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1997

# Annual Report

of the



## City of Nashua, New Hampshire

144th Municipal Government Report

1997



**144TH MUNICIPAL  
GOVERNMENT REPORT**

**FISCAL YEAR**

**JULY 1, 1996 - JUNE 30, 1997**

**FORMATTED AND COMPILED BY:**

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**PRINTED BY:  
RALPH B. JACKSON**



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**IN FOND MEMORY OF**

**IRVING GALLANT**

**NOVEMBER 23, 1915 - DECEMBER 3, 1996**

*Treasurer/Tax Collector  
April 9, 1969 - November 11, 1988*

*All who knew Irving would agree that he worked to better the city and took his position as City Treasurer/Tax Collector very seriously. The many years he devoted to this community will long be remembered by the people of Nashua.*



**WALTER HOLMES**

**June 13, 1914 - December 14, 1996**

*Comptroller/Business Administrator  
September 1973 - May 31, 1984*

*Walter was a loyal and dedicated man with a friendly and pleasant manner, earning him the respect of city officials and fellow employees.*



*The City of Nashua is a better place because of Irving and Walter's contributions and it is with affection and in their memory that this Annual Report is dedicated to them*

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INTRODUCTION

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***"CUSTOMER SERVICE IS AN ON-GOING, DAY-IN, DAY-OUT  
COMPASSIONATE ACTIVITY."***

*Leon Gorman,  
CEO L.L. Bean, Inc.*

*This 144th Municipal Government Report for the City of Nashua has been compiled through the efforts of your local public officials, to serve as a permanent record of the past year. We hope that you will find it interesting and informative.*

*Your questions and comments regarding any of the information contained in this report are welcome. Feel free to call us at 594-3388.*

*Eleanor A. Benson  
City Clerk*

*Patricia E. Lucier  
Deputy City Clerk*



SEAL OF NASHUA

The seal of the City of Nashua shall consist of a circular disk, upon the outer edge of which shall be inserted the words "TOWNSHIP OF DUNSTABLE, 1673," and upon the bottom of the disc the words "CITY OF NASHUA, 1853." In the foreground shall be an anvil and hammer, a plough, a bale of goods, a regulator and a horn of plenty.

Across the center of the disc shall be represented a bridge and train of railroad cars; in the background shall be a cotton mill and iron foundry. In the upper center shall be two clasped hands. The whole to be enclosed in a laurel wreath.

INTERPRETATION



Laurel - symbolized victory  
The conquest of the wilderness  
Dunstable became a plantation in 1673  
Nashua was incorporated as a city in 1853  
The clasped hands, symbolize the union of  
Nashua and Nashville

The articles in the foreground symbolize the chief occupations and leading industries of Nashua.

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## City of Nashua

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### ———— STATISTICS OF NASHUA ————

- October 26, 1673:           The General Assembly of Massachusetts granted a Charter to the township of Dunstable
- April 4, 1746:             The Province of New Hampshire granted a Charter to the township of Dunstable (in New Hampshire)
- December 15, 1836:       Name of Dunstable changed to Nashua
- January 23, 1842:         Nashua divided:  
Nashville: North Side of River  
Nashua: South Side of River
- 1843:                      Town Hall completed
- June 28, 1853:            Nashville united with Nashua and received City Charter

Area of City	32 square miles
Length of Streets and Roads	400 miles
Lane Miles	1,000 miles
Number of streets	1,600
Sewers	300 miles

### ———— GENERAL INFORMATION ————

- 1885   April 14:       Nashua Horse Railway started.
- 1886   Fall:            Electric Lights installed in stores only.
- 1887                   First Electric Street Railway Service Electrified.
- 1895   August 13:       Street Railway Service Electrified.
- 1910                   City Farm sold, became Nashua Country Club.
- 1913   Sept. 3:         Nashua White Way Installed.
- 1917                   Spring Street School destroyed by fire.
- 1919                   Dedication of new High School on Spring Street.
- 1920                   Playground opened on South Common.
- 1922                   Daniel Webster Highway opened.
- 1924                   Main Street widened from West Pearl to Hollis Street.
- 1924                   Nashua Main Street Bridge destroyed by fire.
- 1925                   New Main Street Bridge built.
- 1928                   Nashua celebrated 75th Anniversary as a City.

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## Municipal Government Report

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- 1930 May 4: Crown Hill fire.
- 1932 Nashua Street Railway Service discontinued.
- 1934 July 19: Police Radio installed.
- 1936 March 19: Flood.
- 1937 Holman Stadium dedicated.
- 1937 Nov. 19: Teletype System installed.
- 1938 Sept. 20: Hurricane and Flood.
- 1944 April 11: Main Street widened from Main Street Bridge to the Southerly line of Montcalm Building.
- 1945 Airport dedicated at Boire Field.
- 1946 Parking meters installed.
- 1946 Federal Public Housing for Veterans of World War II (80 units).
- 1947 Merrimack River flood control project completed.
- 1949 Dike-Pump House.
- 1949 South of Lake Street Pump House.
- 1950 Main Street widened on Westerly side, from West Hollis Street to Mulberry Street.
- 1953 Nashua Centennial Celebration.
- 1954 August 31: Hurricane "Carol".
- 1954 Sept. 11: Hurricane "Edna".
- 1954 Nov. 12: "Red Wing Express" (Montreal to Boston), wrecked at Bridge Street Crossing, near Union Street - one killed, twenty-one injured.
- 1956 March 16/19: "Twin Blizzards".
- 1956 April 8: "Blizzard" (one death).
- 1956 April 10: Fire Alarm Whistle silenced.
- 1957 February 4: N.H. National Guard Armory destroyed by fire.
- 1958 January 7: Twenty-one inch blizzard (one death).
- 1958 January 16: Sixteen inch blizzard.
- 1958 January: Widening of Main Street bottleneck started (West Side).
- 1959 Widening of Main street Bridge Southerly, completed.
- 1959 March 8: Dedication of New National Guard Armory.
- 1960 Sept. 1: Chandler Library opened; October 10, formally dedicated.
- 1961 January 30: Twenty-five inch blizzard (one death).
- 1962 Vagge Village, 50 unit Housing for Elderly.
- 1963 Federal Aviation Agency (Boston Center) opened.
- 1963 New Post Office completed.

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## City of Nashua

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1964	Nov. 16:	New lights installed in business district.
1965		Memorial Monument to President Kennedy installed in front of City Hall.
1965	October 26:	Lyons Field dedicated (Marshall Street).
1965	November 9:	Gardner Field dedicated (Bowers Street).
1966		Federally Subsidized Housing, Ledge Street, 30 units.
1966	February 1:	Ward boundaries changed.
1967	June 17:	St. Joseph Hospital dedicated.
1967	June 30:	B&M ends passenger train service to Nashua.
1968	March 13:	Gift of \$800,000 by Eliot Carter for new library.
1968	June 9:	Unveiling and dedication of Nashua Firemen's Relief Association Monument on Stark Square.
1969		Veteran's Memorial Field dedicated.
1969	Nov. 25:	Second gift of \$300,000 by Eliot Carter for new Library.
1970		Old Post Office demolished.
1970	Sept. 15:	Veterans Memorial Bridge dedicated (cost \$1.6 million).
1970	Sept. 15:	Taylor Falls Bridge closed.
1971	June 28:	Hunt Memorial Building listed in National Register of Historic Places.
1971	Sept. 26:	Nashua Public Library dedicated.
1971		New Communications Center, Nashua Police Department (cost \$87,000).
1971	November 2:	Voting machine used for first time in Municipal Election.
1972		Ward boundaries changed.
1972	May 21:	Florence Speare Memorial Building dedicated.
1972	August 8:	One-way traffic plan adopted.
1973	July 19:	Sagamore Point Bridge opened.
1973	July 20:	Hunt Building rededicated Hunt Memorial Building.
1973	Sept. 19:	Roussel Memorial Field dedicated.
1974	December:	New bridge opened to traffic (replacement for Taylor Falls Bridge).
1975		Nashua N.H. Foundation permanently displays historic Mill Bell.
1975	July 4:	Laying of Cornerstone - New High School.
1976	July 13:	Dedication of Bicentennial Monument to Revolutionary War Soldiers in Bicentennial Park.
1977		City receives one million dollar grant from EDA to build new Police Station, Public Works Garage, Court House and Parking Garage.
1977	Sept. 7:	Dedication of Richard Belanger Gymnasium (Nashua High School Gym).
1977	October 2:	Dedication of Library Media Center at Bicentennial Elementary School to Assistant Superintendent Emma Nicol.

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## Municipal Government Report

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- 1977 November: Main Street Amenities (first phase).
- 1978 February 7: Record 27 inch snowfall paralyzes city.
- 1978 February 18: President Carter's visit to Nashua for Town Meeting with area High School students. President Carter presented Key to the City in box specially made in Santa Rosa with inscription carved by laser beam.
- 1978 July: Second phase of Main Street Amenities Program.
- 1978 August: Statue of Major General John G. Foster relocated.
- 1978 October 25: 1903 Time Capsule at Foster Square opened for the first time in 75 years, and a new capsule sealed and placed next to the relocated statue of Major General John Gray Foster.
- 1978 Nov. 24: Municipal Parking Garage opened to the public.
- 1979 March 5: Nashua District Courthouse and Municipal Parking Garage dedicated.
- 1979 May: Mine Falls Park Project recipient of 1979 N.H. Outstanding Civil Engineering Achievement Award: pedestrian bridge selected by the American Society of Civil Engineers for an Award of Merit by the American Institute of Steel Construction.
- 1979 May 18: Police Station and BPW Garage dedicated.
- 1979 Sept. 30: Amherst Street School Gym dedicated to Tony Marandos.
- 1980 January 28: Passenger rail service between N.H. and Boston begun.
- 1980 April 17: Abbott-Spalding House listed in National Register of Historic Places.
- 1980 North Little League ball field near Amherst Street School named for the late Robert H. Murray, Sr., former major league baseball star.
- 1980 August 20: Demolition of Arlington Street School started; demolition completed September 17, 1980.
- 1980 August: Dedicated Xavier House, 34 unit Housing for the Elderly.
- 1980 October: Nashua Jewish Community marks 20th anniversary of opening of Raymond Street Temple.
- 1981 May 3: Dr. Norman Crisp School dedicated (Arlington Street).
- 1981 May 22: Arel Manor Dedicated, Housing for Elderly with 110 units.
- 1981 June: Temple Street School and James B. Crowley School closed.
- 1981 July 30: Laton House celebrates 100th Anniversary.
- 1981 Indian Head National Bank marks 130th Anniversary.
- 1981 Main Street United Methodist Church celebrates sesquicentennial Anniversary.
- 1981 September: Demolition of Public Works Garage on East Hollis Street begun.
- 1982 Nashua Telegraph celebrates its sesquicentennial.
- 1982 Goodwill Building, corner Main and E. Pearl Streets, renovated; Now known as City Plaza.
- 1982 Paper Box Co. Building, corner E. Hollis and Dearborn Streets; renovated for Matthew Thornton Health Clinic.

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## City of Nashua

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- 1983 Dec. 20: A three-year lease was signed bringing the Double AA Baseball League to Nashua, permitting the Holyoke Millers to become the Nashua Angels for the 1983 Eastern League Season.
- 1983 Senior Center, 70 Temple Street, dedicated.
- 1983 Youth benefactor Lawrence C. Elliott's statue dedicated at City Plaza, Main Street.
- 1983 April 7: Rededication of the newly renovated Nashua City Hall.
- 1983 April 7: Dedication of the Freedom Shrine by the Exchange Club of Nashua to the City of Nashua
- 1983 November 4: Temple Street Manor, former Temple Street Elementary School, now 43 units of Housing for the Elderly, dedicated.
- 1984 Nashua Pirates replaced the Nashua Angels in becoming the Double AA Baseball team in the Eastern League.
- 1984 April: Street light conversion begun.
- 1984 July 15: Hellenic Circle dedicated (junction Walnut, Chestnut, and Central Streets).
- 1984 Sept. 15: City Bus, Nashua's new transit system, began operations.
- 1984 Sept. 25: Alan Soifert Playground at Mine Falls Park dedicated.
- 1985 July 20: Dedication of maintenance and office building at Nashua Municipal Airport to Airport Manager Kenneth Howe.
- 1985 Sept. 25: Hurricane "Gloria".
- 1985 Sept. 26: Dedication of the Roby Park, Spit Brook Road.
- 1985 Nov. 29: Elm Street Garage dedication.
- 1985 December 1: Elm Street Garage officially opened.
- 1985 Dec. 11: Power began flowing from the new Mines Falls Hydro-Electric Plant.
- 1986 July: Nashua, the only city or town in New Hampshire to computerize the Vehicle Registration process.
- 1986 July: The Pheasant Lane Mall opened (150 stores).
- 1986 July 12: J.F. Kennedy statue returned to its original location in front of City Hall.
- 1986 August 21: Dedication of the Park Recreation Building on 100 Concord Street, Nashua, NH.
- 1986 September: Rededication of Deschenes Oval, Railroad Square.
- 1986 Sept. 28: Dedication of Playing Fields at Mine Falls Park to Marine Sgt. Allen H. Soifert.
- 1986 November: Rededication of Elm Street Junior High School Auditorium.
- 1987 January 18: Nashua Center for the Arts officially transferred to local developer John Stabile.
- 1987 February: New transit fleet for the City Bus Company arrives.
- 1987 March: Conveyance of the former James B. Crowley School to the Nashua Adult Learning Center, Inc.
- 1987 March: Arts & Science Center changes its name to the Nashua Center for the Arts.

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## Municipal Government Report

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- 1987 April: Lights installed at soccer and softball fields at Mine Falls Park.
- 1987 April 1: Residence Tax repealed.
- 1987 April 26: John P. Howe and Sally Howe Bixby gave a Gift of Land on Broad Street to be known as the "Howe Wildlife Sanctuary".
- 1987 May: Ground breaking ceremonies for the new Junior High School on Henri Burque Highway.
- 1987 July 19: Money Magazine designated Nashua and its surrounding communities as the most livable area in the United States. Nashua #1 City.
- 1987 Sept. 8: Sister City relationship established with An Sung, South Korea.
- 1987 Sept. 17: 200th Anniversary of the United States Constitution.
- 1987 Sept. 17: Dedication of Veterans Memorial at Woodlawn Cemetery.
- 1987 Sept. 17: Dedication of Constitution Plaza and Constitution Garden at Main and Spring Streets.
- 1987 Sept. 19: Planting and dedication of Constitutional Tree at Greeley Park by the Girl and Boy Scouts of Nashua.
- 1987 October 27: Ground breaking for Secondary Sewerage Treatment Plant sewerage facility.
- 1987 October 28: Dedication and official opening of the play lot at Roby Park.
- 1987 October 29: Unveiling of painting by Nashua Artist James Aponovich in City Hall rotunda.
- 1988 July 7: Delegates from An Sun County, South Korea, Sister City to Nashua, visited Nashua.
- 1988 Sept. 18: Pennichuck Junior High School dedicated (208 Manchester Street).
- 1988 October 26: Unveiling of 2nd painting by Nashua artist John Aponovich in the City Hall rotunda.
- 1988 October 26: Volunteer Recycling Program started in the City of Nashua.
- 1988 Dec. 28: Relocation of the Central Bus Transfer Station to the area between City Hall and Garden Street.
- 1989 January 15: Clocktower Place opened.
- 1989 January: Demolition of Spring Street Junior High School completed. Work begun on the new Superior Court on Spring Street location.
- 1989 June: Renovation of City Hall Annex, 2nd Floor, completed.
- 1989 July 1: Korean War Veteran Memorial
- 1989 July 30: Rededication of Fields Grove Park
- 1990 April 22: 20th Anniversary Earth Day Celebration.
- 1990 June 12: Board of Aldermen authorized the sale of the Nashua District Court House to the State of New Hampshire.
- 1990 Nov. 27: Designated Martin Luther King Jr.'s Birthday as a Municipal Holiday to be observed on the third Monday in January each year.
- 1990 Dec. 1: The Nashua City Bus Contract was awarded to the Greater Nashua Transportation Services, Inc.

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## City of Nashua

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- 1991 January 15: Wetlands Legislation approved by Nashua Voters in Special Referendum Election.
- 1991 June 12: Mt. Auburn Associates prepared a strategic plan for the future for the City of Nashua and the Greater Nashua Chamber of Commerce.
- 1991 November: City Vehicle Registration Office began issuing license plate decals for State of New Hampshire.
- 1992 January 31: City Clerk's Office relocated to Elm Street side of City Hall.
- 1992 February 18: New Ward Boundaries were established.
- 1992 May 13: Amherst Street School celebrated its 100th Anniversary.
- 1992 November: City of Nashua Received "1st Place" award for excellence in Annual Reports by the New Hampshire Municipal Association.
- 1993 January 12: Created Hunt Memorial Building Restoration Fund.
- 1993 January: Regional Roundtable established.
- 1993 SARA Title III Regional Meeting and Conference with EPA.
- 1993 November 2: Budget Control Charter Amendment and Approval of Salaries and Collective Bargaining Agreements of the Nashua School District approved by Nashua voters by Referendum Question.
- 1994 April 26: Dedication of Libby Field (lower field at Lincoln Park) in recognition of Linda Libby.
- 1994 May 10: Dedication of Matt Dube Field (Baseball Field at St. Andrew's Playground) in recognition of his courage, hope and inspiration.
- 1994 June 1: Nashua Memorial Hospital changed its name to Southern New Hampshire Regional Medical Center.
- 1994 Aug. 15: 100th Anniversary Celebration - Amherst Street Fire Station.
- 1995 March: American Stage Festival leased Center for The Arts Building at 14 Court Street.
- 1996 June 14: Olympic Torch Celebration
- 1997 April 8: Named two city entrances into Holman Stadium in recognition of the 50th Anniversary of the Nashua Dodgers Baseball Team's Celebrated Players **Roy Campanella** and **Don Newcombe**
- 1997 June 11: **NASHUA #1 CITY** - Nashua named most livable city in America by Money Magazine for second time in ten years



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# Municipal Government Report

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## CITY CLERK'S DEPARTMENT VITAL STATISTICS

YEAR	DEATHS	MARRIAGES	BIRTHS	CENSUS
1920	466	585	786	28,379
1921	426	464	853	
1922	434	393	814	
1923	485	410	789	
1924	418	435	870	
1925	426	485	800	
1926	408	462	812	
1927	447	426	749	
1928	418	498	757	
1929	417	518	708	
1930	410	485	699	31,463
1931	418	589	685	
1932	350	546	677	
1933	432	662	636	
1934	442	713	648	
1935	426	699	655	
1936	444	650	625	
1937	441	742	628	
1938	409	602	659	
1939	410	445	636	
1940	345	479	661	32,927
1941	410	532	755	
1942	399	586	874	
1943	413	447	876	
1944	411	441	793	
1945	375	564	789	
1946	414	951	1114	
1947	458	879	1347	
1948	464	795	1247	
1949	423	694	1192	
1950	470	665	1133	34,669
1951	448	692	1263	
1952	457	680	1179	
1953	418	649	1181	
1954	449	612	1232	
1955	484	616	1236	
1956	470	667	1318	
1957	492	624	1410	

## City of Nashua

### VITAL STATISTICS (CONT)

YEAR	DEATHS	MARRIAGES	BIRTHS	CENSUS
1958	511	652	1447	
1959	494	649	1384	
1960	486	560	1437	39,096
1961	520	584	1500	
1962	481	567	1621	
1963	530	592	1577	
1964	554	670	1689	
1965	580	683	1627	
1966	569	709	1552	
1967	584	834	1706	
1968	627	876	1903	
1969	716	978	1911	
1970	671	911	2002	55,820
1971	677	960	2042	
1972	701	994	1864	
1973	622	858	1803	
1974	436	897	1857	
1975	474	873	1715	
1976	551	891	1737	
1977	600	848	1911	
1978	669	785	1871	
1979	716	805	1979	
1980	735	810	2105	67,817
1981	665	942	2167	
1982	665	1044	2227	
1983	753	923	2197	
1984	676	974	2308	
1985	720	1010	2595	
1986	665	916	2676	
1987	765	921	2874	
1988	690	900	3017	
1989	682	899	3059	
1990	704	827	2993	79,662
1991	684	732	2758	
1992	727	711	2638	
1993	735	702	2650	
1994	730	747	2608	
1995	709	795	2572	
1996	735	753	2455	

## Municipal Government Report



### MAYORS OF NASHUA

1. Joseph Baldwin	1853-1854	27. Thomas Sands	1894
2. Freeman S. Rogers	1855-1856	28. Joseph W. Howard	1895-1896
3. Thomas W. Gillis	1857	29. Jason E. Tolles	1897-1900
4. Albin Beard	1858-1859	30. Milton A. Taylor	1901-1902
5. Aaron W. Sawyer	1860	31. Jeremiah J. Doyle	1903-1904
6. George Bowers	1861	32. Andros B. Jones	1905-1906
7. Hiram T. Morrill	1862-1863	33. Albert Shedd	1907-1910
8. Edward Spalding	1864	34. William H. Barry	1911-1914
9. Virgil C. Gilman	1865	35. James B. Crowley	1915-1919
10. Gilman Scripture	1866-1867	36. Henri A. Burque	1920-1923
11. George Bowers	1868	37. Eaton D. Sargent	1924-1927
12. Jotham D. Otterson	1869-1870	38. William F. Sullivan	1928-1933
13. Dana Sargent	1871	39. Alvin A. Lucier	1934-1937
14. Seth D. Chandler	1872	40. Frank A. McMaster	1938-1939
15. Frank A. McKean	1873-1874	41. Eugene A. Lemay	1939-1945
16. George H. Whitney	1875	42. Oswald S. Maynard	1946-1949
17. Charles Williams	1876-1877	43. Hugh Gregg	1950
18. William H. Cook	1878	44. Claude E. Nichols	1951
19. Charles Holman	1879-1880	45. Lester H. Burnham	1952-1957
20. Benjamin Fletcher, Jr	1881-1882	46. Mario J. Vagge	1958-1965
21. Alfred M. Norton	1883-1884	47. Dennis J. Sullivan	1966-1977
22. John A. Spalding	1885	48. Donald C. Davidson	1977
23. James H. Tolles	1886-1888	49. Maurice L. Arel	1977-1984
24. Charles H. Burke	1889-1890	50. Thomas J. Leonard	1984
25. William H. Beasom	1891-1892	51. James W. Donchess	1984-1991
26. Williams Hall	1893	52. Rob Wagner	1992-1995
		53. Donald C. Davidson	1996-



**CLAIRE MCGRATH**  
**PRESIDENT, BOARD OF ALDERMEN**

**PRESIDENTS, BOARD OF COMMON COUNCIL**

1903-1904	Warren H. Prichard	1909-1910	Harry A. Gregg
1905-1906	Moses L. Truel	1911-1912	John F. Shea
1907-1908	James H. Connor	1913-1914	Frederick A. Collins

**PRESIDENTS, BOARD OF ALDERMEN**

1915-1919	George H. Alley	1950-1953	Conrad H. Bellavance
1920-1921	Fred E. Taggart	1954-1955	Michael J. Dell Isola
1922-1925	Edwin Morey	1956-1957	Francis LaFlamme
1926-1927	Wilbert Blanchard	1958-1959	Wilfred Pelletier
1928-1929	Henry A. Lagasse	1960-1961	Thomas J. Leonard Jr.
1930-1931	Walter E. Grant	1962-1963	Henry J. Fortin
1932-1933	Charles H. Parker	1964-1967	Francis LaFlamme
1934-1935	Walter E. Grant	1968-1971	Maurice L. Arel
1936-1937	Joseph A. Therriault	1972-1975	Donald L. Ethier
1938-1939	Eugene H. Lemay	1976-1977	Alice L. Dube
	(Elected Mayor 2/14/39)	1978-1979	Donald L. Ethier
1939	Joseph E. Houde	1980-1981	Donald C. Davidson
	(Elected on 2/14/39)	1982-1985	Thomas B. Kelley
1940-1941	Edward R. Benoit	1986-1987	Carl Andrade
1942-1943	Walter B. Mason	1988-1991	Thomas B. Kelley
1944-1945	Edward R. Benoit	1992-1993	Philip J. Grandmaison
1946-1947	Lester H. Burnham	1994-1995	Joyce L. Arel
1948-1949	Henry J. Ouellette	1996-1997	Claire McGrath

### A MESSAGE FROM THE PRESIDENT OF THE BOARD OF ALDERMEN

The 1996-1997 legislative session continued to address the priorities established by the Board of Aldermen at the beginning of the term. They included the continuation of downtown revitalization, economic development, and focus on quality of life issues for our residents.

Downtown continues to thrive as work on the riverfront has begun in earnest. Railroad Square is in the process of being addressed through clean-ups and a beautification program. The merchants of Railroad Square have formed an association to continue the effort begun by the city.

In order to preserve the character of Greeley Park, the Board of Aldermen, after many discussions, and by surviving a mayoral veto, passed legislation which provides a five year moratorium of building or renovations in the park. Requests for exceptions must be submitted by ordinance and approved by the Board of Aldermen.

After five years of being ranked among the highest capital improvement projects, the Lake Street Fire Station was approved for replacement. Neighbors of the soon-to-be-relocated fire station were invited to and participated in the design of the project.

Last November we bid farewell to our beloved Legislative Assistant, Bertha Landry. After fifty years of service, Miss Landry retired. Her warm smile and genteel spirit will be long remembered.

The board has continued its efforts to maintain responsible levels of spending while still meeting the needs of our community. With relatively little debate, the board determined it would not override the spending cap. The budget committee, along with other members of the board, worked diligently to reduce the budget submitted by the Mayor to meet that goal. The result was a budget that allowed us to maintain current levels of service, provides for a modest amount of capital improvements and is within the cap.

The effort of all those who participate in city government are greatly appreciated. The help of city employees is critical to the success of the city. I would like to extend special thanks to Sue Lovering, our new Legislative Assistant, who has made the transition seamless. I wish to thank every member of the Board of Aldermen for their commitment and dedication. All too often public service, be it employee, volunteer or elected official, is a thankless job. My heartfelt thanks and sincere appreciation to you all.

Sincerely,

Claire M. McGrath, President  
Nashua Board of Aldermen



**BOARD OF ALDERMEN**  
1996-1997

**First row, left to right:**

Alderman-at-Large George B. Pressly, Jr.; Alderman-at-Large Joyce L. Arel, Alderman-at-Large Claire McGrath, President; Mayor Donald C. Davidson; Alderman-at-Large Katherine E. Hersh, Vice President; Alderman-at-Large Victor C. DuVarney Jr.

**Second row, left to right:**

Ward Three Alderman Frederick Britton; Ward Eight Alderman Maureen Lane Lemieux; Ward Two Alderman Torry Hack; Ward Five Alderman Brian S. McCarthy;

**Third row, left to right;**

Ward Seven Alderman Thomas Grant; Ward Four Alderman Marc W. Plamondon; Ward Six Alderman David G. Fredette;

**Fourth row, left to right:**

Corporation Counsel Mark Bennett; Deputy City Clerk Patricia E. Lucier; Chief Finance Officer Paul Martel; City Clerk Eleanor Benson.

**Not present at time of photograph:** Alderman-at-Large Fred Teeboom, Ward One Alderman James Tollner, Ward Nine Alderman David Rootovich.

## ***BERTHA ANN LANDRY***

*Legislative Assistant to the Board of Aldermen  
(Retired - November 15, 1996)*



On June 17, 1946, Bertha began her career in the City Clerk's Office. Her record of service to the City of Nashua is remarkable, with her tenure being one of the longest terms of service Nashua has known.

February 2, 1969 Bertha was appointed Deputy City Clerk and transferred to the position of Legislative Assistant to the Board of Aldermen October 1, 1984.

June 17, 1986 was proclaimed "**BERTHA ANN LANDRY DAY**" by Mayor James Donchess in celebration of her 40th Anniversary.

July 9, 1996, in consideration of 50 years of loyal and dedicated service to the City of Nashua, as a token of the esteem of the Mayor and Board of Aldermen the legislative office of the Aldermanic chambers was named "**Bertha A. Landry Legislative Offices.**"

In sharing her limitless knowledge, she earned the respect and admiration of her peers as well as the many citizens she reached out to help. She is one of the finest examples of hard work and never ending enthusiasm.

We wish to extend our hearty congratulations and best wishes for a happy and healthy retirement.

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# City of Nashua

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## MUNICIPAL GOVERNMENT

1996-1997

### MAYOR

Honorable Donald C. Davidson  
Elected at the December Mayoral Run-Off Election  
for a Four Year Term Expiring December 31, 1999

### PRESIDENT OF THE BOARD OF ALDERMEN

Alderman-at-Large Claire McGrath  
Elected by the Board of Aldermen for a  
Two Year Term Expiring December 31, 1997

### VICE PRESIDENT OF THE BOARD OF ALDERMEN

Alderman-at-Large Katherine E. Hersh  
Elected by the Board of Aldermen for a  
Two Year Term Expiring December 31, 1997

### ALDERMEN-AT-LARGE

Three members elected at the Municipal Election

Joyce L. Arel	10 Virginia Drive
Claire M. McGrath	19 Lojko Drive
Thomas W. Grant	7 Lincoln Avenue
	Term Expires December 31, 1997
Victor C. DuVamey, Jr.	13 Ritter Street
Katherine E. Hersh	28 Bicentennial Drive
George B. Pressly, Jr.	58 Bartemus Trail
	Term Expires December 31, 1999

### WARD ALDERMEN

Ward 1	James R. Tollner	1 Sequoia Circle
Ward 2	William "Torry" Hack	21 Cushing Avenue
Ward 3	Frederick "Fred" Britton	32 Walden Pond Drive
Ward 4	Marc W. Plamondon	78 Elm Street
Ward 5	Brian S. McCarthy	65 Musket Drive
Ward 6	David G. Fredette	171 Lund Road
Ward 7	Paul Chasse	70 Allds Street
Ward 8	Maureen Lane Lemieux	87 Spindlewick Drive
Ward 9	David Rootovich	5 Shelton Street

**CLERK OF THE BOARD:** Eleanor A. Benson  
Patricia E. Lucier, Deputy

**LEGISLATIVE ASSISTANT:** Susan Lovering



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# Municipal Government Report

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## BOARD OF ALDERMEN STANDING COMMITTEES

### FINANCE COMMITTEE ON CLAIMS ALSO

#### PURCHASING AGENCY FOR DEPARTMENTAL PURCHASES

His Honor, Mayor Donald C. Davidson  
Alderman-at-Large Victor C. DuVarney, Vice Chairman  
Alderman-at-Large Joyce L. Arel  
Alderman-at-Large Thomas W. Grant  
Ward One Alderman James Tollner  
Ward Three Alderman Fred Britton  
Ward Nine Alderman David Rootovich

### PLANNING & ECONOMIC DEVELOPMENT

Alderman-at-Large Katherine E. Hersh, Chairman  
Ward Five Alderman Brian S. McCarthy, Vice Chairman  
Alderman-at-Large George B. Pressly, Jr.  
Ward Two Alderman Torry Hack  
Ward Five Alderman Fred Britton

### INFRASTRUCTURE COMMITTEE

Alderman-at-Large Thomas W. Grant  
Alderman-at-Large George B. Pressly, Vice Chairman  
Ward Four Alderman Marc W. Plamondon  
Ward Six Alderman David G. Fredette  
Ward Nine Alderman David Rootovich

### BUDGET COMMITTEE

Ward Six Alderman David G. Fredette, Chairman  
Ward Eight Alderman Maureen Lemieux, Vice Chairman  
Alderman-at-Large George B. Pressly, Jr.  
Ward Two Alderman Torry Hack  
Ward Three Alderman Fred Britton  
Ward Four Alderman Marc W. Plamondon  
Ward Seven Alderman Paul Chasse

### PERSONNEL/ADMINISTRATIVE AFFAIRS COMMITTEE

Alderman-at-Large Joyce L. Arel  
Ward One Alderman James Tollner, Vice Chairman  
Alderman-at-Large Victor C. DuVarney, Jr.  
Ward Five Alderman Brian S. McCarthy  
Ward Seven Alderman Paul Chasse

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## City of Nashua

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### HUMAN AFFAIRS COMMITTEE

Ward Eight Alderman Maureen Lemieux, Chairman  
Alderman-at-Large Joyce L. Arel, Vice Chairman  
Alderman-at-Large Katherine E. Hersh  
Ward Four Alderman Marc W. Plamondon  
Ward Six Alderman David G. Fredette

### JOINT SPECIAL SCHOOL BUILDING COMMITTEE

#### MEMBERS OF THE BOARD OF ALDERMEN

Alderman-at-Large Thomas W. Grant  
Alderman-at-Large Katherine E. Hersh  
Alderman-at-Large Claire McGrath  
Ward One Alderman James R. Tollner  
Ward Two Alderman Torry Hack  
Ward Five Alderman Brian S. McCarthy  
Ward Seven Alderman Paul Chasse  
Ward Eight Alderman Maureen Lane Lemieux  
Ward Nine Alderman David Rootovich

#### MEMBERS OF THE BOARD OF EDUCATION

David R. Belanger  
Vincent Capasso  
George Farrington  
Daniel C. Hansberry  
Ramsay McLaughlan  
Steven Bolton  
Scott Cote  
Yvonne Dunetz  
Julia T. Ward

### SPECIAL LIAISON COMMITTEES

#### Board of Health

Ward Eight Alderman Maureen Lemieux  
Alderman-at-Large Joyce L. Arel (Alt.)

#### BPW Pension

Ward Four Alderman Marc W. Plamondon  
Ward Six Alderman David G. Fredette (Alt.)

#### Capital Improvements

Alderman-at-Large George B. Pressly, Jr.  
Ward Five Alderman Brian S. McCarthy (Alt.)

#### Library

Alderman-at-Large Claire McGrath

#### Ira Harris Fund

Alderman-at-Large Claire McGrath

#### Hunt Legacy

Alderman-at-Large Claire McGrath

#### Nashua Housing Authority

Ward Four Alderman Marc Plamondon  
Ward Six Alderman David G. Fredette (Alt.)

#### Planning Board

Ward Two Alderman Torry Hack  
Ward Five Alderman Brian McCarthy (Alt.)

#### Cable TV Advisory Board

Ward Two Alderman Torry Hack

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# Municipal Government Report

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## ADMINISTRATIVE DIVISION

### Chief Administrative Office of the City

Mayor Donald C. Davidson

The Mayor's staff shall consist of those individuals as he shall determine necessary to perform the following functions.

### Assistants to the Mayor

Administrative Assistant

Thomas b. Kelley

Executive Assistant

Nancy Mellin

Legislative Affairs Liaison

Mary Nelson

Secretary/Receptionist

Rita Diggins

### Legal Department

City Corporation Counsel

James McNamee

Deputy Corporation Counsel

Mary Ann Mueller

Assistant Corporation Counsel

Dorothy Clarke

Labor & Employment Assistant

Jane Bangert

Legal Secretary

Abigail Alicea

Legal Secretary

April Larsen

### Legislative Assistant to the Aldermen

Legislative Assistant

Susan Lovering

## ADMINISTRATIVE SERVICES DIVISION

### Assessor's Department

Assessing Manager

Angelo Marino

### City Clerk's (Records and Statistics Department)

City Clerk

Eleanor A. Benson

Deputy City Clerk

Patricia E. Lucier

### Financial Services (Revenue and Expenditures Department)

Treasurer and Chief Financial Officer

Paul A. Martel

Operations Manager/Comptroller

Carol Anderson

Financial Coordinator

Dawn Enwright

### Human Resources/Insurance Benefits

Manager

Marilyn Baron

Manager Insurance Benefits

Susan Jeffery

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**City of Nashua**

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**Management Information Services Department**

Manager

Louis Simmons

**Purchasing Department**

Manager

William A. Thompson

**Voter Registration Department**

Deputy Registrar

Debra Logan

————— **COMMUNITY DEVELOPMENT DIVISION** —————

**Division Director**

Roger Hawk

**Planning Department**

Director/Manager

Roger L. Houston

**Code Department**

Code Official

William Walsh

**Urban Programs Department**

Manager

Paul E. Newman

————— **PUBLIC WORKS DIVISION** —————

**Division Director**

Jack Petkus

**Office Manager**

Maurice Chamberland

**Engineering**

City Engineer

Donald Ouellette

Deputy City Engineer

Jon Lebrun

Deputy City Engineer

Joseph Morrill

Assistant City Engineer

Arthur Kidd

**Superintendent of Solid Waste**

Richard Fressilli

**City Recycling Coordinator**

Sally Hyland

**Streets Superintendent**

Jim Hall

Assistant Superintendent

Jon Collins

**Traffic Engineer**

Vacant

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## Municipal Government Report

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### Landfill

Supervisor  
Refuse Foreman

Vacant  
Roland Anger

### Parks & Recreation Department

Superintendent  
Recreation Supervisor

Frank Dorsey  
June Caron

### Treatment Plant

Superintendent

Rick Seymour

## COMMUNITY SERVICES DIVISION

### Division Director

Dolores A. Bellavance

### Child Care Services Coordinator

Christine Lister

### Environmental Health Department

Health Officer

Michael V. Tremblay

### Community Health Department

Chief Public Health Nurse

Joan Schulze

### Welfare Department

Welfare Officer

Robert W. Tamposi

## SAFETY AND ENFORCEMENT

### Fire Department

Chief  
Assistant Fire Chief  
Deputy Chief  
Deputy Chief  
Deputy Chief  
Deputy Chief  
Fire Marshal

Richard Navaroli  
Michael Buxton  
John Chesnulevich  
Robert Burnham  
Eugene S. Farnum  
John Allison  
Kenneth J. Renoux

### Police Department

Chief  
Deputy Chief of Police

Clifton D. Largy  
Donald J. Gross

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## City of Nashua

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### ———— PUBLIC LIBRARY ————

**Director**  
Assistant Director

Clarke Davis  
Robert Frost

### ———— CEMETERIES ————

**Superintendent, Edgewood & Suburban Cemeteries**  
**Superintendent, Woodlawn Cemetery**

Jeffrey Snow  
Howard Frizzell

### ———— SCHOOL DEPARTMENT ————

**Superintendent**  
**Assistant Superintendent-Instructional**  
**Assistant Superintendent-Administrative**  
**Business Administrator**

Joseph R. Giuliano  
Elaine Holt  
John Cepaitis  
Mark Conrad

## CITY OF NASHUA BOARDS AND COMMISSIONS

### ———— AIRPORT AUTHORITY ————

*Appointed by the Mayor, subject to confirmation by  
the Board of Aldermen, for five year terms ending August 31*

1997	Elizabeth A. Cepaitis	16	Shakespeare Road
1998	Roland Noyes	16	Coburn Avenue
1999	Donald K. Mathieson	17	Briarwood Drive
2000	Donnalee M. Lozeau	125	Shore Drive
2001	Barbara L. Cote	11	Miami Street

### ———— BOARD OF ASSESSORS ————

*Appointed by the Mayor subject to confirmation by  
the Board of Aldermen for Indefinite Terms  
Alternates appointed for three year terms*

1998	Stephen J. Densberger	22	Nova Road
1998	Dominic D'Antoni (Alternate)	18	Century Road
1999	Marylou Blaisdell	32	Webster Street
2000	Richard G. Ethier	5	Kingston Drive

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## Municipal Government Report

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### BOARD OF EDUCATION

*Four members elected at the Municipal Election of 1977 to maintain the nine member board as passed by referendum at the Municipal Election of 1971.  
Four year terms ending December 31*

1997	Vincent Capasso	28	Burnham Street
1997	George Farrington	24	Lutheran Drive
1997	Steven Bolton	4	Kyle Drive
1997	Jane Schmidt	7	Acacia Street
1997	Yvonne Dunetz	62	Timberline Drive
1999	David Belanger	268	Bartemus Trail
1999	Daniel C. Hansberry	20	Shelley Drive
1999	Ramsay McLauchlan	21	Kessler Farm Drive
1999	Julia Ward	5	Hall Avenue

### BOARD OF HEALTH

*Elected by the Board of Aldermen for two year terms ending December 31*

1997	Dr. Donald Levi	155	Kinsley Street
1997	Dr. Anthony Storace	5	Coliseum Avenue
1997	Dr. Michael J. Strampfer	13	Prospect Street
1997	Ward Eight Alderman Maureen Lemieux, Liaison Member		
1997	Alderman-at-Large Joyce L. Arel, Alternate Liaison Member		

### BOARD OF PUBLIC WORKS

*Elected at the Municipal Election  
Four Year Terms ending December 31*

1999	Mayor Donald C. Davidson		Ex-Officio
1997	Ansel S. Grandmaison	571	South Main Street
1997	Roland Petersen	4	Lynn Street
1999	David A. Farr	15	Upstone Drive
1999	Lucien O. Roy	9	Oakdale Avenue

— BOARD OF PUBLIC WORKS RETIREMENT SYSTEM TRUSTEES —

*Four year terms ending December 31*

1997	Ward Six Alderman David G. Fredette, Liaison Member		
1997	Ward Nine Alderman David Rootovich, Alternate Liaison Member		
1995	Donald J. Dyer*	16	Radcliffe Drive
1995	Maurice Arel**		Riverside Street
1997	Jon Collins**		Riverside Street
1998	Robert E. Hussey***	40	Burnside Street

\*Represents Commissioners of the B.P.W.

\*\*Represents Employees of the P.W.D

\*\*\*Represents the Financial and Investment Community

— BOARD OF REGISTRARS —

*Appointed by the Mayor subject to confirmation by the  
Board of Aldermen for a three year term ending December 31*

1997	Katherine K. Fogal	38	Whitford Road
1998	Theresa A. Marquis	2	Miami Street
1999	Maureen Irvine	7	Birchbrow Road

— BUILDING CODE/BOARD OF APPEALS —

*Part of the Building Code Ordinance  
Original ordinance passed May 12, 1953, Amended June 12 1973  
Members appointed by the Mayor, confirmed by the  
Board of Aldermen, for three year terms ending March 31*

1999	Gerard Roberge	23	Almont Street
1999	George Fallet (Alt)	32	Watersedge Drive
1999	Alvin Corzilius	39	Stark Street
1999	Joseph W. Hogan	31	Williams Street
1999	Richard Cane (Alt)	21	Drury Lane
2000	John A. Carter	12	Bartlett Avenue
2000	David W. Cheever (Alt)	8	Spaulding Avenue
2000	Robert N. Daigle	10	Dover Street



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## Municipal Government Report

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### CABLE TELEVISION ADVISORY BOARD

*Appointed by the Mayor subject to confirmation by the Board of Aldermen*

*Established by Resolution passed May 23, 1995*

*Eight members appointed by the Mayor and one member appointed by the President of the Board  
and approved by the Board of Aldermen  
(3 year terms to expire May 23)*

1997	Ward 2 Alderman William "Torry" Hack, Liaison Member	21	Cushing Avenue
1998	Timothy Glenday, Representing Business Community	7	Lucier Street
1998	Albert A. St. Onge, Representing Residents at-large	167	Cypress Ln.
1998	Charles Lothrop, Representing Residents at-large	9	Landsdown Rd.
1998	Robert Frost, Representing Public Library		
1998	Sonja M. Finney, Representing Legal Department		
1998	Kendra Hastbacka, Representing Police Department		
1998	Richard Turgeon, Representing Nashua Fire Rescue		
1998	Bill Stoney, Representing School District		

### CAPITAL EQUIPMENT RESERVE FUND TRUSTEES

*Established by Ordinance passed August 12, 1969*

*Five trustees consisting of the Mayor,*

*President of the board of Aldermen, The Finance Officer*

*and two other members to be appointed by the Mayor*

*subject to the approval of the Board of Aldermen*

*for two year terms ending December 31*

1999	Honorable Donald C. Davidson, Mayor		
1997	Alderman-at-Large Claire McGrath, President Board of Aldermen		
Indef.	Paul A. Martel, Treasurer & Chief Finance Officer		
1998	Donald L. Ethier	6	Sioux Avenue
1998	Walter Warren	17½	Manchester Street

### CAPITAL IMPROVEMENTS PROGRAM

*Four citizens appointed by the Nashua City Planning Board*

*an Alderman appointed by the President of the Board of Aldermen*

*The Finance Officer, and the Planning Director*

*Citizen terms are two years*

Indef.	Paul A. Martel, Treasurer and Chief Finance Officer		
Indef.	Roger L. Houston, Planning Director		
1997	Alderman-at-Large George Pressly, Liaison Member		
1997	Ward Five Alderman Brian S. McCarthy, Alternate Liaison Member		
1997	Charles Budris	2	Shelley Drive
1997	Bette Lasky	15	Masefield Road
1998	Laurence C. Szetela	74	Northeastern Boulevard
1998	Hollis E. Harrington	62	Farmington Road

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## City of Nashua

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### CEMETERY TRUSTEES

*Elected by the Trustees and Board of Aldermen  
in Joint Convention  
for five year terms ending March 31*

#### EDGEWOOD CEMETERY

1999	Mayor Donald C. Davidson, Ex-Officio		
Indef.	Paul A. Martel, Treasurer & Chief Finance Office		
Indef.	Jeffrey Snow, Superintendent		
1998	Philip L. Hall	8	Edson Street
1998	Douglas Barker	5	Royal Oak Drive
1999	Rev. James S. Chaloner	1	Concord Street
1999	Alan Jeffery	3	Deerhaven Drive
2000	Frederick E. Shaw	137	Manchester Street
2000	Kenneth Spaulding	7	Franconia Drive
2001	George B. Law	24	Pine Hill Avenue
2001	Thomas Maffee	20	Beauview Avenue
2002	Alan M. Barker	15	Bartlett Street
2002	Norman E. Hall	66	Manchester Street

#### SUBURBAN CEMETERIES

1999	Mayor Donald C. Davidson, Ex-Officio		
Indef.	Paul A. Martel, Treasurer & Chief Finance Officer		
Indef.	Jeffrey Snow, Superintendent		
1998	Richard I. Hall		P.O. Box 651, Hollis, NH
1999	Jacob E. Crosby	101	Robinson Road
2000	Creighton L. McKinley	15	Coburn Woods
2001	Davis P. Thurber	25	Swart Terrace
2002	Michael J. Fair	64	New Searles Road

#### WOODLAWN CEMETERY

1999	Mayor Donald C. Davidson, Ex-Officio		
Indef.	Paul A. Martel, Treasurer & Chief Finance Officer		
Indef.	Howard Frizzell, Superintendent		
1998	David Aponovich	2	Indiana Drive
1998	Niles F. Jensen, Jr.	57	Watson Street
1999	Charles H. Farwell, Jr., Sec.	9	Todd Road
1999	David L. Wells, President	236	Manchester Street
2000	John Lafazanis	34	Alder Drive
2000	Stanley Zis	26	Kinsley Street
2001	Marvis Mellen	10	Meade Street
2001	Herbert W. Snow	4	Adelaide Avenue
2002	Lester Gidge	61	Linwood Street
2002	Gordon Tyszko	41	Meade Street

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## Municipal Government Report

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### CHILD CARE ADVISORY COMMISSION

*Appointed by the Mayor subject to confirmation by the Board of Aldermen for three year terms ending October 13*

1997	Laurie A. Ainsworth	15	Northwood Drive
1997	Dolores "Dee" Barry (resigned 1995)	22	Edinburgh Drive
1997	Beth Domoracki	9	Winwood Street
1997	Helen Honorow	9	Berkeley Street
1997	Diane Ouellette	26	Nightingale Road
1998	Peter Alden	30	West Rd., Londonderry, NH
1998	Devra Cohen	36	Columbia Avenue
1998	Gale Hall	22	Richardson Rd., Hollis, NH
1998	Mary Jordan	4	Lake Street
1998	Janet Poirier	51	Coburn Avenue
1999	Linda Ryan	35	Vespa Lane
1999	Ken Renoux	126A	Hills Ferry Road
1999	Kathy Nelson	97	Irene Dr., Hollis, NH
1999	Sr. Nancy Braceland	3	Crown Street
1999	Kathy Bolton	4	Kyle Drive

### CONSERVATION COMMISSION

*Appointed by the Mayor subject to confirmation by the Board of Aldermen for three year terms ending December 31*

1997	James P. Banow (Alt.)	25	Dunloggin Road
1997	William Barrett	129	Ash Street
1997	Fred A. Elkind	6	Baymeadow Drive
1997	Roger Boyer	6B	Dale Street
1997	Elizabeth Chestnutt (Alt.)	18	Norwich Road
1997	Debora Speese (Alt.)	5	Chelsea Court
1998	Linda Courtney Bretz	105	Spit Brook Road, A#8A
1998	David Diamond	4	Franconia Drive
1998	Kathryn A. Nelson	6	Fox Street
1998	Sara Osborne	6	Sagamore Road
Indef.	Mark Fougere, Liaison member from the Planning Department		

### DIRECTOR OF EMERGENCY PREPAREDNESS

*Indefinite Term*

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## City of Nashua

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### ENERGY COMMISSION

*Appointed by the Mayor subject to confirmation  
by the Board of Aldermen for an indefinite term*

Mayor Donald C. Davidson, Ex-Officio		
Maurice L. Arel	10	Virginia Drive
Charles E. Clough	44	Franklin Street
Ronald Moskowitz	40	Simon Street
Fred Yochum	39	Cathedral Circle

### ETHICS REVIEW COMMITTEE

(Municipal Conduct Committee)

*Appointed by the Mayor subject to confirmation  
by the Board of Aldermen for Three Year Terms to expire December 31*

1997	Dr. Christopher Eliades	5	Masefield Road
1998	Hollis E. Harrington	62	Farmington Road
1998	Dr. Berard Masse	95	Peele Road
1999	Hon. Margaret Q. Flynn	9	Anders Lane
1999	Hon. Hugh Gregg		Gregg Road
1997	Claire McGrath, Advisory Member - Board of Aldermen Representative		
1997	George Farrington, Advisory Member - Board of Education Representative		
1997	John Stabile, Advisory Member, Police Department Representative		

### FIRE COMMISSION

*Four year terms ending December 31*

1997	Maurice Trottier	93	Fairview Avenue
1997	David Lavoie	92	Ash Street A#21
1999	Edward J. Lecius	26	Watersedge Drive
1999	Edward P. Madigan	4	Westray Drive
1999	Mark Piekarski	71	Middle Dunstable Road

### FIRE PREVENTION CODE OF APPEALS BOARD

*Three Year Terms ending October 31*

1997	Alvin Corzilius	39	Stark Street
1997	Richard Cane	24	Rosemary Court
1997	Richard A. Smith, Alternate	22	Royal Crest Drive
1997	David W. Cheever	8	Spaulding Street

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## Municipal Government Report

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### HISTORIC DISTRICT COMMISSION

*Appointed by the Mayor subject to confirmation by the Board of Aldermen for three year terms ending September 30*

1999	Mayor Donald C. Davidson, Ex-Officio		
1993	Vacant, Alternate		
1994	Vacant		
1996	Vacant, Alternate		
1997	Leslie Blundon, Alternate	164	Chestnut Street
1998	Alvin B. Corzilius	39	Stark Street
1998	Lyn W. Healy	43	Monza Road
1998	William Ross	16	Clearview Drive
1998	Timothy Vadney	29	Grand Avenue
1999	Helen Morris	2	Manchester Street
Indef.	Roger Houston, Planning Director		
Indef.	Mark Fougere, Deputy/Development		

### HOUSING AUTHORITY

*Appointed by the Mayor subject to confirmation by the Board of Aldermen for five year terms ending October 14*

Indef.	George F. Robinson, Director	101	Major Drive
1997	Selma Pastor	24	Stark Street
1998	Florida C. Lovely	165	Pine Street
1999	Kris E. Durmer	17	Berkeley Street
2000	Thomas Monahan	28	Swart Terrace
2001	William C. Marcoux, Jr.	6	East Dunstable Road
1997	Ward Four Alderman Marc Plamondon, Liaison Member		
1997	Ward Six Alderman David G. Fredette, Alternate Liaison Member		

### LEGACY TRUSTEES

*Appointed by the Board of Aldermen for two year terms ending December 31*

### IRA F. HARRIS LECTURE FUND

1999	Honorable Donald C. Davidson, Mayor, Ex-Officio		
1997	Alderman-at-Large Claire McGrath		
	President, Board of Aldermen, Ex-Officio		
1997	George E. Farrington		
	President, Board of Education, Ex-Officio		
1995	Donald Marquis	23	Tenby Drive
1996	Mary Swanson	11	Birchwood Drive

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## City of Nashua

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### MOSES HUNT LECTURE FUND

1999	Honorable Donald C. Davidson, Mayor, Ex-Officio		
1997	Alderman-at-Large Claire McGrath		
	President, Board of Aldermen, Ex-Officio		
1997	George E. Farrington		
	President, Board of Education, Ex-Officio		
1994	Ruth Gaukstern	26	Adelaide Avenue
1995	Arthur Olsson	169	Coburn Woods

### HUNT BUILDING BOARD OF TRUSTEES

*Appointed by the Mayor subject to confirmation by the Board of Aldermen for five year terms to expire December 31*

1999	Mayor Donald C. Davidson, President, Ex-Officio		
1997	Nancy Blish	9	Larkspur Court
1998	Betty Gimber	122	Manchester Street
1999	Susan Raban	19	Dunbarton Drive
1999	Sarah Roche	27	Fairmount Street
2000	Frank H. Mellen	10	Meade Street
2000	Linda Willett	4	Davis Court
2001	Meri Goyette	63	Forest Park Drive
2001	Donald Marquis	23	Tenby Drive

### NASHUA INDUSTRIAL DEVELOPMENT AUTHORITY

*Appointed by the Mayor subject to confirmation by the Board of Aldermen for three year terms ending September 13*

1999	Honorable Donald C. Davidson, Mayor, Ex-Officio		
1997	Alderman-at-Large Claire McGrath, President, Board of Aldermen, Ex-Officio		
Indef.	Paul A. Martel Treasurer/Chief Finance Officer, Ex-Officio		
1997	Thomas J. McAndrews III	21	Ferry Road
1998	James F. Holland	62	New Searles Road
1998	A. Douglas MacLeod	13	Maywood Drive
1998	Mark D. Prolman	18	Berkeley Street
1998	Lawrence M. Hersh	28	Bicentennial Drive
1996	Edward Bryer	9	Beverlee Drive
1999	Donald Keohan	177	Cypress Lane
1999	Robert Prunier	31	Raymond Street

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## Municipal Government Report

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### ———— NASHUA REGIONAL PLANNING COMMISSION ————

*Nashua Representatives nominated by the City Planning Board and confirmed by the Board of Aldermen for four year terms*

1997	Chrmn. Committee on Infrastructure, Alderman-at-Large Thomas Grant		
1997	Vice Chrmn. (Alt) Committee on Infrastructure, Alderman-at-Large George Pressly		
1997	Chrmn. Planning & Economic Dev. Comm., Alderman-at-Large Kaherine Hersh		
1997	Vice Chrmn. (Alt) Planning & Economic Dev. Comm. Alderman Brian McCarthy		
1998	Frank Bolmarcich, NCPB Rep.	11	Wagon Trail
1999	Chairman NCPB (Alt) Bette Lasky	15	Masefield Road
Indef.	Community Development Division Director, Roger Hawk		

### ———— NASHUA TRANSIT ADVISORY COMMITTEE ————

*Established by Ordinance November 26, 1996*

	Roger Hawk, Director of Community Development Division		
	Board of Aldermen Member, Alderman-at-Large Thomas W. Grant		
1997	Patricia Francis	1	Redwood Circle
1998	Walter Warren	17½	Manchester Street
1999	Richard Coutermarsh	39	Damon Avenue

### ———— PERSONNEL ADVISORY BOARD ————

*Appointed by the Mayor subject to confirmation by the Board of Aldermen for three year terms ending June 30*

1997	Barbara Alves	30	Old Coach Road
1998	Leonard Pansa	21	Chapel Hill Drive
1999	Elizabeth Cooper	30	Lutheran Drive
1999	Sheila J. Kabat (Alternate)	5	Oldham Lane

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## City of Nashua

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### PLANNING BOARD

*Appointed by the Mayor subject to confirmation by the Board of Aldermen for three year terms ending March 31*

1999	Honorable Donald C. Davidson, Mayor		Ex-Officio
Indef.	Donald Ouellette		Engineer, Ex-Officio
Indef.	Roger Houston		Planning Director
1997	Alderman William "Torry" Hack		Liaison Member
1997	Alderman Brian McCarthy, Alternate		Liaison Member
1997	Joseph Foster, Alternate	9	Keats Drive
1998	Franklin J. Bolmarcich	11	Wagon Trail
1998	Kenneth Wilner, Alternate	37	Scott Avenue
1998	Bette Lasky	15	Masefield Road
1999	Kenneth Dufour	52	Conant Road
1999	James Holland	62	New Searles Road
1999	Vacant (Alternate)		
2000	Richard J. Larose	36	Charlotte Avenue
2000	Lyn W. Healy	43	Monza Road

### POLICE COMMISSION

*Appointed by the Governor and Executive Council for three year terms ending September 1*

1997	Thomas Maffee	20	Beauview Avenue
1998	Maurice L. Arel	10	Virginia Drive
1999	John Stabile	48	Lutheran Drive

### PUBLIC LIBRARY TRUSTEES

*His Honor the Mayor, and the President of the Board of Aldermen are Trustees ex-officio, one trustee is elected annually for a seven year term ending March 31 by the Board of Aldermen and Trustees in Joint Convention*

1999	Honorable Donald C. Davidson Mayor		Ex-Officio
1997	Alderman-at-Large Claire McGrath President Board of Aldermen		Ex-Officio
1998	Mary S. Nelson	18	Stanley Lane
1999	Roger Osgood		Osgood Road
2000	David K. Pinsonneault	17	Watersedge Drive
2001	Dr. Arthur E. Comolli	16	Browning Avenue
2002	Maurice L. Arel	10	Virginia Drive
2003	Frank Clancy	16	Berkeley Street
2004	Arthur L. Barrett, Jr.	10B	French Street



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## Municipal Government Report

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### REVIEW AND COMMENT COMMISSION

*Appointed by the Mayor subject to confirmation by  
the Board of Aldermen for a three year term*

1997	Joseph Goodman	13	Fountain Lane
1998	Jim Watters	37	Parish Hill Drive
1999	Pamela Price	6	Indian Fern Drive
1997	Alderman-at-Large Thomas W. Grant		Liaison Member
1997	Ward Eight Alderman Maureen Lemieux		Liaison Member

### VOTING MACHINE SPECIALIST

*Established by Ordinance March 11, 1997*

*Appointed by the Mayor  
subject to confirmation by the Board of Aldermen  
for three year term ending December 31*

2000	Donna Walton	45	Dexter Street
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### ZONING BOARD OF ADJUSTMENT

*Appointed by the Mayor  
subject to confirmation by the Board of Aldermen  
for three year terms ending September 11*

1997	Dennis Drake	5	Grace Drive
1997	Robert Maffee, Alternate	160	Amherst Street
1997	Kevin P. McAfee	17	Cassandra Lane
1998	Gwen Krailo	20	Sargent Avenue
1998	Susan Douglas	210	Brook Village Road
1998	John Andrick, Alternate	15	Northwood Drive
1998	Richard Dowd, Alternate	7	Colombine Drive
1998	Joan D. Meckel, Alternate	14	Turnbridge Drive
1998	Frank H. Mellen, Alternate*	10	Meade Street
1999	Stephen Zalewski	11	Settlement Way
Indef.	Michael Yeomans		Zoning Administrator

\*Resigned May 31, 1997

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## City of Nashua

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### REPRESENTATIVES TO THE GENERAL COURT

#### Ward 1

Suzan L.R. Franks	(R)	26	42 Cathedral Circle, 03063
Ruth Ginsburg	(D-R)	26	6 Dover Street, 03063
Jane E. O'Hearn	(R)	26	7 Pope Circle, 03063

#### Ward 2

Geoffrey C. Briefs	(R)	27	3 Horizon Circle, 03060
Richard LaRose	(R)	27	36 Charlotte Avenue, 03060
Robert Mercer	(R)	27	11 Dinsmore Street, 03060-1850

#### Ward 3

William H. Barry, III	(D-R)	28	9 Berkeley Street, 03060
Robert A. Daigle	(D)	28	133 Colgate Road, 03060
Sylvia A. Holley	(R)	28	6 Benton Drive, 03060

#### Ward 4

Kevin J. Clemons	(D)	29	60 Fairmount Street, 03060
David E. Cote	(D-R)	29	96 West Hollis Street, 03060
A. Haettenschwiller	(D)	29	24 Mulberry St. A#2, 03060

#### Ward 5

Philip M. Ackerman	(D)	30	26 Carlene Drive, 03062
Donnalee Lozeau	(R)	30	125 Shore Drive, 03062
Rita Gail MacAuslan	(D)	30	8 Kim Drive, 03062

#### Ward 6

Jane A. Clemons	(D-R)	31	177 Kinsley Street, 03060
Roland J. Lefebvre	(D)	31	19 Dane Street, 03060
George D. Murch	(R)	31	7 Rochette Avenue, 03060

#### Ward 7

Lori Cardin	(D)	32	76 Marshall Street, 03060
Claudette R. Jean	(D)	32	52 Burke Street, 03060
Peter R. Cote	(D)	32	68 Bowers Street, 03060

#### Ward 8

Eileen P. Dawe	(R)	33	9 Chaucer Road, 03062
Joseph A. Foster	(D)	33	9 Keats Drive, 03062
Joan Sullens (resigned)	(R)	33	5 Kyle Drive, 03062

#### Ward 9

Mary Ellen Martin	(D-R)	34	5 Lone Star Drive, 03062
Dawn C. Piteri	(R)	34	14 Lockness Drive, 03062
Paul W. Taylor	(R)	34	214 Harris Road, 03062

### FLORIAL DISTRICTS

#### Wards 1, 2, 3 & 5

David B. Holt	(R)	35	45 Seminole Drive, 03063
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#### Wards 4, 6, 7 & 8, 9

A. Theresa Drabinowicz	(D-R)	36	56 Temple Street, 03060
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# Municipal Government Report

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## CITY ELECTION OFFICIALS

1996-1997

### Moderators:

Ward 1	Francis J. Pickett	42 Bartemus Trail, 03063
Ward 2	V. Mary Hall	66 Manchester Street, 03060
Ward 3	Joseph G. Sakey	48 Walden Pond Drive, 03060
Ward 4	Henry Labine	1 Perry Avenue, 03060
Ward 5	Dennis M. Drake	5 Grace Drive, 03062
Ward 6	Madeleine M. Rousseau	21 Wadleigh Street, 03060
Ward 7	Kathy Ann Courtenay	8 Cherry Street, 03060
Ward 8	Harold Hellinger	5 Lansing Drive, 03062
Ward 9	Peter D. Curran	91 Langholm Drive, 03062

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### Ward Clerks:

Ward 1	Mary Poston	14 Bible Way, 03063
Ward 2	William A. Marshall	15 Watson Street, 03060
Ward 3	Diane Griffith	19 Stark Street, 03060
Ward 4	Shirley Santerre	1 Clocktower Place, 03060
Ward 5	Jean E. Fortier	1070 West Hollis Street, 03062
Ward 6	Carol Marshall	5 Rice Street, 03060
Ward 7	Darryl Courtenay	8 Cherry Street, 03060
Ward 8	Viola Taranto	5 Belgian Place, 03062
Ward 9	Ann A. Corbett	168 Searles Road, 03062

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## City of Nashua

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### Selectmen:

<b>Ward 1</b>	Paul G. Bergeron Patricia Chadwick Brooks Thompson	28 Brian Drive, 03063 43 Indian Rock Road, 03063 36 Lutheran Drive, 03063
<b>Ward 2</b>	Andrew Hall Robert Mercer Michael Moran	66 Manchester Street, 03060 11 Dinsmore Street, 03060 21 Danbury Road, 03060
<b>Ward 3</b>	Selma Pastor A. David Pierce Shirley Sakey	24 Stark Street, 03060 13 Manchester Street, 03060 48 Walden Pond Drive, 03060
<b>Ward 4</b>	Roger Cote Bea Farland Mary Sargent	2 Badger Street, 03060 90 Ledge Street, 03060 8 Milford Street, 03060
<b>Ward 5</b>	Vacant Madeline Laflamme James E. Malone III	55 Buckmeadow Road, 03062 897 West Hollis Street, 03062
<b>Ward 6</b>	Ida B. Lavoie Normand R. Lavoie Edgar G. LeBlanc	75 Linwood Street, 03060 75 Linwood Street, 03060 25 Wadleigh Street, 03060
<b>Ward 7</b>	Valerie A. Denault Lawrence F. MacIntyre Anne M. Sirois	48 Burke Street A#4, 03060 5 Arlington Street, 03060 57 Newbury Street, 03060
<b>Ward 8</b>	Hallock M. Boutwell Eric Schneider Joseph Taranto	9 Scott Avenue, 03062 19 Stanley Lane, 03062 5 Belgian Place, 03062
<b>Ward 9</b>	Mark Avery Laurie Dobrowolski Barbara Spacek	5 Westray Drive, 03062 126 Searles Road, 03062 3 Lamb Road, 03062 (P.O. Box 7010)

***RESOLUTIONS***

*Passed by the*

***BOARD OF ALDERMEN***

*July 1, 1996*

**through**

**June 30, 1997**

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**City of Nashua**

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**R-96-37**

APPROVING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE  
NASHUA BOARD OF POLICE COMMISSIONERS AND  
TEAMSTERS LOCAL 633

**R-96-40**

APPROVING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE  
NASHUA BOARD OF EDUCATION AND THE  
NASHUA ASSOCIATION OF SCHOOL PRINCIPALS

**R-96-44**

RELATIVE TO THE TRANSFER OF \$4,000 FROM ACCOUNT 591-86005  
GENERAL CONTINGENCY TO ACCOUNT 505-81078  
NASHUA SENIOR MEALS PROGRAM

**R-96-52**

NAMING THE LEGISLATIVE OFFICE THE  
BERTHA A. LANDRY LEGISLATIVE OFFICE

*The preceding resolutions were passed July 9, 1996*

*Claire McGrath, President*

*Approved July 9, 1997*

*Donald C. Davidson, Mayor*

**R-96-26**

RELATIVE TO RE-ESTABLISHING THE CITY OF NASHUA  
RECYCLING COMMITTEE

**R-96-43**

AMENDING THE COMMUNITY DEVELOPMENT BLOCK GRANT  
TO FUND IMPROVEMENTS TO BEL VEDERE PARK

**R-96-45**

APPROVING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE  
NASHUA FIRE BOARD OF FIRE COMMISSIONERS AND  
INTERNATIONAL ASSOCIATION OF FIREFIGHTERS LOCAL 789

**R-96-47**

RELATIVE TO THE ACCEPTANCE AND APPROPRIATION OF FUNDS  
FROM THE NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES  
INTO SPECIAL REVENUE FUND ACCOUNT #342, 6463  
"HEALTH CARE TRANSITION FUND"

**R-96-48**

RELATIVE TO THE ACCEPTANCE AND APPROPRIATION OF FUNDS  
FROM THE NEW HAMPSHIRE CHILDREN'S TRUST FUND INTO  
SPECIAL REVENUE FUND ACCOUNT #342, 6455  
"CHILDREN'S TRUST FUND"

**R-96-53**

AUTHORIZING CROSSWALK WITH PEDESTRIAN CONTROL SIGNALS  
ON SPRING STREET EXTENSION

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## Municipal Government Report

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**R-96-68**

ACKNOWLEDGING SERVICE OF PAUL C. BELLAVANCE

*The preceding resolutions were passed August 13, 1996*

*Claire McGrath, President*

*Approved August 13, 1996*

*Donald C. Davidson, Mayor*

**R-96-35**

GRANTING AN ABATEMENT OF SEWER FEES FOR  
150 BURKE STREET

**R-96-42**

AUTHORIZING THE SALE OF CERTAIN CITY OWNED LAND  
TO INNOVATIVE TELECOM CORPORATION AND THE GOODWILL

**R-96-50**

RELATIVE TO THE APPROVAL OF AMENDMENTS TO THE 1985 MASTER PLAN  
ADOPTED BY THE NASHUA CITY PLANNING BOARD

**R-96-51**

RELATIVE TO THE APPROVAL OF AMENDMENTS TO THE 1985 MASTER PLAN  
ADOPTED BY THE NASHUA CITY PLANNING BOARD

**R-96-58**

RELATIVE TO THE TRANSFER OF \$9,000 FROM THE RETIREMENT  
CONTINGENCY ACCOUNT 596-96571-9991 TO ACCOUNT 572-11352 -  
BUILDING INSPECTOR I

**R-96-59**

AUTHORIZING AN AGREEMENT WITH THE NEW HAMPSHIRE HOUSING  
AUTHORITY FOR ADMINISTRATION OF RENTAL HOUSING  
PRODUCTION ACTIVITIES USING HOME FUNDS

**R-96-67**

RELATIVE TO ESTABLISHMENT OF ACCOUNTS FOR THE COLLECTION  
OF SIDEWALK CONSTRUCTION FUNDS

*The preceding resolutions were passed September 11, 1996*

*Claire McGrath, President*

*Approved September 11, 1996*

*Donald C. Davidson, Mayor*

**R-96-55**

RELATIVE TO THE ACCEPTANCE AND APPROPRIATION OF FUNDS  
INTO SPECIAL REVENUE ACCOUNT 331-6216  
"POLICE SCHOOL PROGRAMS"

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**City of Nashua**

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**R-96-69**

RELATIVE TO THE TRANSFER OF \$150,000 FROM GENERAL FUND  
CONTINGENCY #591-86005 INTO SPECIAL REVENUE ACCOUNT #301-6004

**R-96-71**

RELATIVE TO THE ACCEPTANCE AND APPROPRIATION OF CERTAIN FUNDS  
FROM HILLSBOROUGH COUNTY INTO SPECIAL REVENUE ACCOUNT  
342-6456 FOR A PLAY LEARNING/PARENT SUPPORT/HOME VISITOR GROUP

**R-96-72**

RELATIVE TO THE ACCEPTANCE AND APPROPRIATION OF CERTAIN FUNDS  
FROM DARTMOUTH COLLEGE INTO SPECIAL REVENUE ACCOUNT  
342-6454 FOR A CHILD DEVELOPMENT PROGRAM

*The preceding resolutions were passed September 24, 1996*

*Claire McGrath, President*

*Approved September 24, 1996*

*Donald C. Davidson, Mayor*

**R-96-74**

RELATIVE TO THE TRANSFER OF \$7,000.00 FROM CONTINGENCY  
ACCOUNT 591-86005 TO ACCOUNT 501-11370, LEGISLATIVE AFFAIRS LIAISON

**R-96-77**

SUPPORT OF THE WOODLAWN CEMETERY BOARD OF TRUSTEE'S  
ENDEAVOR TO FINISH CONSTRUCTION OF A MAUSOLEUM

**R-96-78**

AUTHORIZING HIS HONOR, THE MAYOR, AND THE CITY TREASURER TO  
ISSUE REFUNDING BONDS IN AN AMOUNT NOT TO EXCEED  
FIFTEEN MILLION DOLLARS (\$15,000,000) FOR THE PURPOSE OF ADVANCE  
REFUNDING THE CITY'S GENERAL OBLIGATION BONDS DATED  
NOVEMBER 1, 1989 ORIGINALLY ISSUED IN THE PRINCIPAL AMOUNT OF  
TEN MILLION DOLLARS (\$10,000,000) AND ADVANCE REFUNDING THE  
CITY'S GENERAL OBLIGATION BONDS DATED JULY 1, 1991, ORIGINALLY  
ISSUED IN THE PRINCIPAL AMOUNT OF TEN MILLION DOLLARS (\$10,000,000)

**R-96-82**

AUTHORIZING THE CONVEYANCE OF DISCONTINUED PORTIONS  
OF WEBSTER STREET AND THORNTON AVENUE TO ABUTTERS

*The preceding resolutions were passed October 8, 1996*

*Claire McGrath, President*

*Approved October 8, 1996*

*Donald C. Davidson, Mayor*

**R-96-63**

AUTHORIZING LAND ACQUISITION OF EASEMENTS FOR  
LYNN STREET DRAINAGE IMPROVEMENTS



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## Municipal Government Report

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**R-96-64**

AUTHORIZING LAND ACQUISITION OF EASEMENTS FOR  
GREGG ROAD DRAINAGE IMPROVEMENTS

**R-96-76**

RELATIVE TO THE PROCEEDS FROM THE SALE OF CITY PROPERTY  
TO INNOVATIVE TELECOM AND SPIRO LINATSAS

**R-96-79**

RELATIVE TO THE ACCEPTANCE OF CONTRIBUTIONS TO BE USED  
TOWARDS OFFSETTING THE CITY'S SHARE OF THE DESIGN AND  
CONSTRUCTION OF THE REPLACEMENT BRIDGE AND  
ADJACENT ROADWAY FOR RIDGE ROAD

**R-96-80**

RELATIVE TO THE ACCEPTANCE OF CONTRIBUTIONS TO BE USED  
TOWARDS OFFSETTING THE CITY'S SHARE OF THE DESIGN AND  
CONSTRUCTION OF REPLACEMENT BRIDGES FOR  
TINKER ROAD AND THORNTON ROAD

**R-96-81**

RELATIVE TO THE TRANSFER OF \$27,791 FROM ACCOUNT 596-86532 -  
CONTINGENCY, FIRE DEPARTMENT TO ACCOUNT  
532-11318 - FIRE PAYROLL

*The preceding resolutions were passed October 22, 1996*

*Claire McGrath, President*

*Approved October 22, 1997*

*Donald C. Davidson, Mayor*

**R-96-85**

RELATIVE TO THE TRANSFER OF \$23,731.55 FROM  
ACCOUNT 596-86531 TO ACCOUNT 503-11027

**R-96-87**

EXTENDING CONGRATULATIONS TO THE  
NASHUA ELKS CRUSADERS JUNIOR PEEWEES  
CHEERLEADING SQUAD

*The preceding resolutions were passed November 12, 1996*

*Claire McGrath, President*

*Approved November 12, 1996*

*Donald C. Davidson, Mayor*

**R-96-88**

AUTHORIZING HIS HONOR THE MAYOR TO EXTEND THE  
CONTRACT RELATIVE TO THE BROAD STREET PARKWAY

*The preceding resolution was passed November 26, 1996*

*Claire McGrath, President*

*Approved November 26, 1996*

*Donald C. Davidson, Mayor*

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**City of Nashua**

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**R-96-83**

AUTHORIZING HIS HONOR THE MAYOR AND CITY TREASURER  
TO ISSUE BOND NOT TO EXCEED THE AMOUNT OF TWO MILLION  
SEVEN HUNDRED THOUSAND DOLLARS (\$2,700,000) FOR THE  
PURCHASE OF PROPERTY AND CONSTRUCTION OF A FIRE STATION

**R-96-104**

RELATIVE TO THE PURCHASE OF ROLL-OFF CONTAINERS FOR  
THE REMOVAL OF MATERIALS FROM 40 BRIDGE STREET, NASHUA  
FROM ACCOUNT #632-21 "40 BRIDGE STREET ACCOUNT"

*The preceding resolutions were passed December 10, 1996*

*Claire McGrath, President  
Approved December 10, 1996  
Donald C. Davidson, Mayor*

**R-96-89**

RELATIVE TO THE ACCEPTANCE AND APPROPRIATION OF  
FUNDS INTO SPECIAL REVENUE ACCOUNT #331-6217  
"DOMESTIC VIOLENCE GRANT"

**R-96-90**

RELATIVE TO THE ESTABLISHMENT OF SEWER ASSESSMENTS  
(Thomas P. & Denis Winterson, 117 Scarles Road)

**R-96-91**

AUTHORIZING CROSSWALK WITH PEDESTRIAN CONTROL SIGNALS  
ON KESSLER FARM DRIVE AND SOMERSET PARKWAY

**R-96-92**

AUTHORIZING CROSSWALK WITH PEDESTRIAN CONTROL SIGNALS  
ON THORNTON ROAD AND AMHERST STREET

**R-96-93**

RELATING TO THE REASSIGNMENT OF CERTAIN  
PERIMETER ROAD ADDRESS NUMBERS

**R-96-96**

RELATIVE TO ESTABLISHING THE CITY OF NASHUA  
RECYCLING COMMITTEE AS AN ONGOING COMMITTEE

**R-96-102**

RELATIVE TO THE ACCEPTANCE AND APPROPRIATION OF  
FUNDS INTO SPECIAL REVENUE ACCOUNT #331-6218  
"COPS MORE UNIVERSAL HIRING GRANT"

*The preceding resolutions were passed December 23, 1996*

*Claire McGrath, President  
Approved December 23, 1996  
Donald C. Davidson, Mayor*

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## Municipal Government Report

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### R-96-100

ENDORISING THE CHARACTER EDUCATION PHILOSOPHY

*The preceding resolution was passed January 28, 1997*

*Claire McGrath, President*

*Approved January 28, 1997*

*Donald C. Davidson, Mayor*

### R-96-94

ADOPTING THE WELFARE GUIDELINES EFFECTIVE JANUARY 1, 1997

### R-96-97

DISCHARGING A PORTION OF A WELFARE LIEN ON  
3-5 MARKAR STREET, NASHUA

### R-96-106

MAKING AN ASSESSMENT TO DEFRAY THE COST OF  
CONSTRUCTION OF THE WHITE PLAINS DRIVE SEWER EXTENSION

### R-97-107

RELATIVE TO THE ACCEPTANCE OF \$70,099.00 IN LAW ENFORCEMENT  
BLOCK GRANT FROM THE BUREAU OF JUSTICE ADMINISTRATION  
FOR LAW ENFORCEMENT PURPOSES

### R-97-109

RELATIVE TO THE ESTABLISHMENT OF SEWER ASSESSMENTS  
(Daryl W. Frejza, 49 Amherst Street)

### R-97-114

RELATIVE TO THE TRANSFER OF \$8,184 FROM ACCOUNT 596-86512  
RETIREMENT CONTINGENCY TO 512-11151  
SR. MOTOR VEHICLE CLERK

### R-97-116

RELATIVE TO THE TRANSFER OF FUNDS INTO SPECIAL REVENUE  
ACCOUNT #301-6003 "HUNT BUILDING MAINTENANCE AND UTILITIES FUND"

### R-97-117

RELATIVE TO THE TRANSFER OF \$32,550 FROM ACCOUNT 596-86532 -  
CONTINGENCY RETIREMENTS, FIRE DEPARTMENT TO  
ACCOUNT 532-11285 - FIRE PAYROLL

*The preceding resolutions were passed February 11, 1997*

*Claire McGrath, President*

*Approved February 11, 1997*

*Donald C. Davidson, Mayor*

### R-96-73

DESIGNATING THE SITE OF THE DOWNTOWN  
INTERMODAL TRANSIT STATION

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## City of Nashua

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### **R-97-108**

RELATIVE TO THE PURCHASE OF PROPERTY AND IMPROVEMENTS  
THEREON LOCATED AT 177 LAKE STREET

### **R-97-110**

RELATIVE TO THE PURCHASE OF BUILDINGS AND IMPROVEMENTS  
THEREON LOCATED AT 2 LAKE AVENUE AND LINWOOD STREET

### **R-97-115**

RELATIVE TO THE ESTABLISHMENT OF SEWER ASSESSMENTS  
(Martin H. & Joan V. Shalek, 24 Elgin Street)

### **R-97-120**

RELATIVE TO THE ACCEPTANCE AND APPROPRIATION OF FUNDS  
INTO SPECIAL REVENUE ACCOUNT #331-6219  
"HIGHWAY SAFETY GRANT"

### **R-97-122**

RELATIVE TO THE TRANSFER OF \$39,752.00 FROM ACCOUNT 596-86531 -  
CONTINGENCY RETIREMENTS - POLICE DEPARTMENT

*The preceding resolutions were passed February 25, 1997*

*Claire McGrath, President*

*Approved February 26, 1997*

*Donald C. Davidson, Mayor*

### **R-96-101**

PROVIDING FOR THE ADOPTION OF THE OPTIONAL DISABILITY  
VETERANS' TAX CREDIT FOR SERVICE-CONNECTED TOTAL DISABILITY

### **R-97-118**

AUTHORIZING THE MAYOR AND CITY TREASURER TO APPLY TO THE  
NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES (NHDES)  
FOR A LOAN FROM ITS REVOLVING LOAN FUND FOR EXPENSES RELATED  
TO THE CLOSURE AND EXPANSION OF THE FOUR HILLS LANDFILL

### **R-97-119**

AUTHORIZING THE MAYOR AND CITY TREASURER TO APPLY TO THE  
NEW HAMPSHIRE DEPARTMENT OF ENVIRONMENTAL SERVICES (NHDES)  
FOR A LOAN OF \$8,800,000 FROM ITS REVOLVING LOAN FUND  
FOR EXPENSES RELATED TO THE CLOSURE AND  
EXPANSION OF THE FOUR HILLS LANDFILL

### **R-97-123**

RELATIVE TO THE ESTABLISHMENT OF SEWER ASSESSMENTS  
(Robert A. Guidaboni, Jr. & Simone Renee Martel, 30 Elgin Street)

### **R-97-124**

AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE  
TOWN OF MERRIMACK, NEW HAMPSHIRE AND  
PENNONI ASSOCIATES, INC. FOR ENGINEERING SERVICES FOR  
THE THORNTON ROAD AND TINKER ROAD  
BRIDGE REPLACEMENT PROJECT

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## Municipal Government Report

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**R-97-135**

AUTHORIZING THE CONVEYANCE OF DISCONTINUED PORTIONS  
OF LAUREL STREET TO ABUTTERS

**R-97-136**

AUTHORIZING THE CONVEYANCE OF DISCONTINUED PORTIONS  
OF EATON PLACE TO ABUTTERS

*The preceding resolutions were passed March 11, 1997*

*Claire McGrath, President*

*Approved March 14, 1997*

*Donald C. Davidson, Mayor*

**R-97-125**

AMENDING THE COMMUNITY DEVELOPMENT BLOCK GRANT TO  
FUND RENOVATIONS AT THE ADULT LEARNING CENTER

**R-97-126**

AMENDING THE COMMUNITY DEVELOPMENT BLOCK GRANT TO FUND  
IMPROVEMENTS TO THE ARTILLERY BALLFIELD, NORTH COMMON

**R-97-127**

RELATIVE TO THE ACCEPTANCE AND APPROPRIATION OF FUNDS OBTAINED  
FROM VARIOUS SOURCES INTO SPECIAL REVENUE ACCOUNT #342-6465

**R-97-137**

APPROVING A SUBORDINATION AGREEMENT OF THE CITY OF NASHUA'S  
MORTGAGE POSITION ON CLOCKTOWER PLACE PHASE II

*The preceding resolutions were passed March 25, 1997*

*Claire McGrath, President*

*Approved March 25, 1997*

*Donald C. Davidson, Mayor*

**R-97-121**

AUTHORIZING THE MAYOR TO ACCEPT VACANT LAND  
LOCATED OFF OF ALAN STREET

**R-97-129**

AUTHORIZING THE MAYOR TO ACCEPT PROPERTY DESCRIBED AS  
68-70 TOLLES STREET, AND CONVEY PROPERTY  
DESCRIBED AS 51 WHITNEY STREET

**R-97-130**

RELATIVE TO THE NAMING OF TWO CITY ENTRANCES INTO  
HOLMAN STADIUM IN RECOGNITION OF THE 50th ANNIVERSARY  
OF THE NASHUA DODGERS BASEBALL TEAM'S CELEBRATED PLAYERS

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**City of Nashua**

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**R-97-138**

AUTHORIZING THE BOARD OF PUBLIC WORKS TO NEGOTIATE AND THE MAYOR TO ENTER INTO AND EXECUTE CONTRACTS FOR THE REPAIR OF SEWERS AND STREET PAVING RELATED TO THE SAME ON CHESTNUT STREET, VINE STREET, CHANDLER STREET, LINDEN STREET, PAIGE AVENUE, MORGAN STREET, SHATTUCK STREET, TOLLES STREET, CROSS STREET, SUMMER STREET, GRANITE STREET, LATON STREET, NORTON STREET, CONCORD STREET, RAILROAD SQUARE, ORANGE STREET, AND LOWELL STREET

**R-97-139**

AUTHORIZING THE BOARD OF PUBLIC WORKS TO NEGOTIATE AND THE MAYOR TO EXECUTE A CONTRACT FOR THE RECLAIMING AND PAVING OF BROAD STREET AND CONSTRUCTION OF A NEW SIDEWALK ON BROAD STREET BETWEEN HYANNIS AND COBURN AVENUE

*The preceding resolutions were passed April 8, 1997  
Claire McGrath, President  
Approved April 8, 1997  
Donald C. Davidson, Mayor*

**R-97-141**

RELATIVE TO THE ACCEPTANCE AND APPROPRIATION OF CERTAIN FUNDS FROM THE BUREAU OF MATERNAL AND CHILD HEALTH SERVICES INCLUDING DENTAL AND IMMUNIZATION PROGRAMS INTO SPECIAL REVENUE ACCOUNT #342-6466 FOR CHILD HEALTH PROGRAM SERVICES

**R-97-140**

RELATIVE TO THE ACCEPTANCE AND APPROPRIATION OF CERTAIN FUNDS FROM THE BUREAU OF DISEASE INTO SPECIAL REVENUE ACCOUNTS #342-6467, 6468, 6469, 6470, 6471 AND 6472 FOR DISEASE CONTROL PROGRAM SERVICES

*The preceding resolutions were passed April 22, 1997  
Claire McGrath, President  
Approved April 22, 1997  
Donald C. Davidson, Mayor*

**R-97-142**

RELATIVE TO THE ACCEPTANCE AND APPROPRIATION OF FUNDS INTO SPECIAL REVENUE ACCOUNT #375

**R-97-143**

AUTHORIZING THE MAYOR TO APPLY FOR THE ANNUAL COMMUNITY DEVELOPMENT BLOCK GRANT

**R-97-144**

RELATIVE TO THE TRANSFER OF \$10,050 FROM ACCOUNT 596-86531 RETIREMENT CONTINGENCY - POLICE DEPARTMENT TO ACCOUNT 531-11120 POLICE PAYROLL

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## Municipal Government Report

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### **R-97-149**

RELATIVE TO THE PURCHASE OF A PORTION OF PROPERTY  
LOCATED AT 219 LAKE STREET

### **R-97-150**

RELATIVE TO THE PURCHASE OF PROPERTY AND IMPROVEMENTS  
THEREON LOCATED AT 175 LAKE STREET

*The preceding resolutions were passed May 13, 1997*

*Claire McGrath, President*

*Approved May 13, 1997*

*Donald C. Davidson, Mayor*

### **R-97-133**

APPROVING THE COLLECTIVE BARGAINING AGREEMENT BETWEEN  
THE CITY OF NASHUA AND THE U.A.W. LOCAL 2232 PROFESSIONAL UNIT

### **R-97-134**

APPROVING THE COLLECTIVE BARGAINING AGREEMENT BETWEEN  
THE CITY OF NASHUA AND THE U.A.W. LOCAL 2232  
CLERICAL AND TECHNICAL UNIT

### **R-97-145**

AUTHORIZING HIS HONOR THE MAYOR AND CITY TREASURER TO  
ISSUE BONDS NOT TO EXCEED THE AMOUNT OF  
TWO HUNDRED THOUSAND DOLLARS (\$200,000) FOR THE  
ARCHITECTURAL AND ENGINEERING PHASE OF THE NEW  
ADDITIONS AND RENOVATIONS TO AMHERST STREET SCHOOL

### **R-97-146**

RELATIVE TO THE ESTABLISHMENT OF SEWER ASSESSMENTS  
(Steven V. & Mary Ann Carignan, 19 Whitford Road)

### **R-97-147**

AUTHORIZING THE FILING OF APPLICATION WITH THE DEPARTMENT  
OF TRANSPORTATION, UNITED STATES OF AMERICA, FOR A GRANT  
UNDER THE URBAN MASS TRANSPORTATION ACT OF 1964, AS AMENDED

*The preceding resolutions were passed May 27, 1997*

*Claire McGrath, President*

*Approved May 27, 1997*

*Donald C. Davidson, Mayor*

### **R-97-160**

RELATIVE TO THE TRANSFER OF \$5,000 FROM ACCOUNT 591-86005 -  
CONTINGENCY GENERAL TO ACCOUNT 519-59100 - ASSESSORS OFFICE,  
PROFESSIONAL SERVICES, AND AUTHORIZING THE EXPENDITURE OF THE  
SAME FUNDS FOR THE PURPOSE OF OBTAINING A PROFESSIONAL  
APPRAISAL OF A CERTAIN PARCEL OF LAND

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## City of Nashua

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*The preceding resolution was passed May 27, 1997*

*Claire McGrath, President*

*Took effect seven days after passage without Mayor's Signature*

*June 3, 1997*

*Reconsidered, amended & passed June 10, 1997*

### **R-97-152**

AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH  
THE HUMANE SOCIETY OF NEW ENGLAND TO PROVIDE  
ANIMAL CARE SERVICES IN THE CITY OF NASHUA FOR THREE YEARS

### **R-97-155**

APPROVAL OF APPOINTMENT OF THE DEPUTY TAX COLLECTOR  
AND RATIFICATION OF ACTIONS OF THE SAME

### **R-97-156**

AUTHORIZING THE MAYOR TO EXECUTE AN ELECTRIC BICYCLE  
TRANSFER AND INDEMNITY AGREEMENT BETWEEN NORTHEAST  
UTILITY SERVICE COMPANY AND THE CITY OF NASHUA  
FOR USE BY THE NASHUA POLICE DEPARTMENT

### **R-97-162**

AMENDING RESOLUTION R-97-143

### **R-97-163**

EXTENDING CONGRATULATIONS AND THANKS TO GEORGE NOUCAS  
FOR HIS OUTSTANDING SERVICE AS COACH OF THE  
NASHUA HIGH SCHOOL BOYS BASKETBALL TEAM

*The preceding resolutions were passed June 10, 1997*

*Claire McGrath, President*

*Approved June 10, 1997*

*Donald C. Davidson, Mayor*

### **R-97-131**

APPROVING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE  
NASHUA BOARD OF POLICE COMMISSIONERS AND TEAMSTERS LOCAL  
633, COVERING CERTAIN CIVILIAN EMPLOYEES

### **R-97-132**

APPROVING A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE  
BOARD OF TRUSTEES OF THE NASHUA PUBLIC LIBRARY AND THE  
NASHUA PUBLIC LIBRARY EMPLOYEES LOCAL #4831, AFT, FPE, AFL-CIO

### **R-97-153**

CLARIFYING THE PURPOSE OF THE SCHOOL ATHLETIC ENTERPRISE FUND

### **R-97-157**

RELATIVE TO THE ADOPTION OF FISCAL YEAR '98 PROPOSED  
BUDGET FOR THE CITY OF NASHUA GENERAL FUND



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## Municipal Government Report

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**R-97-159**

RELATIVE TO THE CONVEYANCE OF LOT 374 ON SHEET G  
TO PETER PROKO

**R-97-164**

RELATIVE TO ALLOWING THE USE OF A PORTION OF THE  
FUNDS IN ESCROW ACCOUNT #590-23572

**R-97-165**

APPROVING THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE  
NASHUA POLICE COMMISSION AND THE INTERNATIONAL BROTHERHOOD  
OF POLICE OFFICERS, LOCAL 464

**R-97-166**

RELATIVE TO THE TRANSFER OF \$58,518 FROM ACCOUNT 591-86005-9991  
CONTINGENCY TO VARIOUS DEPARTMENT PAYROLL ACCOUNTS

**R-97-167**

RELATIVE TO APPROPRIATION OF \$10,000 OUT OF CONTINGENCY  
FUND TO NASHUA SYMPHONY ASSOCIATION

**R-97-176**

RELATIVE TO THE CREATION OF AN EXPENDABLE TRUST TO  
PROVIDE FUNDS FOR LOCAL MATCHING FUNDS

*The preceding resolutions were passed June 24, 1997*

*Claire McGrath, President*

*Approved June 24, 1997*

*Donald C. Davidson, Mayor*



***E L E C T I O N S***

***PRESIDENTIAL PRIMARY  
FEBRUARY 20, 1996***

***STATE PRIMARY ELECTION  
SEPTEMBER 10, 1996***

***STATE GENERAL ELECTION  
NOVEMBER 5, 1996***

———— CITY OF NASHUA POLLING AREAS ————

<b>Ward 1</b>	BROAD STREET ELEMENTARY SCHOOL (Gym) 390 BROAD STREET
<b>Ward 2</b>	CHARLOTTE AVENUE ELEMENTARY SCHOOL (Gym) 48 CHARLOTTE AVENUE
<b>Ward 3</b>	AMHERST STREET ELEMENTARY SCHOOL 71 AMHERST STREET
<b>Ward 4</b>	LEDGE STREET ELEMENTARY SCHOOL 139 LEDGE STREET
<b>Ward 5</b>	MAIN DUNSTABLE ELEMENTARY SCHOOL 20 WHITFORD ROAD
<b>Ward 6</b>	FAIRGROUNDS JUNIOR HIGH SCHOOL 27 CLEVELAND STREET
<b>Ward 7</b>	DR. NORMAN CRISP ELEMENTARY SCHOOL 50 ARLINGTON STREET
<b>Ward 8</b>	BICENTENNIAL ELEMENTARY SCHOOL 296 EAST DUNSTABLE ROAD
<b>Ward 9</b>	NEW SEARLES ROAD ELEMENTARY SCHOOL 39 SHADY LANE

*Items of interest from the past.....*



**CORANA L. BOURGOIN  
CITY STENOGRAPHER**

*Miss Bourgoin served as acting City Clerk in April, 1904, due to the illness of George B. Bowler, former Deputy Sheriff and three term City Clerk. While Mr. Bowler was convalescing at home the very capable Miss Bourgoin, who had been the City Stenographer, was on duty in his place at City Hall. Possessing intellectual ability, a warm personality, and stunning beauty ..... frequently called "the Gibson girl" ..... she was a striking city official. In spite of all her qualities, she never served an official term, and was succeeded by a man.*

*Items of interest from the past.....*



**FRED A. WHEELER**  
*Superintendent of City Farm*



**MRS. CORA R. WHEELER**  
*Matron of City Farm*

*The City Farm on Taylor Road was Nashua's poorhouse until 1908 when it was closed as an outdated institution. Prisoners who had been convicted of minor offenses were also kept there. A husband and wife team managed the farm and house and inmates did the chores; able-bodied males worked on the town roads.*

*The matron of the City Farm was the only woman listed in city reports as a member of the municipal government. A Department of Labor monograph on Poor Farms in the United States pointed out that: "the matron of a small almshouse is a public official by marriage. Socially her responsibility is greater (than her husband), for she has the direct care of the inmates and the management and direction of the household."*

*The property was bought in 1915 by the Nashua Development Corporation which turned the former fields and pastures on the 160-acre tract into an eighteen-hole golf course. The city received ten thousand dollars in the sale. In August 1916, the Nashua Country Club was formally opened with the former poorhouse remodeled into a clubhouse.*

***FINANCIAL STATEMENT  
REPORTS***

***July 1, 1996***

*through*

***June 30, 1997***

**PLODZIK & SANDERSON**

*Professional Association/Accountants & Auditors*

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

*INDEPENDENT AUDITOR'S REPORT*

To the Honorable Mayor  
and Board of Aldermen  
City of Nashua  
Nashua, New Hampshire

We have audited the accompanying general-purpose financial statements of the City of Nashua as of and for the year ended June 30, 1997. These general-purpose financial statements are the responsibility of the City's management. Our responsibility is to express an opinion on these general-purpose financial statements based on our audit. We did not audit the financial statements of the Nashua Airport Authority, which represents 100% of the assets and revenues of the component unit columns. These financial statements of the Nashua Airport Authority were audited by other auditors whose reports have been furnished to us, and our opinion on the general-purpose financial statements, insofar as it relates to the amounts included for the Nashua Airport Authority is based on the reports of the other auditors.

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

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

In our opinion, except for the effect on the financial statements of the omission described in the preceding paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the City of Nashua, as of June 30, 1997, and the results of its operations and the cash flows of its proprietary fund types and nonexpendable trust funds for the year then ended in conformity with generally accepted accounting principles.

*City of Nashua  
Independent Auditor's Report*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 24, 1997 on our consideration of the City of Nashua's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

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

October 24, 1997

*Megyn A. Colby, CPA*  
PŁODZIK & SANDERSON  
Professional Association



# Municipal Government Report

*EXHIBIT A*  
*CITY OF NASHUA, NEW HAMPSHIRE*  
*Combined Balance Sheet - All Fund Types, Account Group,*  
*and Discretely Presented Component Unit*  
*June 30, 1997*

<u>ASSETS AND OTHER DEBITS</u>	Governmental Fund Types		
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>
<u>Assets</u>			
Cash and Equivalents	\$ 34,146,925	\$ 262,854	\$
Investments	39,631,792		
<u>Receivables (Net of</u>			
<u>Allowances For Uncollectibles)</u>			
Taxes	5,452,896		
Accounts	2,788,842	298,914	
Liens			
Intergovernmental		1,775,062	144,116
Other			
Interfund Receivable		957,762	2,333,431
Voluntary Tax Liens	16,742		
Voluntary Tax Liens			
Reserved Until Collected	(16,742)		
Inventory	38,662		
Prepaid Items	53,661		
Fixed Assets (net, where applicable, of accumulated depreciation)			
Tax Deeded Property Subject to Resale	338,729		
<u>Other Debits</u>			
Amount to be Provided for			
Retirement of General Long-Term Debt	_____	_____	_____
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>\$ 82,451,507</b>	<b>\$ 3,294,592</b>	<b>\$ 2,477,547</b>

## City of Nashua

A(1)

Proprietary <u>Fund Type</u> Enterprise <u>Funds</u>	Fiduciary <u>Fund Types</u> Trust and <u>Agency</u>	<u>Account Group</u> General Long-Term <u>Debt</u>	Total Primary Government (Memorandum Only)	Component Unit - Nashua Airport <u>Authority</u>	Total Reporting Entity (Memorandum Only)
\$ 9,437,814	\$ 1,067,601 24,012,758	\$	\$ 44,915,194 63,644,550	\$ 264,609	\$ 45,179,803 63,644,550
1,809,808	30,000		5,452,896 4,927,564	32,223	5,452,896 4,959,787
89,652			89,652		89,652
35,404			1,954,582	30,383	1,984,965
4,512,892	9,608,115 3,436,901		9,608,115 11,240,986		9,608,115 11,240,986
			16,742		16,742
			(16,742)		(16,742)
			38,662		38,662
2,596			56,257	16	56,273
58,597,173			58,597,173 338,729	935,992	59,533,165 338,729
		55,301,224	55,301,224	72,292	55,373,516
\$ 74,485,339	\$ 38,155,375	\$ 55,301,224	\$ 256,165,584	\$ 1,335,515	\$ 257,501,099

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

# Municipal Government Report

*EXHIBIT A (Continued)*  
*CITY OF NASHUA, NEW HAMPSHIRE*  
*Combined Balance Sheet - All Fund Types, Account Group,*  
*and Discreetly Presented Component Unit*  
*June 30, 1997*

<u>LIABILITIES, EQUITY AND OTHER CREDITS</u>	Governmental Fund Types		
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>
<u>Liabilities</u>			
Accounts Payable	\$ 3,332,365	\$ 367,258	\$ 120,190
Accrued Interest Payable			
Accrued Payroll and Benefits	2,468,094	18,519	
Compensated Absences Payable			
Contracts Payable			244,857
Retainage Payable			263,454
Interfund Payable	9,122,276	1,391,729	726,981
Escrow and Performance Deposits			
Due to Student Groups			
Other Current Liabilities			
Deferred Tax Revenues	56,673,042		
Other Deferred Revenues	186,079	8,720	
Bond Anticipation Notes Payable			
State Loan Funds Payable			
Deferred Compensation Benefits Payable			
General Obligation Debt Payable - Current			
General Obligation Debt Payable			
Accrued Landfill Closure Costs			
Capital Leases Payable			
Total Liabilities	<u>71,781,856</u>	<u>1,786,226</u>	<u>1,355,482</u>
<u>Equity and Other Credits</u>			
Contributed Capital			
<u>Retained Earnings</u>			
Reserved			
Unreserved (Deficit)			
<u>Fund Balances</u>			
Reserved for Contingency	3,000,000		
Reserved for Prepaid Expenses			
Reserved For Tax Deeded Property	338,729		
Reserved For Endowments			
Reserved For Encumbrances	3,320,191	116,561	586,735
Reserved For Inventory	38,662		
Reserved For Special Purposes			1,492,705
<u>Unreserved</u>			
Designated For Special Purposes		1,391,805	
Undesignated (Deficit)	<u>3,972,069</u>	<u>1,508,366</u>	<u>(957,375)</u>
Total Equity and Other Credits	<u>10,669,651</u>	<u>1,508,366</u>	<u>1,122,065</u>
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS	<u>\$ 82,451,507</u>	<u>\$ 3,294,592</u>	<u>\$ 2,477,547</u>

## City of Nashua

A(2)

Proprietary Fund Type Enterprise Funds	Fiduciary Fund Types Trust and Agency	Account Group General Long-Term Debt	Total Primary Government (Memorandum Only)	Component Unit - Nashua Airport Authority	Total Reporting Entity (Memorandum Only)
\$ 328,427	\$ 58,614	\$	\$ 4,206,854	\$ 21,614	\$ 4,228,468
142,104			142,104		142,104
76,464			2,563,077	444	2,563,521
319,778		8,214,987	8,534,765	11,514	8,546,279
			244,857		244,857
74,841			338,295	7,990	346,285
			11,240,986		11,240,986
	274,556		274,556		274,556
	351,303		351,303		351,303
51,388			51,388		51,388
			56,673,042		56,673,042
			194,799	10,000	204,799
3,375,000			3,375,000		3,375,000
1,835,387			1,835,387		1,835,387
	9,608,115		9,608,115		9,608,115
1,085,820			1,085,820		1,085,820
6,936,957		47,086,237	54,023,194		54,023,194
7,727,384			7,727,384		7,727,384
				60,778	60,778
<u>21,953,550</u>	<u>10,292,588</u>	<u>55,301,224</u>	<u>162,470,926</u>	<u>112,340</u>	<u>162,583,266</u>
54,164,563			54,164,563	935,992	55,100,555
3,151,221			3,151,221		3,151,221
(4,783,995)			(4,783,995)		(4,783,995)
			3,000,000		3,000,000
				16	16
			338,729		338,729
	7,557,244		7,557,244		7,557,244
	2,120		4,025,607		4,025,607
			38,662		38,662
	20,303,423		21,796,128		21,796,128
			1,391,805	7,111	1,398,916
			3,014,694	280,056	3,294,750
<u>52,531,789</u>	<u>27,862,787</u>		<u>93,694,658</u>	<u>1,223,175</u>	<u>94,917,833</u>
<u>\$ 74,485,339</u>	<u>\$ 38,155,375</u>	<u>\$ 55,301,224</u>	<u>\$ 256,165,584</u>	<u>\$ 1,335,515</u>	<u>\$ 257,501,099</u>

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

# Municipal Government Report

EXHIBIT B  
 CITY OF NASHUA, NEW HAMPSHIRE  
 Combined Statement of Revenues, Expenditures and Changes in Fund Balances  
 All Governmental Fund Types, Expendable Trust Funds, and  
 Discreetly Presented Component Unit  
 For the Fiscal Year Ended June 30, 1997

	Governmental Fund Types		
	General	Special Revenue	Capital Projects
<u>Revenues</u>			
Taxes	\$106,709,427	\$	\$
Licenses and Permits	8,329,021		
Intergovernmental	7,377,113	6,166,704	147,439
Charges for Services	2,862,755	2,312,792	
Miscellaneous	3,807,107	1,548,580	29,550
<u>Other Financing Sources</u>			
Operating Transfers In	262,190	549,293	43,770
Proceeds of General Obligation Debt			<u>13,285,000</u>
<u>Total Revenues and Other Financing Sources</u>	<u>129,347,613</u>	<u>10,577,369</u>	<u>13,505,759</u>
<u>Expenditures</u>			
<u>Current</u>			
General Government	20,166,378	357,645	
Public Safety	17,929,608	1,077,917	
Highways and Streets	6,929,291	1,433,989	
Water Distribution and Treatment	1,610,378		
Health	517,819	319,213	
Welfare	435,002		
Culture and Recreation	2,967,864	16,192	
Redevelopment and Housing	884,063		
Community Development		849,141	
School Department	54,814,355	6,254,441	
Debt Service	5,726,254		
Capital Outlay	782,441	100,370	9,163,975
Intergovernmental	8,323,666		
<u>Other Financing Uses</u>			
Operating Transfers Out	<u>2,242,262</u>	<u>52,497</u>	
<u>Total Expenditures and Other Financing Uses</u>	<u>123,329,381</u>	<u>10,461,405</u>	<u>9,163,975</u>
<u>Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses</u>			
	6,018,232	115,964	4,341,784
<u>Fund Balances (Deficit) - July 1</u>	<u>4,651,419</u>	<u>1,392,402</u>	<u>(3,219,719)</u>
<u>Fund Balances - June 30</u>	<u>\$ 10,669,651</u>	<u>\$ 1,508,366</u>	<u>\$ 1,122,065</u>

**City of Nashua**

*B*

<u>Fiduciary Fund Type</u> <u>Expendable Trust</u>	<u>Total Primary Government (Memorandum Only)</u>	<u>Component Unit-Nashua Airport Authority</u>	<u>Total Reporting Entity (Memorandum Only)</u>
\$	\$106,709,427	\$	\$106,709,427
	8,329,021		8,329,021
	13,691,256	486,539	14,177,795
	5,175,547	337,399	5,512,946
250,794	5,636,031	15,222	5,651,253
1,192,042	2,047,295	20,000	2,067,295
	<u>13,285,000</u>	<u>60,778</u>	<u>13,345,778</u>
<u>1,442,836</u>	<u>154,873,577</u>	<u>919,938</u>	<u>155,793,515</u>
237,070	20,761,093	512,218	21,273,311
	19,007,525		19,007,525
	8,363,280		8,363,280
	1,610,378		1,610,378
	837,032		837,032
	435,002		435,002
	2,984,056		2,984,056
	884,063		884,063
	849,141		849,141
	61,068,796		61,068,796
	5,726,254		5,726,254
	10,046,786	408,253	10,455,039
	8,323,666		8,323,666
<u>262,190</u>	<u>2,556,949</u>	<u>20,000</u>	<u>2,576,949</u>
<u>499,260</u>	<u>143,454,021</u>	<u>940,471</u>	<u>144,394,492</u>
943,576	11,419,556	(20,533)	11,399,023
<u>4,742,957</u>	<u>7,567,059</u>	<u>307,716</u>	<u>7,874,775</u>
<u>\$ 5,686,533</u>	<u>\$ 18,986,615</u>	<u>\$ 287,183</u>	<u>\$ 19,273,798</u>

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

# Municipal Government Report

*EXHIBIT C*  
*CITY OF NASHUA, NEW HAMPSHIRE*  
*Statement of Revenues, Expenditures and Changes in Fund Balance*  
*Budget and Actual (Budgetary Basis)*  
*General Fund*  
*For the Fiscal Year Ended June 30, 1997*

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u> <u>Favorable</u> <u>(Unfavorable)</u>
<u>Revenues</u>			
Taxes	\$ 103,191,715	\$ 106,709,427	\$ 3,517,712
Licenses and Permits	7,351,550	8,329,021	977,471
Intergovernmental	6,716,054	7,377,113	661,059
Charges for Services	2,400,328	2,862,755	462,427
Miscellaneous	2,500,000	3,807,107	1,307,107
<u>Other Financing Sources</u>			
Operating Transfers In	<u>262,190</u>	<u>262,190</u>	
<u>Total Revenues and Other Financing Sources</u>	<u>122,421,837</u>	<u>129,347,613</u>	<u>6,925,776</u>
<u>Expenditures</u>			
<u>Current</u>			
General Government	21,019,627	20,908,857	110,770
Public Safety	18,126,108	17,939,511	186,597
Highways and Streets	7,048,124	6,968,655	79,469
Water Distribution and Treatment	1,610,000	1,610,378	(378)
Health	549,671	527,808	21,863
Welfare	498,346	467,623	30,723
Culture and Recreation	2,986,758	2,991,568	(4,810)
Redevelopment and Housing	929,235	891,139	38,096
School Department	54,532,206	54,502,922	129,284
Debt Service	5,733,304	5,731,254	2,050
Capital Outlay	388,420	388,420	
Intergovernmental	8,323,666	8,323,666	
<u>Other Financing Uses</u>			
Operating Transfers Out	<u>2,176,372</u>	<u>2,242,262</u>	<u>(65,890)</u>
<u>Total Expenditures and Other Financing Uses</u>	<u>123,921,837</u>	<u>123,394,063</u>	<u>527,774</u>
<u>Excess (Deficiency) of Revenues and</u>			
<u>Other Financing Sources Over (Under)</u>			
<u>Expenditures and Other Financing Uses</u>	<u>\$ (1,500,000)</u>	5,953,550	<u>\$ 7,453,550</u>
<u>Increase in Reserved Fund Balances</u>		(3,158,898)	
<u>Unreserved Fund Balances - July 1</u>		<u>1,177,417</u>	
<u>Unreserved Fund Balances - June 30</u>		<u>\$ 3,972,069</u>	

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

## City of Nashua

*EXHIBIT D*  
*CITY OF NASHUA, NEW HAMPSHIRE*  
*Combined Statement of Revenues, Expenses*  
*and Changes in Retained Earnings/Fund Balances*  
*All Proprietary Fund Types and Similar Trust Funds*  
*For the Fiscal Year Ended June 30, 1997*

	Proprietary Fund Type Enterprise Funds	Fiduciary Fund Types		Total (Memorandum Only)
		Non- Expendable Trusts	Pension Trust	
<u>Operating Revenues</u>				
Charges For Sales and Services	\$ 9,137,904	\$	\$	\$ 9,137,904
New Funds		199,021	1,008,243	1,207,264
Interest and Dividends		454,199	785,774	1,239,973
Capital Gains		422,214	383,204	805,418
Miscellaneous		9,986		9,986
<u>Total Operating Revenues</u>	<u>9,137,904</u>	<u>1,085,420</u>	<u>2,177,221</u>	<u>12,400,545</u>
<u>Operating Expenses</u>				
<u>Cost of Sales and Services</u>				
Solid Waste Disposal	858,983			858,983
Solid Waste Collection	801,097			801,097
Solid Waste Administration	164,018			164,018
Recycling Operations	301,845			301,845
Wastewater Treatment Operations	3,838,445			3,838,445
Fixed Charges	775,418			775,418
Depreciation	2,517,505			2,517,505
Landfill Closure Costs	401,680			401,680
Administration			77,634	77,634
Trust Income Distributions		732,805		732,805
Benefit Payments			708,445	708,445
<u>Total Operating Expenses</u>	<u>9,658,991</u>	<u>732,805</u>	<u>786,079</u>	<u>11,177,875</u>
<u>Operating Income (Loss)</u>	<u>(521,087)</u>	<u>352,615</u>	<u>1,391,142</u>	<u>1,222,670</u>
<u>Nonoperating Revenues (Expenses)</u>				
Interest Revenue	416,282			416,282
Interest Expense	(741,873)			(741,873)
Other	283,419			283,499
<u>Total Nonoperating Revenues (Expenses)</u>	<u>(42,172)</u>			<u>(42,172)</u>
<u>Income (Loss) Before Operating Transfers</u>	<u>(563,259)</u>	<u>352,615</u>	<u>1,391,142</u>	<u>1,180,498</u>
<u>Operating Transfers</u>				
Transfers In	693,054			693,054
<u>Net Income</u>	<u>129,795</u>	<u>352,615</u>	<u>1,391,142</u>	<u>1,873,552</u>
<u>Add Depreciation on Contributed Assets</u>				
Acquired with Capital Grants	1,383,987			1,383,987
<u>Retained Earnings/Fund Balances - July 1</u>	<u>(3,146,556)</u>	<u>7,905,628</u>	<u>12,526,869</u>	<u>17,285,941</u>
<u>Retained Earnings/Fund Balances - June 30</u>	<u>\$ (1,632,774)</u>	<u>\$ 8,258,243</u>	<u>\$ 13,918,011</u>	<u>\$ 20,543,480</u>

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



# Municipal Government Report

EXHIBIT E  
CITY OF NASHUA, NEW HAMPSHIRE  
Combined Statement of Cash Flows  
All Proprietary Fund Types and Similar Trust Funds  
For the Fiscal Year Ended June 30, 1997

	<u>Proprietary Fund Type</u> Enterprise Funds	<u>Fiduciary Fund Types</u> Non- Expendable Trusts	<u>Pension Trust</u>	<u>Total (Memorandum Only)</u>
<u>Cash Flows From Operating Activities</u>				
Cash Received From Customers and Users	\$ 9,259,486	\$	\$ 1,008,243	\$ 10,267,729
Cash Payments to Suppliers	(4,684,977)			(4,684,977)
Cash Payments to Employees	(2,431,602)			(2,431,602)
Cash Payments for Benefits and Other			(786,079)	(786,079)
Other Operating Revenues		9,986		9,986
Interest and Dividends Received		454,199	785,774	1,239,973
New Funds Received		199,021		199,021
Trust Income Distributions		(536,891)		(536,891)
Operating Transfers Out - To Other Funds		(192,114)		(192,114)
<u>Net Cash Provided (Used) by Operating Activities</u>	<u>2,142,907</u>	<u>(65,799)</u>	<u>1,007,938</u>	<u>3,085,046</u>
<u>Cash Flows From</u>				
<u>Noncapital Financing Activities:</u>				
Subsidy from General Fund	693,054			693,054
<u>Cash Flows From Capital and</u>				
<u>Related Financing Activities</u>				
Proceeds from General Obligation Bonds	132,629			132,629
Proceeds from Issuance of Short Term Debt	3,375,000			3,375,000
Repayment of Short Term Debt	(3,375,000)			(3,375,000)
State Revolving Fund Loan Reimbursement	1,905,421			1,905,421
Principal Payments - Bonds	(599,050)			(599,050)
Interest Paid	(610,878)			(610,878)
Purchase of Fixed Assets	(310,718)			(310,718)
Construction (including Capitalized Interest Costs)	(1,480,408)			(1,480,408)
Contributed Capital	361,245			361,245
<u>Net Cash Provided (Used) for</u>				
<u>Capital and Related Financing Activities</u>	<u>(601,759)</u>			<u>(601,759)</u>
<u>Cash Flows From Investing Activities</u>				
Purchase of Investment Securities		(26,020)	(992,452)	(1,018,472)
Proceeds From Sale and				
Maturities of Investment Securities		60,960		60,960
Interest Received	416,274			416,274
<u>Net Cash Provided (Used) in Investing Activities</u>	<u>416,274</u>	<u>34,940</u>	<u>(992,452)</u>	<u>(541,238)</u>
<u>Net Increase (Decrease) in Cash</u>	<u>2,650,476</u>	<u>(30,859)</u>	<u>15,486</u>	<u>2,635,103</u>
<u>Cash - July 1</u>	<u>11,300,230</u>	<u>388,429</u>	<u>(8,758)</u>	<u>11,679,901</u>
<u>Cash - June 30</u>	<u>\$ 13,950,706</u>	<u>\$ 357,570</u>	<u>\$ 6,728</u>	<u>\$ 14,315,004</u>

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

# City of Nashua

*EXHIBIT E (Continued)*  
*CITY OF NASHUA, NEW HAMPSHIRE*  
*Combined Statement of Cash Flows*  
*All Proprietary Fund Types and Similar Trust Funds*  
*For the Fiscal Year Ended June 30, 1997*

	Proprietary Fund Type	Fiduciary Fund Types Non- Expendable Trusts	Pension Trust	Total (Memorandum Only)
<i>Reconciliation of Net Income to Net Cash Provided (Used) by Operating Activities</i>				
<u>Operating Income (Loss)</u>	<u>\$ (521,087)</u>	<u>\$ 352,615</u>	<u>\$ 1,391,142</u>	<u>\$ 1,222,670</u>
<u>Adjustments to Reconcile Net Income to Net Cash Provided (Used) by Operating Activities</u>				
Capital Gains		(422,214)	(383,204)	(805,418)
Depreciation Expense	2,517,505			2,517,505
<u>(Increase) Decrease in Receivables</u>				
Accounts	126,833			126,833
Liens	17,144			17,144
(Increase) Decrease in Due From Other Funds		3,800		3,800
(Increase) Decrease in Prepaid Items	755			755
Increase (Decrease) in Accounts Payable	177,336			177,336
Increase (Decrease) in Accounts Payable Related to Capital Activities	(45,838)			(45,838)
Increase (Decrease) in Accrued Payroll and Benefits	26,214			26,214
Increase (Decrease) in Compensated Absences Payable	7,799			7,799
Increase (Decrease) in Other Current Liabilities	(13,018)			(13,018)
Increase (Decrease) in Accrued Closure and Postclosure Care Costs	(710,466)			(710,466)
Increase (Decrease) in Accrued Closure and Postclosure Care Costs attributable to adjustments	<u>559,730</u>			<u>559,730</u>
<u>Total Adjustments</u>	<u>2,663,994</u>	<u>(418,414)</u>	<u>(383,204)</u>	<u>1,862,376</u>
<u>Net Cash Provided (Used) by Operating Activities</u>	<u>\$ 2,142,907</u>	<u>\$ (65,799)</u>	<u>\$ 1,007,938</u>	<u>\$ 3,085,046</u>

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

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# Municipal Government Report

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CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

## NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### A. Financial Reporting Entity

The City of Nashua, New Hampshire, incorporated in 1853, is a municipal corporation governed by an elected Board of Aldermen and Mayor. As required by generally accepted accounting principles, these financial statements are for the City of Nashua, and its component unit. Component units are organizations for which the primary government is financially accountable or for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

The Nashua Airport Authority is the component unit of the City. The component unit is included in the City's reporting entity because of the significance of its operational and financial relationships with the City. It is discretely presented in a separate column in the combined financial statements to emphasize that it is legally separate from the City. The component unit operates on the same fiscal year as the City and is reported in the financial statements as of and for the year ended June 30, 1997.

The Nashua Airport Authority was incorporated by legislative act on August 27, 1961, and meets the criteria for being a component unit of the City because the City is responsible for selecting its Board of Directors, the Airport Authority's employees are included in the City's retirement system, the City issues debt on behalf of the Airport Authority, and the City is responsible for the budgetary appropriations of the Airport Authority. All debt of the Airport Authority is backed by the full faith and credit of the City. Complete financial statements for the Nashua Airport Authority can be obtained directly from the Board of Directors of the same.

The Nashua Housing Authority is not included in these financial statements because City officials have concluded that it is not part of the reporting entity after careful consideration of the criteria for component units. These criteria include whether the City is financially accountable for the entity, and whether the exclusion of the entity would render the City's financial statements misleading or incomplete.

### B. Basis of Presentation - Fund Accounting

The accounts of the City of Nashua are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures/expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped by type in the financial statements. The following fund types and account groups are used by the City of Nashua:

CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

*Governmental Fund Types*

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

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

School Department Food Service	City Grants
School Department - Federal Grants	Other City
Other School Department	Educational Facilities Impact Fee

**Capital Projects Funds** - Transactions related to resources obtained and used for the acquisition, construction, or improvement of capital facilities not included in Proprietary Funds are accounted for in Capital Projects Funds. The various funds included in this fund type are detailed in Schedule C-2.

*Proprietary Fund Types*

These funds are established to account for operations that are financed and operated in a manner similar to private business enterprises, where the intent is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

The City applies all GASB pronouncements as well as the Financial Accounting Standards Board pronouncements issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements, to its Proprietary Funds. The Solid Waste Disposal and Wastewater Treatment Funds are included in this fund type.

*Fiduciary Fund Types*

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

The following funds are included in this fund type:

**Public Works Pension Trust Fund** - The Board of Public Works Pension Fund is used to account for the assets of the retirement plan available for payment of retirement benefits and administrative expenses of the plan.

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# Municipal Government Report

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CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

**Nonexpendable Trust Funds** - Nonexpendable Trust Funds are those funds for which the principal may not be expended and are accounted for essentially in the same manner as proprietary fund types.

**Expendable Trust Funds** - Expendable Trust Funds are those for which both principal and earnings may be expended. The Capital Reserve and Self-Insurance Funds are included in this category and are accounted for in the same manner as governmental funds.

**Agency Funds** - Agency Funds are used to account for funds held as an agent for individuals. These funds include the Board of Public Works Escrow Accounts, the Deferred Compensation Plan Fund, and the Student Activity Funds.

### *Account Groups*

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

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

**General Long-Term Debt Account Group** - This account group is established to account for all long-term debt of the City except that which is accounted for in the proprietary funds.

### *Component Unit*

The component unit's primary functions are accounted for as governmental fund types; therefore the modified accrual basis of accounting is used. Under this method, revenues are recorded when susceptible to accrual and expenditures are recorded when the liability is incurred, if measurable.

### C. Measurement Focus/Basis of Accounting

Governmental, Expendable Trust and Agency Funds use the modified accrual basis of accounting. Under this method, revenues are recognized in the accounting period in which they become both available and measurable (flow of current financial resources measurement focus). Licenses and permits, fines and forfeits, and miscellaneous revenues are recorded as revenues when received in cash. General taxes, intergovernmental revenues, charges for services, and investment earnings are recorded when earned (when they are measurable and available). Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except expenditures for debt service, prepaid expenses, and other long-term obligations, which are recognized when due.

CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

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

D. Budgetary Accounting

*General Budget Policies*

General governmental revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with various legal requirements which govern the City's operations. The Board of Aldermen adopts an annual operating budget, which can be amended by the Board throughout the year for the General Fund and Enterprise Funds. Project-length financial plans are adopted for all Capital Projects Funds. The budget as presented represents adjusted departmental appropriations as voted by the Board of Aldermen. The Board may make supplemental appropriations from fund balance or transfer funds between departments by issuing resolutions.

The Financial Services Department may transfer appropriations between operating categories within departmental budgets at the request of department heads, but expenditures may not legally exceed budgeted appropriations in total. All annual appropriations lapse at year-end unless encumbered.

State statutes require balanced budgets, but provide for the use of beginning unreserved fund balance to achieve that end. In the fiscal year 1996-97, \$1,500,000 of the beginning General Fund fund balance was applied for this purpose.

*Budget Control Charter Amendment*

An amendment to the City's charter limits increases in departmental budgets to a factor equal to the average of the changes in the Consumer Price Index of the three preceding calendar years. Specified categories of expenditures are exempt from the limitations upon approval of the Board of Aldermen.

*Encumbrances*

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

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# Municipal Government Report

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CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

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

<u>Expenditures and Other Financing Uses</u>	
Per Exhibit C (Budgetary Basis)	\$123,394,063
<u>Adjustments</u>	
<u>Basis Difference</u>	
Encumbrances - June 30, 1996	3,255,509
Encumbrances - June 30, 1997	<u>(3,320,191)</u>
Per Exhibit B (GAAP Basis)	<u>\$123,329,381</u>

## E. Assets, Liabilities and Fund Equity

### *Cash and Investments*

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

The City pools cash resources of its governmental and proprietary fund types to facilitate the management of cash. Cash applicable to a particular fund is reflected through interfund balances. Cash in excess of current operating requirements is invested in various interest-bearing securities and is disclosed as part of the City's investments.

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

The City's Trustees of Trust Funds invest funds by deposit in a savings bank or in the savings department of a national bank or trust company, or in the share of a cooperative bank or federal savings and loan association, in this state, or in bonds, notes or other obligations of the United States government, or in bonds or notes of this state, or in participation units in the public deposit investment pool established pursuant to RSA 383:22, which are legal investments according to New Hampshire State Statutes. Capital Reserve Funds must be kept in a separate account and not intermingled with other funds.

*CITY OF NASHUA, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 1997*

Investments are stated at cost or, in the case of donated investments, at the market value of the date of bequest or receipt.

*Receivables*

All receivables are reported at their gross value and, where appropriate, are reduced by the estimated portion that is expected to be uncollectible. Estimated unbilled revenues from the Wastewater Treatment Enterprise Fund are recognized at the end of each fiscal year on a pro-rata basis. The estimated amount is based on billings during the months following the close of the fiscal year.

*Due to and Due from Other Funds*

Interfund receivables and payables arise from interfund transactions and are recorded by all funds affected in the period in which transactions are executed.

*Inventories*

Inventories for all governmental funds are valued at cost (first-in, first-out). The consumption method is used to account for inventories. Under the consumption method, inventories are recorded as expenditures when used.

*Prepaid Items*

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

*Other Assets*

Other assets held are recorded and accounted for at cost.

*Proprietary Fund Types - Property, Plant and Equipment*

Property, plant and equipment in the Wastewater Treatment Fund and Solid Waste Disposal Fund are valued at cost. Assets constructed by the City are based on estimated costs by the City's engineering department, including estimated costs for materials and labor. Assets contributed by independent contractors/developers are based on cost figures supplied by the contractor to the City. The cost of sewer lines constructed before 1970 are not reflected in the financial statements of the Wastewater Treatment Fund. The estimated book value of these lines at the inception of the Sewer Fund is not material to the financial statements of the Wastewater Treatment Fund.

Depreciation of exhaustible fixed assets used by proprietary funds is charged as an expense against operations, and accumulated depreciation is reported on the proprietary funds' balance sheets.



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# Municipal Government Report

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CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

Depreciation is being provided for over the estimated useful lives of the assets using the straight-line method. The estimated useful lives are as follows:

	<u>Years</u>
Buildings and Improvements	40
Lines and Interceptors	50
Machinery and Equipment	7 - 40

### *Deferred Revenue*

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

### *Long-Term Liabilities*

**General Obligation Debt** - General obligation bonds, notes, capital leases, and other forms of long-term debt supported by general revenues are obligations of the City as a whole. Accordingly, such unmatured obligations of the City are accounted for in the General Long-Term Debt Group of Accounts, with the exception of bonds and notes which are being financed by the Enterprise Funds and are reported as liabilities in the particular fund.

**Compensated Absences** - Employees may accumulate a limited amount of earned but unused vested benefits, which will be paid to employees upon separation from the City's service. In Governmental Fund Types and Fiduciary Fund Types, the cost of vested benefits paid or expected to be liquidated with expendable available financial resources are reported as an expenditure and fund liability of the fund. Amounts of vested or accumulated leave benefits that are not expected to be liquidated with expendable available financial resources are reported in the general long-term debt account group. No expenditure is reported for these amounts. In accordance with the provisions of Statement of Financial Accounting Standards No. 43, *Accounting for Compensated Absences*, no liability is recorded for nonvesting accumulating rights to receive benefits.

### *Fund Equity*

The unreserved fund balances for governmental funds represent the amount available for budgeting future operations. The reserved fund balances for governmental funds represent the amount that has been legally identified for specific purposes. Unreserved retained earnings for proprietary funds represent the net assets available for future operations or distribution. The entire fund balances of fiduciary funds are reserved due to the legal restriction on their expenditure.

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# City of Nashua

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CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

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

**Reserved for Tax-Deeded Property** - accounts for property taken by tax deed to be resold and is recorded at the value of taxes and costs due the City.

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

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

**Reserved for Inventory** - represents inventory which is a component of net current assets.

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

**Reserved for Contingency** - is used to account for potential abatements or adjustments of property tax accounts for which revenue has previously been recorded.

## F. Property Tax Revenue

The City's property taxes were levied on the assessed valuation listed as of the prior April 1 for all real property located within City boundaries. The net assessed valuation as of April 1, 1996, upon which the 1996-97 property tax levy was based, was \$3,565,468,405.

Taxes are due in two installments on June 1 and December 1, with interest assessed thereafter on the unpaid balance. Taxes not paid by December 1 accrue interest at 12% per annum. As prescribed by state law, the Tax Collector shall place a priority lien on properties for which taxes remain unpaid in the following year after taxes are due. The City, in addition to its priority tax lien, accrues interest at 18% per annum on outstanding balances due. If the property taxes and accrued interest are not paid within a two-year period, the property is deeded to the City.

Semi-annual property tax billings for the June 1997 levy recorded prior to June 30, 1997 that relate to fiscal 1998 have been recorded as deferred tax revenues (See Note 4A).

As provided by New Hampshire Statutes, the City in its annual tax commitment, raises an amount (commonly referred to as overlay) to provide for property tax abatements. The actual abatements and refunds incurred during the year are reflected as reductions of the current year property tax revenue in Exhibits B and C.

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# Municipal Government Report

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CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

For the year ended June 30, 1997, \$4,981,230 was provided for abatements and refunds. Actual abatements and refunds for the year ended June 30, 1997 were \$4,211,426.

G. Federal Grant Revenue

The City, through various federal grants, has extended loans for the development or rehabilitation of residential properties within the City. As the repayment of these loans is contingent on numerous factors outside the control of the City, such as financial viability of the projects, these loans are not reflected as loans receivable in these financial statements. It is the City's policy to recognize the grant revenues when the loans are repaid.

H. Other Revenues and Expenditures/Expenses

Revenues for governmental funds are recorded when they are determined to be both measurable and available. Generally, fees and nontax revenues are recognized when received. Grants, other than those described in "G" above, from other governments, are recognized when qualifying expenditures are incurred. Expenditures for governmental funds are recorded when the related liability is incurred.

Revenues and expenses of proprietary funds are recognized in essentially the same manner as used in commercial accounting.

I. Total Columns

The Combined Financial Statements include total columns that are described as memoranda only. Data in these columns do not present financial position, results of operations, or cash flows in conformity with generally accepted accounting principles. Interfund transactions have not been eliminated from the total column of each financial statement.

J. Postemployment Healthcare Benefits

The City does not provide postemployment healthcare benefits except those mandated by the Consolidated Omnibus Budget Reconciliation Act (COBRA). The requirements established by COBRA are fully funded by employees who elect coverage under the Act, and no direct costs are incurred by the City.

## NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

### Capital Projects Funds

The following deficits exist at June 30, 1997, in the Capital Projects Funds:

<u>Project</u>	<u>Deficit</u>	<u>Method of Financing</u>
Fairgrounds Junior High	\$278,598	Long-Term Debt
Lake Street Fire Station Relocation	\$658,564	Long-Term Debt
Southwest Quadrant Elementary School	\$20,213	Long-Term Debt

# City of Nashua

CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

Generally, the deficits arise because of the application of generally accepted accounting principles to the financial reporting for this fund. Bonds or notes authorized to finance the projects are not recognized on the financial statements until issued.

*Enterprise Fund - Solid Waste Disposal Fund*

There is a deficit of \$9,281,079 in the Solid Waste Disposal Fund at June 30, 1997. This deficit arises in part because of the application of *Government Accounting Standards Board* Statement No. 18, "Accounting for Municipal Solid Waste Landfill Closure and Postclosure Care Costs," which requires the accrual of closure and postclosure care costs over the life of the landfill. Total accrual for this purpose at June 30, 1997, is \$7,727,384. Operating losses account for the additional deficit.

**NOTE 3 - ASSETS**

**A. Cash and Equivalents**

The City's investment policy for Governmental Fund Types requires that deposits and investments be made in New Hampshire-based institutions that are insured by the Federal Deposit Insurance Corporation or other agencies of the federal government. The City limits its investments to U.S. Government obligations, mutual funds consisting of U.S. Government obligations, repurchase agreements and certificates of deposit in accordance with New Hampshire state law (RSA 41:29). Certificates of deposit with a term of less than 90 days are reported as cash equivalents in these financial statements. Investments for Nonexpendable and Pension Trust Funds are at the discretion of the various boards of trustees.

The City of Nashua maintains a common bank account in which the cash balances of most funds are maintained. The common bank account is used for receipts and disbursements relating to all these funds. All time deposits are the property of the General Fund.

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

- Category 1* Includes deposits that are insured (Federal Depository Insurance).
- Category 2* Includes deposits that are uninsured, but are collateralized by securities held by the pledging financial institution, its trust department or agent in the City of Nashua's name.
- Category 3* Includes deposits that are uninsured and uncollateralized.

	Category			Total	
	1	2	3	Bank Balance	Carrying Value
<u>Cash</u>					
Bank Deposits	<u>\$ 670,725</u>	<u>\$ 3,823,106</u>	<u>\$ 251,375</u>	\$ 4,745,206	\$ 1,397,004
<u>Cash Equivalents</u>					
Repurchase Agreements				<u>43,518,190</u>	<u>43,518,190</u>
<u>Total Cash and Cash Equivalents</u>				<u>\$48,263,396</u>	<u>\$44,915,194</u>

# Municipal Government Report

CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

## Repurchase Agreements

Included in the City's cash equivalents at June 30, 1997, were short-term investments in repurchase agreements issued by a local banking institution. Under these agreements, the City will be repaid principal plus interest on a specified date which is subsequent to year end. The agreement is guaranteed/collateralized with securities held by the banking institution which exceed the amount of the agreement. At June 30, 1997, the City held investments in repurchase agreements as follows:

<u>Amount</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Collateral Pledged</u>	
			<u>Underlying Securities</u>	<u>Market Value</u>
\$34,766,638	5.18%	July 1, 1997	FHLB	\$3,479,219
			FHLMC	\$14,358,253
			FNMA	\$16,934,008
\$1,629,961	5.18%	July 1, 1997	FNMA	\$1,632,617
\$74,840	5.18%	July 1, 1997	FNMA	\$75,352
\$6,867,225	5.18%	July 1, 1997	FHLB	\$1,587,500
			FHLB	\$5,283,442
\$179,526	5.18%	July 1, 1997	FHLB	\$183,902

## Cash and Equivalents - Statement of Cash Flows

Cash and equivalents reported in Exhibit E, Combined Statement of Cash Flows, consist of the following components:

### Demand Deposit and Savings Accounts

Enterprise Fund - Wastewater Treatment	\$ 9,435,734
Enterprise Fund - Solid Waste Disposal	2,080
Nonexpendable Trusts	<u>357,570</u>

Total Demand Deposit and Savings Accounts \$ 9,795,384

### Interfund Receivable (Payable)

#### Representing Equity in Pooled Cash

Enterprise Fund - Wastewater Treatment	\$ 212,528
Enterprise Fund - Solid Waste Disposal	4,300,364
Pension Trust	<u>6,728</u>

Total Interfund Receivable (Payable)  
Representing Equity in Pooled Cash 4,519,620

Total Cash and Equivalents, Exhibit E \$14,315,004

# City of Nashua

CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

## B. Investments

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

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

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

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

	Category			Carrying Amount	Market Value
	1	2	3		
Certificates of Deposit	\$ 12,400	\$	\$	\$ 12,400	\$ 12,400
US Government Obligations		43,813,444		43,813,444	43,855,849
Corporate Bonds		3,392,849		3,392,849	3,406,792
Common Stocks		9,756,441		9,756,441	14,946,583
	<u>\$ 12,400</u>	<u>\$56,962,734</u>	<u>\$-0-</u>	\$ 56,975,134	\$ 62,221,624
Mutual Funds				1,587,416	1,679,881
<u>Investments in</u>					
<u>Repurchase Agreements</u>					
U.S. Government Securities				<u>5,082,000</u>	<u>5,082,000</u>
<u>Total Investments</u>				<u>\$63,644,550</u>	<u>\$ 68,983,505</u>

## C. Property Taxes

During the current fiscal year, the Tax Collector on April 15 placed a lien for all uncollected 1996 property taxes.

Taxes receivable at June 30, 1997, are as follows:

<u>Property Taxes</u>	
Levy of 1997	\$ 3,335,634
Levy of 1996	2,397
<u>Unredeemed Taxes (under tax lien)</u>	
Levy of 1996	1,344,253
Levy of 1995	655,788
Levy of 1994	173,281
Prior Levies	377,009
Land Use Change Taxes	48,980
Yield Taxes	3,998
Less: Reserve for estimated uncollectible taxes	(488,444)
<u>Total Taxes Receivable</u>	<u>\$ 5,452,896</u>

# Municipal Government Report

CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

## D. Other Receivables

Receivables as of June 30, 1997, are as follows:

	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>	<u>Enterprise</u>	<u>Trust and Agency</u>	<u>Total</u>
<u>Receivables</u>						
Liens (Voluntary and Other)	\$ 16,742	\$	\$	\$ 94,652	\$	\$ 111,394
Accounts	2,788,842	311,742		1,859,392	30,000	4,989,976
Intergovernmental Due from Invest- ment Services		1,775,062	144,116	35,404		1,954,582
Allowance for Uncol- lectible Amounts	(16,742)	(12,828)		(54,584)	9,608,115	9,608,115
<u>Net Total Receivables</u>	<u>\$2,788,842</u>	<u>\$2,073,976</u>	<u>\$ 144,116</u>	<u>\$1,934,864</u>	<u>\$ 9,638,115</u>	<u>\$16,579,913</u>

## E. Interfund Receivables/Payables

Individual fund interfund receivable and payable balances at June 30, 1997 are as follows:

<u>Fund</u>	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
General Fund	\$	\$ 9,122,276
<u>Special Revenue Funds</u>		
School Food Service		10,774
Other School Department	84,426	
School Federal Grants		853,631
City Grants	265,472	522,206
Other City	607,864	5,118
<u>Capital Projects Funds</u>		
Watson Street Pump Reconstruction	81,500	
Main Dunstable/Birch Hill Roads	6,169	
Elm Street Junior High	2,648	
Daniel Webster Highway South	26,603	
Amherst Street Traffic Mitigation	26,076	
New Searles School	7,720	
Shady Lane Landfill	6,450	
School Lighting Project	46,117	
Fairgrounds Junior High School	161,719	
Dr. Crisp School Additions and Renovations	1,117,857	
Bicentennial School Additions and Renovations	670,925	
Southwest Quadrant Elementary School		20,213
Yudicky Farm Ballfield	34,715	
Canal Street/Sanders Project	305	
Tinker and Thornton Roads Bridges	48,782	
Ridge Road	87,745	
Amherst Street Pedestrian Crossing	8,100	
Lake Street Fire Station Relocation		562,652
Court Street Renovations		144,116

(Continued)

**City of Nashua**

*CITY OF NASHUA, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 1997*

<u>Fund</u>	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
<u>Enterprise Funds</u>		
Solid Waste Disposal	4,300,364	
Wastewater Treatment	212,528	
<u>Trust Funds</u>		
Self-Insurance	3,251,973	
Capital Reserve/Other	155,000	
Public Works Pension	6,728	
Cemetery	<u>23,200</u>	
<u>Totals</u>	<u>\$ 11,240,986</u>	<u>\$ 11,240,986</u>

**F. Enterprise Fund - Fixed Assets**

The following is a summary of the property, plant, and equipment of the Wastewater Treatment and Solid Waste Disposal Enterprise Funds at June 30, 1997:

	<u>Wastewater Treatment</u>	<u>Solid Waste Disposal</u>	<u>Total</u>
Buildings and System	\$ 29,146,382	\$ 139,485	\$ 29,285,867
Machinery and Equipment	18,195,492	2,705,983	20,901,475
Sewer Lines and Interceptors	38,399,776		38,399,776
Construction in Progress	<u>1,183,380</u>	<u>1,599,071</u>	<u>2,782,451</u>
	\$ 86,925,030	\$ 4,444,539	\$ 91,369,569
Less: Accumulated Depreciation	<u>(30,540,964)</u>	<u>(2,231,432)</u>	<u>(32,772,396)</u>
Net Property, Plant and Equipment	<u>\$ 56,384,066</u>	<u>\$ 2,213,107</u>	<u>\$ 58,597,173</u>

**NOTE 4 - LIABILITIES**

**A. Deferred Revenue**

Deferred revenue at June 30, 1997, consists of property taxes and other revenue collected or levied in advance of the fiscal year to which they apply, and property taxes not collected within 60 days of year end as follows:

<u>General Fund</u>	
1997 Property Taxes Levied in Fiscal Year 1997	\$ 55,041,555
Current and prior-year uncollected and unredeemed taxes due previously but not collected within 60 days after current year end	<u>1,631,487</u>
<u>Total Deferred Tax Revenue</u>	<u>\$ 56,673,042</u>
<u>Other Deferred Revenue</u>	<u>\$ 186,079</u>
<u>Special Revenue Fund</u>	
School Department-Food Service	<u>\$ 8,720</u>



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# Municipal Government Report

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CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

## B. Defined Benefit Pension Plan

### *Plan Description and Provisions*

Substantially all employees, except for the Board of Public Works employees, participate in the State of New Hampshire Retirement System (the System), a multiple-employer cost-sharing public employee retirement system (PERS). The payroll for employees covered by the System for the year ended June 30, 1997, was \$63,901,083; the City's total payroll was \$69,411,750.

All full-time employees are eligible to participate in the System. The System is divided into two employee groups; **Group I** - teachers and all other employees except firefighters and police officers, and **Group II** - firefighters and police officers.

**Group I Employees** who retire at age 60 are entitled to retirement benefits equal to 1.667%, or 1.515% for retirement at age 65, of the average of their three highest-paid years of compensation, multiplied by their years of creditable service. Earlier retirement allowances at reduced rates are available after age 45 with 10 years of service. Benefits fully vest upon reaching 10 years of service or attaining age 60.

**Group II Employees** who are age 60 or who are at least age 45 with at least 20 years of creditable service, are entitled to retirement benefits equal to 2.5% of the average of their three highest-paid years of service, multiplied by their years of service, not to exceed 40. The vesting requirements are the same as Group I.

Members of both groups are entitled to disability allowances and also death benefit allowances subject to various requirements and rates based on AFC earnable compensation.

The State of New Hampshire funds 35% of employer costs for public safety officers (Group II) and teachers employed by the City. The State does not participate in funding the employer cost of other City employees. The City has not elected early application of GASB Statement #24 in these financial statements.

### *Description of Funding Policy*

The System is financed by contributions from both the employees and the City. By State statute, Group I employees are required to contribute 5% of earnable compensation. Group II employees are required to contribute 9.3% of gross earnings. The City must contribute the remaining amounts necessary to pay benefits when due. The contribution requirement for the year ended June 30, 1997 was as follows:

City's Portion	\$ 1,880,229
Employees' Portion	<u>3,855,470</u>
<u>Total</u>	<u>\$ 5,735,699</u>

CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

The amount shown as "pension benefit obligation" in the System's financial statements is a standardized disclosure measure of the present value of pension benefits, adjusted for the effects of projected salary increases and step-rate benefits, estimated to be payable in the future as a result of employee service to date. The measure, which is the actuarial present value of credited projected benefits, is intended to help users assess the System's funding status on a going-concern basis, assess progress made in accumulating sufficient assets to pay benefits when due, and make comparisons among PERS and employers. The System does not make separate measurements of assets and pension benefit obligations for individual employers. The pension benefit obligation at June 30, 1996 for the System as a whole, determined through an actuarial valuation performed as of June 30, 1995 was \$2,419,000,000. The System's net assets available for benefits on June 30, 1996 (valued at market) were \$2,812,000,000. The System holds none of the City's securities.

*Trend Information*

Historical trend information showing the System's progress in accumulating sufficient assets to pay benefits when due is available for two-year periods from 1983-1995 and is presented in the System's June 30, 1996 annual financial report (the latest year available).

The Nashua Airport Authority's participation in the System is detailed in the separate audited report of the Authority.

*Board of Public Works Employees' Retirement System*

The Board of Public Works Employees' Retirement System is a defined contribution plan with the City matching employee contributions to the plan. The plan was adopted by an ordinance on July 15, 1947 by the City's Board of Aldermen. Participation in the plan is compulsory for all employees hired by the Public Works Department.

The plan provides retirement, disability, and death benefits. Employees are eligible for normal retirement after reaching age sixty, provided they have accumulated twenty-five years of continuous service. Benefits are vested after 10 years of service.

Covered wages paid under this plan for the year ended June 30, 1997 were \$5,808,715; the City's total wages were \$69,411,750. Employer and employee contributions were \$1,008,243. The employer and employee contribution rate was 9.15% of covered wages. The plan was fully funded according to the latest actuarial valuation as of January 1, 1989.

Plan assets at June 30, 1997 were \$13,918,011 and are reported as a fiduciary fund type in these financial statements. Investments consist of certificates of deposit, U.S. Government Obligations, and corporate stocks and bonds.

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# Municipal Government Report

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CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

**Deferred Compensation Plan** - The City offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all employees, permits the employees to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency. The plan assets and a corresponding liability to employees for deferred compensation is recorded in an agency fund.

The plan is administered by an independent company, and the City remits all compensation deferred to this administrator for investment as requested by the participant employees. All compensation deferred and funded under the plan, all investments purchased and all income attributable thereto are solely the property and rights of the City (until paid or made available to the employee or other beneficiary), subject only to the claims of the City's general creditors. Participants' rights under the plan are equal to those of general creditors of the City in an amount equal to the fair market value of the deferred account for each participant.

It is the opinion of Management that the City has no liability for losses under the plan but does have the duty of due care that would be required of an ordinary prudent investor. The City believes that it is unlikely that it will use the assets to satisfy the claims of general creditors in the future.

**Postemployment Healthcare Benefits** - The City does not provide postemployment healthcare benefits except those mandated by the Consolidated Omnibus Budget Reconciliation Act (COBRA). The requirements established by COBRA are fully funded by employees who elect coverage under the Act, and no direct costs are incurred by the City.

## C. Construction and Other Significant Commitments

As of June 30, 1997, the City had the following commitments with respect to unfinished capital projects:

<u>Capital Projects</u>	<u>Contracts Payable</u>	<u>Retainage Payable</u>	<u>Construction Commitment</u>
Daniel Webster Highway South	\$	\$	\$ 123
New Searles School			7,720
Shady Lane Landfill			1,385
Fairgrounds Junior High School			426,490
Dr. Crisp School Additions and Renovations	140,575	263,454	19,355
Bicentennial School Additions and Renovations	104,282		30,105
Yudicky Farm Ballfield			21,733
Ridge Road			7,866
Lake Street Fire Station Relocation			71,958
<u>Totals</u>	<u>\$ 244,857</u>	<u>\$ 263,454</u>	<u>\$ 586,735</u>
<u>Enterprise Funds</u>			
Wastewater Treatment			\$ 151,299
Solid Waste Disposal			880,418
<u>Total</u>			<u>\$ 1,031,717</u>

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# City of Nashua

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CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

D. Landfill Closure and Postclosure Care Costs

State and federal laws and regulations require that the City of Nashua place a final cover on its landfill when closed and perform certain maintenance and monitoring functions at the landfill site for thirty years after closure. In addition to operating expenses related to current activities of the landfill, an expense provision and related liability are being recognized based on the future closure and postclosure care costs that will be incurred near or after the date the landfill no longer accepts waste. The recognition of these landfill closure and postclosure care costs is based on the amount of the landfill used during the year. The estimated liability for landfill closure and postclosure care costs has a balance of \$7,727,384 as of June 30, 1997, which is based on 90% usage (filled) of the landfill. It is estimated that an additional \$1,004,200 will be recognized as closure and postclosure care expenses between the date of the balance sheet and the date the landfill is expected to be filled to capacity (estimated to be fiscal year 1998). The estimated total current cost of the landfill closure and postclosure care (\$8,731,584) is based on the amount that would be paid if all equipment, facilities, and services required to close, monitor, and maintain the landfill were acquired as of June 30, 1997. However, the actual cost of closure and postclosure care may change due to inflation, changes in technology, or changes in landfill laws and regulations.

The City expects to finance the closure and postclosure care costs through the issuance of long-term debt.

E. Operating Leases

The City of Nashua is obligated under certain leases accounted for as operating leases. Operating leases do not give rise to property rights and therefore the results of the lease agreements are not reflected in the City of Nashua's Account Groups.

The following is a schedule by years of future minimum rental payments required under operating leases that have initial or remaining noncancelable lease terms in excess of one year as of June 30, 1997:

Fiscal Year Ending <u>June 30,</u>	<u>Amount</u>
1998	\$ 9,811
1999	8,587
2000	<u>8,587</u>
<u>Total Minimum Payments Required</u>	<u>\$26,985</u>

# Municipal Government Report

CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

## F. Long-Term Debt

The following is a summary of the City's general long-term debt transactions for the fiscal year ended June 30, 1997:

	<u>General Obligation Debt Payable</u>	<u>Compensated Absences Payable</u>	<u>Total</u>
<i>General Long-Term Debt Account Group</i>			
Balance, Beginning of Year	\$ 36,442,800	\$ 7,331,648	\$ 43,774,448
Issued	13,285,000		13,285,000
Retired	(3,050,950)		(3,050,950)
Net increase in compensated absences payable		883,339	883,339
Net increase due to refunding bonds	<u>409,387</u>		<u>409,387</u>
Balance, End of Year	<u>47,086,237</u>	<u>8,214,987</u>	<u>55,301,224</u>
<i>Enterprise Funds</i>			
<u>Wastewater Treatment Fund</u>			
Balance, Beginning of Year	8,002,200	166,484	8,168,684
Net increase due to refunding bonds	580,613		580,613
Bonds Retired	(574,050)		(574,050)
Decrease in Compensated Absences Payable		(4,472)	(4,472)
Bond Discount	<u>(415,986)</u>		<u>(415,986)</u>
Balance, End of Year	<u>7,592,777</u>	<u>162,012</u>	<u>7,754,789</u>
<u>Solid Waste Disposal Fund</u>			
Balance, Beginning of Year	455,000	145,495	600,495
Bonds Retired	(25,000)		(25,000)
Increase in Compensated Absences Payable		<u>12,271</u>	<u>12,271</u>
Balance, End of Year	<u>430,000</u>	<u>157,766</u>	<u>587,766</u>
<u>Total Enterprise Funds</u>	<u>8,022,777</u>	<u>319,778</u>	<u>8,342,555</u>
<u>Total General Long-Term Debt Account Group and Enterprise Funds</u>	<u>\$ 55,109,014</u>	<u>\$ 8,534,765</u>	<u>\$ 63,643,779</u>

# City of Nashua

## CITY OF NASHUA, NEW HAMPSHIRE

### NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

Long-term debt payable at June 30, 1997, is comprised of the following individual issues:

<u>Description of Issue</u>	<u>Original Amount</u>	<u>Issue Date</u>	<u>Maturity Date</u>	<u>Interest Rate %</u>	<u>Outstanding at 6/30/97</u>
<i>General Long-Term Debt Account Group</i>					
<u>General Obligation Debt Payable</u>					
Amherst Street and Crowley School	\$1,430,000	1979	1999	5.30	\$ 140,000
Police Station	\$100,000	1979	1999	5.30	10,000
Public Works Garage	\$300,000	1979	1999	5.30	30,000
Refunding Bonds	\$2,478,000	1985	2005	4.35	2,021,000
Refunding Bonds	\$7,012,000	1986	2007	4.5038	6,494,000
Parking Garage	\$1,650,000	1990	2008	6.6056	275,100
Public Improvements	\$1,910,000	1992	2012	6.7275	477,500
School Public Improvements	\$7,675,000	1992	2012	6.7275	1,918,750
Revaluation	\$1,800,000	1993	1998	5.68	45,000
School Bonds	\$10,230,000	1993	2013	5.483	8,070,000
Various	\$9,684,000	1995	2015	4.95-6.50	7,835,000
Lighting Project	\$849,000	1995	2000	5.20-6.00	550,000
Various	\$13,285,000	1996	2016	5.100-5.375	13,285,000
Refunding Bonds	\$5,934,887	1996	2011	5.0-5.375	<u>5,934,887</u>
					<u>47,086,237</u>
<u>Compensated Absences Payable</u>					
Vested Sick Leave					6,536,996
Accrued Vacation Leave					<u>1,677,991</u>
					<u>8,214,987</u>
<u>Total General Long-Term Debt Account Group</u>					
					<u>55,301,224</u>
<i>Enterprise Funds</i>					
<u>Wastewater Treatment Fund</u>					
Sewer Interceptors and Drainage	\$1,655,000	1978	1998	5.30	160,000
Municipal Purpose	\$8,350,000	1989	2009	6.615	1,224,900
Sewer Public Improvement	\$415,000	1991	2011	6.7275	103,750
Refunding Bonds	\$5,055,113	1996	2011	5.0-5.375	5,055,113
Sewer	\$1,340,000	1992	2012	5.483	1,155,000
Sewer Component	\$340,000	1995	2014	4.95-6.50	310,000
Bond Discount					<u>(415,986)</u>
					<u>7,592,777</u>
<u>Solid Waste Disposal Fund</u>					
Landfill Closure	\$484,000	1995	2015	4.95-6.50	<u>430,000</u>
<u>Compensated Absences Payable</u>					
Vested Sick Leave					189,396
Accrued Vacation Leave					<u>130,382</u>
					<u>319,778</u>
<u>Total Enterprise Funds</u>					
					<u>8,342,555</u>
<u>Total General Long-Term Debt Account Group and Enterprise Funds</u>					
					<u>\$ 63,643,779</u>

# Municipal Government Report

CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

## *Annual Requirements To Amortize Governmental Fund Debt*

The annual requirements to amortize all general obligation debt outstanding as of June 30, 1997, including interest payments, are as follows:

Fiscal Year Ending <u>June 30,</u>	<u>Governmental Fund Debt</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
1998	\$ 3,599,180	\$ 2,407,538	\$ 6,006,718
1999	3,565,190	2,224,722	5,789,912
2000	3,418,090	2,044,885	5,462,975
2001	3,395,750	1,869,320	5,265,070
2002	3,360,750	1,694,815	5,055,565
2003-2017	<u>29,747,277</u>	<u>9,212,384</u>	<u>38,959,661</u>
<u>Totals</u>	<u>\$47,086,237</u>	<u>\$19,453,664</u>	<u>\$66,539,901</u>

## *Annual Requirements To Amortize Enterprise Fund Debt*

Fiscal Year Ending <u>June 30,</u>	<u>Enterprise Fund Debt</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
1998	\$ 680,820	\$ 445,641	\$ 1,126,461
1999	669,810	404,375	1,074,185
2000	586,910	365,653	952,563
2001	399,250	336,964	736,214
2002	394,250	316,220	710,470
2003-2015	<u>5,707,723</u>	<u>1,515,818</u>	<u>7,223,541</u>
<u>Debt Service Requirements</u>	8,438,763	3,384,671	11,823,434
<u>Less Bond Discount</u>	<u>(415,986)</u>	_____	<u>(415,986)</u>
<u>Totals</u>	<u>\$ 8,022,777</u>	<u>\$ 3,384,671</u>	<u>\$ 11,407,448</u>

All debt is general obligation debt of the City, which is backed by its full faith and credit. Enterprise Fund debt will be funded through user fees. All other debt will be repaid from general governmental revenues.

**City of Nashua**

*CITY OF NASHUA, NEW HAMPSHIRE*

*NOTES TO FINANCIAL STATEMENTS*

*JUNE 30, 1997*

*Bonds or Notes Authorized - Unissued*

Bonds and notes authorized and unissued as of June 30, 1997 were as follows:

<u>Per Resolution Dated</u>	<u>Purpose</u>	<u>Unissued Amount</u>
January 24, 1995	Nashua Four Hills Landfill	\$ 3,723,000
December 13, 1995	Various School Architectural and Engineering	300,000
April 23, 1996	Ridge Road Bridge	1,000
December 12, 1996	Land Purchase and Fire Station	2,700,000
May 27, 1997	Amherst Street School	<u>200,000</u>
<u>Total</u>		<u>\$ 6,924,000</u>

G. Defeasance of Debt

On November 1, 1996, the City issued \$10,990,000 in General Obligation Bonds with an average interest rate of 5.261 percent to advance refund \$10,000,000 of outstanding General Obligation Bonds issued in 1989 and 1991 with an average interest rate of 6.7 percent. The net proceeds of \$10,782,620 (after payment of \$207,380 in bond issuance costs and other refunds) were used to purchase State and Local Government Securities from the Federal Reserve Bank. Those securities were deposited in an irrevocable trust with an escrow agent to provide for all future debt service payments on the 1989 and 1991 bonds. As a result, \$10,000,000 of the 1989 and 1991 bonds are considered to be defeased and the liability for those bonds has been removed.

In addition, a portion of the advance refunding described above affected the proprietary funds. The advance refunding for the proprietary funds resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$6,308,120. This difference, reported in the accompanying financial statements as a deduction from bonds payable, is being charged to operations through the year 2010 using the effective interest method.

The City advance refunded the 1989 and 1991 Series bonds to reduce its total debt service payments over the next 15 years by \$1,881,593 and to obtain an economic gain of \$290,253.

**NOTE 5 - SHORT-TERM DEBT**

A. State Loan Funds Payable

State statutes allow the City to borrow from the State Revolving Loan Fund to cover project costs. When the project is complete a loan agreement will be finalized to cover the issuance of the debt. The City has borrowed the following amounts and therefore has recorded a liability at year end:

Solid Waste Disposal Fund	\$ 1,588,524
Wastewater Treatment Fund	<u>246,863</u>
<u>Total</u>	<u>\$ 1,835,387</u>



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# Municipal Government Report

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CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

B. Bond Anticipation Note Payable

*Solid Waste Disposal Fund*

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

The following bond anticipation note payable was outstanding at June 30, 1997:

<u>Date Issued</u>	<u>Due Date</u>	<u>Interest Rate</u>	<u>Amount</u>
October 25, 1996	October 23, 1997	4.5%	<u>\$ 3,375,000</u>

**NOTE 6 - FUND EQUITY**

A. Reservations of Fund Balances

*Reserve for Encumbrances*

Funds encumbered at year end were as follows:

General Fund		\$ 3,320,191
<u>Special Revenue Funds</u>		
School Department - Food Service	\$ 5,655	
City Grants	109,645	
Other City	<u>1,261</u>	
<u>Total Special Revenue Funds</u>		116,561
<u>Capital Projects Funds</u>		
Daniel Webster Highway South	\$ 123	
New Searles School	7,720	
Shady Lane Landfill	1,385	
Fairgrounds Junior High School	426,490	
Dr. Crisp School Additions and Renovations	19,355	
Bicentennial School Additions and Renovations	30,105	
Yudicky Farm Ballfield	21,733	
Ridge Road	7,866	
Lake Street Fire Station Relocation	<u>71,958</u>	
<u>Total Capital Projects Funds</u>		586,735
<u>Trust Funds</u>		
<u>Expendable Trusts</u>		
Self Insurance		<u>2,120</u>
<u>Total Reserve for Encumbrances</u>		<u>\$ 4,025,607</u>

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City of Nashua

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CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

*Reserve for Special Purposes*

In the Capital Projects Funds, the reserve for special purposes represents the unexpended and unobligated balance of bond funds or the interest earned thereon. These funds can only be used for the bonded purposes or, in the case of interest earned, for the repayment of such debt if not subsequently reappropriated for another purpose. Individual fund balances reserved for special purposes at June 30, 1997 were as follows:

Capital Projects Funds

Watson Street Pump Reconstruction	\$ 81,500
Main Dunstable/Birch Hill	6,169
Elm Street Junior High	2,648
Dr. Crisp School Additions and Renovations	694,473
School Lighting Project	46,117
Daniel Webster Highway South	26,280
Amherst Street Traffic Mitigation	26,076
Bicentennial School Additions and Renovations	525,888
Canal Street/Sanders Project	305
Tinker/Thornton Roads Bridges	48,782
Ridge Road	26,367
Amherst Street Pedestrian Crossing	<u>8,100</u>
<u>Total Capital Projects Funds</u>	<u>\$ 1,492,705</u>

In the Trust Funds, the reserve for special purposes represents the unspent balance of the City's Trust Funds which may be spent for the purposes specified as follows:

Nonexpendable Trust Funds (Income Balances)

Perpetual Care/Cemetery	\$ 440,254
Scholarships/School	215,696
Library	30,199
Lecture	7,064
Other	<u>7,786</u>
<u>Total Nonexpendable Trust Funds</u>	\$ 700,999

Public Works Pension 13,918,011

Expendable City Trusts

Capital Reserve Fund -	
Equipment Replacement	\$ 2,308,174
Self-Insurance Fund	3,221,239
Other Expendable - Projects	<u>155,000</u>

Total Expendable City Trusts 5,684,413

Total Trust Funds \$ 20,303,423

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# Municipal Government Report

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CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

## *Reserved for Contingency*

The \$3,000,000 reserved for contingency represents an amount for potential abatement refunds of property taxes already collected.

## *Reserved for Endowments*

The amount reserved for endowments at June 30, 1997 represents the principal amount of all Nonexpendable Trust Funds which is restricted either by law or by terms of individual bequests, in that only income earned may be expended. The principal balances of the City of Nashua's Nonexpendable Trust Funds at June 30, 1997 are detailed as follows:

<u>Purpose</u>	<u>Principal</u>
Perpetual Care/Cemetery	\$ 3,420,775
Scholarships/School	1,990,722
Library	1,994,011
Lecture	61,237
Other	<u>90,499</u>
<u>Total</u>	<u>\$ 7,557,244</u>

## *Reserved for Inventory*

The \$38,662 reserved for inventory represents General Fund inventory which is recorded under the consumption method and reserved.

## *Reserved for Tax-Deeded Property*

This reserve amounts to \$338,729 and accounts for property taken by tax deed to be resold and is recorded at the value of taxes and costs due the City.

## B. Unreserved Fund Balances

### *Designated for Special Purposes*

The designated for special purposes, representing Special Revenue Fund balances which the City of Nashua intends to use in the subsequent years, is as follows:

<u>Special Revenue Funds</u>	
School Department - Food Service	\$ 148,832
Other School Department	248,834
Other City	599,418
Educational Facilities Impact Fee	296,281
City Grants	<u>98,440</u>
<u>Total</u>	<u>\$ 1,391,805</u>

# City of Nashua

CITY OF NASHUA, NEW HAMPSHIRE  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 1997

C. Changes in Contributed Capital - Enterprise Funds

*Solid Waste Disposal Enterprise Fund*

	<u>Municipal Investment</u>	<u>Federal and State Grants</u>	<u>Developers/ Others</u>	<u>Total</u>
Balance - July 1, 1996 - As previously reported	\$ 110,831	\$ 24,500	\$ 881	\$ 136,212
Adjustment to record assets contributed by City and not recognized in prior periods	2,006,786			2,006,786
Other Adjustment			(881)	(881)
Capital Contributed	77,672	32,834	10,885	121,391
Depreciation Applied to Contributed Capital	_____	(613)	(272)	(885)
Balance - June 30, 1997	<u>\$ 2,195,289</u>	<u>\$ 56,721</u>	<u>\$ 10,613</u>	<u>\$ 2,262,623</u>

*Wastewater Treatment Enterprise Fund*

Balance - July 1, 1996 - as previously reported	\$ 12,104,737	\$ 31,965,328	\$ 9,654,693	\$ 53,724,758
Adjustment to remove item not utilized by fund	(139,060)			(139,060)
Adjustment to show reimbursement made by fund	(635,337)			(635,337)
Adjustment to correct recording error		11,925		11,925
Capital Contributed		191,221	131,535	322,756
Depreciation Applied to Contributed Capital	_____	(1,148,361)	(234,741)	(1,383,102)
Balance - June 30, 1997	<u>\$ 11,330,340</u>	<u>\$ 31,020,113</u>	<u>\$ 9,551,487</u>	<u>\$ 51,901,940</u>

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# Municipal Government Report

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CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

## NOTE 7 - SEGMENT INFORMATION FOR PROPRIETARY FUNDS

The City maintains two enterprise funds. The Solid Waste Disposal Fund accounts for the provision of solid waste disposal services and the Wastewater Treatment Fund accounts for the basic sewerage treatment facilities. Selected segment information for the year ended June 30, 1997, is as follows:

	Solid Waste <u>Disposal</u>	Wastewater <u>Treatment</u>	<u>Total</u>
Operating Revenues	\$ 2,472,477	\$ 6,665,427	\$ 9,137,904
Depreciation	166,756	2,350,749	2,517,505
Operating Income (Loss)	(541,058)	19,971	(521,087)
Interfund Operating Transfers In	693,054		693,054
Net Income (Loss)	(81,446)	211,241	129,795
Current Capital Contributions	121,391	322,756	444,147
Depreciation Reducing Capital Contributions	885	1,383,102	1,383,987
Property, Plant, and Equipment Additions	1,815,177	321,329	2,136,506
Net Working Capital	(1,099,179)	10,103,136	9,003,957
Total Assets	6,715,195	67,770,144	74,485,339
Bonds and Other Long-Term Liabilities			
Payable from Operating Revenues (Net)	430,000	7,592,777	8,022,777
Total Equity (Deficit)	(7,018,456)	59,550,245	52,531,789

## NOTE 8 - SUMMARY DISCLOSURE OF SIGNIFICANT CONTINGENCIES

### A. Litigation

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

### B. Grants

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

CITY OF NASHUA, NEW HAMPSHIRE

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 1997

C. Insurance

The City is self-insured with respect to Worker's Compensation Insurance. The first \$350,000 of claims per person, per accident, is paid by the City. Any additional per person, per accident, claims are insured up to \$5,000,000 by insurance carriers.

The City has established a self-insurance fund for the purpose of providing for claims of employee benefit programs, property, liability, bond, automobile, long-term disability and other commercial or self-insurance programs that may be lawfully implemented. The fund is currently funded by applying the unexpended balances of insurance appropriations and appropriations recommended by the Mayor and approved by the Board of Aldermen.

This fund is reported as an Expendable Trust Fund in these financial statements. The City transferred \$737,042 of unexpended appropriations to this fund for the year ended June 30, 1997. The City spent \$227,941 of funds from the fund to pay for health insurance premiums.

The City does not have a "blanket coverage" policy that extends the liability limits of underlying policies.

**NOTE 9 - RESTATEMENT OF FUND EQUITY**

Restatement of Beginning Solid Waste Fund Retained  
Earnings Due to Change in Prior-Year Estimate

The Solid Waste Disposal Fund retained earnings at June 30, 1996 were restated as follows:

Deficit, June 30, 1996 as previously reported	\$ (7,729,687)
To reclassify portion of the additional fixed assets recorded in FY 97 that should have been recorded as municipal contributions	(1,642,886)
To adjust municipal contributions to actual	(8,675)
Decrease in Accrued Landfill Closure and Postclosure Care Costs	<u>180,730</u>
Deficit, June 30, 1996 as restated	<u>\$ (9,200,518)</u>

# Municipal Government Report

## SUMMARY INVENTORY OF VALUATION

LAND	\$1,052,301,800
BUILDINGS	\$2,606,421,292
PUBLIC UTILITIES:	
WATER	\$39,558,400
GAS	\$34,416,800
ELECTRIC	<u>\$46,577,500</u>
TOTAL VALUATION BEFORE EXEMPTIONS	\$3,779,305,792
EXEMPTIONS ALLOWED:	
BLIND	(\$1,185,000)
ELDERLY	(\$70,938,025)
SOLAR/WIND POWER	(\$332,600)
SCHOOL DINING/DORMITORY/KITCHEN	(\$300,000)
PHYSICALLY HANDICAPPED	(115,575)
TOTALLY & PERMANENTLY DISABLED	<u>(\$573,400)</u>
 TOTAL EXEMPTIONS ALLOWED	 <u>(\$73,444,600)</u>
NET VALUATION ON WHICH THE TAX RATE IS COMPUTED	<u>\$3,705,861,192</u> =====

## STATEMENT OF APPROPRIATIONS

GENERAL GOVERNMENT	\$18,692,058
ADMINISTRATIVE SERVICES	\$2,687,204
PROTECTION OF LIFE AND PROPERTY	\$20,449,598
COMMUNITY SERVICES	\$1,187,899
PUBLIC WORKS DIVISION	\$8,492,200
PUBLIC SERVICES DIVISION	\$350,407
COMMUNITY DEVELOPMENT	\$949,124
PUBLIC LIBRARIES	\$1,586,503
SCHOOL DEPARTMENT	\$54,971,388
CONTINGENCY	\$324,052
CONTINGENCY - RETIREMENTS	\$267,085
CAPITAL RESERVE FUND	\$300,000
CONTINGENCY NEGOTIATIONS	2,177,660
BONDED DEBT SERVICE	\$5,979,220
CAPITAL IMPROVEMENTS	<u>\$598,145</u>
TOTAL FY '98 BUDGET	\$119,012,543

# City of Nashua

## STATEMENT OF ESTIMATED REVENUES

FINANCIAL SERVICES	\$14,584,001
CITY CLERK'S OFFICE	\$124,404
BOARD OF ASSESSORS	\$9,000
POLICE DEPARTMENT	\$125,570
FIRE DEPARTMENT	\$64,114
COMMUNITY SERVICES	\$8,460
PUBLIC HEALTH DEPARTMENT	\$103,400
ENVIRONMENTAL HEALTH	\$103,400
WELFARE DEPARTMENT	\$25,000
PUBLIC WORKS AND ENGINEERING	\$43,500
PARKS AND RECREATION	\$68,100
STREET DEPARTMENT	\$1,579,729
PARKING GARAGES	\$172,200
PARKING LOTS	\$269,700
CEMETERIES	\$257,800
COMMUNITY DEVELOPMENT DIVISION	\$354,500
PUBLIC LIBRARIES	\$22,100
SCHOOL DEPARTMENT	\$1,449,392
MISCELLANEOUS	\$445,000
	\$19,809,370
	=====

### PROPERTY TAXES ASSESSED

TOTAL APPROPRIATIONS	\$119,012,543
LESS REVENUES	(\$22,317,392)
ADD: OVERLAY (ABATEMENT ACCOUNT)	\$2,600,000
HILLSBOROUGH COUNTY TAX	\$8,708,687
VETERANS EXEMPTION	\$470,250
	\$107,844,088
	=====



# Municipal Government Report

## TAX RATE HISTORY

FISCAL YEAR	MUNICIPAL	COUNTY	SCHOOL	TOTAL
1997	9.33	2.14	17.63	29.10
1996	9.39	2.30	18.51	30.20
1995	9.07	2.20	18.68	29.55
1994	9.14	2.15	17.61	28.90
1993	8.04	2.32	17.74	28.10
1992	7.89	2.48	17.92	28.30 (R)
1991	11.42	3.59	26.19	41.20
1990	11.23	3.59	23.98	38.80
1989	10.04	3.47	21.79	35.30
1988	8.36	2.83	19.41	30.60
1987	8.65	2.17	17.58	28.40
1986	9.20	2.03	16.77	28.00
1985	9.78	1.85	15.57	27.20
1984	9.28	1.73	16.69	26.70
1983	9.09	1.72	15.19	26.00
1982	9.20	1.50	14.90	25.60
1981	8.40	1.20	14.10	23.70 (R)
1980	19.40	3.30	35.00	57.70
1979	17.40	3.20	34.20	54.80
1978	18.60	2.70	33.50	54.80
1977	18.20	2.20	32.10	52.20

## HISTORY OF ASSESSED VALUATION

FISCAL YEAR	VALUATION
1997	\$3,705,861,192
1996	\$3,565,468,405
1995	\$3,555,575,845
1994	\$3,508,873,595
1993	\$3,463,299,556
1992	\$3,482,583,656 (R)
1991	\$2,238,774,141
1990	\$2,250,401,251
1989	\$2,230,037,778
1988	\$2,218,194,400
1987	\$2,089,387,100
1986	\$1,981,794,500
1985	\$1,839,854,100
1984	\$1,697,638,650
1983	\$1,606,277,150
1982	\$1,535,149,600
1981	\$1,495,814,600 (R)
1980	\$ 558,000,000
1979	\$ 532,000,000
1978	\$ 509,000,000
1977	\$ 190,000,000

(R) REVALUATION

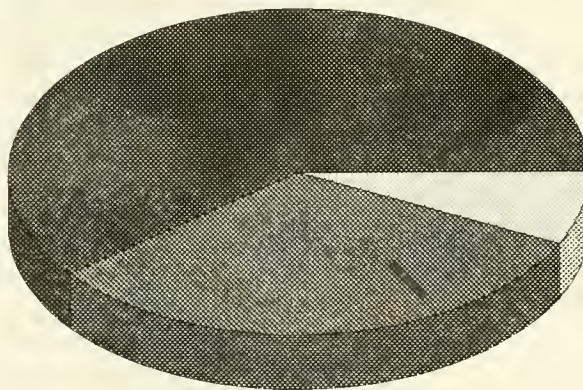
LONG TERM DEBT

The City of Nashua finances its capital projects, acquisitions and improvements through the issuance of long term debt. The City customarily issues 20 year bonds through a competitive bid process. Statutory limits are imposed to control the level of debt. The limits are 2% of the assessed property valuation for City projects and 6% for school projects. At the end of FY'97 the City had long term debt of \$39,558,390 for school related projects, \$7,527,847 for City, and \$8,008,763 for the Waste Water Treatment Plant.

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**YOUR 1997 TAX DOLLAR**  
TAX RATE \$29.10 PER \$1,000

(60.6%) SCHOOL



(7.4%) COUNTY

(32.1%) CITY

**CITY OF NASHUA TRUST FUNDS**

The City of Nashua has thirty seven individual Trust Funds devoted to:

- . Cemetery perpetual care for three cemeteries.
- . Cemetery flower funds.
- . Individual perpetual care.
- . Scholarship trusts for Nashua High School.
- . Concert and lecture series.
- . Nashua Public Library.
- . Board of Public Works Retirement.
- . Capital Equipment Reserve Fund.
- . Various other personal and community purposes.

The following is a report on the City of Nashua's Trust, Capital Reserve Funds and Common Trust Fund Investment

# City of Nashua

## Report of the Trust Funds of the City of NASHUA, NH as of JUNE 30, 1997

FORM MS-9

NOTES	DATE OF CREATION	NAME OF TRUST FUND	PURPOSE OF TRUST FUND	HOW INVESTED	PRINCIPAL				INCOME			FUND BAL.				
					Balance Beginning of Year	New Funds	Gains or (Losses) on Sale of Securities	Withdrawals	Balance End of Year	Balance Beginning of Year	Amount		Expended During Year	Balance End of Year		
Orig. Est. 1977	1989	Suburban Cemetery/Whitman Perpetual Care Fund	Perpetual Care	(common trust) Bank Trust Dept.	100	580,539.56	0.00	83,540.39	0.00	491,088.24	106,643.24	31,363.50	(5,896.23)	132,110.51	623,198.75	
Orig. Est. Unknown	1989	Suburban Cemetery Perpetual Care Fund	Perpetual Care	(common trust) Bank Trust Dept.	100	49,918.08	0.00	5,921.10	(170,923.38)	55,735.08	11,595.96	3,039.82	(511.75)	11,963.58	67,698.66	
	Various Years	Nashua High School Scholarship Trust	Scholarships	(common trust) Bank Trust Dept.	100	584,342.33	3,093.97	34,671.11	0.00	622,107.41	24,293.15	30,233.63	(30,474.54)	24,052.24	646,159.65	
Orig. Est. 1885	Unknown	Edgewood Cemetery Perpetual Care Fund	Perpetual Care	(common trust) Bank Trust Dept.	100	1,077,828.94	81,927.33	141,262.73	0.00	1,300,858.00	108,405.91	65,495.97	(65,321.97)	108,579.91	1,409,437.91	
	Unknown	Edgewood Cemetery Flower Trust Fund	Flowers	(common trust) Bank Trust Dept.	100	74,437.69	2,629.37	0.00	0.00	76,872.29	10,908.88	7,239.03	(7,047.56)	11,100.35	87,972.64	
	Various Years	Nashua Library Trust Fund	Various Library Trust Uses	(common trust) Bank Trust Dept.	100	1,898,143.50	34,133.62	61,864.97	0.00	1,994,011.08	43,962.02	95,136.70	(108,901.17)	30,199.55	2,024,210.63	
	1941	Board of Public Works Retirement Fund (Pete Bank)	Employee Pension	(common trust) Bank Trust Dept.	50	5,155,215.81	252,558.94	60,926.43	0.00	5,292,311.39	1,391,228.54	443,549.25	(34,461.56)	1,800,316.23	7,092,630.62	
	1941	Board of Public Works Retirement Fund (Bank of NH)	Employee Pension	(common trust) Bank Trust Dept.	50	4,935,351.22	252,559.22	424,388.36	(115,000.00)	5,456,575.15	1,053,831.05	342,224.85	(33,978.51)	1,362,077.39	6,818,652.54	
	1895	Woodlawn Cemetery Perpetual Care Fund	Perpetual Care & Abseam	MM. Stocks/Bonds Cert of Dep.	100	1,496,759.98	74,525.50	9,830.06	0.00	1,443,627.30	105,680.86	134,298.90	(59,354.87)	180,623.89	1,624,252.19	
	Unknown	Edgewood Cemetery Equiptment Reserve Fund	Maint. Equip Purch.	Money Market Fund	100	80,822.63	7,915.00	0.00	0.00	52,591.63	(5,673.20)	1,548.55	0.00	(4,124.65)	48,468.98	
	1988	Charles H. Austin Scholarship Trust Fund	Scholarships	Bank Trust Dept.	100	1,112,500.94	0.00	64,689.31	0.00	1,177,190.25	173,489.85	68,013.54	(66,975.07)	174,528.32	1,351,718.57	
	11/1992	Ralph & Alice Burns Scholarship	Scholarships	Bank Trust Dept.	100	162,236.23	0.00	29,187.60	0.00	191,423.83	16,516.32	7,614.33	(7,045.20)	17,115.45	208,539.28	
	Unknown	Charman's Fund Health Dept	Health Awareness	MM Fund	100	18,529.65	1,221.00	0.00	0.00	19,750.65	6,647.54	741.32	(100.00)	7,288.86	27,039.51	
	12/1934	George M. French Bequest	Uniform, Equip & Establish	Saving and Cert. of Dep.	100	1,404.25	60.35	0.00	0.00	1,464.60	126.50	16.60	0.00	143.10	1,607.70	
	10/1903	Charlotte O Harris Trust Fund	Public Bath	Saving and Cert. of Dep.	100	1,644.83	72.43	0.00	0.00	1,717.26	197.46	20.07	0.00	217.53	1,934.79	
	~ 1936	Irma F. Harris Lecture Fund	Free Public Lectures	Money Market Fund	100	26,386.88	0.00	0.00	0.00	23,252.70	685.80	1,811.20	0.00	2,497.00	25,749.70	
closed 12/1994 per Trustee *Returned by Trustee	Renounced FY 1996-97	S.P. Coburn Trust *	Perpetual Care	Money Market Fund	100	0.00	988.03	0.00	0.00	988.03	0.00	6.47	(5.99)	0.48	988.51	
closed 12/1994 per Trustee **Returned by Trustee	Renounced FY 1996-97	S.B. Coburn Trust **	Perpetual Care	Money Market Fund	100	0.00	754.57	0.00	0.00	754.57	0.00	4.94	(4.57)	0.37	754.94	
closed 12/1994 per Trustee ***Returned by Trustee	Renounced FY 1996-97	E.J. Hubbard Trust ***	Perpetual Care	Money Market Fund	100	0.00	139.05	0.00	0.00	139.05	0.00	0.91	(0.84)	0.07	139.12	
closed 12/1994 per Trustee ****Renounced by Trustee	Renounced FY 1996-97	Laura A. Hill Bequest ****	Perpetual Care	Money Market Fund	100	0.00	318.03	0.00	0.00	318.03	0.00	2.08	(1.93)	0.15	318.18	
	2/1903	Mary P. Harris Beautification Fund	Beautification of Nashua	Money Market Fund	100	550.73	0.00	0.00	0.00	550.73	66.73	17.34	0.00	84.07	634.80	
	1889	Notes Hunt Lecture Fund	Lectures Series	Money Market Fund	100	38,156.98	0.00	0.00	0.00	37,984.30	4,142.24	2,974.85	(2,550.00)	4,567.09	42,551.39	
	1945	Charles Jackson Fund/Park Rec	Beautification & Utilization of Greety	Money Market Fund	100	56,870.39	0.00	0.00	0.00	21,543.28	(4,190.82)	6,665.45	0.00	2,474.63	24,017.91	
	5/1921	Jennie N. Wallace Trust Fund	Flags for Veterans Graves	Savings and Cert. of Dep.	100	4,905.28	217.28	0.00	0.00	5,122.56	598.40	59.56	0.00	657.96	5,780.52	
	3/1979	Sarah Wallace Welfare	Nashua Social System Support	Checking Acct and Stocks	100	35,907.37	0.00	0.00	0.00	33,141.20	(5,762.93)	2,041.35	0.00	(3,721.58)	29,419.62	
	Unknown	Weaver Union Hospital Trust	Welfare	Savings & Cert	100	4,791.46	217.28	0.00	0.00	5,008.74	584.86	55.98	0.00	640.84	5,649.58	
	3/1968	Capital Equipment Reserve Fund	Purchase Equipment	RETFO & Money Market	100	1,662,158.86	600,000.00	0.00	0.00	2,262,158.86	230,908.87	126,218.15	(3,111.12)	46,014.72	2,308,173.58	
															<b>VERIFIED TOTAL</b>	<b>24,477,700.27</b>

# Municipal Government Report

FORM MS-10

Report of the Trust Funds of the City of NASHUA, NH as of JUNE 30, 1997

NOTES	DATE OF CREATION	NAME OF TRUST FUND	PURPOSE OF TRUST FUND	HOW INVESTED	%	PRINCIPAL				INCOME			FUND BAL			
						Balance Beginning of Year	New Funds	Gains or (Losses) on Sale of Securities	Withdrawals	Balance End of Year	Balance Beginning of Year	%		Amount	Expended During Year	Balance End of Year
Orig Est 1922	1989	Suburban Cemetery Whitman Perpetual Care Fund	Perpetual Care	(common trust)	100	580,539.56	0.00	83,540.39	0.00	491,088.24	106,643.24		31,363.50	(5,896.23)	132,110.51	623,198.75
Orig Est	1989	Suburban Cemetery Perpetual Care Fund	Perpetual Care	(common trust)	100	49,918.08	0.00	5,921.10	0.00	55,735.08	11,595.96		3,039.82	(514.75)	11,963.58	67,698.66
Unknown	Various Years	Nashua High School Scholarship Trust	Scholarships	(common trust)	100	584,342.33	3,093.97	34,611.11	0.00	622,107.41	24,293.15		30,233.63	(30,474.34)	24,052.24	646,159.65
Orig Est 1885	Unknown	Edgewood Cemetery Flower Trust Fund	Flowers on Gravesites	(common trust)	100	1,077,828.94	83,927.33	141,262.73	0.00	1,300,858.00	108,405.91		65,495.97	(65,321.97)	108,579.91	1,409,437.91
Various Years	1941	Nashua Library Trust Fund	Various Library Trust Uses	(common trust)	100	74,437.69	2,629.37	0.00	0.00	76,872.29	10,908.88		7,239.03	(7,047.56)	11,100.35	87,972.64
Various Years	1941	Board of Public Works Retirement Fund (Fleet Bank)	Employee Pension	(common trust)	50	1,898,143.50	34,133.62	61,864.97	0.00	1,994,011.08	43,962.02		95,138.70	(108,901.17)	30,199.55	2,024,210.63
Various Years	1941	Board of Public Works Retirement Fund (Bank of NH)	Employee Pension	(common trust)	50	5,155,215.81	252,558.94	60,926.43	0.00	5,292,314.39	1,391,228.54		443,549.25	(34,461.56)	1,800,316.23	7,092,630.62
Various Years	1895	Woodlawn Cemetery Perpetual Care Fund	Perpetual Care & Aboretum	(common trust)	100	4,935,331.22	252,559.22	424,288.36	0.00	5,456,575.15	1,053,831.05		342,224.85	(33,978.51)	1,362,077.39	6,818,652.54
						1,496,759.98	79,341.90	5,013.66	0.00	1,443,627.30	105,680.86		134,298.90	(59,354.87)	180,624.89	1,624,452.19
											<b>VERIFIED TOTAL</b>		<b>20,394,213.59</b>			



DEPARTMENTAL

REPORTS

JULY 1, 1996

Through

JUNE 30, 1997

## OFFICE OF THE MAYOR



**MAYOR DONALD C. DAVIDSON**

**Administrative Assistant  
Executive Assistant  
Legislative Affairs Liaison  
Secretary/Receptionist**

**Thomas B. Kelley  
Nancy A. Mellin  
Mary S. Nelson  
Rita D. Diggins**

As we close out FY '97 my administration will have completed a full eighteen months. These months have been both exciting and challenging.

A real highlight of this year was on June 11, 1997, when Money Magazine named Nashua the #1 best place to live in all of America. The news was greeted with an impromptu celebration on the steps of City Hall with hundreds of our fellow citizens along with past and present civic leaders led by Governor Jeanne Shaheen. This was the second time that Nashua received this prestigious award, the first being in 1987. Nashua is the only community to receive this honor twice. A much larger celebration was held in Greeley Park on September 17th when thousands joined to celebrate.

Another celebration occurred in July when the City hosted a large delegation from our sister city Ansong, Korea. The occasion was the tenth anniversary of this relationship between the two communities. It is hoped that a similar delegation from Nashua will be able to make a return visit to Korea next spring.

In early March, I along with several members of my administrative staff, traveled to Washington, DC to visit with our Congressional delegation and to testify before the House of Representatives Transportation Subcommittee in favor of full funding of the Broad Street Parkway. The entire group returned with a positive feeling that the funding for this long awaited project will be forthcoming by early 1998. In the meantime planning for this project continues.

In May my Administrative Assistant and I were invited to the Dominican Republic by representatives of the country to attempt to establish a sister city relationship with the City of San Pedro de Macores. Discussions are at a preliminary level at this time.

Reorganization of the Administrative Code is an ongoing project. The Finance Department has been partially modified to oversee areas formerly under purchasing. The MIS Department will soon have a management study done by an outside management firm. We are continuing to explore ways to bring a true centralized purchasing department into effect. The facilities division concept has been put on temporary hold until later this fiscal year.

Many construction projects have been or are about to be undertaken. Riverside Park, Deschenes Oval, Broad Street reconstruction, sewer projects in the French Hill and tree streets area, and sidewalks along Manchester Street. All of these will have an impact on the overall quality of life in our City.

This is a renewed interest in the performing arts taking place. We expect to recreate an Auditorium Commission with a charge to study and oversee the Edmund Keefe Auditorium. As this facility is the largest auditorium in New Hampshire, there is a sense that with some modernization, planning and oversight, it could be better utilized by all of our performing arts groups.

New police substations are in operation in Railroad Square and on Tolles Street in the French Hill area. The success of the two other substations, Ash Street and Brook Village, has proven that this concept of community policing is a deterrent to crime in these areas. In addition, a new community fire station on Lake

Street is about to become a reality. The public input that was received from the neighborhood has caused the final design of this structure to be unique to this part of the country.

Our community was tested with a disastrous early winter storm that had rain, ice snow and wind on December 7, 1996. This storm left 90% of the City and region without power for four long days. All city departments rallied to ensure the safety of everyone. There were no serious injuries or incidents despite the long days without power. This event became a tremendous testimony to the dedication and professionalism of our city employees and those of the public utilities who worked long hours for several days to bring our city back to normalcy.

During the past year a new office of Legislative Liaison was created working out of the Mayor's Office. This position is charged with the duties of researching and coordinating the dissemination of information for and between all of our various City department head and employees and those members of the General Court and State agency officials in Concord. The results of this first year of operation has been very successful, as Nashua's representatives were able to promote a number of legislative bills that created, clarified or corrected laws to better our local governmental operation. In addition, because of our very visible presence in Concord, our City will see vastly increased State financial aid for FY '98.

Also during this past year, Chief of Staff Ed Lewis retired to the warmth and sunshine of Florida, completing his long and distinguished service to our City. Replacing Ed is my present Administrative Assistant, former Alderman Tom Kelley who brings 22 years of services as an Alderman and Alderman-at-Large and a great deal of government expertise to the office.

In closing, I look forward to an exciting upcoming year for our community. Continuing improvements to our core City will see the completion of the refurbishing of Railroad Square and the new Riverfront Park. In addition we will witness the beginning of a new era of minor league baseball in Nashua when the Atlantic Professional Baseball League opens their season with our new team the Nashua Pride. It is my fervent hope that the entire region's sports enthusiasts will support out new team.



*NASHUA  
IS BACK ON TOP!*



*JUNE 11, 1997  
Money magazine named Nashua the  
#1 best place to live  
in all of America  
for second time in ten years*

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# City of Nashua

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## OFFICE OF THE BOARD OF ASSESSORS

### Board of Assessors

Stephen Densberger, Chair  
Richard Ethier  
Marylou Blaisdell  
Alternate Dominic D'Antoni

The duty of the Board of Assessors is to see that department policies are in compliance with the laws and regulations of the State Department of Revenue Administration. The Board is ultimately responsible for all assessments and must review all applications for abatement. Regularly scheduled meetings of the Board are held the second Wednesday of each month at 4:30 PM. The meetings are open and public, but appointments are required for appearance before the Board and can easily be made by calling the department staff at 594-3301. Accommodating appointments at times other than Wednesdays will be made if and when necessary.

### Assessors Office

Chief Assessor  
Assessor, Commercial Specialist  
Assessor, Commercial Specialist  
Assessor, Residential Specialist  
Assessor, Residential Specialist  
Administrative Assistant  
Department Coordinator  
Administrative Specialist, Deeds/Exemptions

Angelo Marino  
Rex Norman  
Andrew LeMay  
Andrea Heyn  
Daniel McMullen  
Sherry Honeycutt  
Jeannine Zins  
Barb Egan

As the second largest city in the state, Nashua has experienced a significant population increase over the past ten years. This growth trend is expected to continue with the New Hampshire Office of State Planning projecting a population increase of 3% by the year 2000.

Nashua's proximity to Boston's cultural influence, the New Hampshire/Maine coastline the White Mountains, a good highway system, and some of the most highly respected industrial, educational and medical facilities in the world, have all contributed to our growth. Also, the one million square foot Pheasant Lane Mall with 150 retail shops, many shopping areas and plazas, fine restaurants, and excellent schools make Nashua an extremely attractive place to live or visit.

Through 1996 - 1997, the real estate market demonstrated positive signs of growth in the Nashua area. Marketing times have decreased significantly, due in part to the shrinking inventory. Favorable financing has been a positive factor in the movement of real estate this year. Moderately priced properties have attracted new and first time home buyers to this market. Construction activity has been noted this year in new residential subdivisions. Several large tracts are being developed and home sales are up. A few commercial enterprises such as the new Pep Boy's Automotive Store, Saturn of Nashua, Barnes and Noble, Taco Bell and the second location for Staples have opened for business. In 1997, the City looks forward to new construction by Oracle next to the Sheraton Tara Hotel, and by Oasis Imaging at the continually expanding Southwood Industrial Park.

In 1997, the City implemented the first update of assessed values since the revaluation of 1992. The tax base has shifted slightly from residential to commercial property as a result of this program. Overall, residential land and building assessments have increased over 2% and commercial and industrial assessments have increased approximately 6%. With the tax base increase, and through conservative fiscal operation, the tax rate will decrease below the current rate of \$30.20 per thousand dollars of assessment.

The City offers exemptions for the elderly, the blind, building improvements for the handicapped, certain handicapped veterans, certain wood-burning furnaces, solar energy and wind-powered energy systems. The tax credit for veterans who qualify was increased from \$50 to \$100 in 1996. The tax credit for veterans who have a 100% permanent and total service-connected disability was increased in 1997 from \$700 to \$1,400.

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# Municipal Government Report

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## CITY CLERK'S OFFICE

City Clerk  
Deputy City Clerk  
Vital Statistic Clerks

Eleanor Benson  
Patricia E. Lucier  
Mary Cutter  
Tracy Dunne  
Colette Trempe  
Donna Walton  
Debra Logan

Deputy Voter Registrar

One of the most important additions to our office this year was the arrival of 9 computers to take the place of our 81 voting machines. We now have paper ballots which are deposited into a ballot box. As they are being deposited into the proper compartment, the vote is scanned into the computer. At the end of the evening a button is pressed and we have our voting results, except for the write-ins. This system has met with approval by the election Officials and the voters.

The City of Nashua won "The Best Annual Report by a City." We would like to thank all the departments who participated in materials for this book. Also a big thanks to Ralph Jackson, our printing technician, for printing and binding.

Another important addition was the arrival of twins, Tyler and Sierra to "our" Donna Walton. We wish them all a happy and healthy life.

Tracy Dunne joined our staff in November 1996 and has been a welcome addition.

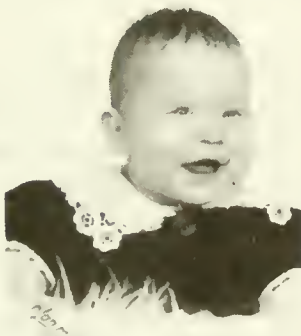


*Sierra Lynne Walton*  
6 lbs., 4 oz.

May 6, 1997



*Tyler Chase Walton*  
6 lbs., 12 oz.



FINANCIAL SERVICES DEPARTMENT

Treasurer and CFO	Paul A. Martel
Deputy Finance Officer	Carol A. Anderson
Administrative Secretary	Susan L. Decker
Secretary	Jean E. Roth
Deputy Treasurer	Susan M. Martinelli
Deputy Tax Collector/Collections Manager	Ruth E. Raswyck
Treasury Accountant	James K. Schuler
Accounts Receivable Accountant	Rebecca Needham
Billing Coordinator	Virginia Blaine
Customer Service Research	Kathryn R. Urquhart
Customer Service Representative	Dawn M. Roy
Financial Analyst	Dawn K. Enwright
Supervisor Financial Reporting	Cindy J. Bielawski
Accountant Financial Reporting	Rean Y. Lam
Accountant Financial Reporting	Patricia A. Lyons
Traffic Violation Bureau	Judith A. Miele
Supervisor Motor Vehicle Registrations	Pauline M. Lucier
Audit Clerk Motor Vehicle Registrations	Fleurette Rioux
Motor Vehicle Clerk	Sylvie D. Corriveau
Motor Vehicle Clerk	Janet L. Durand
Motor Vehicle Clerk	Sheila Galipeau
Motor Vehicle Clerk	Nancy Naples
Motor Vehicle Clerk	Brenda Y. Sullivan
Motor Vehicle Clerk	Carmen I. Morales
Motor Vehicle Clerk	Helen J. Boisvert
Motor Vehicle Clerk	Norma I. Graceffa
Accounts Payable Supervisor	Bernice N. Diggins
Accounts Payable Clerk	Patricia A. Deforte
Accounts Payable Clerk	Ginger V. Brazas
Accounts Payable Clerk	Nancy M. Deslauriers

In Fiscal Year '97 the department had two retirements, Elizabeth Scanlon and Suzanne R. Thibault, from our Motor Vehicle Registration unit.

Midway through the year we experienced a major reorganization with the appointment of a Deputy Finance Officer to oversee the day to day operations of the department and to provide an oversight of the financial operations within the various departments. In addition, a new unit was formed within the department for the collection of Property Taxes, Waste Water fee payments, Solid Waste tipping fees, and Weights and Measures fees. Also, the Accounts Payable unit formerly located in the Purchasing Department was transferred to this department.

Throughout the year a standing committee consisting of representatives from all major departments and divisions discussed ways of improving on the financial management of the City. Many changes and improvements have been instituted this past year, greatly improving the overall financial management of the City.

The Financial Services Department consists of five distinct units:

**TREASURY** - This unit is responsible for all banking relationships and practices, investment of City Funds, Trust Fund management, procurement of bonded debt and State Revolving Fund loans, and the disbursement of the City's financial obligations.

**FINANCIAL REPORTING** - This unit is responsible for the entire accounting, reporting, auditing and budgeting functions for the City culminating in monthly financial reports, annual budget and audit reports, bimonthly warrants and numerous other products to assist the City's citizens, boards, elected officials, divisions, departments and staff. This year the position of Deputy Finance Officer was created to provide the CFO with day to day assistance, in addition, to providing an internal audit function (comptroller) for additional oversight of City financial operations.

**COLLECTIONS** - This relatively new unit came about as part of the department's reorganization. Property tax billing and collections are a responsibility of this unit in addition to Nashua Waste Water, Solid Waste, and the Sealer of Weights and Measures billings and collections.

**MOTOR VEHICLE AND TRAFFIC VIOLATION BUREAU** - This unit's primary responsibility is the registration of motor vehicles for Nashua residents and the collection of parking violation tickets. The registration process incorporates processing motor vehicle title applications on new vehicles and the transfer and renewal of existing registrations. The City pioneered the "mail in" vehicle registration system where renewal notices are mailed out about mid-month prior to the registration month. The information consists of the amounts the two checks (one for the City and one for the State) need to be written for. If mailed out by the 15<sup>th</sup> of the following month, your registration and decals will be mailed to you. This year we have experienced long lines at City Hall waiting to register vehicles at the end of each month and the first few days of the new month. To avoid these lines we encourage you to mail in your renewal papers. The City continues to require all parking violations be paid prior to the registration of any motor vehicle. In addition, the City has been cooperating with area towns in a reciprocal agreement to not register a Nashua resident's vehicle(s) with outstanding parking violations in other communities.

**ACCOUNTS PAYABLE** - This unit is new to the Department this year; again, due to the reorganization. This unit processes all payment requisitions, invoices and other documents required to pay the City's obligations (exclusive of the School department).



———— PURCHASING DEPARTMENT ————

Purchasing Manager  
Assistant Purchasing Manager  
Purchasing Supply Clerk  
Printing Technician  
Mail/Receiving Clerk

William A. Thompson  
Shirley C. Bonenfant  
Carol A. Silva  
Ralph B. Jackson  
Philip D. Hagen

In terms of staffing resources FY97 presented even greater challenges than previous years. In December 1996 the Accounts Payable section was transferred from the Purchasing Department to Financial Services. The work to accomplish this reorganization involved separation and transfer of computer resources, files, phone lines and duties that previously had been shared between the purchasing and accounts payable personnel. The effort of Shirley Bonenfant and Bernice Diggins, as well as the City Hall Building Maintenance Department, should be recognized and resulted in a smooth transition with absolute minimal disruption to the functioning of the two work units. The work to accomplish the reorganization was started and completed during the holiday season. All personnel responsible for accomplishing the work and those individuals relocated are to be commended for a job well done and for their positive attitude during a sometimes difficult process. Those of us who remained in Purchasing are thankful that the city has a voicemail system as we find that, if one or two of the three of us are out of the office, it is difficult to simultaneously answer more than one incoming telephone call at one time.

With the current staffing level, we are somewhat in a keep up mode versus having the opportunity to seriously plan and pursue new ideas and approaches for the department. Not to be discouraged, we are attempting to nibble away at various items on our list of goals for the department. The agreement for continuation of the city stockless office supply system was recently renewed. Through a competitive proposal process we remained with the same supplier. Plans are presently being made to implement an electronic ordering system with this vendor. A similar approach to the purchase of janitorial products for city departments is also being pursued. Significant progress was made during FY97 toward meeting the State of New Hampshire and Environmental Protection Agency mandated underground storage tank required compliance date in December 1998. During FY97 seventeen underground tanks were removed and eight above ground tanks were installed in their place. It is planned in FY98 to achieve full compliance with the tank removal/upgrade requirements.

During FY97 a total of 65 formal invitation for bids/requests for proposals with a total value of \$3,891,584 were processed. The number of formal solicitations represents a 41% increase from FY96 to FY97. In view of the reduced staffing, unquestionably this department is continuing to do more with less. The total annual savings from the high bid to the awarded bid amount exceeded \$1,000,000 and represented a savings of 27%. We continue to be encouraged with the direction of the city in implementation of the PC based client/server computer system, planned access to the Internet and other technologies. These tools are anticipated to have a dramatic impact on the ability of this department to meet the purchasing requirements of the city.

Ralph Jackson, the city Print Shop Technician has provided excellent printing and graphics services to all city departments. The over 3.5 million ink impressions made by Ralph annually has continued through FY97. A replacement of the aging master platemaker was budgeted for FY98

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## Municipal Government Report

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and will be used for the photos to be included in this annual report. The quality and timeliness of Ralph's printing services to all city departments receives constant praise.

The annual city auction was held on the traditional first Saturday in June. At this year's auction over 120 bicycles were sold along with a few vehicles from the Public Works Division, a wide assortment of property received from the Police Department and surplus equipment from other city departments. The willingness of the many city employees, their spouses and others who willingly offer their time as volunteers is greatly appreciated and vital to successful auctions. This year's auction was the final such event for James Duchesne, the City Hall Building Manager, who will be retiring in July 1997 and moving to Florida.

### CITY HALL BUILDING MAINTENANCE

Building Manager  
Custodian II  
Custodian  
Custodian

"James" R. Duchesne  
Roger J. Bertrand  
Robert C. Fernandes  
Marcel J. Beaudoin

The era of attempting to maintain City Hall as a source of pride for the community with minimal resources is hopefully coming to a close. We look forward to FY98 and the opportunity to catch up on a few items which have been neglected over the past few years due to lack of funding and other resources. Such items include repair of deteriorated stonework on the front of City Hall, painting of the cupola and clock tower, and gilding of the eagle. These projects coincide nicely with the city initiative to revitalize the downtown. The selection of Nashua by *Money* magazine in June 1997 as the number one city in America provides additional incentive to recover from the previous years of reduced building maintenance funding and attention. Another necessary addition to the building maintenance budget for FY98 is the funding to reinstate the third night time custodian position which was cut in FY95. The addition of this position will allow Roger Bertrand to work full time during the day to assist the Building Manager with projects and increase the building maintenance services which had to be curtailed due to staffing limitations. The willingness of Roger Bertrand to split his time between days and nights during the past two years is appreciated.



## MANAGEMENT INFORMATION SYSTEMS

**Director/Technology  
Resource Manager  
Systems Analyst/Development Specialist  
Systems Analyst/Development Specialist  
Systems Analyst/Development Specialist  
Application/Analyst - Programmer II**

**Louis H. Simmons  
Michael Roy  
Luann Moore  
Mary Crawford  
Kerri Lunn  
Doreen Beaulieu**

MIS continues to increase its productivity with a total of 2,210 requests for services processed. This represents an increase of 35 % over FY96.

MIS works closely with all City Divisions and Nashua Schools to meet the needs and requirements for Enterprise and Departmental Systems. The Hardware and Software resource consists of a Digital Equipment Vaxcluster with 11 Microvax CPUs and Winchester Technology based disk storage( 26 Gigabytes). ADMIN5, a 4<sup>th</sup> generation relational database development tool is the primary applications development tool.

The conversion of older applications into newer menu-driven applications continues, the goal being to completely menu all applications. The City's Wide Area Network (WAN) continues to grow providing computer services to users at various locations. E-mail was made available to all VMS users.

Throughout the year, several departmental peer-to-peer Local Area Networks(LANs) were created, allowing users to share files and print resources. The number of peer to peer networks now totals 18 with a total of 75 PC workstations. Plans were made to obtain hardware and software which will connect these LANs to the City's WAN using Microsoft NT products.

Plans were also made for a cluster-wide upgrade of the VMS operating system which provides the backbone for the City's WAN. This is part of an overall strategy to provide a wide range of services to all users which will combine Windows and VMS services at the desktop.

Initial steps were taken for the City to have a Web site on the Internet and to provide Internet access for city activities. Almus and Lee were contracted to develop the City's Web site, which will promote the City and provide a variety of information to the public. Plans were made to purchase the hardware and software necessary to maintain the Web site.

Responsibility for the City's phone systems was moved to MIS. Analysis of existing contracts was made and negotiations for a new NYNEX contract were begun. Requests for phone services have been centralized using the existing MIS on-line request for services module.

The Tax Collector, Accounts Payable, Traffic Violations and Motor Vehicle Departments were moved in a three phased process where equipment was moved, cabling done and networks connected without disrupting service to the public.



## ACCOMPLISHMENTS

### Assessing

- Creation of Assessment Test Area with special utilities to allow for ongoing Assessment Update.
- Enhancements to Abatement module.
- Rewrite of approximately 20% of Assessment application.

### Building Department

- Enhancements and reprogramming to meet users' needs.

### City-wide

- Installation of new VAX-DecNet equipment throughout the year.
- Security enhancements on VAX network by locking users to menu and table system.
- Citywide VAX mail access installed and training sessions held.
- Microsoft productivity software training held for following; Word for Windows, Windows 95, Excel.
- PC LAN training in MS Mail/Scheduler, file sharing and printer sharing

### Environmental Health

- Automated complaint tracking system including analysis reports.
- Produce reports to track food establishment inspections due or delinquent.

### Financial Reporting

- Enhance financial screens and reports available to all users.
- Enhanced purchase order information available to all users.
- Produced license issuance screens as the first phase of converting the DPW Weights & Measures system from the CONDOR PC to the VAX.
- Created collection agency disk for use in the recovery of delinquent traffic violation payments.
- Produces special financial reports for use by Police board based on their needs.
- Created an accounts receivable tracking system of witness over time for police department use.

### Fire Department

- Enhancements to Training Section and Dispatch

### Legal Department

- Provided contract costing of negotiated contracts to be utilized by the City and Board of Aldermen.
- Produced health care information to be used for analysis.
- Completed juvenile tracking system to be utilized by the department as well as by the School District's Truant off

### Motor Vehicle Registration

- Modified system based on State requirements.

### Payroll/Human Resources

- Process labor contract changes in the area of salaries and benefits.

**Public Health**

- Automate Well Child Clinic systems.
  - Newborn Referral
  - Immunizations and Screening
  - Dental Referral
  - Modify STD system based on new reporting requirements

**Public Works Division**

- Converted the accounts receivable Municipal Solid Waste system to the City's Vax System.

**Risk Management**

- Share Safety information between Fire Department and Risk Management.

**School Department**

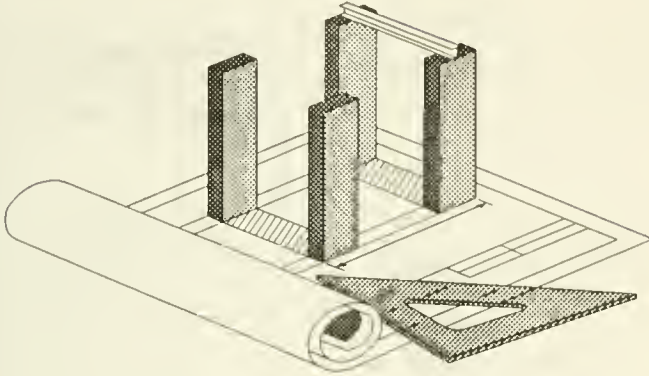
- Create budget and payroll download files to use on the PC by school administration personnel.
- Provided programming support and financial analysis for the creation of the State MS25 report.

**Traffic Division**

- Enhancements to process with installation of new screens.
- Enhancements to hand held device processing.

**Welfare Department**

- Application enhancements and reprogramming to meet users' needs.



## **DIVISION OF PUBLIC WORKS**

**Director of Public Works  
Manager of DPW Administration**

**Jack Petkus, P. E.  
Moe Chamberland**

1997 was a year of significant change and reorganization in the Division of Public Works. Mr. Jack Petkus, P.E. was introduced to the division and hired as Division Director in October of 1996 - replacing Interim Division Director Hamilton. With him he brings seventeen years of Public Works and more than twenty five years of civil engineering experience.

Mr. Donald Ouellette, P. E. was hired as City Engineer in December of 1996.

Richard Fressilli was hired as Superintendent of Solid Waste in March of 1997.

The Administration Department was reorganized and Moe Chamberland was promoted to the position of Manager of DPW Administration (formerly the Business Managers position).

In 1997 all DPW Billing and Receivables were relocated in the newly created Collections Department as part of the Tax Collections unit within the Administrative Services Division.

The new Municipal Solid Waste billing system, which was conceived and developed in 1996 met its target completion date of June 30, 1997.

The Division of Public Works continues its aim of unexcelled service to its community and the citizens of Nashua.

## ENGINEERING DEPARTMENT

City Engineer  
 Deputy City Engineer  
 Deputy City Engineer

Don Ouellette, P.E.  
 Jon LeBrun, P.E.  
 Joseph W. Morrill

### A. STREET ACCEPTANCE

Streets or portions thereof, were accepted as follows:

Colonial Avenue	121
Canter Court	<u>300</u>
Total	421 ft or 0.08 miles

### B. SEWERAGE CONSTRUCTION BY CITY

During this period a total of 780 L.F. of Sanitary Sewer was installed as follows:

<u>Location</u>	<u>From</u>	<u>To</u>	<u>Length</u>
White Plains Drive	existing manhole	Portchester Drive	175
Amherst Street	the mall entrance	Turnpike Bridge	<u>605</u>
		Total	780 L.F.

### C. STORM DRAIN CONSTRUCTION BY CITY

<u>Location</u>	<u>From</u>	<u>To</u>	<u>Length</u>
Middle Dunstable Rd.	existing culvert	#70 Middle Dunstable Rd.	308
Harbor Avenue	North of Pond St.	Marshall Street	812
Yudicky Farm Park	Groton Road	Parking Lot	90
Lynn Street	#23 Lynn Street	Charlton Circle	265
Montgomery Ave.	new CB at house #20	combined existing sewer	18
Beacon Court	dead end street	existing combined system	66
Morningside Drive	Dickerman St.	Southerly	120
Gregg Road	Groton Road	MA State Line	850
Clinton Street	Lock Street	Railroad Square	250
Railroad Square	Clinton Street	Canal Street	450
Briarcliff Drive	14 Briarcliff Drive	Valhalla Drive	100
Pemberton Road	new headwall	house # 19 frontage	140
Water Street	Factory Street	new CB	<u>131</u>
		Total	3,600 L.F.

### D. PUBLIC SEWER AND DRAINAGE BY DEVELOPERS

#### 1. SEWERAGE

<u>Location</u>	<u>From</u>	<u>To</u>	<u>Length</u>
Sandstone Drive	Tinker Road	Sandstone Drive	310
Sandstone Drive	Damper Circle	Hearthside Drive	1,208
Hearthstone Drive	Sandstone Drive	Tinker Road (via easement)	608
Hearthstone Drive	Sandstone Drive	Cul-de-sac	355
Damper Circle	Sandstone Drive	Cul-de-sac	695

## Municipal Government Report

Perimeter Road	existing S.M.H.	Nashua Airport	550
Berkeley Street	existing S.M.H.	Northerly to new S.M.H.	<u>75</u>
Total			3,801 L.F.

### 2. DRAINAGE

<u>Location</u>	<u>From</u>	<u>To</u>	<u>Length</u>
Sandstone Drive	Lot # 616	Damper Circle	325
Sandstone Drive	Lot # 631	Hearthside Drive	430
Hearthside Drive	Sandstone Drive	Tinker Road	793
Damper Circle	Tinker Road	Cul-de-sac	945
Amherst St./Celina Ave.	detention pond	existing drain	41
Anders Lane	CB1 - CB2 (24')	CB2 - CB3 (25')	99
Governors Lane	Ridge Road	Cul-de-sac	935
Stable Road	Governors	Cul-de-sac	70
Trafalgar Square	Airport Road	Cannongate Drive	455
Middle Dunstable Rd.	169 Ridge Road	103 Middle Dunstable Road	827
620 Amherst Street	Amherst Street	Celina Avenue	16
Brick Manor Road	Broad Street	Cul-de-sac	470
331 Main Street	CB # 3 - CB #1	S.M.H. - Main Street	<u>65</u>
Total			5,461 L.F.

### E. SEWER PERMITS

A total of 304 sewer permits were issued by the City Engineer's Office as follows:

1. Residential/Commercial Sewer Permits 179
2. New and/or Renewed Industrial Sewer Permits  
as follows:

<u>Category</u>	<u>Industrial Description</u>	<u>Issued</u>	<u>Renewed</u>
I	Toxic discharge that required pretreatment	0	18
II	Limited toxic discharges	1	4
III	Non-toxic discharge	1	17
IV	Sanitary discharges only	<u>1</u>	<u>84</u>
TOTAL INDUSTRIAL PERMITS		3	123

## WASTEWATER TREATMENT FACILITY

Superintendent

Richard S. Seymour, Jr.

### General

The total flow to the Nashua Wastewater Treatment Facility (WTF) was 5,727,000,000 gallons. The average flow was 15.7 million gallons per day (MGD), with a daily maximum flow of 20.6 MGD and a minimum flow of 12.7 MGD. The total amount of septage delivered to the facility was 327,575 gallons.

The WTF disposed of 38,673,750 pounds of filter cake. This equals 2,348 truck loads. The WTF disposed of 30 - 35 % of the weekly production of the filter cake at the Merrimack, N.H., compost facility.

The Wastewater budget for Fiscal '97 was \$6,191,849. The budget for Fiscal '98 is 6,177,711. This represents a 0.23% decrease.

Laboratory personnel handled over 7,000 samples and performed 21,900 tests. The laboratory also performed analysis for outside customers for a total income of \$3,233.

The industrial pretreatment program issued 123 Industrial User Permits and performed 111 industrial samplings and 46 inspections. Revenues from the permit fee equaled \$3,185.

### Projects

Major projects for the year included; a plant efficiency audit performed by Woodard and Curran, Inc., a sludge stabilization/disposal study performed by Stearns and Wheler, LLC, construction of a biofilter for sludge storage odor control, replacement of the odor ductwork in the press room, connection of the two stage odor tower to the new biofilter, extensive renovations to the Fulton Street, Spaulding Street and East Hollis Street pump stations, replacement of 3 underground fuel tanks at pump stations and the maintenance garage, and the installation of a new support structure in the grit chamber.

### Purchases

Major purchases for the year included; an air conditioner compressor for the Administration building, a generator for Watson Street pump station, an additional pump system for plant water, an industrial paint sprayer, chlorine analyzers, 4 chemical pumps, and a new roof for the administration buildings

## **MUNICIPAL SOLID WASTE**

**Richard J. Fressilli**  
Superintendent



Activities of the Solid Waste Department during fiscal year 1997 encompassed the regular services of collection and disposal of trash, recyclables, soft yard wastes, and the operation of the Four Hills Landfill, as well as some important projects on landfill construction, collection route reorganization, asbestos mitigation, hazardous waste and recycling. A new Superintendent, Richard J. Fressilli, took over the leadership of the Department.

The Landfill construction project continued throughout FY97, with the site work completed and temporary liner installed for the phase I section. The closure of the former construction and demolition area got underway, and the processing and recycling of the huge stockpile of tires was begun. Incoming tires are now automatically diverted for recycling. Assistance in the financing of the construction and closure of the Landfill is provided by low-interest loans from the State of New Hampshire.

Regular collections of hazardous wastes from residents and small businesses in the Nashua Region Solid Waste Management District began during FY 97, with the opening of the permanent collection and storage facility at the Public Works Streets Department Garage. Monthly collection events are held during non-winter months; during the FY97 events, toxic waste from more than 1,960 families was collected and properly disposed of.

A major undertaking of the Department during FY97 was a complete review and reorganization of trash collection routes. New routes were designed to improve efficiency by streamlining pickup, reducing travel time, equalizing daily work loads and allowing for future growth. About 10,000 residents changed trash days, starting in June 1997; existing curbside recycling routes were changed accordingly to allow for pickup on same day as trash. The cooperation of both residents and staff provided a smooth and successful changeover.

At the same time that the collection route changes were implemented, phase I of an expansion of the curbside recycling program began. About 3,000 households received yellow bins and started a bi-weekly setout of recyclables. A coordinated expansion of the recycling drop-off center at the Four Hills Landfill allowed the operation to incorporate material from the expanded curbside program. This enabled large bulk transfers of recyclables directly to market, substantially reducing transportation costs. The goal of the Department is to double the size of the program so that approximately one-half of the residents who get trash collected by the City will also have a regular recycling pickup by the end of FY98.

The collection system for the Landfill gas to energy program was upgraded during FY97 to enhance the methane gas collection efficiency of the Minnesota Methane, Inc. energy production facility.

A cooperative effort of the City of Nashua, the State of New Hampshire and the US Environmental Protection Agency, including the leadership of many politicians, local residents and agencies, restored a Nashua hazardous waste site to a useful state as prime commercial real estate. Demolition of the former Johns Manville buildings where asbestos was manufactured for many years, brought more than 15,000 tons of asbestos containing material (ACM) to the Four Hills Landfill for proper disposal. The value of the Landfill space used is more than \$3 million dollars.

Public education efforts increased during FY97. The Solid Waste Department published a new brochure to explain the services and requirements of our programs; the comprehensive informational material can be updated as programs change and is designed to help residents, especially those who are new to the City, understand the Department's services. A public school environmental education program was developed and made available to eleven of the twelve grammar schools. The program reached approximately 3,800 students and teachers.

## PARK AND RECREATION

**Superintendent**  
**Frank Dorsey**



**Recreation Supervisor**  
**June Caron**  
**Park Foreman**  
**Robert Beaucher**

The Park System encompasses 800+ acres. Included are thirty-five athletic fields; three outdoor swimming pools; tennis courts at five locations; nine ice skating rinks; Holman Stadium; Greeley Park, which has a Performing Arts Shell; twenty-four horseshoe pits; eight outdoor basketball courts; and twenty-three play lots and playgrounds. There is also Mine Falls Park with its one lighted softball field; six soccer fields; plus a walking trail. There are two boat launches, garden plots, walking/hiking trails, mini-parks/leisure areas and a refurbished "grove" on Salmon Brook.

A unique attribute was added to Greeley Park with the dedication of the water fountain in the Commemorative Walkway leading to the stonehouse. This is a replica of the original one that came down in the 1950's.

The Rotary Club West Brick Walkway has become a great addition to the park. Many local people have bought bricks in memory of their loved ones or for special occasions.

Yudicky Farm, with approximately seven acres, has been completed. There are two softball fields, one lighted, which will be opened for use in the spring of 1998.

Thornton Road Tot Lot is under construction and should be ready for the spring of 1998. Design work has begun for a skateboard park in the inner city.

Demand for youth recreation has paralleled the demand for classrooms. In addition to youth, there is an apparent increase in requests for activities for all age groups, with the young adults and seniors becoming more active. Space, however, is fully utilized and each year it is more difficult to meet the needs of all groups. Use of facilities is high, and idle time for restoration and rehabilitation of fields is at a minimum.

The department personnel resource is declining and part-time seasonal help is offsetting this trend. A flat budget for five years has necessitated cooperative programs with some user groups. Consideration is being given to "adoption" programs at certain facilities.

Personnel continue to assist with City tree maintenance and snow plowing. The nursery at Greeley Park had another good year with the tree program for residents.

Reports from the State of New Hampshire and others indicate that demands for active and passive recreation will increase in the next twenty-five years at a rate exceeding the population growth. And that the age of the people desiring opportunities for recreational participation will also increase. This growth in numbers, with its changing participant profile, forecasts a need for more facilities.



### **SUMMER CAMPS**

Since this department started running a series of summer camp programs five years ago, the number of camps has grown along with the number of participants. With the hiring of the various high school varsity coaches, under the direction of Al Harrington, we now have camps for; Baseball - plus advanced baseball. Basketball - boys and girls camps, Volleyball, Cheerleading Track & Field. We also run camps for golf, Gymnastics, and Tennis; adult and youth. In future years we would like to see Lacrosse, Football and Soccer camps added to the summer series.

### **SENIORS OUTING**

1996 marked the Silver Anniversary of the City's annual Seniors Outing. The department has treated well over 12,000 Nashua Seniors to a great fall barbecue at Alpine Grove. This event is greatly anticipated and appreciated by our seniors every year. Many seniors have attended all twenty-five yearly events. There were many prizes and surprises for that day. A celebration cake was the focal point of the hall's decorations. Many previous Park-Recreation Commissioners were in attendance, along with members of the Board of Aldermen and the Board of Public Works. The department is looking forward to many more years of the Seniors Outing to take place.

COMMUNITY SERVICES DIVISION

Division Director  
Coordinator, Child Care Services  
Manager, Nashua Mediation Program  
Assistant, Nashua Mediation Program  
Building Manager  
Administrative Secretary

Dolores Bellavance  
Christina Lister  
Candace Dochstader  
Lisa Beaulieu  
Gerard Deschamps  
Susan Lapointe

Board of Health Chairman  
Member  
Member  
Aldermanic Liaison  
Alternate Liaison

Dr. Anthony Storage  
Dr. Donald Levi  
Dr. Michael Strampfer  
Ward 8 Ald. Maureen Lemieux  
Ald. At Large Joyce L. Arel

MISSION STATEMENT

The mission of the Community Services Division is to serve the community by maintaining the well being of its citizens.

**ANHEUSER BUSCH OPERATION BRIGHTSIDE**

The Public/Private partnership with Anheuser Busch continued again in 1997 with beautification of blighted areas in our city.

**MAYOR'S TASK FORCE ON YOUTH VIOLENCE**

Mayor Donald C. Davidson kicked off this initiative in October as a community project to address the problems facing our city in all areas of health, education and recreation. Many city agencies, business and non-profits are represented on this task force.

**CAPITAL IMPROVEMENTS**

Plans were submitted to this committee to add a new compressor for smoke detection. New sinks and walls were added in our clinic area, including new cabinets in the laboratory clinic along with a new height and weight room for children. Submission received an A-1 rating.

**TURNING POINT INITIATIVE**

In meetings with the Community Health Institute in Concord, the Director met with other state representatives to discuss the Robert Wood Johnson/Kellogg Foundation "Turning Point Initiative" project relative to the Future of Public Health. The decision was made to have the city of Nashua take part in submitting the Letter of Intent to join forces with the State in this grant opportunity.

**PRIMARY CARE**

This committee had many sessions with agencies represented in this group. Discussing continues on site for a Community Health Center.

The Director continues to be active in the New Hampshire Preventative Block Grant committee, New Hampshire Primary Care Committee, District Council meeting, New Hampshire Public Health Association and local hospital committees.

## **OFFICE OF CHILD CARE SERVICES**

The office of Child Care Services established in October of 1987, continues with its objective to facilitate the development of quality, affordable child care programs within the city of Nashua.

The coordinator is responsible for participating in local, regional and state child care initiatives; enhancing and expanding child care resources; coordinating the effort among city agencies for the continued growth of quality child care services; and increasing public awareness of child care needs.

- >> Work with the city of Nashua Human Resources Department in the implementation of the city's Dependent Care Assistance Plan for municipal employees.
- >> Assist in the development of employee-supported child care initiatives for interested area businesses.
- >> Provide technical assistance and information to those interested in becoming licensed child care providers.
- >> Facilitate the formation of center-based Director's Network Professional Organization.
- >> Provide resource and referral information for the community.
- >> Serve on the boards of PlusTime, N.H., Area Agency VI., and *Network*.
- >> Support the annual Early Childhood Fair and Week of the Young Child Celebration.

The Nashua Child Care Commission consists of fifteen members, is appointed by the mayor and meets monthly with the coordinator to review child care issues, as well as plan the Week of the Young Child Celebration and the Annual Early Childhood Fair.

## **MEDIATION PROGRAM**

The Nashua Mediation Program provided conflict resolution services to four hundred ninety two (492) area youths and families last year. An additional eighteen (18) volunteer mediators were trained to work with families referred to mediation.

The Nashua Mediation Program was honored at the annual NETWORK meeting.

In May, the mayor issued a proclamation recognizing mediation week and the continued efforts of over eighty (90) volunteer mediators.

Our department has been working with the Nashua School District on conflict management skills and violence reduction for students on the elementary and secondary levels. Students from Dr. Crisp Elementary School were trained as peer mediators and sixth graders at Charlotte Avenue Elementary School received twenty hours of conflict management skill training.

The department continues to actively participate on the Mayor's Task Force on Youth Violence Task Force and the Nashua Task Force on Alcohol and Drugs.

## NASHUA PUBLIC HEALTH DEPARTMENT



**Chief Public Health Nurse  
Medical Director  
Family Nurse Practitioner  
Public Health Nurses**

**Outreach Worker**

**Certified Drug & Alcohol Counselor  
Bilingual/Bicultural Immunization Outreach  
Secretary**

**Interagency Coordinator**

**Joan W. Schulze  
Richard M. Slosberg, M.D.  
Lynne Weihrauch, ARNP  
Bobbie Bagley  
Christine Caron  
Nancy Clayman  
Joan Cote  
Maria Gilmartin  
Beth Guadagnoli  
Cynthia Langevin  
Peter Dal Pra  
Linda Purdy  
Albert Matkowsky  
Mildred Ruiz  
Cynthia Foisy  
Annette Rowman  
Mary Gorman**

### MISSION STATEMENT

The Nashua Public Health Department is dedicated to the promotion and preservation of public health through the utilization of a holistic approach to the individual, family and community regardless of race, creed, color, sex, age, political affiliation or belief, religion, sexual orientation, handicap, disability or gender.

The Nashua Public Health Department continues to develop, implement and revise appropriate health oriented programs for Nashua citizen as mandated in the City Charter established in 1853.

This year it is working in concert with N.H. State Public Health to develop a more effective and responsive public health infrastructure. A local steering committee has been formed. The tasks will be to define differences and clarify relationships and responsibilities between local public health, identify the changes needed to strengthen the infrastructure, develop a plan for implementing, financing/sustaining the changes and establish systems for effective collaboration. These changes are necessary because of overall changes in health care.

A new program this year is Reach Out and Read (ROR). This program provides free books for children starting at age 6 months. The books are read to the children by a volunteer and given to the child. The practitioner observes the child with the book during an examination, looking at appropriate developmental actions.

Enhanced Immunization Program activities were extensive this year. The goal to reach 90% of children appropriately immunized by age 2 in year 2000 provided the impetus for the activities. Advertising was done on Nashua buses, television, newspapers, including a Spanish publication, special magazine issues, community bulletin boards and radio. The bilingual/bicultural outreach worker provides immunization materials in the community where she can interact with people.

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## Municipal Government Report

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The Nashua Immunization Coalition has brought together many city agencies fostering appropriate immunization of children. St. Joseph Hospital initiated the "Shots by Two" program. Murray the Mouse was introduced to young clients as a friendly presage of the importance of immunization. The NPHD is responsible for immunizing Nashua fire and police personnel. Over 2400 senior citizens and persons at risk were immunized against influenza. Pertussis was seen in the community.

The department began participation in a gun safety lock movement, buckle up safety seat programs and a anti smoking coalition.

The NPHD and the Nashua School District have set up a pilot program to provide direct medical services to uninsured elementary school age children living in the medically underserved tracts 105 and 108. On behalf of these youngsters who are ineligible for Medicaid and in need of health services. The public school nurses are able to refer the children to Nashua's Child Health Services. The program provides medical evaluation, medication and referral to specialists.

The Child Health Service (CHS) Clinic census continues to fluctuate. Many of the new admissions are school age children who are being readmitted because children up to age 12 years can be provided with services. Families leave when they get a job with reasonable insurance rates or Medicaid. They often return after a job loss. They are also families who profit from the prevention health/safety education provided. Families moving back from other states or from a discharged status are often behind in immunizations. Dental care is always a problem, because all the area dentists are not cooperating. The same few dentists accept clients and then become overburdened.

Sickle cell disease has been identified as a problem not looked at locally. Nashua's diverse population is very different from most of N.H. The children from Hispanic and black families are at risk. An education process is underway and the state will provide some screening materials for children enrolled in CHS.

Lead is another identified health problem. Funding for education and cleaning supplies is being sought. The N.H. State Lead Program will provide lead screening kits.

The WIC program again provides services at the NPHD. Immunizations are offered to clients by NPHD staff. Lead screening may also be offered.

The HIV prevention program team effectively continues its education, counseling and referral approach. Street outreach and use of the van to bring services to the clients successfully creates a comfortable milieu for clients. It is not unusual for a client to eventually come on the van to be HIV counseled/tested and admit they feel more comfortable having already met the players. Strong linkage with communities is helpful in reaching new clients.

This year the team has noted a definite increase in the number of intravenous drug users in the community. This population is becoming more reachable.

Collaboration with other service agencies is necessary for the coordination of client care. Clients who are dual diagnosed and lack of sufficient treatment programs continue to be problems.

The HIV Medical Clinic provides services to approximately 30 patients. February saw the beginning of viral load testing at the N.H. state lab. This is the test that doctors around the world view as absolutely necessary to determine drug treatment regimes for patients. This state of the art test serves as a window into HIV viral activity. The list of clientele is growing.

The number of persons seeking HIV counseling and testing has remained consistent with a increase in clients from populations previously not seen at Thursday's evening clinics.

Sexually transmitted disease investigations have increased and are often complicated. Chlamydia, gonorrhea, PID and old syphilis are the most common diseases. An increase in the teen and early twenty population is seen.

The NPHD administered approximately 1000 mantoux tests this year through its on and off site clinics, including the outreach van. The NPHD serves as a resource for health care providers area agency representatives and individuals who have questions regarding TB. An average of 100 patients are being followed for INH treatments. Spanish translation services are available.

The Child Development Program (CDP) is seeing more children with symptoms suggestive of the autistic spectrum and children with complicated neurodevelopmental disorders. The situations are sometimes complicated by difficult socio - economic challenges.

The CDP coordinator also coordinates the Nashua Genetics Clinic. She has been elected to a three year term in the board of directors of the Early Education Intervention Network which provides education and community support for parents with children under age 7 years.

The Play Learning/Parent Support/Home Visitor Program with 8 week sessions continues to have a waiting list for participation. The number of referrals has increased from community resources.

The NPHD team members participated in community service organizations: Southern N.H. HIV/AIDS Task Force, Neighbor Health Center of Greater Nashua, Head Start, New Hampshire Public Health Association, Hispanic Network, Minority Health Coalition, Early Education Intervention Network, Nashua's Partnership for Tobacco Free Youth and Turning Point.

Dartmouth medical students were precepted by the Medical Director. Rivier College and University of New Hampshire nursing students were precepted by the Family Nurse Practitioner.

The annual Children's Christmas Party was again supported by Anheuser - Busch. Senior citizens knitted hats and mittens for the children.

The department holds Clinical Laboratory Improvement Amendment, Pharmacy and Home Health Care licenses.

Health education and consultation is provided to individuals, persons in groups,, service organizations, industries and schools regarding health issues, in order to fulfill its responsibility of preventing disease and promoting health/wellness in the community.

The department continues to seek supplementary funding to support necessary services from grant sources. Present grantors are the N.H. Office of Health Management, Hillsborough 5% Incentive Funds, Health Care Transition Funds and the New Hampshire Children's Trust Fund.

In order to continue providing an excellent level of services, team members attend appropriate educational opportunities. The teams strives to meet the challenges of a changing health care system by strengthening local public health in concert with the statewide system.

## **ENVIRONMENTAL HEALTH DEPARTMENT**

<b>Health Officer</b>	<b>Michael V. Tremblay</b>
<b>Senior Sanitarian</b>	<b>Edward B. Goulding, Jr. (Hired March 3, 1997)</b>
<b>Laboratory Technician</b>	<b>Heidi Peek</b>
<b>Environmental Technologist</b>	<b>Thomas Livingston (Resigned September 20, 1996)</b>
<b>Sanitarian</b>	<b>Carrie Latour</b>
<b>Secretary</b>	<b>Linda Alukonis</b>

<b>Summer Rodent Control</b>	<b>James Lister (96-97)</b>
	<b>Katherine Brodeur (96)</b>
	<b>Steven Murray (97)</b>

<b>Summer Laboratory Technician</b>	<b>Katherine Brodeur (97)</b>
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The department continues to spend a major portion of time on its inspectional programs which encompass food service sanitation, swimming pools and spas, individual sewage disposal systems, daycare, and environmental complaints. Various presentations on the functions of the department have been given to private and public audiences and organization. The department has provided seminars on swimming pool/spa sanitation and maintenance to all public/spa operators. Food service sanitation presentations have also been available to food service operators.

Areas of public interest this year have been in the area of food safety and new findings on food related illnesses. Continued interest remain in lead paint poisoning, Lyme disease, indoor air quality and drinking water.

One of the major issues dealt with over the year has been the demolition and removal of the Johns Manville Building on Bridge Street. After many meetings, site visits and plan reviews by local, state and federal agencies and the neighborhood task force the project has been completed.

Participation and Training by Environmental Health Department Staff has been as follows:

- Board of Housing Appeals.
- N.H. Quality Assurance and Peer Review Initiative on Daycare.
- SARA Title III.
- State Certification of Laboratory.
- Several Food Service Training Seminars.
- State Seminar on Role of Public Health Labs.
- Quality Leadership Training.
- Turning Point Initiative Task Force Meeting.
- Training from State Laboratory on procedures for food testing analysis.
- Annual Emergency Response Seminar put on by SARA Title III.
- Asbestos Awareness Training by EPA and the State of NH Agencies.
- N.H. Health Officers Meetings.
- Citywide Communications Committee.
- Tree Street Redevelopment Task Force.
- Participation in Lead Paint Grant Application.

## WELFARE DEPARTMENT

Welfare Officer  
Case Technician  
Account Secretary  
Administrative Secretary  
Secretary/Part time

Robert Tamposi  
Edward Roach  
Therese Charest  
Marie Scott  
Patti Mills

City Welfare provides general maintenance level assistance by voucher to anyone who is income eligible, without regard to category.

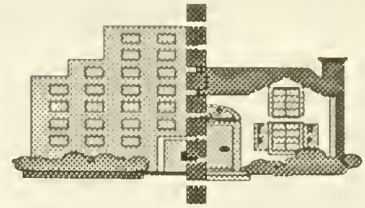
Welfare reform was a major topic of concern for cities and towns during the year. On August 22, 1996, President Clinton signed the Personal Responsibility and Work Opportunities Reconciliation Act giving each State a fixed block grant to run welfare programs over the next five years. Aid to Families with Dependent Children (AFDC) was replaced with the more work orientated Temporary Assistance to Needy Families (TANF) program. A maximum five year life time limit on receiving TANF benefits was imposed, as well as reductions in Food Stamp eligibility for single, able bodied persons. Local welfare departments in New Hampshire remain concerned that these Federal/State welfare reforms will downshift costs to local communities. A legislative bill giving limited protection to communities from downshifting passed the legislature.

The Welfare Department continued to require able bodied recipients to work for their benefits. The program was also available as alternative sentencing by the courts.

The Welfare Officer by ordinance, serves as chairman for the Board of Housing Appeals. Other memberships include the executive Committee of the New Hampshire Local Welfare Administrators Association and the Continuum of Care local board.



## COMMUNITY DEVELOPMENT DIVISION



**Administrator (July - November)**  
**Director (November 15 - Present)**

**Thomas B. Kelley**  
**Roger C. Hawk**

With improved economic conditions in the greater Nashua region, the City of Nashua has begun to experience significant development activity and reduction in unemployment. These factors contributed to the City and region being named once again as the "Best Place to Live in America" by *Money Magazine*. This recognition affirms the return of a strong economy to Nashua and southern New Hampshire. Evidence of our economic strength is apparent in the statistics from the Planning Board and Building Department.

The Community Development Division has continued to work closely with the Greater Nashua Center for Economic Development (CED) to further enhance economic conditions in the region. Major efforts with the CED include the continuation of a print media campaign to enhance the image of Nashua as a center of high technology development and initial efforts on development of a job placement clearinghouse.

The downtown has also been a beneficiary of the improving economy. New businesses are cropping up on a regular basis. The city's Downtown Coordinator is invigorating the public, along with property and business owners, by coordinating major downtown events and providing support to the Destination Downtown group. The City has also made major investments in the new Riverfront Park along Water Street and a revitalization of the public spaces in Railroad Square.

Pedestrian and bicycle access to and through the city received several major boosts this year. The Planning Board was able to acquire a public access easement from Nashua Corporation along the north side of the Nashua River in the vicinity of Front Street. This easement, in conjunction with other efforts, will enable the city to complete a major pedestrian access loop along the Nashua River in the near future. The City was also successful in acquiring the deed to the railroad right-of-way parallel to West Hollis Street which will enable us to develop the downtown connector trail between Simon Street and Main Street. Furthermore, the Nashua Regional Planning Commission prepared a comprehensive strategy to install and upgrade sidewalks throughout the city.

The Community Development Division was reorganized early in 1997 in order to place greater emphasis on enforcement of our housing, planning and building regulations. The new enforcement section will provide for more timely and consistent enforcement of the Division's regulations.

Final design and funding of the Broad Street Parkway has been a top priority this year. The Final Environmental Impact Statement was completed and approved by the U.S. Environmental Protection Agency and the Federal Highway Administration. Both of these actions pave the way for use of federal funds to complete the design and begin construction on this urgently needed supplement to the Main Street bridge.

## PLANNING AND BUILDING DEPARTMENT

Roger L. Houston, AICP  
Mark Fougere, AICP  
Michael Yeomans, AICP  
Mark Archambault, AICP  
Jean M. Lyons  
Linda Taylor  
Lori Dwyer (Resigned Feb 97)  
Christine Webber (Started Feb 97)  
William P. Walsh, CBO  
Michael Santa, CBO  
Albert J. Finethy (Retired July 96)  
Russell Marcum (Started Oct 96)  
Francis Leahy  
Tedd P. Evans  
Bruce W. Buttrick  
Sandra Bastien  
Donna (Worcester) Dubois

Planning and Building Director/Manager  
Deputy Manager Development Review  
Deputy Manager Zoning  
Planner II  
Administrative Assistant II  
Administrative Assistant II (Zoning)  
Clerk Typist (Shared position w/Urban Prog Dept)  
Clerk Typist  
Code Official  
Plans Examiner  
Building Inspector  
Building Inspector  
Electrical Inspector  
Plumbing Inspector  
Mechanical Inspector  
Building Clerk  
Building Clerk

Responsibilities and functions of the Nashua Planning and Building Department encompass a wide spectrum of topics and issues ranging from review of current development plans and building permit and certificate of occupancy issuance to conducting long range comprehensive planning aimed at guiding future development and promoting responsible managed, quality growth within the community. The Department is committed to total quality through excellent customer service and continuous improvement in our operations.

Nashua continues to promote quality and sound land use planning with the objective of protecting valuable natural resources, planning for necessary future public infrastructure improvements, and working toward achieving a proper balance of safe, attractive and fiscally sound development.

The Planning and Building Department provides technical expertise and services in an advisory capacity to the Nashua City Planning Board, the Zoning Board of Adjustment, Capital Improvements Committee, the Building Code Board of Appeals, and the Board of Aldermen and its various committees through the development of land use policies, resolutions, and ordinances. In addition, the Department provides, as needed, professional support services to the Nashua Historic District Commission, the Nashua Conservation Commission, Nashua Heritage Trail Committee, Urban Trails Committee, Facilities Committee, and others as requested.

In addition to its regular daily functions and responsibilities, the Planning Department provided assistance to and initiated the following special processes, projects, reports, analyses, and studies during Fiscal Year 1996-97:

**Staff Reports:** Over Fiscal Year 1996-97, the Planning and Building Department completed 133 detailed reports or reviews on site and subdivision plans for the Nashua City Planning Board. The reports are delivered to the Planning Board prior to the meeting date. This process gives the Board better information to assist them in their decision process. Also, the Department provided the Zoning Board of Adjustment reports on use variances to aid in their decision process.

**Automation of Records:** The Planning and Building Department is continuing its automation of its record system. Stephanie Bouchard, a volunteer from the community has and continues to graciously give her time in helping the Department achieve this long term objective. This process and completed system to date has been a useful tool to quickly retrieve information on past development applications and provide more timely assistance to our customers. ("Thank you" Stephanie for *all* your help!)

**Capital Improvements Program:** The Planning and Building Department is the primary agency responsible for coordinating and preparing the Capital Improvements Budget and Six-year Plan. The Capital Improvements

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## Municipal Government Report

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Committee is a subcommittee of the Planning Board established by City Charter which annually recommends a fiscal year capital improvements program outlining long range needs and anticipated expenditures.

**Bond Rating Preparation:** The most current statistics available were obtained for preparation of Nashua's Official Statement; including, history, population, economy, planning and development, housing costs, employment base, largest employers, retail sales, unemployment, building permits, and state tax receipts. This information and that contained in the Capital Improvements Plan was a contributing factor in the City obtaining a favorable interest rate on its bond issues.

**Master Plan:** The city wide Master Plan update to the 1985 plan was initiated. The Southwest Quadrant Master Plan update and the Trails Master Plan Element were adopted by the Nashua City Planning Board on June 6, 1996.

**Development:** The Planning and Building Department reviewed the plans and construction of :

2,944 sq. ft.	convenience store
4,635 sq. ft.	Rockingham Ambulance facility at Exit #5 of F.E. Everett Turnpike
8,900 sq. ft.	daycare and learning facility on Deerwood Dr.
10,000 sq. ft.	addition to Shaw's at Royal Ridge Shopping Center
10,032 sq. ft.	conversion from residential to office
12,312 sq. ft.	office building at Trafalgar Square
15,040 sq. ft.	Osco Drug store on Main Street
15,600 sq. ft.	new Triangle Credit Union building
16,340 sq. ft.	addition to Tulley Buick
20,000 sq. ft.	club house at a private 18-hole golf course
20,270 sq. ft.	manufacturing addition to Teradyne, Inc.
21,526 sq. ft.	addition to the lab at Lockheed Sanders
24,220 sq. ft.	new R & D and manufacturing at Balzers-Pfeiffer
28,440 sq. ft.	office/retail at Sky Meadow
29,500 sq. ft.	retail shops on Broad St (formerly known as Plywood Ranch bldg)
33,910 sq. ft.	addition to Bishop Guertin High School
34,560 sq. ft.	addition to Lowell Paper Box Co. manufacturer
56,800 sq. ft.	addition to Twin Mountain Water Inc.
120,000 sq. ft.	R & D building for Oracle Software
130,999 sq. ft.	Home Depot at Nashua Mall (development pending court appeal)
6.6 million gal.	new Pennichuck water tank off Orchard Ave.
	development of ball fields at Yudicky Farm
	8 classrooms/stage/gym addition to Dr. Crisp Elementary City School
	8 classrooms/office expansion/cafeteria enlargement to Bicentennial Elementary School

**Miscellaneous Fees and Contributions:** The Department assesses and collects school impact fees. In addition to this, the Department administers the collection of street light installation costs for new subdivisions/site plans; sidewalk contributions and the Heritage Trails (UTA) fund accounts.

**Transportation:** The Planning Department continues to be an active member of the Nashua Area Transportation Study (NATS) Technical Advisory Committee. This Committee membership consists of representatives from the region's municipalities, and the state/federal transportation departments. The Department also assisted in working with the City's consultants on the Broad Street Parkway and the HSI traffic study of the Spit Brook Road corridor completed in May 1996.

**Construction:** During Fiscal Year 1996-97, the Planning and Building Department issued 1,884 building related permits. Of these, 1,040 were structural building permits with a construction value of \$61,539,840. The Department conducted 9,125 inspections in the issuance of these permits. The summary of this construction activity is listed below:



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## Municipal Government Report

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Total building (structural) permits issued: 676 residential and 364 commercial	1,040
Total construction value for permits:	\$61,539,840
Includes:	
103 Signs	
136 Miscellaneous/Out of Scope	\$8,457,236
2 Mobile home	90,000
7 Mobile home replacements	290,000
Total all building related permits	1,884

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### URBAN PROGRAMS DEPARTMENT

Manager	Paul Newman
Housing Rehabilitation Coordinator	Martha Fournier
Projects Specialist	TBD (Position vacant since April 1996)
Contract Specialist	Jerry Miller
Downtown Specialist	Alan Manoiian
Clerk Typist II	Chris Webber

#### Background

The activities of the Urban Programs Department are principally targeted to the following, reflecting the mandates of the Federally-funded programs and City ordinances which the department administers:

- revitalization of Downtown Nashua
- affordable and decent, safe housing
- emergency shelter for the homeless
- transit services for the mobility-impaired
- facilities and services to provide education, job training, health, nutrition, and recreational assistance to those in need

The Department focuses its efforts on inner-city neighborhoods and the downtown, to assist in revitalizing them and eliminate substandard housing and blighting influences. This effort continues to be enhanced by the presence of the Downtown Specialist. Many of the department's activities are accomplished with the cooperation and participation of other City agencies, such as the Public Works Department, Building and Planning Departments, and the Nashua Housing Authority and various non-profit organizations.

The Department also oversees the operation of the Nashua Transit System (NTS).

#### Statistical Highlights of Fiscal Year 1997

The Department oversaw expenditures totaling \$1,878,433 in Fiscal Year 1997, compared to \$2,959,304 in Fiscal Year 1996. Over 60% of these funds were Federal grants. Community Development Block Grant funds in the amount of \$604,619 were expended in Fiscal Year 1997. The transit system was operated at a cost of \$920,636, down from \$1,060,936 in Fiscal Year 1996, while increasing the level of service; \$283,701 was expended on capital transit items. The volume of housing rehabilitation was \$335,552 compared to \$806,055 in Fiscal Year 1996.

#### Achievements

##### Sidewalk Construction/Reconstruction

Vine Street and Harbor Avenue sidewalk reconstruction were completed during Fiscal Year 1997. This project was approximately 900 linear feet of sidewalk.

### Opportunities Acquisition Program

A demolition and site clearance was initiated, in support of the Greater Nashua Habitat, Inc., for 55-57 Tolles Street and 66-69 Tolles Street. These two buildings had been vacant for sometime and were severely deteriorated. Greater Nashua Habitat plans to construct two duplex homes on the site.

### HOME Rental Housing Program

During the year, two (2) three bedroom units were completed and occupied. An additional 20 units received HOME funding and rehabilitation began.

Fiscal Year 1997 saw the commitment of funds to the Park View project at 25-27 Amherst Street, 14 Merimack Street and 31 Greeley Street. This rehabilitation project, undertaken through a partnership among Greater Nashua Housing and Development Foundation, Nashua Housing Authority and BankBoston, shall significantly impact the Holman Stadium neighborhood by substantially improving the value and appearance of these properties. In addition, it shall provide 17 units of affordable housing for a minimum period of 20 years. HOME funds comprised \$377,752 of the \$1.6 million project budget. Construction began late in June and is anticipated to be completed in the first half of Fiscal Year 1998.

The second project undertaken during Fiscal Year 1997 was the expansion of Marguerite's Place transitional housing program. This was accomplished through acquisition and substantial renovation of 85-87 Palm Street, adjacent to the initial project at 89 Palm Street, which was funded several years ago. The rehabilitation was substantially complete by the end of the fiscal year and occupancy is anticipated for September 1997. HOME funds are providing \$170,000 of the \$394,000 development budget. This project will have a positive impact on Palm Street through property improvement and on-site management. It shall provide three units of transitional housing with intensive supportive services on-site (including day care) for a minimum period of 20 years.

The third project undertaken during Fiscal Year 1997 was the substantial rehabilitation of Greater Nashua Housing and Development Foundation property at 14 East Pearl Street. Although these funds were committed in a prior year, two units of three bedrooms each, were completed and occupied during the fiscal year. These units shall be provided as affordable housing for a minimum of 20 years.

### Housing Improvement Program (HIP)

Two single family and one multi-family project received commitments of financial assistance during the fiscal year. Four projects were completed resulting in the improvement of eight units of housing in inner-city neighborhoods. Several projects are on-going and are expected to be completed in Fiscal Year 1998.

### Transit

The Department provided support to the new Nashua Transit Advisory Committee in the oversight and administration of the fixed-route (Citybus) and paratransit services. The following are the highlights for NTS during Fiscal Year 1997:

1. The Nashua Transit Advisory Committee replaced the Nashua Public Bus Transit Commission.
2. A new air quality system was installed in the Nashua Transit Maintenance Facility.
3. The free Downtown Lunch Express was suspended due to low ridership.
4. Route 6 Express was terminated due to an end of Federal funding.
5. A monitored security system was installed at the Nashua Transit Facility.
6. A new service truck with snow plow and other accessories was delivered replacing a 1986 vehicle.
7. Routes 3 and 7 were joined to improve on-time performance and reliability of connections.
8. A volunteer effort by the Nashua Transit personnel refurbished the office areas of the Nashua Transit Facility.
9. A new radio system was installed to accommodate all buses, service vehicle and the base station.

Daily weekday ridership during the year was 1,070, down from 1,100 in Fiscal Year 1996; the average was 872 on Citybus, up from 869 in Fiscal Year 1996, and the average on paratransit was 198, down from 231 in Fiscal Year 1996. The latter reflected the concentration on disabled clients, as mandated by the Americans with Disabilities Act. Saturday ridership during Fiscal Year 1997 was 400, up from 349 in Fiscal 1996; the average on City Bus was 388, up from 332 in Fiscal Year 1996 and 12, down from 17 in Fiscal Year 1996, for paratransit. Both Citybus and paratransit operate on a limited hours schedule on Saturdays.

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## Municipal Government Report

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Eric Meyerson was succeeded by Jacquelyn Devanski as General Manager of Nashua Transit System. Lori Lorman continued in the capacity as Assistant General Manager and Kevin Randall as the Director of Maintenance.

### Downtown Improvement Strategy

The social, cultural and economic renaissance of Downtown Nashua over the past three years has proven to be a vital cornerstone of not only Nashua's prosperity and quality of life, but the entire Greater Nashua region.

As the third year of the City's Downtown Development Program, under the direction of the Downtown Development Specialist, comes to completion, the progress is encouraging and the next year holds great promise. Street level vacant space is today rare, building facades are being restored with historic sensitivity, a thriving evening dining scene has emerged, sidewalk cafes and sidewalk activity is the talk of the town, the trend towards upscale retail returning to Downtown is clear and solid, new business inquiries are at a high, businesses that left downtown years ago to relocate near strip malls are returning to Main Street, those businesses that never left are today expanding and upgrading operations.

Public space improvements include the new Downtown Riverfront Promenade at Water Street, the plans for restoration of Railroad Square and Deschenes Park, and the upgrade of greenspaces and planting areas around the parking garages and surfaces lots. The Downtown Rail to Trail project will begin in the upcoming year, as will improvements to the Library and 14 Court Street courtyards.

Downtown Nashua's calendar of special public events has become part of the community fabric in three short years. The ever-growing crowds, popularity and medial coverage, of the Downtown Winter Holiday Stroll, the Taste of Downtown Nashua, the Spring Awakening Festival, the Downtown Block Party, Main Street Twist the Night Away, the Nashua River Harvest Festival and the Race for the Gate Cycling Races, speak to the economic, social, public image building, organizational and marketing value of these events.

## NASHUA CITY PLANNING BOARD (NCPB)

<b>Jody Wilbert</b> (Resigned December 1996 after 10 years of service)	<b>Chair</b>
<b>Bette Lasky</b> (Chair since January 1997)	<b>Vice Chair</b>
<b>Richard LaRose</b>	<b>Secretary</b>
<b>Mayor Donald C. Davidson</b>	<b>Ex-Officio Member</b>
<b>William "Torry" Hack, Alderman</b>	<b>Ex-Officio Member</b>
<b>James F. Hogan, City Engineer (Retired)</b>	<b>Ex-Officio Member</b>
<b>Donald Ouellette, City Engineer</b>	<b>Ex-Officio Member</b>
<b>Ken Dufour</b>	<b>Member</b>
<b>Frank Bolmarcich</b>	<b>Member</b>
<b>Linda Wormley (Resigned)</b>	<b>Member</b>
<b>Vincent Capasso (Resigned)</b>	<b>Alternate</b>
<b>Joseph Foster (Resigned)</b>	<b>Alternate</b>
<b>Lynn Healy</b>	<b>Alternate</b>
<b>Brian S. McCarthy, Alderman</b>	<b>Ex-Officio Alternate</b>

### **Overview**

The Nashua City Planning Board is comprised of appointed members charged with assessing various City policies and programs, and advises different agencies regarding public facilities and capital projects or improvements. The Board formulates recommendations on directing the future growth of the City. Preparation and implementation of the City Master Plan are a primary responsibility of the Planning Board. The Planning Board also has legal duty for the review and approval of all plans for the subdivision of land into lots, and all site plans for any new or expanded multi-family, commercial or industrial facilities. On June 6, 1996, the Planning Board adopted the Southwest Quadrant Master Plan update.

### **Summary**

Jody Wilbert, long term Planning Board member, made a personal decision to leave the Board after 10 years of dedicated service to the City. As Chair of the Board, her skills and sense of "balance" and fairness will long be remembered by all of us.

During Fiscal Year 1996-97, the Nashua City Planning Board, with technical assistance provided by the Planning Staff, reviewed and approved 40 subdivisions and 46 site plans. Also, the Planning Board considered additional resolutions and ordinances and sent recommendations regarding them to the Board of Aldermen and its applicable Committees in Fiscal Year 1996-97.



## NASHUA CONSERVATION COMMISSION (NCC)

Fred Elkind	Chair
Linda Bretz	Vice Chair
Kathryn Nelson	Treasurer
Bill Barnett	Clerk
David Diamond	Member
Sara Osborne	Member
Roger Boyer (Resigned March 1997)	Member
James Banow	Alternate
Beth Chestnutt	Alternate
Debora Speese	Alternate

### **Overview**

The NCC works in cooperation with other related City and State agencies to review fill and dredge permits, as well as land development plans. Visual evaluations through site walks are employed by the membership to fully evaluate potential environmental effects of the above activities. Based on these evaluations, including public testimony, the Commission makes written recommendations to the State of New Hampshire Wetlands Bureau, the Department of Environmental Commissioner and the City of Nashua Zoning Board of Adjustment as required by law. The Commission's overall responsibility is to protect Nashua's natural resources based on the 1991 City Wetlands Ordinance.

### **Summary**

A portion of significant actions and legislation achieved this past year were:

- Sponsored an individual to attend Stone Environmental Camp
- Obtained several conservation easements, primarily along the Nashua River to establish additional walking and/or biking trails
- Continued our work on the wetlands mitigation process relative to the construction on the F.E. Everett Turnpike
- Participated in events promoting significant local participation from Nashua residents, such as Earth Day, the Fall River Festival held in the downtown area, and the Trash Bash at the landfill
- Provided significant guidance to those that need approval from the State Wetlands Board in initiating projects in close proximity to prime wetlands areas

The NCC convenes on the first and third Tuesdays in each calendar month at 7:15 p.m. in City Hall, except for the months of July and August when one meeting is held in each month.

## NASHUA HISTORIC DISTRICT COMMISSION (NHDC)

Alvin Corzilius, Chairman  
Mayor Donald Davidson  
William Ross  
Lynn Healy  
Helen Morris  
Tim Vadney  
Les Blundon

Registered Architect  
Ex-Officio Member  
Representative of Historic Organization  
Planning Board Member  
Resident of Nashville Historic District  
Alternate  
Alternate

### *Overview*

On July 9, 1980 the Nashua Historic District Commission was established by the Board of Aldermen to enhance, recognize and strengthen Nashua's heritage. The NHDC is responsible for the review and approval of all building permit applications located within the Nashville Historic District. On occasion, the NHDC is also asked to comment regarding applications scheduled before various city boards in reference to the historic significance of properties both within and outside of the Historic District.

### *Summary*

With technical assistance from the Planning Department staff, during Fiscal Year 1996-97, the NHDC reviewed and acted upon the following business:

Sign applications:	None
Site plan concept review:	1
Building permit applications:	2

During Fiscal Year 1995-96, Nashua received approval as a Certified Local Government (CLG). This certification is necessary in order for the City to receive special "set-aside" matching federal historic preservation funds. Certification is also important in that worthwhile projects may be undertaken on a city wide basis, not just within the Historic District.

Along with receiving CLG status, Nashua also received a \$7,000 grant under the CLG program. These funds were used for the preparation of a city wide area form; an inventory of significant historic buildings. This work was completed in late 1996 and accepted by the State Division of Historical Resources in Spring 1997. This document, and the area form prepared for the Nashville Historic District, gives Nashua an excellent data base of historical structures for the entire city and creates a solid foundation for future research and data collecting.

The NHDC also participated in the concept design review for the redevelopment of Railroad Square. The Commission will continue to play an expanding role in the planning and redevelopment of this significant part of the city.

## BOARD OF HOUSING APPEALS

Robert Tamposi, Chairman  
Michael Tremblay  
Richard Navaroli

Welfare Officer  
Health Officer  
Fire Rescue Chief

### *Overview*

The Board of Housing Appeals holds hearings to view complaints and notices of unfit for human habitation, as outlined in the Nashua Housing Code.

### *Summary*

The Board held 4 hearings in Fiscal Year 1996-97 and all buildings were condemned. One condemned property, a 4-unit building, was rendered fit for occupancy before the end of the fiscal year.

## NASHUA REGIONAL PLANNING COMMISSION (NRPC)

Donald Zizzi (June-April)

Executive Director

*Nashua's Commissioners:*

Frank Bolmarcich  
Thomas Grant  
Roger Hawk  
(Interim Director April-June) Katherine Hersh  
Bette Lasky  
Brian McCarthy  
George Pressly, Jr.

### ***Geographic Information System (GIS)***

- The staff applied our GIS resources and technology to a broad variety of local applications in a number of our communities including real property parcel mapping, build out analyses, floodplain and floodway mapping, aquifer protection, development constraints mapping, long range visioning and traffic analyses.
- Worked on the development of a GIS based traffic data reporting system for the City.

### ***Planning Board Training***

- Conducted an evening workshop in April for all member communities. The topic of the workshop was on sound decision making for planning issues.
- From funding through the Office of State Planning, produced a video tape on community growth management. The video is available to all local planning commissioners in the region.

### ***Transportation Projects***

- *Traffic modeling:* Completed the development of a TRAF-NETSIM network for an analysis of the Northeastern Boulevard/Main Dunstable Road area for defining specific improvements for an approved CMAQ project. TRAF-NETSIM was used to analyze the impacts of a one-way proposal for Water and Park/Court Streets. SYNCHRO was utilized to determine signal progression for the Northeastern Boulevard/Main Dunstable Road area. The NRPC also worked on an update of the regional MINUTP traffic model.
- *Transportation Improvement Program:* Assisted the City in submitting 3 ISTEAs and 2 CMAQ project applications for the 1997 round of TIP development. All applications were reviewed and ranked by the NRPC and a public participation process was conducted in conjunction with the Fiscal Year 1999-2008 TIP update.
- *TravelNet Information System:* Completed the development of a computer based system of transportation related information, such as ride-matching availability, transit schedules, airline information, transportation project status reports, currently planned projects and other information. The system will soon be available at public kiosk locations in the region, including at least 3 in Nashua and on the Internet.

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## Municipal Government Report

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- *Transportation Management Association Feasibility Study:* Conducted a study to determine whether a Transportation Management Association (TMA) would be feasible within the region. TMA is a voluntary, private, nonprofit organization composed of private and public sector representatives. The goal of TMA is to address transportation concerns in a given study area. The NRPC met with the South Nashua Business Association to discuss the potential for forming a TMA. Efforts to develop employer-based programs will be undertaken during the upcoming year.
- *Highway Data Collection Program:* With automatic counters at over 80 locations throughout the region, NRPC maintained a traffic count system to provide the most accurate and current data to meet the needs of both public agencies and private businesses. The data were published in an annual summary document and distributed to local communities.
- *Regional Impact Review:* Conducted a review of regional traffic impact for the Village at Water's Edge.
- *Pedestrian/Bicycle Programs:* Conducted a Pedestrian Facilities Study which resulted in a recommended prioritized improvement program for inclusion in the City's Capital Improvement Program (CIP). The staff of the NRPC also provided ongoing assistance to the Nashua Urban Trails Alliance, and assisted with the coordination of the Nashua Bike to Work Week. In addition to this, the NRPC prepared and distributed promotional materials and participated in media events related to alternative transportation modes.
- *Major Transportation Projects:* Participated with Nashua and State officials on several major projects including the Sagamore Bridge widening, Route 101A signal coordination and intersection improvements, the Broad Street Parkway, Circumferential Highway, passenger rail service extension, downtown circulation improvements and park-and-ride construction. The NRPC provided data and technical assistance as needed and attended a number of meetings with officials and the general public.
- *Kinsley Street Modifications Analysis:* Provided recommendations to the City regarding the re-striping of Kinsley Street to prohibit parking over the eastern segment and provisions for developing a bicycle lane.

## ZONING BOARD OF ADJUSTMENT (ZBA)

Kevin McAfee	Chairman
E. Gwen Krailo	Vice Chairman
Susan Douglas	Secretary
Dennis Drake	Member
Stephen Zalewski	Member
Joan Meckel	Alternate
Richard Dowd	Alternate
John Andrick	Alternate
Robert Maffee	Alternate

### ***Overview***

Appointed by the Mayor, the Zoning Board of Adjustment is comprised of city residents to hear and decide requests for variances, special exceptions and appeals of administrative decisions from the Zoning Ordinances. The Zoning Board also serves as the appeal body to decisions rendered by the Historic District Commission. The Zoning Board meets in public session twice monthly except in December.

### ***Summary***

In Fiscal Year 1996-97, the Zoning Board considered 83 requests for variances, of which 23 were denied; and 52 requests for special exceptions, with 5 denials. There were no appeals of an administrative decision.

NASHUA POLICE DEPARTMENT



POLICE COMMISSIONERS

Maurice L. Arel, Chairman  
 Thomas A. Maffee, Clerk  
 John P. Stabile, II

SWORN MEMBERS

CHIEF OF POLICE	Clifton D. Largy
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DEPUTY CHIEF OF POLICE	Donald J. Gross
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<b>CAPTAINS</b> <i>Authorized Strength: 6</i> 6	Richard Bailey	<b>SERGEANTS</b> <i>Authorized Strength: 19</i> 19	Peter Bouchard
	Steven Closs		Donald Campbell
	Robert Hodges		James Eastman
	Alan Stuart		Gerald Evans
	James Mulligan		Paul Gravel
	Roger Vaillancourt		Bruce Hansen
			Douglas Hayes
			Robert Johnson
			Michael Jones
			Michael Levesque
			Mark Manley
			William Mansfield*
			Frank Paison
			Peter Segal
			John Seusing
			Lyall Smith
			Douglas Sparks
			Peter Theriault
			Kenneth Wilson

ADMINISTRATIVE BUREAU COMMANDER	Walter Bausha, Jr.
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<b>LIEUTENANTS</b> <i>Authorized Strength: 10</i> 9	William Barlow
	James Brackett
	Donald Conley, Jr.
	Stephen Doyle
	Robert Goff
	Timothy Hefferan
	Wayne MacDonald
	Daniel Kerrigan
	Craig Ritz

\*Technical Sergeant

## City of Nashua

PATROLMEN			
Ronald Almeida	Douglas Dunham	James Kennedy**	Matthew McNulty
Scott Anderson	Keith J. Enright	Robert Henderson	Joseph Molinari, Jr.**
Brian J. Battaglia	Matthew Eskridge	Eden Koerner	William Moore
Karen J. Becotte	Gary Farnsworth	Leonard Kulikowski	John Murphy
Francis Bourgeois**	Thomas Felch	Jeffrey Lamarche	John Newell*
Bruce Botelho	Barry Fenton	Kevin Landry**	Fred Nichols
James Briggs	Mark Fidler	David Lange	Eric Nordengren**
Dennis Brown	John Fisher	John Latulippe	Jeffery Pangburn
Joseph Brown	Peter Forgione**	Andrew Lavoie	Christopher Peach
Jeffrey Bukunt	Donald Fournier	Michael Lavoie	Anthony Pivero**
Robert Carey	John Gallagher	Michael Ledoux	Jamie Provencher
Michael Carignan**	Kurt Gautier	Brooke Lemoine	Kevin Rautenberg*
Neal Casale	Nelson Gerow	Glenn Levesque	Richard Reidy
James Casey	Kevin Girouard**	James Lima	Ronald Scaccia
Manuel Castillo	Stephen Gontarz	Denis Linehan**	Mark Schaaf*
Scott Childs	Timothy Goulden	Alexander Llukan	Robert Siebert
Jeffrey Connors	Andrew Hagan	Thomas MacLeod, Jr.	Michael P. Soucy
Jane Constant**	William Hamilton	Jeffrey T. Maher**	Richard Sprankle
William Constantineau	Craig Hammond	James Maloney, III**	Glenn Stagnitta**
Kevin Crowley	Scott Hammond	John Marengi**	Francis Sullivan**
Vince Curtis	James Hargreaves	Bryan Marshall	Gregory Tasonis**
Ronald Dickerson	Mark Hastbacka	Michael Masella	Todd Therrien
Daniel Donahue	Gerard Healey	Martin Matthews	John Yurcak, Jr.**
Sean Donovan	Sergio Hebra, Jr.	George McCarthy	Ronald Welliver
Randy Dumais**	Scott Howe	Raymond McDannell	Paul Wesinger
		Richard McDonald	Richard Widener

*Senior Patrol Officers:	3	Actual Officers:	114
**Patrolmen:	21	Authorized Strength:	110
Master Patrol Officers:	78	Grant Officers	5 = 115

SECOND YEAR SPECIAL OFFICERS (4)		
David Bailey	Phillip A. Costa	Todd Martyny
	Robert Giggi	

FIRST YEAR SPECIAL OFFICERS (7)		
Daniel Archambault	Shawn Hill*	E Zenas Paulson
Justin Hanrahan*	Michael Moushegian*	Lakisha I. Phelps*
John Harvey	Phillip Nichols*	

\*Grant Officers



# Municipal Government Report

## NON-SWORN MEMBERS

MEMBERS	
Parking Enforcement Specialist II	Kathleen Roussel
Parking Enforcement Specialist II	Elizabeth Haskell
Parking Enforcement Specialist I	(Vacant)
Animal Control Officer	Robert Langis

MERIT EMPLOYEES			
Data Processing Supvsr	Kathy Roy	Executive Assistant	Carol M.Desrosiers
Fleet Main. Supervisor	Brian Sojka	Assistant Records Supvsr	Louise Knoll
Records Supervisor	Anne-Marie Hutchinson	Executive Secretary	Susan Poulin

UNION CIVILIANS			
Accreditation Manager	Sharon Borstel	Detention Specialists	
		Kim Johnson	(2 Vacancies)
Data Processing Tech.	Marsha Colburn	Richard Silva	
Paralegal	Michelle Barton	Receptionist	Doris DiFonzo
		Louise Corrigan	Wendy Savoie
Training/Recruiting Coord	Kendra Hastbacka		
		Clerk Typist II	Charlene Hafner
Accounting Supervisor	Karen Smith	Dorothy Cillo	Mary Miller
		Lorette Gagnon	Debra Provencher
Secretary V	Suzanne Bordeleau		
	Theresa Gravel	Dispatchers	Kristen Hamilton
		Cynthia Bautista	David Lavoie
Secretary IV	Donna Belzil	Shawn Brewer	Jennifer Thomas*
		Mary-Jo Cody	Debra VanDervort
Secretary III	Lisa Francoeur	Christopher Eklund*	(1 Vacancy-Reg.)
	Gloria Kane	Kim Enwright	(1 Vacancy-Grant)
	Diane Mitchell		
		Communications	Patrick Kelley
Account Clerk II	Michele Guilbeault	Technicians	Scott Hudon
		Jennifer Banuskevich	Jane Leger
Account Clerk I	Kathy Pacheco	Rhonda Bernier	Janette Lemire
		Paul Bouchard	Victoria Straub
Auto Mechanic, 1st Class	(1 Vacancy)	Alethea Chase	Carrie Swabowicz
Auto Mechanic, 2nd Class	Norman Fournier	Donna Demers	
Custodian II	Scott Dowd	Custodian I	Paul Branchi, Jr.
	George Miller		

\* = Grant Positions

**City of Nashua**

NASHUA POLICE DEPARTMENT Strength Table - June 30, 1997		PERSONNEL CHANGES
<b>Police Commissioners</b>	3	1. On June 30, 1997, Lieutenant John McDermott retired
Chief of Police		2. On 6/16/97, Doris DiFonzo was hired as the Second Shift Receptionist
Deputy Chief of Operations	1	3. On 6/16/97, Dorothy Cillo transferred from Receptionist tot Clerk-Typist II
Administrative Bureau Commander	1	4. On 6/16/97, Justin Hanrahan was hired as a First Year Special Officer, Grant Position
Captains	6	5. On 6/30/97, Phillip Nichols was hired as a First Year Special Officer, Grant Position
Lieutenants	9	6. On 7/8/97, Gloria Kane will be hired as a Secretary III.
Sergeants	19	7. Auto Mechanic Micheal Norway resigned on 6/21/97
Patrolmen	114	
<b>TOTAL SWORN:</b>	<b>151</b>	
Animal Control Officer	1	
Parking Enforcement Specialists	2	
<b>MEMBERS UNDER COMMISSION:</b>	<b>3</b>	
<b>MERIT EMPLOYEES:</b>	<b>6</b>	
Full Time Clerical	21	
Dispatchers	7	
Grant Full-Time Dispatchers	2	
Communications Technicians	11	
Auto Mechanics	1	
Custodians	3	
Part Time Detention Specialists	2	
<b>UNION CIVILIANS:</b>	<b>47</b>	
<b>TOTAL CURRENT STRENGTH:</b>	<b>207</b>	

Total Full-Time Authorized	203
Total Part-Time Authorized	4
Total Grant Authorized	8
<b>Grand Total:</b>	<b>215</b>

(Sworn: 148; Non Sworn 55)  
(Civilians)  
  
(5 Police Officers; 3 Civilians)  
(153 Sworn; 62 Civilian)

## Municipal Government Report

DEPARTMENT MEMBERS	AUTH.	ACT.	DIFF.	CHANGES	DEPARTMENT EMPLOYEES	AUTH.	ACT.	DIFF.	CHANGES
<b>Sworn:</b>					<b>Merit Employees</b>				
Chief of Police	1	1	0		Support Personnel	6	6		
Deputy Chief	1	1	0		<b>SUB TOTAL: 6 6</b>				
Admin. Bureau Com.	1	1	0		<b>Teamsters:</b>				
Captains	6	6	0		Support/Clerical	21	21	0	+2
Lieutenants	10	9	-1	-1	Mechanic, 1st	1	0	-1	-1
Sergeants	19	19	0		Mechanic, 2nd	1	1	0	
Patrolmen, 2nd, 1st	110	109	-1		Custodians	3	3	0	
Grant Patrolmen	5	5	0	+2	PT Detention Spec	4	2	-2	
<b>SUB TOTAL: 153 151 -2 -1 +2</b>					<b>SUB TOTAL: 30 27 -3 -1 +2</b>				
<b>Non-Sworn Members</b>					<b>Comm. Div. Union:</b>				
Animal Control Off.	1	1	0		Dispatchers	8	7	-1	
Parking Enf. Spec II	2	2	0		(Grant Positions)	3	2	-1	-1
Parking Enf. Spec I	1	0	-1		Comm. Tech I	11	11	0	
<b>SUB TOTAL: 4 3 -1</b>					<b>SUB TOTAL: 22 20 -2 -1</b>				
<b>TOTAL: 157 154 -3 -1 +2</b>					<b>TOTAL: 58 53 -5 -2 +2</b>				

## CALLS FOR SERVICE LOGGED

January 1, 1996 - December 31, 1996

There were **61,357** calls for service logged:

**4,445** Persons Arrested  
**9,687** Reports Made (excluding Arrest Reports)  
**4,918** Persons Summoned (excluding w/arrests)  
**42,307** Non-investigated Incidents

Calls for service **increased 7%** over 1995.

### TRAFFIC ACCIDENTS

There were **4,052** traffic accidents recorded in 1996.

Reported accidents **increased 12%**.

**13%** of the accidents occurred on **Amherst Street**.

**40%** of the accidents occurred on only **5 roadways**.

**Daniel Webster Highway @ Spit Brook Road** was the intersection with the most reported accidents (**49**).

### ARRESTS

There were **4,445** persons arrested.

Persons arrested **decreased 6%**.

DWI arrests **decreased 34%**.

Drug arrests **decreased 16%**.

### SUMMONSES

There were **4,668** persons summoned.

Persons summoned **decreased 43%**.

Non-Moving Violation summonses **decreased 27%**.

Moving Violation Summonses **decreased 49%**.

### INCIDENT LOCATIONS

There were **1,024** calls for service logged at the  
Nashua Police Department (**35% increase**)

**394** arrests; **245** reports; **6** summonses; **379** non-investigated

**17%** of all calls originated in **sector 7**

**17%** of all calls originated in **sector 9**

**43%** of the calls occurred on only **20 roadways**

### CALLS FOR SERVICE BY SHIFT

7:00am - 2:59pm **22,073** (increased **7%**)

3:00pm - 10:59pm **27,414** (increased **7%**)

11:00pm - 7:00am **11,870** (increased **6%**)

## Municipal Government Report

ARREST	1996	1995	1994	1993	1992	1991	1990	1989	TOTAL
Female	979	946	879	781	815	887	1014	1021	7322
Male	3470	3763	3372	3288	3534	3812	4313	4720	30272
<b>Total</b>	<b>4449</b>	<b>4709</b>	<b>4251</b>	<b>4069</b>	<b>4349</b>	<b>4699</b>	<b>5327</b>	<b>5741</b>	<b>37594</b>

All Persons	1996	1995	1994	1993	1992	1991	1990	1989	TOTAL
Asian	74	58	37	34	30	22	22	28	305
Chinese	17	4	7	2	9	4	16	11	70
Hispanic	490	516	448	328	370	337	390	416	3295
Indian	15	13	8	14	17	19	31	50	167
Japanese	1	0	1	1	3	1	1	4	12
Black	267	258	220	216	248	243	217	213	1882
White	3554	3850	3492	3451	3668	4063	4637	5016	31731
Unknown	31	10	38	23	4	10	13	3	132
<b>Total:</b>	<b>4449</b>	<b>4709</b>	<b>4251</b>	<b>4069</b>	<b>4349</b>	<b>4699</b>	<b>5327</b>	<b>5741</b>	<b>37594</b>

Females	1996	1995	1994	1993	1992	1991	1990	1989	TOTAL
Asian	27	16	14	8	7	9	8	6	95
Chinese	6	1	1	1	2	0	3	2	16
Hispanic	83	81	66	45	64	49	44	47	479
Indian	2	6	2	0	4	6	3	5	28
Japanese	0	0	0	0	3	0	0	2	5
Black	50	41	36	32	29	35	44	28	295
White	800	796	747	687	705	787	910	931	6363
Unknown	11	5	13	8	1	1	2	0	41
<b>Total:</b>	<b>979</b>	<b>946</b>	<b>879</b>	<b>781</b>	<b>815</b>	<b>887</b>	<b>1014</b>	<b>1021</b>	<b>7322</b>

Males	1996	1995	1994	1993	1992	1991	1990	1989	TOTAL
Asian	47	42	23	26	23	13	14	22	210
Chinese	11	3	6	1	7	4	13	9	54
Hispanic	407	435	382	283	306	288	346	369	2816
Indian	13	7	6	14	13	13	28	45	139
Japanese	1	0	1	1	0	1	1	2	7
Black	217	217	184	184	219	208	173	185	1587
White	2754	3054	2745	2764	2963	3276	3727	4085	25368
Unknown	20	5	25	15	3	9	11	3	91
<b>Total:</b>	<b>3470</b>	<b>3763</b>	<b>3372</b>	<b>3288</b>	<b>3534</b>	<b>3812</b>	<b>4313</b>	<b>4720</b>	<b>30272</b>

**City of Nashua**

**PART I OFFENSES**

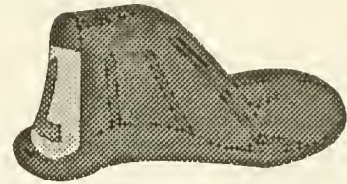
Offense	Adult	Juvenile	Total
Murder/Homicide	2	0	2
Rape	25	6	31
Robbery	10	14	24
Aggravated Assault	37	4	41
Burglary	41	46	87
Larceny/Theft	327	349	676
Motor Vehicle Theft	7	10	17
<b>Total:</b>	<b>449</b>	<b>429</b>	<b>878</b>

**Part II Offenses**

Offense	Adult	Juvenile	Total
Assaults (Other)	665	133	798
Arson	1	4	5
Forgery/Counterfeiting	29	3	32
Frauds	23	0	23
Receiving Stolen Property	22	39	61
Criminal Mischief	42	37	79
Weapon Offenses	17	1	18
Prostitution	1	0	1
Sex Offense	30	3	33
Narcotic Drug Laws	168	40	208
Gambling	7	0	7
Offenses Against Family/Children	5	0	5
DWI	362	5	367
Liquor Laws	27	22	49
Protective Custody	45	13	58
Disorderly Conduct	212	41	253
Miscellaneous Crimes	757	148	905
Truants	0	1	1
Curfew	0	0	0
Runaway/CHINS		128	128
<b>TOTALS:</b>	<b>2413</b>	<b>618</b>	<b>3031</b>

<b>Total Part I &amp; II Arrests</b>	<b>2862</b>	<b>1047</b>	<b>3909</b>
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## NASHUA FIRE RESCUE



**FIRE CHIEF**  
**ASSISTANT FIRE CHIEF**

**RICHARD J. NAVAROLI**  
**MICHAEL BUXTON**

The most important resource is the men and women of Fire Rescue. The performance at emergencies is exemplary but the training must be very good to have positive results. The Training Division focuses on the many emergency situations Nashua experiences. The certified dispatchers compliment the emergency crews along with the readiness of equipment and apparatus maintained by the Mechanical Division. The efforts of the Fire Marshal's staff truly reduce incidents with public education and inspections. The city's auditing company indicates that the Nashua Fire Rescue administration staff is on track with records and other city paper responsibilities. The end of FY97 showed that NFR personnel are part of why "Nashua is Number One".

Rescue tools were upgraded on the aerial ladders to be more efficient. Several vendors were asked to demonstrate their product so NFR could evaluate the units.

The six fire stations are being maintained on a several year deferred maintenance program. The work is coordinated by the Assistant Chief. Several projects still need to be addressed in the next few years.

Lake Street replacement commenced with neighborhood meetings, land purchases, city approvals, selection of architect and permits. NFR, just like any company building in Nashua, went through all the steps of the building process.

Several meetings with DOT resulted in keeping apparatus from delays during the various highway projects throughout the city.

Our neighboring Fire Rescue Mutual Aid Departments were very helpful at incidents and station coverage. This cooperative spirit fills the void when more personnel and apparatus are needed. Our staff assisted in Lowell's drill with NFR's Mobil Command. NFR Training Superintendent and Assistant Chief participated in several Mutual Aid Hazmat drills and planning.

NFR co-sponsored the Regional National Fire Protection Association Meeting here in Nashua. We also co-sponsored the Hillsborough County Forest Fire Wardens annual meeting.

A communicating seminar sponsored by the International Firefighters Association, the International Fire Chief's Association and the NH Municipal Association was attended by the union president and Fire Chief.

NFR supervisors participated in the Quality Leadership Series sponsored by city government. Two officers and two privates completed the Bachelor Program in Fire/Emergency.

# City of Nashua

## TYPES OF INCIDENTS FOR FISCAL YEAR 1996

### FIRE EXPLOSION

Structure Fires	148
Outside Structure Fires	21
Vehicle Fires	89
Trees, Brush, Grass Fires	72
Refuse Fire	44
Explosion, No After Fires	
Outside Spill, Leak	
with Ensuing Fire:	5
Fire Explosion	
Not Classified Above:	5
Insufficient Information Avail.	
To Class Further	1
<b>Sub total.....</b>	<b>385</b>

### OVERPRESSURE RUPTURE

Steam Rupture	5
Air, Gas Rupture	
Overpressure Rupture	
Not Classified Above	2
Overpressure Rupture	
Insufficient Information	4
<b>Sub total.....</b>	<b>11</b>

### RESCUE CALLS

Inhalator Call	13
Emergency Medical Call	2,076
Automobile Accident	209
Lock-in	8
Search	0
Extrication	88
Assist the Occupant	106
Rescue Call,	
Not Classified Above	46
Rescue Call,	
Insufficient Information	17
<b>Sub total.....</b>	<b>2,563</b>

### HAZARDOUS CONDITION, STANDBY

Spill, Leak with No Ignition	161
Carbon Monoxide Problem	206
Explosive, Bomb Removal	2
Excessive Heat	22
Power Line Down	60
Arcing, Shorted Electrical Equip.	217
Aircraft Standby	27
Chemical Emergency	10
Hazardous Condition	
Not Classified Above	85
Hazardous Condition	
Insufficient Information	14
<b>Sub total.....</b>	<b>804</b>

### SERVICE CALL

Lock-Out	59
Water Evacuation	58
Smoke, Odor Removal	30
Animal Rescue	3
Assist the Police	28
Unauthorized Burning	15
Cover Assignment	31
Assignment Occupant	45
Service Call,	
Not Classified Above	59
Service Call,	
Insufficient Information	19
<b>Sub total.....</b>	<b>347</b>

### GOOD INTENT CALL

Food on Stove	113
Smoke Scare	195
Wrong Location	4
Controlled Burning	6
Vicinity Alarm	5
Steam, Other Gas	
Mistaken for Smoke	14
Return in Service	
before arrival	100
Good Intent Call	
Not Classified Above	243
Good Intent Call	
Insufficient Information	109
<b>Sub total.....</b>	<b>789</b>

### FALSE CALL

Malicious, Mischievous	
False Call	167
Bomb Scare, No bomb	3
System Malfunction	737
Unintentional	312
False Call,	
Not Classified Above	22
False Call,	
Insufficient Information	19
<b>Sub total.....</b>	<b>1,260</b>

### OTHER SITUATIONS FOUND

Type of Situation	
Not Classified Above	33
<b>Sub total.....</b>	<b>33</b>

Blanks 38

**TOTAL INCIDENTS.....6,397**



## **FIRE MARSHAL'S OFFICE**

**Fire Marshall  
Inspector  
Inspector  
Inspector/Public Education  
Secretary**

**Kenneth Renoux  
Michael Vaccaro  
Brian Donaldson  
Richard Strand  
Pat Gerren**

The Fire Marshal's Office is dedicated to the prevention of fires and the life safety of Nashua's citizens. This is accomplished through three major areas: code enforcement, fire investigation, and public education.

Code enforcement ranges from the inspection of existing occupancies to the plan review of new construction projects. Over 456 new projects were either reviewed or inspected this year and over 2,400 other inspections were conducted, ranging from simple fire hazards to complex analysis of existing buildings.

Many total quality management concepts continue to be introduced, resulting in increased efficiency and a high quality product. Of particular interest is a computerized work assignment file, which allows easy monitoring of activity. The new computerized fire reporting system also allows hazards to be picked up on immediately rather than waiting for reports to arrive from the six fire stations. The first full year of use has allowed for more effective monitoring of case by case projects.

A new category, "Request for Information", has been added, and in the past year that this area has been tracked, almost 3,000 requests from the public and other agencies have been logged.

An aggressive program of enforcement in the inner-city continues utilizing at times, walking patrols in target areas. This, along with continued monitoring of vacant buildings, is successful and cost effective. A proactive approach to the vacant building problem has kept our fire losses to a minimum. In addition, many of our printed materials are now available in Spanish.

Effective monitoring and lobbying of fire safety issues in the state legislature has given this office a strong and credible voice in the legislature. In many cases, pieces of legislation that would have a negative effect on this community have been defeated.

Over 111 fires were investigated by this division. A strong and cooperative relationship with the Nashua Police Dept., resulting in many arrests, has kept the arson rate in this city below that of cities of comparable size.

Nashua continues to be a leader in public fire education. A wide variety of programs is available for all age groups. The elementary school "Learn Not To Burn" program is in its fifteenth year and continues to be an outstanding success. The program is so successful that 10% of all known "saves" in the nationwide program have occurred in Nashua. As difficult times call for alternative funding of programs, we are grateful to the civic and business associations, who have donated funds and materials for these programs, resulting in effective programs at reduced costs. In addition, thousands of fire safety messages in various subjects were distributed.

Division members attended development courses and seminars at St. Anselms College, the National Fire Protection Association, New England Association of Fire Marshal's and the Mass. Association of Arson Investigators. In addition, members have taught courses regionally on fire investigations, arson awareness, public fire education and fire service management.

In closing, the Fire Marshal's Office is here to serve you in lessening your chance of being exposed to the devastating effects of a fire. Feel free to contact us at any time with your questions or concerns.

The following is a list of itemized activities during the past year:

**NEW CONSTRUCTION**

196 Building Permit Applications Reviewed  
260 New Building Inspections Made

**REQUEST FOR INFORMATION**

2929 Information Given

**MEETINGS**

1449 Meetings Attended

**INSPECTIONS**

205 Places of Assembly  
38 Schools  
39 Day Cares  
93 Foster Homes  
16 Health Care Facilities  
301 Residential  
24 Business Occupancies  
8 Mercantiles  
19 Industrial Plants  
4 Storage Occupancies  
688 Vacant Buildings  
777 Fire Hazards  
124 Night Checks  
90 Other Inspections

**FIRE INVESTIGATIONS**

111 Fires  
17 False Alarms  
33 Juvenile Firesetter Interventions  
37 Other Investigations

**PERMITS & FIRE REPORTS**

20 Unvented Heater Permits  
130 Places of Assembly  
46 Storage of Hazardous Materials  
8 Blasting  
23 Abandon/Removal of Underground Tanks  
1 Fireworks  
35 Shows (Carnivals, Circuses, Sporting Events, etc.)  
71 Fire Reports to Insurance Companies

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## Municipal Government Report

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(Permits & Fire Reports continued)

58	Environmental Searches
5	Archive Retrievals
3	Other - Copies Only
1	Other - Videos/Photos to Insurance Companies
4	Other - Appeals
4	Other - Fireguard Duty

\$12,843.08 - Income Received from Permits, Reports, etc.

### FIRE PREVENTION SERVICES FOR THE PUBLIC

27	Walking Tours
33	School Smoke Drills
208	Talks Given
175	Press Releases for Fires
717	Press Releases Other
17,586	Monthly Public Service Announcements
247	Public Education Meetings
1	Videos
38	Evacuation Planning
29	Evacuation Drills
7	Fire Extinguisher Training
82	Other - Misc.
1400	Other - Christmas Tree Flyers

### ENGINE COMPANY ACTIVITIES

6	Wood stove Inspections
134	Single Family Smoke Detector Inspections
557	1+2 Family Smoke Detector Inspections
324	Multi-Family Smoke Detector Inspections
4	Smoke Detector Reinspections
300	Tours of Fire Stations by Groups
8209	# of People in Tours
171	Other - Inspections

523.75 Hours - Total Time Spent on Prevention Activities

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# City of Nashua

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## FIRE DEPARTMENT STAFF

Richard J. Navaroli		Fire Chief
Michael P. Buxton		Assistant Chief
John Chesnulevich	(Group I)	Deputy Chief
Robert Burnham	(Group II)	Deputy Chief
Eugene Farnum	(Group III)	Deputy Chief
John Allison	(Group IV)	Deputy Chief

### DEPARTMENT PERSONNEL

#### ADMINISTRATIVE OFFICE

Richard Navaroli	Chief
Michael P. Buxton	Assistant Chief
Sandra Faucher	Secretary
Earlene Davis	Secretary

#### MECHANICS

John Marcum	Superintendent
Frank Kenez	Assistant Superintendent
Thomas Stepney	Mechanic

#### FIRE MARSHAL

Kenneth Renoux	Fire Marshall
Michael Vaccaro	Inspector
Brian Donaldson	Inspector
Richard Strand	Public Education
Pat Gerren	Secretary

#### TRAINING

Roger Hatfield	Superintendent
Richard Wood	Assistant Superintendent
Mary McLaughlin	Secretary

#### MECHANICS

John Marcum	Superintendent
Frank Kenez	Assistant Superintendent
Thomas Stepney	Mechanic

#### FIRE ALARM

Richard Turgeon	Superintendent
Marc Brodeur	Assistant Superintendent
Kevin Corbit	Lineman

#### DISPATCHERS

Jeremy Audet	John DuVarney
Fernande Bouley	John Rafferty
Marc Bouley	Gail Tronkowski
Robert Descoteau	Charlene Wolfe

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# Municipal Government Report

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## DEPARTMENT ROSTER

### GROUP 1

### GROUP 2

### GROUP 3

### GROUP 4

#### Amherst Street

Chesnulevich, John  
Jenkins, Robert  
Cronin, Daniel  
Cote, Douglas  
Ricard, Ronald  
Blundon, Leslie  
Cyr, Stephen  
Borneman, Alan  
Conway, Richard

Burnham, Robert  
Moreau, Daniel  
Anderson, Keith  
Migneault, Michael  
Gamester, Frederick  
Michaud, Leroy  
Lajoie, Peter  
Varney, Jason  
Henry, Steven Sr.

Farnam, Eugene  
Rhodes, Brian  
Miller, David  
Vermette, Mark  
Duquette, Robert  
Scire, Robert  
Hall, Roger  
Paris, John  
Atkinson, William

Allison, John  
Araujo, John  
Mitchell, James  
Pelletier, David  
Deboisbriand, Donald  
Letendre, Michael  
Freire, Joseph Jr.  
Kass, Michael  
Perault, Thomas

#### Lake Street

McAllister, Donald  
Fitz, Robert  
Kelloway, Ralph Jr.  
Carney, Vincent  
Breda, Byron  
Barrows, Robert

Huntley, Douglas  
Kobzik, Jeffrey  
Smart, John  
Lacombe, Michael  
Bartlett, Russell  
Wood, Richard

Chouinard, Phillip  
Waller, Elliott  
Evans, Robert  
Couturier, Bruce  
Conti, Fred  
Murtagh, Gary

Hargreaves, Gary  
Dupart, David  
Hurley, Thomas  
Soucy, Timothy  
Dubois, Brian  
Wilson, Gordon

#### Spit Brook Road

Beaudoin, Joseph  
Lingley, Thomas  
McMahon, John  
Bernier, Richard  
Duclos, Michael

Petrain, Sylvio  
Cote, Ralph  
VonHandorf, James  
Wyatt, Richard  
Sage, Ronald  
Finnerty, Thomas

Rapsis, James  
Vasiliou, Charles  
Courtemanche, Roland  
Labrecque, Raymond  
Gerhard, Karl

Suprenant, Arthur  
Smith, David  
Duval, Keith  
Andrews, Wayne  
Weigang, George

#### Crown Hill

McHard, Frank  
Gray, Peter  
Cote, John  
Chacos, Thomas Jr.

Morrissey, Brian  
Theriault, Roland  
Crowell, Richard  
Soucy, Paul

DesLauriers, Donald  
Vaillancourt, Dennis  
Maynard, Timothy  
Adams, Craig

McNamara, Robert  
Edwards, Robert  
Parlon, Lawrence  
Bronson, Gregory

#### Airport Station

Galipeau, Steven  
Paine, Arthur  
Gagnon, George  
Spofford, Donald

Dolan, Michael  
Varney, Steven  
Teague, Daniel

O'Brien, Michael  
Fauvel, Roland  
Wilkins, Richard  
Kolden, Erik

Mansfield, Michael  
Marquis, Brian  
Doherty, Daniel  
Perault, David

#### Conant Road

Laughton, Bruce  
Moore, Kenneth  
Murphy, Michael  
Proulx, Mark  
Walker, George

Leuci, Robert Sr.  
Morse, David  
Lamb, Gary  
Martinage, Scott  
O'Brien, Cornelius

Cote, Michael  
Letendre, Richard  
Lebens, Peter  
Leuci, Robert Jr.  
Kerrigan, Kevin

MacDonald, Glen  
Patti, Anthony  
Simard, Matthew  
Farrar, Lee  
Sullivan, Michael

# City of Nashua

## DIVISION OF TRAINING Roger Hatfield - Superintendent

The department continued to spend many hours during the year upgrading the levels of personnel certification. Current certification levels with NHFA of our 162 fire suppression and support personnel are as follows:

FF Level I	3	NHFST Haz-Mat A/O Instr.	3
FF Career Level	9	NHFST Haz-Mat Tech Instr.	1
FF Level II	75	NHFST Haz-Mat Decon Instr.	1
FF Level III	59	Public Safety Dispatcher	8
Driver Operator	22	Haz-Mat Decon	152
Company Officer I & II	23	Haz-Mat Aware/Operational	152
Fire Instructor I	47	Haz-Mat Tech	15
Fire Instructor II	3	Tactical Consideration	26
Fire Instructor III	2	Chemistry of Haz-Mat	12
Fire Instructor IV	1	EMS 1st Responder	152
State Instructor	5	EMS-EMT	21
NHFST Ed Meth Instructor	1	EMS-EMT I	6
NHFST ICS Instructor	1	EMS - Paramedic	1

Along with these certifications, other certifications held by department members include:

IAFC & NFPA Inspection	4	IAAI Certified Inspector	4
Inspector I & II	4	Conway Quality	12

Also, various members hold degrees from college level programs. They are as follows:

<b>Associate Degree</b>		<b>Bachelor Degree</b>	
Fire Science	21	Fire Science	1
Fire Protection	12	Political Science	2
Auto Mechanics	3	Physical Education	1
Sociology	1	Psychology	2
Electronics	1	Science/Physics	1
		History	1
		Science	1
<b>Masters Degree</b>		Fire Emer. Management	4
Work Envir./Indus. Hygiene	1		

Along with these certification programs, the Training Division is maintaining a Competency Based Training Program to keep the membership's competency level high.

We continue to add new video tape programs to the Training Division Library. This past year we added the following:

- |                            |                            |
|----------------------------|----------------------------|
| *Truck Company Operations  | *Elevator Rescue           |
| *Engine Company Operations | *Trench Collapse           |
| *Confined Space Rescue     | *Techniques of Extrication |
| *Big Trucks                |                            |

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## Municipal Government Report

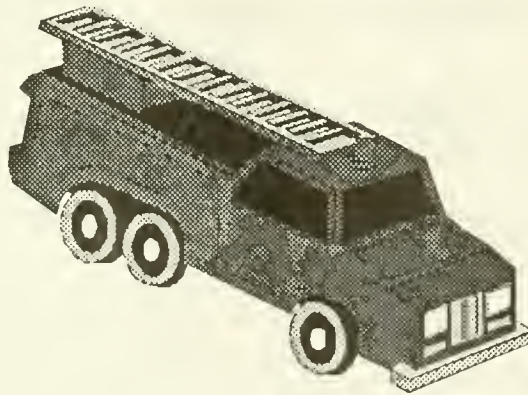
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This brings the approximate number of video tapes to 754 that are used daily to assist in furthering the education of our members and members of other divisions in city government. Some of our tapes are outdated and need to be replaced.

The Nashua Training Ground Facility located on West Hollis Street continues to be widely used throughout the year. All NFR Companies, various other city divisions and mutual aid departments utilize this facility on a weekly and monthly basis. The Confined Space Entry Training Prop was built with the assistance of Public Works.

The scheduled training breakdown for all Nashua Fire Rescue suppression during FY96 consisted of Building Collapse, Trench Rescue, Confined Space along with EMS Recertification. These hours do not reflect the time spent by the Company Officers training their personnel during the year or individual study time or testing for various levels of Certification.

The Nations Fire Service continues to go through changes and encounter new hazards and our firefighters in Nashua are involved in this. The staff of the Training Division are responsible for the training and education to maintain and upgrade our department members to meet these new challenges. We are prepared to carry out this function to assure that our members are competent in protecting the citizens of Nashua and that they can handle any incident they are called upon in a safe manner.



— NASHUA PUBLIC LIBRARY —

*Report of the Trustees  
and Director  
Nashua Public Library*

**July 1, 1996 - June 30, 1997**

The Honorable Donald C. Davidson, President ex-officio  
President of the Board of Aldermen, Claire McGrath, Trustee ex-officio

**Board of Trustees**

Frank B. Clancy, Chairman

S. Robert Winer, Secretary

Maurice L. Arel  
Arthur L. Barrett, Jr.  
Dr. Arthur E. Comolli  
Mary S. Nelson  
Roger H. Osgood, Jr.

**Director**

Clarke S. Davis

**Assistant Director**

Robert C. Frost



## Staff of the Nashua Public Library

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### Administration

Clarke S. Davis, Director  
Robert C. Frost, Assistant Director  
Donna M. Cardoza, Administrative Secretary  
Julie A. Flemer, Office Assistant

### Bookmobile

Carol K. Cookson, Supervisor  
Eugene V. Dunn, Library Assistant  
Karen M. Egle-Gaber, Library Assistant

### Business Department

Charles E. Matthews, Supervisor  
Leslie Burkel-Powell, Assistant Supervisor  
Candice R. Clark, Library Assistant

### Chandler Memorial

#### Library & Ethnic Center

Margaret J. Merrigan, Coordinator  
Elinor F. Antal, Library Assistant  
Rosemary C. Bebris, Library Assistant

### Children's Department

Kathy E. Bolton, Supervisor  
Sheila E. Dudman, Assistant Supervisor  
Constance L. Vandervort, Library Assistant  
Susan M. Willmore, Library Assistant

### Circulation Department

Sharon A. Woodman, Supervisor  
Jane Hanle-Olsson, Assistant Supervisor  
Glenn A. Bickford, Library Assistant  
Priscilla L. Cunningham, Library Assistant  
Loren H. Rosson, Library Assistant  
Katherina Springer, Library Assistant  
Lea L. Touchette, Library Assistant  
Doris G. Webb, Library Assistant  
Trudy E. Wheatley, Library Assistant

### Community Services

Mary M. Mann, Coordinator

### Exhibits/Media services

Bruce J. Marks, Coordinator

### General Adult Services

Nancy A. Grant, Supervisor  
Jeannine T. Levesque, Reference Librarian  
Kathryn N. Lukasik, Reference Librarian  
D. Julia Papadopoulos, Library Assistant

### Maintenance

Larry R. Case, Supervisor  
Priscilla T. Marquis  
Timothy J. Samson

### Music/Art/Media Department

Ann R. Warren, Supervisor  
Debra K. Flanagan, Assistant Supervisor  
Janice M. Donahue, Library Assistant

### Security

Richard M. Kiley, Security Guard  
Roger V. Allen, Security Assistant

### Technical Services

Scott A. Stangroom, Supervisor  
Gloria E. Maduzia, Assistant Supervisor  
Helen E. Bonenfant, Library Assistant  
Louise A. Camp, Library Assistant  
Holly A. Sullivan, Library Book Processor

## Report of the Board of Trustees

*Frank B. Clancy Chairman*

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For the twenty-eighth year the Chairman is honored to present the Trustees' Report for the period July 1, 1996, through June 30, 1997.

As Chairman, I wish to thank the members of this Board for devoting much time and expertise on behalf of the Citizens of Nashua.

We wish to express special thanks to Maurice L. Arel and David K. Pinsonneault for serving on our Budget Subcommittee.

At the May 6, 1997, meeting the Trustees named Mr. Pinsonneault Secretary of the Board of Library Trustees.

On March 31, 1997, the term of Arthur L. Barrett, Jr. ended and he was duly elected to serve another term ending March 31, 2004. In addition, at the June 3, 1997, meeting he was duly appointed Vice Chairman of the Board of Library Trustees.

We are particularly proud of the great contribution of Library Trust Funds in providing high quality library service.

At the regular meeting held on October 1, 1996, the Trustees named David K. Pinsonneault Chairman of the Burbank Advisory Committee to replace S. Robert Winer who resigned in April, 1996. On Friday evening February 28, 1997, an exhibit of selected artwork purchased with income from the Burbank Fund was held at the Hunt Building.

On Tuesday evening, June 3, 1997, the Trustees dedicated the S. Robert Winer Learning Center in the Music/Art/Media Department in appreciation of Mr. Winer's years of devoted service to the Library.

The Henry Stearns Fund continues to provide income for the purchase of CD-ROM reference services and special resources such as the new multi-volume Dictionary of Art, a valuable resource not available in many public libraries due to cost.

On Sunday, September 22, 1996, the Trustees dedicated the Henry Stearns Room on the main level in memory of the Stearns family. A picture of Miss Anna Stearns who died in 1988 oversees the room. Plans for use of the area include ideas outlined by Shirley G. Adamovich, Commissioner, N. H. Department of Cultural Affairs in a letter dated January 20, 1992, following her visit. Special reference volumes, comfortable chairs and tables, and a scenic river view highlight the amenities of this restful room.

At the February 11, 1997, meeting the Trustees received the final disbursement from the estate of Virginia Carr Bloomfield. Income from the Fund named in her honor made possible the purchase of a CD-ROM server and peripherals for the Business Department as well as funds to help pay the costs of the cultural literacy class called The World's Chime.

We wish to express our gratitude to Trustees Roger H. Osgood, Jr. for his hard work and dedication in bringing the potential of the Charles Zylonis Fund to fruition. Working with library staff and community leaders he helped organize programs and purchase materials which promote an understanding and appreciation of Lithuania and its people.

At the March 4, 1997, meeting Mr. Osgood distributed a comprehensive report on the Zylonis Fund prepared by Stanley Stoncius on behalf of the Zylonis Subcommittee.

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## Municipal Government Report

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At the April 8, 1997, meeting the Trustees named an upstairs room at the Chandler Memorial Library and Ethnic Center, The Charles Zylonis Lithuanian Heritage Room. A video viewing station and audio listening station, and additional books were approved for purchase.

At the June 3, 1997, meeting the Trustees approved the purchase of a computer for the Lithuanian Room including providing for Internet access.

We especially thank Mr. Osgood and other Trustees for researching and drafting the excellent article on the Charles Zylonis Fund published in the December, 1996, issue of The New Hampshire Bar Journal.

Once again the Chandler Fund provided for maintenance of the Chandler Memorial Library and Ethnic Center supplemented by income from the Locke, Hickey, and Hunt Funds.

In August, 1996, Helen L. Moore, a daughter-in-law of a cousin of Miss Mabel Chandler visited the branch library and donated a photograph of the building taken in the 1890's.

We wish to thank our Trust Fund advisors from the Bank of New Hampshire Trust Department for their work. Robert B. Esau, Executive V. P.; Robert E. Hussey, V.P. and Trust Officer; and E. Thomas O'Hara, Jr., V.P. and Chief Investment Officer presented the Trustees with performance reports and economic data at the regular meeting on November 6, 1996, and again on June 3, 1997, with John M. Hebert, V.P. Investment Officer replacing Mr. O'Hara. Their recommendations were duly approved by the Trustees.

The history of the Hunt Fund was discussed at the April 8, and May 6, 1997, meetings and Mr. Pinsonneault was asked to research the background and development of the fund and report to the Trustees.

Once again we wish to thank the Library staff for their hard work and dedication in providing quality library service.

At the November 6, 1996, meeting Eugene V. Dunn was promoted to the position of Supervisor of Bookmobile Services, succeeding Carol Cookson who retired after many years of exemplary service.

Karen Egle-Gaber was promoted to Assistant Supervisor of Bookmobile Services.

In addition, Rownak P. Hussain was appointed Supervisor of Business Services, bringing extensive corporate reference experience to the Library.

In an effort to better reflect the expanding role of computers and media in the interior design of the Library, the position of Exhibits Coordinator was changed to Media Services Coordinator, enabling Bruce J. Marks to create and coordinate technology into the aesthetics of our facility.

At the January 7, 1997, meeting Margaret Gleeson was appointed Supervisor of Technical Services, filling a critical vacancy.

Also, Nicholas Efstathiou was hired as full-time Library Assistant 1 in the Bookmobile Department.

During the year contract negotiations continued. At the March 4, 1997, meeting the Trustees resolved to ratify the collective bargaining agreement by and between the Board of Library Trustees and the Nashua Public Library Employees, Local 4831, AFT, FPE, AFL-CIO. Final signing took place on June 26, 1997.

At the December 3, 1996, and May 6, 1997, meetings the Trustees stressed the need for automation of the Library. Mr. Davis distributed copies of the Nashua Public Library Strategic Plan overview at the February 11, 1997, meeting, including supplemental documents downloaded from the Internet. In the

overview, the history of the role of technology in delivering information is detailed, including the introduction of Dialog on-line reference service in the early 1980's, followed by the introduction of Internet access for the staff in the 1990's. At the Special Meeting held on June 30, 1997, the Trustees approved the Internet Access Policy and Guidelines and a general Code of Conduct.

The transformation to a visual culture in recent decades has clearly influenced the direction of library services. The implementation of formats such as CD-ROM, the Internet, and the explosion in software for PC's has the potential but not the destiny to determine the change in the transmission of ideas from books to computers. The sudden rise of the Internet offers hope and promise as well as a stark realism that can threaten the ability to differentiate between beauty and ugliness, fact and fiction in the human experience.

Public libraries with their bricks and mortar remain symbols of a broader belief that individuals may have access to knowledge and opportunity to improve their lives. In Carnegie Libraries Across America the saga of one man's dream is depicted, beginning in 1893 when the first Carnegie Library opened, followed by 1,687 more during the three decades to follow.

Though formats and building design may change, the ideals of the mission of the public library remain. During the years I have been privileged to serve as a Library Trustee many changes have occurred, but our goal to serve the Citizens of Nashua endures.

In reflecting upon long years of work one may pause and wonder at the seeming chaos and uncertainty of our technological age but remain aware that amidst this existence lies a spiritual bond and thirst for harmony and joy.

"Sometimes one who has toiled with wisdom and knowledge and skill must leave all to be enjoyed by another who did not toil for it . . .  
I must leave it to those who come after me - and who knows whether they will be wise or foolish? Yet they will be masters of all for which I toiled and used my wisdom under the sun. This also is vanity."

Ecclesiastes 2:18-21

Each of us is a student here to participate intellectually and emotionally in a search for purpose and meaning and no finer place to start may be found than the public library.

We wish to thank Mayor Davidson, the Board of Aldermen, and the Citizens of Nashua for their participation and support of our Nashua Public Library.

## **Director's Report**

*Clarke S Davis, Director*

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### **Library Expansion Continues...**

#### **East Wing, Stearns Room, Cafe Y-A, Library Store**

As the library celebrates its quarter century mark at 2 Court Street, growing demands on this facility have brought about the need for renovation and expansion . . . a new East Wing area similar to the recently completed Music/Art/Media (West Wing) has been submitted to the Capital Improvements Committee. This area, now housing biographies, government documents and periodicals, will be the future home of the library's fiction collection, meeting facilities, and the Boomerang Lounge, a cafe where library patrons may relax and refresh themselves with a cup of coffee. In addition, energy and lighting improvements will be made on the first floor and new carpet will be installed.

Shifting the library's fiction collection downstairs to this new area will allow a much needed expansion of nonfiction, reference and business materials on the first floor of the library. The use of computerized information access will also be expanded in every library department. After 25 years of heavy use, furniture will be reupholstered including 80 reader seats on the main floor.

### **Music/Art/Media Area Relocated to House**

#### **Stearns Room, Cafe Y-A, Library Store and Welcome Center**

The Stearns Room opened Sunday, September 22, 1996, with facilities for quiet study and small group meetings. This room which features a dramatic view of the reborn Nashua River, will house a choice collection of New England books, Native American history and culture, rare books, and law books.

Concurrent with the Library's 25th Anniversary Celebration, the Cafe Y-A debuted on September 22, 1996, bringing books, magazines, computers, and a place exclusively reserved for Nashua's young adults. Cafe Y-A will be a downtown gathering place for their interests and enthusiasms.

The NPL Store and Welcome Center will provide convenience items, books, reading lights, prints, pencils, paper, postage, clothing specialties, and other items for library users. Library phone communications, reception and directional inquiries will also emanate from this location.

### **The Nashua Public Library... More Than "Just a Library"**

Although books will always be our primary product, the Nashua Public Library has always enthusiastically pursued information in other formats. An enlivening series of free public programs provided much direct information not yet available in print, such as *The World's Chime*, an ambitious 13-week explanation of western music presented by Prof. David Ripley of the University of New Hampshire and the New Hampshire Humanities Council.

Major feature films, enhanced by a new wide screen and nine-speaker surround sound, were enjoyed Friday nights from October to May at the NPL Theater's Cinema Cabaret series. Audiences reached much greater size when Plaza Pics presented family film classics such as *Pocahontas* and *Muppet Treasure Island* at Greeley Park on Friday nights under balmy summer skies.

Our Ethnic Center at the Chandler Memorial Library celebrated its 14th anniversary in September. The Ethnic Center offers books, magazines, records, films and cooking programs throughout the year, giving Nashuans the opportunity to expand their horizons. Programs featured Chinese Calligraphy, Discover Africa, Ukrainian Egg Decorating and Scottish Country Dancing.

Our Children's Department continued to make the Library engaging for the next generation of readers and library users by offering a huge weekly selection of library programs, Saturday films and live puppet/storytelling sessions.

Much information and entertainment for adults was provided as well by Bachs Lunch concerts which packed our Music/Art/Media Dept. on hot summer days, while the seminars Cash Planning: The Hows & Whys of Investing Your Money; and Saving Strategies: Financing Higher Education helped citizens cope with the serious side of life. All of these events and many more kept the Nashua Public Library Calendar full during 1996-97. . . a lot more than just books!

We are indebted to the New Hampshire Humanities Council for their funding assistance on the following programs presented at the Library:

- 1) A Cinematic Feast: Food in Contemporary Film
- 2) Honest Vision: A Portrait of Todd Web
- 3) New England Women in Waiting: Heroines on the Home Frontier

### **The Library in the Community**

The Nashua Public Library serves a purpose beyond the traditional one of circulating books and other materials. The library is very much involved in the community and has served to introduce the community to itself and to act as a forum for a great variety of community programs. Over 1,800 meetings were held free and open to the public in the library's various meeting rooms during the 75.5 hours per week that the Library is open.

We realize that you will continue to support your library only to the extent that it is responsive to your needs. Identifying and satisfying these demands will continue to be our primary goal. As always, the factor contributing most significantly to our success is people - a competent and dedicated staff, a concerned Board of Trustees, an alert City government and a community supportive to the services provided by its public library.

As its Director, I hope to continue the excellence established by the Nashua Public Library.



***Cheerleaders and Football Team Members  
From the Class of 1947***



***Congratulations - 50th Reunion***

*Standing - from left to right  
Florence Roberge, Ed Dobrowolski, Earl McKeown,  
Gloria Gullage and Dorothy Desmarais  
Kneeling - from left to right  
Anne Haug, Chesterine Kamienicki, Anne Siergiewicz,  
Lucille Beaulieu and Gert Vaillancourt*

— NASHUA SCHOOL DISTRICT —

Superintendent  
Assistant Superintendents

Joseph Giuliano  
John Cepaitis  
Elaine Holt  
Mark Conrad

Business Administrator

The 1996-97 school year was both challenging and interesting. Several major initiatives were undertaken to improve our schools, while our students and staff continued to bring honor to themselves and the District by attaining many outstanding achievements. Last spring, the School District was honored to be selected by the Japanese ministry as a visitation site for a group of Japanese educators visiting the United States to observe and learn from our educators.

The primary focus of any school district is to enhance student achievement. In the 21st century, students will need to have a higher level of skills than at any other time in our history. The Nashua School District has already begun to address this need by setting higher expectations; making changes in school curricula; expanding technology in the classroom; making plans to maximize use of our school facilities; and planning for a renovated and restructured Senior High School and vocational education center.

We in the School District feel that to be truly successful in our efforts, we must raise student, parent, staff, and community expectations. We also need community support to be successful and have been working hard to expand parent and community connections to our schools.

We invite your support as we continue to *strive for excellence* by achieving the most that we can for our students.

**CONSTRUCTION PROJECTS**

Renovations and additions to Dr. Crisp Elementary School, Bicentennial Elementary School, and Fairgrounds Junior High School were substantially completed by the beginning of the 1997-98 school year.

With the completion of those project, planning for the renovation of Amherst Street School is now moving into full swing. The architectural firm of H.L. Turner has been hired to lead the renovation effort. Consistent with recent school construction projects, the renovations planned for Amherst Street will be comprehensive, including a new classroom wing to eliminate portable classrooms now on site, expansion of core facilities, the construction of a new gymnasium, and installation of new heating and ventilation systems. With the location of the school at a busy and visible intersection, extensive site work is planned to improve both student safety and the overall appearance of this gateway to downtown Nashua.

In the spring of 1997 the Board of Aldermen approved the initial bonding of \$200,000 for this project to begin the process of architectural design. An additional funding request will be made later this year as the design effort moves forward. Actual construction could begin by the summer of 1998.

**DISTRICT TECHNOLOGY INITIATIVE ONGOING**

Following two years of intensive work, the Nashua School District now has in place a fully functioning wide-area network connecting all 16 schools and the School Administration Office.

The new network includes an associated local-area network in each school, as well as new computers in school libraries, offices, sixth grade classrooms, and Nashua Senior High School computer labs. Internet access is available on all computers connected to the network, and the School District is implementing a *Responsible Use* policy guiding appropriate student behavior on the Internet and the District's network.



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## Municipal Government Report

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The complexity of maintaining a network environment and the integration of technology into the curriculum are creating a demand for more highly trained staff to support these efforts. The School District is now in the process of hiring a team of three new *systems administrators* who can provide staff training as well as hardware and software support.

Other significant technology initiatives are also underway. The District is now installing an electronic *card catalogue* linking the library resources of all 16 schools and providing students and teachers with the capability of doing on-line research over the Internet. Computers and projection panels have been purchased for Senior High School social studies classrooms to integrate technology into new curriculum initiatives in this area. New computer labs are being installed in the Dr. Crisp and Bicentennial Elementary Schools as part of recent renovations to those facilities, and the availability of federal Title I funding has enabled the District to place a computer into every classroom at Ledge Street Elementary School.

Other needs for the District's investment in technology remain. The School District must update its student management information system software, and new computer labs are needed in each of the City's three junior high schools. Identifying funds to support continued access to technology by students, teachers, and administrators becomes the real challenge of technology for the Nashua School District in the coming years.

### CURRICULUM AND ASSESSMENT

The Nashua curriculum development initiative, which is based on a careful analysis of what will be required of citizens in the 21st century, moved forward during the 1996-97 school year. Throughout the year, Curriculum Area Research and Development teams worked to design curricula to meet the high standards expected of Nashua High School graduates. These standards were derived from several important sources: national reports about how our student compare with students in other nations; standards set by national associations of educators such as the National Council of Teachers of Mathematics; the State of New Hampshire through the New Hampshire Educational Assessment and Improvement program; the Nashua 2000 Curriculum Committee; and the Secretary of Labor's SCANS study which defines the skills which will be needed in the workplace of the future.

Traditional skills--reading, writing, computing, appreciating history, and meeting responsibilities as citizens--will not be sufficient in our future society. The new standards focus on preparing students to demonstrate the ability to access information, set priorities, manage time, demonstrate teamwork, communicate effectively through a variety of methods, be resourceful, think creatively, be responsible, demonstrate productivity using a variety of technology, and practice a healthy lifestyle.

To achieve a curriculum which reflects these high standards, teams of teachers, administrators, and community members have been rewriting the curriculum content in language arts, social studies, media and technology, guidance, fine arts, mathematics, science, health, and physical education. They are basing their work on the latest research and have been reviewing the new materials and designing materials to achieve these outcomes.

Meanwhile, a wide area computer network has been established which now provides access to the Internet from all of the District's schools. Over 350 of the district's teachers have participated in training on how to use this new technology; and many teachers spent part of their summer vacation attending District workshops to introduce new and powerful teaching methods.

In addition, the District's Assessment Council has worked to define how we will know if our students have achieved the higher standards. Subcommittees have discussed what skills a student should demonstrate at graduation--and to what degree of quality--in order to earn a high school diploma. A Learning Styles Inventory was introduced at Grade 4 to help families, students, and teachers to understand the different preferences that students bring to their learning. Two new assessment tools recommended by the group, the Plan Test at Grade 8 and the Explore Test at Grade 10, will provide indicators of each student's achievement and areas of interest and talent, in order to help students to make decisions about their courses and develop a post-secondary plan.

A group of high school teachers spent much of their time during the summer vacation finalizing the curriculum for the SNTAS program (School Next to a School), which opened its doors in September 1997 to 125 students. Their curriculum is focused on learning through integrated experiences around essential questions and challenging problems in a smaller community within the High School.

Another group of High School teachers, administrators, students, parents, and a Board of Education member met to address the question of how to make the high school a more supportive environment for students and teachers in a large institution. They are investigating methods to restructure the High School to achieve these ends.

A third group, the Professional Development Council, studied the professional development opportunities offered by the District. Their goal was twofold: to ensure that these programs provide teachers with knowledge of the latest research in effective instruction and to ensure that the District's hiring and evaluation methods foster a professional faculty that is also meeting the high standards required for the curriculum of the future.

All of this reflection, research, and design of educational programs has led us to understand that learning must go on outside of school as well as inside to meet these high standards. Students must spend more time each day in improving their learning.

We have turned to parents and the business and civic community to be sure that everyone holds high expectations for how students use their time. Families have been asked to expect their children to read every day and practice the skills that they have learned in school through their homework. We are depending on families to establish a learning environment at home and to have the expectation that students will use a large part of their out-of-school time for learning. Communicating the need for this extended learning has led to a significant increase in the number of students attending our summer school programs.

Our Adopt-a-School programs, which invest businesses in supporting schools, have continued to grow; and our excellent school volunteer program continues to be an essential resource in helping our students to achieve. We appreciate these community resources, but if we are to accomplish our ambitious goals, we will need even more support.

We have maximized our economies and responded creatively to how we deliver instruction, but the continued draw of our recent Number One City status adds students and needs to our programs daily. We invite everyone in our exciting City to become involved in creating the *schools for the future*.

### SPECIAL EDUCATION

The Nashua School District's Special Education Department underwent a year-long State Department of Education monitoring and review process during the 1996-97 school year. Nashua was one of four public school districts voluntarily participating; other New Hampshire districts included Salem, Kingston, and Moultonboro. The "new" process merged compliance requirements with improvement priorities to create a stronger emphasis on learners and program quality.

The goal of the Department of Education was to foster collaboration between the State and the local education agencies. The onsite review process included new self-monitoring activities--while retaining very clear compliance parameters--as well as an external team visitation/examination. This major shift in the monitoring format resulted in local as well as State oversight; genuine self-knowledge at the building level; and the identification of appropriate program revision/renewal needs based on the significant data obtained. The development of a five-year plan for improvement completed the process.

Nashua was lauded for its sustained commitment, expertise, and willingness to jointly analyze the quality of programs for students with disabilities in conjunction with the NH Department of Education.

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## Municipal Government Report

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### REACH INITIATIVE (GIFTED AND TALENTED)

The restructuring of the gifted and talented program in the Nashua School District began in the 1995-96 school year. This initiative was approved by the Board of Education on July 15, 1996, under the name REACH: *Recognizing Extraordinary Abilities in Children*. REACH is offered in all Nashua schools.

The goal of the REACH initiative is to create an environment in which deliberate efforts are made to recognize, identify, and nurture students with extraordinary abilities. As our *District strives for excellence* and seeks to raise the ceiling for all learners, the REACH initiative has adopted Howard Gardner's state-of-the-art research in multiple intelligences as part of the procedure for recognizing students with extraordinary abilities.

### TITLE I

Title I is a federally funded program designed to provide supplemental services to meet the special academic needs of educationally disadvantaged students at the preschool, elementary, and secondary levels, as well as at facilities for neglected and delinquent students. To be eligible for the program, a school's free/reduced lunch count must exceed the district's average count

In the 1996-97 school year, the program was administered at Amherst Street, Dr. Crisp, Fairgrounds, Ledge Street, and Mount Pleasant Elementary Schools, and at Pennichuck Junior High School. the following services were provided.

- A daily developmentally appropriate preschool experience was offered at the Title I One Concord Street location, to 45 four-year-olds from Title I attendance areas.
- All Title I elementary sites successfully delivered Early Intervention Reading Programs (Reading Recovery and Early Success) in Grades 1 and 2 and compensatory reading services in Grades 3 and 4, primarily using an inclusionary model.
- At Pennichuck Junior High, content area support staff were available in Social Studies, English; and Mathematics in Grade 7; and Grade 8 and 9 students participated in Study Skills and Mathematics programs.
- Home/School Coordinators provided services to each Title I site, fostering a true parent partnership with the school.

### STUDENT BEHAVIOR STANDARDS

The Nashua School District introduced a revised student discipline policy--in a document entitled *Student Behavior Standards*--during the 1996-97 school year. the new rules were developed by a District Committee representing a broad cross section of the community and chaired by Assistant Superintendent John Cepaitis.

In developing the new policy, the Committee established responsibilities for students, teachers, principals, superintendents, and the Board of Education. Student violations were divided into three classifications: Class III (minor), Class II (intermediate), and Class I (major). Care was taken to ensure that the resulting *Student Behavior Standards* would promote a safe, educational environment for all students in the District through consistently implemented and enforced standards in all 16 schools.

The new *Student Behavior Standards* were implemented throughout the District on January 27, 1997. The *Standards* were slightly modified and reprinted in July 1997.

### SAFE AND DRUG FREE SCHOOLS GRANT

The Nashua School District received \$148,608 through the Safe and Drug-Free Schools grant in the 1996-97 school year.

- Sixty nine percent (69%) of that amount was used to provide early intervention services to students through the Student Assistance Program (SAP). At the High School 1,679 individual contacts were made and 554 students were counseled in group sessions to address a variety of social issues and to promote conflict resolution. At the five elementary schools serviced by the program, a monthly average of 117 individual students and 502 students in group sessions were counseled for issues involving social skills, self-esteem, and family issues.
- Seven percent (7%) was allocated for character education and mediation programs. Conflict resolution and per mediation training were provided through the Nashua Mediation Program of the Community Services Division.
- Twenty-four percent (24%) was used for professional development, direct instruction, instructional materials, and a portion of salary for one support staff member.

### ATHLETICS

Nashua Senior High School completed its 1996-97 sports season with a record of 250 wins, 123 losses, and 3 ties.

The fall season saw four teams qualify for the new Hampshire Interscholastic Athletic Association playoffs. The football and volleyball teams lost in the State Championship finals to Londonderry and Salem respectively. The girls' soccer team posted 11-5-1 season and lost in the semi-finals of the State Tournament, while the boys completed a 10-5-1 season, only to lose in the quarter finals of the Tournament.

In winter, the Girls' Indoor Track Team posted a record of 30 wins and 1 loss and won the State Championship at the University of New Hampshire for the third consecutive year. The Boys' Swimming and Diving Team posted a record of 8-0 and won the Merrimack Valley Conference Championship.

In spring, the boy's baseball team posted another successful season, winning 16 games and losing 5 and lost in the quarterfinals of the N.H.I.A.A. Tournament.

Pauline Albert, Girls' Track Coach, received the Section I Service Award from the National Federation of Interscholastic Coaches Association and the Bouyea Fassets Award for her outstanding contribution to women's athletics at the recent NH Interscholastic Athletic Association annual meeting.

### FOOD SERVICE

The Nashua School District participates in the National School Lunch, School Breakfast, and Special Milk (kindergarten) Programs. All schools support the USDA's School Meals Initiative for Healthy Children. This historic policy change promotes a healthy school meals program through the following principles: following the nutrition goals emphasized in the Dietary Guidelines and Recommended dietary Allowances; serving children great tasting food; setting the stage for enjoyable dining; providing nutrition education; and promoting a healthful lifestyle for all students. As a result of this initiative, we continue to expand the number of Team Nutrition schools at the elementary level.

Marketing efforts by the Food Service Department to promote student participation at Nashua Senior High School and Elm Street Junior High School resulted in facelifts in both locations. Colorful menu boards, vending machines featuring nutritious snack items, color schemes featuring school colors and mascots, and specialty food lines made a positive impact on student acceptability and attitudes surrounding school meals.

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## Municipal Government Report

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Throughout the year, food service staff were involved in a variety of classroom/cafeteria activities that promoted nutrition education and provided student recognition. A monthly event at Sunset Heights was a special luncheon to recognize "Writer of the Month" achievement. Under the direction of the art teacher, Bicentennial students entered the National Salad Head Competition and received a Certificate of Achievement for their entry.

### TRANSPORTATION DEPARTMENT

During the 1996-97 school year, the School District purchased a student transportation software program to make school transportation scheduling more efficient. The system is based on a geographically coded database of the City of Nashua and school attendance boundaries. The software will simplify bus routing and mapping driver routes; it will also maximize efficiency in terms of bus capacities.

Once student data is entered, the program will track students through high School based on home address. Each year, the system will automatically elevate students to the next grade level and assign them to buses. In addition, the software will provide a variety of student reports to efficiently manage the tracking of students. The system will be implemented during the 1997-98 school year.

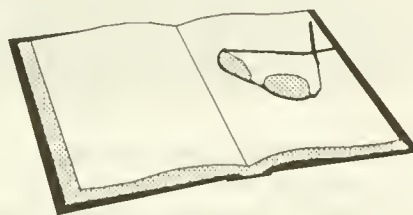
### PARTNERS IN EDUCATION

The Partners-in-Education Program is the flagship of community support in the Nashua schools and consists of School Volunteers, Adopt-a-School, and Partners-at-Large. Each of Nashua's 16 schools has an active school volunteer program and is involved in business partnership linkages.

During the 1996-97 school year, the School Volunteer and Business Partnership programs involved more than 7,100 volunteers who gave in excess of 208,670 hours of time to the personal and academic growth of our students. Translated into dollars using a figure (\$13.24) provided by the Independent Sector of Non-profit and volunteer organizations in Washington, DC., these hours represented \$2,762,790.

All 16 Nashua schools were honored with the Blue Ribbon Achievement Award for the ninth consecutive year. sponsored by the NH Department of Education and the NH Partners-in-Education, this award distinguishes schools that have exceeded goals established to recognize exceptional school volunteer efforts.

In November 1996, 12 Nashua school/business partnership programs were honored with Gold Circle Partnership Achievement Award. This coveted award, sponsored by the NH State Department of Education and NH Partners in Education, recognizes collaborative efforts between schools and communities to create exemplary education partnerships.



*Discover Card*  
*in cooperation with*  
*The New Hampshire School Administrators Association*

*recognized*

**DONALD DESLAURIERS**

*a Junior at Nashua Senior High School*  
*as the 1997 Discover Card Scholarship*  
*Silver Award Winner*  
*in the Category of Trade and Technical*



*Above is Donald Deslauriers with Governor Jeanne Shaheen*  
*May 22, 1997*  
*Don is the son of Lt. Donald Deslauriers of Nashua Fire Rescue*  
*and Nancy Deslauriers of Financial Services, City Hall*

— EDGEDWOOD CEMETERY —

**Superintendent**

**Jeffrey Snow**

**TRUSTEES**

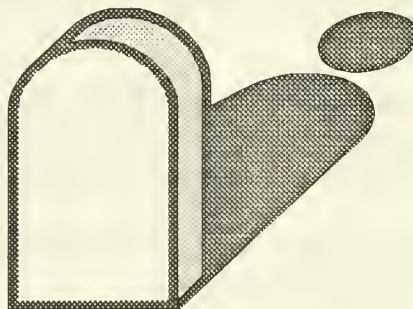
**Donald C. Davidson, Mayor (Ex-officio)**  
**George B. Law, President**  
**Allan M. Barker**  
**Douglas M. Barker**  
**Rev. James S. Challenger**  
**Norman E. Hall**

**Paul Martel, Treasurer & Chief Finance Officer**  
**Thomas A. Maffee, Secretary**  
**Philip L. Hall**  
**Frederick E. Shaw**  
**Kenneth Spaulding**  
**George B. Law**



This year there was a total of 147 grave spaces sold. These were broken down as; 1 - 20 grave lot, 1 - 6 grave lot, 11 - 4 grave lots, 32 - 3 grave lots and 13 single graves. There were 107 interments this year as follows: 80 adult burials, 24 cremations and 3 infants.

The oak doors on the Anderson Chapel have been replaced as the original doors had deteriorated beyond repair.



**HUNT BUILDING BOARD OF TRUSTEES**

Donald C. Davidson, Mayor (Ex-Officio)  
Nancy Blish  
Betty Gimber  
Meri Goyette  
Donald Marquis

Frank H. Mellen  
Susan Raban  
Sarah Roche  
Linda Willett

The Hunt Memorial Building is now under the direction of a 9 member board of trustees appointed by the Mayor and confirmed by the Aldermen. Legislation to this effect was introduced during the 1996-1997 fiscal year. The first formal meeting of the trustees took place in March 1997. Trustees meet on the third Tuesday of each month at 6:30 P.M. at the Hunt Building.

The goal of the trustees is to restore the building and have it become both a focal point for the continued revitalization of the downtown as well as a center for individual and community functions.

Much had been accomplished prior to the formation of the new board:

1995 -With a generous grant from the MacLean Foundation, the parent organization of the Telegraph, the main reading room was renovated.

The downtown revitalization group held its meetings at the Hunt and the First Annual Holiday Stroll in November focused on the Hunt with a tree lighting, a concert and a visit with Santa.

1996 - The first annual flower show was held at the Hunt with the theme "VICTORIAN GARDENS"

With a generous contribution from Dr. and Mrs. Charles Goyette, the D.A.R. Room was completely renovated and furnishings bought. It is now know as "ROBIE'S ROOM" in memory of their son.

The Victorian Room, a small, former office off the lobby, was furnished with antiques, paintings and rugs all donated or on loan. Mr. Si Mahfuz, of the Persian Rug Gallery, donated a rug for the main entry way.

In November, a number of activities took place which included meetings by several community groups; Sunday afternoon concerts and the now Annual Holiday Stroll which featured "CASTLE". Hundreds of Nashuans took the opportunity to visit with Santa and Mrs. Clause.

1997-January: Railroad Square Conference and Bank of New Hampshire Reception.  
Renovations to the office area begun.  
A generous donation from the Gregg Family will allow for painting the exterior  
woodwork.

February: Trustees formally named.  
Nashua Soup Kitchen Benefit



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## Municipal Government Report

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- March: Children's Tea during "THE WEEK OF THE YOUNG CHILD"  
Burbank Art Collection and Reception  
Trustees of the French Hill Improvement Association meet on the 10th and the 19th.
- April: Wedding Reception  
Chimes Installed in the clock tower; a gift from Dr. and Mrs. Charles Goyette  
Exhibit: Selected works from the Burbank Collection; Nashua Public Library.
- May: Flower Show and Reception  
Taste of Downtown Nashua  
Sunday afternoon concerts
- June: Sunday afternoon concerts series continues;  
A grant for \$3,000, a part of the Block Grant Funding, was awarded by the city to design a handicapped ramp.  
The trustees were informed that Mr. & Mrs. Davis Thurber would donate the funds necessary to construct the much needed catering kitchen.

All of this would not have been possible without the generous support of numerous individuals who have volunteered their time to the success of the Hunt. Special thanks are extended to Mayor Davidson and the Board of Aldermen for their support without which the continued restoration and maintenance of the building would not be possible.





