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2011  
Annual Report  
of the  
Town of Windsor, NH

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MAR 29 2012

CONCORD, NH





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Alphabetical Listing  
TOWN

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**TOWN OFFICERS 2011**

AUDITOR	1 yr term	Cynthia Stosse	Term Expires	2012
TREASURER	1 yr term	Ellen Blake	Term Expires	2012
MODERATOR	2 yr term	Pat Hines	Term Expires	2012
TOWN CLERK	3 yr term	Gloria Landry	Term Expires	2014
DEPUTY TOWN CLERK	3 yr term	Vacant	Term Expires	2012
TAX COLLECTOR	3 yr term	Ken Mathews	Term Expires	2014

**SELECTMEN AND ASSESSORS**

Gerald Needham	3 yr term		Term Expires	2013
Thomas Carlson	3 yr term		Term Expires	2012
Darlene Cuddy	3 yr term	Chair	Term Expires	2014

**TRUSTEES OF THE TRUST FUND**

Vacant	3 yr term		Term Expires	2012
Pauline Carlson	3 yr term		Term Expires	2014
Linnea Steeves	3 yr term	Chair	Term Expires	2013

**SUPERVISORS OF THE CHECKLIST**

Doug Welch	6 yr term		Term Expires	2012
Susan Nettleton	6 yr term		Term Expires	2016
Diane Hines	6 yr term	Chair	Term Expires	2014

**Committees & Officers Appointed by Selectmen**

**HEALTH OFFICER**

Ben Lewis

**EMERGENCY MANAGEMENT OFFICER**

Chris Davies

**PLANNING BOARD MEMBERS**

Pat Hines, Chair	Tom Carlson	Ted (Edward) Timpson
	Ben Lewis	Michael Cuddy

**ZONING BOARD of ADJUSTMENTS**

Doug Welch, Chair	Gerald Needham	Dale Havunen
	Doug Nettleton	Vacant

**WINDSOR SCHOOL BOARD ORGANIZATION 2011**

CHAIR	3 yr term	Darlene Cuddy	Term Expires	2013
MEMBER	3 yr term	Cindy Stosse	Term Expires	2012
MEMBER	3 yr term	Gloria Landry	Term Expires	2014
TREASURER	1 yr term	Ken Mathews	Term Expires	2012
MODERATOR	1 yr term	Diane Hines	Term Expires	2012
AUDITOR	1 yr term	Eileen Houghton	Term Expires	2012
CLERK	1 yr term	Ben Lewis	Term Expires	2012

**STATE OF NEW HAMPSHIRE  
TOWN WARRANT**

To the inhabitants of the Town of Windsor in  
The County of Hillsborough in said State  
qualified to vote in Town affairs:

You are hereby notified to meet at the Windsor Town Hall on 14 White Pond Road,  
Windsor, the 13<sup>th</sup> day of March 2012. The Town meeting to begin at 6:30 p.m.  
Polls will be open until 8:30 p.m. to act upon the following subjects:

- 1) To choose by ballot all necessary Town Officers for the ensuing year.
- 2) To see what sum of money the Town will vote to raise and appropriate for the payment of Town charges including principal and interest on the Town's outstanding indebtedness, social security taxes, and any other legal obligations of the Town, being a total of \$ 45,000 or to take any other action relative thereto.

*The Selectmen recommend approval*

- 3) To accept reports of the Agents heretofore chosen and pass any vote in relation thereto.

*The Selectmen recommend approval*

- 4) To see if the Town will vote to raise and appropriate the sum of \$14,708 for Police and Fire expenses, or to take any action relative thereto.

*The Selectmen recommend approval*

- 5) To see if the Town will vote to raise and appropriate the sum of \$ 18,000 for the General Government Building operating expenses of the Town Hall, or to take any action relative thereto.

*The Selectmen recommend approval*

- 6) To see if the Town will vote to raise and appropriate the sum of \$ 2,400 for the upkeep of the Town cemeteries and Town Hall grounds, or to take any action relative thereto.

*The Selectmen recommend approval*

- 7) To see if the Town will vote to raise and appropriate the sum of \$ 27,500 for highways and bridges, or to take any action relative thereto.

*The Selectmen recommend approval*

- 8) To see if the Town will vote to raise and appropriate the sum of \$100 for donations, or to take any action relative thereto.

*The Selectmen recommend approval*

- 9) To see if the Town will vote to raise and appropriate the sum of \$ 16,260 to be paid to the Town of Hillsboro for the use of the Transfer Station, or to take any action relative thereto.

*The Selectmen recommend approval*

- 10) To see if the Town will vote to raise and appropriate the sum of \$ 2,000 for advertising and the annual membership dues in the N.H. Municipal Association, or to take any action relative thereto.

*The Selectmen recommend approval*

- 11) To see if the Town will vote to raise and appropriate the sum of \$ 35,000 for legal expenses, or to take any action relative thereto.

*The Selectmen recommend approval*

- 12) To see if the Town will vote to raise and appropriate the sum of \$ 200 to donate to the Fuller Library in Hillsboro, NH, or to take any action relative thereto.

*The Selectmen recommend approval*

- 13) To see if the Town will vote to raise and appropriate the sum of \$2,200 to purchase insurance for the Town, or to take any action relative thereto.

*The Selectmen recommend approval*

- 14) To see if the Town will vote to raise and appropriate the sum of \$ 1,000 for the Welfare budget, or to take any action relative thereto.

*The Selectmen recommend approval*

- 15) To see if the Town will vote to raise and appropriate the sum of \$ 100.00 for Planning and Zoning Master Plan, or to take any action relative thereto.

*The Selectmen recommend approval*

- 16) To see if the Town will vote to raise and appropriate the sum of \$2,000 to purchase fire equipment, or to take any action relative thereto.

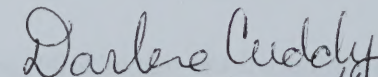
*The Selectmen recommend approval*

- 17) To transact any other business that may legally come before said meeting.

Given under our hands and seal this 14<sup>th</sup> day of February in the year of our Lord Two Thousand Twelve.

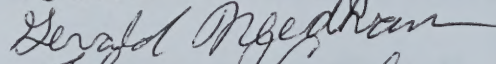
A true copy of Warrant-Attest

Darlene Cuddy



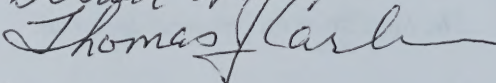
Darlene Cuddy

Gerald Needham



Gerald Needham

Thomas Carlson



Thomas Carlson

Selectmen of Windsor

Selectmen of Windsor

# BUDGET OF THE TOWN

OF: Windsor

Appropriations and Estimates of Revenue for the Ensuing Year January 1, 2012 to December 31, 2012

or Fiscal Year From \_\_\_\_\_ to \_\_\_\_\_

### IMPORTANT:

Please read RSA 32:5 applicable to all municipalities.

1. Use this form to list the operating budget and all special and individual warrant articles in the appropriate recommended and not recommended area. All proposed appropriations must be on this form.
2. Hold at least one public hearing on this budget.
3. When completed, a copy of the budget must be posted with the warrant. Another copy must be placed on file with the town clerk, and a copy sent to the Department of Revenue Administration at the address below within 20 days after the meeting.

This form was posted with the warrant on (Date): 2/14/12

### GOVERNING BODY (SELECTMEN)

*Please sign in ink.*

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Darlene Cuddy \_\_\_\_\_

Gerald Needham \_\_\_\_\_

Thomas J Carbon \_\_\_\_\_

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

FOR DRA USE ONLY

NH DEPARTMENT OF REVENUE ADMINISTRATION  
 MUNICIPAL SERVICES DIVISION  
 P.O. BOX 487, CONCORD, NH 03302-0487  
 (603)230-5090

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuimg FY (Recommended)	Appropriations Ensuimg FY (Not Recommended)
<b>GENERAL GOVERNMENT</b>						
4130-4139	Executive	2	29,000	19,258	25,000	
4140-4149	Election, Reg. & Vital Statistics	2	0	0	1,000	
4150-4151	Financial Administration	2	13,000	12,078	15,000	
4152	Revaluation of Property		13,000	13,388	0	
4153	Legal Expense	11	35,000	33,100	35,000	
4155-4159	Personnel Administration					
4191-4193	Planning & Zoning	15	100	0	100	
4194	General Government Buildings	5	10,000	9,048	18,000	
4195	Cemeteries	6	1,800	1,750	2,400	
4196	Insurance	13	2,000	1,777	2,200	
4197	Advertising & Regional Assoc.	10	2,500	799	2,000	
4199	Other General Government SS	2	2,500	3,739	4,000	
<b>PUBLIC SAFETY</b>						
4210-4214	Police					
4215-4219	Ambulance					
4220-4229	Fire	4	29,000	23,304	14,708	
4240-4249	Building Inspection					
4290-4298	Emergency Management					
4299	Other (Incl. <sup>Donation</sup> Communications)	8	100	100	100	
<b>AIRPORT/AVIATION CENTER</b>						
4301-4309	Airport Operations					
<b>HIGHWAYS &amp; STREETS</b>						
4311	Administration					
4312	Highways & Streets	7	25,000	22,264	27,500	
4313	Bridges					
4316	Street Lighting					
4319	Other					
<b>SANITATION</b>						
4321	Administration					
4323	Solid Waste Collection					
4324	Solid Waste Disposal	9	10,000	10,146	16,260	
4325	Solid Waste Clean-up					
4326-4329	Sewage Coll. & Disposal & Other					



1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
<b>WATER DISTRIBUTION &amp; TREATMENT</b>						
4331	Administration					
4332	Water Services					
4335-4339	Water Treatment, Conserv.& Other					
<b>ELECTRIC</b>						
4351-4352	Admin. and Generation					
4353	Purchase Costs					
4354	Electric Equipment Maintenance					
4359	Other Electric Costs					
<b>HEALTH</b>						
4411	Administration					
4414	Pest Control					
4415-4419	Health Agencies & Hosp. & Other					
<b>WELFARE</b>						
4441-4442	Administration & Direct Assist.	14	2,000	63	1,000	
4444	Intergovernmental Welfare Pymts					
4445-4449	Vendor Payments & Other					
<b>CULTURE &amp; RECREATION</b>						
4520-4529	Parks & Recreation					
4550-4559	Library	12	200	200	200	
4583	Patriotic Purposes					
4589	Other Culture & Recreation					
<b>CONSERVATION</b>						
4611-4612	Admin.& Purch. of Nat. Resources					
4619	Other Conservation					
<b>REDEVELOPMENT AND HOUSING</b>						
4631-4632	Redevelopment and Housing					
4651-4659	Economic Development					
<b>DEBT SERVICE</b>						
4711	Princ.- Long Term Bonds & Notes					
4721	Interest-Long Term Bonds & Notes					
4723	Int. on Tax Anticipation Notes					
4790-4799	Other Debt Service					

1	2	3	4	5	6	7
Acct. #	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing FY (Recommended)	Appropriations Ensuing FY (Not Recommended)
<b>CAPITAL OUTLAY</b>						
4901	Land					
4902	Machinery, Vehicles & Equipment					
4903	Buildings					
4909	Improvements Other Than Bldgs.					
<b>OPERATING TRANSFERS OUT</b>						
4912	To Special Revenue Fund					
4913	To Capital Projects Fund					
4914	To Enterprise Fund					
	- Sewer					
	- Water					
	- Electric					
	- Airport					
4918	To Nonexpendable Trust Funds					
4919	To Fiduciary Funds					
<b>OPERATING BUDGET TOTAL</b>			<u>175200.-</u>	<u>156014.-</u>	<u>164468.-</u>	

Use page 5 for special and individual warrant articles.



1	2	3	4	5	6
Acct. #	SOURCE OF REVENUE	Warr. Art.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
<b>TAXES</b>					
3120	Land Use Change Taxes - General Fund				
3180	Resident Taxes				
3185	Timber Taxes		1,000	117	1,000
3186	Payment in Lieu of Taxes		40,000	158,278	50,000
3189	Other Taxes				
3190	Interest & Penalties on Delinquent Taxes		5,000	5,589	2,000
	Inventory Penalties		0	743	100
3187	Excavation Tax (\$.02 cents per cu yd)				
<b>LICENSES, PERMITS &amp; FEES</b>					
3210	Business Licenses & Permits		30,000	33,629	30,000
3220	Motor Vehicle Permit Fees				
3230	Building Permits				
3290	Other Licenses, Permits & Fees				
3311-3319	<b>FROM FEDERAL GOVERNMENT</b>				
<b>FROM STATE</b>					
3351	Shared Revenues				
3352	Meals & Rooms Tax Distribution		9,000	11,097	9,000
3353	Highway Block Grant		4,500	4,469	4,000
3354	Water Pollution Grant				
3355	Housing & Community Development				
3356	State & Federal Forest Land Reimbursement				
3357	Flood Control Reimbursement				
3359	Other (Including Railroad Tax)				
3379	<b>FROM OTHER GOVERNMENTS</b>				
<b>CHARGES FOR SERVICES</b>					
3401-3406	Income from Departments				
3409	Other Charges				
<b>MISCELLANEOUS REVENUES</b>					
3501	Sale of Municipal Property				
3502	Interest on Investments		0	25	0
3503-3509	Other				

1	2	3	4	5	6
Acct. #	SOURCE OF REVENUE	Warr. Art.#	Estimated Revenues Prior Year	Actual Revenues Prior Year	Estimated Revenues Ensuing Year
<b>INTERFUND OPERATING TRANSFERS IN</b>					
3912	From Special Revenue Funds				
3913	From Capital Projects Funds				
3914	From Enterprise Funds				
	Sewer - (Offset)				
	Water - (Offset)				
	Electric - (Offset)				
	Airport - (Offset)				
3915	From Capital Reserve Funds				
3916	From Trust & Fiduciary Funds				
3917	Transfers from Conservation Funds				
<b>OTHER FINANCING SOURCES</b>					
3934	Proc. from Long Term Bonds & Notes				
	Amount Voted From Fund Balance				
	Estimated Fund Balance to Reduce Taxes				
<b>TOTAL ESTIMATED REVENUE &amp; CREDITS</b>			<u>89500.00</u>	<u>213,947.-</u>	<u>96,100.-</u>

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

	Prior Year	Ensuing Year
Operating Budget Appropriations Recommended (from page 4)	<u>175,200.-</u>	<u>164,468.-</u>
Special Warrant Articles Recommended (from page 5)		
Individual Warrant Articles Recommended (from page 5)	<u>10,000.-</u>	<u>2,000.-</u>
TOTAL Appropriations Recommended	<u>185,200.-</u>	<u>166,468.-</u>
Less: Amount of Estimated Revenues & Credits (from above)		<u>96,100.-</u>
Estimated Amount of Taxes to be Raised		<u>70,368.-</u>

Statement of Appropriation  
For tax year 2011

<u>Purposes of Appropriation</u>	
Executive	\$ 29,000
Election & Registration	\$ 0
Financial Administration	\$ 13,000
Revaluation	\$ 13,000
Legal Expense	\$ 35,000
Planning & Zoning	\$ 100
General Government Building	\$ 10,000
Cemeteries ./ Town Hall and repair stones	\$ 1,800
Insurance	\$ 2,000
Advertising & Regional Association	\$ 2,500
Donations	\$ 100
Social Security, IRS	\$ 2,500
Public Safety (Fire)	\$ 29,000
Highways & Streets	\$ 25,000
Hillsboro Transfer	\$ 10,000
Library	\$ 200
Welfare	\$ 2,000
<b>Total Appropriations</b>	<b>\$ 175,200</b>
Heating System	<u>\$ 10,000</u>
<b>TOTAL OF ALL APPROPRIATIONS</b>	<b>\$ 185,200</b>
 SOURCES OF REVENUE	
Timber Tax	\$ 1,000
Payment in Lieu of Taxes	\$ 40,000
Interest & Penalties on Delinquent Taxes	\$ 5,000
Motor Vehicle Permit Fees	\$ 30,000
 FROM STATE	
Shared Revenues	\$ 0
Meals & Room Tax Distribution	\$ 9,000
Highway Block Grant	\$ 4,500
 MISC REVENUES	
Interest on Investments (Bank account interest)	\$ 0
 INTERFUND OPERATING TRANSFERS	
Trust & Agency Funds	<u>\$ 0</u>
<b>TOTAL ESTIMATED REVENUES AND CREDITS</b>	<b>\$ 89,500</b>

FORM

MS - 1

**SUMMARY INVENTORY OF VALUATION  
FORM MS-1 FOR 2011**

Municipal Services Division  
PO BOX 487, Concord, NH 03302-0487 Phone (603) 230-5950  
E-mail Address: equalization@rev.state.nh.us

Original Date	_____
Copy (check box if copy)	<input type="checkbox"/>
Revision Date:	_____

CITY/TOWN OF WINDSOR IN HILLSBOROUGH COUNTY

**CERTIFICATION**

This is to certify that the information provided in this report was taken from the official records and is correct to the best of our knowledge and belief.  
Rev 1707.03(d)(7)

PRINT NAMES OF CITY/TOWN OFFICIALS	SIGNATURES OF CITY/TOWN OFFICIALS* (Sign in ink)
Darlene Cuddy	<i>Darlene Cuddy</i>
Gerald Needham	<i>Gerald Needham</i>
Thomas Carlson	<i>Thomas Carlson</i>

\*Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Date Signed October 4, 2011

Check one: Governing Body    
Assessors

City/Town Telephone # 478-3292

Due date: **September 1, 2011**

Complete the above required certification by inserting the name of the city/town officials, the date on which the certificate is signed, and have the majority of the members of the board of selectmen/assessing officials sign in ink.

**REPORTS REQUIRED:** RSA 21-J:34 as amended, provides for certification of valuations, appropriations, estimated revenues and such other information as the Department of Revenue Administration may require upon forms prescribed for that purpose.

**NOTE:** The values and figures provided represent the detailed values that are used in the city/towns tax assessments and sworn to uphold under Oath per RSA 75:7. Please complete all applicable pages and refer to the instructions tab for individual items.

**THIS FORM MUST BE RECEIVED BY THE DRA NO LATER THAN SEPTEMBER 1ST.**

**Village Districts - pages 8-9 must be completed for EACH village district within the municipality.**

RETURN THIS SIGNED AND COMPLETED INVENTORY FORM TO:

N.H. DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL SERVICES DIVISION  
PO BOX 487  
CONCORD, NH 03302-0487

Under penalties of perjury, I declare that I have examined this form and to the best of my belief it is true, correct and complete. (If prepared by a person other than the city/town officials, this declaration is based on all information of which the preparer has knowledge.)

Preparer: Annette Poland E-Mail Address: windsor.nh@gsinet.net  
(Print/type)

FOR DRA USE ONLY Regular office hours: TUES, 4-9PM & FRI, 9AM-1PM

See instructions on page 10, as needed.

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
**SUMMARY INVENTORY OF VALUATION**  
 FORM MS-1 FOR 2011

2011

FORM

**MS - 1**

LAND	Lines 1 A, B, C, D, E, F & G List all improved and unimproved land - include wells, septic & paving	NUMBER OF ACRES	2011 ASSESSED VALUATION BY CITY/TOWN
BUILDINGS	Lines 2 A, B, C, D & E List all buildings.		
<b>1 VALUE OF LAND ONLY - Exclude Amount Listed in Lines 3A, 3B and 4</b>			
A	Current Use (At Current Use Values) RSA 79-A (See page 10)	3,428.04	348,484
B	Conservation Restriction Assessment (At Current Use Values) RSA 79-B	0.00	0
C	Discretionary Easement RSA 79-C	0.00	0
D	Discretionary Preservation Easement RSA 79-D	0.00	0
E	Taxation of Farm Structures & Land Under Farm Structures RSA 79-F	0.00	0
F	Residential Land (Improved and Unimproved Land)	1,242.74	9,181,900
G	Commercial/Industrial Land (Do Not include Utility Land)	0.00	0
H	Total of Taxable Land (Sum of Lines 1A, 1B, 1C, 1D, 1E, 1F and 1G)	4,670.78	9,530,384
I	Tax Exempt & Non-Taxable Land	35.27	296,400
<b>2 VALUE OF BUILDINGS ONLY - Exclude Amounts Listed on Lines 3A and 3B</b>			
A	Residential		11,770,000
B	Manufactured Housing as defined in RSA 674:31		488,300
C	Commercial/Industrial (DO NOT include Utility Buildings)		466,600
D	Discretionary Preservation Easement RSA 79-D	Number of Structures	0
E	Taxation of Farm Structures & Land Under Farm Structures RSA 79-F	# of Structures	0
F	Total of Taxable Buildings (Sum of lines 2A, 2B, 2C, 2D and 2E)		12,724,900
G	Tax Exempt & Non-Taxable Buildings		176,700
<b>3 UTILITIES (see RSA 83-F:1 V for complete definition)</b>			
A	Utilities (Real estate/buildings/structures/machinery/dynamos/apparatus/poles/wires/fixtures of all kinds and descriptions/pipelines etc.)		634,900
B	Other Utilities (Total of Section B From Utility Summary)		0
<b>4 MATURE WOOD and TIMBER RSA 79:5</b>			0
<b>5 VALUATION BEFORE EXEMPTIONS (Total of Lines 1H, 2F, 3A, 3B and 4)</b>			22,890,184
This figure represents the gross sum of all taxable property in your municipality.			
<b>6 Certain Disabled Veterans RSA 72:36-a</b>		Total # granted	0
(Paraplegic & Double Amputees Owning Specially Adapted Homesteads with V.A. Assistance)			0
<b>7 Improvements to Assist the Deaf RSA 72:38-b V</b>		Total # granted	0
<b>8 Improvements to Assist Persons with Disabilities RSA 72:37-a</b>		Total # granted	0
<b>9 School Dining/Dormitory/Kitchen Exemption RSA 72:23 IV</b>		Total # granted	0
(Standard Exemption Up To \$150,000 maximum for each)			0
<b>10 Water and Air Pollution Control Exemptions RSA 72:12-a</b>		Total # granted	0
<b>11 MODIFIED ASSESSED VALUATION OF ALL PROPERTIES (Line 5 minus Lines 6, 7, 8, 9, and 10)</b>			22,890,184
This figure will be used for calculating the total equalized value for your municipality.			
<b>12 Blind Exemption RSA 72:37</b>		Total # granted	0
		Amount granted per exemption	0
<b>13 Elderly Exemption RSA 72:39 a &amp; b</b>		Total # granted	0
<b>14 Deaf Exemption RSA 72:38-b</b>		Total # granted	0
		Amount granted per exemption	0
<b>15 Disabled Exemption RSA 72:37-b</b>		Total # granted	0
		Amount granted per exemption	0



NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
**SUMMARY INVENTORY OF VALUATION**  
 FORM MS-1 FOR 2011

2011

FORM

**MS - 1**

16 Wood-Heating Energy Systems Exemption RSA 72:70	Total # granted	0	0
17 Solar Energy Exemption RSA 72:62	Total # granted	0	0
18 Wind Powered Energy Systems Exemption RSA 72:66	Total # granted	0	0
19 Additional School Dining/Dormitory/Kitchen Exemptions RSA 72:23 IV	Total # granted	0	0
20 TOTAL DOLLAR AMOUNT OF EXEMPTIONS (Sum of Lines 12-19)			0
21 NET VALUATION ON WHICH THE TAX RATE FOR MUNICIPAL, COUNTY & LOCAL EDUCATION TAX IS COMPUTED (Line 11 minus Line 20)			22,890,184
22 Less Utilities (Line 3A) Do NOT include the value of OTHER utilities listed on Line 3B.			634,900
23 NET VALUATION WITHOUT UTILITIES ON WHICH TAX RATE FOR STATE EDUCATION TAX IS COMPUTED (Line 21 minus Line 22)			22,255,284

Additional notes (example: update, reval, changes to exemptions, mapping, increases to value, decreases to value, etc.)

Town wide update completed in 2011.  
 PILOT amounts on MS-1 are current year. MS-4 includes amounts for previous years.

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
**SUMMARY INVENTORY OF VALUATION**  
 FORM MS-1 FOR 2011

2011

FORM  
**MS - 1**

**UTILITY SUMMARY: ELECTRIC, HYDROELECTRIC, RENEWABLE-MISC., NUCLEAR, GAS/PIPELINE, WATER & SEWER**

List by individual company/legal entity the valuation of operating plants employed in the production, distribution and transmission of electricity, gas pipeline, water and petroleum products. Include **ONLY** the names of the companies listed on the Instruction Sheets. (See instructions page 11)

**WHO APPRAISES AND ESTABLISHES THE UTILITY VALUE IN YOUR MUNICIPALITY?** Avitar

DOES YOUR MUNICIPALITY USE THE DRA UTILITY VALUES? YES  NO

IF YES, DO YOU EQUALIZE IT BY THE RATIO? (please check appropriate box, if applicable) YES  NO

SECTION A: LIST ELECTRIC COMPANIES: (Attach additional sheet if needed.) (See Instruction page 11)	2011 VALUATION
PSNH	634,900
<b>A1 TOTAL OF ALL ELECTRIC COMPANIES LISTED IN THIS SECTION:</b> (See instructions page 11 for the names of the limited number of companies)	634,900

GAS COMPANIES	
<b>A2 TOTAL OF ALL GAS COMPANIES LISTED:</b> (See instructions page 11 for the names of the limited number of companies)	0

WATER & SEWER COMPANIES	
<b>A3 TOTAL OF ALL WATER &amp; SEWER COMPANIES LISTED:</b> (See instructions page 11 for the names of the limited number of companies)	0

<b>GRAND TOTAL VALUATION OF ALL A UTILITY COMPANIES</b> (Sum of Lines A1, A2 AND A3). This grand total of all sections must agree with the total listed on page 2, line 3A.	634,900
--	---------

SECTION B: LIST OTHER UTILITY COMPANIES (Exclude telephone companies): (Attach additional sheet if needed.)	2011 VALUATION
<b>TOTAL OF ALL OTHER COMPANIES LISTED IN THIS SECTION B:</b> Total must agree with total on Page 2, Line 3B.	0

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
**SUMMARY INVENTORY OF VALUATION**  
 FORM MS-1 FOR 2011

2011

FORM

**MS - 1**

TAX CREDITS	LIMITS	*NUMBER OF INDIVIDUALS	ESTIMATED TAX CREDITS
<b>RSA 72:28 Veterans' Tax Credit / Optional Veterans' Tax Credit</b> \$50 Standard Credit \$51 up to \$500 upon adoption by city or town	250	10	2,500
<b>RSA 72:29-a Surviving Spouse</b> "The surviving spouse of any person who was killed or died while on active duty in the armed forces of the United States..." \$700 Standard Credit \$701 up to \$2,000 upon adoption by city or town	700	0	0
<b>RSA 72:35 Tax Credit for Service-Connected Total Disability</b> "Any person who has been honorably discharged from the military service of the United States and who has total and permanent service-connected disability, or who is a double amputee or paraplegic because of service-connected injury..." \$700 Standard Credit \$701 up to \$2,000 upon adoption by city or town	700	0	0
<b>TOTAL NUMBER AND AMOUNT</b>		10	2,500

\* If both husband and/or wife qualify for the credit they count as 2.  
 \* If someone is living at a residence such as brother & sister, and one qualifies, count as 1, not one-half.

DISABLED EXEMPTION REPORT - RSA 72:37-b			
INCOME LIMITS:	SINGLE	0	ASSET LIMITS:
	MARRIED	0	
			SINGLE
			MARRIED

DEAF EXEMPTION REPORT - RSA 72:38-b			
INCOME LIMITS:	SINGLE	0	ASSET LIMITS:
	MARRIED	0	
			SINGLE
			MARRIED

ELDERLY EXEMPTION REPORT - RSA 72:39-a						
NUMBER OF FIRST TIME FILERS GRANTED ELDERLY EXEMPTION FOR CURRENT YEAR		PER AGE CATEGORY	TOTAL NUMBER OF INDIVIDUALS GRANTED AN ELDERLY EXEMPTION FOR THE CURRENT YEAR & TOTAL AMOUNT OF EXEMPTION GRANTED			
AGE	#	AMOUNT PER INDIVIDUAL	AGE	#	MAXIMUM ALLOWABLE EXEMPTION AMOUNT	TOTAL ACTUAL EXEMPTION AMOUNT
65 - 74	0	5,000	65 - 74	0	0	0
75 - 79	0	5,000	75 - 79	0	0	0
80 +	0	5,000	80 +	0	0	0
			TOTAL	0		0
INCOME LIMITS:	SINGLE	13,400	ASSET LIMIT:	SINGLE	35,000	
	MARRIED	20,400		MARRIED	35,000	

COMMUNITY REVITALIZATION TAX RELIEF INCENTIVE - RSA 79-E			
ADOPTED:	YES	<input type="checkbox"/>	NO
			<input checked="" type="checkbox"/>
NUMBER ADOPTED			0

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
**SUMMARY INVENTORY OF VALUATION**  
 FORM MS-1 FOR 2011

2011

FORM  
**MS - 1**

CURRENT USE REPORT - RSA 79-A				
	TOTAL NUMBER ACRES RECEIVING CURRENT USE	ASSESSED VALUATION	OTHER CURRENT USE STATISTICS	TOTAL NUMBER OF ACRES
FARM LAND	45.10	18,318	RECEIVING 20% RECREATION ADJUSTMENT	1,462.26
FOREST LAND	2,800.55	311,366	REMOVED FROM CURRENT USE DURING CURRENT TAX YEAR	0.00
FOREST LAND WITH DOCUMENTED STEWARDSHIP	210.83	12,092		
UNPRODUCTIVE LAND	115.54	2,219		<b>TOTAL NUMBER</b>
WET LAND	256.02	4,489	TOTAL NUMBER OF OWNERS IN CURRENT USE	28
<b>TOTAL</b> (must match page 2)	3,428.04	348,484	TOTAL NUMBER OF PARCELS IN CURRENT USE	80

LAND USE CHANGE TAX			
GROSS MONIES RECEIVED FOR CALENDAR YEAR (JAN. 1, 2010 THRU DEC. 31, 2010).			0
CONSERVATION ALLOCATION:	PERCENTAGE	AND/OR	DOLLAR AMOUNT
MONIES TO CONSERVATION FUND			
MONIES TO GENERAL FUND			

CONSERVATION RESTRICTION ASSESSMENT REPORT - RSA 79-B				
	TOTAL NUMBER ACRES RECEIVING CONSERVATION	ASSESSED VALUATION	OTHER CONSERVATION RESTRICTION ASSESSMENT STATISTICS	TOTAL NUMBER OF ACRES
FARM LAND	0.00	0	RECEIVING 20% RECREATION ADJUSTMENT	0.00
FOREST LAND	0.00	0	REMOVED FROM CONSERVATION RESTRICTION DURING CURRENT YEAR	0.00
FOREST LAND WITH DOCUMENTED STEWARDSHIP	0.00	0		
UNPRODUCTIVE LAND	0.00	0		<b>TOTAL NUMBER</b>
WET LAND	0.00	0	TOTAL NUMBER OF OWNERS IN CONSERVATION RESTRICTION	0
<b>TOTAL</b>	0.00	0	TOTAL NUMBER OF PARCELS IN CONSERVATION RESTRICTION	0

DISCRETIONARY EASEMENTS - RSA 79-C		
TOTAL NUMBER OF ACRES IN DISCRETIONARY EASEMENTS	TOTAL NUMBER OF OWNERS GRANTED DISCRETIONARY EASEMENTS	DESCRIPTION OF DISCRETIONARY EASEMENTS GRANTED: (i.e.: Golf Course, Ball Park, Race Track, etc.)
0.00	0	
ASSESSED VALUATION		
0		

TAXATION OF FARM STRUCTURES & LAND UNDER FARM STRUCTURES - RSA 79-F				
TOTAL NUMBER GRANTED	TOTAL NUMBER OF STRUCTURES	TOTAL NUMBER OF ACRES	ASSESSED VALUATION LAND	ASSESSED VALUATION STRUCTURES
0	0	0.00	0	0

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
**SUMMARY INVENTORY OF VALUATION**  
 FORM MS-1 FOR 2011

2011

FORM

**MS - 1**

DISCRETIONARY PRESERVATION EASEMENTS - RSA 79-D Historic Agricultural Structures	
TOTAL NUMBER OF STRUCTURES IN DISCRETIONARY PRESERVATION EASEMENTS	DESCRIPTION OF DISCRETIONARY PRESERVATION EASEMENTS GRANTED: (i.e.; Barns, Silos etc.) MAP & LOT - PERCENTAGE GRANTED
0	
TOTAL NUMBER OF ACRES	
0.00	
ASSESSED VALUATION	
0 L/O	
0 B/O	
TOTAL NUMBER OF OWNERS	
0	

TAX INCREMENT FINANCING DISTRICTS RSA 162-K (See Tax Increment Finance Dist Tab for instructions)				
Date of Adoption/Modification				
A Original assessed value				
B + Unretained captured assessed value				
C = Amounts used on page 2 (for tax rate purposes)				
D + Retained captured assessed value (* be sure to manually add this figure when running your warrant)				
E Current assessed value				

LIST REVENUES RECEIVED FROM PAYMENTS IN LIEU OF TAX Amounts listed below should not be included in assessed valuation column on page 2.	MUNICIPALITY	LIST SOURCE(S) OF PAYMENT In Lieu of Taxes
		<b>Number of Acres</b>
State & Federal Forest Land, Recreation, and/or Flood Control Land from MS-4, acct. 3356 & 3357.	0	0.00
White Mountain National Forest, Only acct. 3186.		0.00
Other from MS-4, acct. 3186	0	
Other from MS-4, acct. 3186	25,000	WEDIKO CHILDREN SERVICES
Other from MS-4, acct. 3186	30,000	WINDSOR HILLS CAMP
Other from MS-4, acct. 3186	0	
Other from MS-4, acct. 3186	0	
Other from MS-4, acct. 3186	0	
Other from MS-4, acct. 3186	0	
Other from MS-4, acct. 3186	0	
Other from MS-4, acct. 3186	0	
<b>TOTALS of account 3186 (Exclude WMNF)</b>	<b>\$ 55,000</b>	

\* RSA 362-A:6, was reinstated, effective 4/1/2006. This statute allows municipalities to enter into payment in lieu of tax agreements with smale scale power facilities. However, these new PILOT agreements are **also** taxable under RSA 83-F.

Questions regarding these laws please consult with the DRA Utility Tax Appraiser at (603) 230-5950.

**DEPARTMENT OF REVENUE ADMINISTRATION**  
**Municipal Services Division**  
**2011 Tax Rate Calculation**

**TOWN/CITY: WINDSOR**

Gross Appropriations	185,200
Less: Revenues	173,781
	0
Add: Overlay (RSA 76:6)	6,912
War Service Credits	2,500

*Handwritten signature*  
 11/2/11

Net Town Appropriation	20,831
Special Adjustment	0

Approved Town/City Tax Effort	20,831
-------------------------------	--------

**TOWN RATE**  
0.91

**SCHOOL PORTION**

Net Local School Budget:			
Gross Approp. - Revenue	420,254	30,905	389,349
Regional School Apportionment			0
Less: Education Grant			(108,168)

Education Tax (from below)	(79,548)
Approved School(s) Tax Effort	201,633

**LOCAL SCHOOL RATE**  
8.81

**EDUCATION TAX**

Equalized Valuation(no utilities) x	\$2.325	
34,214,017		79,548
Divide by Local Assessed Valuation (no utilities)		
22,255,284		

**STATE SCHOOL RATE**  
3.57

**COUNTY PORTION**

Due to County	27,171
	0

Approved County Tax Effort	27,171
----------------------------	--------

**COUNTY RATE**  
1.19

Total Property Taxes Assessed	329,183
Less: War Service Credits	(2,500)
Add: Village District Commitment(s)	0
<b>Total Property Tax Commitment</b>	<b>326,683</b>

**TOTAL RATE**  
14.48

**PROOF OF RATE**

	Local Assessed Valuation	Tax Rate	Assessment
Education Tax	(no utilities) 22,255,284	3.57	79,548
All Other Taxes	22,890,184	10.91	249,635
			329,183

**TRC#**  
116

**TRC#**  
116

**TOWN of WINDSOR**  
**Financial Report**  
As of December 31, 2011

	Dec 31, 11	
	Debit	Credit
BANK of AMERICA	795.45	
SOVEREIGN CHECKING ACCOUNT	374,429.11	
TAXES IN ESCROW	0.00	
TD BANKNORTH - CD	3,293.30	
ACCOUNTS RECEIVABLE	0.00	
UNDEPOSITED FUNDS	3,300.00	
UNCOLLECTED 2007 PROPERTY TAX	35,215.79	
ACCOUNTS PAYABLE	0.00	
PAYROLL LIABILITIES	1,995.36	
PAYROLL LIABILITIES:Federal Income Tax	9,117.20	
PAYROLL LIABILITIES:Medicare		743.18
PAYROLL LIABILITIES:Medicare:2006 Medicare	329.92	
PAYROLL LIABILITIES:Medicare:2008 Medicare	394.29	
PAYROLL LIABILITIES:Medicare:2009 Medicare		148.56
PAYROLL LIABILITIES:Medicare:2010 Medicare		341.70
PAYROLL LIABILITIES:Medicare:2011 Medicare		348.58
PAYROLL LIABILITIES:Penalties & Interest	323.14	
PAYROLL LIABILITIES:Soc.Sec. Tax		1,495.21
PAYROLL LIABILITIES:Soc.Sec. Tax:2006 Social Security	1,218.73	
PAYROLL LIABILITIES:Soc.Sec. Tax:2007 Social Security	65.71	
PAYROLL LIABILITIES:Soc.Sec. Tax:2008 Social Security	1,685.93	
PAYROLL LIABILITIES:Soc.Sec. Tax:2009 Social Security		590.00
PAYROLL LIABILITIES:Soc.Sec. Tax:2010 Social Security		1,423.94
PAYROLL LIABILITIES:Soc.Sec. Tax:2011 Social Security		808.02
PAYROLL LIABILITIES:State of NH - UC	1,294.52	
SOVEREIGN 2008 T.A.N.	0.00	
TD BankNorth GOB Loan - 1999	0.00	
OPENING BALANCE EQUITY		175,559.76
RETAINED EARNINGS		156,543.55
INTEREST INCOME:Sovereign Bank		21.67
INTEREST INCOME:TD BankNorth		3.11
Inventory Penalties - 2011		712.06
REFUNDS:DSL		566.50
SELECTMEN:Copies		37.00
SELECTMEN:Current Use Application:Current Use Filing Fee		14.00
SELECTMEN:Inventory Penalty		30.49
SELECTMEN:PILT Nazarene		3,550.00
SELECTMEN:PILT Nazarene:2007 - 2010		16,500.00
SELECTMEN:PILT Nazarene:2007 - 2010:Interest		21,615.64
SELECTMEN:PILT Nazarene:2007 - 2010:Late Fees		25.00
SELECTMEN:PILT Nazarene:2007 - 2010:Principal		47,833.15
SELECTMEN:PILT Nazarene:2011 PILOT - 1st		10,889.52
SELECTMEN:PILT Nazarene:2011 PILOT - 2nd		3,676.57
SELECTMEN:PILT Nazarene:PILT Interest - 2010		62.34
SELECTMEN:PILT Wediko		54,125.61
SELECTMEN:Pistol Permit		100.00
STATE of NH - ROOM & MEALS TAX		11,097.01
STATE of NH HIGHWAY BLOCK GRANT		4,469.29
Tax - Timber 2011		117.22
Tax Arrangements		1,226.51
Tax Col Prop Tax 04		530.00
Tax Col Prop Tax 05		1,983.00
Tax Col Prop Tax 06		1,003.71
Tax Col Prop Tax 08L		5,160.49
Tax Col Prop Tax 09L		3,000.77
Tax Col Prop Tax 2010 - 1 of 2		10,045.15
Tax Col Prop Tax 2010 - 2 of 2		43,046.20
Tax Col Prop Tax 2010 -1 of 2 L		17,978.64
Tax Col Prop Tax 2010 -2 of 2 L		14,565.36
Tax Col Prop Tax 2011 - 1 of 2		239,758.21
Tax Col Prop Tax 2011 - 2 of 2		52,601.84
Tax Col Prop Tax Int. 04		191.57
Tax Col Prop Tax Int. 05		738.62
Tax Col Prop Tax Int. 06		76.85

**TOWN of WINDSOR**  
**Financial Report**  
 As of December 31, 2011

	Dec 31, 11	
	Debit	Credit
Tax Col Prop Tax Int. 08L		872.83
Tax Col Prop Tax Int. 09L		640.08
Tax Col Prop Tax Int. 10 - 1st		828.67
Tax Col Prop Tax Int. 10 - 2nd		981.25
Tax Col Prop Tax Int. 10.1 Lien		1,603.43
Tax Col Prop Tax Int. 10.2 Lien		670.96
Tax Col Prop Tax Int. 11 - 1st		914.65
TAX COLLECTOR:Redemption	1,929.64	
TOWN CLERK		145.50
TOWN CLERK:BAD CHECK FEE	85.00	
TOWN CLERK:DOGS:Local Clerk Dog Fee		59.00
TOWN CLERK:DOGS:Postage Reimbursement Fees		7.00
TOWN CLERK:DOGS:Town Dog Late Fees		41.00
TOWN CLERK:DOGS:Town Dog License Fees		219.50
TOWN CLERK:MISCELLANEOUS		6.00
TOWN CLERK:MISCELLANEOUS:UCC Fee		45.00
TOWN CLERK:MOTOR VEHICLES:Local Fees		540.00
TOWN CLERK:MOTOR VEHICLES:MA Fees		1,080.00
TOWN CLERK:MOTOR VEHICLES:Title App Fee		100.00
TOWN CLERK:MOTOR VEHICLES:Town MV Fees		31,794.00
TOWN CLERK:MOTOR VEHICLES:Transfer Fees		115.00
TOWN CLERK:STATE FEES:Dog Fees		138.50
TOWN CLERK:STATE FEES:Vital Records Fees	7.00	
TOWN CLERK:VITAL RECORDS		10.00
TOWN CLERK:VITAL RECORDS:Vital Records Fees		20.00
2011 Tax Refunds	1,634.00	
ADV & REG. ASSOC. DUES:Advertising	273.00	
ADV & REG. ASSOC. DUES:Memberships, Dues & Workshops	466.20	
ADV & REG. ASSOC. DUES:NH Clerk Association	60.00	
Avitar 2011 Re-evaluation	13,387.50	
CEMETERIES	1,750.00	
EXECUTIVE SALARIES	19,257.69	
FINANCIAL ADMINISTRATION:Analysis Fee	33.86	
FINANCIAL ADMINISTRATION:Avitar:Avitar 2010	2,632.50	
FINANCIAL ADMINISTRATION:Avitar:Avitar 2011Assessing	3,417.50	
FINANCIAL ADMINISTRATION:Avitar:Avitar 2011Tax Collect	909.00	
FINANCIAL ADMINISTRATION:Consultant	78.00	
FINANCIAL ADMINISTRATION:Mileage Reimbursement	539.15	
FINANCIAL ADMINISTRATION:Misc.	823.93	
FINANCIAL ADMINISTRATION:Office Supplies	1,702.91	
FINANCIAL ADMINISTRATION:Plans	15.45	
FINANCIAL ADMINISTRATION:Postage	1,459.00	
FINANCIAL ADMINISTRATION:Town Reports	467.46	
GENERAL GOVERNMENT BUILDINGS:Computer updates and repair	539.21	
GENERAL GOVERNMENT BUILDINGS:Janitorial Expenses	410.00	
GENERAL GOVERNMENT BUILDINGS:Janitorial Expenses:Mileage	38.64	
GENERAL GOVERNMENT BUILDINGS:New Furnace	9,672.37	
GENERAL GOVERNMENT BUILDINGS:Town Hall Plowing	1,640.00	
GENERAL GOVERNMENT BUILDINGS:Town Hall Repairs	475.00	
GENERAL GOVERNMENT BUILDINGS:Town Hall Repairs:New Locks	147.00	
GENERAL GOVERNMENT BUILDINGS:Utilities:Electric	1,289.01	
GENERAL GOVERNMENT BUILDINGS:Utilities:Propane	2,400.01	
GENERAL GOVERNMENT BUILDINGS:Utilities:Telephone	2,109.10	
HIGHWAYS & STREETS	18,600.00	
HIGHWAYS & STREETS:Highways & Streets-Salt:Salt 2011	1,971.34	
HIGHWAYS & STREETS:Highways & Streets-Salt:Salt 2011-2012	1,676.37	
HIGHWAYS & STREETS:Smart board	16.34	
INSURANCE	1,777.09	
LEGAL EXPENSE:Brooks	1,140.00	
LEGAL EXPENSE:Chamberlain/Palmer Lawsuit	862.54	
LEGAL EXPENSE:General	1,710.00	
LEGAL EXPENSE:Morrow	450.00	
LEGAL EXPENSE:Nature Conservancy	25,222.03	
LEGAL EXPENSE:Wediko	1,650.00	



**TOWN of WINDSOR**  
**Financial Report**  
**As of December 31, 2011**

	Dec 31, 11	
	Debit	Credit
LEGAL EXPENSE:Windsor Hills Taxes	2,065.70	
LIBRARY	200.00	
OVERLAY:Property Tax Abated:Interest Abated - 2010	163.41	
OVERLAY:Property Tax Abated:Principal Abated	2.07	
OVERLAY:Property Tax Abated:Property Tax Abated - 2010	23.87	
PAYMENTS TO OTHER GOVERNMENTS:Taxes Paid To County	27,171.00	
PAYMENTS TO OTHER GOVERNMENTS:Taxes Paid to School District	280,000.00	
PUBLIC SAFETY	23,303.88	
SANITATION:Solid Waste Disposal	10,145.85	
Sovereign Bank - Deposit Return	25.00	
Tax Collector - Expenses	419.61	
TAX LIENS	0.00	
TAX LIENS:TX CL Record/Copy/Surcharge Fee	5.00	
TAX LIENS:TX CL Tax Lien 2010	25,534.34	
WASH ACCOUNTS:Animal Population Fees	74.51	
WASH ACCOUNTS:Petty Cash	44.00	
WASH ACCOUNTS:Petty Cash - Clerk	42.44	
WASH ACCOUNTS:RETURNED CHECK	16,500.00	
WASH ACCOUNTS:TC Dog Tags	47.00	
WASH ACCOUNTS:Town Clerk's Fees:FY 2011	2,174.00	
WELFARE:Direct Assistance	63.00	
<b>TOTAL</b>	<b><u>946,187.97</u></b>	<b><u>946,187.97</u></b>

## TAX COLLECTOR'S REPORT

For the Municipality of WINDSOR Year Ending 12/31/2011

## DEBITS

UNCOLLECTED TAXES AT THE BEGINNING OF THE YEAR*		LEVY FOR YEAR	PRIOR LEVIES		
		2011	2010	2009	2008+
Property Taxes	#3110	xxxxxx	\$ 83,119.15	\$ 0.00	\$ 23,798.49
Resident Taxes	#3180	xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Land Use Change Taxes	#3120	xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Timber Yield Taxes	#3185	xxxxxx	\$ 507.19	\$ 0.00	\$ 0.00
Excavation Tax @ \$.02/yd	#3187	xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Utility Charges	#3189	xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Betterment Taxes		xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Prior Years' Credits Balance**		( \$ 6.85 )			
This Year's New Credits		( \$ 2,000.73 )			

## TAXES COMMITTED THIS FISCAL YEAR

Property Taxes	#3110	\$ 330,633.00	\$ 0.00
Resident Taxes	#3180	\$ 0.00	\$ 0.00
Land Use Change Taxes	#3120	\$ 0.00	\$ 0.00
Timber Yield Taxes	#3185	\$ 874.82	\$ 0.00
Excavation Tax @ \$.02/yd	#3187	\$ 0.00	\$ 0.00
Utility Charges	#3189	\$ 0.00	\$ 0.00
Betterment Taxes		\$ 0.00	\$ 0.00

## FOR DRA USE ONLY

## OVERPAYMENT REFUNDS

Property Taxes	#3110				
Resident Taxes	#3180				
Land Use Change	#3120				
Yield Taxes	#3185				
Excavation Tax @ \$.02/yd	#3187				
Credits Refunded		\$ 1,929.64	\$ 0.00	\$ 0.00	\$ 0.00
Interest - Late Tax	#3190	\$ 832.12	\$ 3,749.69	\$ 0.00	\$ 1,007.04
Resident Tax Penalty	#3190	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>TOTAL DEBITS</b>		<b>\$ 332,262.00</b>	<b>\$ 87,376.03</b>	<b>\$ 0.00</b>	<b>\$ 24,805.53</b>

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

\*\*Enter as a negative. This is the amount of this year's taxes pre-paid last year as authorized by RSA 80:52-a.

\*\*The amount is already included in the warrant and therefore in line #3110 as a positive amount for this year's levy.

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

## TAX COLLECTOR'S REPORT

For the Municipality of WINDSOR Year Ending 12/31/2011

## CREDITS

REMITTED TO TREASURER	LEVY FOR YEAR	PRIOR LEVIES		
	2011	2010	2009	2008+
Property Taxes	\$ 291,800.45	\$ 53,091.35	\$ 0.00	\$ 3,516.71
Resident Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Land Use Change Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Timber Yield Taxes	\$ 117.22	\$ 0.00	\$ 0.00	\$ 0.00
Interest & Penalties	\$ 832.12	\$ 3,749.69	\$ 0.00	\$ 1,007.04
Excavation Tax @ \$.02/yd	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Utility Charges	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Converted To Liens (Principal only)	\$ 0.00	\$ 23,588.80	\$ 0.00	\$ 0.00
Betterment Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Discounts Allowed	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Prior Year Overpayments Assigned	( \$ 6.85 )			

## ABATEMENTS MADE

Property Taxes	\$ 450.00	\$ 4,298.00	\$ 0.00	\$ 18,506.38
Resident Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Land Use Change Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Timber Yield Taxes	\$ 0.00	\$ 507.19	\$ 0.00	\$ 0.00
Excavation Tax @ \$.02/yd	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Utility Charges	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Betterment Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
CURRENT LEVY DEEDED	\$ 2,252.00	\$ 0.00	\$ 0.00	\$ 0.00

## UNCOLLECTED TAXES -- END OF YEAR #1080

Property Taxes	\$ 36,130.55	\$ 2,141.00	\$ 0.00	\$ 1,775.40
Resident Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Land Use Change Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Timber Yield Taxes	\$ 757.60	\$ 0.00	\$ 0.00	\$ 0.00
Excavation Tax @ \$.02/yd	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Utility Charges	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Betterment Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Property Tax Credit Balance*	( \$ 71.09 )	XXXXXX	XXXXXX	XXXXXX
<b>TOTAL CREDITS</b>	<b>\$ 332,262.00</b>	<b>\$ 87,376.03</b>	<b>\$ 0.00</b>	<b>\$ 24,805.53</b>

\*Enter as a negative. This is the amount of taxes pre-paid for next year as authorized by RSA 80:52-a.

(Be sure to indicate a positive amount in the Property Taxes actually remitted to the treasurer.)

## TAX COLLECTOR'S REPORT

For the Municipality of WINDSOR Year Ending 12/31/2011

## DEBITS

UNREDEEMED & EXECUTED LIENS	2011	PRIOR LEVIES		
		2010	2009	2008+
Unredeemed Liens Beginning of FY		\$ 0.00	\$ 25,460.57	\$ 19,359.33
Liens Executed During FY	\$ 0.00	\$ 25,534.34	\$ 0.00	\$ 0.00
Unredeemed Elderly Liens Beg. of FY		\$ 0.00	\$ 0.00	\$ 0.00
Elderly Liens Executed During FY	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Interest & Costs Collected	\$ 0.00	\$ 334.62	\$ 640.08	\$ 872.83
<b>TOTAL LIEN DEBITS</b>	<b>\$ 0.00</b>	<b>\$ 25,868.96</b>	<b>\$ 26,100.65</b>	<b>\$ 20,232.16</b>

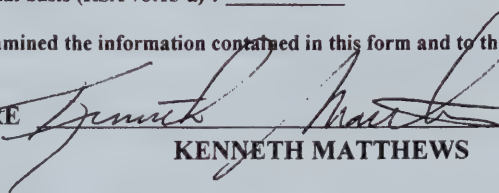
## CREDITS

REMITTED TO TREASURER	2011	PRIOR LEVIES		
		2010	2009	2008+
Redemptions	\$ 0.00	\$ 8,955.20	\$ 3,000.77	\$ 5,160.49
Interest & Costs Collected #3190	\$ 0.00	\$ 334.62	\$ 640.08	\$ 872.83
Abatements of Unredeemed Liens	\$ 0.00	\$ 0.00	\$ 12,561.11	\$ 12,259.69
Liens Deeded to Municipality	\$ 0.00	\$ 4,862.49	\$ 4,109.74	\$ 1,939.15
Unredeemed Liens End of FY #1110	\$ 0.00	\$ 11,716.65	\$ 5,788.95	\$ 0.00
Unredeemed Elderly Liens End of FY	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>TOTAL LIEN CREDITS</b>	<b>\$ 0.00</b>	<b>\$ 25,868.96</b>	<b>\$ 26,100.65</b>	<b>\$ 20,232.16</b>

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

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

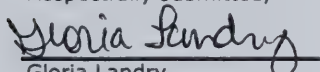
TAX COLLECTOR'S SIGNATURE


  
KENNETH MATTHEWS
DATE 1-10-2012

## Town Clerk's Annual Report January 2011 - December 2011

Motor Vehicle/Boat Permits Issued	\$ 31,794.00	
Title Applications Fees	\$ 100.00	
Local Clerk Fees & Collections	\$ 560.00	
Local Auto Transfer Fees	\$ 115.00	
Municipal Agent Fees	\$ 1,080.00	
OHRV Permits Issued	\$ -	
Fish & Game Permits Issued	\$ -	
362 Total MV/Boat Registrations		\$ 33,649.00
0 Total OHRV/F&G Registrations		\$ -
Dog Licenses Issued - 69 Town Fees	\$ 226.50	
Late Fees & Mailing Fees	\$ 41.00	
State Fees	\$ 138.50	
Local Clerk Fees	\$ 59.00	
Total for Dogs		\$ 465.00
Candidate Registration Fees		\$ -
Total for Vital Statistics (State Portion)		\$ 62.00
UCC Filing		\$ -
Total for Vital Statistics (Clerk's Portion)		\$ 23.00
Checklist Fees (Clerk's Portion)		\$ 25.50
Total Debit		<u><u>\$ 34,224.50</u></u>
Remittance to Treasurer:		
Motor Vehicle Permits	\$ 31,794.00	
Municipal Agent Fees	\$ 1,080.00	
Title Applications Filed	\$ 100.00	
Local Clerk Fees & Collections	\$ 560.00	
Local Auto Transfer Fees	\$ 115.00	
Dog Licenses	\$ 465.00	
UCC Filing	\$ -	
Recovered Bank Fee	\$ 100.00	
Vital Statistics	\$ 85.00	
Checklist Fees	\$ 25.50	
Total Credit		<u><u>\$ 34,324.50</u></u>

Respectfully submitted,



Gloria Landry  
Town Clerk  
12/30/2011

**TOWN of WINDSOR**  
**INCOME & EXPENSE 2011**  
 January through December 2011

	Jan - Dec 11
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>INTEREST INCOME</b>	
Sovereign Bank	21.67
TD BankNorth	3.11
<b>Total INTEREST INCOME</b>	24.78
Inventory Penalties - 2011	712.06
<b>REFUNDS</b>	
DSL	566.50
<b>Total REFUNDS</b>	566.50
<b>SELECTMEN</b>	
Copies	37.00
Current Use Application	
Current Use Filing Fee	14.00
<b>Total Current Use Application</b>	14.00
Inventory Penalty	30.49
<b>PILT Nazarene</b>	
2007 - 2010	
Interest	21,615.64
Late Fees	25.00
Principal	47,833.15
2007 - 2010 - Other	16,500.00
<b>Total 2007 - 2010</b>	85,973.79
2011 PILOT - 1st	10,889.52
2011 PILOT - 2nd	3,676.57
PILT Interest - 2010	62.34
PILT Nazarene - Other	3,550.00
<b>Total PILT Nazarene</b>	104,152.22
PILT Wediko	54,125.61
Pistol Permit	100.00
<b>Total SELECTMEN</b>	158,459.32
STATE of NH - ROOM & MEALS TAX	11,097.01
STATE of NH HIGHWAY BLOCK GRANT	4,469.29
Tax - Timber 2011	117.22
Tax Arrangements	1,226.51
Tax Col Prop Tax 04	530.00
Tax Col Prop Tax 05	1,983.00
Tax Col Prop Tax 06	1,003.71
Tax Col Prop Tax 08L	5,160.49
Tax Col Prop Tax 09L	3,000.77
Tax Col Prop Tax 2010 - 1 of 2	10,045.15
Tax Col Prop Tax 2010 - 2 of 2	43,046.20
Tax Col Prop Tax 2010 -1 of 2 L	17,978.64
Tax Col Prop Tax 2010 -2 of 2 L	14,565.36
Tax Col Prop Tax 2011 - 1 of 2	239,758.21
Tax Col Prop Tax 2011 - 2 of 2	52,601.84
Tax Col Prop Tax Int. 04	191.57
Tax Col Prop Tax Int. 05	738.62
Tax Col Prop Tax Int. 06	76.85
Tax Col Prop Tax Int. 08L	872.83
Tax Col Prop Tax Int. 09L	640.08
Tax Col Prop Tax Int. 10 - 1st	828.67
Tax Col Prop Tax Int. 10 - 2nd	981.25
Tax Col Prop Tax Int. 10.1 Lien	1,603.43
Tax Col Prop Tax Int. 10.2 Lien	670.96
Tax Col Prop Tax Int. 11 - 1st	914.65
<b>TAX COLLECTOR</b>	
Redemption	-1,929.64
<b>Total TAX COLLECTOR</b>	-1,929.64

**TOWN of WINDSOR**  
**INCOME & EXPENSE 2011**  
 January through December 2011

	Jan - Dec 11
<b>TOWN CLERK</b>	
BAD CHECK FEE	-85.00
<b>DOGS</b>	
Local Clerk Dog Fee	59.00
Postage Reimbursement Fees	7.00
Town Dog Late Fees	41.00
Town Dog License Fees	219.50
<b>Total DOGS</b>	326.50
<b>MISCELLANEOUS</b>	
UCC Fee	45.00
MISCELLANEOUS - Other	6.00
<b>Total MISCELLANEOUS</b>	51.00
<b>MOTOR VEHICLES</b>	
Local Fees	540.00
MA Fees	1,080.00
Title App Fee	100.00
Town MV Fees	31,794.00
Transfer Fees	115.00
<b>Total MOTOR VEHICLES</b>	33,629.00
<b>STATE FEES</b>	
Dog Fees	138.50
Vital Records Fees	-7.00
<b>Total STATE FEES</b>	131.50
<b>VITAL RECORDS</b>	
Vital Records Fees	20.00
VITAL RECORDS - Other	10.00
<b>Total VITAL RECORDS</b>	30.00
TOWN CLERK - Other	145.50
<b>Total TOWN CLERK</b>	34,228.50
<b>Total Income</b>	606,163.83
<b>Expense</b>	
2011 Tax Refunds	1,634.00
<b>ADV &amp; REG. ASSOC. DUES</b>	
Advertising	273.00
Memberships, Dues & Workshops	466.20
NH Clerk Association	60.00
<b>Total ADV &amp; REG. ASSOC. DUES</b>	799.20
Avitar 2011 Re-evaluation	13,387.50
<b>CEMETERIES</b>	1,750.00
<b>EXECUTIVE SALARIES</b>	19,257.69
<b>FINANCIAL ADMINISTRATION</b>	
Analysis Fee	33.86
<b>Avitar</b>	
Avitar 2010	2,632.50
Avitar 2011 Assessing	3,417.50
Avitar 2011 Tax Collect	909.00
<b>Total Avitar</b>	6,959.00
Consultant	78.00
Mileage Reimbursement	539.15
Misc.	823.93
Office Supplies	1,702.91
Plans	15.45
Postage	1,459.00
Town Reports	467.46
<b>Total FINANCIAL ADMINISTRATION</b>	12,078.76

**TOWN of WINDSOR**  
**INCOME & EXPENSE 2011**  
 January through December 2011

	Jan - Dec 11
<b>GENERAL GOVERNMENT BUILDINGS</b>	
Computer updates and repair	539.21
Janitorial Expenses	
Mileage	38.64
Janitorial Expenses - Other	410.00
<b>Total Janitorial Expenses</b>	<b>448.64</b>
New Furnace	9,672.37
Town Hall Plowing	1,640.00
Town Hall Repairs	
New Locks	147.00
Town Hall Repairs - Other	475.00
<b>Total Town Hall Repairs</b>	<b>622.00</b>
Utilities	
Electric	1,289.01
Propane	2,400.01
Telephone	2,109.10
<b>Total Utilities</b>	<b>5,798.12</b>
<b>Total GENERAL GOVERNMENT BUILDINGS</b>	<b>18,720.34</b>
<b>HIGHWAYS &amp; STREETS</b>	
Highways & Streets-Salt	
Salt 2011	1,971.34
Salt 2011-2012	1,676.37
<b>Total Highways &amp; Streets-Salt</b>	<b>3,647.71</b>
Smart board	16.34
<b>HIGHWAYS &amp; STREETS - Other</b>	<b>18,600.00</b>
<b>Total HIGHWAYS &amp; STREETS</b>	<b>22,264.05</b>
<b>INSURANCE</b>	<b>1,777.09</b>
<b>LEGAL EXPENSE</b>	
Brooks	1,140.00
Chamberlain/Palmer Lawsuit	862.54
General	1,710.00
Merrow	450.00
Nature Conservancy	25,222.03
Wediko	1,650.00
Windsor Hills Taxes	2,065.70
<b>Total LEGAL EXPENSE</b>	<b>33,100.27</b>
<b>LIBRARY</b>	<b>200.00</b>
<b>OVERLAY</b>	
Property Tax Abated	
Interest Abated - 2010	163.41
Principal Abated	2.07
Property Tax Abated - 2010	23.87
<b>Total Property Tax Abated</b>	<b>189.35</b>
<b>Total OVERLAY</b>	<b>189.35</b>
<b>PAYMENTS TO OTHER GOVERNMENTS</b>	
Taxes Paid To County	27,171.00
Taxes Paid to School District	280,000.00
<b>Total PAYMENTS TO OTHER GOVERNMENTS</b>	<b>307,171.00</b>
<b>PUBLIC SAFETY</b>	<b>23,303.88</b>
<b>SANITATION</b>	
Solid Waste Disposal	10,145.85
<b>Total SANITATION</b>	<b>10,145.85</b>
<b>Sovereign Bank - Deposit Return</b>	<b>25.00</b>
<b>Tax Collector - Expenses</b>	<b>419.61</b>



**TOWN of WINDSOR**  
**INCOME & EXPENSE 2011**  
January through December 2011

	Jan - Dec 11
<b>TAX LIENS</b>	
TX CL Record/Copy/Surcharge Fee	5.00
TX CL Tax Lien 2010	25,534.34
TAX LIENS - Other	0.00
<b>Total TAX LIENS</b>	<u>25,539.34</u>
<b>WASH ACCOUNTS</b>	
Animal Population Fees	74.51
Petty Cash	44.00
Petty Cash - Clerk	42.44
RETURNED CHECK	16,500.00
TC Dog Tags	47.00
Town Clerk's Fees FY 2011	2,174.00
<b>Total Town Clerk's Fees</b>	<u>2,174.00</u>
<b>Total WASH ACCOUNTS</b>	18,881.95
<b>WELFARE</b>	
Direct Assistance	63.00
<b>Total WELFARE</b>	<u>63.00</u>
<b>Total Expense</b>	<u>510,707.88</u>
<b>Net Ordinary Income</b>	<u>95,455.95</u>
<b>Net Income</b>	<u><u>95,455.95</u></u>

## Detailed Statement of Payments

	<u>Appropriated amount</u>	<u>Expended</u>
Town Officer Salaries	\$29,000	\$ 19,258
Election and Registration	\$ 0	\$ 0
Financial Administration	\$13,000	\$ 12,078
Legal Expense	\$ 35,000	\$ 33,100
Planning & Zoning	\$ 100	\$ 0
General Gov. Building	\$ 10,000	\$ 9,048
Cemeteries	\$ 1,800	\$ 1,750
Insurance	\$ 2,000	\$ 1,777
Advertising & Regional Assoc. Dues	\$ 2,500	\$ 799
Social Security, IRS Tax	\$ 2,500	\$ 3,739
Fire	\$29,000	\$23,304
Highway & Streets	\$ 25,000	\$ 22,264
Solid Waste Disposal	\$ 10,000	\$ 10,146
Library	\$ 200	\$ 200
Welfare	\$ 2,000	\$ 63
Donations	\$ 100	\$ 0
Revaluation	\$13,000	\$13,388
Heating upgrade	<u>\$10,000</u>	<u>\$ 9,627</u>
<b>Total of Appropriations</b>	<b>\$185,200</b>	<b>\$160,541</b>

## Comparative Statement of Appropriations and Estimates

<u>Purpose of</u>	<u>Appropriations</u>	<u>Actual</u>	<u>Break down</u>	<u>Difference</u>	<u>Appropriations</u>
<u>appropriations</u>	<u>2011</u>	<u>2011</u>			<u>2012</u>
Executive	29,000	-19,258		9,862	25,000
Election and Registration	0	0		0	1,000
Financial Administration	13,000	-12,078		448	15,000
Analysis Fee Bank			34		
Avitar			6,959		
Consultant			78		
Mileage Reimburse			539		
MAAP Training			0		
Office Supplies			1,703		
Postage			1,459		
Town Reports			467		
Misc-Sheriff, debit cards			839		
Revaluation of Property	13,000	-13,388		-388	0
Legal Expense	35,000	-33,100		1,850	35,000
Chamberlain/Palmer/Lawsuit			863		
Brooks			1,140		
Bruce Merrow			450		
Mileage and Tolls			0		
Nature Conservancy			25,222		
Nazarene/Windsor Hills			2,066		
Wediko			1,650		
General			1,710		
<b>Planning &amp; Zoning</b>	<b>100</b>	<b>0</b>		<b>100</b>	<b>100</b>

<u>Purpose of</u>	<u>Appropriations</u>	<u>Actual</u>	<u>Break down</u>	<u>Difference</u>	<u>Appropriations</u>
<u>appropriations</u>	<u>*2011</u>	<u>*2011</u>			<u>*2012</u>
General Govt Building	10,000	-9,048		697	18,000
Janitorial Expense			449		
Town Hall Plowing			1,640		
Electric			1,289		
Propane			2,400		
Telephone			2,109		
Repairs			622		
Building Supplies			539		
Cemeteries	1,800	-1,750		50	2,400
Insurance	2,000	-1,777		223	2,200
<b>Advertising, Dues, Workshops</b>	<b>2,500</b>	<b>-799</b>		<b>1,195</b>	<b>2,000</b>
Advertising			273		
Dues, workshop			526		
Social Security/Medicare Taxes	2,500	-3,739		-1,239	4,000
<b>Fire/Police/Dispatch</b>	<b>29,000</b>	<b>-23,304</b>		<b>5,696</b>	<b>14,708</b>
Donations	100	0		100	100
Highway & Streets	25,000	-22,264		2,736	27,500
Town Plowing			18,600		
Salt			3,648		
Signs/smartboard			16		
Solid Waste Disposal	10,000	-10,146		-146	16,260
Library	200	-200		0	200
Welfare	2,000	-63		1,937	1,000
Heating System	10,000	-9627		328	0
Fire Equipment	0	0		0	2,000
<b>TOTALS</b>	<b>\$ 185,200</b>	<b>-160,541</b>		<b>23,449</b>	<b>\$ 166,468</b>

# REPORT OF TRUST AND CAPITAL RESERVE FUNDS

\$28,593.47

## WINDSOR, NEW HAMPSHIRE

### CERTIFICATE

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Linnea Steeves

Linnea Steeves

Signed by the Trustees of Trust Funds

on this date 14-Feb-12

Print and sign

### REMINDERS FOR TRUSTEES

1. **SIGNATURES** - Print and sign on lines provided above.
2. **INVESTMENT POLICY** - RSA 31:25 requires the trustees to adopt an investment policy and review and confirm this policy at least annually. A copy of this policy must be filed with the Director of Charitable Trusts (RSA 31:25, 34:5, 35:9).
3. **PROFESSIONAL BANKING AND BROKERAGE ASSISTANCE** - RSA 31:38-a enables you to have a professional banking or brokerage firm assist you in performing your trustee duties. Refer to the law for further information. Attributable expenses may be charged against the trust fund involved, however, please be advised the fees can be taken from income only and not from principal.
4. **WEB SITE** - A trustee handbook can be down loaded from the web site for the Attorney General's Charitable Trust Division. [www.doj.nh.gov/charitable](http://www.doj.nh.gov/charitable)
5. **FAIR VALUE** - Fold and complete page 4 to disclose the fair value (market value) of principal only. This information may be obtained from financial publications or from your professional banker or broker.
6. **CAPITAL RESERVE FUND** - Must be kept in a separate account and not intermingled with any other funds of the municipality (RSA 35:9).
7. **WHEN and WHERE TO FILE** - By March 1 if filing for a calendar year and by September 1 if filing for optional fiscal year. See addresses on page 4 of this form. If you hold funds for the school, the school business administrator will also need a copy for the school's financial report.

**FOR DRA USE ONLY**

State of New Hampshire  
Department of Revenue Administration  
Municipal Services Division  
PO Box 487, Concord, NH 03302-0487  
(603) 230-5090

REPORT OF THE TRUST FUNDS OF THE CITY/TOWN OF WINDSOR, NEW HAMPSHIRE

Please duplicate these pages if you need additional lines.

	Date of Creation	NAME OF TRUST FUND <small>Start with common trust funds</small>	Purpose of Trust	HOW INVESTED Bank, deposits, stocks, bonds, etc.	%	***PRINCIPAL***		
						Balance Beginning of Year	New Funds Created	Cash Gains or Losses on Securities
1	10/1889	Abney Symond	Cemetary	CD	6%	\$200.00		
2	Aug-85	Mary Chapman	Cemetry	CD	15%	\$500.00		
3			Total			\$700.00		
4								
5	10/1889	Abney Symond	Town	CD	15%	\$500.00		
6	10/1889	Abney Symond	Town	CD	64%	\$2,104.70		
7	Jul-93	School Reserve	School	Savings	100%	\$781.73	\$24,500.00	
8			Total			\$3,386.43	\$24,500.00	
9								
10			GRANT TOTAL			\$4,086.43	\$24,500.00	
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								
21								



## Report of Forest Fire Warden and State Forest Ranger

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests & Lands, work collaboratively to reduce the risk and frequency of wildland fires in New Hampshire. To help us assist you, please contact your local Forest Fire Warden or Fire Department to determine if a permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning, unless the ground is completely covered with snow. The New Hampshire Department of Environmental Services also prohibits the open burning of household waste. Citizens are encouraged to contact the local fire department or DES at 603-271-1370 or [www.des.state.nh.us](http://www.des.state.nh.us) for more information. Safe open burning requires diligence and responsibility. Help us to protect New Hampshire's forest resources. For more information please contact the Division of Forests & Lands at (603) 271-2214, or online at [www.nhdfl.org](http://www.nhdfl.org).

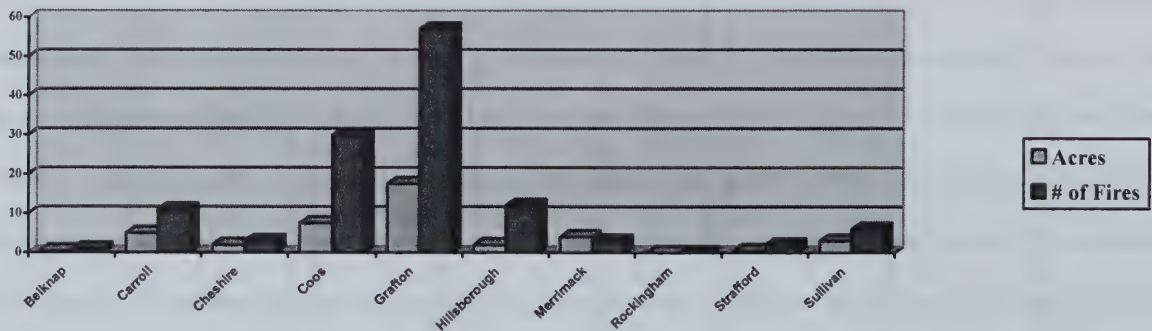
Both in terms of the number of fires, as well as the number of acres burned, this past fire season was the smallest since records have been kept. Extensive rainfall virtually all season long kept the fire danger down. When fires did start they were kept very small. The largest fire for the season was only 5.4 acres which occurred in Littleton on May 2nd 2011. There was however a small window of high fire danger in the northern third of the state during July when little rainfall was recorded. During this time there were a number of lightning started fires which are fairly unusual in New Hampshire. As has been the case over the last few years, state budget constraints have limited the staffing of our statewide system of 16 fire lookout towers to Class III or higher fire danger days. Despite the reduction in the number of days staffed, our fire lookouts are credited with keeping most fires small and saving several structures due to their quick and accurate spotting capabilities. The towers fire spotting was supplemented by contracted aircraft and the NH Civil Air Patrol when the fire danger was especially high. Many homes in New Hampshire are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix. Several of the fires during the 2011 season threatened structures, a constant reminder that forest fires burn more than just trees. Homeowners should take measures to prevent a wildland fire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles, and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at [www.firewise.org](http://www.firewise.org). Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

### 2011 FIRE STATISTICS

(All fires reported as of November 2011)

(figures do not include fires under the jurisdiction of the White Mountain National Forest)

COUNTY STATISTICS		
County	Acres	# of Fires
Belknap	.5	1
Carroll	5	11
Cheshire	2	3
Coos	7.5	30
Grafton	17.5	57
Hillsborough	2	12
Merrimack	4	3
Rockingham	0	0
Strafford	.5	2
Sullivan	3	6



### CAUSES OF FIRES REPORTED

		Total	Fires	Total Acres
Arson	7	2011	125	42
Debris	63	2010	360	145
Campfire	10	2009	334	173
Children	2	2008	455	175
Smoking	9	2007	437	212
Railroad	1			
Equipment	1			
Lightning	3			
Misc.*	29	(*Misc.: power lines, fireworks, electric fences, etc.)		

**ONLY YOU CAN PREVENT WILDLAND FIRE**





Local Government Center

LOCAL GOVERNMENT CENTER PROPERTY-LIABILITY TRUST, LLC  
Bond Endorsement Effective January 1, 2012  
PUBLIC OFFICIAL SCHEDULE BOND

Town of Windsor

PLT ID: WINS

**KNOW ALL MEN BY THESE PRESENTS:** That the Local Government Center Property-Liability Trust, LLC, a limited liability company duly organized under the laws of the State of New Hampshire, and having its principal office in the City of Concord, County of Merrimack, and State of New Hampshire (hereinafter the "Surety"), is held and firmly bound unto the Town of Windsor (hereinafter the "Obligee") and the State of New Hampshire (if applicable).

A. For such pecuniary loss as the Obligee shall have sustained by reason of or in consequence of the failure of any official or employee (hereinafter the "Official") who may now or hereafter occupy or perform the duties of any position named in the schedule of positions contained herein (the "Schedule") during the term of this Bond or any renewal term thereof, to faithfully perform the duties of said position; and

B. For such pecuniary loss as the Obligee shall have sustained by reason or in consequence of fraudulent or dishonest acts committed by an Official(s) who now or hereafter occupy or perform the duties of any position named in the Schedule during the term of this Bond or any renewal term thereof.

<i>Position</i>	<i>Number of Officials</i>	<i>Amount of Coverage on Each Official</i>
Treasurer	1	46,200
Tax Collector	1	46,200
Deputy Tax Collector	1	46,200
Town Clerk	1	7,350
Trustees of the Trust Fund	3	1,050
Agent for Motor Vehicle	1	10,500
Municipal Agent/Clerk	1	5,250
Boat Permit Fee Agent	1	1,050

**PROVIDED, HOWEVER,** that this undertaking is executed by the Surety upon the following express conditions, which shall be conditions precedent to the right of recovery hereunder:

1. **Schedule of Positions.** The liability of the Surety on account of any one Official shall not exceed the amount set opposite the position in the Schedule occupied by such Official. The Obligee may, during the continuance of this Bond, (i) add other positions to the Schedule; (ii) increase or decrease the number of Officials occupying any position listed in the Schedule; or (iii) increase or decrease the amount of coverage carried on any position, in each case and instance by giving written notice to the Surety, but such notice shall not be binding on the Surety until the Obligee has received the Surety's written acceptance thereof.

2. **Automatic Termination Upon Discovery of Loss.** Upon discovery by the Obligee of any loss covered hereunder, this Bond shall automatically be terminated as to any acts committed by the Official causing the loss subsequent to the date of discovery. Coverage shall automatically continue for any successor Official duly elected or appointed to occupy the position held by the Official on which coverage is terminated; and the amount of coverage for that position shall be restored to the original amount as respects such successor Official.

## Selectmen's Report Town of Windsor, New Hampshire January - December 2011

The year 2011 was a very good year for the town of Windsor and its financial and community responsibilities. Several issues that have been ongoing within the Town, for in some cases years, have been resolved using fairness and openness to all, with decisions which benefit the town and its' people. The Selectmen have worked very hard to bring these issues to conclusions that result in fair and reasonable treatment of all parties concerned.

### 3 Major Court Cases 2011

One of these cases settled that has been in negotiations for the past few years is an agreement to a Payment In Lieu Of Tax, better known as a PILT payment, between the Church of the Nazarene, which operates the Windsor Hills Camp located on White Pond Road and the Town of Windsor. The agreement reached was to qualify the property with a religious exemption, which was never in question, and we finally came to an agreement this past year as to how much that religious exemption qualifies their exemption to be to reduce their PILT from full evaluation. Both sides agreed to a PILT based on 35% of their total property value for real estate and the Town has collected payments that had been not received since this negotiation began as well as payment this past year on a timely basis. We thank the Church of the Nazarene for their cooperation and especially the director of the Camp, Richard Smith for all of his help to bring this to a conclusion.

A few years back, property of more than 600 acres that had been owned for decades by the Perkins' family, was sold to a couple from southwestern New Hampshire by the name of the Murray. They in turn resold the property to The Nature Conservancy a year or more later. The Nature Conservancy ultimately closed off and gated both ends of Hannah Curtis Road where it entered and exited their property. This led to there not being any access through their newly acquired property which the public had enjoyed the privilege of since the road was constructed a couple hundred years ago. This created a battle between the Town and the Nature Conservancy, which ultimately led to an expensive and lengthy legal process to determine public rights to the use of the road. After a few years now of gates up by the Nature Conservancy, gates taken down by the Town, up, down, and then again, it finally saw its' day in court to resolve the issue once and for all. The decision of the New Hampshire Superior Court was in the favor of the Town of Windsor. The determining factor in the resolution was as a result of the Town of Windsor's 1927 Town Meeting. At that meeting, four Town roads were put up to be discontinued, the Town voted in favor, case closed. Not really. The original roads had been laid out as part of a through road system which passed from Antrim, into Windsor, and off to Washington and beyond. In order for the Townsfolk of Windsor to discontinue the roads at Town Meeting they would have needed the approval from the State of New Hampshire before they could discontinue it in the Town. This also affects the following roads that were incorrectly discontinued in 1927 which are, White Pond Road extension to Dole School House Road, Campbell's Gore Road, and the Windsor Mountain Road. This decision reclassifies these road as Town of Windsor, Class VI roads.

The final case involving major litigation, and thus another major expense to the Town, is a lasting, long term, and equitable agreement with Wediko Children's Services that is not only fair to Wediko, but also fair to the taxpayers of Windsor to make sure that what Wediko's agreement is with the Town considers what they truly are allowed as an exemption of their obligations to Windsor for their real estate property located at the end of Black Pond Road. The original PILT agreement with Wediko has expired and off of that payment they have made an offer to increase their payment 2% over what it was last year, amounting to \$ 200.00. Their property value has gone up significantly since the original contract was negotiated and we made them an offer similar to the Church of the Nazarene, basing payments on an annual

assessment of 35% of their exemption property value times the tax rate for that tax year. To date there has been no agreement on this issue from Wediko. We did send them a tax bill for 2011 based on full value, which was not paid. We have received payment from them based on their educational exemption value. This case will still continue to cost significant amount of money to finalize for which we all will be paying for it in our future taxes.

## **Now some of Windsor's Other News from 2011**

Late in 2011 the Town Clerk, Gloria Landry, was able to attain the State's rights to sell OHRV registrations for off road ATV's, snowmobile, and boats.

She also is able to sell Hunting and Fishing licenses right from the Town Hall.

All of these are available during her regular business hours, posted monthly at the Town Hall. Help the Town while helping yourself by doing your Registrations and Licenses in Windsor.

The Town of Windsor has taken by tax lien deed the Brooks property on Route 31. Currently there are folks living in the house which we are trying to move out. They are pushing things to the limit and will be appearing in court to face a judge about this issue.

Once the property is vacant and the weather improves, the Department of Environmental Services will begin cleaning up the property with the aide of a Brownsfield Grant to pay for the work. This project will come at no cost to the Town to the best of our knowledge. After cleanup the property would be salable and the Selectmen will bring this up under the warrant article herein for "any new business" to get the Town's input as to what they would like to do with this property.

The Town of Windsor has also taken possession a 5 acre lot located on Stone Circle which had been abandoned several years ago. The property has been extensively cleaned up. We are looking for input on this property as well.

The "Olde" Windsor Town Hall on Route 31 has sat vacant for many years since building the current Town Hall in the early 1990's. Years back at a Town Meeting it was discussed to rehab the building but nothing ever came of it so the Town is looking for ideas from townspeople as to what maybe we should do with the property.

The new heating system installed this year before winter has been running smoothly and saving gas. To have a quiet system with registers around the building making for much more even heating is a pleasure for everyone in the building. We have it controlled by a smart thermometer that is set to come on and off when we are scheduled to be there and lowers automatically when we leave. It has been a nice improvement to the town.

## **Looking Ahead:**

As for 2012 and beyond, we feel that the Town has put to rest the hard feelings of past years. The Selectmen do our best to do the Town's work honestly, fairly, and with the respect due our fellow Windsor residents as well as those that own property in Windsor but reside elsewhere. We are willing to hear anybody on any subject as it pertains to the best interest of the Town and will do our duty to reply in a fair, honest, and truthful way. We thank you for your support throughout the year and look forward to a great 2012.

Darlene Cuddy, Chairman

Gerry Needham

Tom Carlson

**WINDSOR, NEW HAMPSHIRE TOWN MEETING  
MINUTES – MARCH 8, 2011**

COPY

Meeting held in the Windsor Town Hall at 14 White Pond Road, Windsor. Thirty-one residents and seven town employees were in attendance.

Moderator Patrick Hines opened the Town Meeting at 7:00 p.m.

**Article 1)** Motioned by Tom Carlson, Seconded by Ben Lewis

“To choose by ballot all necessary Town Officers for the ensuing year.”

Vote Taken, Passed Unanimously

Darlene Cuddy nominates Cindy Stosse as Auditor, Seconded by Pat Hines. Cindy Stosse accepts.

Tom Carlson nominates Gail Needham as Trustee of the Trust Fund, Seconded by Ellen Blake. Gail Needham declines.

There being no additional nominations for the floor, the following officers were elected by acclamation.

**Election of Town Officers and Officials:**

Auditor for 1 year:	<b>Cynthia Stosse</b>
Selectmen Chair for 3 years:	<b>Darlene Cuddy</b>
Selectman of End-of-Term Length for 1 year:	<b>Thomas Carlson</b>
Tax Collector for 3 years:	<b>Kenneth Matthews</b>
Town Clerk for 3 years:	<b>Gloria Landry</b>
Treasurer for 1 year:	<b>Ellen Blake</b>
Supervisor of the Checklist Chair of End-of-Term Length for 3 years:	<b>Diane Hines</b>
Trustee of the Trust Fund of End-of-Term Length for 1 year:	<b>Pauline Carlson</b>

**Article 2)** Motioned by Darlene Cuddy, Seconded by Gerry Needham

“To see what sum of money the Town will vote to raise and appropriate for the payment of Town charges including principal and interest on the Town’s outstanding indebtedness, social security taxes, and any other legal obligations of the Town, being a total of \$40,500 or to take any other action relative thereto.”

The Selectmen recommend approval

Tom Carlson motions to amend Article 2 from \$40,500 to \$44,500, Seconded by Darlene Cuddy.

Some discussion takes place regarding the differences of the two sums. Selectman Darlene Cuddy explains that the hours of the secretary have needed to be adjusted for 3-4 years. Currently the secretary is unable to complete the selectmen's office work during the business hours of the Hall. As following up on the phone messages and addressing public questions throughout the day has created a backlog prior to their weekly meetings, the Board is recommending her hours be increased by five hours a week for those times of the year when Hall business increases, for example, during the Budget review period. John Kablik asks if the hours are to be increased every week by 5 hours. Selectman Tom Carlson explains that the proposed extended hours will be on a flex or as needed basis. Selectman Gerry Needham adds the Hall will not be open for public business during the extended hours.

Vote Taken on amendment, Passed Unanimously

Vote Taken on Article 2, Passed Unanimously

**Article 3)** Motioned by Gerry Needham, Seconded by Tom Carlson

"To accept reports of the Agents heretofore chosen and pass any vote in relation thereto."

The Selectmen recommend approval

Vote Taken, Passed Unanimously

**Article 4)** Motioned by Cindy Stosse, Seconded by Ben Lewis

"To see if the Town will vote to raise and appropriate the sum of \$29,000 for Police and Fire expenses, or to take any action relative thereto."

The Selectmen recommend approval

Some discussion takes place regarding the cost. Ben Lewis asks for a breakdown of the department charges and whether or not this includes State Police fees or just Hillsboro Police and Fire/Dispatch. Selectman Darlene Cuddy explains that at the moment this Article only includes the fees under negotiation with Hillsboro Police and Fire/Dispatch. She confirms police coverage is currently covered by the State Police without charge, and the contract submitted by Hillsboro is \$3,000 for Police coverage and \$26,000 for combined Fire and Dispatch services.

The Hillsboro Town Officials have submitted a contract providing Police coverage on all calls received by Hillsboro Fire/Rescue; a discussion takes place regarding resident accounts of no Hillsboro Police coverage on recent calls by Hillsboro Fire/Rescue. Diane Hines asks if it is a necessary for the police to go to every call. Selectman Tom Carlson advises the Board has been checking other options. Including opening negotiations with Washington Police to continue call coverage when the State Police is not available. At this time Washington Police

also cover those calls at no charge. Ken Matthews asks if the contract would be reduced to \$26,000 if coverage with Hillsboro Police is declined and continues with State Police coverage. Dale Havunen mentions State Police Troop B is no longer located in Milford, the Barracks have been moved to Bedford and call coverage is being handled by the Trooper on patrol.

Further discussion closes with Selectman Darlene Cuddy explaining the Article submitted is based upon the current proposal and has not been finalized. Selectman Tom Carlson adds Hillsboro is also discussing options with the Concord Dispatch relating to consolidating services and relocating calls to Concord. This would eliminate Dispatch services completely from Hillsboro.

Vote Taken, Passed Unanimously

**Article 5)** Motioned by Cindy Stosse, Seconded by Darlene Cuddy

“To see if the Town will vote to raise and appropriate the sum of \$10,000 for the general government building operating expenses of the Town Hall, or to take any action relative thereto.”

The Selectmen recommend approval

Some discussion takes place, John Kablik asks about the reduction of costs from previous years [Clerk note: 2010 Article 5 relating to general government building operating expenses was passed as \$14,500 with actual expenses of \$13,848]. Selectman Darlene Cuddy explains the Article amount has been increased from previous years and includes a prorated amount for increased fuel costs, a new computer for the secretary and appears lower as it doesn't reflect the exterior maintenance provisions which were included in the 2010 Budget.

Vote Taken, Passed Unanimously

**Article 6)** Motioned by Darlene Cuddy, Seconded by Gerry Needham

“To see if the Town will vote to raise and appropriate the sum of \$1,800 for the upkeep of the Town cemeteries and Town Hall grounds, or to take any action relative thereto.”

The Selectmen recommend approval

Some discussion takes place; Lori Gezelman asks who is in charge of the job. Selectman Tom Carlson says Doug Nettleton provides those services.

Vote Taken, Passed Unanimously

**Article 7)** Motioned by Gerry Needham, Seconded by Tom Carlson

“To see if the Town will vote to raise and appropriate the sum of \$25,000 for highways and bridges, or to take any action relative thereto.”

The Selectmen recommend approval

Vote Taken, Passed Unanimously

**Article 8)** Motioned by Darlene Cuddy, Seconded by Gerry Needham

“To see if the Town will vote to raise and appropriate the sum of \$100 for donations, or to take any action relative thereto.”

The Selectmen recommend approval

Some discussion takes place; Diane Hines and Ben Lewis ask for the definition of “donations”. Cindy Stosse suggests the fund is similar to a “Sunshine Fund”. Selectman Darlene Cuddy confirms the Article funds are to be used as a Town Benevolence Fund.

Vote Taken, Passed Unanimously

**Article 9)** Motioned by Gerry Needham, Seconded by Ben Lewis

“To see if the Town will vote to raise and appropriate the sum of \$10,000 to be paid to the Town of Hillsboro for the use of the Transfer Station, or to take any action relative thereto.”

The Selectmen recommend approval

Some discussion takes place; John Kablik asks why there is a savings of more than \$18,000. Selectmen Darlene Cuddy and Gerry Needham explain Hillsboro Solid Waste Department is no longer billing a flat fee for services and is now submitting billing based on volume percentages by population. Additionally a financial review of their income received from tin can and glass returnable deposits revealed a substantially higher amount than initial long-term projections and the Department is issuing credit.

Further discussion closes with Selectman Tom Carlson confirming the closure of the landfill was a five year operating budget contract, ending in 2014, and Jim Coffey is still working with the Board regarding a financial review of Hillsboro invoices and negotiation of credit if any additional overcharges are discovered [Clerk note: Jim Coffey’s services are also related to the ongoing negotiations from the Police/Fire proposal submitted in Article 4].

Vote Taken, Passed Unanimously

**Article 10)** Motioned by Tom Carlson, Seconded by Cindy Stosse

“To see if the Town will vote to raise and appropriate the sum of \$2,500 for advertising and the annual membership dues in the N.H. Municipal Association, or to take any action relative thereto.”

The Selectmen recommend approval

Some discussion takes place; Diane Hines asks where the advertising cost comes from. Selectman Darlene Cuddy explains the bulk of the advertising costs are created by Public Service Announcements in the local *Villager*.

Vote Taken, Passed Unanimously

**Article 11)** Motioned by Gerry Needham, Seconded by Darlene Cuddy

“To see if the Town will vote to raise and appropriate the sum of \$50,000 for legal expenses, or to take any action relative thereto.”

The Selectmen recommend approval

Tom Carlson motions to amend Article 11 from \$50,000 to \$35,000, Seconded by Ben Lewis.

Some discussion takes place; John Kablik asks if the reduction of the money reflects funds the Town is able to recoup from past lawsuits. Selectman Tom Carlson explains even though the lawsuit was dropped by the Coalition, the Board was advised by the Town lawyer of the inability to recoup funds. This is because the Court didn't find the suit to be unwarranted or frivolous.

Further discussion closes with Selectman Gerry Needham confirming there are still outstanding reviews relating to the Nature Conservancy, Nazarene Camp, and Wediko Children Services.

Vote Taken on amendment, Passed Unanimously

Vote Taken on Article 11, Passed Unanimously

**Article 12)** Motioned by Cindy Stosse, Seconded by Gerry Needham

“To see if the Town will vote to raise and appropriate the sum of \$200 to donate to the Fuller Library in Hillsboro, NH, or to take any action relative thereto.”

The Selectmen recommend approval

Vote Taken, Passed Unanimously



**Article 13)** Motioned by Tom Carlson, Seconded by Darlene Cuddy

“To see if the Town will vote to raise and appropriate the sum of \$2,000 to purchase insurance for the Town, or to take any action relative thereto.”

The Selectmen recommend approval

Vote Taken, Passed Unanimously

**Article 14)** Motioned by Gerry Needham, Seconded by Darlene Cuddy

“To see if the Town will vote to raise and appropriate the sum of \$2,000 for the Welfare budget, or to take any action relative thereto.”

The Selectmen recommend approval

Some discussion takes place; Lori Gezelman asks if there have been any cases submitted to the Board. Selectman Darlene Cuddy confirms there was one family whose submission met the criteria of short-term emergency assistance [Clerk note: 2010 Article 14 relating to the Welfare Direct Assist budget was passed as \$2,000 with actual expenses of \$630].

Vote Taken, Passed Unanimously

**Article 15)** Motioned by Darlene Cuddy, Seconded by Tom Carlson

“To see if the Town will vote to raise and appropriate the sum of \$100 for the Planning and Zoning Master Plan, or to take any action relative thereto.”

The Selectmen recommend approval

Some discussion takes place; ZBA Chairman Pat Hines explains this Article is submitted to cover any future operating expenses and the requested funds are not delegated at this time.

Vote Taken, Passed Unanimously

**Article 16)** Motioned by Darlene Cuddy, Seconded by Gerry Needham

“To see if the Town will vote to raise and appropriate the sum of \$13,000 for the purpose of the revaluation of the town, or to take any action relative thereto.”

The Selectmen recommend approval

Some discussion takes place; Lori Gezelman asks if someone other than Avatar can provide the same services. Selectman Tom Carlson discusses the overall effectiveness neighboring towns, specifically Deering, have had using Avatar’s services and Avatar’s low cost. Also,

past outside bids have included a substantial charge for new programming software and haven't provided the same quality of data as Avatar.

A few town members voice dissatisfaction with Avatar employee's inability to meet with property owners who work on conflicting schedules. Ben Lewis and John Kablik ask if a bid can be opened to the public for tax assessment services, including software, and be presented for next year.

Further discussion closes as Selectman Tom Carlson agrees the Board would take the suggestion under advisement.

Vote Taken, Passed Unanimously

**Article 17)** Motioned by Tom Carlson, Seconded by Pauline Carlson

"To see if the Town will vote to raise and appropriate the sum of \$20,000 for the purchase and installation of a heating system for the Town Hall, or to take any action relative thereto."

The Selectmen recommend approval

Tom Carlson motions to amend Article 17 from \$20,000 to \$10,000, Seconded by Pauline Carlson.

Some discussion takes place regarding the differences of the two sums. Selectman Darlene Cuddy explains at the time of the Budget hearing there were no bids tabled and therefore an estimate was submitted. She further explains the need of a new heating system for the Hall based upon several reasons, the inability to keep the safety cover on the front office heater [Clerk note: the pilot light goes out and the Board was advised by the gas company this is due to the circulation of air in the front room] and the inefficiency of both heaters. Selectman Tom Carlson adds in the front room the heater when set at 70 degrees has melted the backs of the chairs while still being cold on the opposite side of the room and the motors of the heaters run for so long and at such a volume that normal conversations cannot be heard within the same room. Selectman Gerry Needham adds there is a safety issue with the gas lines and there was a serious gas leak a couple weeks ago [on the night of the Budget Hearings].

Further discussion closes as Ken Matthews asks if the heating system will be able to heat both the basement and the main floor of the Hall, John Kablik asks if the system will be able to upgrade for A/C and if so, why not keep the line item at \$20,000, and Selectman Gerry Needham confirms the new forced hot air system will be able to heat both floors and allows for A/C upgrade, but at this time the Board has been advised by the employees that the window A/C unit keeps the Hall at a comfortable temperature.

Vote Taken on amendment, Passed Unanimously

Vote Taken on Article 17, Passed Unanimously

**Article 20)** Motioned by Tom Carlson, Seconded by Ben Lewis

“To transact any other business that may legally come before said meeting.”

Moderator Pat Hines advises there is no Article 18 or Article 19.

Some discussion takes place regarding the use of motorized vehicles on Black Pond. Richard Robbins mentions as the lake is State owned motorized vehicles are allowed and Selectman Gerry Needham confirms the town doesn't have any ordinance prohibiting their use.

Further discussion closes with Ellen Blake asking if snowmobiles can be used on Class V roads. Selectman Tom Carlson confirms off-road vehicles must meet State requirements to run legally on Class V roads.

Darlene Cuddy motions to close Town Meeting, Seconded by Gerry Needham.

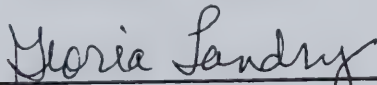
Vote Taken, Passed Unanimously

Moderator Patrick Hines closed the Meeting at 7:50 p.m. and the Meeting was adjourned at this time.

Respectfully Submitted,

Gloria J. Landry  
Windsor Town Clerk

A True Record – Attest



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Gloria J. Landry, Town Clerk

## WINDSOR SCHOOL BOARD ORGANIZATION

### Members of the School Board

Darlene Cuddy, Chair	Term Expires 2013
Cindy Stosse	Term Expires 2012
Gloria Landry	Term Expires 2014

### Officers of the School District

Treasurer	Kenneth Mathews
Moderator	Diane Hines
Auditor	Eileen Houghton
Clerk	Ben Lewis

### Administration

Dr. Garry Murphy, Ph.D.	Interim Superintendent
Ernest Muserallo, MA	Business Administrator
Linda Bullock, Ph.D.	Director of Curriculum & Instruction
Patricia M. Parenteau, M.S.	Director of Student Support Services

### Town of Windsor

14 White Pond Road	Phone (603) 478-3292
Windsor, NH 03244	Fax (603) 478-3293

### SAU #34

Mailing Address:	P.O. Box 2190 Hillsboro, NH 03244
Phone	(603) 464-4466
Fax	(603) 464-4053
Email:	<a href="mailto:gmurphy@hdsd.k12.nh.us">gmurphy@hdsd.k12.nh.us</a>
Website:	<a href="http://www.hdsd.org">www.hdsd.org</a>

**The State of New Hampshire  
Windsor School District  
SCHOOL WARRANT**

You are hereby notified to meet at the Town House in said District on the 13th day of March, 2012 at six thirty o'clock in the evening to act upon the following subjects:

ARTICLE 1. To choose by non-partisan ballot the following School District officials: One School Board Member for a 3-year term  
Moderator for a one-year term  
Clerk for a one-year term  
Treasurer for a one-year term  
Auditor for a one-year term

ARTICLE 2. To determine and appoint the salaries of the School Board and fix the compensation of any other officers or agents of the District.

ARTICLE 3. To hear the reports of agents, auditors, committees or officers chosen and pass any vote relating thereto.

ARTICLE 4. To see if the School District will vote to raise and appropriate for the support of schools, the payment of salaries of School District officials and agents, and for the payment of statutory obligations of the District, the sum of \$354,660 or take any other action in relation thereto.

ARTICLE 5. Shall the voters of the Hillsboro-Deering School District adopt a school administrative unit budget of \$1,012,092 for the forthcoming fiscal year in which \$12,739 is assigned to the school budget of this school district? This year's adjusted budget of \$1,027,363, with \$12,940 assigned to the school budget of this school district, will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit.

ARTICLE 6. To see if the School District will vote to raise and appropriate the sum of twelve thousand hundred dollars (\$12,000) to add to the expendable general trust fund created at the March 1993 Annual District Meeting for the purpose of paying for unanticipated tuition students or to take any action related thereto.

ARTICLE 7. To transact any other business that may legally come before said meeting.

Given under our hands at said Windsor this 7th day of February, 2012.

DARLENE CUDDY  
GLORIA LANDRY  
CINDY STOSSE  
School Board

Table 1

**WINDSOR SCHOOL DISTRICT**  
**2012-2013 Proposed Budget**

Description	2010-2011 ACTUAL	2011-2012 BUDGET	2012-2013 BUDGET
<b>REVENUES</b>			
Unreserved Fund Balance	\$0	\$0	\$ 0
Local Property Tax	275,094	240,635	199,780
State Property Tax	63,835	71,451	71,451
Earnings on Investments	12	0	0
State Adequacy Grant	108,168	108,168	108,168
<b>TOTAL REVENUES</b>	<b>\$447,109</b>	<b>\$420,254</b>	<b>\$379,399</b>
<b>EXPENSES</b>			
1100 Tuition	\$ 303,696	\$ 302,618	\$ 308,995
1200 Special Education	35,600	35,600	35,600
2310 Insurance	750	750	750
2320 School Board Salaries	900	900	900
2320 School Board Expenses	377	600	600
2320 School Board Clerk	15	15	15
2320 Treasurer	100	100	100
2320 Treasurer's Supplies	0	25	25
2320 Checklist & Ballot Clerks	0	30	30
2320 Moderator	5	5	5
2320 Auditor	0	10	10
District Share - SAU #34	12,240	16,932	0
Transportation	7,335	7,481	7,631
<b>TOTAL EXPENSES</b>	<b>\$ 361,018</b>	<b>\$ 365,066</b>	<b>\$ 354,660</b>
<b>OTHER EXPENSES</b>			
Transfer to Tuition Trust	\$12,000	\$ 12,000	\$ 12,000
Deficit Appropriation	0	\$43,187	0
<b>TOTAL EXPENSES</b>	<b>\$ 373,018</b>	<b>\$ 420,254</b>	<b>\$ 366,660</b>

Table 2

WINDSOR SCHOOL DISTRICT 2012-2013 Proposed Budget				
Regular Education Tuition				
	Students	Rate		Cost
Elementary School	10	12,618	\$	126,181
Middle School	5	12,907	\$	64,535
High School	9	13,142	\$	118,279
<b>TOTAL TUITION</b>	<b>24</b>		<b>\$</b>	<b>308,995</b>
Special Education Tuition				
	Students	Rate		Cost
High School	1	35,600	\$	35,600
<b>TOTAL TUITION</b>	<b>1</b>		<b>\$</b>	<b>35,600</b>



**Table 4**  
**WINDSOR SCHOOL DISTRICT**  
**Report of the School District Treasurer**  
**Fiscal Year July 1, 2010 to June 30, 2011**

<b>Balance on Hand - July 1, 2010</b>		<b>\$42,931.83</b>
Received from Selectmen:		
Current Year Appropriation	\$	
	318,545.37	
Balance of Prior Year Appropriations	\$131,454.6	
	3	
Revenue from State Sources	\$108,168.0	
	0	
Interest Income	\$11.71	
<b>TOTAL RECEIPTS</b>		<b>\$</b>
		<b>558,179.71</b>
<b>TOTAL FUNDS AVAILABLE FOR FISCAL YEAR</b>		<b>\$601,111.5</b>
		<b>4</b>
<b>LESS SCHOOL BOARD ORDERS PAID:</b>		
Fiscal Year 2009-2010		
Manifest #8 Trustee of the Trust Funds	\$12,500.00	
Manifest #15 Tuition – 2 <sup>nd</sup> Semester FY 09-10	\$	
	205,022.77	
Manifest #1 SAU Allocation – 1 <sup>st</sup> Qtr	\$ 3,060.00	
Manifest #2 Insurance	\$ 750.00	
Manifest #3 SAU Allocation – 2 <sup>nd</sup> Qtr	\$ 3,060.00	
Manifest #4 School Board Stipends	\$1,000.00	
Manifest #5 Prepaid Tuition – Ed Jobs Grant	\$7,663.50	
Manifest #6 SAU Allocation – 3 <sup>rd</sup> Qtr	\$3,060.00	
Manifest #7 Tuition – 1 <sup>st</sup> Semester FY 10-11	\$	
	180,347.85	
Manifest #7 Transportation	\$7,335.00	
Manifest #8 Granite Quill Publishers	\$125.00	
Manifest #9 Stipends for Budget Meeting	\$ 20.00	
Manifest #10 Trustee of the Trust Fund	\$ 12,000.00	
Manifest #11 The Villager	\$ 154.00	
Manifest #12 Granite Quill Publishers	\$ 35.00	
Manifest #13 Granite Quill Publishers	\$ 35.00	
Manifest #14 The Villager	\$ 28.00	
Manifest #15 SAU Allocation – 4 <sup>th</sup> Qtr	\$3,060.00	

Manifest #16 Tuition – 2 <sup>nd</sup> Semester FY 10-11	\$151,334.2	
		9
TOTAL SCHOOL BOARD ORDERS PAID		\$590,590.4
		1
<b>Balance on Hand - June 30, 2011</b>		<b>\$10,521.13</b>

Date: July 1, 2011

Kenneth Mathews,  
Treasurer

2-28-12  
DATE

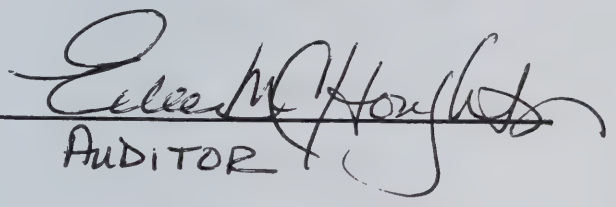
  
AUDITOR

Table 5

**WINDSOR SCHOOL DISTRICT  
Detailed Statement of Receipts 2010-2011**

DATE	FROM WHOM	DESCRIPTION	AMOUNT
7/28/10	Town of Windsor	2009-10 Appropriation	\$131,454.63
7/28/10	Town of Windsor	2010-11 Appropriation	\$18,545.37
8/06/10	Town of Windsor	2010-11 Appropriation	\$ 20,000.00
9/01/10	State of New Hampshire	Equitable Education Aid	\$ 21,634.00
11/02/10	State of New Hampshire	Equitable Education Aid	\$ 21,634.00
12/31/11	State of New Hampshire	Equitable Education Aid	\$32,450.00
3/03/11	Town of Windsor	2010-11 Appropriation	\$200,000.00
4/01/11	State of New Hampshire	Equitable Education Aid	\$ 32,450.00
6/30/11	Town of Windsor	2010-11 Appropriation	\$ 60,000.00
Various	Sovereign	Interest Income	\$11.71
<b>TOTAL RECEIPTS DURING YEAR</b>			<b>\$558,179.71</b>

**Table 6**

<b>WINDSOR SCHOOL DISTRICT</b>		
<b>Balance Sheet for Fiscal Year Ending June 30, 2011</b>		
	Assets	Liabilities
Cash – Checking	\$ 10,521.13	
Accounts Receivable	-	
Due from Town of Windsor	20,383.63	
Due from Windsor trust funds		
Accounts payable	-	0
Fund balance		30,904.76
<b>Totals</b>	<b>\$ 30,904.76</b>	<b>\$ 30,904.76</b>

**Table 7**

<b>WINDSOR SCHOOL DISTRICT</b>		
<b>Special Education Programs &amp; Services Pursuant to RSA 32:11-a</b>		
	<i>2009-2010</i>	<i>2010-2011</i>
Expenditures		
Special Education General	\$35,322	\$35,600
Revenues		
State Equitable Education Aid	\$108,168	\$108,168
<b>Net Cost of Special Education:</b>	<b>(\$72,846 )</b>	<b>(\$72,568 )</b>

Table 3

<b>SAU #34 PROPOSED BUDGET FY 2012-13</b>			
	<b>Expended FY 2011</b>	<b>Budgeted FY 2012</b>	<b>Proposed FY 2013</b>
100 Superintendent	\$ 122,660	\$ 123,600	\$ 123,600
102 Business Administrator	85,000	89,550	89,550
103 Administrative Staff	120,537	129,973	129,973
104 Director of Curriculum, Instruction & Assessment	81,890	80,000	80,000
105 Accountant	58,580	62,338	62,338
106 Bookkeepers	78,228	78,291	78,291
107 Director of Student Support	75,578	80,090	80,090
200 Insurance Benefits	90,713	131,257	136,751
220 FICA & Medicare	48,737	51,073	51,073
230 NH Retirement	55,783	69,733	69,733
240 Course Reimbursement	4,136	5,852	5,852
250 Unemployment Compensation	899	1,082	1,082
260 Workers Compensation	2,387	3,255	3,255
280 Tax-Sheltered Annuity	0	0	0
290 Professional Development	12,510	10,348	10,348
330 Contracted Professional Services	21,655	14,640	14,640
380 Audit and Legal Fees	3,001	6,360	6,360
430 Equipment Repairs & Maintenance	1,588	3,942	3,942
442 Copier & Equipment Leases	7,767	11,663	11,663
450 Office Rental	5,000	10,000	10,000
500 Postage, Telephone & Other Services	27,992	23,135	21,735
600 Supplies & Books	12,614	11,408	10,225
730 Replacement Equipment	5,502	800	800
750 Furniture & Fixtures	72	200	200
810 Dues & Fees	6,859	7,800	7,800
840 School Board Contingency	61	700	700
890 Student Recognition	3,702	5,000	5,000
<b>Grand Total</b>	<b>\$ \$</b>	<b>\$ \$</b>	<b>\$</b>
	<b>933,452</b>	<b>1,012,092</b>	<b>1,012,092</b>

WINDSOR SCHOOL DISTRICT

BUDGET HEARING – FY 2011-2012

FEBRUARY 8, 2011

School Board Members present: Darlene Cuddy, Chair; Cindy Stosse; Tracey Guzouskas; Jean Mogan, SAU #34.

Absent: Ben Lewis, Clerk (Secretary for the Town of Windsor, Annette Poland, took the Minutes)

Public attending: 5

Meeting was called to order at 6:10pm

The School Warrant articles were briefly discussed, no questions were asked. Discussion took place on the Actual vs Proposed budget.

Explanation from Jean was that the increase in the town portion was due to the home evaluation increase. (The increase was according to the equalization value submitted to SAU #34 from the Department of Revenue).

Jean went on to explained that the overall budget decreased due to fewer students, which is also the case for the proposed 2011-2012 budget.

There being no more questions, the school budget hearing was closed at 6:20pm.

**Annual Report  
Superintendent of Schools  
2010-2011**

As the district's Interim Superintendent, it is my pleasure to submit this report on behalf of Dr. Alan Genovese, who served as the district's Superintendent for the 2010 - 2011 school year. The Hillsboro-Deering Cooperative School District Annual Report reviews the district's activities, presents measures of student achievement, and summarizes the district's financial performance. What this report and possibly no report can adequately describe is the depth and breadth of student-focused efforts at each school, at each grade level, and in each class.

The entire 2010 - 2011 school year was filled with activities aimed at improving student performance, particularly in literacy and mathematics. Staff and other stakeholders at Hillsboro-Deering Elementary School accepted the school's eligibility to become a School-wide Title I School, allowing funds and services once restricted to a small population within the school to be extended to all students.

Focusing on the whole student, every student at the middle school participates in the development of his or her Personal Learning Plan (PLP) with input from their advisor and parent(s). Through the PLP process, students develop individual goals for improving academic achievement in all areas in particular, math and literacy. Assessed regularly, students chart their individual progress throughout the year. These assessments coupled with NWEA and NECAP data are used to drive individual student instruction.

The high school was identified as one of the lowest performing schools in the state. While the news was initially devastating, the school's ranking opened the door to remarkable possibilities. Dr. Genovese decided to pursue federal assistance, which required the district to select one of four routes toward improvement. After deliberating with numerous stakeholders, Dr. Genovese recommended that the district pursue the transformation model.

Members of the school board accepted Dr. Genovese's recommendation, and staff began the grant-application process. Administrators, teaching and support staffs, and school-board members contributed to the writing and review processes. The final grant was submitted near the end of the school year, and news arrived in June that a grant equaling almost \$530,000 had been awarded. Work would begin even before the new school year began.

Inherent to Dr. Genovese's recommendation that the district's high school

follow a transformation model, professional development (PD) was planned with a focus on improving school climate and effective instruction which were identified as issues at the High School that were inhibiting student success. The transformation model will continue to be developed and implemented throughout the upcoming school year.

Dr. Genovese provided forums for teachers, support staff, school board members, and community members a chance to voice opinions. With students foremost in their minds, adults joined efforts to create what the district is confident will be a remarkably successful 2011-2012 school year. This will only be possible, however, with everyone's continued support, and I'm confident that the new superintendent will have it.

The pages that follow contain summary reports from educational leaders across the district. Please take the time to review the reports to better understand the overall, comprehensive approach being made on behalf of students. For more information about the school district, please visit our website: [www.hdsd.org](http://www.hdsd.org).

In closing, please let me extend my sincere appreciation to all of you—teachers and support staff who continue to provide learners with engaging instruction in well-maintained and efficiently operated schools; school board members who give generously of their time on behalf of our students; parents for their involvement in their students' lives at school and home; community officials and townspeople who show their support for staff and students; members of the Duncan-Jenkins Trust who make life-changing opportunities available to teachers and students; and administrative leaders and staff for their unflagging support of the district's teachers, support staff, and community.

Respectfully submitted,

Garry P. Murphy, PhD  
Interim Superintendent of Schools



## **Business Administrator's Report**

We had a good year in the Business Office. In 2010-2011, we moved forward with maintaining our school environment, providing excellent services, and continuing our sound fiscal management practices.

Some of the major projects completed on our facilities include:

- Upgraded the windows of the elementary school Haslet Wing
- Replaced all the doors at the elementary school
- Significant re-painting at the HDHS

The 2010-2011 fiscal year ended with a surplus of \$355,400 from efficient school operations, a shortfall of \$132,400 in revenues, and the use of \$50,000 to increase the expendable trusts; resulted in a modest \$173,000 being returned from FY 2011 to taxpayers on their 2012 tax bills.

School district voters passed the budget for 2011-12 in March which allowed us to maintain existing staff and programs.

The Food Service program increased the number of meals served to students and increased reimbursements from the Federal government for students qualifying for free or reduced lunch. The program also received a grant to provide fresh fruit and vegetable snacks for the elementary school.

As the school district officer in charge of business operations, student transportation, food service and facilities, I want to thank the community for it's support of the students and staff of the Hillsboro-Deering School District and School Administrative Unit #34 that serves the Hillsboro and Deering communities.

Respectfully submitted,

Ernest A Muserallo, MA  
Business Administrator

**Annual Report  
Hillsboro-Deering Elementary School  
2010-2011**

During the 2010-2011 school year, our enrollment was 564 students. Classrooms and teaching staff were reorganized to meet student need. Grade two increased to six classrooms while grade three decreased from five classes to four, but we continued to have five classes in grades K, 2, 4, and 5, and three classes of pre-school children.

**NEW INITIATIVES**

- Additions to the Restructuring Plan: There was increased data use within grade level teams. Teachers began creating SMART goals for individual students, that is areas in which the students needed to improve and the measures which would allow us to measure student growth. A visual data wall was created for grades 3-5.
- Walkthrough Initiative: Due to last year's training of additional teaching staff to 22, there were additional walkthroughs done internally. Strengths are planning standards based lessons and communicating those standards to children. We continue to work on engaging students with the lessons using techniques that have been identified as best practices such as summarizing and developing organizers for information. The amount of higher level questioning increased evidenced by more requests of children to apply their knowledge.
- The School Community Council was reinstated. A communication rubric was created to improve communication between the school and the community.
- One teacher became the Math Coach increasing the use of challenging exemplars, math problems requiring critical thinking, and hands on math activities. She created math SuperStars groups for students needing an additional challenge. There were several math and literacy nights allowing children and their parents to try hands on math activities and exemplars. She also organized a Hooray for Hundred Day celebration.
- Application was made for School-wide Title One status.
- The fourth grade teachers piloted NECAP inquiry based Science labs.
- All students had the opportunity to make the morning announcements.
- We piloted our first summer Math camp for hands on, real life math activities. This took place in the Deering town hall, for which we were most grateful.

**STUDENT ACHIEVEMENT**

- We did not make Annual Yearly Progress, AYP, due to subgroups, in fall of 2010. The effect of more consistent math calendars within grade levels could not yet be measured. Committees met to determine further action plans. There are other academic measures we use as indicators.
- On the spring Science Assessment, 56 % of the students scored proficient, compared to 39% in 2009. There were corresponding decreases in those below proficient, from 52% below level in 2009 to 43% in spring 2010. Bravo grade 4 teachers!
- Students in grades 1-4 took the MAP once in the spring. Statistically, 10% would have been expected to score at or above the 90<sup>th</sup> percentile. Actually, the percentage was higher in every grade, ranging from 17-35% of the students in Reading. 50% would have been expected to have scored at or above the 50<sup>th</sup> percentile. The actual percentage was

## **SCHOOL CLIMATE**

The walkthrough initiative also measured classroom climate. All classrooms were found to foster a climate of fairness, caring and respect with teachers reinforcing the effort of students. Much of this was tied to maintaining standards for behavior, routines and transitions.

## **ENRICHMENT**

- After School Clubs continued to flourish through the generosity of the Duncan-Jenkins Trust and the Hillsboro-Deering School District budget. Clubs included: a walking club, origami, First readers (of the new library books), Uno, beginning sign language, a homework club, Lego Club, Super Science Experiments and our first Yearbook club. Approximately 200 students participated.
- In addition to our enrichment clubs, students could participate in Before and After School programming during the school year provided by the Hillsboro-Deering Elementary School Kid Adventure Program. This program also provided summer themed camp experiences at the school, addressing the interests of up to 55 students per day, for a total of 139 different children accessing the services, and meeting the needs for daycare for our working parents.
- Through the generosity of the Duncan-Jenkins Trust, we were able to bring a variety of assembly programs to the school. For example, the school Enrichment Committee members enriched the curriculum by inviting storyteller Len Cabral, author and illustrator Lulu Delacre, the Crabgrass Puppet Theatre and Latin American music by Taino.

## **INTERVENTIONS**

- As part of the No Child Left Behind Program, designated students were able to receive tutoring from Sylvan Learning and Club Z, state approved providers. These services were offered outside the regular school day by non-school staff.
- Title I provided camps during the summer in either literacy or math for students entering grades K-5. Additional children were served through summer SES tutoring. In addition, the school's book mobile, the Library Limousine, visited neighborhoods and recreational sites, every week throughout the summer.
- An RTI, response to intervention, team was formed to determine how we can systematically assist all children to reach proficiency.

Respectfully submitted,

Noreen McAloon, Ed.D.  
Principal

**Hillsboro-Deering Middle School  
Annual Report  
2010-2011**

During the 2010-2011 school year, HDMS faculty and staff continued their efforts to achieve our school's three major goals : (1) to improve the quality of the individual learning plans for all students, (2) to increase the number of hands-on, practical learning experiences for students and (3) to improve student achievement levels in mathematics and reading.

The following initiatives and programs were instituted two years ago and continued during the past school year.

### **PERSONAL LEARNING PLANS**

All students participate in the development of a Personal Learning Plan (PLP) in the fall of each school year. Plans are developed with each student's advisor and parents. This educational team reviews student data, including but not limited to, attendance records, NECAP scores, MAP scores, Curriculum based assessments, discipline records, Good News Card records, classroom performance and report cards to determine a student's individual strengths and weaknesses. Upon this determination, the team develops personal goals for the student to assist him/her in maximizing their educational progress at HDMS. Each student's plans are reviewed twice annually with their education support team.

### **TUTORING PROGRAM**

HDMS continued to offer individual and small group tutoring services to students during the 2010-2011 school year. Students were given the option to enroll in our after-school tutoring program or to receive tutoring services during the summer. Some students opted for both. Services afforded students the opportunity for remediation or acceleration in math and/or reading.

### **FIELD EXPERIENCE AND ACTIVE LEARNING**

The following field experiences have recently become an integral component of our curricula at respective grade levels for our students. Several other experiences are included each year as well as services and presentations from area artisans and experts.

- Washington DC Tour- For the fifth consecutive year, eighth grade students toured Washington DC during a weeklong trip to our nation's capital. Students had a productive and enjoyable week and served our town and state well as ambassadors of Hillsborough, New Hampshire. We hope to continue this tour annually and make it a permanent part of our grade eight US History unit of study.

- Fox State Forest- Seventh and eighth graders in our Red House (formerly known as our SciTech house) continue to spend time in Fox State Forest studying its flora and fauna. We continued to utilize this natural resource as an outdoor classroom for our life science studies throughout the 2010-2011 school year. Students successfully completed their Tree Identification and Trail Project, resulting in providing information boxes on sixteen different trees along the Ridge Trail.
- Exchange City- We will continue to enroll in the Exchange City Program to enhance our math and social studies curricula at the sixth grade level. Exchange City is a hands-on economics education program combining classroom lessons with role playing in a model city setting in Portsmouth.

Building community among our students and involving our community in our students' education is at the heart of many of our above stated initiatives. HDMS continues to offer School Community Meeting during the last Friday of every month at 1:00pm-2:00pm. Parents and community members are always invited to attend and participate.

In October 2010, HDMS collaborated with local businesses, the Hillsboro Community Action Team and Kids-In-Gear Program to host our fifth annual Community Trick-or-Treat. The event was well attended and by all accounts, a great success.

We closed the 2010-2011 school year with pride upon reflecting on our students' successes and achievements. We thank our parents and community members for their support in this endeavor and for their contributions to our students' education.

Respectfully submitted,

Rick Nannicelli  
Principal

**Annual Report**  
**Hillsboro-Deering High School**  
**2010-2011**

The 2010 – 2011 school year resulted in a commitment to positive change and growth for the Hillsboro-Deering High School community.

At the beginning of the 2010 – 2011 school year a new AB rotational schedule was implemented. The schedule was designed to create more continuity and fewer transitions for students. The schedule also added an enrichment period to allow for re-teaching and enrichment opportunities within the school day.

The high school administration focused building wide professional development and discussion around the areas of lesson planning and assessment. The FEI (Framework for Effective Instruction) lesson plan format was introduced to the faculty and became the basis for discussion and feedback. Teachers submitted weekly lesson plans to the principal. The principal also did a number of observations based on the FEI format.

In the Spring of 2011 Hillsboro-Deering High School had the opportunity to apply for a School Improvement Grant (SIG.) During the application process the administration chose to undertake the transformational model of school reform. As part of that process the administration and the teachers' federation entered into a Memorandum of Understanding (MOU) which committed all parties to a series of actions designed to increase the quality of education for all students.

The high school said a fond farewell to English teacher, Beffa Wyldemoon, and special education teacher, Dorothy Martin, whose passionate commitment to the education of our students was a long time fixture of HDHS. We wish them both the best in their well earned retirement.

**Student Accomplishments:**

Hillsboro-Deering High School DECA ended their competitive year with three recognitions on the international stage at the International Career Development Conference (ICDC) held in Orlando, Florida from April 29 –May 3, 2011.

Hillsboro-Deering's DECA team for Virtual Business Retailing represented New Hampshire and won a tightly contested final match and came out on top in an event that was competed in by over 4,000 teams internationally during the qualifying rounds. This is the second year in a row that a team from Hillsboro-Deering has won first place in the world for a DECA event.

Additional recognitions included a Gold Certified School Based Enterprise for Hillsboro-Deering's award winning Hillcat Corner campus store and a Diamond Level Chapter award. HD DECA also had a student elected as a New Hampshire State Officer.

Along with the Retailing team and the School Based Enterprise Managers, eleven other students earned the right to advance to the International Conference in Orlando earning first or second place awards in the following events: Principles of Hospitality and Tourism, Principles of Finance, Principles of Business Administration, Business Law and Ethics, Financial Analysis, and Marketing Communications.

March Youth Art Month- The art department organized a show at NEC's gallery for Region 7 of the Art Educators Association. Last year two of our students were chosen "best in show" each receiving a \$15,000 scholarship.

Scholastic Art Awards Gallery showing at Pinkerton Academy- there were many student winners last year receiving gold & silver awards. Ongoing online art gallery <http://www.artsonia.com/schools/school.asp?id=1959>

Last April vacation, we had 21 students, parents and faculty members travel to Greece. Everyone marveled at the antiquities, the food, cafes, and also the friendliness of the people. We also traveled to three of the Greek islands. Upon returning to the U.S., everyone talked about someday returning to Greece.

The New Hampshire Interscholastic Athletic Association (NHIAA) honored senior scholar athletes from across the state in Concord on Monday February 7, 2011. The NHIAA recognizes seniors who maintain a 3.5 cumulative GPA and participate in at least two varsity sports during their senior year. Nine Hillsboro-Deering High School students were honored on this day; six female and three male scholar athletes.

Educationally Yours,

James O'Rourke  
Hillsboro-Deering High School Principal



**Annual Report**  
**Director of Curriculum, Instruction, and Assessment**  
**2010-2011**

It is my pleasure to share with you some of the efforts teachers and other staff made in 2010-2011 to promote student growth and achievement.

**CURRICULUM AND INSTRUCTION**

At the Elementary School, teachers continue to employ the *Treasures* reading program to provide consistent literacy instruction across grade levels. Middle-school teachers used the program for the first time this year. Elementary students transitioning into the sixth-grade now recognize the elements and procedures of the same reading program they have used for years. Such familiarity allows students and their teachers to concentrate on new skill and conceptual development rather than materials and procedures.

Third-grade teachers in the Elementary School piloted science-inquiry programs. Students had hands-on opportunities to explore gravity, friction, motion, and design. A teacher representative filmed students at work and produced a brief movie to share with school-board members and the public. With the program's early success, the Elementary School began making plans for a school-wide inquiry initiative for the next school year.

At the Middle School, sixth-grade teachers continue to work in self-contained classrooms, easing the transition for incoming students. Seventh- and eighth-grade students learn together, working with teachers who collaborate across disciplines.

A middle-school science teacher was awarded a technology grant to integrate iPad technology into instruction. The focus of the first technology-centered unit is geomythology, a unit that combines New Hampshire geology and Native American culture. The initiative is a pilot for broader technology applications in the subsequent year.

The Understanding by Design (UbD) teaching and planning model continues to serve teachers and students across the district. District staff use the UbD model to plan local professional development training for middle- and high-school teachers.

Common Core standards in Mathematics and English/Reading/Language Arts are attracting more serious attention given that the standards may replace existing state standards and alter the state assessment as soon as the 2013-2014 school year.

The district is notified that the High School is eligible for a School Improvement Grant (SIG) to improve student academic performance.

Information is shared at town-hall meetings and data are collected at the school and district levels. A team is organized to examine the data, review input from a variety of stakeholders, and discuss specific actions that will serve as the basis of the grant application. The grant is written and the school is awarded more than \$500,000.00 for an action plan that began in the summer of 2011.

The district is notified that it is a District in Need of Improvement (DINI) for Mathematics. A team of stakeholders begins meeting to collect and analyze student-performance data. They use the data to create an action plan for the entire district, planning activities aimed at improving student performance. Among the activities presented in the plan is the production of an online mathematics dictionary, written by students, teachers, parents, and other community members. Activities linked to the DINI plan begin in the subsequent school year.

## ASSESSMENT

Each year students in grades 3–8 and 11 participate in the NECAP (New England Common Assessment Program), administered across the state. Students in grades 3-8 and 11 take Reading and Mathematics tests. Students in grades 4, 8, and 11 take Science tests, and students in grades 5, 8, and 11 take a Written and Oral Communication test. Students' scores are translated into the achievement levels P4, P3, P2, P1. These symbols represent these performance levels, from highest to lowest: *proficient with distinction*, *proficient*, *partially proficient*, and *substantially below proficient*. The following chart summarizes student performance on the NECAP this year across the district. Performance percentages at each level are rounded to the nearest whole number.

Reading				Mathematics			
P4	P3	P2	P1	P4	P3	P2	P1
9	56	26	9	8	39	27	25
Science				Writing			
P4	P3	P2	P1	P4	P3	P2	P1
0	24	56	20	3	36	50	12

Again this year, the district used computer-based MAP (Measures of Academic Progress) tests in the fall and spring to predict or project student performance in Reading and Mathematics on the NECAP. Reports were distributed to teachers in the spring and fall, allowing them to use the data to modify instruction. Reports were issued to parents at the same time.

Teachers at the Elementary School a Middle and High Schools use locally c Assessments and Benchmark Assess performance and inform instruction in reading, writing, science, and mathematics.

## PROFESSIONAL DEVELOPMENT

The primary purpose of professional development is to provide teachers with the training they need to promote student performance. Consequently, teachers participated in a variety of learning and training opportunities, including:

Ongoing Sessions—New Teacher Induction; Second-Year Teacher Assistance; and District-wide Mentoring

Special Sessions— Teachers and supporting staff across the district engaged in a variety of professional learning opportunities, including the integration of technology into instruction; interpreting and using MAP and NECAP data; building Professional Learning Communities from the ground up; accessing student achievement reports through Performance Pathways; means of differentiating instruction; and strategies for enrichment and remediation. At the conclusion of the school year, middle-school teachers spent three days working together to create original standards-based units of instruction. High-school teachers worked with a leadership consultant to learn more about 21<sup>st</sup>-Century Learning, building consensus, and improving school climate. They also engaged in an analysis of instructional planning from competencies to objectives.

I am fortunate to be one of many instructional leaders across the district, leaders who include teachers, support staff, parents, school-board members, and community members. I look forward to working with these leaders in the new school year to promote student growth. Your continued support is critical to our success, so please accept my thanks for your involvement.

Respectfully submitted,

Linda D. Bullock, Ph.D.,  
Director of Curriculum, Instruction, Assessment, and Professional Development

**Annual Report  
Director of Student Support Services  
2010-2011**

For the school year 2010-2011, Student Support Services focused on building capacity from within by advancing the skills of the district's in-house professionals. Professionals ranging from educators to related service providers participated in trainings over the course of the year on various topics to ensure best practices are being utilized to meet the diverse needs of Hillsboro-Deering students across all settings.

**McKinney-Vento Act – Homeless Students:**

The McKinney-Vento Homeless Assistance Act provides certain rights and protection for families experiencing homelessness. Public school districts must ensure that students who are homeless have equal access to the same free, appropriate public education as other youth. The number of students residing in homeless environments in the Hillsboro-Deering School District was as follows: 33 students at HDES, 7 students at HDMS and 26 students at HDHS. Over the course of the year approximately 72 students accessed this service.

**Home School:**

Parents have the right to choose home education as an alternative to having their son(s) and or daughter(s) attend a public or private school in accordance with Chapter 279:2, laws of 1990. The number of students being home-schooled that has been reported to the District is 69. Fifty-seven of these students reside in Hillsboro-Deering, 8 in Washington and 4 in Windsor.

**English for Speakers of Other Languages, (ESOL):**

As stated on the New Hampshire Department of Education's website, "The mission of the ESOL Program is to ensure that all English Language Learners in New Hampshire are given an equitable, appropriate, and academically challenging education." Hillsboro-Deering School District began the year with 11 students who met the eligibility criteria to receive ESOL support. This number has risen to 12 throughout the year, 8 students at HDES, 3 at HDMS and 1 at the HDHS.

**Section 504:**

Section 504, Rehabilitation Act of 1973, is a civil rights law that prohibits discrimination against individuals with disabilities. Forty-four students were identified under Section 504 and received accommodations to meet their individual needs to the same extent as the needs of students without disabilities, 14 students at HDES, 13 at HDMS and 27 at HDHS.

**Nursing:**

In an effort to unify health office practices within the School District, school nurses met as a health care team and formulated a procedure/protocol manual for the Health Offices. Nurses worked to implement a 100% insurance program for students and will continue to work in conjunction with Concord Hospital to strive for all students in the district to have health insurance and access to primary care physicians. Staff members within the district were provided an opportunity to take CPR/AED classes.

**Counseling and Therapeutic Support:**

Hillsboro-Deering Elementary School continues to work with Riverbend Community Mental Health in an effort to improve the availability of mental health therapeutic supports to children and families in the Hillsboro-Deering area. Riverbend has provided an experienced child and family clinician to work two days per week at HDES. A licensed clinical social worker provides individual therapy to children during the school day, as well as consultation with teachers regarding emotional and behavioral needs. In addition, regular family involvement in the treatment process is required. This school-based mental health program supports children who demonstrate significant emotional, social and/or behavioral challenges at home, in school, and in the community.

The K-12 School Counseling Committee continued to work on developing a K-12 developmental school guidance and counseling protocol and implementation plan based upon the ASCA (American School Counselor Association) National Model. Surveys were mailed to parents of elementary school students and the results analyzed and incorporated into curriculum planning. Middle and high school counselors collaborated with faculty and developed interdisciplinary goals. A common set of school counseling standards with indicators for K-12 focus was developed and each building identified how these goals would be met for each student.

**Special Education:**

A total of 218 students were identified with educational disabilities, which represents 15.8% of the school district's school-aged population; 16% at HDES, 16.6% at HDMS and 12.5% at HDHS. Twelve students with educational disabilities were placed in out-of-district placements, seven placed by the Court/DCYF and five placed by the District.

One way of maximizing resources and maintaining fiscal responsibility was to increase the number of professionals certified as trainers in Pro-Act. Pro-Act is a de-escalation and behavior management system that supports staff and provides

strategies to address students with behavioral challenges. The hope is that such trainings will decrease disciplinary issues and possible suspensions. As the objective is to have all staff trained and re-certified every three years, the district increased Pro-Act certified trainers from one to three to provide cost-effective training for all staff in each building.

To support students with Autism Spectrum Disorders, speech and language pathologists and school psychologists attended trainings to advance their ability to provide appropriate instructional materials and strategies via the Social Thinking Skills Curriculum, which is a district initiative. These professionals consult, collaborate and support staff working with students who have Spectrum Disorders utilizing best practices recommended by the District's Consultant and Autism Behavior Specialist, Dr. John Moran.

Assistive Technology continues to be a district goal, which supports and increases students' independent skill levels while enabling students with disabilities to become as independent as possible throughout their learning experiences. To achieve this goal, the district supported the training of two staff members to become certified Assistive Technology Professionals. These individuals work in collaboration with the Director to develop written criteria to determine students eligible for Assistive Technology supports.

The 2010-2011 school year resulted in changes to programs at the Hillsboro-Deering Elementary School. One of these changes pertains to the Alternative Program, which was established in 2006. The program supported students with emotional challenges as a means of educating them in the least restrictive environment, which is their community school. As the needs of students being serviced changed, it became evident that the program needed to be reassessed to address this changing population. At the end of the 2010-2011 school year, the Alternative Program was renamed to REACH program, which stands for Respect, Educate, Achieve, Challenge and High expectations. This program meets the needs of young children diagnosed with Autism Spectrum Disorders. Another program was created in March of 2011 to support students with social-emotional challenges. This program is known as ASPIRE, which stands for Achieve, Success, Promote, Independence, Respect and Educate. A team of individuals supported the implementation of ASPIRE that included the District's technology and maintenance departments who assisted with renovating an existing space located within the elementary building to accommodate program needs. Both of these cost-effective programs provide opportunities to educate students with special needs in their community school rather than an out-of-district placement.

The Hillsboro-Deering High School Alternative Education Program went through structural changes that resulted in the program being temporarily displaced from the Deering campus and housed in one of the modulars at the high school campus. Once modifications to the building were finalized, students and staff returned to the Deering campus January 2011.

In the coming school year 2011-2012, the goals for the Department of Student Support Services will be in the areas of exploring a flexible schedule for students in need of extra support beyond the regularly scheduled school day. The elementary school is currently piloting such a program at no additional cost to the district to assist with the effectiveness of implementing such a schedule. How services are delivered at each building will also be examined to ensure best practices are being utilized while maximizing the resources and expertise of the special education staff. To be proactive in meeting the needs of student with Autism Spectrum Disorders, a task force will be established to create a seamless transition process for students from preschool through 21 years of age.

Respectfully Submitted,

Patricia Parenteau  
Director of Student Support Services

### **Title I Annual Report 2010-2011**

Each year Hillsboro-Deering Elementary School receives a Title 1 "Targeted Assistance" allocation that must be dedicated solely to assisting students who are struggling and who may be "at risk of failure." The goal of the Title 1 program is to give selected children additional time with high-quality instruction in reading, writing, and math so they can make accelerated progress and become successful learners at their grade level. The Title 1 program does not replace or supplant regular classroom instruction, but adds to it.

Children are selected for the Title 1 program based on data from multiple assessments, teacher observation, and parent permission. Following the requirements of the No Child Left Behind Act, Title 1 supplementary instruction is provided by highly qualified full time and part time teachers and tutors. One hundred and twenty five students in grades PreK-5 received Title 1 services



in 2010-2011. Five intervention programs were offered during the school year and six staff members were funded by the Title 1 grant. In addition, summer programs and some extended day tutoring, small group intervention, and Title 1 sponsored clubs were also offered as part of the Title 1 program. An “action research” project is also being conducted to see if students receiving a below proficient score on the Math NECAP state assessment would score better with some extended day and summer targeted instruction in math.

The Title 1 programs successfully accelerated student learning for the majority of students. Our *Home to School* program not only allowed us to make home visits, but brought Title 1 parents into the elementary school more often, contributing to a change in the culture and climate of Literacy and Numeracy thinking for at risk students and families. We continued our work this past year to make both Math and Literacy interventions a partnership between school and family. With the help of a state approved Math specialist, we offered coaching to both parents and teachers in the elementary school in a variety of venues including Family Math evenings and workshops.

As part of the McKinney-Vento Federal law, Title 1 must service homeless and migrant youth and families. This past year, we provided services for forty nine students from 38 families in all three H-D schools. Such services took the form of tutoring, enrichment activities, transportation, and school and health supplies. Our Title 1 Home to School coordinator also helped these families in transition with local, state, and community contacts to aid in the well being of the children. Local organizations partnered with us in sending home weekly food bags, school supply backpacks, and health and beauty supplies when needed.

As a Targeted Assistance School, HDES receives Federal funds for students at risk of failure. This designation is determined by the free and reduced lunch count which was approximately 43% in 2010-2011. These funds support instructional salaries and supplies, school wide professional development, parent involvement activities, and project management. The 2010-2011 Title 1 allocation was \$380,634.

Because HDES did meet its Annual Yearly Progress benchmark as mandated by NCLB, the 10% *DINI* set aside for being a *district in need of improvement* was not required and that money went into Math services for Title 1 students. However, until HDES makes AYP for two consecutive years, 10% of the Title 1 allocation still had to be set aside for being a *SINI—school in need of improvement*. This allowed HDES to continue improvement initiatives at the school level using some Title 1 monies. Our improvement initiative continued to be in the form of Literacy Coaching to classroom teachers who volunteered to

receive this service. An additional 20% of the Title 1 allotment, about \$78,000 had to be used for *Supplemental Educational Services, SES*. This is free tutoring offered to low income students at risk and provided by state approved vendors not associated with the school or district. This program is in lieu of school choice. The state determines our per pupil expenditure and number of students who can receive this service. We serviced the maximum number allowed which was twenty three students in grades 1 through 5. Three state approved vendors provided the services which were administered either at home or in school outside of the school day. Almost half of these students continued the service into the summer months.

Hillsboro-Deering Elementary also continued to use monies received from a 2 year Federal ARRA—stimulus grant in the amount of \$301,000. The bulk of this money was used in the first year of the grant to increase the hours of the part time interventionists to be able to offer extended day services, and to implement a full day, eight week summer program with meals and transportation servicing almost 40 elementary students, pre K through 2<sup>nd</sup> grade. Both the Math and Literacy Coaching programs were expanded with these extra resources. The Title 1 van, purchased in the first year of the ARRA grant, allowed us to continue services for summer and extended day programs.

Over the course of the school year, Title 1 and other staff members, held information sessions and workshops on the positive aspects of becoming a School-wide Title 1 school. We were able to apply to the state for this distinction because our poverty level has held above 40% for two consecutive years based on data from the Federal Free and Reduced Lunch Program. We applied for the status in the spring and became a School-wide Title 1 program in late summer. This new status will allow all future HDES students and families to be serviced and enriched using Title 1 funds, staff, and professional development.

Respectfully submitted,  
Cathering Terry, Title I Coordinator

**Annual Report  
Director of Afterschool Programs  
2010-2011**

**Kids Adventures Afterschool Program  
Grades K-5**

**KIDS IN GEAR Afterschool Program  
Grades 6-8**

Kid Adventures (KA) and KIDS IN GEAR (KIG) are comprehensive afterschool programs that operate at the elementary and middle schools in the Hillsboro-Deering School District. The programs are open to all students who are eligible to attend the district. During the fifteen-plus hours per week of academic support, enrichment classes, and recreational activities, programs ensure linkages to school curriculum, the development and meeting of academic performance goals for participating young people, nutrition and wellness activities, family involvement programming, and on-going quality assurance and improvement initiatives to assess and ensure the effectiveness of programming.

The majority of funding for the program comes from the 21st Century Community Learning Center (21st CCLC) program which is part of the **No Child Left Behind Act** under Title IV, Part B. It is an opportunity for students and their families to continue to learn new skills and discover new abilities after the school day has ended. The goal of the 21st CCLC program is to raise student academic achievement through the creation and expansion of community learning centers that provide students with academic enrichment opportunities as well as additional activities designed to complement their regular academic program.

**Enrollment**

Enrollment for the KIDS IN GEAR Afterschool Program for 2010-11 was 144 students. Of the 144 students served this year, 52 were regular attendees, having attended the program thirty days or more. Forty-five of 7<sup>th</sup> & 8<sup>th</sup> grade students were retained from the previous year. The Kids Adventures Afterschool Program served 139 students with 89 being regular attendees.

**Academic Component**

Homework Lab is offered one hour daily (middle school) and half hour (elementary) Mondays through Thursdays during the academic year. Each student enrolled in the program is expected to work on their home/school work each day they attend.

Increased collaboration between afterschool programs and special education program in the schools has promoted creative budget support including one to one aides for youth with special needs. Afterschool staff are included in IEP and other team meetings as needed. Special Education department has worked with afterschool staff and participants to assure success for the students who have chosen to participate in the program. School day teachers communicate with afterschool program on a regular basis to assure that school and homework assignments are being completed.

Based on a review of reports cards, 28.6% of regular attendees (30 days or more) in the KIG Program increased in math, while 38.8% increased in reading/language arts. If you consider those whose grades remained the same, the totals would be 51% in math and 65.3% in reading/language arts. At the elementary level, 54% of regular attendees improved their Reading/LA grades, with 32.9% remaining the same. 58.4% of regular attendees improved their math grade, with 45% remaining the same.

Respectfully submitted,

Cathy Nowacki  
Director of Afterschool Programs



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