest received on these balances against the uncollected balance.

Implication

As the tax lien accounts were not reconciled to the Tax Collector's uncollected balances, several adjustments were required to bring the accounts into balance. The misposting of the interest revenue resulted in an understatement of the revenue account "interest on taxes".

Recommendation

We recommend that the uncollected balances of all levies be reconciled on a monthly basis during the year. The tax collection system has the capability to produce monthly open balance reports that should be used in the reconciliation process. Also, in recording cash receipts, any interest amounts received on tax lien accounts should be posted to the revenue account. This allocation is made by the tax collector on the monthly remittance reports.

Town Response

During 1991, effort was directed at correctly recording lien receipts against the appropriate year's receivable balance. For 1992, the Finance Director and Town Clerk/Tax Collector have devised a system that will provide the full breakdown, including the original amount of the lien, costs, and interest. This enables the correct recording of lien redemption activity, and prevents underestimation of the revenue from interest and penalties on taxes.

A material weakness is a condition in which the design or operation of the specific internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material to the financial statement may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be reportable conditions and accordingly, would not necessarily disclose all conditions that are considered to be material weaknesses as defined above. However, we do not believe the reportable condition described above is a material weakness.

We also noted other matters involving the internal control structure and its operation that we have reported to the Town Council and the management of the Town of Bedford, New Hampshire, in a separate letter dated February 7, 1992.

This report is intended for the information of the Town Council and the management of the Town of Bedford, New Hampshire. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

Town Council
Town of Bedford, New Hampshire

February 7, 1992

In planning and performing our audit of the general purpose financial statements of the Town of Bedford, New Hampshire for the year ended December 31, 1991, we considered the Town's internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the financial statements and not to provide assurance on the internal control structure.

However, during our audit we became aware of several matters that are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions regarding those matters. We previously reported on the Town's internal control structure in our report dated February 7, 1992. This letter does not affect that report or our report on the general purpose financial statements dated February 7, 1992.

We are available to discuss these comments and suggestions in detail should you so desire.

Sincerely,

Vachon, Clatney & Co., PC

RESOLUTION OF PRIOR FINDINGS

The following issues were reported in our report on the Town's internal control structure at December 31, 1990. We are pleased to report that the following conditions were resolved during the current audit period. We commend Town personnel for their efforts.

TRIAL BALANCE

In our 1990 report on the internal control structure, we reported that the Town's general ledger had been "out of balance" by a significant dollar amount for several months. We further reported that this condition was not noted until the audit commenced.

We noted that as part of the monthly closing procedures implemented during 1991, a routine determination is made that the system is in balance. We are not aware of any "out of balance" situations during the year.

RECONCILIATION OF CASH BALANCE TO TREASURER

We had previously reported that in 1990, the general ledger balance was not in agreement with the Treasurer's cash balance. As periodic reconciliations were not done, the integrity of the accounting systems's financial data was not certain.

Early in 1991, procedures for performing this critically important reconciliation were devised and implemented. The procedures, performed monthly, provide for identification of any differences that may exist and prompt adjustment of those differences, as required.

As a large percentage of the Town's transactions are recorded on a cash basis, this reconciliation serves to maintain the integrity of the financial data reported in the general ledger.

DUPLICATE POSTINGS

During 1990 we noted numerous duplicate postings of monthly activity, particularly in the accounts payable and landfill area. This condition resulted in inaccurate year-end revenue and appropriation reports at the end of 1990.

As discussed under the comment regarding the trial balance, month-end procedures instituted during 1991 would detect this situation should it occur. Changes in the data processing procedures prevented such duplicate postings from occurring during 1991.

POSTING OF RECEIPTS

During 1990, several day's cash receipts (bank deposits) originating from the Town Clerk/Tax Collector were not recorded in the general ledger.

Revised procedures implemented during 1991, namely the reconciliation of the general ledger cash balance to the Treasurer, prevented the recurrence of this problem.

WITHHOLDING AND OTHER PAYROLL RELATED ACCOUNTS

Our 1990 audit disclosed that the majority of balances in the various payroll related and withholding and accrual accounts were not properly stated at year end.

During 1991, we noted that these balances are reviewed for reasonableness after the monthly processing is completed. Our audit of these balances indicated that they were monitored, as only several of the accounts required minor adjustments to bring them to the appropriate balance. This represents a significant improvement from the condition noted in 1990.

CURRENT COMMENTS AND RECOMMENDATIONS

RECORDING OF BUDGET

Several revenue budget amounts carried in the Town's budgetary reporting system did not agree with those used by the Department of Revenue Administration (DRA) in setting the tax rate.

Although the differences were not significant to the overall budget, the budget carried for estimated revenues and appropriations should reflect the budget amounts used in arriving at the official tax rate. The affected revenue budgetary accounts were state revenue sharing and property taxes. The differences resulted from improper allocations of the business profits tax

reimbursement and not including the effect of overlay on property taxes to be raised. These budgetary allocations affect amounts on the Town's internal reports only and have no impact on the actual tax rate.

We recommend that the allocations described above be reconciled to the information contained in the tax rate forms. Also, the amount of taxes raised to provide for abatements and refunds (overlay) should be included as part of budgeted taxes and set up as budgetary account in the appropriation report.

Town Response

Revisions in revenue estimates, reflecting those used in setting the tax rate, will be recorded in addition to the original estimates presented at the time of budget approval.

BUDGETING - OTHER FUNDS

COMPENSATION ADJUSTMENTS

The budgeted amount for salary increases for all of the Town's funds were budgeted within the general fund budget. In effect this results in a budgeted general fund "subsidy" for the fund in which the salaries are ultimately recorded. The funds primarily affected are the sewer and landfill funds.

If it is the intent of the Town that these other funds be self-supporting, the budgeted salary increases should be included within the budget of the other funds. Otherwise, the tax rate setting procedures result in taxes being raised for the "self-supporting" fund.

Town Response

Compensation adjustments, effective January 1, 1992, are funded from each individual fund. No additional action is needed.

LANDFILL FUND DEFICITS

The Town created, for accounting purposes, a separate fund to account for its landfill activity beginning in 1990. The fund was set up to be self-supporting with revenues coming from fees collected at the landfill.

During 1990, the first year of operations, the landfill fund required a transfer from the general fund in the amount of \$39,000 to cover the year's operating deficit. At the end of 1991, a similar transfer in the amount of \$123,000 was required to offset the 1991 deficit. These unanticipated transfers have reduced the general fund balance (surplus) by the indicated amounts.

The purpose of this comment is to address the issue of whether the landfill fund as it currently operates can operate as a self-supporting fund. If after considering all available actions, it is determined that self-sufficiency cannot be achieved, the Town may wish to reconsider separate fund treatment and consolidate the landfill activity in the Town's general fund as a department of the Town.

Town Response

The issues of this fund's operating deficits, revenue generation, remaining capacity, and the costs and financing of the landfill's eventual closure are all directly linked. No final decision has been made by the Council about the direction to be taken with the landfill. As a result, the Council temporarily has chosen to offset operating shortfalls in the landfill fund through use of general fund balance.

SEWER FUND CERTIFICATE OF DEPOSIT

We noted that the Sewer fund has a certificate of deposit at year end in excess of federal depository insurance. In order to maximize the safety of all Town funds, consideration should be given to splitting up these funds in a manner in which the full amount of the funds are insured.

Town Response

The certificate exceeded \$100,000 as a result of earnings, and will be adjusted to ensure that all funds fall within FDIC depository coverage limits.

FILING OF INFORMATION RETURNS

Governmental units issuing debt such as tax or bond anticipation notes or lease financing agreements must report these tax exempt debt issuances with the Internal Revenue Service. The form 8038-G must be filed 45 days after the end of the calendar quarter in which the debt was issued.

In April, 1991, the Town issued a tax anticipation note for which filing of a return was required. During our audit we inquired as to whether the return was filed. After the director of finance had contacted the bank that issued the note, it was determined that the return had not been filed. The return was filed, as soon as the discovery was made, in February, 1992. It is possible that the Internal Revenue Service may request an explanation as to the reason for the late filing.

In many instances, the financial institution issuing the debt will file the return, as has been the Town's experience in the past. In this instance, due to a change in banks, the responsibility for filing the return was the with the Town. The ultimate responsibility for ensuring that the returns are filed rests with Town officials.

Town Response

The filing of these returns had not previously been the responsibility of the Finance Department, but is now, and future returns will be handled accordingly.

- IN AN EMERGENCY -

To Report a Fire or Rescue

To Call Police

472 exchange ONLY: 9-1-1

All other telephones: 472-3311

All other telephones: 472-5111

Fire Station
10 Meetinghouse Road
Office Hours 8:00 AM to 5:00 PM
Business Phone 472-3219

Police Station
18 North Amherst Road
Non Emergency 472-5113

TOWN OFFICE BUILDING

24 North Amherst Road

Hours: Monday through Friday, 8:00 AM to 4:30 PM

Town Clerk/Tax Collector
472-3550

Open Wednesday evenings until 7:30 PM
Monday through Friday 8:30 AM to 4:30 PM

Assessor
472-5242

Open Wednesday evenings until 7:30 PM
Monday through Friday 8:00 AM to 4:30 PM

HIGHWAY DEPARTMENT

Office hours 8 AM to 4:30 PM Monday through Friday
Office: 24 North Amherst Road 472-3070
Garage: Chubbuck Road 472-3070

Landfill Hours

Closed Monday - Tuesday through Saturday 8:30 AM to 5 PM

LIBRARY HOURS

Monday through Thursday 9:00 AM to 8:00 PM
Friday 9:00 AM to 5:00 PM
Saturday 10:00 AM to 3:00 PM
Sunday 12 to 2 PM (courtesy of volunteers)
3 Meetinghouse Road 472-3023

SCHOOLS

Peter Woodbury School
180 County Road
622-0431

Memorial School
55 Old Bedford Road
627-1776

McKelvie Middle School
108 Liberty Hill Road
472-3951

