

G
352.0742b
W74
2018
c.1



Annual Town Report

Fiscal Year

January—December 2018

Town of Windsor established 1798

G
352,07426
W74
2018
C.1

TOWN REPORT PAGES

Town Officer's listing1
2016 Town Warrant Yellow section
Selectmen's Letter.....2
Budget of Town (2019 MS-636)3
Summary Inventory of Evaluation (2018 MS-1).....13
2018 Tax Rate Breakdown21
Financial report as of December 31, 2018.....25
Tax Collector's Report (2018 MS-61).....27
Town Clerk's 2018 report.....33
Town Clerk: 2018Vital Records Reports36
2018 Income and Expense Report.....39
2018 Detailed statement of payments.....41
2018 Statement of Appropriations.....42
Comparative statement43
Report of Trust Funds (2019 MS-9, for 2018).....45
Capital Area Mutual Aid Annual Report.....49
Public Officials Bond / Certificate of Coverage.....52
Annual Report of Executive Councilor.....53
Town Clerk's Meeting Minutes 2018.....54

Windsor School District 2018 Annual Report.....Blue Section

NH STATE LIBRARY
MAY 07 2019
CONCORD, NH

TOWN OFFICERS - Elected

Auditor	1 year term	Cynthia Stosse	Term Expires	2019
Treasurer	1 year term	Ellen Blake	Term Expires	2019
Moderator	2 year term	Pat Hines	Term Expires	2020
Town Clerk	3 year term	Gloria Landry	Term Expires	2020
Deputy Town Clerk	3 year term	Patricia Main	Term Expires	2020
Tax Collector	3 year term	Ken Matthews	Term Expires	2020

SELECTMEN AND ASSESSORS - Elected

Charlotte Hebert	3 year term		Term Expires	2021
Gerald Needham	3 year term		Term Expires	2019
Darlene Cuddy	3 year term	Chair	Term Expires	2020

TRUSTEES OF THE TRUST FUNDS - Elected

Victoria Hebert	3 year term (remainder of)		Term Expires	2019/2021
Vacant	3 year term		Term Expires	2019
Melissa Merrill	3 year term	Chair	Term Expires	2020

SUPERVISORS OF THE CHECKLIST - Elected

Robert Main	6 year term		Term Expires	2024
Jerry Cilley	6 year term		Term Expires	2020
Nicholas Buccarelli	6 year term	Chair	Term Expires	2022

PLANNING BOARD MEMBERS - Appointed

Pat Hines	3 year term	Chair	Term Expires	2021
Michael Cuddy	3 year term		Term Expires	2021
Gerry Needham	3 year term		Term Expires	2020
Ben Lewis	3 year term		Term Expires	2020
Ted Timpson	3 year term		Term Expires	2019

ZONING BOARD OF ADJUSTMENT - Appointed

Robert Main	3 year term		Term Expires	2021
Vacant	3 year term (remainder of term)		Term Expires	2021
Charlotte Hebert	3 year term		Term Expires	2019
Christopher Davies	3 year term		Term Expires	2020
Nicholas Buccarelli	3 year term		Term Expires	2020

COMMITTEES & OFFICERS- Appointed by Selectmen

Vacant	Health Officer
Annette Poland,	Deputy Tax Collector

EMERGENCY MANAGEMENT OFFICERS - Appointed by Selectmen

T. Patrick Hines, Director	Darlene Cuddy, Deputy
----------------------------	-----------------------

LOCAL FIRE WARDENS

Pat Hines, Kevin Riley, Bob Crane



Windsor

The inhabitants of the Town of Windsor in the County of Hillsborough in the state of New Hampshire qualified to vote in Town affairs are hereby notified that the Annual Town Meeting will be held as follows:

Date: March 12, 2019
Time: 6:30 PM
Location: Windsor Town Hall, 14 White Pond Road

GOVERNING BODY CERTIFICATION

We certify and attest that on or before February 22, 2019, a true and attested copy of this document was posted at the place of meeting.

Name	Position	Signature
Gerald Needham	Selectman	Gerald Needham
Charlotte Hebert	Selectman	Charlotte Hebert
Darlene Waddy	Selectman	Darlene Waddy



Article 01 Elect Town Officers

To Choose by ballot all necessary Town Officers for the ensuing year.

Article 02 Financial Administration

To see if the town will vote to raise and appropriate the sum of \$56,900 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. Selectmen recommend approval. Majority vote required.

Article 03 Accept Reports of Agents

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

Article 04 Police and Fire

To see if the town will vote to raise and appropriate the sum of \$14,827 for Police and Fire expenses, or to take any action relative thereto.
Selectmen recommend approval. Majority vote required.

Article 05 General Government Building

To see if the town will vote to raise and appropriate the sum of \$20,000 for the General Government Building operating expenses of the Town Hall, or to take any action relative thereto.
Selectmen recommend approval. Majority vote required.

Article 06 Upkeep of Town Cemeteries and Town Hall grounds

To see if the town will vote to raise and appropriate the sum of \$2,000 for the upkeep of the Town cemeteries, or to take any action relative thereto.
Selectmen recommend approval. Majority vote required.

Article 07 Highways and Streets

To see if the town will vote to raise and appropriate the sum of \$31,400 for highways and streets, or to take any action relative thereto.
Selectmen recommend approval. Majority vote required.

Article 08 Donations

To see if the town will vote to raise and appropriate the sum of \$100 for donations, or to take any action relative thereto.
Selectmen recommend approval. Majority vote required.

Article 09 Town of Hillsborough Transfer Station

To see if the town will vote to raise and appropriate the sum of \$15,451 to be paid to the Town of Hillsboro for the use of the Transfer Station, or to take any action relative thereto. Selectmen recommend approval. Majority vote required.



Article 10 Advertising and Membership Dues

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 NH Municipal Association, or to take any action relative thereto. Selectmen recommend approval. Majority vote required.

Article 11 Legal Expense

To see if the town will vote to raise and appropriate the sum of \$1,000 for legal expenses, or to take any action relative thereto. Selectmen recommend approval. Majority vote required.

Article 12 Donate to Fuller Library in Hillsborough, NH

To see if the town will vote to raise and appropriate the sum of \$1,000 to donate to the Fuller Library in Hillsboro, NH, or to take any action relative thereto. Selectmen recommend approval. Majority vote required.

Article 13 Purchase Insurance

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. Selectmen recommend approval. Majority vote required.

Article 14 Welfare

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. Selectmen recommend approval. Majority vote required.

Article 15 Planning and Zoning

To see if the town will vote to raise and appropriate the sum of \$50 for the Planning and Zoning Master Plan, or to take any action relative thereto. Selectmen recommend approval. Majority vote required.

Article 16 Fire Equipment

To see if the Town will vote to raise and appropriate the sum of \$1,000 to purchase fire equipment, or to take any action relative thereto. Selectmen recommend approval. Majority vote required.

Article 17 Former Brooks' property clean up

To see if the town will vote to raise and appropriate the sum of \$3,500 for the costs associated with testing and solid waste cleanup of the former Brooks' property, Tax Map 1, Lot 22, as required by the N.H. Department of Environmental Services. Said amount to be recovered from the proceeds of the sale of the property when the project is completed. This special warrant article will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the cleanup is completed or by December 31, 2020, whichever is sooner. The Selectmen recommend approval. Majority vote required.



Article 18 Exemption for Prisoners of Wars

SUBMITTED BY PETITION: Shall the Town vote, as authorized by RSA 261:157-a, to adopt an ordinance waiving the fee to be charged for a permit to register one motor vehicle owned by any person who was captured and incarcerated for 30 days or more while serving in a qualifying war or armed conflict as defined in RSA 72:28, V, and who was honorably discharged, provided the person has provided the city or town clerk with satisfactory proof of these circumstances.

Article 19 Transact any other legal business

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

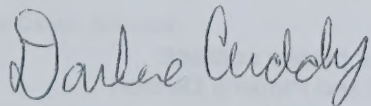
SELECTMEN'S LETTER

Another year has gone by and in 2018 much progress was made in the town of Windsor.

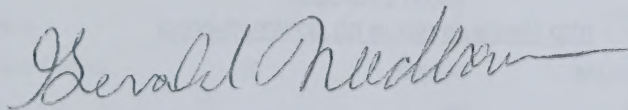
- At the beginning of the year we had issues with the water pressure coming from the well, which turned out to be the depth of the pump, was rectified and problem solved!
- New carpet has been installed in the front room of the town hall.
- We had rodents (bats and flying squirrels) living in the attic space that could have done some serious damage but thankfully we were successful at getting JP Pest Services here rather quickly. The most important thing they did was to block the entrance points, so the rodents could get out, but could not get back in.
- We were successful at entering into another 15-year PILOT Agreement with Windsor Hills Camp and Retreat.
- We entered into a 7-year Cable Franchise Agreement with Granite State Communications. This will bring in high speed cable/fiberoptic to the town. Entering into this agreement will give the town additional revenue because we will receive 3% of everything that is taken in by Granite State Communications.
- Darlene Cuddy, Charlotte Hebert and Annette Poland attended a DRA Mini Course of Current Use Rules and Criteria to get a better understanding of current use rules. We will be working on updating everyone's files over the next year or so.
- For multiple reasons (one being the capability of earning interest), we have changed banks from Sovereign to Bar Harbor Bank and Trust. We feel this was a positive move and the transition for each department should be a fairly easy one.
- Ben Lewis, long standing Health Officer for the Town of Windsor, resigned his position in November.

Thank you for the opportunity to be your Select Board!
Respectfully,

Darlene Cuddy, Chair



Gerald Needham



Charlotte Hebert





Proposed Budget
Windsor

For the period beginning January 1, 2019 and ending December 31, 2019

Form Due Date: 20 Days after the Annual Meeting

This form was posted with the warrant on: February 22, 2019

GOVERNING BODY CERTIFICATION

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.

Name	Position	Signature
Gerald Needham	Selectman	Gerald Needham
Charlotte Hebert	Selectman	Charlotte Hebert
Darlene Cuddy	Selectman	Darlene Cuddy

This form must be signed, scanned, and uploaded to the Municipal Tax Rate Setting Portal:
<https://www.proptax.org/>

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>



Proposed Budget

Account	Purpose	Article	Expenditures for period ending 12/31/2018	Appropriations for period ending 12/31/2018	Proposed Appropriations for period ending 12/31/2019	
					(Recommended)	(Not Recommended)
General Government						
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0
4130-4139	Executive	02	\$28,605	\$30,000	\$30,600	\$0
4140-4149	Election, Registration, and Vital Statistics	02	\$321	\$250	\$300	\$0
4150-4151	Financial Administration	02	\$18,076	\$16,000	\$18,000	\$0
4152	Revaluation of Property		\$0	\$0	\$0	\$0
4153	Legal Expense	11	\$0	\$1,000	\$1,000	\$0
4155-4159	Personnel Administration		\$0	\$0	\$0	\$0
4191-4193	Planning and Zoning	15	\$0	\$50	\$50	\$0
4194	General Government Buildings	05	\$11,975	\$12,000	\$20,000	\$0
4195	Cemeteries	06	\$2,000	\$2,000	\$2,000	\$0
4196	Insurance	13	\$1,629	\$1,500	\$2,000	\$0
4197	Advertising and Regional Association	10	\$2,189	\$2,500	\$2,500	\$0
4199	Other General Government	02	\$6,709	\$7,000	\$8,000	\$0
	General Government Subtotal		\$71,504	\$72,300	\$84,450	\$0
Public Safety						
4210-4214	Police	04	\$3,000	\$3,000	\$4,830	\$0
4215-4219	Ambulance		\$0	\$0	\$0	\$0
4220-4229	Fire	04	\$30,129	\$40,154	\$9,997	\$0
4240-4249	Building Inspection		\$0	\$0	\$0	\$0
4290-4298	Emergency Management		\$0	\$0	\$0	\$0
4299	Other (Including Communications)		\$0	\$0	\$0	\$0
	Public Safety Subtotal		\$33,129	\$43,154	\$14,827	\$0
Airport/Aviation Center						
4301-4309	Airport Operations		\$0	\$0	\$0	\$0
	Airport/Aviation Center Subtotal		\$0	\$0	\$0	\$0
Highways and Streets						
4311	Administration		\$0	\$0	\$0	\$0
4312	Highways and Streets	07	\$26,345	\$31,400	\$31,400	\$0
4313	Bridges		\$0	\$0	\$0	\$0
4316	Street Lighting		\$0	\$0	\$0	\$0
4319	Other		\$0	\$0	\$0	\$0
	Highways and Streets Subtotal		\$26,345	\$31,400	\$31,400	\$0



Proposed Budget

Sanitation

4321	Administration		\$0	\$0	\$0	\$0
4323	Solid Waste Collection		\$0	\$0	\$0	\$0
4324	Solid Waste Disposal	09	\$8,994	\$10,689	\$15,451	\$0
4325	Solid Waste Cleanup		\$0	\$0	\$0	\$0
4326-4328	Sewage Collection and Disposal		\$0	\$0	\$0	\$0
4329	Other Sanitation		\$0	\$0	\$0	\$0
Sanitation Subtotal			\$8,994	\$10,689	\$15,451	\$0

Water Distribution and Treatment

4331	Administration		\$0	\$0	\$0	\$0
4332	Water Services		\$0	\$0	\$0	\$0
4335	Water Treatment		\$0	\$0	\$0	\$0
4338-4339	Water Conservation and Other		\$0	\$0	\$0	\$0
Water Distribution and Treatment Subtotal			\$0	\$0	\$0	\$0

Electric

4351-4352	Administration and Generation		\$0	\$0	\$0	\$0
4353	Purchase Costs		\$0	\$0	\$0	\$0
4354	Electric Equipment Maintenance		\$0	\$0	\$0	\$0
4359	Other Electric Costs		\$0	\$0	\$0	\$0
Electric Subtotal			\$0	\$0	\$0	\$0

Health

4411	Administration		\$0	\$0	\$0	\$0
4414	Pest Control		\$0	\$0	\$0	\$0
4415-4419	Health Agencies, Hospitals, and Other	17	\$0	\$0	\$3,500	\$0
Health Subtotal			\$0	\$0	\$3,500	\$0

Welfare

4441-4442	Administration and Direct Assistance	14	\$0	\$1,000	\$1,000	\$0
4444	Intergovernmental Welfare Payments		\$0	\$0	\$0	\$0
4445-4449	Vendor Payments and Other		\$0	\$0	\$0	\$0
Welfare Subtotal			\$0	\$1,000	\$1,000	\$0

Culture and Recreation



Proposed Budget

4520-4529	Parks and Recreation		\$0	\$0	\$0	\$0
4550-4559	Library	12	\$1,000	\$1,000	\$1,000	\$0
4583	Patriotic Purposes		\$0	\$0	\$0	\$0
4589	Other Culture and Recreation	08	\$106	\$100	\$100	\$0
	Culture and Recreation Subtotal		\$1,106	\$1,100	\$1,100	\$0
Conservation and Development						
4611-4612	Administration and Purchasing of Natural Resources		\$0	\$0	\$0	\$0
4619	Other Conservation		\$0	\$0	\$0	\$0
4631-4632	Redevelopment and Housing		\$0	\$0	\$0	\$0
4651-4659	Economic Development		\$0	\$0	\$0	\$0
	Conservation and Development Subtotal		\$0	\$0	\$0	\$0
Debt Service						
4711	Long Term Bonds and Notes - Principal		\$0	\$0	\$0	\$0
4721	Long Term Bonds and Notes - Interest		\$0	\$0	\$0	\$0
4723	Tax Anticipation Notes - Interest		\$0	\$0	\$0	\$0
4790-4799	Other Debt Service		\$0	\$0	\$0	\$0
	Debt Service Subtotal		\$0	\$0	\$0	\$0
Capital Outlay						
4901	Land		\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment	16	\$2,022	\$1,500	\$1,000	\$0
4903	Buildings		\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings		\$0	\$0	\$0	\$0
	Capital Outlay Subtotal		\$2,022	\$1,500	\$1,000	\$0
Operating Transfers Out						
4912	To Special Revenue Fund		\$0	\$0	\$0	\$0
4913	To Capital Projects Fund		\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport		\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric		\$0	\$0	\$0	\$0
4914O	To Proprietary Fund - Other		\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer		\$0	\$0	\$0	\$0
4914W	To Proprietary Fund - Water		\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds		\$0	\$0	\$0	\$0
4919	To Fiduciary Funds		\$0	\$0	\$0	\$0
	Operating Transfers Out Subtotal		\$0	\$0	\$0	\$0



Proposed Budget

Total Operating Budget Appropriations

\$152,728

\$0



Proposed Budget

Account	Purpose	Article	Proposed Appropriations for period ending 12/31/2019	
			(Recommended)	(Not Recommended)
4915	To Capital Reserve Fund		\$0	\$0
4916	To Expendable Trust Fund		\$0	\$0
4917	To Health Maintenance Trust Fund		\$0	\$0
	Total Proposed Special Articles		\$0	\$0



Proposed Budget

Account	Source	Article	Actual Revenues for period ending 12/31/2018	Estimated Revenues for period ending 12/31/2018	Estimated Revenues for period ending 12/31/2019
Taxes					
3120	Land Use Change Tax - General Fund		\$0	\$0	\$0
3180	Resident Tax		\$0	\$0	\$0
3185	Yield Tax		\$0	\$1,350	\$500
3186	Payment in Lieu of Taxes		\$0	\$16,100	\$15,000
3187	Excavation Tax		\$0	\$0	\$0
3189	Other Taxes		\$0	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes		\$0	\$2,300	\$1,000
9991	Inventory Penalties		\$0	\$300	\$100
	Taxes Subtotal		\$0	\$20,050	\$16,600
Licenses, Permits, and Fees					
3210	Business Licenses and Permits		\$0	\$0	\$0
3220	Motor Vehicle Permit Fees		\$0	\$35,000	\$35,000
3230	Building Permits		\$0	\$0	\$0
3290	Other Licenses, Permits, and Fees		\$0	\$0	\$0
3311-3319	From Federal Government		\$0	\$0	\$0
	Licenses, Permits, and Fees Subtotal		\$0	\$35,000	\$35,000
State Sources					
3351	Shared Revenues		\$0	\$0	\$0
3352	Meals and Rooms Tax Distribution		\$0	\$11,222	\$10,000
3353	Highway Block Grant		\$0	\$4,358	\$4,000
3354	Water Pollution Grant		\$0	\$0	\$0
3355	Housing and Community Development		\$0	\$0	\$0
3356	State and Federal Forest Land Reimbursement		\$0	\$0	\$0
3357	Flood Control Reimbursement		\$0	\$0	\$0
3359	Other (Including Railroad Tax)		\$0	\$0	\$0
3379	From Other Governments		\$0	\$0	\$0
	State Sources Subtotal		\$0	\$15,580	\$14,000
Charges for Services					
3401-3406	Income from Departments		\$0	\$50	\$25
3409	Other Charges		\$0	\$0	\$0
	Charges for Services Subtotal		\$0	\$50	\$25



Proposed Budget

Miscellaneous Revenues

3501	Sale of Municipal Property	\$0	\$0	\$0
3502	Interest on Investments	\$0	\$0	\$0
3503- 3509	Other	\$0	\$0	\$0
	Miscellaneous Revenues Subtotal	\$0	\$0	\$0

Interfund Operating Transfers In

3912	From Special Revenue Funds	\$0	\$0	\$0
3913	From Capital Projects Funds	\$0	\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)	\$0	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)	\$0	\$0	\$0
3914O	From Enterprise Funds: Other (Offset)	\$0	\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)	\$0	\$0	\$0
3914W	From Enterprise Funds: Water (Offset)	\$0	\$0	\$0
3915	From Capital Reserve Funds	\$0	\$0	\$0
3916	From Trust and Fiduciary Funds	\$0	\$0	\$0
3917	From Conservation Funds	\$0	\$0	\$0
	Interfund Operating Transfers In Subtotal	\$0	\$0	\$0

Other Financing Sources

3934	Proceeds from Long Term Bonds and Notes	\$0	\$0	\$0
9998	Amount Voted from Fund Balance	\$0	\$0	\$0
9999	Fund Balance to Reduce Taxes	\$0	\$0	\$0
	Other Financing Sources Subtotal	\$0	\$0	\$0

	Total Estimated Revenues and Credits	\$0	\$70,680	\$0
--	---	------------	-----------------	------------



Proposed Budget

Item	Period ending 12/31/2018	Period ending 12/31/2019
Operating Budget Appropriations		\$152,728
Special Warrant Articles	\$0	\$0
Individual Warrant Articles	\$0	\$0
Total Appropriations	\$161,143	\$152,728
Less Amount of Estimated Revenues & Credits	\$0	\$65,625
Estimated Amount of Taxes to be Raised	\$161,143	\$87,103






Windsor
Summary Inventory of Valuation

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 reports 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.

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>

Mark Stetson (Avitar Associates)

Name	Position	Signature
Darlene Cuddy	Chair Selectman	
Gerald Needham	Selectman	
Charlotte Hebert	Selectman	

Name	Phone	Email
Annette Poland	603-478-3292	windsor.nh@gsinet.net

Preparer's Signature

Windsor
Summary Inventory of Valuation

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 reports prescribed for that purpose.

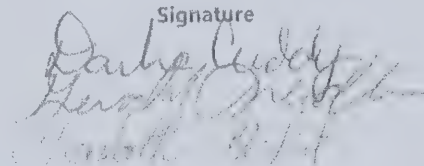
Note: The values and figures provided represent the detailed values that are used in the city/towns tax assessments and sworn to uphold under Oath per RSA 75:7.

For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>

Mark Stetson (Avitar Associates)

Name
Darlene Cuddy
Gerald Needham
Charlotte Hebert

Position
Chair Selectman
Selectman
Selectman

Signature


Name
Annette Poland

Phone
603-478-3292

Email
windsor.nh@gsinet.net

Preparer's Signature

Land Value Only		Acres	Valuation	
1A	Current Use RSA 79-A	3,465.94	\$242,852	
1B	Conservation Restriction Assessment RSA 79-B	0.00	\$0	
1C	Discretionary Easements RSA 79-C	0.00	\$0	
1D	Discretionary Preservation Easements RSA 79-D	0.00	\$0	
1E	Taxation of Land Under Farm Structures RSA 79-F	0.00	\$0	
1F	Residential Land	1,172.06	\$11,080,300	
1G	Commercial/Industrial Land	0.00	\$0	
1H	Total of Taxable Land	4,638.00	\$11,323,152	
1I	Tax Exempt and Non-Taxable Land	521.34	\$1,397,700	
Buildings Value Only		Structures	Valuation	
2A	Residential		\$14,958,700	
2B	Manufactured Housing RSA 674:31		\$673,200	
2C	Commercial/Industrial		\$458,800	
2D	Discretionary Preservation Easements RSA 79-D	0	\$0	
2E	Taxation of Farm Structures RSA 79-F	0	\$0	
2F	Total of Taxable Buildings		\$16,090,700	
2G	Tax Exempt and Non-Taxable Buildings		\$3,023,800	
Utilities & Timber			Valuation	
3A	Utilities		\$753,900	
3B	Other Utilities		\$0	
4	Mature Wood and Timber RSA 79:5		\$0	
5	Valuation before Exemption		\$28,167,752	
Exemptions		Total Granted	Valuation	
6	Certain Disabled Veterans RSA 72:36-a	0	\$0	
7	Improvements to Assist the Deaf RSA 72:38-b V	0	\$0	
8	Improvements to Assist Persons with Disabilities RSA 72:37-a	0	\$0	
9	School Dining/Dormitory/Kitchen Exemption RSA 72:23-IV	1	\$150,000	
10A	Non-Utility Water & Air Pollution Control Exemption RSA 72:12	0	\$0	
10B	Utility Water & Air Pollution Control Exemption RSA 72:12-a	0	\$0	
11	Modified Assessed Value of All Properties		\$28,017,752	
Optional Exemptions		Amount Per	Total Granted	Valuation
12	Blind Exemption RSA 72:37	\$15,000	0	\$0
13	Elderly Exemption RSA 72:39-a,b		0	\$0
14	Deaf Exemption RSA 72:38-b	\$0	0	\$0
15	Disabled Exemption RSA 72:37-b	\$15,000	0	\$0
16	Wood Heating Energy Systems Exemption RSA 72:70		0	\$0
17	Solar Energy Systems Exemption RSA 72:62		0	\$0
18	Wind Powered Energy Systems Exemption RSA 72:66		0	\$0
19	Additional School Dining/Dorm/Kitchen Exemptions RSA 72:23		0	\$0
20	Total Dollar Amount of Exemptions			\$0
21A	Net Valuation			\$28,017,752
21B	Less TIF Retained Value			\$0
21C	Net Valuation Adjusted to Remove TIF Retained Value			\$28,017,752
22	Less Utilities			\$753,900
23A	Net Valuation without Utilities			\$27,263,852
23B	Net Valuation without Utilities, Adjusted to Remove TIF Re			\$27,263,852



Utility Value Appraiser
Avitar

The municipality **DOES NOT** use DRA utility values. The municipality **IS NOT** equalized by the ratio.

Electric Company Name	Valuation
PSNH DBA EVERSOURCE ENERGY	\$753,900
	\$753,900



Current Use RSA 79-A	Total Acres	Valuation
Farm Land	45.10	\$18,281
Forest Land	2,837.32	\$205,565
Forest Land with Documented Stewardship	211.96	\$11,641
Unproductive Land	115.54	\$2,436
Wet Land	256.02	\$4,929
	3,465.94	\$242,852

Other Current Use Statistics

Total Number of Acres Receiving 20% Rec. Adjustment	Acres:	1,484.19
Total Number of Acres Removed from Current Use During Current Tax Year	Acres:	0.00
Total Number of Owners in Current Use	Owners:	33
Total Number of Parcels in Current Use	Parcels:	82

Land Use Change Tax

Gross Monies Received for Calendar Year		\$4,100 0
Conservation Allocation	Percentage: 0.00% Dollar Amount:	\$0
Monies to Conservation Fund		\$0
Monies to General Fund		\$4,100 0

Conservation Restriction Assessment Report RSA 79-B

	Acres	Valuation
Farm Land	0.00	\$0
Forest Land	0.00	\$0
Forest Land with Documented Stewardship	0.00	\$0
Unproductive Land	0.00	\$0
Wet Land	0.00	\$0
	0.00	\$0

Other Conservation Restriction Assessment Statistics

Total Number of Acres Receiving 20% Rec. Adjustment	Acres:	0.00
Total Number of Acres Removed from Conservation Restriction During Current Tax Year	Acres:	0.00
Owners in Conservation Restriction	Owners:	0
Parcels in Conservation Restriction	Parcels:	0

Discretionary Easements RSA 79-C	Acres	Owners	Assessed Valuation
	0.00	0	\$0

Taxation of Farm Structures and Land Under Farm Structures RSA 79-F	Number Granted	Structures	Acres	Land Valuation	Structure Valuation
	0	0	0.00	\$0	\$0

Discretionary Preservation Easements RSA 79-D	Owners	Structures	Acres	Land Valuation	Structure Valuation
	0	0	0.00	\$0	\$0

Map	Lot	Block	%	Description
<i>This municipality has no Discretionary Preservation Easements.</i>				

Tax Increment Financing District	Date	Original	Unretained	Retained	Current
<i>This municipality has no TIF districts.</i>					

Revenues Received from Payments in Lieu of Tax	Revenue	Acres
State and Federal Forest Land, Recreational and/or land from MS-434, account 3356 and 3357	\$0.00	0.00
White Mountain National Forest only, account 3186		0.00

Payments in Lieu of Tax from Renewable Generation Facilities (RSA 72:74)	Amount
<i>This municipality has not adopted RSA 72:74 or has no applicable PILT sources</i>	

Other Sources of Payments in Lieu of Taxes (MS-434 Account 3186)	Amount
WINDSOR HILLS CAMP	\$16,100
	\$16,100

Notes



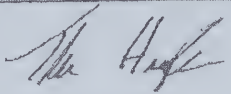
2018
\$9.57

Tax Rate Breakdown Windsor

Municipal Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
Municipal	\$92,801	\$28,017,752	\$3.31
County	\$33,019	\$28,017,752	\$1.18
Local Education	\$79,383	\$28,017,752	\$2.83
State Education	\$61,231	\$27,263,852	\$2.25
Total	\$266,434		\$9.57

Village Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
Total			

Tax Commitment Calculation	
Total Municipal Tax Effort	\$266,434
War Service Credits	(\$4,900)
Village District Tax Effort	
Total Property Tax Commitment	\$261,534

 Thomas Hughes Assistant Director of Municipal and Property Division New Hampshire Department of Revenue Administration	11/21/2018
---	------------

Appropriations and Revenues

Municipal Accounting Overview

Description	Appropriation	Revenue
Total Appropriation	\$161,143	
Net Revenues (Not Including Fund Balance)		(\$73,180)
Fund Balance Voted Surplus		\$0
Fund Balance to Reduce Taxes		(\$100)
War Service Credits	\$4,900	
Special Adjustment	\$0	
Actual Overlay Used	\$38	
Net Required Local Tax Effort	\$92,801	

County Apportionment

Description	Appropriation	Revenue
Net County Apportionment	\$33,019	
Net Required County Tax Effort	\$33,019	

Education

Description	Appropriation	Revenue
Net Local School Appropriations	\$199,919	
Net Cooperative School Appropriations		(\$59,305)
Net Education Grant		(\$61,231)
Locally Retained State Education Tax		
Net Required Local Education Tax Effort	\$79,383	
State Education Tax	\$61,231	
State Education Tax Not Retained	\$0	
Net Required State Education Tax Effort	\$61,231	

Valuation

Municipal (MS-1)

Description	Current Year	Prior Year
Total Assessment Valuation with Utilities	\$28,017,752	\$27,992,617
Total Assessment Valuation without Utilities	\$27,263,852	\$27,238,717

Village (MS-1V)

Description	Current Year
-------------	--------------

Windsor

Tax Commitment Verification

2018 Tax Commitment Verification - RSA 76:10 II

Description	Amount
Total Property Tax Commitment	\$261,534
1/2% Amount	\$1,308
Acceptable High	\$262,842
Acceptable Low	\$260,226

If the amount of your total warrant varies by more than 1/2%, the MS-1 form used to calculate the tax rate might not be correct. The tax rate will need to be recalculated. Contact your assessors immediately and call us at 603.230.5090 before you issue the bills. See RSA 76:10, II

Commitment Amount	
Less amount for any applicable Tax Increment Financing Districts (TIF)	
Net amount after TIF adjustment	

Under penalties of perjury, I verify the amount above was the 2018 commitment amount on the property tax warrant.

Tax Collector/Deputy Signature:

Date:

Requirements for Semi-Annual Billing

Pursuant to RSA 76:15-a

76:15-a Semi-Annual Collection of Taxes in Certain Towns and Cities - I. Taxes shall be collected in the following manner in towns and cities which adopt the provisions of this section in the manner set out in RSA 76:15-b. A partial payment of the taxes assessed on April 1 in any tax year shall be computed by taking the prior year's assessed valuation times 1/2 of the previous year's tax rate; provided, however, that whenever it shall appear to the selectmen or assessors that certain individual properties have physically changed in valuation, they may use the current year's appraisal times 1/2 the previous year's tax rate to compute the partial payment.

Windsor	Total Tax Rate	Semi-Annual Tax Rate
Total 2018 Tax Rate	\$9.57	\$4.79

Associated Villages

No associated Villages to report

Fund Balance Retention

Enterprise Funds and Current Year Bonds	\$0
General Fund Operating Expenses	\$334,776
Final Overlay	\$38

DRA has provided a reference range of fund balance retention amounts below. Please utilize these ranges in the determination of the adequacy of your municipality's unrestricted fund balance, as currently defined in GASB Statement 54. Retention amounts, as part of the municipality's stabilization fund policy [1], should be assessed dependent upon your government's own long-term forecasts and special circumstances. Please note that current best practices published by GFOA recommend, at a minimum, that "...general purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures." [2],[3]

[1] The National Advisory Council on State and Local Budgeting (NACSLB), (1998). *Framework for Improved State and Local Government Budgeting: Recommended Budget Practices* (v.1), pp. 17.
 [2] Government Finance Officers Association (GFOA), (2009). *Best Practice: Determining the Appropriate Level of Unrestricted Fund Balance in the General Fund*.
 [3] Government Finance Officers Association (GFOA), (2011). *Best Practice: Replenishing General Fund Balance*.

2018 Fund Balance Retention Guidelines: Windsor	
Description	Amount
Current Amount Retained (74.26%)	\$248,616
17% Retained (<i>Maximum Recommended</i>)	\$56,912
10% Retained	\$33,478
8% Retained	\$26,782
5% Retained (<i>Minimum Recommended</i>)	\$16,739

NOTICE: The current fund balance retained amount is above the maximum recommended threshold.

**Town of Windsor
Financial Report
As of December 31, 2018**

	Dec 31, 18	
	Debit	Credit
1000 · Cash - Operating Checking	202,058.29	
1000 · Cash - Operating Checking:1000.01 · Checking Account Interest	1,070.03	
1010 · Bar Harbor	113,620.02	
1010 · Bar Harbor:1010.01 · Sweep Account Pending	19,455.75	
1100 · Taxes Receivable - Current Year:1105 · Property Taxes		721,284.42
1100 · Taxes Receivable - Current Year:1115 · Timber Tax		4,013.83
1100 · Taxes Receivable - Current Year:1125 · Taxes Abated	88.07	
1200 · Tax Liens Receivable:1205 · Tax Lien - 2013	325.31	
1200 · Tax Liens Receivable:1210 · Tax Lien - 2012	139.14	
1200 · Tax Liens Receivable:1216 · Tax Lien - 2014		1,127.45
1200 · Tax Liens Receivable:1217 · Tax Lien 2014 Interest	828.83	
1200 · Tax Liens Receivable:1218 · Tax Lien - 2015		12,194.51
1200 · Tax Liens Receivable:1219 · Tax Lien - 2016		4,148.32
1200 · Tax Liens Receivable:1220 · Tax Lien - 2017		2,131.01
1200 · Tax Liens Receivable:1250 · 2014 Land Use Tax Lien	2,306.20	
1200 · Tax Liens Receivable:1251 · 2014 Land Use Tax Lien Interest	80.88	
1300 · DSL Refund due from state		113.30
12000 · Undeposited Funds	0.00	
1600 · Tax Deeded Property	4,517.00	
2000 · Accounts Payable	0.00	
2000 · Accounts Payable:2000.01 · Over Payment of Taxes	54.00	
2100 · Fees owed to Town Clerk		319.96
2100 · Fees owed to Town Clerk:2100.01 · Local Fees		352.00
2100 · Fees owed to Town Clerk:2100.02 · Municipal Agent Fees		726.00
2100 · Fees owed to Town Clerk:2100.03 · DPF Fee		191.00
2100 · Fees owed to Town Clerk:2100.04 · State OHRV Agent Fees		33.00
2100 · Fees owed to Town Clerk:2100.05 · State Agent Fee - Hunt & Fish		2.00
2100 · Fees owed to Town Clerk:2100.06 · Town Dog fees - \$1 each		53.00
2100 · Fees owed to Town Clerk:2100.07 · State License Fee - Fish & Game	1.00	
2100 · Fees owed to Town Clerk:2100.08 · Transfer Fees		100.00
2100 · Fees owed to Town Clerk:2100.09 · Title Application Fees		63.00
2100 · Fees owed to Town Clerk:2100.10 · Boat Agent fee		35.00
2100 · Fees owed to Town Clerk:2100.12 · Town - Vital Statistics		14.00
2100 · Fees owed to Town Clerk:2100.13 · DMV Mail-in fee	0.00	
2120 · Clerk Overcharge	0.00	
2130 · Town Clerk Credit to be applied		20.00
2140 · Misc. Fees Owed to State:2140.10 · State Filing Fee		2.00
2150 · Reg. Fees Owed to State of NH:2150.01 · State Dog License Fees		37.50
2150 · Reg. Fees Owed to State of NH:2150.03 · State OHRV Registration Fees		54.00
2150 · Reg. Fees Owed to State of NH:2150.04 · State Fee - Hunt & Fish		1.50
2150 · Reg. Fees Owed to State of NH:2150.05 · State Boat Fees		24.80
2150 · Reg. Fees Owed to State of NH:2150.06 · Vital Statistics		113.00
2250 · Timber Tax Bond	0.00	
2300 · Due to Other Governments:2310 · Due to School District	681,658.97	
2400 · Tax Credits to be applied		745.01
5100 · Tax Abatements - Past Tax Year:5100.01 · Taxes Abated	814.71	
5100 · Tax Abatements - Past Tax Year:5100.02 · Interest on Taxes Paid	15.30	
2500 · Opening Balance Equity		88,550.88
2600 · Retained Earnings		288,312.75
3110 · Property Taxes:3119 · Overlay	8,998.10	
3121 · Land Use Change Taxes Fee		50.00
3186 · Payment in Lieu of Taxes		20,614.00
3190 · Interest and Penalties on Taxes		3,465.20
3220 · Motor Vehicle Permits:3220.01 · Town Motor Vehicle Fees		38,803.00
3220 · Motor Vehicle Permits:3220.02 · Misc Fees		2,657.30
3290 · Other Licenses and Permits:3290.01 · Town Dog License Fees		294.50
3290 · Other Licenses and Permits:3290.06 · Town - Vital Statistics		8.00
3352 · Rooms and Meals Distribution		11,221.60
3353 · Highway Block Grant		4,355.81
3379 · Statewide Checklist		200.00
3380 · UCC Township Allocation		285.00
3401 · Income from Departments:3402 · Selectmen:3402.01 · Copies		54.05
3401 · Income from Departments:3402 · Selectmen:3402.03 · Inventory Penalty		370.74
3401 · Income from Departments:3402 · Selectmen:3402.04 · Pistol Permit Fees		30.00

**Town of Windsor
Financial Report
As of December 31, 2018**

	Dec 31, 18	
	Debit	Credit
3502 · Interest on Investments:3502.02 · Checking Account Interest		104.35
3920 · Donation to the Town	0.00	
4130 · Executive:4130.01 · Executive Salaries	28,604.31	
4140 · Election and Registration	320.87	
4150 · Financial Administration:4150.61 · Notary Renewals	150.00	
4150 · Financial Administration:4150.02 · Office Supplies	660.85	
4150 · Financial Administration:4150.03 · Postage	776.80	
4150 · Financial Administration:4150.04 · Printing	512.00	
4150 · Financial Administration:4150.06 · Mileage Reimbursement	692.26	
4150 · Financial Administration:4150.07 · Office Equipment	150.94	
4150 · Financial Administration:4150.08 · Website/Software Support	2,358.19	
4150 · Financial Administration:4150.11 · Recording Fees	66.35	
4150 · Financial Administration:4150.13 · Petty Cash	74.17	
4150 · Financial Administration:4150.50 · Avitar:4150.51 · Assessing:4150.52 · Ge...	5,452.94	
4150 · Financial Administration:4150.50 · Avitar:4150.51 · Assessing:4150.53 · Tax...	350.00	
4150 · Financial Administration:4150.50 · Avitar:4150.51 · Assessing:4150.54 · Sof...	5,441.00	
4150 · Financial Administration:4150.50 · Avitar:4150.51 · Assessing:4150.55 · Ma...	1,160.00	
4194 · General Government Buildings:4194.01 · Telephone	960.75	
4194 · General Government Buildings:4194.03 · Town Hall Repairs/Maintenance	4,189.00	
4194 · General Government Buildings:4194.06 · Janitorial Expenses	751.77	
4194 · General Government Buildings:4194.08 · Fire Extinguisher	275.04	
4194 · General Government Buildings:4194.09 · Propane	1,692.47	
4194 · General Government Buildings:4194.10 · General Building Supplies	95.97	
4194 · General Government Buildings:4194.11 · Electric	977.21	
4194 · General Government Buildings:4194.14 · Fixtures/Furniture	1,517.94	
4194 · General Government Buildings:4194.17 · Town Hall Winter Maintenance	315.00	
4194 · General Government Buildings:4194.20 · Landscaping	1,200.00	
4195 · Cemeteries	2,000.00	
4196 · Insurance not Allocated	1,629.00	
4197 · Advertising and Regional Assoc.	279.00	
4197 · Advertising and Regional Assoc.:4197.01 · Workshops	690.00	
4197 · Advertising and Regional Assoc.:4197.03 · Membership Dues	1,220.00	
4210 · Police	28,298.86	
4220 · Fire	4,830.00	
4220 · Fire:4220.1 · Fire Equipment	2,022.43	
4312 · Highways and Streets:4312.01 · Road Maintenance	24,100.00	
4312 · Highways and Streets:4312.02 · Salt	1,932.75	
4312 · Highways and Streets:4312.03 · Street Signs	111.50	
4312 · Highways and Streets:4312.4 · Beach and Road Maintenance	200.00	
4324 · Solid Waste Disposal	8,994.22	
4441 · Welfare Administration	0.00	
4550 · Public Library	1,000.00	
4589 · Culture/Recreation/Donations	105.74	
4931 · Taxes Assessed for County	33,019.00	
66000 · Payroll Expenses:66000.1 · Social Security Tax - Employee		1,786.92
66000 · Payroll Expenses:66000.2 · Social Security Tax - Employer	6,709.33	
66000 · Payroll Expenses:66000.3 · Federal Income Tax		2,332.87
66000 · Payroll Expenses:66000.4 · Medicare		398.49
66000 · Payroll Expenses:66000.5 · State of NH - UC	28.60	
66800 · Bank Service Fees	2.82	
66900 · Reconciliation Discrepancies		502.86
7000 · Tax Collector Expenses	347.25	
TOTAL	<u>1,212,297.93</u>	<u>1,212,297.93</u>



Tax Collector's Report

For the period beginning and ending

This form is due **March 1st (Calendar Year) or September 1st (Fiscal Year)**

Instructions

Cover Page

- Specify the period begin and period end dates above
- Select the entity name from the pull down menu (County will automatically populate)
- Enter the year of the report
- Enter the preparer's information

For Assistance Please Contact:

NH DRA Municipal and Property Division
Phone: (603) 230-5090
Fax: (603) 230-5947
<http://www.revenue.nh.gov/mun-prop/>

ENTITY'S INFORMATION

Municipality: County: Report Year:

PREPARER'S INFORMATION

First Name Last Name

Street No. Street Name Phone Number

Email (optional)



New Hampshire
Department of
Revenue Administration

MS-61

Debits								
		Prior Levies (Please Specify Years)						
Uncollected Taxes Beginning of Year	Account	Levy for Year of this Report	Year:	2017	Year:	2016	Year:	2015
Property Taxes	3110		Year:	\$19,939.28				
Resident Taxes	3180							
Land Use Change Taxes	3120							
Yield Taxes	3185							
Excavation Tax	3187							
Other Taxes	3189							
Property Tax Credit Balance		(\$37.40)						
Other Tax or Charges Credit Balance								

		Levy for Year of this Report	Prior Levies	
Taxes Committed This Year	Account	2017		
Property Taxes	3110	\$262,211.00		
Resident Taxes	3180			
Land Use Change Taxes	3120			
Yield Taxes	3185	\$1,361.58		
Excavation Tax	3187			
Other Taxes	3189			

		Levy for Year of this Report	Prior Levies		
Overpayment Refunds	Account	2017	2016	2015	
Property Taxes	3110				
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185				
Excavation Tax	3187				
Interest and Penalties on Delinquent Taxes	3190	\$279.01	\$1,375.74		
Interest and Penalties on Resident Taxes	3190				
Total Debits		\$263,814.19	\$21,315.02	\$0.00	\$0.00



Credits				
Remitted to Treasurer	Levy for Year of this Report	2017	Prior Levies	
			2016	2015
Property Taxes	\$239,134.71	\$11,628.37		
Resident Taxes				
Land Use Change Taxes				
Yield Taxes	\$1,361.58			
Interest (Include Lien Conversion)	\$279.01	\$902.24		
Penalties		\$473.50		
Excavation Tax				
Other Taxes				
Conversion to Lien (Principal Only)		\$8,297.01		
<div style="border: 1px solid black; height: 15px; width: 300px; margin-bottom: 5px;"></div>				
Discounts Allowed				

Abatements Made	Levy for Year of this Report	2017	Prior Levies	
			2016	2015
Property Taxes		\$13.90		
Resident Taxes				
Land Use Change Taxes				
Yield Taxes				
Excavation Tax				
Other Taxes				
<div style="border: 1px solid black; height: 15px; width: 300px; margin-bottom: 5px;"></div>				
Current Levy Deeded				



Uncollected Taxes - End of Year # 1080	Levy for Year of this Report	Prior Levies		
		2017	2016	2015
Property Taxes	\$23,406.51			
Resident Taxes				
Land Use Change Taxes				
Yield Taxes				
Excavation Tax				
Other Taxes				
Property Tax Credit Balance	(\$367.62)			
Other Tax or Charges Credit Balance				
Total Credits	\$263,814.19	\$21,315.02	\$0.00	\$0.00

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$23,038.89
Total Unredeemed Liens (Account #1110 - All Years)	\$11,868.79



Lien Summary

Summary of Debits

	Last Year's Levy	Prior Levies (Please Specify Years)		
		Year: 2017	Year: 2016	Year: 2015
Unredeemed Liens Balance - Beginning of Year			\$6,259.91	\$4,749.01
Liens Executed During Fiscal Year		\$8,998.10		
Interest & Costs Collected (After Lien Execution)		\$295.73	\$927.22	\$1,288.59
Total Debits	\$0.00	\$9,293.83	\$7,187.13	\$6,037.60

Summary of Credits

	Last Year's Levy	Prior Levies		
		2017	2016	2015
Redemptions		\$2,131.01	\$1,258.21	\$4,749.01
Interest & Costs Collected (After Lien Execution) #3190		\$295.73	\$927.22	\$1,288.59
Abatements of Unredeemed Liens				
Liens Deeded to Municipality				
Unredeemed Liens Balance - End of Year #1110		\$6,867.09	\$5,001.70	
Total Credits	\$0.00	\$9,293.83	\$7,187.13	\$6,037.60

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$23,038.89
Total Unredeemed Liens (Account #1110 - All Years)	\$11,868.79



WINDSOR (491)

1. CERTIFY THIS FORM

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.

Preparer's First Name

Preparer's Last Name

Date

KENNETH

Matthews

01-08-2019

2. SAVE AND EMAIL THIS FORM

Please save and e-mail the completed PDF form to your Municipal Bureau Advisor.

3. PRINT, SIGN, AND UPLOAD THIS FORM

This completed PDF form must be PRINTED, SIGNED, SCANNED, and UPLOADED onto the Municipal Tax Rate Setting Portal (MTRSP) at <http://proptax.org/nh/>. If you have any questions, please contact your Municipal Services Advisor.

PREPARER'S CERTIFICATION

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.

[Handwritten Signature] - Tax Collector
Preparer's Signature and Title

Windsor Town Clerk

Deposit Journal

Deposit Dates from : 1/1/2018 to 12/31/2018

Tender Summary

Windsor Drawer	Tender	Amount
	CASH	\$4,722.00
	CHECKS (194)	\$37,318.80
	TRAVELER'S CHECKS	\$0.00
Deposit Total:		\$42,040.80

CREDIT ISSUED	\$-10.00
DEPOSIT TOTAL	\$42,040.80
Grand Total:	\$42,030.80

State of NH Drawer	Tender	Amount
	CASH	\$2,924.96
	CHECKS (180)	\$15,494.86
	TRAVELER'S CHECKS	\$0.00
Deposit Total:		\$18,419.82

SHORT SLIP ISSUED	\$8.00
DEPOSIT TOTAL	\$18,419.82
Grand Total:	\$18,427.82

Activity Summary

BOAT	Count	State Amt	Municipal Amt
RENEWAL	8	\$356.00	\$121.80
Sub Total:	8	\$356.00	\$121.80
MOTOR VEHICLE	Count	State Amt	Municipal Amt
CERT-COPY LOST	1	\$15.00	\$3.00
DECAL-REPL DAMAGED NEW	1	\$1.00	\$3.00
PLATE-REPL DAMAGED	65	\$2,751.56	\$6,714.00
PLATE-REPL MID-YEAR	1	\$8.00	\$3.00
REGISTRATION MAINTENAN	2	\$16.00	\$3.00
RENEWAL	5	\$0.00	\$3.00
STATE-ONLY NEW	281	\$13,939.24	\$30,178.00
TITLE - AP	1	\$84.26	\$3.00
TITLE - EXAP	26	\$0.00	\$0.00
TITLE - PS	1	\$0.00	\$0.00
TITLE ONLY	33	\$825.00	\$66.00
TITLE ONLY - EX	4	\$100.00	\$8.00
TRANSFER	2	\$50.00	\$4.00
VOID - SAME DAY/TELLER	22	\$399.36	\$4,424.00
Sub Total:	447	\$18,082.82	\$41,278.00

DOG LICENSES	Count	State Amt	Municipal Amt
LICENSE NEW	15	\$0.00	\$125.00
LICENSE RENEWAL	45	\$0.00	\$344.00
Sub Total:	60	\$0.00	\$469.00

TOWN CLERK SERVICES	Count	State Amt	Municipal Amt
MARRIAGE LICENSE	2	\$0.00	\$100.00
STATE FILING FEE	1	\$0.00	\$2.00
VITAL STATISTICS	4	\$0.00	\$60.00
Sub Total:	7	\$0.00	\$162.00
Total:	522	\$18,438.82	\$42,030.80
Grand Total:			\$60,469.62

Fees Summary

Fee	Count	Amount
AGENT FEE	360	\$1,080.00
APPLICATION FEE	70	\$140.00
BOAT AGENT FEE	8	\$40.00
BOAT FEE	7	\$74.80
BOAT TAX COLL FEE	7	\$7.00
CLERK FEE	365	\$730.00
DMV MAILING FEE	279	\$279.00
DOG LICENSE FEE GROUP	2	\$36.00
DOG LICENSE FEE PUPPY	5	\$25.00
DOG LICENSE FEE SENIOR	3	\$4.50
DOG LICENSE FEE SPAYED/NEUTERE	43	\$215.00
DOG LICENSE FEE UNALTERED	7	\$45.50
DOG OVERPOPULATION FEE	57	\$114.00
DOG STATE LICENSE FEE	58	\$29.00
MARRIAGE LICENSE - STATE	2	\$86.00
MARRIAGE LICENSE - TOWN	2	\$14.00
PERMIT FEE	361	\$38,939.00
STATE FILING FEE	1	\$2.00
TRANSFER FEE	22	\$110.00
VITAL STATISTICS - STATE - FIRST COF	4	\$32.00
VITAL STATISTICS - STATE GF - FIRST COF	4	\$12.00
VITAL STATISTICS - TOWN - FIRST COF	4	\$16.00
Grand Total:	1,671	\$42,030.80

Submitted by:

Date:

gcy 1-26-19

Treasurer:

Date:

Windsor Town Clerk

Account Summary for Fee Transactions

Deposit Dates from : 1/1/2018 to 12/31/2018

Account Name	Account Number	Fees Summary	Count	Amount	Debit Amt	Credit Amt
BOAT FEES	3	BOAT FEE	7	\$74.80	\$0.00	\$74.80
		Account Total:	7	\$74.80		
DOG FEES - STATE	1	DOG OVERPOPULATION FEE	57	\$114.00		
		DOG STATE LICENSE FEE	58	\$29.00		
		Account Total:	115	\$143.00	\$0.00	\$143.00
DOG FEES - TOWN	5	DOG LICENSE FEE GROUP	2	\$36.00		
		DOG LICENSE FEE PUPPY	5	\$25.00		
		DOG LICENSE FEE SENIOR	3	\$4.50		
		DOG LICENSE FEE SPAYED/NEUTERED	43	\$215.00		
		DOG LICENSE FEE UNALTERED	7	\$45.50		
		Account Total:	60	\$326.00	\$0.00	\$326.00
MA FEES	4	AGENT FEE	360	\$1,080.00		
		BOAT AGENT FEE	8	\$40.00		
		Account Total:	368	\$1,120.00	\$3.00	\$1,123.00
MARRIAGE LIC - LOCAL	8	MARRIAGE LICENSE - TOWN	2	\$14.00		
		Account Total:	2	\$14.00	\$0.00	\$14.00
MARRIAGE LIC - STATE	9	MARRIAGE LICENSE - STATE	2	\$86.00		
		Account Total:	2	\$86.00	\$0.00	\$86.00
MISC FEES	17	STATE FILING FEE	1	\$2.00		
		Account Total:	1	\$2.00	\$0.00	\$2.00
MV FEES	2	BOAT TAX COLL FEE	7	\$7.00		
		CLERK FEE	365	\$730.00		
		DMV MAILING FEE	279	\$279.00		
		PERMIT FEE	361	\$38,939.00		
		TRANSFER FEE	22	\$110.00		
		Account Total:	1,034	\$40,065.00	\$129.00	\$40,194.00
TITLE APP FEES	6	APPLICATION FEE	70	\$140.00		
		Account Total:	70	\$140.00	\$2.00	\$142.00
VITAL RECORD - STATE	11	VITAL STATISTICS - STATE - FIRST COPY	4	\$32.00		
		VITAL STATISTICS - STATE GF - FIRST COPY	4	\$12.00		
		Account Total:	8	\$44.00	\$0.00	\$44.00
VITAL RECORD - TOWN	10	VITAL STATISTICS - TOWN - FIRST COPY	4	\$16.00		
		Account Total:	4	\$16.00	\$0.00	\$16.00
		Grand Total:	1,671	\$42,030.80	\$134.00	\$42,164.80

Account Summary for Miscellaneous Transactions

Deposit Dates from : 1/1/2018 to 12/31/2018

Account Name	Account Number	Transaction Type	Count	Amount	Debit Amt	Credit Amt
CHECK OVERAGE - CREDIT ISSUED			1	\$10.00	\$0.00	\$10.00
		Account Total:	1	\$10.00	\$0.00	\$10.00
		Grand Total:	1	\$10.00	\$0.00	\$10.00

6-26-18

Election Date - 03/13/2018

Generated By : GLANDRY

Ward	Eligible	Voted	%	DEM	LIB	REP	UND	UNK
00	137	30	21.8978	1	0	9	20	0
Total :	137	30	21.8978	1	0	9	20	0

Election Date - 03/13/2018 – WINDSOR SCHOOL BOARD

Election Date - 03/13/2018

Generated By : GLANDRY

Ward	Eligible	Voted	%	DEM	LIB	REP	UND	UNK
00	137	43	31.3869	5	0	14	24	0
Total :	137	43	31.3869	5	0	14	24	0

Election Date - 03/13/2018 – WINDSOR TOWN MEETING

Election Date - 09/11/2018

Generated By : GLANDRY

Ward	Eligible	Voted	%	DEM	LIB	REP	UND	UNK
00	137	53	38.6861	4	0	23	26	0
Total :	137	53	38.6861	4	0	23	26	0

Election Date - 09/11/2018 – STATE PRIMARY

Election Date - 11/06/2018

Generated By : GLANDRY

Ward	Eligible	Voted	%	DEM	LIB	REP	UND	UNK
00	137	99	72.2628	9	0	44	46	0
Total :	137	99	72.2628	9	0	44	46	0

Election Date - 11/06/2018 – STATE GENERAL ELECTION

DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT BIRTH REPORT

01/01/2018-12/31/2018

--WINDSOR--

Child's Name
DINNEEN, NORA MAE

Birth Date
01/31/2018

Birth Place
CONCORD,NH

Father's/Partner's Name
DINNEEN, SEAN

Mother's Name
DINNEEN, MELANIE

Total number of records 1

DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT MARRIAGE REPORT

01/01/2018 - 12/31/2018

-- WINDSOR --

Person A's Name and Residence	Person B's Name and Residence	Town of Issuance	Place of Marriage	Date of Marriage
HINES, CURTIS P WINDSOR, NH	JACK, GABRIELLE P WINDSOR, NH	HAMPTON	RYE	04/20/2018
WATSON, STEPHEN M WINDSOR, NH	RACINE, MARILYN D WINDSOR, NH	WINDSOR	CROYDON	08/18/2018

Total number of records 2

DIVISION OF VITAL RECORDS ADMINISTRATION

RESIDENT DEATH REPORT

01/01/2018 - 12/31/2018

--WINDSOR, NH --



Decedent's Name

Death Date

Death Place

Father's/Parent's Name

Mother's/Parent's Name Prior to First Marriage/Civil Union

Military

Total number of records 0

Town of Windsor
Income & Expense YTD 2018
 January through December 2018

	Jan - Dec 18
Income	
3110 · Property Taxes	
3119 · Overlay	-8,998.10
Total 3110 · Property Taxes	-8,998.10
3121 · Land Use Change Taxes Fee	50.00
3186 · Payment in Lieu of Taxes	20,614.00
3190 · Interest and Penalties on Taxes	3,465.20
3220 · Motor Vehicle Permits	
3220.01 · Town Motor Vehicle Fees	38,803.00
3220.02 · Misc Fees	2,657.30
Total 3220 · Motor Vehicle Permits	41,460.30
3290 · Other Licenses and Permits	
3290.01 · Town Dog License Fees	294.50
3290.06 · Town - Vital Statistics	8.00
Total 3290 · Other Licenses and Permits	302.50
3352 · Rooms and Meals Distribution	11,221.60
3353 · Highway Block Grant	4,355.81
3379 · Statewide Checklist	200.00
3380 · UCC Township Allocation	285.00
3401 · Income from Departments	
3402 · Selectmen	
3402.01 · Copies	54.05
3402.03 · Inventory Penalty	370.74
3402.04 · Pistol Permit Fees	30.00
Total 3402 · Selectmen	454.79
Total 3401 · Income from Departments	454.79
3502 · Interest on Investments	
3502.02 · Checking Account Interest	104.35
Total 3502 · Interest on Investments	104.35
3920 · Donation to the Town	0.00
Total Income	73,515.45
Gross Profit	73,515.45
Expense	
4130 · Executive	
4130.01 · Executive Salaries	28,604.31
Total 4130 · Executive	28,604.31
4140 · Election and Registration	320.87
4150 · Financial Administration	
1450.61 · Notary Renewals	150.00
4150.02 · Office Supplies	660.85
4150.03 · Postage	776.80
4150.04 · Printing	512.00
4150.06 · Mileage Reimbursement	692.26
4150.07 · Office Equipment	150.94
4150.08 · Website/Software Support	2,358.19
4150.11 · Recording Fees	66.35
4150.13 · Petty Cash	74.17
4150.50 · Avitar	
4150.51 · Assessing	
4150.52 · General	5,452.94
4150.53 · Tax Kiosk	350.00
4150.54 · Software Support	5,441.00
4150.55 · Mapping	1,160.00
Total 4150.51 · Assessing	12,403.94
Total 4150.50 · Avitar	12,403.94

Town of Windsor
Income & Expense YTD 2018
 January through December 2018

	Jan - Dec 18
Total 4150 · Financial Administration	17,845.50
4194 · General Government Buildings	
4194.01 · Telephone	960.75
4194.03 · Town Hall Repairs/Maintenance	4,189.00
4194.06 · Janitorial Expenses	751.77
4194.08 · Fire Extinguisher	275.04
4194.09 · Propane	1,692.47
4194.10 · General Building Supplies	95.97
4194.11 · Electric	977.21
4194.14 · Fixtures/Furniture	1,517.94
4194.17 · Town Hall Winter Maintenance	315.00
4194.20 · Landscaping	1,200.00
Total 4194 · General Government Buildings	11,975.15
4195 · Cemeteries	2,000.00
4196 · Insurance not Allocated	1,629.00
4197 · Advertising and Regional Assoc.	
4197.01 · Workshops	690.00
4197.03 · Membership Dues	1,220.00
4197 · Advertising and Regional Assoc. - Other	279.00
Total 4197 · Advertising and Regional Assoc.	2,189.00
4210 · Police	28,298.86
4220 · Fire	
4220.1 · Fire Equipment	2,022.43
4220 · Fire - Other	4,830.00
Total 4220 · Fire	6,852.43
4312 · Highways and Streets	
4312.01 · Road Maintenance	24,100.00
4312.02 · Salt	1,932.75
4312.03 · Street Signs	111.50
4312.4 · Beach and Road Maintenance	200.00
Total 4312 · Highways and Streets	26,344.25
4324 · Solid Waste Disposal	8,994.22
4441 · Welfare Administration	0.00
4550 · Public Library	1,000.00
4589 · Culture/Recreation/Donations	105.74
4931 · Taxes Assessed for County	33,019.00
66000 · Payroll Expenses	
66000.1 · Social Security Tax - Employee	-1,786.92
66000.2 · Social Security Tax - Employer	6,709.33
66000.3 · Federal Income Tax	-2,332.87
66000.4 · Medicare	-398.49
66000.5 · State of NH - UC	28.60
Total 66000 · Payroll Expenses	2,219.65
66800 · Bank Service Fees	2.82
66900 · Reconciliation Discrepancies	-502.86
7000 · Tax Collector Expenses	347.25
Total Expense	171,245.19
Net Income	-97,729.74

Detailed Statement of Payments
For Tax Year 2018

	<u>Appropriated amount</u>	<u>Expended</u>
Town Officer Salaries	30,000	28,605
Election and Registration	250	321
Financial Administration	16,000	18,076
Legal Expense	1,000	0
Planning & Zoning	50	0
General Gov. Building	12,000	11,975
Cemeteries	2,000	2,000
Insurance	1,500	1,629
Advertising & Regional Assoc. Dues	2,500	2,189
Social Security, IRS Tax	7,000	6,709
Fire	43,154	33,129
Highway & Streets	31,400	26,345
Solid Waste Disposal	10,689	8,994
Library	1,000	1,000
Welfare	1,000	0
Donations	100	106
Fire Equipment	1,500	2,022
Total of Appropriations	161,143	143,100

Statement of Appropriation
For tax year 2018

<u>Purposes of Appropriation</u>	
Executive	\$ 30,000
Election & Registration	\$ 250
Financial Administration	\$ 16,000
Legal Expense	\$ 1,000
Planning & Zoning	\$ 50
General Government Building	\$ 12,000
Cemeteries / Town Hall	\$ 2,000
Insurance	\$ 1,500
Advertising & Regional Association	\$ 2,500
Donations	\$ 100
Social Security, IRS	\$ 7,000
Public Safety (Fire)	\$ 43,154
Highways & Streets	\$ 31,400
Hillsboro Transfer	\$ 10,689
Library	\$ 1,000
Welfare	\$ 1,000
Fire equipment	\$ 1,500
Total Appropriations	\$ 161,143

SOURCES OF REVENUE

Timber Tax	\$ 244
Payment in Lieu of Taxes	\$ 16,500
Interest & Penalties on Delinquent Taxes	\$ 2,000
Motor Vehicle Permit Fees	\$ 35,000
Inventory Penalties	\$ 320
FROM STATE	
Shared Revenues	\$ 0
Meals & Room Tax Distribution	\$ 11,186
Highway Block Grant	\$ 4,317
<u>CHARGES FOR SERVICES</u>	
Income from Departments	\$ <u>0</u>
TOTAL ESTIMATED REVENUES AND CREDITS	\$ 69,567

TOWN OFFICERS

COMPARATIVE STATEMENT OF APPROPRIATIONS AND ESTIMATES

Purpose of Appropriations	Appropriations 2018	Actual 2018	breakdown	difference +/-	2019 Appropriations
Executive	\$30,000	\$28,605		\$1,395	\$30,600
Secretary/Assessing			\$10,472		
Town Clerk & Deputy wages			\$3,600		
(3) Selectmen @ 2812 each full year			\$7,967		
Treasurer wages			\$2,250		
Tax Collector wages			\$2,250		
Health Officer (owed prev. year also)			\$400		
Auditor			\$600		
Moderator			\$150		
Emergency Management Director			\$200		
(3) Supervisors of Checklist @ 7.25/hour			\$716		
Election and Registrations	\$250	\$321		-\$71	\$300
Financial Administration	\$16,000	\$18,076		-\$2,076	\$18,000
Office Supplies			\$661		
Postage			\$777		
Printing			\$512		
Office equipment			\$151		
Mileage Reimbursement			\$692		
Website/software Support			\$2,356		
Recording Fees			\$66		
MS5 Prep			\$0		
Petty Cash			\$74		
Avitar			\$12,404		
Notary renewals (Gloria and Annette)			\$150		
Tax Collections/Total Notice			\$233		
Legal	\$1,000	\$0		\$1,000	\$1,000
General Government Buildings	\$12,000	\$11,975		\$25	\$20,000
Telephone			\$961		
Town Hall Winter Maintenance			\$315		
Town Hall Repairs (Bats and squirrels)			\$4,189		
Janitorial			\$752		
Fire Extinguisher			\$275		
Propane			\$1,692		
General Building Supplies			\$96		
Electric			\$977		
Town Hall Groundskeeping			\$1,200		
Fixtures/Furniture (Carpet)			\$1,518		
Parking lot expansion at town hall (3670)			\$0		
Replace/upgrade PC's (4k)			\$0		
Planning and Zoning	\$50	\$0		\$50	\$50
Cemeteries	\$2,000	\$2,000		\$0	\$2,000
Insurance	\$1,500	\$1,629		-\$129	\$2,000
Advertising/Regional Ass. Dues	\$2,500	\$2,189		\$311	\$2,500
Workshops			\$690		
Advertising/other			\$279		
Dues			\$1,220		

(continued on next page)

Fire/Police/Dispatch	\$43,154	\$33,129		\$10,025	\$14,827
Fire			\$28,299		
Police/Dispatch			\$4,830		
Highways and Streets	\$31,400	\$26,345		\$5,055	\$31,400
Road Maintance			\$24,100		
Salt			\$1,933		
Beach Road Maintenance			\$200		
Street Signs			\$112		
Solid Waste Disposal	\$10,689	\$8,994		\$1,695	\$15,451
Library	\$1,000	\$1,000		\$0	\$1,000
SocialSecurity/Medicare Taxes	\$7,000	\$6,709		\$291	\$8,000
Donations (Paulines services)	\$100	\$106		-\$6	\$100
Welfare	\$1,000	\$0		\$1,000	\$1,000
Fire Equipment	\$1,500	\$2,022		-\$522	\$1,000
Brooks property clean up	\$0	\$0		\$0	\$3,500
TOTALS	\$161,143	\$143,100		\$18,043	\$152,728



REPORT OF TRUST AND CAPITAL RESERVE FUNDS

For the period ending:

This form is due **March 1st (Calendar Year)** or **September 1st (Fiscal Year)**

Instructions

Cover Page

- Select the Municipality name from the pull down menu
- Enter the preparer's information

Reporting:

- Complete all fields as necessary for the *Report of Trust Funds* and *Principal Only* sections.
- 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, 35:9).
- 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.
- WEB SITE - A trustee handbook can be downloaded from the website for the Attorney General's Charitable Trust Division at www.gsn.net.
- FAIR VALUE - Use this section 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.
- CAPITAL RESERVE FUND - Must be kept in a separate account and not intermingled with any other funds of the municipality (RSA 35:9).
- 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 instructions and address on the last page 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.

A hard copy of this form, as well as the signature page, must be sent to:

Department of Justice
Office of the Attorney General
33 Capitol Street
Concord, NH 03301-6397

For Assistance Please Contact:

NH DRA Municipal and Property Division

Phone: (603) 230-5090

Fax: (603) 230-5947

<http://www.revenue.state.nh.gov>

ENTITY'S INFORMATION

Municipality: County: Total of All Funds:

PREPARER'S INFORMATION

First Name: Last Name:

Street No.: Street Name: Phone Number:

Email (optional):



Report of The Trust Funds for the Period Ending Dec. 31, 2018

	Trust Fund 1	Trust Fund 2	Trust Fund 3	Trust Fund 4	Trust Fund 5
Date of Creation	Oct 1889	Oct 1889	Oct 1889	Aug 1975	July 1992
Name of Trust Fund	Abney Symond	Abney Symond	Abney Symond	Mary Chapman	School Reserve
Type of Fund	Other (Enter Below)	Other (Enter Below)	Other (Enter Below)	Other (Enter Below)	Expendable Trust (55A, B, C, D)
Purpose of Trust	CD	CD	CD	CD	
How Invested	Cemetery Trust - Other	Cemetery Trust - Other	Cemetery Trust - Other	Cemetery Trust - Other	Schools
Balance Beginning of Year	\$205.13	\$512.83	\$2,112.70	\$512.83	\$50,105.76
New Funds Created					
Cash Gains or Losses on Securities					
Withdrawals					
Balance End of Year	\$205.13	\$512.83	\$2,112.70	\$512.83	\$50,105.76
Income Beginning of Year					
Income During Year (Amount)	\$1.11	\$2.76	\$11.80	\$2.77	\$272.53
Expended During Year					
Balance at End of Year	\$1.11	\$2.76	\$11.80	\$2.77	\$272.53
Grand Total Principal & Income End of Year	\$206.24	\$515.59	\$2,124.50	\$515.60	\$50,377.74



Principal Only for the Period Ending Dec 31, 2018

Fund No.	Beginning of Year Fair Value	Unrealized Annual Gains	End of Year Fair Value
1	\$,395.13	\$1.11	\$206.24
2	\$412.83	\$2.76	\$515.59
3	\$2,112.73	\$11.80	\$2,124.50
4	\$512.83	\$2.77	\$515.60
5	\$50,105.18	\$272.56	\$50,377.74



WINDSOR (491)

1. CERTIFY THIS FORM

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.

Preparer's First Name	Preparer's Last Name	Date
Melissa	Merrill	Jan 29, 2019

2. SAVE AND EMAIL THIS FORM

Please save and e-mail the completed PDF form to your Municipal Services Advisor.

3. PRINT, SIGN, AND UPLOAD THIS FORM

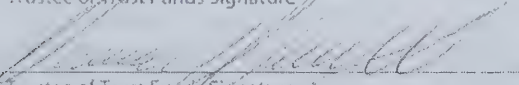
This completed PDF form must be PRINTED, SIGNED, SCANNED, and UPLOADED onto the Municipal Tax Rate Setting Portal (MTRSP) at <http://proptax.org/nh/>. If you have any questions, please contact your Municipal Services Advisor.

TRUSTEE CERTIFICATION

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.


Trustee of Trust Funds Signature

Trustee of Trust Funds Signature


Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

Trustee of Trust Funds Signature

Per RSA 31:38, copies of this report must also be provided to the governing body of the municipality and to the Attorney General at the following address:

Department of Justice
Office of the Attorney General
33 Capitol Street
Concord, NH 03301-6397



CAPITAL AREA MUTUAL AID FIRE COMPACT



President: Chief Jonathan Wiggin

Chief Coordinator: Keith Gilbert

P.O. Box 3962
Concord, NH 03302-3962

Email:
capareac1@comcast.net

Telephone 603-225-8988
Fax: 603-228-0983

2018 ANNUAL REPORT TO BOARD OF DIRECTORS

The 2018 annual report is prepared for the Board of Directors of the Capital Area Mutual Aid Fire Compact as a summary of general activities and events occurring through December 31, 2018. It is also provided to the Town offices of the Compact's member communities for information and distribution as desired.

We welcomed the Town of Washington as a new member of the Compact in July. We are happy to have them as active members. The Compact now serves 23 communities in 4 counties. The Compact's operational area is now 817 square miles with a resident population of 134,457. The Equalized Property Valuation in our coverage area is over 13.8 billion dollars. We also provide and receive mutual aid responses with communities beyond our member area.

The Compact provides 24/7 emergency dispatch service to member communities. This service is contracted with the City of Concord Fire Department's Communications Center under the direction of dispatch supervisor Captain Ernie Petrin. Emergency calls dispatched during 2018 totaled 25,124, a 3.3% increase over 2017. A detailed activity report by town/agency is attached.

The 2018 Compact operating budget was \$ 1,236,600. Funding for all Compact operations is provided by the member communities. We continue to apply for State and Federal Grant Funds when available. The Phase 3 communications work funded with a 2015 grant was completed during 2018. That project added a simulcast site at Oak Hill in Loudon and included additional microwave links to improve the resiliency of our microwave system. During 2018 we received a Homeland Security Grant in the amount of \$387,415.00 to replace the existing dispatch console equipment. Work on that project began in 2018 and will be completed during 2019.

The Compact and Hazmat Team have received over 3.4 million dollars in grant funding since 1999. These funds have been used for communications improvements, training and equipment. The direct benefit that your community has realized from these grants is made possible by your participation in the regional service that we provide.

During 2017 we selected a vendor, signed a contract and began the process of replacing our Computer Aided Dispatch software. We worked on this throughout 2018. The vendor missed two scheduled implementation dates. We continue to work with them to get this project back on track. Continued improvements were made to our simulcast system and the 2015 grant that funded that upgrade was closed out in 2018.

As Chief Coordinator, I responded to 179 incidents, a 27.9% increase over 2017. In addition to responding to provide command post assistance at those mutual aid incidents, I also aid all departments with response planning, updating addressing information, and I represent the Compact with several organizations related to public safety.

25 HALL STREET SUITE 1H, CONCORD, NH 03301

ALLENSTOWN · BOSCAWEN · BOW · BRADFORD · CANTERBURY · CHICHESTER · CONCORD · DEERING · DUNBARTON
EPSOM · HENNIKER · HILLSBOROUGH · HOOKSETT · HOPKINTON · LOUDON · NORTHWOOD · PEMBROKE ·
PITTSFIELD · SALISBURY · WARNER · WASHINGTON · WEBSTER · WINDSOR

Compact officers serving during 2018 were:

President, Chief Jon Wiggin, Dunbarton
Vice President, Chief Ed Raymond, Warner
Secretary, Chief Alan Quimby, Chichester
Treasurer Chief Jeff Yale, Hopkinton

The Training Committee, chaired by Concord Captain Mick Costello; with members Chichester Deputy Chief Matt Cole, Warner Deputy Chief Jon France, Northwood Lieutenant Daryl Morales and Bradford Lieutenant Rob Steiz, assisted departments with mutual aid exercises. These combined drills provide valuable training in the delivery of mutual aid services.

The Central New Hampshire Hazmat Team represents 58 Capital Area and Lakes Region communities and is ready to assist or respond to hazardous materials incidents in our combined areas. Anthony Manning has taken over as Chief of the Hazmat Team and is working with several other Team members to update the hazard plan and to pursue new grant opportunities.

All departments are encouraged to send representation to all Compact meetings. Your input is needed. The Compact was created for the mutual benefit of member communities and active participation is a necessity to ensure the needs of all are being met.

I invite anyone with questions or comments to contact me. I thank all departments for their cooperation. Please contact any Compact officer or the Chief Coordinator if we may be of assistance.

Keith Gilbert, Chief Coordinator
CAPITAL AREA FIRE COMPACT

1/17/2019

Capital Area Mutual Aid Fire Compact
2018 Incidents vs. 2017 Incidents

ID #	Town	2017 Incidents	2018 Incidents	% Change
50	Allenstown	716	688	-3.9%
51	Boscawen	181	197	8.8%
52	Bow	1048	1104	5.3%
53	Canterbury	372	339	-8.9%
54	Chichester	504	514	2.0%
55	Concord	8246	9005	9.2%
56	Epsom	936	984	5.1%
57	Dunbarton	215	242	12.6%
58	Henniker	928	972	4.7%
59	Hillsboro	1102	1196	8.5%
60	Hopkinton	1192	1144	-4.0%
61	Loudon	1116	941	-15.7%
62	Pembroke	351	355	1.1%
63	Hooksett	2350	2396	2.0%
64	Penacook Rsq	887	863	-2.7%
65	Webster	200	184	-8.0%
66	CNH HazMat	7	8	14.3%
71	Northwood	755	671	-11.1%
72	Pittsfield	947	878	-7.3%
74	Salisbury	166	171	3.0%
79	Tri-Town Ambulance	1254	1306	4.1%
80	Warner	438	412	-5.9%
82	Bradford	180	180	0.0%
84	Deering	236	277	17.4%
86	Washington 7/10/18 -12/31/2018		97	
	Windsor	26	49	88.5%
		24327	25124	3.3%

Mutual Aid Coordinator responses	140	179	27.9%
----------------------------------	-----	-----	-------

Fire alarm systems placed in/out of service for maintenance	2888	3158	9.3%
---	------	------	------



CERTIFICATE OF COVERAGE

The New Hampshire Public Risk Management Exchange (Primex³) is organized under the New Hampshire Revised Statutes Annotated, Chapter 5-B, Pooled Risk Management Programs. In accordance with those statutes, its Trust Agreement and bylaws, Primex³ is authorized to provide pooled risk management programs established for the benefit of political subdivisions in the State of New Hampshire.

Each member of Primex³ is entitled to the categories of coverage set forth below. In addition, Primex³ may extend the same coverage to non-members. However, any coverage extended to a non-member is subject to all of the terms, conditions, exclusions, amendments, rules, policies and procedures that are applicable to the members of Primex³, including but not limited to the final and binding resolution of all claims and coverage disputes before the Primex³ Board of Trustees. The Additional Covered Party's per occurrence limit shall be deemed included in the Member's per occurrence limit, and therefore shall reduce the Member's limit of liability as set forth by the Coverage Documents and Declarations. The limit shown may have been reduced by claims paid on behalf of the member. General Liability coverage is limited to Coverage A (Personal Injury Liability) and Coverage B (Property Damage Liability) only. Coverage's C (Public Officials Errors and Omissions), D (Unfair Employment Practices), E (Employee Benefit Liability) and F (Educator's Legal Liability Claims-Made Coverage) are excluded from this provision of coverage.

The below named entity is a member in good standing of the New Hampshire Public Risk Management Exchange. The coverage provided may, however, be revised at any time by the actions of Primex³. As of the date this certificate is issued, the information set out below accurately reflects the categories of coverage established for the current coverage year.

This Certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend, or alter the coverage afforded by the coverage categories listed below.

Participating Member: Town of Windsor #14 White Pond Road RR 2, Box 145 Windsor, NH 03244	Member Number: 323	Company Affording Coverage: NH Public Risk Management Exchange - Primex ³ Bow Brook Place 46 Donovan Street Concord, NH 03301-2624
--	------------------------------	--

Type of Coverage	Effective Date (mm/dd/yyyy)	Expiration Date (mm/dd/yyyy)	Limits - NH Statutory Limits May Apply, If Not:	
<input checked="" type="checkbox"/> General Liability (Occurrence Form) Professional Liability (describe) <input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence	1/1/2019	1/1/2020	Each Occurrence	\$ 5,000,000
			General Aggregate	\$ 5,000,000
			Fire Damage (Any one fire)	
			Med Exp (Any one person)	
<input checked="" type="checkbox"/> Automobile Liability Deductible Comp and Coll: \$1,000 <input type="checkbox"/> Any auto	1/1/2019	1/1/2020	Combined Single Limit (Each Accident)	\$5,000,000
			Aggregate	\$5,000,000
<input checked="" type="checkbox"/> Workers' Compensation & Employers' Liability	1/1/2019	1/1/2020	<input checked="" type="checkbox"/> Statutory	
			Each Accident	\$2,000,000
			Disease – Each Employee	\$2,000,000
			Disease – Policy Limit	
<input checked="" type="checkbox"/> Property (Special Risk includes Fire and Theft)	1/1/2019	1/1/2020	Blanket Limit, Replacement Cost (unless otherwise stated)	Deductible: \$1,000

Description: Proof of Primex Member coverage only.

CERTIFICATE HOLDER: Town of Windsor #14 White Pond Road RR 2, Box 145 Windsor, NH 03244	Additional Covered Party	Loss Payee	Primex³ – NH Public Risk Management Exchange By: <i>Mary Beth Purcell</i> Date: 3/1/2019 mpurcell@nhprimex.org Please direct inquires to: Primex³ Claims/Coverage Services 603-225-2841 phone 603-228-3833 fax
--	---------------------------------	-------------------	---

STATE OF NEW HAMPSHIRE
Executive Council

DAVID K WHEELER
EXECUTIVE COUNCILOR
DISTRICT FIVE



STATE HOUSE ROOM 207
107 NORTH MAIN STREET
CONCORD, NH 03301
WWW.NH.GOV/COUNCIL
(603) 271-3632

January 2, 2019

Dear Citizens of Executive Council District 5,

It was my honor to serve the citizens of Executive Council District Five as their Executive Councilor during 2018. The Executive Council has authority over all state contracts over \$ 10,000 all nominations to State Boards and Commissions, all judicial appointments, department heads, and requests for Pardons.

In July I hosted the Governor and Executive Council meeting at Crotched Mountain in Greenfield, NH. It was a great opportunity to showcase the area and highlight the important work being done there.

On July 11, 2018, the New Hampshire Executive Council voted 4 to 1 to convene a special session of the State Legislature (another one of our many responsibilities) to address the US Supreme Court's decision on the collection of state taxes from Internet businesses.

In the fall I attended Public Hearings of the Governor's Advisory Commission on Intermodal Transportation (GACIT) in Nashua, Merrimack, Keene and Peterborough. At the public hearings the Department of Transportation receives and reviews public input on the State's 10-year highway plan. The Council developed a 10-year plan and forwarded it to Governor Sununu for his approval.

In addition to our regularly scheduled meetings, we held hearings on several judicial nominations. The Executive Council confirmed 8 Justices to serve in our court system and elevated Justice Robert Lynn to become the Chief Justice of the New Hampshire Supreme Court.

The Council also confirmed 287 nominations to State Boards and Commissions, many from District Five.

The Executive council approves State Contracts and this year we approved \$1.7 billion in expenditures and \$6.4 Billion in working capital to assure our state meets the needs of our citizens.

On December 5th the Executive Council joined Governor Sununu in Representatives Hall of the State House as he administered the oath of office to the 400 newly elected State Representatives and 24 State Senators.

The Council received a request to commute the sentence of Pamela Smart, which was withdrawn at the last minute. A Pardon was granted to Joe Barton, for the unfounded and unjust charge of resisting arrest.

At the December meeting of the Governor and Council my grandson, Caedon Wheeler of Milford, opened the meeting by leading the audience in reciting the Pledge of Allegiance.

Please feel free to reach out to me any time I can be of assistance. It is always a pleasure to lend assistance where needed. My contact information is: 523 Mason Road, Milford, NH 03055 Phone: 603-672-6062

Sincerely,

David K. Wheeler

Amherst, Antrim, Bennington, Brookline, Deering, Dunbarton, FitzWilliam, Frankestown, Greenfield, Greenville, Hillsborough, Hollis, Hudson, Jaffrey, Litchfield, Lyndeborough, Mason, Merrimack, Milford, Mont Vernon, Nashua, New Boston, New Ipswich, Peterborough, Richmond, Rindge, Sharon, Swanzey, Temple, Troy, Weare, Wilton, and Windsor

**WINDSOR, NEW HAMPSHIRE TOWN MEETING
MINUTES – MARCH 13, 2018**

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

Moderator Patrick Hines opened the Town Meeting at 6:58 p.m.

Article 1) Elect Town Officers

Motioned by Darlene Cuddy, Seconded by Ellen Blake

“Move to suspend the standing rules and move Article 1 to position 19: To choose by ballot all necessary Town Officers for the ensuing year.”

Vote Taken on Motion, Passed Unanimously

Article 2) Financial Administration

Motioned by Darlene Cuddy, Seconded by Gerry Needham

“To see if the Town will vote to raise and appropriate the sum of \$53,250 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, or to take any other action relative thereto.”

The Selectmen recommend approval. Majority vote required

Vote Taken, Passed Unanimously

Article 3) Accept Reports of Agents

Motioned by Darlene Cuddy, Seconded by Gerry Needham

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

The Selectmen recommend approval. Majority vote required

Some discussion takes place led in part by Gloria Landry and Darlene Cuddy. Gloria Landry noted there is a typo on ‘page 1’ of the annual report which comprises the list of committees and officers and for the 2019 town report corrections will be on the following headers: The Zoning Board of Adjustment and the Planning Board. Although the members of these committees have term limits these are not elected positions; therefore, the headers will be updated.

Vote Taken, Passed Unanimously

**WINDSOR, NEW HAMPSHIRE TOWN MEETING
MINUTES – MARCH 13, 2018**

Article 4) Police and Fire

Motioned by Darlene Cuddy, Seconded by Gerry Needham

“To see if the Town will vote to raise and appropriate the sum of \$43,154 for Police and Fire expenses, or to take any action relative thereto.”

The Selectmen recommend approval. Majority vote required

Some discussion takes place led in part by Diane Hines and Bill Hebert. The appropriated sum has been increased from last year’s fee. The fee schedule for the emergency services bill is explained. The fees billed are based on the Town of Hillsboro’s projected income statement. The statement measures their future income and expenses after adjustments for the actual revenue and expenses received are calculated the bill is invoiced but because it is an estimate the figure will fluctuate from year to year. Last year the income was less than the projections this year’s total is adjusted to pay back what we owe from 2017 with the estimated 2018 increment.

Vote Taken, Passed Unanimously

Article 5) General Government Building

Motioned by Gerald Needham, Seconded by Charlotte Hebert

“To see if the Town will vote to raise and appropriate the sum of \$12,000 for the General Government Building operating expenses of the Town Hall, or to take any action relative thereto.”

The Selectmen recommend approval. Majority vote required

Vote Taken, Passed Unanimously

Article 6) Upkeep of Town Cemeteries and Town Hall grounds

Motioned by Gerry Needham, Seconded by Diane Hines

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

The Selectmen recommend approval. Majority vote required

Vote Taken, Passed Unanimously

**WINDSOR, NEW HAMPSHIRE TOWN MEETING
MINUTES – MARCH 13, 2018**

Article 7) Highways and Streets

Motioned by Gerry Needham, Seconded by Bill Hebert

“To see if the Town will vote to raise and appropriate the sum of \$ 31,400 for highways and bridges, or to take any action relative thereto”

The Selectmen recommend approval. Majority vote required

Some discussion takes place led in part by Nick Buccarelli, Charlotte Hebert, Ron Houghton, Pat Hines, Dave Hunt, Darlene Cuddy and Gerry Needham. These funds cannot be used for Class VI town roads. The appropriations are restricted by RSA 231:59 which authorizes municipalities to spend money to repair Class IV and V highways, not Class VI roads. Further discussion explains a few of the requirements needed to upgrade from Class VI to Class V, a few of the items include drainage, grade, and excavation as outlined by RSA 236:10 which provides that the municipality may regulate such private road work, may require a bond for the satisfactory restoration of the road and require anyone who excavates or disturbs town roads to restore them to the satisfaction of the authorized local official under the guideline of RSA 236:11.

Vote Taken, Passed Unanimously

Article 8) Donations

Motioned by Gerry Needham, Seconded by Ken Matthews

“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. Majority vote required

Some discussion takes place, Darlene Cuddy responds to questions related to the types of donations: they are flowers for funeral services, a food donation to the family, or a celebration of life memorial and whether this appropriation item is perpetual or annual: these funds are an annual fee retained in the general funds and are not deposited into a dedicated savings account.

Vote Taken, Passed Unanimously

**WINDSOR, NEW HAMPSHIRE TOWN MEETING
MINUTES – MARCH 13, 2018**

Article 9) Town of Hillsboro Transfer Station

Motioned by Gerry Needham, Seconded by Charlotte Hebert

“To see if the Town will vote to raise and appropriate the sum of \$10,689 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. Majority vote required

Some discussion takes place, Darlene Cuddy confirms the fee is created from a formula based off the Town of Hillsboro’s projected income statement and will fluctuate yearly.

Vote Taken, Passed Unanimously

Article 10) Advertising and Membership Dues

Motioned by Darlene Cuddy, Seconded by Gerry Needham

“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. Majority vote required

Vote Taken, Passed Unanimously

Article 11) Legal Expense

Motioned by Gerry Needham, Seconded by Victor Starzynski

“To see if the Town will vote to raise and appropriate the sum of \$1,000 for legal expenses, or to take any action relative thereto.”

The Selectmen recommend approval. Majority vote required

Vote Taken, Passed Unanimously

Article 12) Donate to Fuller Public Library in Hillsboro, NH

Motioned by Cynthia Stosse, Seconded by Charlotte Hebert

“To see if the Town will vote to raise and appropriate the sum of \$1,000 to donate to the Fuller Public Library in Hillsboro, NH, or to take any action relative thereto.”

The Selectmen recommend approval. Majority vote required

Vote Taken, Passed Unanimously

**WINDSOR, NEW HAMPSHIRE TOWN MEETING
MINUTES – MARCH 13, 2018**

Article 13) Purchase Insurance

Motioned by Gerry Needham, Seconded by Ellen Blake

“To see if the Town will vote to raise and appropriate the sum of \$1,500 to purchase insurance for the Town, or to take any action relative thereto.”

The Selectmen recommend approval. Majority vote required

Some discussion takes place, the Board is asked to confirm the type of insurance and advise the insurance is general liability insurance.

Vote Taken, Passed Unanimously

Article 14) Welfare

Motioned by Darlene Cuddy, Seconded by Gerry Needham

“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. Majority vote required

Some discussion takes place, the Board confirms the funds from 2017 were not used and the fee returned to the general funds.

Vote Taken, Passed Unanimously

Article 15) Planning and Zoning

Motioned by Gerry Needham, Seconded by Ken Matthews

“To see if the Town will vote to raise and appropriate the sum of \$50 for Planning and Zoning Master Plan, or to take any action relative thereto.”

The Selectmen recommend approval. Majority vote required

Some discussion takes place, the Board confirms the funds from 2017 were not used and the fee returned to the general funds.

Vote Taken, Passed Unanimously

**WINDSOR, NEW HAMPSHIRE TOWN MEETING
MINUTES – MARCH 13, 2018**

Article 16) Fire Equipment

Motioned by Gerry Needham, Seconded by Ken Matthews

“To see if the Town will vote to raise and appropriate the sum of \$1,500 to purchase fire equipment, or to take any action relative thereto.”

The Selectmen recommend approval. Majority vote required

Some discussion takes place led in part by Ron Houghton, with Pat Hines speaking as fire marshal. The 2017 funds were used to purchase fire danger level signs which will be installed later in the year. The funds for this appropriation are for additional equipment to use with the portable pool pump which owned by the town. The pump is stored at Pat Hines’ residence and can be carried into areas not reachable by other methods and should only be considered a temporary firebreak while waiting for Hillsboro Fire Department to arrive.

Vote Taken, Passed Unanimously

Article 17) To reaffirm the Surviving Spouse Credit

Motioned by Darlene Cuddy, Seconded by Diane Hines

“Shall the Town of Windsor vote to reaffirm the Surviving Spouse Credit in accordance with RSA 72:29-a for a tax credit of \$1,400 per year?”

The Selectmen recommend approval. Majority vote required

Some discussion takes place led in part by Darlene Cuddy. The Board of Selectmen were informed by the NH Department of Revenue that the original vote warrant for the adoption of modifying RSA 72:29-a is not on record. The Surviving Spouse Tax Credit under RSA 72:29-a is a standard credit of \$700 with a local option of increasing the credit up to \$2,000. To qualify, the claimant’s spouse must have died while on active duty with the United States military or in military service of a foreign ally of the United States in any of the conflicts listed under RSA 72:28.

For purposes of past report documentation, the warrant article read, “Shall the Town modify the provisions of RSA 72:29-a whereby the surviving spouse of any person who was killed or died while on active duty in the armed forces of the United States or any of the armed forces of any of the governments associated with the United States in the wars, conflicts or armed conflicts, or combat zones set forth in RSA 72:28, shall receive a tax credit in the amount of \$1,400 for the taxes due upon the surviving spouse’s real and personal property, whether residential or not, in the same municipality where the surviving spouse is a resident? This shall increase the existing tax credit for a surviving spouse from \$400 to \$1,400. The Selectmen recommend approval. Majority vote required.”

Vote Taken, Passed Unanimously

**WINDSOR, NEW HAMPSHIRE TOWN MEETING
MINUTES – MARCH 13, 2018**

Article 18) To reaffirm the Blind Exemption Credit

Motioned by Darlene Cuddy, Seconded by Gerry Needham

“Shall the Town of Windsor vote to reaffirm the provisions of RSA 72:37, Exemption for the Blind, to allow an inhabitant who is legally blind as determined by the Blind Services Program, to be exempt each year on the assessed value, for property tax purposes, of his or her residential real estate to the value of \$15,000?”

The Selectmen recommend approval. Majority vote required

Some discussion takes place led in part by Darlene Cuddy. The Board of Selectmen were informed by the NH Department of Revenue that the original vote warrant for the adoption of modifying RSA 72:37 is not on record. A town or city may optionally increase the amount of the exemption if it is determined that a significant property value increase warrants such an adjustment. The claimant may be a resident for any length of time; no minimum time of residence is required. The claimant must be the owner of the property and be legally blind. Only the Department of Education, Bureau of Vocational Rehabilitation, Blind Services Program can make the determination of who is legally blind. The Town cannot accept any other document; a letter from the claimant’s doctor will not suffice.

For purposes of past report documentation, the warrant article read, “Shall the town modify the provisions of RSA 72-37, Exemption for the Blind, to allow an inhabitant who is legally blind as determined by the blind services program, to be exempt each year on the assessed value, for property tax purposes, of his or her residential real estate to the value of \$15,000. The Selectmen recommend approval. Majority vote required.”

Vote Taken, Passed Unanimously

**WINDSOR, NEW HAMPSHIRE TOWN MEETING
MINUTES – MARCH 13, 2018**

Article 1) Elect Town Officers

Motioned by Ken Mathews, Seconded by Nick Buccarelli

“There being no additional nominations for the floor, to choose by ballot the Officer of Selectman and to choose by acclamation, the slate of uncontested, necessary Town Officers for the ensuing year.”

The following persons were announced by unofficial ballot per RSA 669:54 through 669:60:
Jerry Cilley for Officer of Selectman, term of 3 years to expire 2021
Charlotte Hebert for Officer of Selectman, term of 3 years to expire 2021

Vote Taken on Article 1, Passed Unanimously

Polls declared open by Pat Hines at 7:25 p.m. and closed at 8:00 p.m.

The following officers and officials were elected by acclamation:

Election of Town Officers and Officials:

Auditor for 1 year (term expires 2019)	Cynthia Stosse
Treasurer for 1 year (term expires 2019)	Ellen Blake
Moderator for 2 years (term expires 2020)	T. Patrick Hines
Trustee of the Trust Fund for 3 years (term expires 2021)	Patricia Main
Trustee of the Trust Fund for 2 years (balance of term expires 2020)	Melissa Merrill
Supervisor of the Voter Checklist for 6 years (term expires 2024)	Robert Main

Thereby having 44 registered voters in attendance the final count being:

Jerry Cilley – 15 votes

Charlotte Hebert – 29 votes

The following officers were elected by unofficial ballot per RSA 669:54 through 669:60:

Election of Town Officers and Officials:

Selectman for 3 years (term expires 2021)	Charlotte Hebert
--	-------------------------

The following committee officers are to be reconsidered for appointment:

Planning Board Member for 3 years (term expires 2021)	VACANCY
Planning Board Member for 3 years (term expires 2021)	Michael Cuddy
Planning Board Member for 3 years (term expires 2021)	T. Patrick Hines
Zoning Board Member for 3 years (term expires 2021)	Dale Havunen
Zoning Board Member for 3 years (term expires 2021)	Robert Main

**WINDSOR, NEW HAMPSHIRE TOWN MEETING
MINUTES – MARCH 13, 2018**

Article 19) Transact Any Other Legal Business

Motioned by Gerry Needham, Seconded by Ellen Blake

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

The following committee officers are to be reconsidered for appointment:

Trustee of the Trust Fund for 1 year (balance of term expires 2019) VACANCY

Motion to Close Town Meeting

Motioned by Gerry Needham, Seconded by Ellen Blake

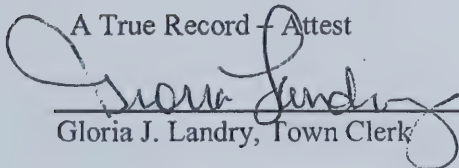
Vote Taken on Motion, Passed Unanimously

Moderator Patrick Hines closed the Meeting at 8:15 p.m. and the Meeting was adjourned.

Respectfully Submitted,

Gloria J. Landry
Windsor Town Clerk

A True Record – Attest



Gloria J. Landry, Town Clerk

**Windsor School District
Annual Report
2018**

WINDSOR SCHOOL BOARD ORGANIZATION

Members of the School Board

Darlene Cuddy, Chair	Term Expires 2019
Gloria Landry	Term Expires 2020
Cindy Stosse	Term Expires 2021

Officers of the School District

Treasurer	Kenneth Mathews
Moderator	Diane Hines
Auditor	Melissa Merrill
Clerk	Charlotte Hebert

Administration

Robert A. Hassett, M.Ed	Superintendent
Patricia M. Parenteau, MS, CAGS	Assistant Superintendent
Loreal R. Schmidt, M.S.T.	Business Administrator
Jennifer L. Crawford, Ed.D.	Director of Curriculum, Instruction & Assessment

Town of Windsor

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

School Administrative Unit #34

P.O. Box 2190	Phone (603) 464-4466
78 School Street, third floor	Fax (603) 464-4053
Hillsboro, NH 03244	Email rhassett@hdsd.org
	Website www.hdsd.org

WINDSOR SCHOOL BOARD ORGANIZATION

Members of the School Board

Darlene Cuddy, Chair	Term Expires 2019
Gloria Landry	Term Expires 2020
Cindy Stosse	Term Expires 2021

Officers of the School District

Treasurer	Kenneth Mathews
Moderator	Diane Hines
Auditor	Vera Starzynski
Clerk	Nicholas Buccarelli

Administration

Robert A. Hassett, M.Ed	Superintendent
Patricia M. Parenteau, MS, CAGS	Assistant Superintendent
Loreal R. Schmidt, M.S.T.	Business Administrator
Jennifer L. Crawford, Ed.D.	Director of Curriculum, Instruction & Assessment

Town of Windsor

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

School Administrative Unit #34

P.O. Box 2190	Phone (603) 464-4466
78 School Street, third floor	Fax (603) 464-4053
Hillsboro, NH 03244	Email rhassett@hdsd.org
	Website www.hdsd.org

**Windsor School District
WARRANT
2019**

The inhabitants of the School District of Windsor in the state of New Hampshire qualified to vote in School District affairs are hereby notified that the Annual School District Meeting will be held as follows:

Date: Tuesday, March 12, 2019

Time: 6:30pm

Location: Windsor Town Hall

Details: To act upon the following articles;

GOVERNING BODY CERTIFICATION

We certify and attest that on or before February 26, 2019, a true and attested copy of this document was posted at the place of meeting and on the SAU #34 website (www.hdsd.org) and that an original was delivered to the Town Clerk.

DARLENE CUDDY	Chair, Windsor School Board
CINDY STOSSE	Member, Windsor School Board
GLORIA LANDRY	Member, Windsor School Board

ARTICLE 1. Election of Officers

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. Set Salaries of School Board, Agents, Officers

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. Accept Annual Reports

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

ARTICLE 4. Operating Budget

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 \$312,210 (three hundred twelve thousand, two hundred ten dollars) or take any other action in relation thereto.

ARTICLE 5. Appropriation for SAU Budget

Shall the voters of the Windsor School District adopt a school administrative unit budget of \$1,192,200 for the forthcoming fiscal year in which \$15,649 is assigned to the school budget of this school district? This year's adjusted budget of \$1,174,781 with \$15,404 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 transact any other business that may legally come before said meeting.

Annual Report
Superintendent of Schools
2017-2018

It is really exciting to write this Annual Report for our School District. I am extremely proud of what a great job our students, teachers and administrators do on a daily basis. The students arrive every day excited about learning and the teachers work diligently to inspire them to become our future leaders and responsible, hardworking citizens.

This team has identified the areas we excel in and the areas we need to prioritize and direct change. Over the past several years we have experienced mandated assessments: NECAP, Smarter Balance and now a new version, NH Statewide Assessment System (NHSAS). Fortunately, all state-wide assessments are based on the Common Core State Standards and we have been providing teachers with substantial professional development and aligning our curriculum to those standards.

An area where we have also expended a lot of our human capital and financial support has been the use of technology in the classroom. We have continued to provide technology that is cutting edge and are using Google classroom at almost every level. This year we have committed to providing a one to one device for all grade levels 3-12. The Community supported the purchase of Chromebooks for this initiative. Cloud-based classroom and storage has created a very different way of teaching and learning. The technology of today has presented us with a tremendous challenge. We need to prepare our young people for the world that they are going to live in not the world we grew up in. Everything is just a click away! Our students and teachers continue to amaze me with the ease and confidence in taking these very big steps into the 21st century.

As always, the parents and community support the learning community, not only financially but in spirit and camaraderie. It is said that a school is a building with four walls and the future inside! Our schools are structures that always need updates, roofs, and windows, heating systems, elevators and the taxpayers always support their schools as a source of great pride. Our maintenance team of three keeps all of the buildings up and running seamlessly!

In the next several pages our administrators will provide an overview of the state of our schools and the vision we all share of continuous improvement on the building level. I would like to thank all of our community members for their continued support in providing a strong educational experience for all of our children.

It is an honor and a privilege to serve as your Superintendent!

Respectfully submitted,

Robert A. Hassett, M.Ed.
Superintendent of Schools

Annual Report Business Administrator

The operational functions of budget, finance, risk management, building maintenance, food service and transportation are overseen by the Business Administrator. Our mission is:

- to keep the school facilities running efficiently and comfortably,
- feed the students a nutritious meal,
- safely transport them from home to school and back again
- maintain budget integrity
- do everything possible so staff and children can concentrate on teaching and learning goals.

The Maintenance group led by our Facilities Director, James Bailey VI, had many accomplishments in the District. During FY 2018, the completed major projects were:

- Installation of drainage lines to remove excess water from the JV soccer field
- Repaired solar wall at the High School so preheated air is supplied to music room & gym
- Installed irrigation to the softball field
- Extended the sidewalk across the entire front of High School building to the bus area

The Food Service program, directed by Michele Dupont, provides our students with breakfast, lunch, and snacks daily throughout the school year. A big challenge for the program is to continue to fine tune menus to meet the stringent demands of the Healthy Hunger-Free Kids Act while appealing to the students' taste buds. Approximately forty percent of the school district's students qualify for and participate in the Free or Reduced Lunch Program. This is a Federal program which reimburses the school district a percentage of the cost of meals, thus lowering the cost of a meal to the student. The percent of participation in this program is also used as a determination for other State and Federal Aid programs, such as Adequacy Aid, Title I, and the Fresh Fruit & Vegetable grant. Over the year, there were 104,639 lunches and 51,219 breakfasts served by the very capable Food Service staff in our three schools.

Transportation to and from school, to athletic events and field trips is provided by our partner, First Student under the management of Herbert Bonk. Close to 550 students use the buses daily to get safely to school and back home again. FY 2018 was another year with no time loss accidents. We thank the First Student bus drivers for their continued dedication to our kids. We'd also like to thank our partner, Durham School Services for the transportation of our students with more support needs.

In the Business Office, one of our prime values is customer service. We are here to serve the students, our staff and our community. I'm proud to say our operational group has a goal of making the District better each year in our functional areas .

Respectfully submitted,

Loreal R. Schmidt, M.S.T.
Business Administrator

Annual Report
Assistant Superintendent
2017-2018

Student support services provide support for the success of all students in SAU #34 and attempts to remove barriers to learning and academic success. The following are a number of important programs providing a range of opportunities to serve these needs.

Home School: Parents have the right to choose home education as an alternative to having their children attend a public or private school in accordance with Chapter 279:2, Laws of 1990. As of October 1, 2017, 107 students were reported to the SAU as being home schooled. Eighty-eight of these students resided in Hillsboro-Deering, 13 in Washington and 6 in Windsor. These numbers reflect a decrease of 6 students being home educated over the previous school year.

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 Learners in New Hampshire are given an equitable, appropriate, and academically challenging education." SAU #34 began the year with 5 students who met the eligibility criteria to receive ESOL support, however due to student movement out of the district, ended the year with no students requiring ESOL services.

Section 504: The Rehabilitation Act of 1973, Section 504, is a civil rights law that prohibits discrimination against individuals with disabilities. As of October 1, 2017, 7.5% of SAU #34's student population were identified under Section 504 and received accommodations to meet their individual needs to the same extent as the needs of students without disabilities: 1 student at WES, 22 students at HDES (4.5%), 29 students at HDMS (9%) and 41 students at HDHS (11.5%).

Nursing: The role of school nurse continues to evolve from primary first aid and screenings to a specialized practice that requires advanced skills to support students with complex medical needs. School nurses today provide care coordination, preventative services, acute care and advocacy for students and the community.

The nursing team collaborated with educators in developing health related classroom programs and integrating health and wellness into the school culture. They provided education through classroom training including CPR and first aid to staff and students and provided training to teaching staff addressing specific medical issues of students to promote a healthy and safe educational environment. The nursing team actively participated and continued developing programs that promoted the health and safety of students, school personnel and families and collaborated with educators and community organizations to identify and address known health related variables that impact academic success as follows: Granite United Way and Maxim to provide students and faculty with an on campus flu vaccine clinic; Hillsboro Chapter of Lions Club to provide free vision screens through the use of the Spot Vision Scanner and generously provided students who were in need of services, free professional exams and glasses; Hillsboro Family Health Clinic provided a free on site sport physical clinic to high school athletes; and Community Outreach to support our families in need by working with charitable organizations such as Lions Club, Moose Club and Knights of Columbus to provide coats, hats, and other essentials to students in need.

Counseling and Therapeutic Support: During the 17-18 school year, the District continued to see an increase in demand for services especially the need for mental health assistance. Hillsboro-Deering continued their partnership with Brookside Counseling and Riverbend Community Mental Health in an effort to improve the availability of mental health therapeutic supports to children and families residing within the District. Licensed mental health providers offered individual therapy to students during the school day, as well as consultation with teachers regarding emotional and behavioral needs. This school-based mental health program supported students who demonstrated significant emotional, social and/or behavioral challenges at home, in school and in the community.

The Student Assistance Program (SAP) was launched at Hillsboro-Deering High School in September, 2016 and at Hillsboro-Deering Middle School in September 2017 through the combined funds from the State of NH Health and Human Services Grant (\$28,000) and H-D funds (\$14,000). The SAP aims to identify students who carry risk factors, such as poor attachment to school and difficulty managing emotions, which can contribute to the likelihood that they may engage in risky behaviors, and provide them with support services to boost protective factors that will help these students to adopt healthy coping strategies.

Support services and substance use awareness activities for students were very limited during the school year for a variety of reasons. However, data indicated that the SAP counselor worked closely with 7 students, conducting 45 crisis interventions. The SAP counselor also provided prevention education to 15 students enrolled in the health class.

SAP services at Hillsboro-Deering Middle School showed steady growth throughout the 2017-2018 school year. The SAP counselor received ongoing referrals to the program both from staff and individual students. Approximately 15 students were actively involved in individual and group services, encompassing 76 crisis consultations and 4 groups involving 14 sessions. Tracking results indicate that several of these students improved in relation to class grades and their ability to cope with their emotions, communicate effectively with others, and to advocate for their needs. The SAP counselor also worked with 3 parents for the benefit of these children. Twenty-five students participated in prevention education through their 7th and 8th grade health classes. Five environmental initiatives were launched to highlight the dangers of early onset substance misuse as well as the impact this behavior has on the developing brain. Goals for the 2018-2019 school year include forming a staff team to address the needs of students exhibiting risk factors and expanding prevention education curriculum to be delivered each year to the entire 7th grade.

Special Education: The Districts continue to monitor and respond to the various needs of students through services rendered and programming offered. A total of 237 students were identified with educational disabilities which represents 20% of the SAU's school-aged population: 10.5% at WES (5 students), 21% at HDES (102 students), 20% at HDMS (62 students) and 18% at HDHS (65 students). As of October 1, 2017, 4 students with educational disabilities were placed in out-of-district programs; 1 placed by the court/DCYF and 3 students placed by the District.

In accordance with Federal Guidelines, "...the Individuals with Disabilities Education Act (IDEA) mandates the school system's responsibility to provide assistive technology devices and services to students with disabilities." SAU #34 has contributed to this effort by providing Accessible Educational Materials (AEM) and services to learners with disabilities including but not limited to ADHD, Dyslexia, Muscular Dystrophy, Dyspraxia and Low Vision to promote greater, independent access to grade level classroom materials. During this school year, students who receive specialized instruction, along with staff, were provided with education on various Low, Mid and High Tech AT products including those

that provide word prediction, auditory feedback and speech to text technology. These various devices and software programs proved to help students achieve greater independence with classroom tasks alongside their peers within their regular classroom setting.

Title I: Hillsboro-Deering Elementary School is a School-Wide Title I School. This designation was determined by the free and reduced lunch count which was approximately 44.87% at HDES. This federally funded program's intent is to provide students at risk of failure additional time with research-based targeted instruction in the areas of math and reading to increase their opportunity to become successful learners at their grade level. Title I programs do not supplant regular classroom instruction, they supplement the CORE instruction.

In an effort to continue preparing the District's early learners for social-emotional and academic success, HDES allocated a portion of the Title I funds toward a preschool teacher's salary and benefits. These funds, in conjunction with IDEA federal funds, allowed the District's two preschool teachers to offer several preschool sessions in order to promote social-emotional development and school readiness with the hopes of preventing and or closing educational gaps for our early learners.

In addition, one full-time and four part-time staff members were funded by the Title I grant to provide academic intervention for students in grades K-5. Students were selected based upon data from multiple assessments and parent and teacher recommendation and both extended day and extended year programs were offered in reading and math. One-hundred ten students received supplemental instruction by Title I staff; all students demonstrated growth across the area to which they received additional support as measured by the district's progress monitoring tools.

HDES continued its family partnerships with a shared goal of improving math and reading by holding monthly Family Education and Activity Nights (FEAN) to provide an opportunity to present topics important to students and parents. Activities were generally well-attended with a range of 34- 140 family members attending. Topics covered throughout the 2017-2018 school year were: Back to School, Fire Safety Tips, Anxiety and School, Family Literacy, Game Night and Family Math Night. FEAN also provided an opportunity for Title I staff, teachers, volunteers and administrators to discuss topics important to individual families in a small group setting.

The Annual Meeting was held in November as a means of informing the families of the programs available to our students through the support of the Title I federal grant. This meeting was attended by 78 families. Academic math games were held to engage children while parents received an overview of the role of Title I funds in a schoolwide program and the importance of parental input with developing programs that meet their children's needs.

The McKinney-Vento Homeless Assistance Act The McKinney-Vento Homeless Assistance Act is a federal law that provides certain rights and protections for families experiencing homelessness and is designed to address the challenges that homeless students have faced in enrolling, attending and succeeding in school. Public school districts must ensure that students who are homeless have equal access to the same free, appropriate public education as their non-homeless peers. Through the combination of the Title I Grant and District funds, students who were homeless received access to obtaining documents related to enrollment, tutoring, counseling, enrichment activities, transportation, home visits and school and hygiene supplies. Support was provided to connect families with local, state and community associations to assist with needs related to housing, utilities, food, and medical and mental health care. Local community organizations continued to partner with the District in sending home weekend food bags, school supplies, backpacks, health supplies and articles of clothing as needed. As part of their National program "Coats for Kids Program", the Knights of Columbus Saint Mary Council donated over 50 new winter coats to students in need in the Hillsboro-Deering and Washington

School Districts. The Hillsboro Lion's Club and members of the community donated more than 50 backpacks filled with school supplies for the students in the Hillsboro-Deering and Washington School Districts. The number of students residing in homeless environments in the HDSD during the 2017-2018 school year was as follows: 23 students at HDES, 7 students at HDMS and 13 students at HDHS for a total of 43 students from 29 families. HDSD partnered with 5 other school districts to support families who were in transition by providing transportation for 14 students from 8 families in order to access their education in their schools of origin.

Kid Adventures Before/Afterschool Programs (KA) – Elementary School Grades K-5 and HDMS Afterschool Clubs – Middle School Grades 6-8:

Kid Adventures and HDMS Clubs offer programs that provide a safe, nurturing environment that supports academic and social development and inspires learning utilizing a collaborative approach with parents. A strong school-family-community partnership allows both programs to capitalize on resources as well as provide opportunities for educational learning experiences through expanded learning occurring before and after school and during summer programming.

The majority of the funding for the KA Program originates from the 21st Century Community Learning Center (21st CCLC) Grant. Additional revenue sources for the program are received through parent/guardian fees, scholarships and fundraising. The following KA Community Partners supported the program through volunteer efforts, donations of materials and supplies and In-Kind services: The University of New Hampshire Cooperative Extension, Hillsboro Parks and Recreation, Hillsboro Police Department, Osram Sylvania, Fuller Library, SAU 34, Hillsboro-Deering Elementary School and Food Service Department, HDES Parent-Teacher Organization, Caroline A. Fox State Forest, Hillsborough Office of Youth Services and New England College. During the 2017-2018 school year, 187 students participated in Kid Adventures Before/Afterschool Programs and 81 students attended the Kid Adventures Discovery Camps during the summer, an increase of 25 students from the previous year.

HDMS Clubs' funding was derived from parent fees, Duncan-Jenkins Trust and Hillsboro-Deering School District. The community partners mentioned above were shared between both levels of programming thereby allowing students at HDES and HDMS to participate in and benefit from experiential learning opportunities. During 2017-2018 school year, 117 students participated in the HDMS Clubs, an increase of 40 students from the previous school year .

Federal Grants: One million, sixty-seven thousand, eight hundred eighty dollars and thirty five cents (\$1,067,880.35) in federal grant funding was awarded to the Hillsboro-Deering School District. Each grant had very specific criteria regarding allocation of funds and required an approval process from the Superintendent to the New Hampshire Department of Education. Funds were used to hire staff and purchase books, materials, supplies, technology and equipment. Professional development opportunities were also funded in order to support programming and services at HDSD.

Respectfully submitted,
Patricia Parenteau
Assistant Superintendent

Annual Report
Director of Curriculum, Instruction, and Assessment
2017-2018

SAU 34 continued the work of curriculum alignment utilizing small K-12 vertical teams during the 2017-2018 school year. The math team conducted extensive research of K-8 materials and is ready to move forward with a plan for the implementation of updated materials and professional development in the 2019-2020 school year. The science team continued their work aligning the the NextGen Science Standards and developing lessons and labs to support science instruction in the elementary school.

SAU 34 remains committed to providing quality professional development that has a positive impact on students. The Professional Development Committee worked collaboratively to provide targeted workshop opportunities based feedback received from all members of the school community. We were fortunate to have several well respected experts come to campus to meet with large groups of staff from across the district.

2017-2018 was the first year of the new state assessments in math, ELA, and science. The new test is referred to as the Statewide Assessment System, or SAS. Grades 3-8 took the new NH Statewide Assessment System (NH SAS) for English language arts (ELA)/writing and mathematics. Grade 11 students will continue to take the College Board School Day SAT. All students in grades 5, 8 and 11 took the common statewide assessment for science. The NH DOE also provides the Dynamic Learning Maps Assessment (DLM) for ELA, Math and Science as the alternate assessment for the 1% of students who are not able to participate in the regular Statewide Assessment. .

Respectfully Submitted,

Jennifer L. Crawford, Ed. D.
Director of Curriculum, Instruction, and Assessment for SAU 34



Annual Report
Hillsboro-Deering Elementary School
Enrollment (Preschool through 5th grade): 487 students

2017 – 2018 Highlights

- The improvement of school climate and culture and student behavior has been an area of recognized top concern at HDES over the past years. In light of these concerns, HDES faculty and staff continued year two of the ongoing initiative to bring Responsive Classroom to the school. While year one involved work surrounding teaching discipline in classrooms, year two involved a focus on both "Morning Meeting" and "Teacher Language." Several members of the HDES community attended formal Responsive Classroom training sessions off-site throughout the year, and the entire staff was trained in-house using Responsive Classroom training materials. From www.responsiveclassroom.org: *"Responsive Classroom is an evidence-based approach to education that focuses on the strong relationship between academic success and social-emotional learning (SEL). The Responsive Classroom approach empowers educators to create safe, joyful, and engaging learning communities where all students have a sense of belonging and feel significant."*
- We were pleased that we were able to hire an (almost) full-time math specialist for the 2017 - 2018 school year. Cheryl Cornett joined our faculty and, in particular, worked with Title I interventionists to coordinate and provide small-group math interventions for students at or below the 40th percentile in STAR 360 testing.
- STAR 360 continued to serve as one important measure of student academic growth and achievement. This program is designed to measure early literacy, reading and mathematics skills and includes the math intervention program Accelerated Math. One key measurement that is considered is student growth (comparing student scores at the beginning or the year and end of the year vs. a student's expected academic growth. Student growth percentages in Early Literacy, Reading and Math for each grade level are listed below.

Early Literacy

Kindergarten	56% of students met growth expectations
Grade 1	71%
Grade 2	68%
Grade 3	80%
Grade 4	100%

Reading

Grade 2	62%
Grade 3	74%
Grade 4	52%
Grade 5	72%

Math

Grade 1	82%
Grade 2	73%
Grade 3	49%
Grade 4	41%
Grade 5	67%

Areas of need are found in both reading and math and further intervention strategies and changes in academic programming and scheduling will be explored in 2018 - 2019.

- In light of continuing concerns about math achievement at HDES, teachers and administration spent much of the year exploring possible new math programs to adopt in the coming years. One important consideration was to explore programs that would allow a smooth transition in mathematical instruction from HDES to HDMS with the ultimate goal to have students algebra ready by 8th grade. Several programs were reviewed including Eureka and Ready Math. Further program review will take place in 2018 - 2019 in hopes that any new program be adopted for the 2019 - 2020 school year.
- In addition to STAR 360, other diagnostic screenings were used to gauge student academic ability, progress monitor students in need of intervention, and to track student progress. AIMSweb testing was conducted in Early Literacy and Numeracy in Grades K and 1 and in Fluency in Grades 1 and 2. Kindergarten literacy skills were also measured using PALS Literacy Screening. Students in Grades 3 - 5 also participated in the new state-mandated Statewide Assessment System (SAS) in both reading and mathematics in the Spring of 2018.
- A new HDES News and Information Blog called "Just for the Record" continued to enhance school-home-community communication. As of the end of the school year, the site had been viewed almost 8,000 times! The site may be reached through the school website at <https://www.hdsd.org/Domain/49> or at recordathdes.blogspot.com.

Enrichment and Activities

- After school clubs continued to flourish through the generosity of the Duncan-Jenkins Trust. Clubs included: Paper Crafts Club, Educational Computer Games, STEM Club, Legos, and Drama Club, among others. Almost 200 of our students participated in either the Fall or Winter club sessions (or both) representing 41% of our students participating.
- Arts in education continued to be an important part of the HDES community, including the artist-in-residence program for 5th Grade with the No Strings Marionette Company as well several other visiting artists and performers throughout the school year. These efforts were supported by the Duncan Jenkins Trust and through the work of the HDES Cultural Art Committee.
- Among a variety of other activities throughout the year, the HDES PTO continued a fundraising effort to support the development of a new school playground. They hope to be able to one day replace the existing aging play structure. A new playground committee was formed in conjunction with the HDES PTO with the goal to raise \$75,000 through donations in hopes that the school district will be able to match that amount in order to reach the necessary total of \$150,000 to complete the project.
- Title I Family Education Activity nights were held most months and proved popular with students and families alike. Each event had a different theme (including Community Helpers, Family Game Night, Bingo, Healthy Eating, Family Math Night, etc.) and included a light dinner and dessert.
- New for the summer of 2018 was a joint endeavor between Title 1 and the Kid Adventures Before/After School Program to conduct a four-week S.T.E.A.M. (Science, Technology, Engineering, Art, • and Mathematics) Summer Adventure Camp available to all students entering Grades 1 - 5. The camp was free for all participants, with camp staff made up of teachers and staff members from HDES and

Kid Adventures. Sessions included Lego Robotics, Healthy Hearts, Hands on Science, Cooking Around the World, Rising Rockets, and Full STEAM Ahead, among others. The camp was a resounding success with over 140 of our students participating in at least one of the weekly sessions. It is hoped that a similar camp will be able to be offered in future years, depending upon funding.

Respectfully submitted,
Daniel Record
Principal, Hillsboro-Deering Elementary School



**Hillsboro-Deering Middle School
Annual Report
2017-2018**

HDMS started the year with 314 students on and ended the year with 300. The 6th grade class was by far the largest class in the past 5 years with 114 students. The 7th grade class averaged 101 students for the school year and the 8th grade class averaged 93. The daily schedule saw several changes for the 2017 – 2018 school year. A full time writing teacher was added to the 6th grade, which enabled all three grades to have the following core classes: ELA, writing, social studies, science and math. HDMS welcomed Mr. Nick Ellis as our new 6th grade writing teacher. STEM was placed back into the UA rotation. Students rotated every seven weeks between five UA classes: STEM, general music, art, health and physical education. A flex period was also added to the daily schedule. Flex is a time for students to receive extra support in math and reading. Students that are proficient in these two subjects based on their state and district assessments, enrolled in an enrichment class during the Flex period. Advisory period was extended to 20 minutes at the start of the school day. The staff felt strongly that students really needed an advisory period as a way to start the school day off on a positive note.

The building administration saw some changes for the 2017 – 2018 school year. A full time assistant principal position and full time special education coordinator position were created from the previous position that was a combination of the two. HDMS was fortunate to hire Mr. Patrick West as the new assistant principal and Mrs. Dorothy O'Rourke as the special education coordinator.

Again, the students and staff benefited greatly from grants provided by the Duncan-Jenkins Trust. The 6th grade class traveled the White Mountains and rode the Cog Railway to the observatory on Mount Washington. The class was able to experience animal adventures after reading the book Flushed. These were rescue animals or injured animals that were brought to the humane society. The 5 foot crocodile was a big hit along with the great horned owl, lemur and 8 foot python. Students were to get up close and personal with all of these animals. The Boston Aquarium made a visit to the 6th grade class. Students learned about erosion of beaches, how to dissect a squid and observe and touch tidal pool animals. The 6th grade ended the year working with Junk to Funk. Students worked on team building

skills and gave a concert to the entire student body at the end of a busy week of preparation. The cafeteria and gym were rocking!

The 7th grade was able to visit the Mills at Lowell, MA as part of a grant provided by the Duncan-Jenkins Trust. This class was also able to work with Marek Bennett, a local artist and writer, who teaches civil war history through drawing comics. Mr. Bennett and his band the Hardtacks spent one day playing civil war era music for the students on civil war era instruments. Many students were able to choose an instrument and play along with the band!

The 8th grade class trip to Washington DC and Gettysburg was a wonderful experience for the 63 students who participated. Ten students received scholarships from the Duncan-Jenkins Trust. These students would not have been able to participate in the trip without this support. The students thoroughly enjoyed all the monuments and museums, touring Mount Vernon, standing at the spot in Gettysburg where troops from New Hampshire repelled a confederate attack and touring Arlington National Cemetery.

The chorus and band programs continued to grow during the 2017 – 2018 school year. Well over 100 students, one third of the student population participated in one or both of these programs. Students are scheduled for chorus two times a week and band three times a week during their grade level Flex period. Both the winter and spring concerts were well attended by family, friends and community members.

This was the second year for the after school club. Four quarterly sessions were offered for students. Student participation in these clubs was outstanding. On average, over 50 students participated in each session. Students were able to choose from instrumental lessons, mountain biking, woodworking, drama, cooking, digital photography, art, basketball, volleyball, snow shoeing and many more clubs.

The 2017 – 2018 school year also saw a first for HDMS with the formation of the National Junior Honor Society. 22 students were inducted into this outstanding student organization. These students met the requirements in academics, leadership, service, character and citizenship.

The HDMS student government had another busy year. The Veteran's Day breakfast is an annual event. Over 50 veterans attended the breakfast with a host HDMS student. This group went to the Hillsboro nursing home during the holidays for caroling. The student council did an outstanding job organizing the Winter Carnival in February.

The 2017 – 2018 was a great year at HDMS! The staff is looking forward to working with the students and their families in the 2018 – 2019 school year.

Respectfully submitted,

Marc Peterson
Hillsboro-Deering Middle School Principal

Annual Report
Hillsboro-Deering High School
2017-2018

The annual school and district goals for 2017-2018 focused on three areas; academic growth, particularly in the area of mathematics, increased communication with families, and the social emotional well-being of students. In support of these goals Hillsboro-Deering High School implemented a number of strategies and initiatives.

The Hillsboro-Deering High School theme for the 2017-2018 school year was Kindness. Beginning with the opening day assembly and carrying through the final day of school we engaged in a deliberate and mindful focus to inject kindness into the daily habits of all members of the H-DHS school community. In support of these efforts Recycled Percussion came to the school in the spring for a special performance and motivational presentation.

In the fall of 2017 each student at the high school was issued a Chromebook as part of our on-going efforts to ensure students have the resources they need to be academically successful. The 1:1 technology initiative is in conjunction with the increased use of google classroom to support student learning. These tools are a key component of our programming. We are continuing to review and revise our assessment practices and reporting methods to increase communication between the school and families so that we can work together to support the individual needs of each student.

The high school administration and faculty are in the process of writing the five-year progress report for The New England Association of Schools and Colleges. This report is required of all member schools and we are looking forward to updating the commission on our continued progress.

During the 2017-2018 school year, the National Honor Society continued to be actively involved in community service and outreach. They completed both paper and co-mingled recycling each week during the year as their continual service activity. The membership also organized and hosted two hugely successful community events, the Halloween Carnival and Breakfast with Santa; both were well-attended by elementary aged children and their families. In support of Liberty House, a homeless shelter for veterans in Manchester, the NHS organized a "sock drive" and donated over 70 pairs of socks to the shelter. The annual Penny War, taking place during Winter Carnival, yielded over \$600 that was donated to a local animal rescue facility. The yearly blood drive was a continued success, as the membership partnered with the Red Cross to host the event in the school gymnasium, and the society also honored its faculty and staff by hosting a week of festivities and gifts for Teacher Appreciation Week. Additionally, five students attended the annual MIT Splash! Weekend, thanks to a generous donation from the Duncan-Jenkins committee, where they attended workshops on a variety of topics. Happily, the spring induction yielded twelve new members to the organization.

During the 2017-2018 school year, the Extended Learning Opportunities (ELO) program provided a means for students to earn credit for learning experiences outside the traditional classroom. Students completed a total of 18 ELOs on various topics ranging from Firefighting, Intensive Reading, Ceramics, 2D Art, Graphic Design, German, Medical Lab Technology, Theater Arts, and Kindergarten Education.

The School-to-Career Internship class provided additional career development opportunities for students to learn how to sell themselves in a competitive job market and explore careers in law enforcement, emergency medical services, hospital medicine, elementary education, automotive technology, pharmacy,

physical therapy, insurance, and public works.

Finally, students participated in a series of three Career Panel Discussions centered on: Business and Hospitality, Healthcare and Rescue, and Hands-On Trades. The panel members included local community leaders in automotive repair, plumbing, construction, machining, hotel management, medical equipment, nursing, emergency medical services, physical therapy, social services, and financial investments.

Hillsboro-Deering High School DECA qualified for the international competition in Atlanta, Georgia with several accolades. The group attended the conference from April 20 – April 25, 2018 and during this event two teams made their way into the finals of their respective competitions and finished in the top eight out of over 3000 teams in each competitive event. Rounding out the team of twenty-five qualified students from Hillsboro-Deering were: seniors Colby Wilkens and Kianna Carter (Travel and Tourism Marketing); juniors Joshua Marshall (Human Resources Management), Austin Gallagher (Automotive Services Marketing), Louis Nordlund (Ignite Academy) and Kimberly Rodier (Public Relations, Empower Academy); sophomore Emma Breed (Public Relations); and Bayley Adams (Thrive Academy).

In April of 2018, we had the exciting opportunity to take a group of 14 students, teachers and parents on an International trip to Barcelona and Paris. The group had a wonderful time exploring some of the most famous attractions in France such as The Eiffel Tower, The Palace of Versailles, and The Louvre. One of the highlights of our time in France was our sunset boat cruise along the River Seine with the twinkling Eiffel Tower at its grand finale. In Spain, our groups were introduced to some of the impressive architecture of Antoni Gaudi, strolled down La Rambla to visit the Boqueria Market, and experienced the grand city of Barcelona by bicycle. Our students were thoroughly impressive in their enthusiasm, respect, togetherness and appreciation of this once-in-a-lifetime experience. It was truly amazing to see all of our trip participants talk to each other, other travelers, and our local guides about the sites and scenes of our trip abroad. The importance of this trip reached far beyond the lifetime memories shared while creating global citizens and experienced travelers.

The New Hampshire Interscholastic Athletic Association honored five H-DHS Senior Scholar Athletes: Samantha Grondin, Lydia Powel, Gabriela Sirmones, Ethan Blevins, and Thomas Ferguson. The NHIAA recognizes students who earned a minimum of a 3.5 GPA and participate in at least two varsity sports during their senior year.

We are excited to continue our work together improving and refining Hillsboro-Deering High School into a twenty-first century teaching and learning community that provides high quality, personalized education for every student.

H-DHS commits to building community,
providing a personalized education,
encouraging continual progress,
and inspiring purposeful lives.

Educationally Yours,

James O'Rourke, M.Ed.

Hillsboro-Deering High School Principal

Table 1
WINDSOR SCHOOL DISTRICT
FY 2020 Proposed Budget

Description	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 PROPOSED
Students	15	16	15
REVENUES			
Unreserved Fund Balance	\$0	\$0	\$0
Local Property Tax	\$126,248	\$236,385	\$266,627
State Property Tax	\$57,725	\$61,231	\$61,231
Earnings on Investments/ Misc Revenue	\$256	\$0	\$0
State Adequacy Grant	\$64,408	\$0	\$0
TOTAL REVENUES	\$ 248,637	\$ 297,616	\$ 327,858
EXPENSES			
1100 Tuition	\$261,600	\$269,903	\$300,288
1200 Special Education	\$0	\$0	\$0
2310 Insurance	\$1,030	\$1,071	\$1,100
2320 School Board Salaries	\$900	\$900	\$900
2320 School Board Expenses	\$576	\$600	\$600
2320 School Board Clerk	\$0	\$15	\$15
2320 Treasurer	\$100	\$100	\$100
2320 Treasurer's Supplies	\$0	\$25	\$25
2320 Checklist & Ballot Clerks	\$0	\$30	\$30
2320 Moderator	\$0	\$5	\$5
2320 Auditor	\$0	\$10	\$10
2310 District Share - SAU #34	\$14,260	\$15,820	\$0
2721 Transportation	\$8,654	\$8,892	\$9,137
TOTAL EXPENDITURES	\$ 287,120	\$ 297,372	\$ 312,210
OTHER EXPENSES			
Transfer to Tuition Expendable Trust		\$ 0	\$ 0
Deficit Appropriation		\$ 0	\$ 0
TOTAL EXPENSES		\$ 297,372	\$ 312,210
Proposed SAU Budget			\$ 15,649
Total Expenses with SAU Budget			\$ 327,858

Table 2

**WINDSOR SCHOOL DISTRICT
FY 2020 Proposed Budget**

Regular Education Tuition				
	Students		Rate	Cost
Elementary School	5	\$	18,859	\$ 94,294
Middle School	4	\$	17,741	\$ 70,963
High School	6	\$	22,505	\$ 135,031
TOTAL TUITION	15			\$ 300,288
Special Education Tuition				
	Students		Rate	Cost
	0	\$		\$ -
TOTAL TUITION	0			\$ -
				\$ 300,288

Table 3

SAU #34 PROPOSED BUDGET FY2019-2020

EXPENDITURES	FY2018 Actual	FY2019 Approved Budget	FY2020 Proposed Budget
100 SUPERINTENDENT SALARY	\$ 142,944	\$ 149,448	\$ 152,400
100 SUPERINTENDENT SALARY (SALE OF VACATION DAYS)	9,209	5,713	5,500
101 ASSISTANT SUPERINTENDENT	108,627	110,780	113,000
102 BUSINESS ADMINISTRATOR	87,400	89,148	90,900
103 ADMINISTRATIVE STAFF	148,323	150,300	153,300
104 DIRECTOR OF CURRICULUM, INSTRUCTION & ASSESSMENT	46,952	50,000	91,800
106 BOOKKEEPERS	98,994	97,600	99,500
BUSINESS OFFICE ASSISTANT	-	22,464	22,700
200 INSURANCE BENEFITS	125,041	134,084	150,900
220 FICA & MEDICARE	48,651	53,700	57,800
230 NH RETIREMENT	66,766	68,000	84,300
240 COURSE REIMBURSEMENT	-	5,000	5,000
250 UNEMPLOYMENT COMPENSATION	500	1,300	1,300
260 WORKER COMP & LIABILITY INSURANCE	5,053	5,500	5,500
290 TRAINING	7,966	8,400	8,400
330 CONTRACTED PROFESSIONAL SERVICES	27,279	37,000	30,000
380 AUDIT & LEGAL FEES	5,681	9,000	9,000
430 EQUIPMENT REPAIRS & MAINT	-	2,500	2,500
442 COPIER & EQUIPMENT LEASES	4,558	10,000	10,000
450 OFFICE RENTAL	40,000	40,000	40,000
500 POSTAGE, TELEPHONE & OTHER SERVICES	30,975	31,000	32,500
600 SUPPLIES & BOOKS	7,523	10,200	10,200
700 REPLACEMENT EQUIPMENT	3,509	3,500	3,500
810 DUES & FEES	6,690	7,000	7,000
840 BOARD CONTINGENCY	291	200	200
890 ACADEMIC RECOGNITION	5,385	5,000	5,000
TOTAL	\$ 1,028,317	\$ 1,106,837	\$ 1,192,200

Table 4

**WINDSOR SCHOOL DISTRICT
REPORT OF SCHOOL DISTRICT TREASURER
Fiscal Year July 1, 2017 to June 30, 2018**

Balance on Hand - July 1, 2017		\$ 126,837.13
Current Year Appropriation	<u>\$ 100,000.00</u>	
Tuition Refund from HDSO	<u>\$ 5,798.35</u>	
Revenue from State Sources	<u>\$ 64,478.31</u>	
Interest Income	<u>\$ 255.58</u>	
TOTAL RECEIPTS		<u>\$ 170,532.24</u>
TOTAL FUNDS AVAILABLE FOR FISCAL YEAR 2017 - 2018		<u>\$ 297,369.37</u>
LESS SCHOOL BOARD ORDERS PAID: Fiscal Year 2017-2018		
Manifest # 1	SAU Alloc 1st Qtr	\$3,565.00
Manifest # 2	Insurance	\$1,030.00
Manifest # 3	SAU Alloc 2nd Qtr	\$3,536.00
Manifest # 4	School Board Stipends	\$1,000.00
Manifest # 5	Transportation & 1st Sem Tuition	\$149,625.76
Manifest # 6	Villager & Granite Quill Publishers	\$230.00
Manifest #7	SAU Alloc 3rd Qtr	\$3,594.00
Manifest #8	Auditor, Clerk & Moderator	\$278.00
Manifest #9	State of NH	\$70.09
Manifest #10	Villager & Granite Quill Publishers	\$68.00
Manifest #11	SAU Alloc 4th Qtr	\$3,565.00
Manifest #12	2nd Sem Tuition	\$120,628.55
TOTAL SCHOOL BOARD ORDERS PAID		<u>\$ 287,190.40</u>
Balance on Hand - June 30, 2018		<u><u>\$ 10,178.97</u></u>

10/18/18

Date

Kenneth Matthews

District Treasurer

Table 5

AUDITOR'S CERTIFICATE

This is to certify that we have examined the books, vouchers, bank statements and other financial records of the treasurer of the school district of Windsor of which the above is a true summary for the fiscal year ending June 30, 2018 and find them correct in all respects.

10/18/18

Auditor: Vera Starzynski

Date

Table 6

**WINDSOR SCHOOL DISTRICT
Detailed Statement of Receipts 2017-2018**

DATE	FROM WHOM	DESCRIPTION	AMOUNT
11/01/17	State of New Hampshire	Equitable Aid	\$ 12,882.00
01/02/18	State of New Hampshire	Equitable Aid	\$ 19,322.00
04/03/18	State of New Hampshire	Equitable Aid	\$ 32,204.22
12/04/18	State of New Hampshire	Pymt in Error	\$ 70.09
10/12/17	HDSD	Reimbursement	\$ 5,798.35
12/21/17	Town of Windsor	17-18 Appropriation	\$ 100,000.00
Various	Santander	Interest Income	\$ 255.58
TOTAL RECEIPTS DURING YEAR			\$ 170,532.24

Table 7

**WINDSOR SCHOOL DISTRICT
Balance Sheet
Fiscal Year Ending June 30, 2018**

Assets:	
Cash - Checking	\$ 10,178.97
Receivable from Town	83,973.00
	<u>\$ 94,151.97</u>
Liabilities & Fund Balance:	
Unassigned Fund Balance	<u>\$ 94,151.97</u>

Table 8

WINDSOR SCHOOL DISTRICT		
Special Education Programs & Services Pursuant to RSA 32:11-a		
	2016-2017	2017-2018
Expenditures		
Special Education General	\$0	\$0
Revenues		
State of NH Catastrophic Aid	\$0	\$0
Medicaid Reimbursement	\$0	\$0
Net Cost of Special Education:	\$0	\$0

Windsor School District
New Hampshire
Warrant Articles
March 13, 2018

Meeting Started 6:31 pm

Article 1. To choose by non-partisan ballot the following School District Officials:

One school Board member for a 3 year term - Cindy Stosse

Moderator for one year term - Diane Hines

Clerk for one year term - Charlotte Hebert

Treasurer for one year term- Kenneth Mathews

Auditor for one year term - Melissa Merrill

Motioned to vote as written on the white board by Jerry N
2nd by Ellen B

Passed, all officers need to fill out Oath of Office with Gloria.

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.

Passed Motioned by Jerry N. 2nd by Diane

No school officials from Hillsboro-Deering School were able to attend due to school meeting in Hillsboro at same time.

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

Passed Motioned by Gloria L. 2nd by Cindy S.

Article 4. To see if the school District will vote to raise and appropriate for the support of schools, the payment of salaries of Scholl District officials and agents, and for the payment of statutory obligations of the District, the sum of \$307,616 (three hundred and seven thousand, six hundred sixteen dollars) or take any other action in relation thereto.

Darlene C told the room that the amount needs to be amended to \$281,551.00

Cindy S. motioned to amend and Gloria L 2nd. Passed

Motion to pass amended Article 4 by Cindy S. 2nd by Gloria L.

Article 5. Shall the voters of Windsor School District adopt a school administrative unit budget of \$1,106,837.00 for the forthcoming fiscal year in which \$15,820. is assigned to the school budget of this school district? This year's adjusted budget of \$1,082,809 with \$15,605 assigned to the school budget of the 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.

this Article needs to have a hand count vote. Motioned by Gloria L. 2nd by Patrick H hand count 32 for and 0 against

Article 6. To see if the school district will vote to authorize, indefinitely until rescinded, to retain year-end unassigned general funds in an amount not to exceed, in any fiscal year, 2.5 % of the current fiscal year's net assessment, in accordance with RSA 198:4-b,II. Such fund balance retained may only be used to reduce the tax rate or for emergencies to be approved by the Department of Education under RSA 32:11.(Majority vote required)

Nick B Asked How much is retained now? Answer 0. Will this be new? Yes Questions answered by Darlene C.

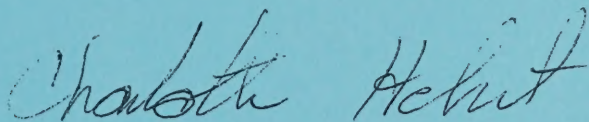
Motioned to accept Cindy S and 2nd by Ken M. Abstention passed.

Article 7. To transact any other business that may legally come before said meeting.
None

Motion to Close by Cindy S. and 2nd by Gloria L.

Meeting closed 6:44 PM

Charlotte Hebert
Windsor School Clerk

A handwritten signature in cursive script that reads "Charlotte Hebert". The signature is written in dark ink on a light-colored background.

New Hampshire State Library



3 4677 00214257 3