


352.0742b  
B79  
2011  
c.2

**ANNUAL REPORT** of the  
**OFFICERS AND COMMITTEES**  
of the Town of  
**BROOKLINE, NEW HAMPSHIRE**  
For the year Ending December 31, 2011



**WITH REPORTS OF THE SCHOOL DISTRICT**  
For Year Ending June 30, 2011



Digitized by the Internet Archive  
in 2022 with funding from  
University of New Hampshire Library

## TABLE OF CONTENTS

|  |        |
|--|--------|
| Overview of Annual Meetings.....                         | 2      |
| List of Town Officers.....                               | 5      |
| Federal Officials.....                                   | 9      |
| Town Warrant.....  | 10     |
| Budget of the Town of Brookline.....                     | 15     |
| Estimated Revenue.....                                   | 17     |
| Auditor's Letter.....                                    | 18     |
| Combined Balance Sheet.....                              | 20     |
| Comparative Statement of Appropriations.....             | 21     |
| Details of Expenditures.....                             | 23     |
| Schedule of Town Property.....                           | 41     |
| Statement of Appropriations.....                         | 44     |
| Statement of Bonded Debt.....                            | 46     |
| Summary Inventory of Valuation.....                      | 54     |
| Town Meeting Minutes – March 8 & 9, 2011.....            | 55     |
| Reports:   |        |
| Ambulance Service.....                                   | 68     |
| Board of Selectmen.....                                  | 71     |
| Building Inspector.....                                  | 73     |
| Conservation Commission.....                             | 74     |
| Emergency Management.....                                | 76     |
| Executive Council.....                                   | 78     |
| Finance Committee.....                                   | 79     |
| Fire Wards.....  | 86     |
| Hollis Communication Center.....                         | 89     |
| Library Trustees.....                                    | 91     |
| Melendy Pond Authority.....                              | 95     |
| Merged Lots.....   | 96     |
| Nashua Regional Planning Commission.....                 | 97     |
| Planning Board.....                                      | 100    |
| Planning Board & Board of Adjustment Statistics.....     | 101    |
| Police Department.....                                   | 103    |
| Road Agent.....  | 104    |
| Tax Collector.....                                       | 107    |
| Town Clerk.....  | 110    |
| Treasurer.....   | 111    |
| Trustees of Trust Funds.....                             | 115    |
| Vital Statistics:  |        |
| Marriages.....   | 117    |
| Births.....  | 119    |
| Deaths.....  | 120    |
| Brookline School District.....                           | Blue   |
| Hollis Brookline Cooperative School District Report..... | Yellow |



352,07425  
B79  
2011  
C.2

### Overview of Annual Meetings

This document provides an overview of Brookline’s three annual meetings:

- Co op Meeting: **Monday, March 5<sup>th</sup>, 7:00 pm at High School**
- Brookline School District: **Wednesday, March 7<sup>th</sup>, 7:00 pm at CSDA**
- Town Meeting, **Wednesday, March 14<sup>th</sup>, 7:00 pm at CSDA**

#### Timing

Each of Brookline’s three annual meetings is held on a separate day. A fourth day (Tuesday, March 13<sup>th</sup> at CSDA) is used for residents to go to the polls and elect town/school officials as well as to vote on any other issues that require certain “ballot” voting, such as zoning ordinances.

#### Meeting Background:

Upon arrival at the Town/School meetings, residents check in to verify they are registered to vote. At this time voters receive an index card to be raised when voting.

The meeting is run by the Town/School/Co op Moderator.

#### Key Terms

The following are key terms used during the meetings.

**Warrant:** The meeting’s written agenda, prepared and posted at least two weeks before the meeting. The Warrant serves as formal public notice of the meeting and notice of the subject matters to be considered.

**Articles:** The individual subject matters listed in the Warrant, to be taken up and decided one at a time at the meeting.

**Motion:** To consider the subject matter raised in an Article, a Motion is required. The Motion must be germane to the subject of the Article, but need not be identical to it. Once a Motion under an Article is made and seconded, the substance of that Motion is open to discussion. The proponent of the Motion is permitted to speak first and should provide information relevant to the Motion.

**Discussion:** Speaking is done at the microphone, as recognized by the Moderator. Introduce yourself by name and street. Address your comments to the Moderator. Be respectful, civil, and don’t get personal. Speak once until others have spoken. Discussion ends when a resident makes a Motion to Move the Question.

**Motion to Move the Question aka Call the Previous Question (i.e. stop debate):** This Motion needs a second, is non-debatable, and requires a 2/3 majority for approval. Per



Arnold's Rules of Order, it is bad form for a speaker to express an opinion and then to move to close discussion. If approved, this Motion closes discussion. As a courtesy, those already at the microphone are usually allowed to speak, but a motion from them will not be entertained.

**Motion to Amend:** A pending Motion can be changed by a Motion to Amend. If seconded, discussion shifts to the substance of the Motion to Amend. When discussion on the proposed amendment is ended, the vote is only on the amendment of the main Motion. If approved by simple majority, the main Motion is so amended, but not passed. The new main Motion is thereafter voted on, once any further discussion has ended.

**Vote:** When discussion is ended, the vote on a pending Motion is usually a majority vote conducted by raising the voting cards (and not secret yes/no ballot) except when: 1) the Motion is for bonding authority of \$100,000.00 or more (2/3 majority and ballot vote for no less than one hour) (RSA 33:8), 2) five voters request in writing prior to a vote that the vote be conducted by ballot (RSA 40:4-a), or 3) seven or more voters question a non-ballot vote upon declaration of vote and before other business is begun (compelling a ballot vote) (RSA 40:4-b).

**Motion to Pass Over:** This Motion is a proposal to take no action on the subject matter raised in an Article and to pass over it. The Motion needs a second, is non-debatable, and requires a 2/3 majority.

**Motion for Reconsideration:** This Motion asks the voters to reconsider a prior vote. This Motion must only be made by a voter who had previously voted on the prevailing side. If such a Motion is made and seconded, the discussion is limited to the issue of reconsideration. It must not be a "do over" debate. A simple majority is required to pass this Motion. If passed, we return to the subject prior motion and address it anew.

**Motion to Limit Reconsideration:** To prevent strategic late night Motions to Reconsider, a Motion to Limit Reconsideration was created by state statute (RSA 40:10). This Motion needs a second, is debatable, and requires a simple majority. It can be made at any time during a meeting relative to a prior vote. If passed, the reconsideration of the subject prior vote is restricted in that, should a motion for reconsideration of that prior vote be passed, the reconsideration may not take place except at a subsequent meeting no sooner than seven days later.

**Point of Order:** "Mr. Moderator, I rise to a point of order." A statement of a perceived procedure error. May interrupt the speaker, needs no second, and may not be debated.

**Motion to Appeal:** This is a motion appealing a decision of the Moderator. It requires a second, is debatable, and requires a simple majority.

**Motion to Adjourn:** This Motion must be seconded, is not debatable, and requires a simple majority. Although "adjourned" may suggest a rescheduling, in practice the term is used to end a meeting. If at 11:00 p.m., it appears that all matters can be concluded by midnight, the meeting will continue. Otherwise, a Motion to Adjourn to an announced time and date will be entertained.

## 2011 Annual Town Report

### Town Officers

#### Town Clerk/Tax Collector

(By Ballot)

Patricia A Howard-Barnett

Term Expires 2014

#### Board of Selectmen

(By Ballot)

Jesse T Putney

Term Expires 2012

Clarence L Farwell

Term Expires 2013

Jack B. Flanagan

Term Expires 2013

Darrell Philpot

Term Expires 2014

Karl Dowling

Term Expires 2014

Rena J Duncklee, Executive Assistant/Office Manager

#### Board of Assessors

(By Ballot)

Marcia T Farwell

Term Expires 2012

Peter A Cook

Term Expires 2013

Kevin R Visnaskas

Term Expires 2014

Kristen Austin, Secretary

#### Town Treasurer

(By Ballot)

Russell Heinselman

Term Expires 2012

#### Moderator

(By Ballot)

Peter G Webb

Term Expires 2012

#### Road Agent

(By Ballot)

Gerald G Farwell

Term Expires 2012

#### Fire Wards

(By Ballot)

David Santuccio

Term Expires 2012

David Flannery

Term Expires 2013

Charles E Corey (Chief)

Term Expires 2014



### **Recreation Commission**

(By Ballot)

|                              |                   |
|------------------------------|-------------------|
| Scott Delage                 | Term Expires 2012 |
| Richard Vertullo             | Term Expires 2012 |
| Michelle Dowling (appointed) | Term Expires 2012 |
| Jennifer Dvareckas           | Term Expires 2013 |
| Eva Bent                     | Term Expires 2014 |

### **Finance Committee**

(By Ballot)

|                              |                   |
|------------------------------|-------------------|
| Betty Hall                   | Term Expires 2012 |
| Christopher Adams            | Term Expires 2012 |
| Mary Bendix (resigned)       | Term Expires 2012 |
| Rick Pocklington (appointed) | Term Expires 2012 |

### **Library Trustees**

(By Ballot)

|               |                   |
|---------------|-------------------|
| Louise Price  | Term Expires 2012 |
| John Lindgren | Term Expires 2013 |
| Edward Cook   | Term Expires 2013 |
| Helen Ballou  | Term Expires 2014 |
| Stephen Russo | Term Expires 2014 |

### **Supervisors of Checklist**

(By Ballot)

|                     |                   |
|---------------------|-------------------|
| Russell Heinselmann | Term Expires 2012 |
| Patricia Rosenberg  | Term Expires 2014 |
| Ruth Bobich         | Term Expires 2016 |

### **Town Trustees**

(By Ballot)

|                           |                   |
|---------------------------|-------------------|
| Ed Zadavec                | Term Expires 2012 |
| Robert Y Grant (Chairman) | Term Expires 2013 |
| Melanie Levesque          | Term Expires 2014 |

### **Chief of Police**

(Appointed by Selectmen)

William H. Quigley III  
Donna Matheson, Administrative Assistant

### **Ambulance Director**

(Appointed by Selectmen)

Wesley N. Whittier

### **Emergency Management Director**

(Appointed by Selectmen)

Wesley N. Whittier

**Overseer of Public Welfare**

(Appointed by Selectmen)

Ann Webb Term Expires 2013

**Planning Board**

(Appointed by Selectmen)

|                                      |                   |
|--------------------------------------|-------------------|
| Alan Rosenberg (Co-Chair)            | Term Expires 2012 |
| Ronald Pelletier                     | Term Expires 2013 |
| Dana MacAllister (Co-Chair)          | Term Expires 2013 |
| Richard Randlett                     | Term Expires 2014 |
| Darrell Philpot (BOS Representative) | Term Expires 2014 |
| Judy Cook (Alternate)                | Term Expires 2013 |
| Kevin Gorgoglione (Alternate)        | Term Expires 2014 |

Valerie Maurer, Planner  
Kristen Austin, Recording Secretary

**Building Inspector**

(Appointed by Selectmen)

Paul Harvey

**Souhegan Regional Landfill District**

(Appointed by Selectmen)

Gerald Farwell Term Expires 2012

**Animal Control Officer**

(Appointed by Selectmen)

Vacancy Until Discharged

**Commissioners, NRPC**

(Appointed by Selectmen)

|               |                   |
|---------------|-------------------|
| Tad Putney    | Term Expires 2011 |
| Linda A Saari | Term Expires 2012 |

**Board of Adjustment**

(Appointed by Selectmen)

|                             |                   |
|-----------------------------|-------------------|
| Peter Cook (Chairman)       | Term Expires 2012 |
| Webb Scales                 | Term Expires 2012 |
| Marcia Farwell (Clerk)      | Term Expires 2013 |
| George Foley (Vice Chair)   | Term Expires 2014 |
| Kim Bent                    | Term Expires 2014 |
| Joyce O'Connor (Alternate)  | Term Expires 2012 |
| Charlotte Pogue (Alternate) | Term Expires 2014 |
| Kristen Austin, Secretary   |                   |

**Conservation Commission**  
(Appointed by Selectmen)

|                              |                   |
|------------------------------|-------------------|
| Francis Dougherty (Chairman) | Term Expires 2012 |
| Tad Putney (Selectmen's Rep) | Term Expires 2012 |
| Jay Chrystal                 | Term Expires 2013 |
| Therry Neilsen-Steinhardt    | Term Expires 2013 |
| Vacant                       | Term Expires 2014 |
| Evan Gerekos (Alternate)     | Term Expires 2012 |
| Eric Divirgilio (Alternate)  | Term Expires 2014 |

Kristen Austin, Secretary

**Surveyor of Wood and Lumber**  
(At Meeting)

|                     |                   |
|---------------------|-------------------|
| Clarence L. Farwell | Term Expires 2012 |
|---------------------|-------------------|

**Melendy Pond Authority**  
(At Meeting)

|                    |                   |
|--------------------|-------------------|
| Randolph Haight    | Term Expires 2012 |
| Peter Cook         | Term Expires 2013 |
| Russell Haight     | Term Expires 2014 |
| Peter Webb         | Term Expires 2015 |
| Francis Lafreniere | Term Expires 2016 |

**Sexton**  
(At Meeting)

|                     |                   |
|---------------------|-------------------|
| Clarence L. Farwell | Term Expires 2012 |
|---------------------|-------------------|

**Forest Fire Warden**  
(Appointed by State)

Charles E. Corey

**Health Officer**  
(Appointed by State)

|           |                        |
|-----------|------------------------|
| John Carr | Term Expires Oct. 2013 |
|-----------|------------------------|

**Tree Warden**  
(Appointed by State)

Clarence L. Farwell



## Federal Officials

### Congressional Delegation:

Senator Kelly Ayotte, 41 Hooksett Rd., Unit 2, Manchester NH 03104,  
State Office 622-7979,

Senator Jeanne Shaheen, 1589 Elm Street, Suite 3, Manchester NH 03101,  
647-7500

### Representative Second District:

Charles Bass, Concord Office, 114 No. Main St., Suite 202, Concord NH 03301

## State Officials

### Governor:

John L Lynch, State House, 107 No. Main St., Concord 03301, 271-2121 (Ph),  
271-7680 (Fax)

### State Senator: (District 12)

James Luther, State House, 107 No. Main St., Room 105A, Concord 03301, 271-  
2246

Email: [www.gencourt.state.nh.us/senate/members/senate\\_12.asp](http://www.gencourt.state.nh.us/senate/members/senate_12.asp)

### Executive Council: (District 5)

David K. Wheeler, 523 Mason Rd., Milford NH 03055, 672-6062

Email: [dwheeler@nh.gov](mailto:dwheeler@nh.gov)

Executive Council Office, 271-3632

### Representative to the General Court: (District 5)

James P. Belanger, 33 Plain Rd., Hollis NH 03049-6248, 465-2301

Email: [jim.belanger@leg.state.nh.us](mailto:jim.belanger@leg.state.nh.us)

Richard B Drisko, PO Box 987, Hollis 03049-0987, 465-2517,

email: [driskorb@aol.com](mailto:driskorb@aol.com)

Jack B. Flanagan, 4 Sawtelle Rd., Brookline 03033, 672-7175

Email: [jack.flanagan@leg.state.nh.us](mailto:jack.flanagan@leg.state.nh.us)

Carolyn M Gargas, PO Box 1223, Hollis 03049-1223, 465-7463, email:

[cgargasz@cs.com](mailto:cgargasz@cs.com)

**TOWN WARRANT  
THE STATE OF NEW HAMPSHIRE**

**The Polls will be open from 7:00 am to 7:30 pm  
Tuesday, March 13, 2012**

**Business Meeting starts at 7:00 pm on  
Wednesday, March 14, 2012**

**At Captain Samuel Douglass Academy  
24 Townsend Hill Road**

To the inhabitants of the Town of Brookline in the County of Hillsborough in said State, qualified to vote in Town Affairs:

You are hereby notified to meet at the Capt. Samuel Douglass Academy in said Brookline on Tuesday, the thirteenth (13<sup>th</sup>) day of March at 7:00 a.m. to act upon the following subjects:

1. To choose all necessary Town Officers for the year ensuing.
2. **(By Ballot)** Are you in favor of the adoption of the following amendments as proposed by the Planning Board for the Town of Brookline Zoning Ordinances as follows?

**Amendment No. 1**

200.00 - *Definitions: Add definition of:*

***Buildable Area:*** *An area capable to accommodate a house site (or commercial structure if so planned) and all required utilities such as water supply and wastewater disposal. The buildable area is the area of a lot excluding wetlands, land with slopes over twenty-five (25) percent, water bodies, regulatory floodways, setback requirements and land restricted from development by easements, covenants or other legal restrictions. The buildable area is intended to ensure that the lot is capable of meeting all Town of Brookline zoning requirements.*

**Amendment No. 2**

503.03 - *Land Area.* *Each building lot shall be at least one (1) **contiguous** acre excluding wetlands*

**Amendment No. 3**

603.03 - *Land Area.* *Each building lot shall have at least 80,000 **contiguous** square feet, excluding wetlands.*

**Amendment No. 4**

603.04 - *Number of Dwelling Units.* *Only one dwelling unit shall be permitted per individual building lot, except as provided in Section 2000.00, Accessory Dwelling Units. A ~~two family house~~ **two-family dwelling unit** shall require ~~two times the minimum land area~~ **at least 160,000 contiguous square feet of land excluding wetlands.***

**Amendment No. 5**

603.06 - Back Lots.

a. Requires a minimum lot area of **at least five (5) acres with a buildable area of at least 80,000 contiguous square feet of land** excluding wetlands.

d. ~~Duplexes~~ **A two-family dwelling unit requires a minimum lot area of ten (10) acres minimum lot size with a buildable area of at least 160,000 contiguous square feet of land** excluding wetlands.

**Amendment No. 6**

626.00, 3. - The minimum lot size for a single family market value **unit** or a single **family** workforce housing unit shall be one (1) **contiguous** acre excluding wetlands. The minimum lot size for a ~~duplex~~ **two-family dwelling unit** shall be one and one half (1.5) **contiguous** acres excluding wetlands. The minimum lot size for a **three (3), four (4) or five (5)** unit multi-family building shall be three (3) **contiguous** acres excluding wetlands.

**Amendment No. 7**

1505.03 - (Open Space Developments) Setbacks. 15 foot setback from the front, rear, and side per lot, measured from the property lines. ~~The subdivision perimeter will contain a 50-foot setback where no structure shall be built.~~

Site Perimeter Buffer: (NEW Sub-Section, to match section 2203.02, b. 3 – See below)

**Each development must be situated within a permanently protected undeveloped site perimeter buffer, identified on the site plan, not less than 50 feet wide or a value as deemed necessary by the Planning Board on all boundaries of the original parcel except for access to connecting roads, which, unless it is already wooded and satisfactory to the Planning Board, must be planted and landscaped so as to provide a visual barrier between the development and adjacent properties. The Planning Board may require additional buffer width where unique circumstances of an abutting use or property warrant. The site perimeter buffer shall NOT count towards the required minimum protected open space.**

(Subsequent sections will need to be renumbered)

**Amendment No. 8**

1505.04 - Lot Size. Each building lot shall have a minimum of one (1) **contiguous** acre excluding wetlands. Only one dwelling unit shall be permitted per individual building lot, except as provided in Section 2000.00, Accessory Dwelling Units. A two-family ~~structure~~ **dwelling unit shall require two times the minimum land area a minimum of two (2) contiguous acres, excluding wetlands.**



**Amendment No. 9**

2002.11 - The gross living area of an accessory dwelling unit shall not be less than 350 square feet ~~and~~ not greater than 1,000 square feet. (To clarify that both conditions are required)

**Amendment No. 10**

2203.02. b. 3 (Housing for Older Persons Developments) Site Perimeter Buffer:

Each development must be situated within a permanently protected undeveloped site perimeter buffer, identified on the site plan, not less than 50 feet wide or a value as deemed necessary by the Planning Board on all boundaries of the original parcel except for access to connecting roads, which, unless it is already wooded and satisfactory to the Planning Board, must be planted and landscaped so as to provide a visual barrier between the development and adjacent properties. The Planning Board may require additional buffer width where unique circumstances of an abutting use or property warrant. The site perimeter buffer shall **NOT** count towards the required minimum protected open space.

**3. (By Ballot at Meeting)** To see if the Town will vote to raise and appropriate the sum of \$1,390,000 (gross budget) for the purpose of completing the Safety Complex located at 3 Post Office Square (Lot F-155) in order to house the Brookline Police Department and make those alterations to the ambulance facility which will enable this completion, and to authorize the issuance of not more than **\$1,390,000** of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) , and to authorize the appropriation of an additional \$20,000 for said construction, said amount to be received from interest on bond proceeds. The sum to be bonded and repaid over 20 years is to include site development, construction and any items incidental to and/or necessary for said construction, architectural fees, professional service fees, original equipping and furnishing and cost of sale of Bonds. (2/3 ballot vote required)

**Recommended by Selectmen 5-0.**

**Not recommended by Finance Committee 2-1.**

4. To hear reports of Selectmen and other Town Officers and Committees.

5. To see if the Town will vote to raise and appropriate the sum of **\$3,882,223** to defray town charges for the ensuing year and make appropriations of the same.

**Recommended by Selectmen 5-0.**

**Not recommended by Finance Committee 3-0.**

6. To see if the Town will vote to raise and appropriate the sum of **\$60,000** for the purpose of road/bridge improvements, or take any action relative thereto. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2014.

**Recommended by Selectmen 5-0.**

**Not recommended by Finance Committee 3-0.**

7. To see if the Town will vote to raise and appropriate the sum of **\$58,200** for the purpose of hiring a Town Administrator for the Town of Brookline, or take any action relative thereto.

Said sum includes salary and benefits for eight (8) months in 2012. *The amount raised will be incorporated into the executive and personnel operating budgets for accounting purposes.*

**Recommended by Selectmen 5-0.**

**Recommended by Finance Committee 2-1.**

8. To see if the Town will authorize the Board of Selectmen to extend the Option Agreement for up to two (2) years to purchase Lot H-42 comprising approximately 15 acres of land with buildings thereon and to raise and appropriate the sum of **\$10,000** as this year's Option Money, or take any action thereto.

**Not recommended by Selectmen 3-2.**

**Not recommended by Finance Committee 3-0.**

9. To see if the town will vote to raise and appropriate the sum of **\$3,651** from the unreserved fund balance to be deposited into the Ambulance Service Expendable Trust Fund and to authorize the Selectmen and Ambulance Director as agents to expend as needed.

**Recommended by Selectmen 5-0.**

**Recommended by Finance Committee 3-0.**

10. To see if the Town, in accordance with RSA 79-A:25, will vote to deposit 100% of Land Use Change Taxes received starting April 1, 2012 into the General Fund for the purpose of reducing taxation. Current monies held by the Brookline Conservation Commission to be exempt.

**Recommended by Selectmen 4-1.**

**Not recommended by Finance Committee 2-0; 1 abstention.**

11. **(By Petition)** To see if the town will vote to include in the wording for town budgets, accounting and taxation:

"Town property assessments shall not exceed one hundred percent (100%) of actual assessed market value, or take any action relative thereto."

12. **(By Petition)** To see if the town will vote to include in the wording for town budget accounting:

"All calculations and estimations for town and school budgets shall be done using zero based accounting practices, or take any action relative thereto."

13. To see if the Town will vote to accept the following legacies:

1. The sum of \$200 for the perpetual care of the B. Collins Lot # 78 in Lakeside Cemetery.
2. The sum of \$600 for the perpetual care of the D. Chesterley Lot # 346B in Pine Grove Cemetery.
3. The sum of \$300 for the perpetual care of the M. Shebak Lot # 330A in Pine Grove Cemetery.
4. The sum of \$300 for the perpetual care of the D. Anderson Lot # 330F in Pine Grove Cemetery.

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

Given under our hands and seal this twentieth (20th) day of February, in the year of our Lord Two Thousand and Twelve.

\_\_\_\_\_  
Jesse T. Putney

\_\_\_\_\_  
Clarence L Farwell

\_\_\_\_\_  
Jack B Flanagan

\_\_\_\_\_  
Karl D Dowling

\_\_\_\_\_  
Darrell Philpot

Selectmen of Brookline

A True Copy of Warrant, attest:

\_\_\_\_\_  
Jesse T. Putney

\_\_\_\_\_  
Clarence L Farwell

\_\_\_\_\_  
Jack B Flanagan

\_\_\_\_\_  
Karl D Dowling

\_\_\_\_\_  
Darrell Philpot

Selectmen of Brookline

It is our practice to recess at 11:00 pm; however, we will continue if it appears that the meeting will not extend beyond 12:00



## Budget of the Town of Brookline

### Appropriations and Expenditures for 2011 and Proposed for 2012

|                                   | Appropriated<br>2011 | Expended<br>2011   | Gross<br>Proposed<br>2012 |
|-----------------------------------|----------------------|--------------------|---------------------------|
| <b>General Government</b>         |                      |                    |                           |
| Executive                         | \$144,950            | \$141,435          | \$145,951                 |
| Election & Registration           | \$2,860              | \$2,905            | \$8,820                   |
| Financial Administration          | \$124,125            | \$119,344          | \$121,830                 |
| Revaluation of Property           | \$27,056             | \$31,483           | \$41,095                  |
| Legal Expenses                    | \$20,000             | \$49,983           | \$45,000                  |
| Personnel Administration          | \$368,401            | \$403,933          | \$442,301                 |
| Planning & Zoning                 | \$54,600             | \$51,010           | \$54,862                  |
| General Government Building       | \$121,436            | \$112,764          | \$117,151                 |
| Cemeteries                        | \$16,000             | \$16,000           | \$16,000                  |
| Insurance                         | \$79,080             | \$75,971           | \$79,649                  |
| Regional Association              | \$3,930              | \$3,930            | \$3,930                   |
| Cable Access Fund                 | \$4,480              | \$438              | \$45,480                  |
| <b>Public Safety</b>              |                      |                    |                           |
| Police Department                 | \$671,423            | \$629,985          | \$712,340                 |
| Ambulance Service                 | \$151,540            | \$150,932          | \$172,825                 |
| Fire Department                   | \$192,391            | \$184,077          | \$266,155                 |
| Building Inspection               | \$31,936             | \$24,617           | \$25,166                  |
| Emergency Management              | \$13,533             | \$12,854           | \$18,446                  |
| Communications                    | \$109,280            | \$108,158          | \$109,330                 |
| <b>Highways &amp; Streets</b>     |                      |                    |                           |
| Highways & Streets                | \$638,651            | \$616,537          | \$613,651                 |
| Street Lighting                   | \$10,000             | \$10,005           | \$10,000                  |
| <b>Sanitation</b>                 |                      |                    |                           |
| Solid Waste Disposal              | \$242,635            | \$232,673          | \$244,215                 |
| <b>Health</b>                     |                      |                    |                           |
| Pest Control                      | \$5,697              | \$0                | \$5,097                   |
| Health Agencies                   | \$20,995             | \$20,995           | \$21,664                  |
| <b>Welfare</b>                    |                      |                    |                           |
| Direct Assistance                 | \$25,950             | \$19,805           | \$24,700                  |
| <b>Culture &amp; Recreation</b>   |                      |                    |                           |
| Parks & Recreation                | \$24,480             | \$25,040           | \$32,780                  |
| Library                           | \$202,112            | \$202,112          | \$206,931                 |
| Patriotic Purposes                | \$250                | \$250              | \$5,650                   |
| <b>Conservation</b>               |                      |                    |                           |
| Administration                    | \$6,917              | \$5,519            | \$7,028                   |
| <b>Debt Service</b>               |                      |                    |                           |
| Principal-Long Term Bonds & Notes | \$230,000            | \$230,000          | \$215,000                 |
| Interest-Long Term Bonds & Notes  | \$79,787             | \$79,787           | \$69,176                  |
| <b>Total Operating Budget:</b>    | <b>\$3,624,495</b>   | <b>\$3,562,542</b> | <b>\$3,882,223</b>        |

|  | Appropriated<br>2012 | Expended<br>2011   | Gross<br>Proposed<br>2012 |
|--|----------------------|--------------------|---------------------------|
| <b>Capital Outlay</b>                  |                      |                    |                           |
| Fire Dept. Truck Deposit, Art. 8       | \$100,000            | \$100,000          |                           |
| Road/Bridge Impr., Art. 9              | \$60,000             | \$60,000           |                           |
| Master Plan, Art. 11                   | \$31,000             | \$14,712           |                           |
| Milfoil - Lake Potanipo, Art. 12       | \$10,675             | \$0                |                           |
| Library Parking, Art. 13               | \$8,500              | \$8,500            |                           |
| July 4th Fireworks, Art. 14            | \$5,400              | \$5,400            |                           |
| Emer. Mgmt. code Red, Art. 15          | \$4,694              | \$4,694            |                           |
| Amb. Expendable Trust Fund, Art. 17    | \$1,540              | \$1,540            |                           |
| <b>Totals include Warrant Articles</b> | <b>\$3,848,316</b>   | <b>\$3,759,399</b> |                           |

The proposed 2012 operating budget does not include any warrant articles that may be approved at the 2012 Town Meeting.

**Proposed Warrant Articles Impacting 2012 Taxes**

|  |                    |
|--|--------------------|
| Safety Complex (Police) Bond Issue     | \$0                |
| Road/Bridge Improvements               | \$60,000           |
| Town Administrator                     | \$58,200           |
| Extend Monius Option Agreement         | \$10,000           |
| Amb. Expen. Trust Fund                 | \$0                |
| <b>Totals include Warrant Articles</b> | <b>\$4,012,435</b> |

|  | Estimated<br>Revenue<br>2011 | Actual<br>Revenue<br>2011 | Estimated<br>Revenue<br>2012 |
|--|------------------------------|---------------------------|------------------------------|
| <b>Sources of Revenue</b>                |                              |                           |                              |
| Yield Taxes                              | \$1,500                      | \$6,420                   | \$4,000                      |
| Interest & Penalties on Delinquent Taxes | \$34,000                     | \$38,579                  | \$35,000                     |
| <b>Licenses, Permits &amp; Fees</b>      |                              |                           |                              |
| Motor Vehicle Permit Fees                | \$750,000                    | \$770,046                 | \$760,000                    |
| <b>From State</b>                        |                              |                           |                              |
| Meals & Rooms Tax                        | \$219,454                    | \$222,951                 | \$219,454                    |
| Highway Block Grant                      | \$146,138                    | \$142,228                 | \$125,615                    |
| 2009 Safe Routes to School Grant         | \$0                          | \$29,931                  | \$1,828                      |
| 2010 Transportation Enhancement Grant    |                              |                           | \$48,000                     |
| Milfoil Reimbursement                    |                              |                           | \$3,187                      |
| Income from Departments                  | \$195,409                    | \$189,332                 | \$211,763                    |
| <b>Miscellaneous Revenues</b>            |                              |                           |                              |
| Interest on Investments                  | \$4,000                      | \$3,372                   | \$4,000                      |
| Cable Fees                               |                              | \$38,029                  | \$38,000                     |
| Energy Efficient Lighting                | \$37,158                     | \$16,136                  | \$0                          |
| <b>Interfund Operating Transfers</b>     |                              |                           |                              |
| Unreserved Fund Balance                  | \$0                          | \$136,000                 | \$0                          |
| Unreserved Fund Balance, Amb. Expen.     | \$1,540                      | \$1,540                   | \$3,651                      |
| <b>Total Revenues and Credits</b>        | <b>\$1,389,199</b>           | <b>\$ 1,594,564</b>       | <b>\$1,454,498</b>           |



## **PLODZIK & SANDERSON**

*Professional Association/Accountants & Auditors*

*193 North Main Street • Concord • New Hampshire • 03301-506 • 603-225-6996 • FAX 603-224-1380*

### **INDEPENDENT AUDITOR'S COMMUNICATION OF SIGNIFICANT DEFICIENCIES**

*To the Members of the Board of Selectmen  
Town of Brookline  
Brookline, New Hampshire*

*In planning and performing our audit of the financial statements of the governmental activities, major fund, and the aggregate remaining fund information of the Town of Brookline as of and for the year ended December 31, 2010, in accordance with auditing standards generally accepted in the United States of America, we considered the Town's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Brookline's internal control.*

*Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. However, as discussed below, we identified certain deficiencies in internal control that we consider to be significant deficiencies.*

*A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.*

*A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the following deficiencies in the Town of Brookline's internal control to be significant deficiencies:*

#### ***Town Policies***

*The Town's control policies should ensure that management and employees establish and maintain an environment throughout the Town that sets a positive and supportive attitude toward internal control and conscientious management. The control environment established by the Board of Selectmen sets the tone for how the Town employees and elected officials conduct its business.*

*As the Board of Selectmen and department heads strive to achieve the goals of the Town and provide accountability for their operations, they need to continually examine internal controls to determine how well they are performing, how they may be improved, and the degree to which they help identify and address major risks for fraud, waste, abuse, and mismanagement.*

*We noted that as of December 31, 2010, the Town has not yet formally adopted any policies for code of ethics, anti-fraud, credit card, disaster recovery and accounting policies and procedures, which are essential tools necessary to manage the Town's operations efficiently and effectively.*

*We strongly recommend that the Board of Selectmen develop and formally adopt the above noted policies in order to clearly communicate the Town's position on these issues. Adopting the various policies is critical in preventing interruptions due to personnel vacancies, facilitating supervision and evaluation, and will also help to minimize the risk of losses.*



*Town of Brookline  
Independent Auditor's Communication of Significant  
Deficiencies*

**In addition to the above, we noted the following other matters involving internal control and its operation that we have reported to management of the Town of Brookline.**

- *Journal Entry Approval Documentation*
- *Trust Funds-Investment Policy*
- *Departmental Receipts -Timely Deposits*

**This communication is intended solely for the information and use of management, the board of selectmen, others within the organization, and state and federal agencies, and is not intended to be and should not be used by anyone other than these specified parties.**

*July 25, 2011*

*Plodzik & Sanderson  
Professional Association*

Combined Balance Sheet  
All Fund Types and Account Group  
December 31, 2010 (Audited)

|  | General                   | Other<br>Governmental<br>Funds | Total<br>Governmental<br>Funds |
|--|---------------------------|--------------------------------|--------------------------------|
| <b>ASSETS</b>  |                           |                                |                                |
| Cash & cash equivalents  | \$2,387,816               | \$294,573                      | \$2,682,389                    |
| Investments  | \$2,545,497               | \$846,297                      | \$2,291,794                    |
| Taxes receivable, net of allowance for uncollectible<br>interfund receivable | \$741,392<br>\$927        | \$24,427<br>\$3,498            | \$765,819<br>\$4,425           |
| <b>TOTAL ASSETS AND OTHER DEBITS</b>   | <b><u>\$5,675,632</u></b> | <b><u>\$1,168,795</u></b>      | <b><u>\$6,844,427</u></b>      |
| <b>LIABILITIES AND FUND BALANCES</b>   |                           |                                |                                |
| <b>Liabilities</b>   |                           |                                |                                |
| Intergovernmental payable  | \$4,541,950               |                                | \$4,541,950                    |
| Interfund payable  | \$0                       | \$4,425                        | \$4,425                        |
| Deferred revenue   | \$49,037                  | \$0                            | \$49,037                       |
| <b>Total Liabilities</b>   | <b><u>\$4,590,987</u></b> | <b><u>\$4,425</u></b>          | <b><u>\$4,595,412</u></b>      |
| <b>Equity</b>  |                           |                                |                                |
| <b>Fund Balances</b>   |                           |                                |                                |
| Reserved for encumbrances  | \$167,691                 |                                | \$167,691                      |
| Reserved for endowments  | \$0                       | \$102,390                      | \$102,290                      |
| Reserved for special purposes  | \$1,540                   | \$60,656                       | \$62,196                       |
| Unreserved, undesignated, reported in:                                       |                           |                                |                                |
| General fund   | \$915,414                 |                                | \$915,414                      |
| Special revenue funds  |                           | \$1,001,424                    | \$1,001,424                    |
| <b>Total fund balances</b>   | <b><u>\$1,084,645</u></b> | <b><u>\$1,164,470</u></b>      | <b><u>\$2,249,115</u></b>      |
| <b>Total liabilities and fund balances</b>                                   | <b><u>\$5,675,632</u></b> | <b><u>\$1,168,895</u></b>      | <b><u>\$6,844,527</u></b>      |

Comparative Statement of  
 Appropriations, Fiscal Year  
 Ending December 31, 2011

| Title of Appropriation                    | 2011<br>Appropriated | Receipts &<br>Reimburse. | Total Amount<br>Available | Expenditures | Unexpen. Bal.<br>or Overdraft |
|---|----------------------|--------------------------|---------------------------|--------------|-------------------------------|
| Executive                                 | \$144,950            | \$1,827                  | \$146,777                 | \$141,435    | \$5,342                       |
| Election, Registration & Vital Statistics | \$2,860              | \$85                     | \$2,945                   | \$2,905      | \$40                          |
| Financial Administration                  | \$124,125            | \$29,903                 | \$154,028                 | \$119,344    | \$34,684                      |
| Revaluation of Property                   | \$27,056             | \$0                      | \$27,056                  | \$31,483     | -\$4,427                      |
| Legal Expense                             | \$20,000             | \$0                      | \$20,000                  | \$49,983     | -\$29,983                     |
| Personnel Administration                  | \$368,401            | \$39,072                 | \$407,473                 | \$403,933    | \$3,540                       |
| Planning & Zoning                         | \$54,600             | \$5,072                  | \$59,672                  | \$51,010     | \$8,662                       |
| General Government Buildings              | \$121,436            | \$10,700                 | \$132,136                 | \$112,764    | \$19,372                      |
| Cemeteries                                | \$16,000             | \$0                      | \$16,000                  | \$16,000     | \$0                           |
| Insurance                                 | \$79,080             | \$0                      | \$79,080                  | \$75,971     | \$3,109                       |
| Advertising & Regional Association        | \$3,930              | \$0                      | \$3,930                   | \$3,930      | \$0                           |
| Cable Access                              | \$4,480              | \$0                      | \$4,480                   | \$438        | \$4,042                       |
| Police Department                         | \$671,423            | \$41,408                 | \$712,831                 | \$629,985    | \$82,846                      |
| Ambulance Service                         | \$151,540            | \$10,732                 | \$162,272                 | \$150,932    | \$11,340                      |
| Fire Department                           | \$192,391            | \$4,227                  | \$196,618                 | \$184,077    | \$12,541                      |
| Building Inspection                       | \$31,936             | \$13,477                 | \$45,413                  | \$24,617     | \$20,796                      |
| Emergency Management                      | \$13,533             | \$0                      | \$13,533                  | \$12,854     | \$679                         |
| Communication Center                      | \$109,280            | \$0                      | \$109,280                 | \$108,158    | \$1,122                       |
| Highways, Streets & Bridges               | \$638,651            | \$0                      | \$638,651                 | \$616,537    | \$22,114                      |
| Street Lighting                           | \$10,000             | \$0                      | \$10,000                  | \$10,005     | -\$5                          |
| Solid Waste Disposal                      | \$242,635            | \$31,950                 | \$274,585                 | \$232,673    | \$41,912                      |
| Pest Control                              | \$5,697              | \$250                    | \$5,947                   | \$0          | \$5,947                       |
| Health Agencies                           | \$20,995             | \$1,000                  | \$21,995                  | \$20,995     | \$1,000                       |
| Direct Assistance                         | \$25,950             | \$1,665                  | \$27,615                  | \$19,805     | \$7,810                       |
| Parks & Recreation                        | \$24,480             | \$0                      | \$24,480                  | \$25,040     | -\$560                        |
| Library                                   | \$202,112            | \$0                      | \$202,112                 | \$202,112    | \$0                           |
| Patriotic Purposes                        | \$250                | \$1,274                  | \$1,524                   | \$250        | \$1,274                       |
| Conservation Commission                   | \$6,917              | \$849                    | \$7,766                   | \$5,519      | \$2,247                       |
| Principal - Long Term Bonds               | \$230,000            | \$1,778                  | \$231,778                 | \$230,000    | \$1,778                       |
| Interest - Long Term Bonds                | \$79,787             | \$0                      | \$79,787                  | \$79,787     | \$0                           |

|   |                    |                  |                    |                    |                  |
|---|--------------------|------------------|--------------------|--------------------|------------------|
| <b>Total operating budget:</b>            | <b>\$3,624,495</b> | <b>\$195,269</b> | <b>\$3,819,764</b> | <b>\$3,562,542</b> | <b>\$257,222</b> |
| Fire Truck Deposit from Cap. Res., Art. 6 | \$100,000          | \$0              | \$100,000          | \$100,000          | \$0              |
| Road/Bridge Impr., Art. 9                 | \$60,000           | \$0              | \$60,000           | \$60,000           | \$0              |
| Master Plan, Art. 11                      | \$31,000           | \$0              | \$31,000           | \$14,712           | \$16,288         |
| Milfoil - Lake Potanipo, Art. 12          | \$10,675           | \$0              | \$10,675           | \$0                | \$10,675         |
| Library Parking, Art. 13                  | \$8,500            | \$0              | \$8,500            | \$8,500            | \$0              |
| July 4th Fireworks, Art. 14               | \$5,400            | \$0              | \$5,400            | \$5,400            | \$0              |
| Emer.Mgmt. CodeRed, Art. 15               | \$4,694            | \$0              | \$4,694            | \$4,694            | \$0              |
| Amb. Expend. Trust Fund, Art. 17          | \$1,540            | \$0              | \$1,540            | \$1,540            | \$0              |
| <b>Totals including warrant articles:</b> | <b>\$3,846,304</b> |                  |                    | <b>\$3,757,388</b> |                  |



DETAILS OF EXPENDITURES FOR 2011  
WITH PROPOSED FOR 2012  
COMPARISON OF APPROPRIATIONS FOR 2011, EXPENDITURES 2011  
AND PROPOSED FOR 2012

|                                  | Appropriations - 2011 | Actual Expen. 2011 | Proposed 2012    |
|----------------------------------|-----------------------|--------------------|------------------|
| <b>EXECUTIVE</b>                 |                       |                    |                  |
| <b>Revenue:</b>                  |                       |                    |                  |
| Administrative                   | 500                   | 1,828              | 1,700            |
| <b>Total Revenue:</b>            | <b>\$500</b>          | <b>\$1,828</b>     | <b>\$1,700</b>   |
| <b>Expenses:</b>                 |                       |                    |                  |
| Chairman of Selectmen            | 1,500                 | 1,500              | 1,500            |
| Selectmen (4)                    | 4,800                 | 4,800              | 4,800            |
| Overseer of Welfare              | 5,000                 | 5,000              | 5,000            |
| Fire Chief/Fire ward             | 2,500                 | 2,500              | 2,500            |
| Fire wards (2)                   | 2,000                 | 2,000              | 2,000            |
| Moderator                        | 100                   | 100                | 100              |
| Health Officer                   | 750                   | 750                | 750              |
| Dues                             | 3,700                 | 3,578              | 3,700            |
| Conventions, Meetings & Training | 300                   | 240                | 300              |
| Notices                          | 400                   | 205                | 250              |
| Contracted Services:             |                       |                    |                  |
| Tax Maps                         | 1,500                 | 1,025              | 1,500            |
| Town Report                      | 3,700                 | 3,685              | 4,000            |
| Payroll Service                  | 4,800                 | 5,405              | 4,800            |
| Travel                           | 200                   | 30                 | 200              |
| Office Salaries                  | 96,200                | 93,735             | 97,100           |
| Office Equipment                 | 2,700                 | 1,742              | 2,500            |
| Miscellaneous                    | 200                   | 337                | 350              |
| Revised Statutes                 | 200                   | 271                | 200              |
| Auditors                         | 14,000                | 14,250             | 14,000           |
| Town History Committee           | 0                     | 0                  | 1                |
| Health Officer Expenses          | 400                   | 282                | 400              |
| <b>Total Expenses:</b>           | <b>\$144,950</b>      | <b>\$141,435</b>   | <b>\$145,951</b> |
| <b>Net Tax Appropriation:</b>    | <b>\$144,450</b>      | <b>\$139,607</b>   | <b>\$144,251</b> |

**ELECTION & REGISTRATION**

|                              |                |                |                |
|------------------------------|----------------|----------------|----------------|
| Revenue:                     |                |                |                |
| Administrative               | \$0            | \$85           | \$85           |
| <b>Total Revenue:</b>        | <b>\$0</b>     | <b>\$85</b>    | <b>\$0</b>     |
| <b>Expenses:</b>             |                |                |                |
| Supervisors of Checklist (3) | 300            | 300            | 1,200          |
| Ballots                      | 800            | 779            | 850            |
| Salaries                     | 160            | 160            | 1,000          |
| Supplies & postage           | 350            | 332            | 700            |
| Notices                      | 300            | 215            | 270            |
| Software Support             | 950            | 1,119          | 4,800          |
| <b>Total Expenses:</b>       | <b>\$2,860</b> | <b>\$2,905</b> | <b>\$8,820</b> |

**Net Tax Appropriation:**

|                |                |                |
|----------------|----------------|----------------|
| <b>\$2,860</b> | <b>\$2,820</b> | <b>\$8,820</b> |
|----------------|----------------|----------------|

**FINANCIAL ADMINISTRATION**

|   |                  |                  |                  |
|---|------------------|------------------|------------------|
| Revenue:                                  |                  |                  |                  |
| Administrative                            | 29,500           | 29,903           | 29,500           |
| <b>Total Revenue:</b>                     | <b>\$29,500</b>  | <b>\$29,903</b>  | <b>\$29,500</b>  |
| <b>Expenses:</b>                          |                  |                  |                  |
| Chairman of Assessors                     | 900              | 900              | 900              |
| Assessors (2)                             | 1,500            | 1,500            | 1,500            |
| Treasurer                                 | 5,000            | 5,000            | 5,000            |
| Office Equipment Maintenance.             | 4,100            | 3,214            | 4,030            |
| Office Supplies                           | 3,750            | 3,101            | 3,700            |
| Postage                                   | 5,750            | 6,829            | 4,000            |
| Recording Fees                            | 100              | 210              | 200              |
| Communications                            | 3,000            | 2,877            | 2,900            |
| Internet Access                           | 3,100            | 2,483            | 3,050            |
| T. Clerk/T. Collector's Office - Salaries | 79,600           | 76,850           | 79,700           |
| T. Clerk/T. Collector's Office - Expenses | 16,575           | 15,630           | 16,100           |
| Preservation of Town Records              | 750              | 750              | 750              |
| <b>Total Expenses:</b>                    | <b>\$124,125</b> | <b>\$119,344</b> | <b>\$121,830</b> |

**Net Tax Appropriation**

|                 |                 |                 |
|-----------------|-----------------|-----------------|
| <b>\$94,625</b> | <b>\$89,441</b> | <b>\$92,330</b> |
|-----------------|-----------------|-----------------|

**REVALUATION OF PROPERTY**

|                        |                 |                 |                 |
|------------------------|-----------------|-----------------|-----------------|
| Vouchered Expenses     | 20              | 20              |                 |
| Updates/BTLA Expenses  | 6,708           | 15,619          | 16,263          |
| Equipment & Software   | 2,392           | 2,392           | 2,392           |
| Data Verification      | 17,936          | 13,452          | 22,420          |
| <b>Total Expenses:</b> | <b>\$27,056</b> | <b>\$31,483</b> | <b>\$41,095</b> |

**LEGAL**

|                               |                 |                 |                 |
|-------------------------------|-----------------|-----------------|-----------------|
| <b>Total Revenues:</b>        | <b>\$0</b>      | <b>\$0</b>      | <b>\$0</b>      |
| <b>Total Expenses:</b>        | <b>\$20,000</b> | <b>\$49,983</b> | <b>\$45,000</b> |
| <b>Net Tax Appropriation:</b> | <b>\$20,000</b> | <b>\$49,983</b> | <b>\$45,000</b> |

**PERSONNEL ADMINISTRATION**

|                           |                 |                 |                 |
|---------------------------|-----------------|-----------------|-----------------|
| <b>Revenue:</b>           |                 |                 |                 |
| Health & Dental Insurance | 33,450          | 39,072          | 33,000          |
| <b>Total Revenue:</b>     | <b>\$33,450</b> | <b>\$39,072</b> | <b>\$33,000</b> |

**Expenses:**

|                        |                  |                  |                  |
|------------------------|------------------|------------------|------------------|
| Health Insurance       | 197,800          | 231,207          | 242,900          |
| NH Retirement          | 116,000          | 120,536          | 149,000          |
| FICA/Medicare          | 33,000           | 33,817           | 31,000           |
| Dental                 | 10,800           | 8,028            | 9,000            |
| Long Term Disability   | 3,400            | 3,015            | 3,200            |
| Short Term Disability  | 5,000            | 4,968            | 5,200            |
| Life Insurance         | 2,400            | 1,861            | 2,000            |
| Unemployment Benefits  | 1                | 501              | 1                |
| <b>Total Expenses:</b> | <b>\$368,401</b> | <b>\$403,933</b> | <b>\$442,301</b> |

**Net Tax Appropriation**

|                              |                  |                  |                  |
|------------------------------|------------------|------------------|------------------|
| <b>Net Tax Appropriation</b> | <b>\$334,951</b> | <b>\$364,861</b> | <b>\$409,301</b> |
|------------------------------|------------------|------------------|------------------|

**PLANNING & ZONING**

**Revenue:**

|                      |                |                |                |
|----------------------|----------------|----------------|----------------|
| Administrative       | 8,500          | 5,072          | 8,500          |
| <b>Total Revenue</b> | <b>\$8,500</b> | <b>\$5,072</b> | <b>\$8,500</b> |

**Expenses:**

|                             |        |        |        |
|-----------------------------|--------|--------|--------|
| Consulting Services (NRPC)  | 500    | 0      | 500    |
| Town Planner                | 46,000 | 44,622 | 46,460 |
| Legal Expenses              | 2,000  | 3,465  | 2,500  |
| Outside Consulting Services | 5,000  | 2,385  | 4,500  |
| Training & Education        | 500    | 269    | 500    |
| Recording Fees              | 200    | 233    | 200    |
| Office Supplies & Equipment | 0      | 0      | 1      |
| Notices                     | 400    | 36     | 200    |
| CIP & Master Plan Update    | 0      | 0      | 1      |

**Total Expenses:**

|  |                 |                 |                 |
|--|-----------------|-----------------|-----------------|
|  | <b>\$54,600</b> | <b>\$51,010</b> | <b>\$54,862</b> |
|--|-----------------|-----------------|-----------------|

**Net Tax Appropriation**

|  |                 |                 |                 |
|--|-----------------|-----------------|-----------------|
|  | <b>\$46,100</b> | <b>\$45,938</b> | <b>\$46,362</b> |
|--|-----------------|-----------------|-----------------|



**GENERAL GOVERNMENT BUILDINGS**

**Revenue:**

|                        |              |                 |                |
|------------------------|--------------|-----------------|----------------|
| Brookline Chapel       |              | 4,450           |                |
| Brusch Hall            |              | 583             |                |
| Town Hall              |              | 5,617           |                |
| Fire Station           |              | 50              |                |
| <b>Total Revenues:</b> | <b>2,000</b> | <b>\$10,700</b> | <b>\$4,500</b> |

**Expenses**

Outside Services/Facility Evaluation

|                        |       |        |       |
|------------------------|-------|--------|-------|
| <b>Town Hall:</b>      |       | 8,310  | 1     |
| Propane for Generator  | 100   | 0      | 1     |
| Fuel Oil               | 4,500 | 4,976  | 5,000 |
| Electricity            | 9,000 | 8,281  | 8,100 |
| Custodial              | 7,000 | 6,351  | 6,500 |
| Maint. & Improvements  | 6,000 | 13,295 | 5,000 |
| Equipment              | 1     | 0      | 1     |
| Elevator & Phone       | 1,000 | 975    | 1,000 |
| Milford District Court | 9,442 | 0      | 0     |

**Annex:**

|                            |       |       |       |
|----------------------------|-------|-------|-------|
| Fuel Oil                   | 2,500 | 1,854 | 1,500 |
| Electricity                | 400   | 976   | 450   |
| Cleaning Supplies          | 1     | 0     | 1     |
| Maintenance & Improvements | 1,500 | 952   | 3,000 |

**Safety Complex:**

|                            |       |       |       |
|----------------------------|-------|-------|-------|
| Propane                    | 5,500 | 6,141 | 5,500 |
| Electricity                | 5,600 | 5,325 | 5,000 |
| Cleaning Supplies          | 400   | 400   | 400   |
| Maintenance & Improvements | 7,600 | 5,210 | 7,772 |
| Custodial                  | 3,600 | 3,101 | 3,600 |

**Library:**

|                            |       |       |       |
|----------------------------|-------|-------|-------|
| Propane                    | 3,000 | 2,355 | 3,000 |
| Electricity                | 5,500 | 4,621 | 4,400 |
| Custodial                  | 5,300 | 4,739 | 5,300 |
| Maintenance & Improvements | 5,400 | 5,177 | 6,349 |
| Equipment                  | 1     |       | 1     |
| Elevator                   | 625   | 370   | 675   |
| Lease on Land              | 0     | 0     | 8,500 |

**Fire Station:**

|                            |       |       |        |
|----------------------------|-------|-------|--------|
| Fuel Oil/Propane           | 7,500 | 6,707 | 7,500  |
| Electricity                | 5,200 | 5,475 | 5,000  |
| Maintenance & Improvements | 8,465 | 8,410 | 12,800 |

|   |                  |                  |                  |  |
|---|------------------|------------------|------------------|--|
| <b>Brookline Chapel</b>                 |                  |                  |                  |  |
| Fuel Oil                                | 1,200            | 1,628            | 1,500            |  |
| Electricity                             | 700              | 295              | 400              |  |
| Maintenance & Improvements              | 3,000            | 2,027            | 1,000            |  |
| Custodial                               | 1                | 0                | 0                |  |
| <b>Brusch Hall</b>                      |                  |                  |                  |  |
| Fuel Oil                                | 250              | 725              | 750              |  |
| Electricity                             | 1,800            | 1,491            | 1,400            |  |
| Communications                          | 350              | 317              | 350              |  |
| Maintenance & Improvements              | 5,000            | 1,125            | 4,000            |  |
| Custodial                               | 1,500            | 1,156            | 1,400            |  |
| <b>Total Expenses:</b>                  | <b>\$121,436</b> | <b>\$112,765</b> | <b>\$117,151</b> |  |
| <b>Net Tax Appropriation:</b>           | <b>\$119,436</b> | <b>\$102,065</b> | <b>\$112,651</b> |  |
| <b>CEMETERIES</b>                       | <b>\$16,000</b>  | <b>\$16,000</b>  | <b>\$16,000</b>  |  |
| <b>INSURANCE</b>                        |                  |                  |                  |  |
| <b>Expenses:</b>                        |                  |                  |                  |  |
| Worker's Compensation                   | 29,800           | 27,278           | 30,719           |  |
| Accident & Health                       | 430              | 430              | 430              |  |
| Property/Liability/Auto                 | 48,500           | 47,913           | 48,500           |  |
| Flexible Benefit Plan                   | 350              | 350              | 0                |  |
| <b>Total Expenses:</b>                  | <b>\$79,080</b>  | <b>\$75,971</b>  | <b>\$79,649</b>  |  |
| <b>Net Tax Appropriation:</b>           | <b>\$79,080</b>  | <b>\$75,971</b>  | <b>\$79,649</b>  |  |
| <b>ADVERTISING &amp; REGIONAL ASSN'</b> | <b>\$3,930</b>   | <b>\$3,930</b>   | <b>\$3,930</b>   |  |

**CABLE ACCESS**

|                               |                |              |                 |
|-------------------------------|----------------|--------------|-----------------|
| <b>Revenue:</b>               | <b>\$4,480</b> | <b>438</b>   | <b>\$45,480</b> |
| <b>Expenses:</b>              |                |              |                 |
| Equipment                     | 2,350          | 0            | 35,000          |
| Supplies                      | 430            | 88           | 580             |
| Maintenance                   | 400            | 0            | 400             |
| Subscriptions                 | 0              | 0            | 8,200           |
| Web Site Maintenance          | 500            | 0            | 500             |
| Stipends                      | 800            | 350          | 800             |
| <b>Total Expenses:</b>        | <b>\$4,480</b> | <b>\$438</b> | <b>\$45,480</b> |
| <b>Net Tax Appropriation:</b> | <b>\$0</b>     | <b>\$0</b>   | <b>\$0</b>      |

**POLICE DEPARTMENT**

**Revenue:**

|                        |                 |                 |                 |
|------------------------|-----------------|-----------------|-----------------|
| Administrative         | 10,000          | 22,588          | 10,000          |
| Private Details        | 46,465          | 18,820          | 15,000          |
| <b>Total Revenues:</b> | <b>\$56,465</b> | <b>\$41,408</b> | <b>\$25,000</b> |

**Expenses:**

|                              |         |         |         |
|------------------------------|---------|---------|---------|
| Salaries                     | 476,212 | 466,622 | 535,939 |
| Salaries - Overtime          | 55,000  | 54,755  | 40,000  |
| Salaries - Private Detail    | 45,000  | 14,480  | 15,000  |
| Gas                          | 29,110  | 21,786  | 31,200  |
| Vehicle Operations           | 15,000  | 15,141  | 15,000  |
| Administration               | 19,000  | 16,935  | 19,000  |
| Ammunition/Firearms Training | 9,800   | 5,635   | 7,000   |
| Communications               | 7,500   | 17,204  | 8,000   |
| Uniforms                     | 9,100   | 8,916   | 7,200   |
| New Equipment                | 900     | 5,812   | 900     |
| Equipment Repair             | 2,000   | 2,154   | 2,000   |
| Medical                      | 1,300   | 545     | 600     |
| DARE Program                 | 500     | 0       | 0       |
| Grant Funded Programs        | 1,000   | 0       | 1,000   |
| School Crossing Guard        | 1       | 0       | 1       |
| Tuition Reimbursement        | 0       | 0       | 2,000   |
| New Cruiser                  | 0       | 0       | 27,500  |

**Total Expenses:**

|                        |                  |                  |                  |
|------------------------|------------------|------------------|------------------|
| <b>Total Expenses:</b> | <b>\$671,423</b> | <b>\$629,985</b> | <b>\$712,340</b> |
|------------------------|------------------|------------------|------------------|

**Net Tax Appropriation:**

|                               |                  |                  |                  |
|-------------------------------|------------------|------------------|------------------|
| <b>Net Tax Appropriation:</b> | <b>\$614,958</b> | <b>\$588,577</b> | <b>\$687,340</b> |
|-------------------------------|------------------|------------------|------------------|



**AMBULANCE SERVICE****Revenue:**

Town of Mason &amp; misc.

11,039

10,197

10,513

**Total Revenues:****\$11,039****\$10,732****\$10,513****Expenses:**

## Volunteers:

Medical Supplies

5,500

5,446

5,500

Office Supplies

1,075

925

950

Training

20,245

7,551

6,100

New Equipment

4,500

2,492

4,500

Medical

2,286

2,679

1,524

## Ambulance:

Gas &amp; Diesel

5,550

4,927

5,147

Oil &amp; Maintenance

2,360

2,258

2,360

Equipment Maintenance

3,950

3,396

3,950

Oxygen

800

712

800

New Equipment

1,796

2,122

1,800

Communications

3,483

3,620

3,608

## Paid Attendants:

Salaries

117,929

112,283

112,200

Uniforms

700

675

700

Training

2,350

1,689

2,100

Medical

1

0

1

Miscellaneous

300

156

300

**Total Expenses:****\$172,825****\$150,931****\$151,540****Net Tax Appropriation:****\$161,786****\$140,199****\$141,027**

**FIRE DEPARTMENT****Revenue:**

|                        |            |                |                |
|------------------------|------------|----------------|----------------|
| Grants                 | 0          | 0              | 1,350          |
| Misc.                  |            | 4,227          |                |
| <b>Total Revenues:</b> | <b>\$0</b> | <b>\$4,227</b> | <b>\$1,350</b> |

**Expenses:**

|                                    |                  |                  |                  |
|------------------------------------|------------------|------------------|------------------|
| Gas & Diesel                       | 5,520            | 5,998            | 6,257            |
| Oil & Maintenance                  | 13,725           | 21,671           | 15,570           |
| Salaries - Firefighters            | 26,600           | 23,023           | 26,600           |
| Salaries - Full Time & Clerical    | 71,703           | 69,079           | 71,405           |
| Salaries - Custodial               | 5,200            | 4,600            | 5,200            |
| Training                           | 5,520            | 1,620            | 3,705            |
| Oxygen & Chemicals                 | 4,100            | 6,777            | 4,900            |
| Radio Repairs                      | 5,700            | 8,771            | 8,400            |
| New Equipment                      | 20,275           | 16,509           | 15,475           |
| Administrative                     | 11,828           | 11,381           | 11,755           |
| Fire Pond Maintenance              | 8,000            | 6,712            | 8,000            |
| Forest Fires                       | 3,600            | 2,733            | 3,943            |
| Medical                            | 7,905            | 2,726            | 7,905            |
| Communications                     | 2,715            | 2,477            | 2,400            |
| Fire Truck, 1st Lease Payment of 5 | 0                | 0                | 74,640           |
| <b>Total Expenses:</b>             | <b>\$192,391</b> | <b>\$184,077</b> | <b>\$266,155</b> |

**Net Tax Appropriation:**

|  |                  |                  |                  |
|--|------------------|------------------|------------------|
|  | <b>\$192,391</b> | <b>\$179,850</b> | <b>\$264,805</b> |
|--|------------------|------------------|------------------|

**COMMUNICATION CENTER**

|                        |                  |                  |                  |
|------------------------|------------------|------------------|------------------|
| Hollis                 | 105,730          | 105,730          | 105,730          |
| Communications         | 2,000            | 1,956            | 2,000            |
| Electricity            | 550              | 472              | 600              |
| Equipment repair       | 1,000            | 0                | 1,000            |
| <b>Total Expenses:</b> | <b>\$109,280</b> | <b>\$108,158</b> | <b>\$109,330</b> |

**BUILDING INSPECTION****Revenue:**

Building Permit Fees &amp; gas reimb.

19,000  
**\$19,000**13,477  
**\$13,477**13,500  
**\$13,500****Expenses:**

Salary - Building Inspector

29,100

23,214

23,076

Office Supplies

100

101

100

Memberships &amp; Conferences

570

365

570

Books &amp; Training Material

200

0

50

Gas

566

394

570

Vehicle Maintenance

600

543

600

Certification Courses

360

0

50

Communications

240

0

50

Miscellaneous

100

0

50

Equipment

100

0

50

**Total Expenses:****\$31,936****\$24,617****\$25,166****Net Tax Appropriation:****\$12,936****\$11,140****\$11,656****EMERGENCY MANAGEMENT****Expenses:**

Clerical

10,661

10,661

10,770

Office Supplies

250

125

250

Books &amp; Training Materials

175

85

175

Gas &amp; Vehicle Maintenance

700

317

700

Conferences &amp; Training

42

0

150

Equipment &amp; Maintenance

1,250

1,212

1,250

Communications

455

454

5,151

**Total Expenses:****\$13,533****\$12,854****\$18,446****Net Tax Appropriation:****\$13,533****\$12,854****\$18,446**

**HIGHWAYS, STREETS & BRIDGES**

|  |                  |                  |                  |            |
|--|------------------|------------------|------------------|------------|
| Revenue:                               |                  |                  |                  |            |
| Miscellaneous                          | 0                | 0                | 0                | 0          |
| <b>Total Revenues:</b>                 | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b> |
| <b>Expenses:</b>                       |                  |                  |                  |            |
| General Maintenance                    | 48,900           | 39,570           | 48,900           |            |
| General Maintenance - Patching         | 3,000            | 4,187            | 3,000            |            |
| General Maintenance - Drainage         | 46,500           | 53,258           | 46,500           |            |
| General Maintenance - Gravel & Grading | 20,000           | 33,522           | 25,000           |            |
| General Maintenance - Sweeping         | 16,000           | 13,729           | 14,000           |            |
| General Maintenance - Paving           | 15,000           | 15,000           | 15,000           |            |
| Snow Plowing                           | 150,000          | 149,311          | 121,000          |            |
| Sanding                                | 100,000          | 81,445           | 100,000          |            |
| Brush Cutting                          | 10,000           | 10,120           | 11,000           |            |
| Street Lighting                        | 10,000           | 10,005           | 10,000           |            |
| General Highway Expenses               | 750              | 523              | 750              |            |
| Tree Warden                            | 2,500            | 389              | 2,500            |            |
| Sidewalks                              | 1                | 0                | 1                |            |
| Dust Control                           | 6,000            | 2,215            | 6,000            |            |
| Resurfacing Town Roads                 | 220,000          | 185,562          | 220,000          |            |
| Oct. 29th Storm                        |                  | 27,707           |                  |            |
| <b>Total Expenses:</b>                 | <b>\$648,651</b> | <b>\$626,543</b> | <b>\$623,651</b> |            |
| <b>Net Tax Appropriation:</b>          | <b>\$648,651</b> | <b>\$626,543</b> | <b>\$623,651</b> |            |

**SANITATION****Revenue:**

|                        |                 |                 |                 |
|------------------------|-----------------|-----------------|-----------------|
| Construction Debris    | 28,000          | 12,710          | 29,500          |
| Coupons, misc.         |                 | 6,803           |                 |
| Metal                  |                 | 9,616           |                 |
| Electronics            |                 | 2,821           |                 |
| <b>Total Revenues:</b> | <b>\$28,000</b> | <b>\$31,950</b> | <b>\$29,500</b> |

**Expenses:**

|                            |                  |                  |                  |
|----------------------------|------------------|------------------|------------------|
| Attendant's Salaries       | 63,000           | 61,533           | 63,000           |
| Contracted Services        | 13,780           | 9,978            | 15,000           |
| Construction Debris        | 20,000           | 16,051           | 20,000           |
| Electricity                | 3,400            | 3,209            | 3,300            |
| Communications             | 325              | 317              | 325              |
| Souhegan Regional Landfill | 134,356          | 134,356          | 134,816          |
| Solid Waste Management     | 4,774            | 4,774            | 4,774            |
| Groundwater Monitoring     | 2,500            | 2,455            | 2,500            |
| Medical                    | 500              |                  | 500              |
| <b>Total Expenses:</b>     | <b>\$242,635</b> | <b>\$232,673</b> | <b>\$244,215</b> |

**Net Tax Appropriation:**

|  |                  |                  |                  |
|--|------------------|------------------|------------------|
|  | <b>\$214,635</b> | <b>\$200,723</b> | <b>\$214,715</b> |
|--|------------------|------------------|------------------|

**PEST CONTROL****Revenue:**

|                        |              |              |              |
|------------------------|--------------|--------------|--------------|
| Fines                  | 250          | 250          | 250          |
| <b>Total Revenues:</b> | <b>\$250</b> | <b>\$250</b> | <b>\$250</b> |

**Expenses:**

|                        |                |            |                |
|------------------------|----------------|------------|----------------|
| Salary                 | 2,897          | 0          | 2,897          |
| Boarding               | 800            | 0          | 800            |
| Expenses/Equipment     | 500            | 0          | 400            |
| Vehicle Maintenance    | 500            | 0          | 200            |
| Training & Seminars    | 1,000          | 0          | 800            |
| <b>Total Expenses:</b> | <b>\$5,697</b> | <b>\$0</b> | <b>\$5,097</b> |

**Net Tax Appropriation:**

|  |                |               |                |
|--|----------------|---------------|----------------|
|  | <b>\$5,447</b> | <b>-\$250</b> | <b>\$4,847</b> |
|--|----------------|---------------|----------------|



|                                       |                 |  |                 |                 |
|---------------------------------------|-----------------|--|-----------------|-----------------|
| <b>HEALTH</b>                         |                 |  |                 |                 |
| Revenue:                              |                 |  |                 | <b>\$1,000</b>  |
| <b>Expenses:</b>                      |                 |  |                 |                 |
| Home Health & Hospice Care            | 9,000           |  |                 | 10,000          |
| Community Council                     | 2,300           |  |                 | 2,799           |
| St. Joseph Community Service          | 1,495           |  |                 | 1,365           |
| Nashua Mediation Program              | 100             |  |                 | 100             |
| Milford Regional Counseling           | 1,500           |  |                 | 700             |
| Bridges                               | 500             |  |                 | 500             |
| American Red Cross                    | 300             |  |                 | 0               |
| Nashua Area Health Center             | 1,100           |  |                 | 1,100           |
| SHARE                                 | 2,500           |  |                 | 2,500           |
| Big Brothers Big Sisters              | 200             |  |                 | 400             |
| Gr. Nashua, Council on Alcoholism     | 200             |  |                 | 300             |
| Souhegan Valley Transp. Collaborative | 1,500           |  |                 | 1,500           |
| Child Advocacy Center                 | 200             |  |                 | 200             |
| CASA of NH                            | 100             |  |                 | 200             |
| <b>Total Expenses:</b>                | <b>\$20,995</b> |  | <b>\$20,995</b> | <b>\$21,664</b> |
| <b>Net Tax Appropriation:</b>         | <b>\$20,995</b> |  | <b>\$19,995</b> | <b>\$21,664</b> |
| <b>PUBLIC WELFARE</b>                 |                 |  |                 |                 |
| Total Revenues:                       | \$0             |  |                 | <b>\$1,000</b>  |
| General Assistance                    | 25,950          |  | 19,805          | 24,700          |
| <b>Total Expenses:</b>                | <b>\$25,950</b> |  | <b>\$19,805</b> | <b>\$24,700</b> |
| <b>Net Tax Appropriation:</b>         | <b>\$25,850</b> |  | <b>\$18,140</b> | <b>\$23,700</b> |

|  |                  |                  |            |                  |
|--|------------------|------------------|------------|------------------|
| <b>RECREATION</b>                      |                  |                  |            |                  |
| <b>Total Revenues:</b>                 | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b> | <b>\$3,500</b>   |
| <b>Expenses:</b>                       |                  |                  |            |                  |
| Ball Park Maintenance                  | 22,030           | 22,150           |            | 25,030           |
| Park Improvements                      | 2,000            | 500              |            | 6,770            |
| Concession stand                       | 450              | 2,390            |            | 980              |
| <b>Total Expenses</b>                  | <b>\$24,480</b>  | <b>\$25,040</b>  |            | <b>\$32,780</b>  |
| <b>Net Tax Appropriation:</b>          | <b>\$24,480</b>  | <b>\$25,040</b>  |            | <b>\$29,280</b>  |
| <b>LIBRARY</b>                         |                  |                  |            |                  |
| <b>Total Revenues:</b>                 | <b>0</b>         | <b>\$0</b>       | <b>0</b>   | <b>0</b>         |
| <b>Expenses:</b>                       |                  |                  |            |                  |
| Communications                         | 2,600            | 2,393            |            | 2,500            |
| Postage                                | 350              | 256              |            | 350              |
| Office Supplies                        | 3,200            | 3,661            |            | 3,200            |
| Binding & Book Repair                  | 1                | 0                |            | 1                |
| Equipment                              | 0                | 0                |            | 1                |
| Equipment Maintenance & Repair         | 400              | 740              |            | 400              |
| Professional Dues, etc.                | 600              | 590              |            | 600              |
| Mileage                                | 1,200            | 1,177            |            | 1,200            |
| Media: Books, Magazines, Audio, Visual | 25,000           | 27,505           |            | 26,000           |
| Education                              | 450              | 515              |            | 450              |
| Programs                               | 3,200            | 4,812            |            | 3,200            |
| Salaries                               | 147,035          | 143,597          |            | 150,351          |
| NH Retirement                          | 6,430            | 5,409            |            | 5,826            |
| Advertising                            | 1                | 0                |            | 1                |
| Automation                             | 2,500            | 2,489            |            | 4,600            |
| Grants                                 | 1                | 0                |            | 1                |
| Health Insurance                       | 7,674            | 7,674            |            | 6,810            |
| Criminal Background Check              | 170              | 111              |            | 140              |
| Payroll Expenses                       | 1,300            | 1,183            |            | 1,300            |
| <b>Total Expenses:</b>                 | <b>\$202,112</b> | <b>\$202,112</b> |            | <b>\$206,931</b> |
| <b>Net Tax Appropriations:</b>         | <b>\$202,112</b> | <b>\$202,112</b> |            | <b>\$206,931</b> |

**PATRIOTIC PURPOSES**

|                               |              |                 |                |
|-------------------------------|--------------|-----------------|----------------|
| Revenue:                      |              |                 |                |
| Donations                     | \$0          | \$1,274         | 1,000          |
| <b>Total Revenues:</b>        | <b>\$0</b>   | <b>\$1,274</b>  | <b>\$1,000</b> |
| Expenses:                     |              |                 |                |
| Flags, flowers, etc           | \$250        | \$250           | 250            |
| Fireworks                     | \$0          | \$0             | 5,400          |
| <b>Total Expenses:</b>        | <b>\$250</b> | <b>\$250</b>    | <b>\$5,650</b> |
| <b>Net Tax Appropriation:</b> | <b>\$250</b> | <b>-\$1,024</b> | <b>\$4,650</b> |

**CONSERVATION COMMISSION**

|  |                |                |                |
|--|----------------|----------------|----------------|
| Total Revenues:                              | \$0            | \$849          | \$0            |
| Expenses:                                    |                |                |                |
| Maintenance of Conservation Lands            | 2,000          | 1,704          | 2,000          |
| Conferences                                  | 200            | 0              | 100            |
| Memberships                                  | 350            | 350            | 350            |
| Town Beautification                          | 1              | 0              | 1              |
| Postage & Public Information                 | 50             | 36             | 250            |
| Outside Consulting                           | 1              | 0              | 1              |
| Reference/Resource Materials                 | 25             | 0              | 1              |
| Water Sampling                               | 1,465          | 949            | 1,500          |
| Water Sampling Equipment                     | 25             | 0              | 25             |
| Invasive Species Control - Lake Host Program | 2,400          | 2080           | 2,400          |
| Taylor Dam Yearly Fee                        | 400            | 400            | 400            |
| <b>Total Expenses:</b>                       | <b>\$6,917</b> | <b>\$5,519</b> | <b>\$7,028</b> |
| <b>Net Tax Appropriation:</b>                | <b>\$6,917</b> | <b>\$4,670</b> | <b>\$7,028</b> |

|   |                    |                    |                    |
|---|--------------------|--------------------|--------------------|
| <b>DEBT SERVICE</b>                                   |                    |                    |                    |
| <b>Total Revenues:</b>                                | <b>\$1,778</b>     | <b>\$1,778</b>     | <b>\$444</b>       |
| <b>Expenses:</b>                                      |                    |                    |                    |
| Prin.-CC Bond - (Fessenden) retired in 2011           | \$10,000           | \$10,000           | 0                  |
| Interest-Cons. Bond (Fessenden)                       | \$450              | \$450              | 0                  |
| Princ.-CC Bond - (Bartell,Hobart/Fess)10 of 10 yrs    | \$55,000           | \$55,000           | 50,000             |
| Interest-Cons. Bond(Bartell,Hobart/Fessenden)         | \$4,200            | \$4,200            | 2,000              |
| Prin.-CC Bond-(Whitcomb) 9 of 10 yrs                  | \$60,000           | \$60,000           | 60,000             |
| Interest-Cons. Bond (Whitcomb)                        | \$9,000            | \$9,000            | 6,000              |
| Principal-Amb.Facility/Safety Complex-9 of 20 yrs     | \$65,000           | \$65,000           | 65,000             |
| Interest-Ambulance Facility/Safety Complex            | \$36,712           | \$36,712           | 33,463             |
| Prin.-CC Bond - (Bross) 6 of 20 yrs                   | \$25,000           | \$25,000           | 25,000             |
| Interest-Cons. Bond (Bross)                           | \$18,544           | \$18,544           | 17,544             |
| Prin.-CC Bond - (Cohen, Olson) 5 of 20 yrs            | \$15,000           | \$15,000           | 15,000             |
| Interest-CC Bond - (Cohen; Olson)                     | \$10,881           | \$10,881           | 10,169             |
| <b>Total Expenses:</b>                                | <b>\$309,787</b>   | <b>\$309,787</b>   | <b>\$284,176</b>   |
| <b>Net Tax Appropriation:</b>                         | <b>\$308,009</b>   | <b>\$308,009</b>   | <b>\$283,732</b>   |
| <b>Estimated Revenue:</b>                             | <b>\$194,436</b>   | <b>\$195,708</b>   | <b>\$209,263</b>   |
| <b>TOTALS, LESS WARRANT ARTICLES</b>                  | <b>\$3,624,495</b> | <b>\$3,562,543</b> | <b>\$3,882,223</b> |
| <b>CAPITAL OUTLAY</b>                                 |                    |                    |                    |
| <b>2011 Approved Warrant Articles:</b>                |                    |                    |                    |
| Fire Dept. Truck, Art. 6                              | 100,000            | \$100,000          |                    |
| Road/Bridge Impr., Art. 9                             | 60,000             | \$60,000           |                    |
| Master Plan, Art. 11                                  | 31,000             | \$14,712           |                    |
| Milfoil, Lake Potanipo, Art. 13                       | 10,675             | \$0                |                    |
| Library Parking Lease, Art. 13                        | 8,500              | \$8,500            |                    |
| July 4th Fireworks, Art. 14                           | 5,400              | \$5,400            |                    |
| Emer.Mgmt. Code Red, Art. 15                          | 4,694              | \$4,694            |                    |
| Amb. Expend. Trust Fund, Art. 17                      | 1,540              | \$1,540            |                    |
| <b>Proposed Warrant Articles Impacting 2012 Taxes</b> |                    |                    |                    |
| Safety Complex Bond Issue                             |                    | \$0                |                    |
| Road/Bridge Improvements                              |                    | \$60,000           |                    |
| Town Administrator                                    |                    | \$8,200            |                    |
| Option Agreement, Lot H-42                            |                    | \$10,000           |                    |
| Ambulance Expendable Trust Fund                       |                    | \$0                |                    |
| <b>TOTALS, WITH WARRANT ARTICLES</b>                  | <b>\$3,846,304</b> | <b>\$3,757,389</b> | <b>\$4,010,423</b> |

|  |          |
|--|----------|
| Rebates & Refunds                                | \$33,287 |
| Land Use Change Tax to Cons./Land Acq. Fund      | \$98,927 |
| 2010, Master Plan, Art. 4                        | \$15,521 |
| 2010, Video Surveillance, Art. 11                | \$904    |
| Energy Grant - Town Buildings                    | \$16,136 |
| Energy Grant - School District                   | \$47,937 |
| Winterberry Road Bond                            | \$28,501 |
| Off-Site Imp. - C-4-3 (No. Mason/Ben Farnsworth) | \$3,000  |
| Off-Site Imp. - D-55-22 (Birch Hill Rd)          | \$7,094  |
| Off-Site Imp. - D-67-16 (Old Milford Rd)         | \$1,500  |
| Off-Site Imp. - G-50 (Wallace Brook Rd)          | \$1,000  |
| Off-Site Imp. - H-130 (Recreation)               | \$2,500  |
| Misc. Liability                                  | -\$127   |

**PAYMENTS TO OTHER GOVERNMENTS**

|  |                   |
|--|-------------------|
| Taxes Bought by Town                   | \$245,164         |
| Taxes Paid to County                   | \$550,463         |
| Brookline School District 2010-2011    | \$2,536,433       |
| Brookline School District 2011-2012    | \$4,050,000       |
| Hollis/Brookline Co op. 2010-2011      | \$2,005,517       |
| Hollis/Brookline Co op. 2011-2012      | \$3,400,000       |
| <b>TOTAL PAYMENTS FOR ALL PURPOSES</b> | <b>16,801,146</b> |

**SCHEDULE OF TOWN PROPERTY  
AS OF DECEMBER 31, 2011**

| <b>DESCRIPTION</b>  | <b>VALUE</b>        |
|---|---------------------|
| Town Hall, Lands and Buildings (H-31)                           | \$907,600           |
| Furniture & Equipment   | \$150,000           |
| Library, Land and Building (H-59)                               | \$572,800           |
| Furniture & Equipment   | \$348,600           |
| Fire Station (H-31)   | \$289,200           |
| Equipment   | \$351,750           |
| Ambulance, Land & Building (F-116)                              | \$202,300           |
| Parks & Playgrounds (F-132)                                     | \$238,800           |
| Parks & Playgrounds (L-35)                                      | \$347,100           |
| Richard Maghakian Memorial School (F-80)                        | \$3,092,500         |
| Cpt. Samuel Douglass Academy (K-84)                             | \$5,153,200         |
| <b>Total:</b>   | <b>\$11,653,850</b> |
| All Lands & Buildings acquired through<br>Tax Collector's Deeds |                     |
| B-37  | \$12,200            |
| B-49  | \$800               |
| C-3   | \$108,900           |
| D-31  | \$13,100            |
| D-37  | \$1,500             |
| D-96  | \$131,100           |
| F-17  | \$26,400            |
| F-118   | \$800               |
| G-65  | \$3,800             |
| H-43  | \$97,000            |
| H-70  | \$7,800             |
| H-71  | \$4,700             |
| J-2   | \$77,300            |
| J-35  | \$164,100           |
| J-54  | \$105,000           |
| J-58  | \$3,500             |
| <b>Total:</b>   | <b>\$758,000</b>    |
| All Other Property and Equipment                                |                     |
| Cemeteries (D-39)   | \$17,400            |
| Cemeteries (H-108)  | \$178,500           |
| Cemeteries (L-13)   | \$129,800           |
| Conservation Commission (K-058)                                 | \$3,600             |
| B-12  | \$17,800            |
| B-14  | \$6,300             |
| B-22  | \$4,000             |
| B-25  | \$3,100             |
| B-27  | \$5,800             |
| B-34  | \$164,100           |
| B-35  | \$36,600            |
| B-54  | \$4,000             |
| B-55 - Melendy Pond Authority                                   | \$1,012,000         |
| B-65-10   | \$103,100           |



|                                       |           |
|---------------------------------------|-----------|
| B-65-11 - Palmer Land                 | \$215,400 |
| B-68                                  | \$96,400  |
| B-70                                  | \$13,900  |
| B-71                                  | \$26,100  |
| B-73                                  | \$11,200  |
| B-74                                  | \$98,500  |
| B-75                                  | \$93,500  |
| B-94 - Morrill Land                   | \$68,700  |
| B-95                                  | \$22,200  |
| B-96                                  | \$32,900  |
| B-98                                  | \$10,100  |
| B-101                                 | \$29,400  |
| C-11                                  | \$5,700   |
| C-12 - Transfer Station               | \$222,400 |
| C-13                                  | \$207,100 |
| C-25                                  | \$139,300 |
| C-26                                  | \$70,600  |
| C-30                                  | \$196,800 |
| C-45                                  | \$11,600  |
| C-48                                  | \$7,500   |
| C-49                                  | \$91,300  |
| D-4                                   | \$5,300   |
| D-18-5                                | \$155,200 |
| D-18-25 - Fire Pond                   | \$34,500  |
| D-21                                  | \$12,200  |
| D-22                                  | \$15,400  |
| D-25                                  | \$80,400  |
| D-25-4                                | \$142,100 |
| D-52-53                               | \$14,200  |
| D-55-22                               | \$156,800 |
| D-57-7                                | \$148,400 |
| D-91                                  | \$100     |
| D-93 - Fire Pond                      | \$10,500  |
| E-9-23                                | \$135,300 |
| F-63                                  | \$220,000 |
| F-106                                 | \$170,000 |
| F-107                                 | \$10,900  |
| F-109                                 | \$16,700  |
| F-110                                 | \$7,000   |
| F-111                                 | \$9,400   |
| F-141                                 | \$95,000  |
| F-144 - Historical Society            | \$222,500 |
| F-155                                 | \$563,800 |
| F-158                                 | \$14,400  |
| G-20                                  | \$109,100 |
| G-61-30                               | \$35,000  |
| H-39 (across from Chapel)             | \$105,000 |
| H-67                                  | \$61,700  |
| H-68                                  | \$8,600   |
| H-84 (Brookline Chapel & Brusck Hall) | \$457,400 |
| H-101                                 | \$7,000   |
| H-126-1                               | \$105,200 |

|                     |                     |
|---------------------|---------------------|
| H-130-1             | \$175,300           |
| H-132               | \$14,200            |
| H-127               | \$36,100            |
| H-138               | \$113,300           |
| H-144               | \$12,800            |
| H-145               | \$12,200            |
| H-149               | \$10,400            |
| J-30-2-5            | \$16,400            |
| J-33-11             | \$49,200            |
| J-39                | \$84,300            |
| J-39-45             | \$17,200            |
| J-39-46             | \$35,100            |
| J-51                | \$33,200            |
| K-28                | \$47,600            |
| K-28-13             | \$31,600            |
| K-66-18             | \$37,000            |
| K-66-20             | \$56,500            |
| K-69 - donated      | \$184,600           |
| K-80                | \$15,500            |
| K-101               | \$193,400           |
| K-101-5             | \$32,600            |
| K-101-16            | \$4,700             |
| K-102               | \$114,300           |
| M-18 - Melendy Pond | \$177,300           |
| M-19 - Melendy Pond | \$197,000           |
| <b>Total:</b>       | <b>\$8,187,600</b>  |
| <b>TOTAL:</b>       | <b>\$20,599,450</b> |

**STATEMENT OF APPROPRIATIONS - 2011**

|  |                 |
|--|-----------------|
| Executive.....                                 | \$144,950       |
| Election, Registration & Vital Statistics..... | \$2,860         |
| Financial Administration.....                  | \$124,125       |
| Revaluation of Property.....                   | \$27,056        |
| Legal Expenses.....                            | \$20,000        |
| Personnel Administration, .....                | \$368,401       |
| Planning and Zoning.....                       | \$54,600        |
| Master Plan, Art. 11 .....                     | \$31,000        |
| General Government Buildings, .....            | \$121,436       |
| Library Parking Lease, Art. 13 .....           | \$8,500         |
| Cemeteries.....                                | \$16,000        |
| Insurance.....                                 | \$79,080        |
| Advertising & Regional Association.....        | \$3,930         |
| Cable Access Fund.....                         | \$4,480         |
| Police Department, .....                       | \$671,423       |
| Ambulance Service.....                         | \$151,540       |
| Amb. Expendable Trust, Art. 17 .....           | \$1,540         |
| Fire Department.....                           | \$192,391       |
| Fire Dept., 1st payment for fire truck .....   | \$100,000       |
| Building Inspection.....                       | \$31,936        |
| Emergency Management.....                      | \$13,533        |
| Code Red, Art. 15 .....                        | \$4,694         |
| Communication.....                             | \$109,280       |
| Highways, Streets & Bridges.....               | \$638,651       |
| Street Lighting.....                           | \$10,000        |
| Road/Bridge Improvements, Art. 9 .....         | \$60,000        |
| Solid Waste Disposal.....                      | \$242,635       |
| Pest Control.....                              | \$5,697         |
| Health Agencies.....                           | \$20,995        |
| Direct Assistance.....                         | \$25,950        |
| Parks and Recreation.....                      | \$24,480        |
| Library.....                                   | \$202,112       |
| Patriotic Purposes.....                        | \$250           |
| July 4th Fireworks, Art. 14 .....              | \$5,400         |
| Conservation Commission.....                   | \$6,917         |
| Milfoil Treatment, Art. 12 .....               | \$10,675        |
| Debt Service, Principal.....                   | \$230,000       |
| Debt Service, Interest.....                    | \$79,787        |
| <br>Total Appropriations.....                  | <br>\$3,846,304 |
| <br>Less: Estimated Revenue and Credits:.....  |                 |
| Taxes:   |                 |
| Timber Tax.....                                | \$5,500         |
| Interest on Delinquent Taxes.....              | \$35,000        |
| Motor Vehicle Permit Fees.....                 | \$740,000       |
| From State:                                    |                 |
| Meals & Rooms.....                             | \$222,951       |

|                                     |              |
|-------------------------------------|--------------|
| Highway Block Grant.....            | \$142,228    |
| Other                               | \$9,203      |
| Charges for Services:               |              |
| Income from Departments.....        | \$191,000    |
| Other Charges                       | \$17,676     |
| Misc. Revenues:                     |              |
| Interest on Deposits.....           | \$3,000      |
| Interfund Operating Transfer in     |              |
| From Capital Reserve Funds          | \$100,000    |
| Subtotal of Revenues.....           |              |
| Voted from surplus, Art.17          | \$1,540      |
| Unreserved Fund Balance.....        | \$136,000    |
| Total Revenues and Credits:.....    |              |
|                                     | \$1,604,098  |
| Appropriations.....                 |              |
| Less: Revenues.....                 | -\$1,604,098 |
| Add: Overlay.....                   | \$58,170     |
| War Service Credits.....            | \$85,000     |
| Net Town Appropriations:.....       |              |
|                                     | \$2,385,376  |
| Due to Local School.....            |              |
| Due to Regional School.....         | \$7,637,452  |
| Less: Adequate Education Grant..... | -\$3,865,563 |
| Less: State Education Taxes.....    | -\$1,210,497 |
| Net School Appropriations.....      |              |
|                                     | \$9,982,154  |
| State Education Tax.....            |              |
|                                     | \$1,210,497  |
| Net County Appropriation.....       |              |
|                                     | \$550,463    |
| Total Property Taxes Assessed.....  |              |
| Less: War Service Credits.....      | -\$85,000    |
| Total Property Tax Commitment.....  |              |
|                                     | \$14,043,490 |

Tax Rate for 2011: \$24.08 per thousand

Breakdown of 2011 Tax Rate;

|        |         |
|--------|---------|
| Town   | \$ 4.06 |
| County | \$ .94  |
| School | \$16.99 |
| State  | \$ 2.09 |

**Total: \$24.08**

Statement of Bonded Debt  
Land Acquisition

|   |                            |
|---|----------------------------|
| Original Amount Bonded: Bartell, Hobart-Fessenden<br>Lots B-34, B-35, F-63, F-110, F-107, F158,<br>H-67, H-144, H-145, H-149<br>Ten (10) Year Bond @ 3.8% | \$556,500<br><br>\$115,216 |
| Less: Principal Paid in 2003  | \$61,500                   |
| Less: Interest Paid in 2003   | \$21,441                   |
| Less: Principal Paid in 2004  | \$60,000                   |
| Less: Interest Paid in 2004   | \$18,100                   |
| Less: Principal Due in 2005   | \$55,000                   |
| Less: Interest Due in 2005  | \$16,300                   |
| Less: Principal Due in 2006   | \$55,000                   |
| Less: Interest Due in 2006  | \$14,650                   |
| Less: Principal Due in 2007   | \$55,000                   |
| Less: Interest Due in 2007  | \$12,725                   |
| Less: Principal Due in 2008   | \$55,000                   |
| Less: Interest Due in 2008  | \$10,800                   |
| Less: Principal Due in 2009   | \$55,000                   |
| Less: Interest Due in 2009  | \$8,600                    |
| Less: Principal Due in 2010   | \$55,000                   |
| Less: Interest Due in 2010  | \$6,400                    |
| Less: Principal Due in 2011   | \$55,000                   |
| Less: Interest Due in 2011  | \$4,200                    |
| Less: Principal Due in 2012   | \$50,000                   |
| Less: Interest Due in 2012  | \$2,000                    |
| <br>Balance 12/31/2012  | <br>\$0                    |

Statement of Bonded Debt  
Land Acquisition

|  |           |
|--|-----------|
| Original Amount Bonded: Whitcomb<br>C-25, C-49 | \$630,000 |
| Ten (10) Year Bond @ 4.75%                     | \$164,098 |
| Less: Principal Paid in 2004                   | \$65,000  |
| Less: Interest Paid in 2004                    | \$31,848  |
| Less: Principal Paid in 2005                   | \$65,000  |
| Less: Interest Paid in 2005                    | \$25,650  |
| Less: Principal Paid in 2006                   | \$65,000  |
| Less: Interest Paid in 2006                    | \$23,050  |
| Less: Principal Due in 2007                    | \$65,000  |
| Less: Interest Due in 2007                     | \$20,450  |
| Less: Principal Due in 2008                    | \$65,000  |
| Less: Interest Due in 2008                     | \$17,850  |
| Less: Principal Due in 2009                    | \$65,000  |
| Less: Interest Due in 2009                     | \$15,250  |
| Less: Principal Due in 2010                    | \$60,000  |
| Less: Interest Due in 2010                     | \$12,000  |
| Less: Principal Due in 2011                    | \$60,000  |
| Less: Interest Due in 2011                     | \$9,000   |
| Less: Principal Due in 2012                    | \$60,000  |
| Less: Interest Due in 2012                     | \$6,000   |
| Less: Principal Due in 2013                    | \$60,000  |
| Less: Interest Due in 2013                     | \$3,000   |
| Balance on 12/31/2013                          | \$0       |



Statement of Bonded Debt  
Ambulance Facility - Saftey Complex

|                               |             |
|-------------------------------|-------------|
| Original Amount Bonded: F-155 | \$1,285,000 |
| Twenty (20) Year Bond @ 4.58% | \$598,013   |
| Less: Principal Paid in 2004  | \$65,000    |
| Less: Interest Paid in 2004   | \$63,764    |
| Less: Principal Due in 2005   | \$65,000    |
| Less: Interest Due in 2005    | \$55,263    |
| Less: Principal Due in 2006   | \$65,000    |
| Less: Interest Due in 2006    | \$52,662    |
| Less: Principal Due in 2007   | \$65,000    |
| Less: Interest Due in 2007    | \$50,063    |
| Less: Principal Due in 2008   | \$65,000    |
| Less: Interest Due in 2008    | \$47,463    |
| Less: Principal Due in 2009   | \$65,000    |
| Less: Interest Due in 2009    | \$44,862    |
| Less: Principal Due in 2010   | \$65,000    |
| Less: Interest Due in 2010    | \$41,613    |
| Less: Principal Due in 2011   | \$65,000    |
| Less: Interest Due in 2011    | \$36,711    |
| Less: Principal Due in 2012   | \$65,000    |
| Less: Interest Due in 2012    | \$33,462    |
| Less: Principal Due in 2013   | \$65,000    |
| Less: Interest Due in 2013    | \$30,212    |
| Less: Principal Due in 2014   | \$65,000    |
| Less: Interest Due in 2014    | \$26,962    |
| Less: Principal Due in 2015   | \$65,000    |
| Less: Interest Due in 2015    | \$25,012    |
| Less: Principal Due in 2016   | \$65,000    |

|                             |          |
|-----------------------------|----------|
| Less: Interest Due in 2016  | \$21,763 |
| Less: Principal Due in 2017 | \$65,000 |
| Less: Interest Due in 2017  | \$18,513 |
| Less: Principal Due in 2018 | \$65,000 |
| Less: Interest Due in 2018  | \$14,735 |
| Less: Principal Due in 2019 | \$65,000 |
| Less: Interest Due in 2019  | \$11,595 |
| Less: Principal Due in 2020 | \$65,000 |
| Less: Interest Due in 2020  | \$8,508  |
| Less: Principal Due in 2021 | \$60,000 |
| Less: Interest Due in 2021  | \$7,650  |
| Less: Principal Due in 2022 | \$60,000 |
| Less: Interest Due in 2022  | \$4,800  |
| Less: Principal Due in 2023 | \$60,000 |
| Less: Interest Due in 2023  | \$2,400  |
| Balance 12/31/2023          | \$0      |

Statement of Bonded Debt  
Land Acquisition

|                                      |           |
|--------------------------------------|-----------|
| Original Amount Bonded: Bross - C-30 | \$492,842 |
| Twenty (20) Year Bond @ 4.74%        | \$241,407 |
| Less: Principal Paid in 2007         | \$27,842  |
| Less: Interest Paid in 2007          | \$25,063  |
| Less: Principal Due in 2008          | \$25,000  |
| Less: Interest Due in 2008           | \$22,044  |
| Less: Principal Due in 2009          | \$25,000  |
| Less: Interest Due in 2009           | \$20,793  |
| Less: Principal Due in 2010          | \$25,000  |
| Less: Interest Due in 2010           | \$19,543  |
| Less: Principal Due in 2011          | \$25,000  |
| Less: Interest Due in 2011           | \$18,544  |
| Less: Principal Due in 2012          | \$25,000  |
| Less: Interest Due in 2012           | \$17,544  |
| Less: Principal Due in 2013          | \$25,000  |
| Less: Interest Due in 2013           | \$16,294  |
| Less: Principal Due in 2014          | \$25,000  |
| Less: Interest Due in 2014           | \$15,044  |
| Less: Principal Due in 2015          | \$25,000  |
| Less: Interest Due in 2015           | \$13,794  |
| Less: Principal Due in 2016          | \$25,000  |
| Less: Interest Due in 2016           | \$12,544  |
| Less: Principal Due in 2017          | \$25,000  |
| Less: Interest Due in 2017           | \$11,294  |
| Less: Principal Due in 2018          | \$25,000  |
| Less: Interest Due in 2018           | \$10,044  |
| Less: Principal Due in 2019          | \$25,000  |

|                             |          |
|-----------------------------|----------|
| Less: Interest Due in 2019  | \$8,919  |
| Less: Principal Due in 2020 | \$25,000 |
| Less: Interest Due in 2020  | \$7,762  |
| Less: Principal Due in 2021 | \$25,000 |
| Less: Interest Due in 2021  | \$6,606  |
| Less: Principal Due in 2022 | \$25,000 |
| Less: Interest Due in 2022  | \$5,419  |
| Less: Principal Due in 2023 | \$25,000 |
| Less: Interest Due in 2023  | \$4,231  |
| Less: Principal Due in 2024 | \$25,000 |
| Less: Interest Due in 2024  | \$3,075  |
| Less: Principal Due in 2025 | \$20,000 |
| Less: Interest Due in 2025  | \$1,900  |
| Less: Principal Due in 2026 | \$20,000 |
| Less: Interest Due in 2026  | \$950    |
| Balance 12/31/2026          | \$0      |

Statement of Bonded Debt  
Land Acquisition

|  |           |
|--|-----------|
| Original Amount Bonded: Cohen/Olson<br>Lots C-13, D-21, D-22 | \$291,900 |
| Twenty (20) Year Bond @ 4.05%                                | \$133,694 |
| Less: Interest Paid in 2007                                  | \$7,481   |
| Less: Principal Due in 2008                                  | \$11,900  |
| Less: Interest Due in 2008                                   | \$12,904  |
| Less: Principal Due in 2009                                  | \$15,000  |
| Less: Interest Due in 2009                                   | \$12,287  |
| Less: Principal Due in 2010                                  | \$15,000  |
| Less: Interest Due in 2010                                   | \$11,593  |
| Less: Principal Due in 2011                                  | \$15,000  |
| Less: Interest Due in 2011                                   | \$10,881  |
| Less: Principal Due in 2012                                  | \$15,000  |
| Less: Interest Due in 2012                                   | \$10,169  |
| Less: Principal Due in 2013                                  | \$15,000  |
| Less: Interest Due in 2013                                   | \$9,419   |
| Less: Principal Due in 2014                                  | \$15,000  |
| Less: Interest Due in 2014                                   | \$8,669   |
| Less: Principal Due in 2015                                  | \$15,000  |
| Less: Interest Due in 2015                                   | \$7,919   |
| Less: Principal Due in 2016                                  | \$15,000  |
| Less: Interest Due in 2016                                   | \$7,169   |
| Less: Principal Due in 2017                                  | \$15,000  |
| Less: Interest Due in 2017                                   | \$6,419   |
| Less: Principal Due in 2018                                  | \$15,000  |
| Less: Interest Due in 2018                                   | \$5,706   |
| Less: Principal Due in 2019                                  | \$15,000  |

|                             |          |
|-----------------------------|----------|
| Less: Interest Due in 2019  | \$5,069  |
| Less: Principal Due in 2020 | \$15,000 |
| Less: Interest Due in 2020  | \$4,431  |
| Less: Principal Due in 2021 | \$15,000 |
| Less: Interest Due in 2021  | \$3,794  |
| Less: Principal Due in 2022 | \$15,000 |
| Less: Interest Due in 2022  | \$3,156  |
| Less: Principal Due in 2023 | \$15,000 |
| Less: Interest Due in 2023  | \$2,519  |
| Less: Principal Due in 2024 | \$15,000 |
| Less: Interest Due in 2024  | \$1,909  |
| Less: Principal Due in 2025 | \$15,000 |
| Less: Interest Due in 2025  | \$1,300  |
| Less: Principal Due in 2026 | \$15,000 |
| Less: Interest Due in 2026  | \$700    |
| Less: Principal Due in 2027 | \$10,000 |
| Less: Interest Due in 2027  | \$200    |
| Balance 12/31/2027          | \$0      |



## SUMMARY INVENTORY OF VALUATION - 2011

### Value of Land Only

|   |               |
|---|---------------|
| Current Use (at current use values)                         | \$762,241     |
| Conservation Restriction Assessment (at current use values) | \$19          |
| Discretionary Easement (at current use value)               | \$3,494       |
| Residential   | \$230,131,300 |
| Commercial/Industrial                                       | \$6,754,600   |

**Total of Taxable Land** **\$237,651,654**

Tax Exempt & Non-Taxable Land \$13,749,100

### Value of Buildings Only

|                       |               |
|-----------------------|---------------|
| Residential           | \$329,643,100 |
| Manufactured Housing  | \$1,184,900   |
| Commercial/Industrial | \$15,108,500  |

**Total of Taxable Buildings** **\$345,936,500**

Tax Exempt & Non-Taxable Buildings \$14,570,400

Public Utilities \$7,876,800

**Valuation Before Exemptions** **\$591,464,954**

|                        |             |
|------------------------|-------------|
| Blind Exemptions (1)   | \$15,000    |
| Elderly Exemption (30) | \$3,363,000 |
| Disabled Exemption (8) | \$672,000   |

**Total Dollar Amount of Exemptions:** **\$4,050,000**

**Net Valuations on Which Tax Rate for Municipal, County  
& Local Education Tax is Computed** **\$587,414,954**

Less Public Utilities \$7,876,800

**Net Valuation without utilities on which tax rate for state  
education is computed** **\$579,538,154**

Total Number of Acres Receiving Current Use 4,911.75

Number of Individuals Granted Elderly Exemptions in 2011

- 16 @ \$1,277,100
- 6 @ \$756,000
- 8 @ \$1,329,900

**TOWN MEETING MINUTES  
BROOKLINE NH  
MARCH 08, 09, 2011**

Inspectors of Election/Ballot clerks were sworn in; the ballot box was verified to be empty; and the ballots were distributed. The polls were opened under Article 1 at 7:00am, on Tuesday, March 08 by Moderator Peter Webb.

Ballot clerks were as follows: Barbara Heinselman  
Virginia Kerouac  
Louise Price  
Betsy Solon

Polls closed at 7:30pm.

|                                    |                        |     |
|------------------------------------|------------------------|-----|
| Total names on the checklist: 3495 | Total ballots cast     | 915 |
|                                    | <u>Absentee voters</u> | 14  |
|                                    | Total votes            | 929 |

The business meeting was called to order at 7:00pm, on March 09 by Moderator Peter G. Webb.

Peter Webb led the Pledge of Allegiance.

A round of applause was given to the people who have served in the military and a moment of silence for the residents that have passed away in 2010.

State Rep. Jack Flanagan spoke about some issues that are happening in Concord, NH for Brookline and to help Brookline.

- Last November, Brookline stood to lose \$737,000 in school state aid. Jack said he Co-sponsored the bill with a gentleman named David Hess from Hooksett, NH. The bill was supported by the Majority Leader and the Governor and has passed the Legislature. All funding will be level funded and Brookline will not lose the \$737,000 in state aid.
- He said a year ago we budgeted 20% of our 1/2 million dollars for sidewalks to go up past Pine Grove Cemetery. The plan itself rated fourth out of 54 plans. It was well received with Nashua Regional Planning and by the DOT in Concord, NH. Unfortunately, politics took a toll and we went from 4th to 17th in approved plans. They only took 15 plans. Jack found out another plan didn't go through that was worth \$1.2 million. Since our plan was a 1/2 million dollars, they are potentially taking Brookline's plan. The sidewalks would go all the way past the cemetery and down to the safety complex.
- Jack also said that we lost our courthouse in Milford. "Thanks to a collective effort of myself and the Reps from Amherst and Milford, it's now back in the governor's

- Brookline is going to have its own state rep after the next election. We will also have a floater that covers Brookline, Hollis and Mason. So in essence, we will have two people working on behalf of Brookline.

Peter Webb thanked The Citizens of Brookline for participating in the 242nd Annual Town meeting. He discussed the rules of the Town meeting.

Linda Saari spoke on behalf of the Board of Selectman. "I urge everyone to read the town report. It contains much information and includes thanks to many of our citizens for their dedication to the town. On behalf of the Board of Selectmen, I would like to thank our citizens for participating and supporting us in our Town Meeting. Thank you to all the boards, committees and other volunteers for all of their work this year. I would like to thank Rena Duncklee for all her invaluable effort on the budget, all that goes into this process and for all she does to keep the town running. Thank you to Vicki Pope and The Brookliner for helping to mail out the Town Report. Thank you to Boy Scout Troop 260 for helping break down the voting booths for the town election as well as the people at CSDA for helping set up for the election and town meeting. Thank you to the cable committee for setting up and broadcasting the meetings. Thanks to Patti Howard-Barnett, Peter Webb, the Supervisors of the checklist and the ballot clerks for their excellence in running the town elections and thank you to Loring Webster for filling in as interim moderator. Thank you all for supporting us in this meeting."

To the inhabitants of the Town of Brookline in the County of Hillsborough in said State, qualified to vote in Town Affairs:

You are hereby notified to meet at the Captain Samuel Douglass Academy in said Brookline on Tuesday, the eighth (8th) day of March at 7:00 a.m. to act upon the following subjects:

**1. Results of balloting as follows, with various write-ins omitted.**

|                          |      |                         |     |
|--------------------------|------|-------------------------|-----|
| Selectman                | 3yr  | Karl D Dowling          | 571 |
|                          |      | Darrell Philpot         | 524 |
| Town Moderator           | 1yr  | Peter Webb              | 838 |
| Town Clerk/Tax Collector | 3yr  | Patricia Howard-Barnett | 831 |
| Road Agent               | 1yr  | Gerald Farwell          | 648 |
| Town Treasurer           | 1yr  | Russell Heinselmann     | 775 |
| Fire Ward                | 3yr  | Charles Corey Sr        | 784 |
| Board of Assessors       | 3yr  | Kevin Visnaskas         | 726 |
| Town Trustee (write-in)  | 3yr  | Melanie Levesque        | 29  |
| Finance Committee        | 1 yr | Christopher Adams       | 580 |
|                          |      | Mary Bendix             | 503 |
|                          |      | Betty Hall              | 469 |
| Library Trustee          | 3yr  | Helen Ballou            | 604 |
|                          |      | Stephen A Russo         | 443 |

The following people were elected from the floor:

**Surveyor of Wood & Lumber:** On a motion by Jack Flanagan, 2<sup>nd</sup> Rena Duncklee. We elected Clarence Farwell as Surveyor of Wood & Lumber.

**HAND VOTE- YES**

**Melendy Pond Authority:** On a motion by Rena Duncklee, 2<sup>nd</sup> Rich Vertullo. We elected Francis LaFreniere to the Melendy Pond Authority.

**HAND VOTE- YES**

**Sexton:** On a motion by Rena Duncklee, 2<sup>nd</sup> John Liska. We elected Clarence Farwell as Sexton.

**HAND VOTE- YES**

**2.** (By Ballot) Are you in favor of the adoption of the following amendments as proposed by the Planning Board for the Town of Brookline Zoning Ordinance and Building Code as follows?

Amendment No. 1

Section 100.00 (Preamble) - Modify the Preamble to refer to the correct NHRSA 674:16. - NHRSA Chapters 31:60 to 89 were repealed in 1983 and replaced by chapter 674, "Local Land Use Planning and Regulations Powers".

**YES-620**

NO-158

Amendment No. 2

Section 300.00 (general provisions) - Add Section 307.00 - Building Permits to specify that the Town of Brookline follows the State of NH Building Code, pursuant to RSA 155-A and require that accessory building of 100 square feet or less shall not require a building permit, but shall be required to meet all setback requirements. (Note: the Brookline Building Code was repealed at the March 2010 town meeting)

**YES- 728**

NO-143

Amendment No. 3

Section 500.00 (Industrial-Commercial District) - Rename Section "Building Height" with "Building Requirements," keeping current wording and specifying how 35 feet building height is calculated and that an accessory building of 100 feet or less does not require a building permit, but must meet all setback requirements. (Note: the Brookline Building Code was repealed at the March 2010 town meeting)

**YES-655**

No-186

Amendment No. 4

Section 600.00, (Residential-Agricultural District) - Rename Section "Building Height" with "Building Requirements," keeping current wording and specifying the minimum square footage for any new dwelling unit and for manufactured housing and that an accessory building of 100 feet or less does not require a building permit but must meet all setback requirements. (Note:

the Brookline Building Code was repealed at the March 2010 town meeting)

**YES-629**

NO- 197

Amendment No. 5

Section 620.00 (Workforce Housing Option) - 626.00, general requirements: (2.) To specify that the minimum parcel size shall be for a workforce housing development shall be at least ten (10) contiguous acres excluding wetlands; (3.) To specify that the minimum lot size for market value and single workforce housing units, duplexes and multi-family buildings shall exclude wetlands.

**YES- 631**

NO- 190

Amendment No. 6

Section 700.00 (Manufactured Housing) - 701.01, requirement: to exclude wetlands from the minimum parcel size and specify requirements for a vegetated buffer.

**YES-588**

NO -234

Amendment No. 7

Section 1400.00 (Growth Management) - Section Deleted, expires March 2011 (referring to HB 1260 and NHRSA 674:22 and 23, effective July 8, 2008.)

**YES-525**

NO -167

**3.** (By Ballot at Meeting) (By Petition) To see if the Town of Brookline will vote to adopt the provisions of RSA Chapter 32 of the Municipal Budget Law and determine the number of members at large as provided in Section 32:14, IV and direct the Moderator to appoint said members-at-large to staggered terms as provided in Section 32:15, II to serve until the next Annual Meeting, as provided in RSA 669:17

Betty Hall moved, 2<sup>nd</sup> Chris Adams.

Betty spoke on behalf of the article. She said that a few years ago this article was on the floor. At that time she was in favor of keeping the finance committee, but believes we are ready for a budget committee. One of the reasons is because it will provide better communication between the community, town and school. The Budget committee would consist of a School Board member, a Selectmen, and three at-large members that Peter Webb would appoint. We will have more continuity with staggered terms.

Cindy Gorgoglione moved the question. 2nd Rebecca Keller.

Secret Ballot

YES-72

**NO- 197 MOTION WAS DEFEATED**

Linda Saari stated that one of their Selectmen is retiring: “Kevin Gorgoglione came late to the meeting because he was working. He has taken so much time away from his family and his job that the Selectman would like to present him with this resolution.”

**RESOLUTION**

Be it resolved that: In acknowledgement of and with appreciation for outstanding service to the Town of Brookline, New Hampshire, as Selectman and Planning Board Member, the Town of Brookline, through it’s Board of Selectmen, gives thanks to and recognizes

**Kevin Gorgoglione**

You have consistently demonstrated excellence, and dedicated service to the town of Brookline for which we are all very grateful.

Presented, this 9<sup>th</sup> day of March 2011

Selectman Tad Putney stated we have one other long-term Selectman that will be leaving us. “I’d like to take this opportunity to read one other resolution.

**RESOLUTION**

Be it resolved that:

In knowledge of and with appreciation for outstanding service to the town of Brookline, New Hampshire, as Selectman for 10 years and volunteer on the Planning Board, Nashua Regional Planning Commission, Brookline Emergency Response Team(BERT), CIP, Selectman’s Study, Hazard Mitigation, Hollis-Brookline Co-Op, Apportionment Committees, Classroom Volunteer, PTO Board Member and committees at the Brookline schools, including involvement with Cub Scouts, Girl Scouts, baseball, softball, soccer and basketball, the Town of Brookline, through its Board of Selectmen gives thanks to and recognizes

**Linda A. Saari**

You have consistently demonstrated excellence and dedicated service to The Town of Brookline for which we are all very grateful. If my rough math is accurate, this will be the first time in over 500 consecutive Mondays that you will have something else to do. I hope you enjoy yourself.”

Presented, this 9th day of March 2011

Board of Selectmen:

Clarence L. Farwell, Jack B. Flannagan, Kevin J. Gorgoglione & Tad Putney



4. To hear reports of Selectmen and other Town Officers and Committees.  
Clarence Farwell moved to accept the report as written with the following changes to the reports:

Page 95 Melendy Pond Authority report

Cash on hand January 1, 2010: as printed \$43,450.46 changing to \$43,786.46

Receipts received on the lease is: as printed \$2,540.00 changing to \$1,930.00

Interest on deposits: as printed \$903.90 changing to \$249.85

Total receipts: as printed \$3,443.90 change to \$2,179.85

Expenses:

Road repairs: as printed \$2,904.00 changing to \$2,774.40

Water testing and treatment: as printed \$204.00 changing to \$532.00

Total expenses: as printed \$3,108.00 changing to \$3,306.40

Cash on hand December 31, 2010 as printed \$43,786.36 changing to \$42,659.91

The assessed valuation of the buildings on the Melendy Pond Authority for 2010 was as printed \$2,858,000.00 changing to \$2,291,770.00 with unanticipated tax return to the town of as printed \$66,420.00 changing to \$56,882.00

Linda Saari made the following changes to the town report:

Under bonded debt of the Safety Complex

Page 55

Original amount bonded F-155 \$1,285,000.00

20 year bond at 4.58% amount as printed \$616,202.00 changing to \$598,013.00

less: principal due in 2011 \$65,000.00

less: interest due in 2011 as printed in town report \$38,362.00 changing to \$36,711.00

less: principal due in 2012 \$65,000.00

less: interest due in 2012 as printed in town report \$35,113.00 changing to \$33,462.00

less: principal due in 2013 \$65,000.00

less: interest due in 2013 as printed in town report \$31,863.00 changing to \$30,212.00

less: principal due in 2014 \$65,000.00

less: interest due in 2014 as printed in town report \$28,612.00 changing to \$26,962.00

less: principal due in 2015 \$65,000.00

less: interest due in 2015 as printed in town report \$26,662.00 changing to \$25,012.00

less: principal due in 2016 \$65,000.00

less: interest due in 2016 as printed in town report \$23,412.00 changing to \$21,763.00

less: principal due in 2017 \$65,000.00

less: interest due in 2017 as printed in town report \$20,162.00 changing to \$18,513.00

less: principal due in 2018 \$65,000.00

less: interest due in 2018 as printed in town report \$16,913.00 changing to \$14,735.00

less: principal due in 2019 \$65,000.00

less: interest due in 2019 as printed in town report \$13,825.00 changing to \$11,594.00

less: principal due in 2020 \$65,000.00

less: interest due in 2020 as printed in town report \$10,738.00 changing to \$8508.00

**HAND VOTE-YES**

5. To see if the town will vote to raise and appropriate the sum of \$3,637,068.00 to defray town charges for the ensuing year and make appropriations for the same.

Linda Saari made a motion to raise and appropriate the sum of \$3,642,713.00 to defray town charges for the ensuing year and to make appropriate changes as the same. 2<sup>nd</sup>

Tad Putney

Changes on town report:

Page 14

Police Department \$673,923.00

Ambulance Service \$152,040.00

Fire Department \$193,341.00

Emergency management \$13,666.00

Total on page 15 and 43: \$3,642,713.00

Pages 32 and 33:

Police Department

Gas \$29,110.00

Total expenses \$675,923.00

Net tax appropriation \$619,458.00

Page 33 and 34

Ambulance

Gas and diesel \$5147.00

Total expenses \$152,040.00

Net tax appropriation \$141,527.00

Page 34 and 35

Fire

Gas and diesel \$5,520.00

Total expenses \$113,341.00

Net tax appropriation \$192,141.00

Page 36

Emergency Management

Gas and diesel \$700.00  
Total expenses \$13,666.00  
Net tax appropriation \$13,666.00

Tad Putney did a presentation on the budget. He stated the budget season this year started back in September. He said "the Board of Selectmen worked closely with the department heads and the Finance Committee focusing on keeping costs down. One thing that was different this year was in conclusion of the second night of budget hearings it was clear that there was still significant differences between where the Board of Selectmen was with the 2011 budget and where the Finance Committee was. What we decided to do was to continue the budget hearing to a third night. At that meeting we agreed to some further reductions, like taking \$25,000.00 out of the budget for new sidewalks and reducing some additional hours at the library. We also carved out specific items of the operating budget: Milfoil treatment, Master plan, Code red and fireworks and felt that we would make them separate warrant articles to allow you folks to decide on them, and that was the way we got closer. We may not be in full agreement tonight but we are closer."

Chris Adams from the Finance Committee spoke to the warrant article. Dana Ketchen made a motion to amend the warrant article by \$85,000.00. Dana spoke to the amendment of the article. So I would like to reduce the budget to \$3,557,713.00 Clarence Farwell stated for every \$5,800.00 you raise, your tax rate goes up one cent. For every \$58,000.00 you raise it goes up \$.10. For every \$580,000.00 you raise it goes up one dollar.

Hand vote

**MOTION DEFEATED**

Eric Pauer made a motion to reduce the budget by ½%- \$18,000.00

2<sup>nd</sup> Peter Walker.

John Liska Moved the question. 2<sup>nd</sup> Therry Neilson-Steinhardt.

**HAND VOTE**

**MOTION PASSED \$3,624,495.00**

6. To see if the Town will vote to authorize the Board of Selectmen to enter into a 5-year Lease/Purchase agreement for a total of \$476,430.00 for the purpose of leasing & equipping a pumper/tanker to be used by the Brookline Fire Department and to raise and appropriate **\$100,000.00** for the first years payment, said sum to come from the unreserved fund balance.

There will be 5 lease payments in the amount of \$75,286.00 starting in 2012. The purchase of

this vehicle would replace the 1989 5 Engine 3. Said lease agreement contains a fiscal funding clause which permits the termination of the lease on an annual basis should the funds necessary to make the required payments not be appropriated by town meeting. This article is contingent on the passing of Article 7.

Charles Corey made a motion to speak to the article. 2<sup>nd</sup> Jack Flanagan.

John Liska asked what the tax impact on this would be. Linda Saari stated that this year there would be no tax impact because the money was already raised and appropriated and went into an unreserved Fund Balance and paid the down payment.

Charles Corey said this fire truck will be replacing a fire truck that's 23 years old.

Cindy Gorgoglione moved the question

2<sup>nd</sup>-Mary Bendix

**HAND VOTE-YES**

**MOTION PASSED**

7. To see if the Town will vote to discontinue the Capital Reserve Fund established in 2010 for the purpose of purchasing fire department apparatus. Said funds with accumulated interest to date of withdrawal are to be transferred to the General Fund. This article is contingent on the passing of article 6.

George Foley made a motion, 2<sup>nd</sup> Dave Partridge

**HAND VOTE-YES**

**MOTION PASSED**

8. To see if the Town will vote to raise and appropriate the sum of \$200,000.00 to be placed in the existing Fire Equipment Capital Reserve Fund or take any action relative thereto.

Charles Corey made a motion to Pass over this article.

2<sup>nd</sup> Rebecca Keller

**PASSED OVER**

9. To see if the Town will vote to raise and appropriate the sum of **\$60,000.00** for the purpose of road/bridge improvements or take any action relative thereto. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2013. Clarence Farwell made a motion 2<sup>nd</sup> Rena Duncklee.

Jerry Farwell spoke to this Article. He stated that the funds are to pave North Mason Road.

He said he is hoping to pave up to Ben Farnsworth. The cost of fuel has gone up significantly in the past 30 days and he has not received new pavement prices. The price increase could shorten the distance he can pave.

**HAND VOTE**

**YES-142**

**NO-71**

10. To see if the Town will vote to raise and appropriate the sum of \$32,500.00 to purchase and equip a new 4 x 4 vehicle for use by the Brookline Police Department, or take any action relative thereto.

Eric Hahn made a motion to Pass over

2<sup>nd</sup> Eric Pauer

**PASSED OVER**

11. To see if the Town will vote to extend the existing two year contract by another year for the Planning Board to update the Brookline Master Plan and to raise and appropriate

the sum of **\$31,000.00** to complete the project. Total cost of the Master Plan is \$62,000.00 This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2012.

Alan Rosenberg made a motion to speak to the Article 2<sup>nd</sup> Rebecca Keller.

Alan said he was speaking on behalf of the Planning Board and the Master Plan.

**HAND VOTE- YES  
MOTION PASSED**

**12.** To see if the Town will vote to raise and appropriate the sum of **\$10,675.00** to treat Potanipo Pond (Lake Potanipo) in an effort to reduce the invasive milfoil infestation. Said appropriation will be offset by a Dept. of Environmental Service's grant in the amount of \$3,203.00 and \$7,472.00 from general taxation, This will be a non-lapsing appropriation per RSA 32:7,VI and will not lapse until December 31, 2012.

Tad Putney spoke to the Article 2<sup>nd</sup>-Therry Neilson-Steinhardt

Tad stated that we treated the lake for milfoil late in the summer. In years past it has been treated late in the spring. DES suggested we go with another modest treatment late this coming summer. The DES has advised us that we may have to treat it again late in 2012, but probably half as much if success continues. By 2013 we might be ok with just using divers to pull very modest amounts and that should cost \$1000.00- \$2000.00 so we're in the midst of a four year program going from \$29,000.00 a year down to \$1000.00- \$2000.00 and encourage you to support this.

Therry Neilson-Steinhardt spoke on behalf of the Conservation Commission, stating the reason that we have to continue to treat the lake for milfoil is because boats continue to use our lake and bring milfoil. JW and Jennifer Brooks have been instrumental in inspecting over 1,000 boats. And they were able to offset, remove and sanitize the potential infestation of milfoil, because of this proactive action we have taken to try to reduce the infestation of milfoil and the continued success of the lake host program She would like to thank JW and Jennifer Brooks and all the people they've brought on to help them with the inspections. This is a really good investment.

Jennifer Brooks wanted to thank the many other members in town that stepped up to help them with the lake host program, but she's also hoping this article gets passed for some other very important reasons. We all enjoy the lake; many of us enjoy swimming in it and fishing and other recreational activities. Real estate that sits on most properties can't help but be affected by it

Cindy Gorgoglione asked why the Conservation Commission can't pay \$7,472.00.

Jay Chrystal said that the Conservation Commission is in the middle of negotiations on several parcels of land and if they pay for the milfoil, they won't have enough money for the land .

**HAND VOTE-YES  
MOTION PASSED**

**13.** To see if the Town will vote to authorize the Selectmen to enter into a five year lease agreement for the purpose of parking for the library and to raise and appropriate the sum of **\$8,500.00** as the first year's lease payment or take any action relative thereto. Said lease agreement to contain a fiscal funding clause, which permits the termination of the lease on an annual basis, should the funds necessary to make the



required payments not be appropriated at town meeting.

Jack Flanagan made a motion, 2<sup>nd</sup> Holly Linn.

Jack Flanagan spoke to the article. He stated that the lease for the land behind the library ran out. Without this property, there is little or no parking for library use.

Danny Bent moved the question. 2<sup>nd</sup> Christine St George.

**HAND VOTE-YES**

**MOTION PASSED**

14. To see if the Town will vote to raise and appropriate the sum of **\$5,400.00** to purchase fireworks for the Fourth of July, or take any action relative thereto.

Clarence Farwell made a motion, 2<sup>nd</sup> Rena Duncklee

**HAND VOTE**

**YES-101**

**NO-69**

15. To see if the Town will vote to raise and appropriate the sum of **\$4,694.00** for Code Red or take any action relative thereto.

Linda Saari made a motion. 2<sup>nd</sup>-George Foley

People on the floor gave Wes Whittier permission to speak as a non-resident. He stated that Code Red is used for fires, floods, natural disasters like a hazmat. It was used to warn people in Brookline about the smoke coming from Canada. Hollis dispatch was receiving many calls about smoke in the air and once they put out a Code Red message, dispatch stopped receiving calls. It could be used for a missing child or major snowstorm. If we had Code Red during the 2008 winter storm we would have had a much better ability to communicate with people to tell them that water was available as well as showers and WiFi.

Chris Higgs from Code Red said as of January 2010, there have been 455 sign-ups for Code Red. Melanie Levesque stated when she was a State Rep. in Concord, NH, they passed a bill statewide to have emergency notification system within a few years. At that time, she met with the Selectmen. She recommended not signing any long-term contracts, because it would be free through the state and since it's not up and running yet, she feels this would be good for our safety and for our town.

**HAND VOTE-YES**

**MOTION PASSED**

16. To see if the Town will vote to raise and appropriate the sum of \$2,000.00 for a one-time software upgrade necessary to allow web access of library resources from remote locations at any time or take any action relative thereto.

Tad Putney made a motion Clarence Farwell 2<sup>nd</sup>

**HAND VOTE-NO**

**MOTION FAILED**

17. To see if the town will vote to raise and appropriate the sum of **\$1,540.00** from the Unreserved Fund balance to be deposited into the Ambulance Service Expendable Trust Fund and to authorize the Selectmen and Ambulance Director, as agents to

expend as needed.

Linda Saari made a motion Rena Duncklee 2<sup>nd</sup>

Linda Saari stated that this is a warrant article to accept the donations that people have made to the ambulance service during the year and allow Ambulance Director Wes Whittier to spend them on equipment.

**HAND VOTE-YES**

**MOTION PASSED**

**18.** (By Petition) To see if the Town, in accordance with RSA 79-A:25, will vote to deposit in the Conservation Fund 50% of the revenues collected in Land Use Change Taxes and deposit 50% of such revenues into the General Fund for the purpose of reducing taxation. Current monies held by the BCC to be exempt.

Jerry Farwell made a motion, 2<sup>nd</sup>- Clarence Farwell

Jay Chrystal from the Brookline conservation commission gave a presentation on article 18.

Denise Morrissette made a motion to amend the article to read as follows:

(By Petition) To see if the Town, in accordance with RSA 79-A:25, will vote to deposit 100% of such revenues into the General Fund for the purpose of reducing taxation.

Current monies held by the BCC to be exempt.

2nd Erik Lindberg.

**HAND VOTE**

YES- 49

NO- 97 motion was defeated

The original article was put back on the floor.

**HAND VOTE**

**MOTION FAILED**

**19.** To see if the Town will vote to accept the following legacies:

1. The sum of \$600.00 for the perpetual care of the Tom Monahan Lot #345B in Pine Grove Cemetery.

2. The sum of \$200.00 for the perpetual care of the G. Joki Lot #256 in Pine Grove Cemetery.

3. The sum of \$1,200.00 for the perpetual care of the K. Visnaskas Lot #346 in Pine Grove Cemetery.

4. The sum of \$1,200.00 for the perpetual care of the R. Belanger Lot # 346 in Pine Grove Cemetery.

Clarence Farwell made a motion. Jack Flanagan 2nd

**HAND VOTE**

**MOTION PASSED**

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

Fred Hubert made a motion that we direct the Board of Selectmen to require Chief

Quigley to resolve the suspension, "If it was for just cause, terminate him. If it wasn't, reinstate him."

**HAND VOTE**

**MOTION PASSED**

Betty Hall made a motion to get rid of article 20. "Everybody needs notice as to what we're going to talk about." 2<sup>nd</sup> Jack Flanagan

**HAND VOTE**

**MOTION WAS DEFEATED**

Kirk Randlett made a motion to adjourn on March 10, 2011 at 12:10pm.

**TOTAL MONIES RAISED-\$3,846,304.00**

A True Attest:

Patricia Howard-Barnett  
Brookline Town Clerk



**BROOKLINE AMBULANCE SERVICE**  
**2011 ANNUAL REPORT**

|                           |                          |
|---------------------------|--------------------------|
| Abdominal Pain:..17       | AllergicReaction:..3     |
| Altered Consciousness:..2 | Ankle Injury:..1         |
| Assault:..5               | Asthma:..1               |
| Back Pain:..6             | Bee Sting:..2            |
| Behavioral:..9            | Bleeding:..1             |
| Breathing Difficulty:..9  | Burns:..1                |
| Cancer Patient:..1        | Cardiac:..1              |
| Cardiac Arrest:..3        | Chest Pain:..16          |
| Choking:..1               | CO Poisoning:..2         |
| Death At Home:..1         | Diabetic:..5             |
| Dislocated Knee:..1       | Dizziness:..1            |
| Dr. Ordered Transport:..1 | Electric Shock:..1       |
| Fainting:..11             | Fall:..17                |
| Fever:..3                 | Finger Injury:..1        |
| Fire Standby:..4          | Hand Injury:..1          |
| Headache:..1              | Head Injury:..5          |
| Home Illness:..3          | Hospital Transfer:..2    |
| Hypertension:..1          | Ingestion:..1            |
| Injection:..1             | Intestinal Pain:..1      |
| Irregular Heartbeat:..1   | Knee Injury:..2          |
| Leg Pain:..1              | Lift Assist:..6          |
| Mason Calls:..67          | Medical Alarm:..5        |
| Motorcycle Accident:..13  | Motor Vehicle Crash:..29 |
| Mutual Aid GIVEN:..9      | Nausea:..4               |
| Neck Injury:..1           | Nosebleed:..3            |
| Overdose:..4              | Police Assist:..1        |
| Psychological:..1         | Propane Leak:..1         |
| Racing Heart:..1          | Respiratory Distress:..3 |
| Seizure:..9               | Stroke:..6               |
| Unresponsive:..3          | Vomiting:..2             |
| Water Rescue:..1          | Weakness:..4             |
| Wrist Injury:..2          |                          |
| <b>Days = 31%</b>         | <b>TOTAL CALLS = 309</b> |
| <b>Nights = 37%</b>       | <b>Weekends =32%</b>     |

St. Joseph Hospital = 32%      Milford Medical Center = 1%  
Southern NH Med. Ctr. = 32%      Leominster Hospital = 1%  
Monadnock Hospital = 1%      Catholic Med. Center = 1%  
Nashoba Valley Med. Center = 1%      No Transports = 30%  
LifeFlight = 1%

EMT-Intermediate Jeff Smith has retired from the Air Force after returning from Afghanistan. He has left the Service and relocated to a new civilian job in Virginia.

Paramedic Francis Gavin completed his program and is now serving as the 5<sup>th</sup> Volunteer Paramedic with the Service which expands the ALS coverage on weeknights and weekends.

Both Hospitals in Nashua have enhanced their capabilities in Cardiac Care and Trauma Management through affiliations with Boston Hospitals. The majority of Brookline patients are being transported to these two Hospitals where they can receive comprehensive care from the Emergency Department through to rehabilitation.

All Ambulance Attendants are working toward further National Registry skill enhancement over the next 4 years. This season's Refresher Training began the State EMT conversion process. All Attendants are current in their skill level training and licensed with the NH Bureau of EMS.

The Service experienced a wonderful influx of new candidates this year who are currently in training to license as EMTs. As some Attendants have moved on, we have been successful in recruiting Volunteers who want to contribute to their community.

Donations from grateful patients and generous citizens to the Ambulance Trust Fund continue to allow the Service to purchase equipment not easily included in the budget. This year we purchased 8 pieces of equipment that Attendants have found most useful for the types of calls we have experienced. Southern NH medical Center donated two modems for the on-board cardiac defib / monitors that allow the Attendants to send an EKG tracing strip to the receiving Hospital.

If Volunteering through Emergency Medical care appeals to you, the Brookline Ambulance Service would like to talk with you about the unique opportunity right here in your hometown. Please contact the Ambulance Director at 672-6216 or stop by the Ambulance Bay for a tour.

A constant concern in providing prompt emergency care is the lack of adequate house numbers of a sufficient size and color that can be readily seen from the street during all conditions. We urge residents to survey their property for the most visible location and post their street number so we can find your house when you have a medical emergency. Please call for assistance in numbering your home.

My appreciation to all the Brookline Ambulance Volunteers who put countless hours into training and responding to medical emergencies in Brookline. The families are the real "heroes" as they allow their loved one to serve the Community with only minimal disruption in their lives. THANK YOU for your understanding and continuing support.

Respectively submitted,  
Wesley N. Whittier, Ambulance Director

## 2011 Report of the Board of Selectmen

*Economic challenges continued during 2011. As a result, the department heads, Finance Committee, and Board of Selectmen worked during budget season to continue to maintain a balance of keeping costs down while providing expected levels of town services.*

*In the area of spending reductions, the town participated in two efforts to reduce ongoing electricity costs in town buildings. During the summer of 2011, lighting upgrades were made in all town buildings, at no incremental cost to the town. Expected annual savings from this effort will be approximately \$4,400 based on the first eight months of savings since the upgrades were completed. In another effort, the town signed a one-year contract with Hess Corporation to supply all town buildings with electricity. This change is expected to result in an annual cost savings of approximately \$4,700 as compared to staying with the previous provider.*

*The Board reinstated the Facilities Study Committee during 2011 and the committee developed a revised plan for a new police facility at the Safety Complex. The plan is approximately 20% smaller than the proposal that was taken to voters in 2008 and at a cost that is over \$350,000 lower due to a combination of size reduction and lower construction costs.*

*The Board conducted a competitive review of employee benefits, which compared the benefits provided by the town to those provided to employees at 35 peer towns. As a result, we are implementing changes that have Brookline employees sharing in the costs of their healthcare benefits. The same peer group analysis was also conducted to evaluate current pay levels of all non-union town employees, which updated a similar analysis that was conducted in 2008.*

*The Board also adopted a Purchasing Policy to ensure a uniform and fair procurement process that provides the Town with "best overall value" for its purchasing dollars. Additionally, the Board updated the Road Agent Policy, which outlines the service expectations and terms between the Town and Road Agent.*

*The Board participated in the Capital Improvements Committee and completion of the 2011 Capital Improvements Plan and continued the collection of Impact Fees for new homes to help offset the cost of new facilities.*

*Additionally, the Board has taken steps to improve communication and transparency. The Website Transparency Committee was established to identify recommended enhancements for the town website. The Cable Committee is looking at enhancements that would allow for recording of public meetings for future viewing by residents as well as potential live streaming of meetings so that residents can view them on their computers rather than only through cable.*

*Residents were challenged yet again by Mother Nature following an early snowstorm on October 29<sup>th</sup>. Many were without power for multiple days. In spite of these challenges, Brookline's response to the storm was noteworthy. Town roads were cleared quickly to make way for power restoration crews. Emergency responders provided coordinated efforts to proactively communicate with and serve residents. In addition, volunteers provided many hot meals at the fire station to both residents and out of town work crews. We thank all of these individuals for their effort and assistance during the storm and its challenging aftermath.*

*During 2011, the town was approved for a sidewalk grant valued at \$357,600. These funds, along with \$89,400 that was approved by town voters in 2010, will provide about 4,800 feet of new sidewalks along Route 130. Project engineering will occur during 2012 and construction will occur in the summer of 2013.*

*Brookline enjoys indispensable services from our dedicated town employees in the Town Hall, Transfer Station, Library, and Police, Fire, and Ambulance services. Brookline is also fortunate to have many active volunteers including the Ambulance Service, Fire Department, Cable/Web Committee, Planning Board, Zoning Board of Adjustment, Board of Assessors, Supervisors of the Checklist, Recreation Commission, Conservation Commission, Library Trustees, Finance Committee, Facilities Study Committee, Capital Improvements Committee, Brookline Emergency Response Team, Souhegan Valley Transportation Collaborative, Brookline School Board, Hollis Brookline COOP Board and Budget Committee and we thank them all for their hard work on the town's behalf.*

*We also thank all who are active in youth sports, Scouts, the Friends of the Library, the Fourth of July parade, fireworks, Christmas tree lighting, Old Home Days, and the Fishing Derby. We are fortunate to have the support of the Brookline Women's Club, Souhegan Valley Karate Club, Hollis Brookline Rotary Club and Brookline Lions Club for our community programs.*

*We express our sincere gratitude to all members of the armed services – both past and present,*

*Respectively submitted,  
Brookline Board of Selectmen,*

*Tad Putney, Chair  
Clarence L. Farwell  
Jack Flanagan  
Karl Dowling  
Darrell Philpot*

## 2011 Building Inspection Report

| Type   | Number | Dept. | Revenue           |
|--|--------|-------|-------------------|
| New Single Family Homes                          | 7      | BD    | \$4,585.70        |
| New Electrical issued with building permits      | 7      | BD    | Included w/new BP |
| New Plumbing issued with building permits        | 7      | BD    | Included w/new BP |
| New HVAC Mechanical issued with building permits | 7      | BD    | Included w/new BP |
| New two family homes                             | 0      | BD    | \$0.00            |
| New commercial Building                          | 0      | BD    | \$0.00            |
| Additions/Alterations Residential                | 15     | BD    | \$1,604.30        |
| Additions/Alterations Commercial                 | 2      | BD    | \$414.00          |
| Garages/Barns                                    | 10     | BD    | \$1,326.40        |
| Sheds  | 3      | BD    | \$120.00          |
| Pools, Above & Inground                          | 8      | BD    | \$500.00          |
| Decks/Porches                                    | 10     | BD    | \$601.20          |
| Plumbing   | 11     | BD    | \$620.00          |
| HVAC/Mechanical or Gas Fitup                     | 37     | FD    | \$1,260.00        |
| Electrical                                       | 56     | BD    | \$3,132.80        |
| Masonry/Chimney                                  | 0      | FD    | \$0.00            |
| Driveways  | 8      | BD    | \$280.00          |
| Fire Sprinklers Residential                      | 0      | FD    | \$0.00            |
| Fuel Tanks Propane & Oil                         | 10     | FD    | \$385.00          |
| Signs  | 2      | BD    | \$70.00           |
| Early Start, Extend Permits and Postage Fees     | 0      | BD    | \$0.00            |
| Reinspection Fees                                | 0      | BD    | \$0.00            |
| Demolition Only                                  | 0      | BD    | \$0.00            |
| Airplane Hangar                                  | 0      | BD    | \$0.00            |
| Records from Archives                            | 26     | BD    | \$144.00          |
| Temporary Housing                                | 0      | BD    | \$0.00            |
| Fines/etc.                                       | 1      | BD    | \$60.00           |
| Total  | 227    |       | \$15,103.40       |
| Septic Plans Reviewed, New                       | 6      |       |                   |
| Septic Plans Reviewed, Amended                   | 7      |       |                   |
| Septic Plans Reviewed, Replacement               | 6      |       |                   |
| Total  | 19     |       |                   |



## 2011 Conservation Commission Report

*The Brookline Conservation Commission (BCC) maintained a significant focus on adding to our open space tracts of land this past year. We were able to finally put enough pieces of property together in the Hobart Fessenden Woods area that the open space runs contiguously from Route 130 (Cider Mill Pond) to Rocky Pond Road. In addition we have purchased several parcels that continue to add to the four main open space areas, Melendy-Morrill, Palmer-Bartell, Whitcomb-Bross, and Hobart Fessenden.*

*The BCC established a goal in 2001 of conserving 25% of the land mass in town as open space. In the ten years since, we have added significant areas to these forested properties. By the end of 2011 we had conserved 15.6% of the land in town as open space. In addition, other land has been preserved by Beaver Brook Association, Nissitissit Land Trust, and the Cohen Foundation. All of these properties combined bring our total conservation of open space land to 21.4%. Having come this far in only ten years is a tremendous success and a testament to the support that the residents of Brookline have dedicated to preservation and conservation.*

*We are close to the goal but we are not there yet. Due to this economy we have been able to acquire properties that previously were unavailable. Our only funding source for buying these properties is our Land Acquisition Fund which is replenished by the Current Use change tax penalty. This is a tax paid by individuals when they take larger tracts land out of the Current Use Program to build houses. The BCC continues to stretch these dollars by seeking grants and matching funds to extend our buying power. These dollars are paramount to the success of our program. Brookline is a very picturesque town with many opportunities for outdoor recreation and entertainment. The BCC will continue our effort to assure that the Town of Brookline always maintains its beauty, quality of life, and pristine natural resources.*

*Our "take a hike" program has continued to be a success this year. Buddy Dougherty has had several organized hikes through our open space properties for any one that wants to learn the areas and get out in to the woods. Keep an eye on out for upcoming events!*

*We had one of our local Boy Scouts, Austin Blum, complete an Eagle Scout project in the Palmer Preserve. Mr. Blum designed and built a bridge across the brook to access the Palmer Cabin. Mr. Blum, and his troop, raised all of their own funding as well as designing and building the structure. Our hat goes off to the scouting program and the beneficial projects that their Eagle Scouts bring forth to us on an ongoing basis.*

*Lake Potanipo and Melendy pond were not treated for milfoil infestation this year. The grant that we received will carry into 2012. We will be treating in 2012 with spot treatments. The "Lake Host" program has had a very positive effect on boater's awareness and inspection. The Lake Host inspectors have stopped new species from entering our water from boats and trailers. This program is very important for Brookline to keep these plants out of our lakes and streams.*

*The BCC continues to benefit by the NH Department of Corrections labor assistance. This program was in jeopardy this year due to budget cuts. Brookline, as well as other towns, urged*

*the State to fund the program which provides hundreds of man hours of labor for the cost of lunch! We were successful with our effort and they were able to continue to fund the program.*

*The BCC is very grateful to the people in the Town of Brookline for the support that they give to our programs. We would also like to thank the many volunteers that helped us throughout the year. We are looking forward to 2012 and continue to be vigilant with our mission and purpose.*

*Conservation Commission Members 2011*

*Francis (Buddy) Dougherty, Chairman*

*Therry Neilsen-Steinhardt, Vice-Chair*

*Jay Chrystal, Member*

*Tad Putney, Member Selectmen's Representative*

*Evangelos (Evan) Gerekos, Alternate*

*Eric DiVirgilio, Alternate*



**BROOKLINE EMERGENCY MANAGEMENT**  
**2011 ANNUAL REPORT**

Brookline survived two weather events toward the end of the year. In August "Hurricane Irene" was forecasted to impact us with high winds and inland flooding; the storm turned out to be less severe with scattered power outages in Town. The Emergency Services mobilized for the event working to ensure the safety of all residents and maintain the road infrastructure.

The "Halloween Snow Storm" in October impacted the Town with 100% power outage and restoration taking several days due to the number of trees down and the damage to feeder lines into Brookline. Emergency Services again mobilized to open roads, check on residents and provide water, showers and food to any needy persons. The ladies of the Fire Department Association did a commendable job providing mass feeding at the Fire Station throughout the storm. Water and showers were also available at the Safety Complex which was staffed by BERT and Ambulance Attendants.

Through cooperation among the Police Department, BERT, Ambulance Service and Emergency Management, a very successful Medication Collection Day was held in the Spring at the Safety Complex. Plans have been formalized for another day on April 28, 2012 at the Safety Complex.

Brookline's CodeRed System was used for preparedness information prior to and for updates during both the Hurricane Irene and Halloween Snow Storm events.

The Emergency Service Department Heads met with Nashua Regional Planning Council using a FEMA grant to update the Town's Hazard Mitigation Plan which has been submitted to FEMA for approval.

RT (Brookline Emergency Response Team) has been busy throughout the year with continuing education in emergency response techniques and preparation for Town All-Hazard Emergencies. Members assisted with several Town activities and staffed the EOC and Safety Complex during the two storm events.

BERT is still seeking new Volunteers to assist with Town disaster situations and health emergencies. Membership information is available on the Town website, on the BERT website or by contacting the Emergency Management Director at 603-672-6216.

A constant concern in providing prompt emergency response is the lack of adequate house numbers of a sufficient size and color that can be readily seen from the street during all weather conditions. I urge residents to survey their property and post their street number so the Emergency Services can find your house when you have an emergency situation. Please call 603-672-6216 if you need assistance in placement of your house number.

Preparation is a personal responsibility before any emergency occurs. The State website Ready NH has free, downloadable material for family, business and pet emergency preparedness. Brookline Emergency Management can also provide additional local resources for your Family Emergency Planning by visiting the Safety Complex or calling 603-673-1742.

Respectfully submitted, Wesley N.  
Whittier, EMD

# STATE OF NEW HAMPSHIRE

Executive Council

STATE HOUSE ROOM 207

CONCORD, NEW HAMPSHIRE 03301

(603) 271-3632 FAX: 271-3633



JOHN H. LYNCH, GOVERNOR

EXECUTIVE COUNCILORS:  
CHRISTOPHER T. SUNUNU

RAYMOND S. BURTON  
RAYMOND J. WIECZOREK

DANIEL I. ST. HILAIRE  
DAVID K. WHEELER

## YEAR END REPORT TO CITIZENS OF EXECUTIVE COUNCIL DISTRICT FIVE

By Executive Councilor David Wheeler

The Governor and Executive Council held 22 meetings this past calendar year. The Executive Council approved 2,632 items/contracts totaling \$1,540,138,079.06 and voted to authorize the Governor's Warrant and Expenditures requests (State operating expenses) in the accumulated amount of \$5,670,115,959. In addition to the contracts and expenditures listed above, the Council appointed 51 citizens from District 5 to serve on various Boards and Commissions for the State of New Hampshire.

On February 1, 2011 the Governor and Executive Council held a Public Hearing on the Pardon Request of Ward Bird's conviction for Criminal Threatening. The power to pardon persons convicted of criminal offenses is vested in the Governor and Council by the Constitution, NH Const., Pt. 2, Art. 52. The Governor and Council commuted Ward Bird's sentence the following day.

During 2011, the Governor's Advisory Commission on Intermodal Transportation (GACIT), which is composed of the five Executive Councilors and the Commissioner of the New Hampshire Department of Transportation, held Public Hearings throughout the State, three of which I hosted in Nashua, Peterborough and Keene. The purpose of these Public Hearings is to receive public comments/testimony on the projects and materials included in the draft 2013-2022 Ten-Year Transportation Improvement Plan as recommended by the New Hampshire Department of Transportation to GACIT. In this report are the plans for all methods of transportation including highways, bridges, rail and air transportation. For further information regarding GACIT or the Ten-Year Transportation Plan you may refer to the Department of Transportation Website at: <http://www.nh.gov/dot>

Recently I have had a few constituents come to me with concerns as they face foreclosure. The investigation into the foreclosure situation is ongoing and now involves several State agencies including, The Governor and Executive Council, the Secretary of State, the Attorney General, and the Banking Commission.

It was a busy but enjoyable year serving the constituents of District 5 and I look forward to continuing that service in 2012. Please feel free to contact me by e-mail or phone with any concerns.

Sincerely,

David K. Wheeler  
Executive Councilor

### DISTRICT ONE

RAYMOND S. BURTON  
338 RIVER ROAD  
BATH, NH 03740  
TELEPHONE 747-3662

### DISTRICT TWO

DANIEL I. ST. HILAIRE  
43 HAMPTON STREET  
CONCORD, NH 03301  
TELEPHONE 226-3378

### DISTRICT THREE

CHRISTOPHER T. SUNUNU  
71 HEMLOCK COURT  
NEWFIELDS, NH 03104  
TELEPHONE 658-1187

### DISTRICT FOUR

RAYMOND J. WIECZOREK  
1060 RAY STREET  
MANCHESTER, NH 03104  
TELEPHONE 624-1655

### DISTRICT FIVE

DAVID K. WHEELER  
523 MASON ROAD  
MILFORD, NH 03055  
TELEPHONE 672-6062

## Financial Report for the Residents of Brookline:

2011-12 Finance Committee

Chris Adams

Betty Hall

Rick Pocklington

The 2011-12 Finance Committee would like to take this opportunity to provide a snapshot of the town's financial state and our views and recommendation on the pending budgetary proposals from the Town of Brookline, Brookline School District and COOP. Please note that all numbers are working numbers subject to change up to and during the town and district meetings. All warrant articles numbers are also likely to change as well as petition articles are added and others are withdrawn.

**Our Committee:** Under the State of New Hampshire RSA 32:24 Municipal Budget Act towns can choose to adopt two forms of financial bodies know as Budget Committees and Advisory(Finance) Committees. We are constituted as a Finance committee that under law is advisory in nature. The goal of our committee is to provide guidance to the citizens of our town in the discussion of financial matters and the making of budgetary decisions. We strive to remain neutral in matters of policy and base our budgetary recommendations upon fiscal data alone.

**The Economy:** As we all know the US economy as a whole has been stagnant at best for the past three years with national unemployment running at an equalized rate of 8.72 percent for this period.<sup>1</sup> New Hampshire has faired a little better with an average 5.8 % rate for the same period.<sup>2</sup> During this period the CPI has risen 1.5in 2009, 1.5 in 2010 and 3.0 in 2011.<sup>3</sup> Unfortunately real wages have stagnated during this period with seniors on social security seeing no COLA increases for 2009 and 2010 and a modest 3.6 percent increase in 2012.<sup>4</sup> It is with these facts in mind that the Finance Committee looks at the proposed budgets and ponders the impact on both the institutions and individual tax payers of our fine town.

What we consider when making recommendations. The town's needs and wants are put forth every year at budgeting time and it is our responsibilities to help the residents of Brookline determine from a financial perspective what is a need or want. To do this, we walk a fine line between providing prudent advice and what some would call meddling in a department's or group's affairs. We ask questions to determine if a particular line item adjustment is well thought out and a requirement to provide existing services, add additional services or potentially both. When doing this we try and take into consideration of all constituents involved from millionaires to the unemployed. The point being is that we need to balance the needs of all the town's residents when making a decision as to our support for a particular item or article.

**General Budgeting:** The town of Brookline runs on a typical, January – December, budgeting cycle in line with what an average person will have in mind when budgeting for a fiscal year. Our School district however, runs on a July to June fiscal year following the annual school calendar. This is important to remember when looking at a proposed budget in 2012 that you are voting on a future spending in the second half of 2012 and first half of 2013. This is important when taking in to consideration the general equation of budgeting because of the assumptions made regarding future costs and expected revenues.

Total costs (Operating, Salaries, Benefits, etc.)  
 - (minus)  
 Expected Revenues (Fees, Grants, State aid and other sources)  
 = (Equals) Taxes to be raised.

The total costs are negotiated during the budgeting season with a fair degree of certainty based on historical trends and current knowledge for the most part. Some notable exceptions are contracts for union employees due to the nature of negotiations and Healthcare costs for the school system because we have to predict what the costs will be six months ahead of time from the time of town meeting as explained above. This leaves us typically budgeting off of a guaranteed maximum increase provided by our health care provider and the eventual true cost of policies. There are more considerations involved and exceptions to reflect on but the point is that it's not an exact science.

The real black box and what is often not discussed enough is the potential wide swings of revenue that we may see in the coming fiscal year. While our State legislature has striven to maintain a balanced budget they have done so by reducing aid to towns and pushing costs to towns through regulations. Sources of revenue such as registration of Motor vehicles, new building and grants can vary year to year depending on economic conditions. We try and consider all these things when determining our final recommendations.

**Town Budget:**

The following items contribute the largest change in the proposed 2013 budget from the 2012 budget.

- **New fire truck lease payment** **\$74,640**  
*Approval to purchase the new fire truck in a separate warrant article was made by voters at last year's town meeting. This payment is the first of five.*
- **Police salary increase** **\$59,727**  
*Eliminating effective pay cut (~\$25,000), 5% pay raise (~\$25,000), and a promotion to sergeant (~\$9,000). The sergeant position justifies dropping the overtime by \$15,000. We expect further changes to the salary due to ongoing union negotiations.*
- **Employee health insurance** **\$45,100**  
*Health insurance costs have risen significantly. The Board of Selectman have limited the cost increase somewhat by switching to a cheaper plan.*
- **Cable committee plan** **\$41,000**  
*This would fund wiring CSDA for meetings, web streaming of meetings, and web archiving of meetings for townspeople to watch at any time. The cost would be 100% offset by revenue from the cable fund.*
- **NH Retirement** **\$33,000**  
*Town contribution requirements to NH retirement have increased due to cost down shifting from state to the town.*
- **Replacement four-wheel drive police cruiser** **\$27,500**  
*The police department maintains one four-wheel drive cruiser for purposes where a standard cruiser will not work, particularly in winter. The current four-wheel drive cruiser is in significant disrepair and requires replacement.*

- **Increased legal** **\$25,000**

*This would put the budgeted amount for legal in line with what the town has been paying for the last several years. Town counsel advises that our budgeted amount for the last several years is on the low end for a town our size.*

- **Training new ambulance volunteer** **\$14,145**

*It has been standard practice for new ambulance volunteers to have training paid by the town. This has served the town well in the past. Volunteers are required to contribute three years of service as an EMT in return for their training.*

**Town Warrant Articles:**

1. *Safety Complex Expansion* *1 in favor / 2 opposed*

*This warrant article would allow the town to raise a bond, 20 year bond for \$1,390,000, for an addition to the Brookline Safety Complex for housing the police station. The current police station, housed in the basement of town hall, is inadequate for the needs of the town. All members of the finance committee believe a new police station is necessary, but disagree on when. Rick Pocklington is in favor of this warrant article, on the grounds that there are currently favorable bond rates and he would like not to delay needed improvements. Betty Hall and Chris Adams are against this article on the grounds that it would be better in two years, when two bonds currently held come to maturity, resulting in more level tax rates. Additionally, they do not wish to increase taxes any more than necessary during the economic downturn and believe bond rates will still remain competitive in two years. The town also lacks an articulated plan as to the disposition of existing office, meeting and town storage space that needs to be addressed in a more holistic manner in concert with the Safety complex. A primary reason for this plan would be to help offset increased operating costs by consolidating space requirements and mothballing older town buildings.*

**Impact:** \$7,000 FY2012 - \$104,461 for Fiscal Year 2013.

2. *Town Operating Budget* *0 in favor / 3 opposed*

*This warrant article funds the operations of the town. The proposed operating budget is for \$3,882,223, which is 7% higher than last year, not taking into account changes in revenue. The town is currently projecting a 3% drop in revenue. Several of the expenses in this year's budget were passed last year as separate warrant articles. The finance committee unanimously believes the budget can be cut by about 1.66% to \$3,817,723 while still maintaining town services at our current levels.*

3. *Road Paving* *0 in favor / 3 opposed*

*This warrant article would pay for the continued paving of dirt roads in town. This is driven by the head of the road & highways department, who testified that paved roads are cheaper for the town to maintain. All of the finance committee members voted against this article. While we appreciate investment in the town's infrastructure, we don't see the benefits as worth the cost at this time.*



4. *Town Administrator* 2 in favor / 1 opposed

*This warrant article would fund the position of a town administrator. A town administrator would ease responsibilities from the Board of Selectman, allow full-time attention to running the town, and serve as a single point of contact and management. Betty Hall opposed on the grounds that there's no succession plan and the job description should be more carefully worked out.*

5. *Option to Purchase Monius Property* 0 in favor / 3 opposed

*For the last five years, the town has owned the option to buy the Monius property, a 14-acre parcel on highway 130 near the center of town. The option is expiring and is up for renewal. This warrant article would pay for renewing the option to buy. A parcel of this size and so centrally located would be very valuable for the town. However, the purchase price on the option is quite high, and the town currently has no plans for what to do with the property.*

6. *Ambulance Service Expendable Trust Fund* 3 in favor / 0 opposed

*This warrant article allows funds donated to the general fund for the express purpose of contributing to the Ambulance Service Expendable Trust Fund to actually be moved to the Ambulance Service Expendable Trust Fund. It is essentially a housekeeping item.*

7. *Land Use Change Taxes to the General Fund* 0 in favor / 2 opposed / 1 abstain

*This warrant article would cause all Land Use Change Taxes to enter the general fund, instead of the Conservation Commission fund, as it does currently. It would essentially stop funding the Conservation Commission, in favor of reducing the tax impact to the townspeople. The Conservation Commission fund currently has about \$500,000. The Land Use Change Taxes last year came to \$98,927. Putting more land in conservation slows town growth which in turn curbs the need for additional growth in town services. The committee has some support for a small percentage, instead of 100%, of the Land Use Change Taxes to enter the general fund.*

#### **School Budget:**

The following are the major cost items in the 2012-13 proposed budget:

- Salaries
- Special education costs
- Benefits – Specifically health care and retirement

#### **Brookline School Board Warrant Articles:**

2. *Roof Bonding* 0 in favor / 2 opposed / 1 abstain.

*This warrant article is to approve a ten-year \$495,000 bond to pay for roof repairs on both CSDA and RMMS. If approved, the town will need to pay about \$21,000 for the 2012-13 fiscal year and about \$66,450 for the 2013-14 fiscal year. The finance committee agrees that part of the roof is in need of immediate attention, but that the proposed plan addresses more than just critical need and the costs of the extended project are not adequately justified.*

3. School Operating Budget 3 in favor / 0 opposed

*The current \$8,379,581 proposed operating budget is a credit to the efforts of the BSB in their pursuit of maintaining a sound education for our children while trying to restrain the costs of providing this service. A number of factors as stated above drive education costs with Salaries and Benefits being a primary driver. Based upon future enrollment projections and the impending retirement of senior staff members it is believed that with additional effort and creativity additional savings can be realized while continuing to increase the quality of education provided. Special education costs and services continue to increase while federal reimbursement in the form of grants and direct aid for these services remain flat or have been eliminated in current budgets. We encourage the administration and BSB to continue to work towards a goal of providing a FAPE (Free Appropriate Public Education) while remaining fiscally prudent.*

4. New Staff Contract 3 in favor / 0 opposed

*Our Professional staff and BSB have worked hard to come to a reasonable position for both parties involved in this past year's negotiations. This contract represents a good step towards fairly compensating our professional staff while working towards controlling salary and benefits costs for the district.*

5. New Support Staff Contract 3 in favor / 0 opposed

*The district has an obligation to honor this contract agreement and we support the increase.*

6. SAU Budget 3 in favor / 0 opposed

*This is the first year that the district will see the operating cost for the SAU administration broken out from the individual school budgets. The intent was to clearly show the administrative overhead inherent in our combined school districts. Current RSA allows this article to be an up or down vote only with a result that if the article should be voted down by all three districts then an "Alternative" budget will be in place by default. The unfortunate effect of this is that the alternative budget is higher than the proposed budget. More work needs to be done going forward to clarify what constitutes the proposed alternative budget in future years.*

7. Maintenance fund 3 in favor / 0 opposed

*Monies will be retained from the past year's budget to offset future spending on maintenance and repairs that are needed for our schools.*

**References:**

1. Bureau of Labor statistics. (2011) Employment Situation, 01FEB12, BLS.gov <http://www.bls.gov/news.release/empstat.toc.htm>
2. Bureau of Labor statistics. (2011) Employment Situation, 01FEB12, BLS.gov <http://www.bls.gov/timeseries/LASST33000003>
3. Bureau of Labor statistics. (2011) Employment Situation, 01FEB12, BLS.gov <http://www.bls.gov/timeseries/LASST33000003>
4. US Social Security administration, (2012) Cost of living adjustment for 2012, 12JAN12. <http://www.ssa.gov/cola/>
5. Town and BSB MS reports



|  | FY 2011 actual                        | FY2012        | Change in \$                 | Change in %   |
|--|---------------------------------------|---------------|------------------------------|---------------|
| <b>Brookline Assessed Valuation:</b>     | \$579,414,954                         | \$583,754,571 |                              |               |
| Operating Budget                         | \$3,624,495                           | \$3,882,223   | \$257,728                    | 7.1%          |
| Revenues                                 | \$(1,502,531)                         | \$(1,454,498) | \$48,033                     | -3.2%         |
| Tax Assessment                           | \$2,121,964                           | \$2,427,725   | \$305,761                    | 14.4%         |
| <b>Operating Budget Tax Rate Impact.</b> | <b>\$3.66</b>                         | <b>\$4.16</b> | <b>\$0.53</b>                | <b>14.4%</b>  |
| Non-Bonded Warrant Articles              | \$221,809                             | \$131,851     |                              |               |
| Bonded Warrant Articles                  | \$0.38                                | \$1,390,000   | \$(7000.00 FY2012 from Bond) |               |
|  |                                       | \$0.01        |                              |               |
| <b>Total Town Tax Rate Impact</b>        | <b>\$4.05</b>                         | <b>\$4.17</b> | <b>\$0.12</b>                | <b>3.09%</b>  |
| <b>Brookline School District</b>         |                                       |               |                              |               |
| BSD Operating Budget                     | \$8,791,850                           | \$8,379,581   | \$412,269                    | -4.7%         |
| BSD Revenues                             | \$(1,204,398)                         | \$(535,382)   | \$(669,016)                  | -55.6%        |
| State Education Tax/Grant                | \$(2,041,102)                         | \$(2,675,157) | \$634,055                    | 31.1%         |
| BSD Tax Assessments                      | \$5,596,350                           | \$5,557,620   | \$38,730                     | -0.7%         |
| <b>Sub Total BSD Tax rate impact</b>     | <b>\$9.66</b>                         | <b>\$9.52</b> | <b>\$0.14</b>                | <b>-1.4%</b>  |
| Non-Bonded Warrant Articles              | \$71,857                              | \$83,180      | \$11,323                     | 15.76%        |
| Bonded Warrant Articles                  |                                       | \$20,000      | \$20,000                     |               |
| Total BSD bonds                          | \$71,857                              | \$103,180     | \$31,323                     | 43.59%        |
| Total BSD tax impact                     | <b>\$0.12</b>                         | <b>\$0.18</b> | <b>\$0.05</b>                | <b>42.52%</b> |
|  | <i>FY 2011/12 includes SAU Budget</i> |               |                              |               |
| <b>Total BSD Tax Rate impact</b>         | <b>\$9.78</b>                         | <b>\$9.70</b> | <b>\$0.09</b>                | <b>0.87%</b>  |

**Cooperative School district**

|  |                                   |               |               |              |
|--|-----------------------------------|---------------|---------------|--------------|
| COOP Budget                                  | \$19,250,000                      | \$19,560,179  | \$310,179     | 1.6%         |
| COOP Fund Balance & Revenues                 | \$1,679,215                       | \$1,406,274   | \$(272,941)   | -16.3%       |
| COOP Tax assessment                          | \$17,570,785                      | \$18,153,905  | \$583,120     | 3.3%         |
| Brookline Apportionment %                    | 0.422170                          | 0.422493      |               |              |
| Brookline COOP Tax Assessment                | \$7,417,858                       | \$7,669,898   | \$252,039     | 3.40%        |
| Less state aid                               | \$2,375,376                       | \$2,353,279   | \$(22,097)    | -0.93%       |
| <b>Operating Budget Tax assessment</b>       | \$5,042,482                       | \$5,316,619   | \$274,136     | 5.44%        |
| <b>Total COOP tax rate impact.</b>           | <b>\$8.70</b>                     | <b>\$9.11</b> | <b>\$0.40</b> | <b>4.65%</b> |
| COOP Warrant Articles                        | No info                           | \$64,874      |               |              |
| Brookline Apportionment %                    |                                   | \$27,409      |               |              |
| <b>Brookline COOP Warrant tax assessment</b> |                                   | <b>\$0.05</b> |               |              |
| <b>SAU Operating Budget</b>                  |                                   |               |               |              |
| Brookline SAU tax assessment                 | FY 2011/12 BSD                    | \$1,338,732   |               |              |
| <b>SAU Tax Rate Impact</b>                   | <i>budget includes SAU Budget</i> | \$261,105     |               |              |
|  |                                   | <b>\$0.45</b> |               |              |
| <b>Total COOP Tax Rate impact</b>            |                                   | <b>\$9.60</b> |               |              |

County 2011 State

Using 2011 numbers

|  |                |                |               |               |
|--|----------------|----------------|---------------|---------------|
|  | \$0.94         | \$0.94         |               |               |
|  | \$2.09         | \$2.09         |               |               |
| <b>Bottom Line : Potential Tax Rate:</b> | <b>\$24.08</b> | <b>\$26.50</b> | <b>\$2.42</b> | <b>10.05%</b> |

### Report of the Fire Engineers for 2011

The Brookline Fire Department would like to thank the towns people of Brookline for their support at the 2011 Town Meeting, allowing the town to enter into a 5-year lease purchase for our new 5-Engine 3 fire truck which is pictured on the front of this year's town report. The Fire Department took delivery of the truck in mid-November and was put into service in early December. This truck replaced our 1989 KME fire truck which has since been sold to the Red Stone Fire Department in Conway NH, and the funds received from the sale of the truck went into the general fund to offset taxes. Anyone wishing to see the new Fire truck may call or stop in at the Fire station. We would be more than happy to give you a tour.

### Fire Calls

The Brookline Fire Department responded to a total of 199 calls which resulted in a total of 2090 Firefighter hours through November 30<sup>th</sup>, 2011 and 788 Training hours. The Following is a breakdown of the calls:

|                  |    |                      |    |
|------------------|----|----------------------|----|
| House/Structure  | 2  | CO Detectors         | 19 |
| Chimney          | 3  | Brush/Illegal Burn   | 6  |
| Public Assist    | 7  | Water Removal        | 3  |
| Car Accidents    | 35 | Mutual Aid-Given     | 19 |
| Wires/Trees      | 42 | Alarm Activation     | 33 |
| Gas /Propane/Oil | 7  | Electrical           | 5  |
| Assist Police    | 1  | Mutual Aid –Received | 4  |
| Other            | 8  | Smoke Check          | 9  |
| Car Fire         | 3  |                      |    |
| Assist Ambulance | 1  |                      |    |

In 2011 there were 118 Seasonal burn Permits issued. The Seasonal Permits may be renewed during the week at the Brookline Fire Station and expire December 31, 2012. Anyone wishing to obtain a Seasonal burn permit for the first time may contact Chief Corey.

### Fire Inspections

|   |    |
|---|----|
| Building Inspection/Re-Inspection/ Assembly Permits | 31 |
| Final Inspections                                   | 4  |
| Fuel Storage  | 11 |
| Gas Furnace   | 10 |
| Hot Water Heater                                    | 6  |
| Gas Stove   | 1  |
| Gas Fire Place                                      | 10 |
| Gas Piping  | 18 |
| Oil Furnace   | 2  |
| Pool Heater   | 3  |
| Smoke Detectors                                     | 6  |
| Wood Stove  | 5  |

|                |    |
|----------------|----|
| Day Care       | 2  |
| Foster Care    | 3  |
| Pellet Stove   | 18 |
| Gas Generators | 9  |
| Schools        | 4  |
| Preschool      | 1  |
| Chimney        | 1  |
| Fire Hazard    | 1  |

*The Fire Department would still like to remind the residents of town to test their Smoke Detectors and Carbon Monoxide Detectors once a month. Also to change the batteries in the detectors when we change our clocks and to replace any detectors that are 10 years old or older. If you have any questions, please contact the Brookline Fire Department.*

*The Fire Department would like to take this opportunity to thank our former Secretary, Ms. Ann D'Amato for 5 years of outstanding service to the Brookline Fire Department and wish her the best of luck in the future. We would also like to welcome Mrs. Polly Duprez, who was hired to fill the position as the Fire Department Secretary in December.*

*The Fire Engineers would like to thank the Firemen, their wives and families along with all the town volunteers for all the work that was done during the Halloween snow storm. The Fire Department helped the Highway Department clear the town roadways of trees and brush. The Fire Department and volunteers served breakfast, lunch and supper for 4 days as PSNH worked to restore power to the town. We would like to thank PSNH for their hard work and quick response to restore the power to the town of Brookline.*

*The Fire Department would also like to thank the Highway Department, Police Department, Ambulance Service, the BERT Team and the Brookline Board of Selectman for all working together to help achieve the same goal in keeping our town safe during the state of which the town was in during this event.*

*The Brookline Volunteer Fire Department Association plays a very big part in helping to keep your tax dollars down by purchasing fire/rescue equipment with funds that are raised through our fundraisers. In 2011 we purchased tracks for our UTV, a trailer to transport the UTV, 2 AED's, one of which was placed at Brusck Hall, and the other was put in the Fire Station meeting room. We thank the townspeople for supporting us through our fundraisers and ask that you continue to do so. Our main fundraisers are the Tailgate BBQ cook-off held in July, our open house/duck race, our comedy/dinner, and our annual solicitation letter.*

*We also ask that you continue to help support the Corn Beef and Cabbage/Comedy Dinner we host for the Neighbors Helping Neighbors to support the town's food pantry and Welfare Department. This has helped many families in these trying times. Thank you for your support and we hope you all have a healthy and safe year.*

*We the Brookline Fire Fighters would like to express our sincere appreciation and gratitude to all the Brookline Firefighters for all of the countless hours of training and responding to emergency calls. To the Families we thank you for your continued understanding, support and for sharing your loved ones to help the community when an emergency arises.*

*Respectfully Submitted,*

*The Board of Engineers*

*Charles E. Corey Sr. Fire Chief*

*Dave Flannery, Assistant Chief*

*Dave Santuccio, Captain*

# Hollis Communications Center

## 2011 Annual Report

### *Mission Statement*

*The mission of the Hollis Communications Center is to promote and insure the safety and security of all members of the community through the application of high quality public safety standards.*

*These services are provided in a manner that promotes satisfaction and professionalism to all members of the community while exhibiting compassion, commitment and excellence.*

The Communications Center, located in the Police Station at 9 Silver Lake Road, is your link to all Town services, in both emergency and non-emergency situations. The Center is open 24 hours a day, seven days a week and is staffed with 7 full-time and 2 part-time Communications Specialists to service your needs. The Communications Center operates under the direction of the Communications Center Advisory Board. The Communications Center is pleased to provide the Town of Brookline with Police, Fire and Emergency Medical dispatch on a contractual basis.

### Full Time Personnel

### Experience

|   |          |
|---|----------|
| Assistant Manager John DuVarney         | 36 years |
| Supervisor Robert Dichard               | 26 years |
| Communications Specialist Matthew Judge | 25 years |
| Communications Specialist Anna Chaput   | 16 years |
| Communications Specialist Ross Rawnsley | 14 years |
| Communications Specialist Miguel Nieves | 8 years  |
| Communications Specialist Robert Gavin  | 4 years  |

### Part Time Personnel

|   |          |
|---|----------|
| Communications Specialist Richard Todd  | 31 years |
| Communications Specialist Norma Traffie | 12 years |

When combined, the Communications Center Staff has a total of 172 years of experience in public safety.

In 2011, the Communications Center answered a total of 29,942 calls.

The Communications Center is very much committed to keeping our personnel current in training. Some of the specialized training that our Specialists attended this year includes: Hostage Negotiations, Fire Communications, Advanced Fire Communications, Pursuits, Robberies and Bomb Threats, Suicide Intervention, Complacency, Stress Management, Burnout, Large Scale Incidents, Challenging Callers, Active Shooter and CodeRed Training. Every Communications Specialist also completes a minimum of 12 hrs in-house training during the year. This year, the Communications Center purchased a monthly in-service training program provided by The Public Safety Group. This training program has been cost effective, and very beneficial to all dispatchers.

On behalf of the staff at the Communications Center, we wish to extend our sincerest appreciation to the community for their continued support.

Respectfully submitted,

John V. DuVarney, Assistant Manager

Communications Advisory Board  
Police Chief James Sartell, Chairman  
Fire Chief Richard Towne  
Director of Public Works Jeffrey Babel



Brookline Public Library  
2011 Annual Report

In 2011, the library provided Brookline the equivalent of \$959,541.00 in services (as detailed in the value of service statistics). 2,069 members of the public enjoyed over 200 library programs including children's art and music programs, baby lapsit and for adults, understanding Medicare, home decorating and the Old Man of the Mountain. Patronage increased. Congratulations go to the Friends for again winning second place in this year's Fourth of July Parade!

The trustees wish all the best to former staff members Amy Enke, Kathleen McFarline, and Sharon Cordero. Amy helped to design a successful summer reading program before she left and Sharon was responsible for designing an outstanding newsletter for library patrons. We welcome Annkatherine Maloney as a library clerk and Pat Leonard returned as the Children's Program Coordinator. Steve Russo was elected as a trustee and Helen Ballou was re-elected as well. The board thanks Betsy Solon for her dedicated service as a trustee.

The library has devoted supporters. This year, Ann Somers initiated a landscaping project. Her efforts along with help from her husband, Loring Webster, beautify the library grounds and aids in preserving the historic building. The Friends of the Brookline Library sponsored Matt Spokane's Eagle Scout project. He built eight large, movable book carts which expands the library's storage capabilities at the annex. This depository allows the library to maintain a larger collection for the public. His fundraising efforts exceeded the cost of the project with the excess funds being donated back to the Friends. The balance will help offset the cost of a new library content management system. The trustees appreciate their hard work.

The trustees also thank the many committed individuals for their volunteer efforts at the library, including the book movers, bakers, sponsors, donors, neighbors, and library volunteers. As always, we appreciate the library's wonderful staff, the Friends of the Brookline Library, the Boy Scouts and leaders of Troop 260, Bob Canada, Clarence and Jerry Farwell, the Hollis Brookline Rotary Club, Russ Heinselman and the continued support of the Board of Selectmen and the community.

Respectfully Submitted,

Library Trustees  
Ed Cook, Chairman  
John Lindgren  
Helen Ballou  
Louise Price  
Steve Russo

**Brookline Public Library - 2011 Statistics**

---

|                                 |       |
|---------------------------------|-------|
| <i>Days Open</i>                | 285   |
| <i>Registered Patrons</i>       | 2520  |
| <i>Downloadable Audio Users</i> | 331   |
| <i>Total Annual Circulation</i> | 60161 |

**Library Collections** **32,175**

|                      |        |
|----------------------|--------|
| <i>Print items</i>   | 29,188 |
| <i>Audiobooks</i>    | 1,007  |
| <i>Videos/DVD</i>    | 1,660  |
| <i>Museum passes</i> | 30     |
| <i>Music CDs</i>     | 290    |

---

**Other Information**

|                                 |       |
|---------------------------------|-------|
| <i>Interlibrary loans:</i>      |       |
| <i>Filled (Borrowed)</i>        | 793   |
| <i>Filled (Loaned)</i>          | 1,002 |
| <i>Volunteer hours</i>          | 1,721 |
| <i>Author/Magazine sponsors</i> | 26    |
| <i>Authors/Mags sponsored</i>   | 110   |
| <i>Community bookings</i>       | 34    |
| <i>Periodical Subscriptions</i> | 94    |
| <i>Downloaded Audio/e-books</i> | 1494  |

|                           |  |                                      |
|---------------------------|--|--------------------------------------|
| <u><i>Circulation</i></u> |  | <u><i>Value of Services Used</i></u> |
|---------------------------|--|--------------------------------------|

|  |        |           |
|--|--------|-----------|
| <i>Adult books</i>                       | 14,167 | \$283,340 |
| <i>Children's books</i>                  | 28,270 | \$424,050 |
| <i>Magazines</i>                         | 3,201  | \$12,804  |
| <i>Audios/Downloads</i>                  | 4,335  | \$130,050 |
| <i>Music CD's</i>                        | 379    | \$5,685   |
| <i>Interlibrary loans<br/>(borrowed)</i> | 793    | \$19,825  |
| <i>Interlibrary loans<br/>(loaned)</i>   | 1,002  |           |
| <i>Videos</i>                            | 7,894  | \$31,576  |
| <i>Internet Use</i>                      | 1,766  | \$21,192  |
| <i>Museum Passes</i>                     | 486    | \$4,374   |

---

|                        |     |                                      |
|------------------------|-----|--------------------------------------|
| <u><i>Programs</i></u> | 255 | <u><i>Value of Services Used</i></u> |
|------------------------|-----|--------------------------------------|

|                                      |       |          |
|--------------------------------------|-------|----------|
| <i>Adult Programs</i>                | 121   |          |
| <i>Program Participants</i>          | 511   | \$7,665  |
| <i>Children's Programs</i>           | 134   |          |
| <i>Program Participants</i>          | 1,558 | \$15,580 |
| <i>Meeting Room<br/>(hours uses)</i> | 68    | \$3,400  |

**Value of Library Services** **\$959,541**

**Library Treasurer's Report  
 Brookline Public Library  
 Summary of Activity for Year Ending 12/31/11**

**Income**

|   |               |            |
|---|---------------|------------|
| Memorial                                    | 50.00         |            |
| Sponsors                                    | 1,657.82      |            |
| Other donations                             | <u>193.06</u> |            |
| Total Donations                             | 1,900.88      |            |
| <b>Donations (see above)</b>                |               | 3,815.88   |
| <b>Copy/FAX</b>                             |               | 257.11     |
| <b>Fines</b>                                |               | 972.00     |
| <b>Grants - NH Humanities Council</b>       |               | 750.00     |
| <b>Reimbursement from Hillstown</b>         |               | 250.00     |
| <b>Interest</b>                             |               | 33.19      |
| <b>Lost &amp; Paid</b>                      |               | 177.36     |
| <b>Media Sales</b>                          |               | 32.00      |
| <b>Media Refunds</b>                        |               | 18.00      |
| <b>Replacement &amp; Non Resident Cards</b> |               | 89.00      |
| <b>Town Appropriation</b>                   |               | 202,112.00 |

**Total Income      \$208,506.54**

**Expense**

|   |                  |            |
|---|------------------|------------|
| <b>Automation</b>                         |                  | 2,489.36   |
| <b>Bank Fees</b>                          |                  | 40.07      |
| <b>Communications</b>                     |                  | 2,392.98   |
| <b>Criminal Background Check</b>          |                  | 110.50     |
| <b>Education</b>                          |                  | 515.00     |
| <b>Equipment</b>                          |                  | 0.00       |
| <b>Equipment Maintenance &amp; Repair</b> |                  | 739.85     |
| <b>Health Insurance</b>                   |                  | 7,673.63   |
| <b>Media (see below)</b>                  |                  | 28,176.71  |
| Audio Materials                           | 4,122.63         |            |
| Dues and Membership Fees                  | 1,185.92         |            |
| Kindle Books                              | 182.81           |            |
| Printed Materials                         | 19,196.69        |            |
| Serial Subscriptions                      | 2,315.92         |            |
| Video Materials                           | 1,172.74         |            |
| Media - Other                             | 0.00             |            |
| <b>Total Media</b>                        | <b>28,176.71</b> |            |
| <b>Mileage</b>                            |                  | 1,176.99   |
| <b>Office Supplies</b>                    |                  | 3,660.88   |
| <b>Payroll Expense</b>                    |                  | 1,182.50   |
| <b>Postage</b>                            |                  | 256.47     |
| <b>Professional Dues, Fees, Etc.</b>      |                  | 590.00     |
| <b>Programs</b>                           |                  | 4,811.82   |
| <b>Retirement (Employer)</b>              |                  | 5,409.08   |
| <b>Salaries</b>                           |                  | 133,068.70 |
| <b>SS/Medicare (Employer)</b>             |                  | 10,528.06  |

**Total Expense      202,822.60**

**Net Income                                      5,683.94**

**John Lindgren, Treasurer, Brookline Public Library**

**Library Treasurer's Report**  
**Brookline Public Library**  
 Account Balances for Year Ending 12/31/2011

Library General Funds

Checking Account

|                                  |                    |                    |
|----------------------------------|--------------------|--------------------|
| Balance January 1, 2011          | \$27,741.35        |                    |
| Receipts: Town Appropriation     | \$202,112.00       |                    |
| Fines                            | 972.00             |                    |
| Copy/FAX/Print                   | 257.11             |                    |
| Donations                        | \$3,815.88         |                    |
| Interest Earned                  | \$33.19            |                    |
| Grants                           | \$750.00           |                    |
| Other Income                     | \$566.36           |                    |
| Payments: Expenses               | \$202,822.60       |                    |
| Ending Balance December 31, 2011 | <b>\$33,425.29</b> | <b>\$33,425.29</b> |

Savings Account

|                                  |                    |                    |
|----------------------------------|--------------------|--------------------|
| Balance January 1, 2011          | \$19,653.00        |                    |
| Receipts: Income                 | \$0.00             |                    |
| Interest Earned                  | \$39.34            |                    |
| Payments: Expenses               | \$0.00             |                    |
| Ending Balance December 31, 2011 | <u>\$19,692.34</u> | <b>\$19,692.34</b> |

|  |                    |
|--|--------------------|
| Total of All Accounts in Hands of Treasurer 12/31/11 | <b>\$53,117.63</b> |
|--|--------------------|

John Lindgren, Treasurer, Brookline Public Library

**MELENDY POND AUTHORITY**

*CASH ON HAND - JANUARY 1, 2011:* \$42,659.81

*RECEIPTS:*

|                                |          |
|--------------------------------|----------|
| <i>RECEIVED ON LEASES</i>      | 1,970.00 |
| <i>MILFOIL TREATMENT GRANT</i> | 3,497.50 |
| <i>INTEREST ON DEPOSITS</i>    | 28.08    |

*TOTAL RECEIPTS:* \$5,495.58

*EXPENSES:*

|                                    |          |
|------------------------------------|----------|
| <i>BANKING EXPENSES</i>            | 0.00     |
| <i>ROAD REPAIRS</i>                | 3,338.83 |
| <i>WATER TESTING AND TREATMENT</i> | 513.45   |
| <i>POSTAGE</i>                     | 44.00    |

*TOTAL EXPENSES:* \$3,896.28

*CASH ON HAND - DECEMBER 31, 2011:* **\$44,259.11**

*The assessed valuation of the buildings on the Melendy Pond Authority for 2011 was \$1,889,800 with an anticipated tax return to the town of \$45,506. .*

*Peter Webb, Chairman  
Randolph Haight, Secretary  
Russell Haight, Treasurer  
Peter Cook  
Francis LaFreniere  
Carol Anderson-Farwell  
Pam Austin, Lessee Representative*

# NOTICE

*If you own real estate lots that were involuntarily merged by municipal action, you may be able to have those lots restored to their pre-merger status.*

*Your property may qualify if two or more lots were merged for zoning, assessing, or taxation purposes and the merger occurred:*

- *During your ownership, without your consent; or*
- *Prior to your ownership, if no previous owner consented to the merger.*

*To restore your property to pre-merger status, you must:*

- *Make a request to the local governing body*
- *No later than December 31, 2016.*

*Once restored:*

- *Your properties will once again become separate lots; however, they must still conform to applicable land use ordinances. Restoration does not cure non-conformity.*

*This notice must be:*

- *Posted continuously in a public place from January 1, 2012 until December 31, 2016, and*
- *Published in the 2011 through 2015 Annual Report.*

*Read the full statute at [RSA 674:39-aa Restoration of Involuntarily Merged Lots](#).*



## 2011 ANNUAL REPORT OF NRPC ACTIVITIES FOR THE TOWN OF BROOKLINE

The Nashua Regional Planning Commission is formed by the thirteen communities of Brookline, Hudson, Pelham, Litchfield, Merrimack, Nashua, Amherst, Hollis, Milford, Mont Vernon, Lyndeborough, Wilton, and Mason. NRPC serves as a resource to support and enhance local planning, provides a forum for communities to coordinate land use, environmental and transportation planning at the regional level, and provides a clear voice for the region at the state and federal levels. Our core planning programs are transportation, land use, environment, and mapping. In 2011, NRPC provided the assistance summarized below directly to Town Departments, land use boards and commissions and the Board of Selectmen. Town officials, staff and board members also have access to the many training and educational programs NRPC offers and may request customized services through NRPC programs.

### TRANSPORTATION

NRPC is responsible for developing the region's portion of the State's Transportation Improvement Program (STIP), maintaining the regional traffic model, and performing required air quality analyses.

**Traffic Data Collection** – NRPC completed traffic counts throughout the region including within the Town of Brookline to support the Highway Performance Monitoring System (HPMS).

**Transportation Improvement Program** – As the designated MPO for the region, NRPC maintains the Transportation Improvement Program (TIP). The TIP is a document required under federal transportation regulations that shows that there are sufficient resources to fund the proposed projects.

Throughout 2011, NRPC carefully monitored the status of Brookline's Transportation Enhancement project to construct sidewalks along NH 130 to ensure that project information and changes initiated by NHDOT were communicated to the Town officials.

**Transportation Enhancements (TE) Program** - The TE program provides funding opportunities for communities to address transportation needs that enhance quality of life of residents. Typical projects include sidewalk bike path construction. NRPC worked cooperatively with Brookline officials to advance the NH 130 Sidewalk Project from the TE waiting list to design and construction. This effort was successful and the project is moving towards construction in FFY 2012 and 2013.

**Road Inventory** – During 2011, NRPC staff prepared the updated data in the town Road Inventory. This data set allows officials from the Town and NH DOT to have the most up to date information on Brookline's roads and will be used for planning road improvements in the community. This data also forms the basis for the Town's allocation of Transportation Block Aid from the State.

**Highway Safety Improvement Program (HSIP)** – NRPC, in cooperation with NHDOT and Brookline town staff, participated in a field review of the NH 130/Cross Road and NH 130/South Main Street intersections. In addition, NRPC conducted peak hour turning movement counts at both intersections and corresponded with local police to obtain accident reports.

**Metropolitan Transportation Plan (MTP)** – During 2011, NRPC began a major update to the region's Metropolitan Transportation Plan. The purpose of this document is to identify the long term transportation needs of the region. NRPC staff worked closely with Town of Brookline staff to identify local transportation improvements that benefit the Town.

**Souhegan Valley Transportation Collaborative (SVTC)** - NRPC in cooperation with the SVTC communities, NTS, and NHDOT has transitioned this service from a pilot program to a



more permanent and sustainable service. This allowed SVTC to expand existing service to 5 days per week (Monday - Friday) and up to 10 hours per day.

**Population Projections** – In the absence of updated projections from the NH Office of Energy and Planning State Data Center, NRPC staff have developed population projections for the Town of Brookline that will aid in community planning through 2040.

**Safe Routes to Schools Program** - The Safe Routes program encourages children to bike or walk to school through education and incentives that remind children how much fun biking and walking can be. The program also addresses the safety concerns of parents by encouraging greater enforcement of traffic laws, exploring ways to create safer streets, and educating the public about safe biking, walking, and driving practices.

## **LAND USE AND ENVIRONMENT**

**Brookline Master Plan** — In November 2010 the Nashua Regional Planning Commission began updating Brookline's Master Plan based on input received in the 2010 Master Plan Survey and Community Forum. NRPC met monthly with the Brookline Planning Board and Master Plan Steering Committee members to discuss the text. The process will be completed in February 2012 and the following chapters will be updated or added to Brookline's Master Plan: Community Design, Community Facilities, Cultural & Historic Resources, Demographics, Economic Development, Energy, Executive Summary, Housing, Implementation, Land Use, Natural Hazard Mitigation, Natural Resources, Transportation, and Vision.

**Hazard Mitigation Program** – In 2011, NRPC staff in conjunction with town staff completed an update to the existing Brookline Hazard Mitigation Plan originally approved in 2006. Hazard mitigation plans identify critical facilities and areas of concern throughout the town, analyze potential hazards and risks to these facilities, and prioritize mitigation measures to address the hazards. The Disaster Mitigation Act of 2000 encourages natural disaster planning to reduce property damage costs and injuries. Completion of a Hazard Mitigation Plan and participation in the National Flood Insurance Program enables a community to apply for fully funded hazard mitigation grants. Staff from numerous town departments and elected officials participated in three meetings to collect data, update sections and review maps. Once conditional approval has been received from FEMA, a public hearing will be scheduled with the Board of Selectman for final approval.

**NRPC Energy Program** – In 2011, NRPC continued to provide technical assistance to increase municipal energy efficiency in the Nashua Region through the Energy Technical Assistance and Planning program (ETAP). ETAP is funded by the American Recovery and Reinvestment Act and is being administered through the NH Office of Energy and Planning. Through this program, NRPC wrote an energy chapter for the updated Brookline Master Plan. In addition, staff worked with the Town of Brookline along with 10 additional towns and 6 school districts to form an aggregation for electricity supply.

**Resources and Training** – Through the iTRaC (Integrating Transportation and Community Planning) Program, NRPC provided a wide array of resources to town boards and staff. Two Planning Board and Zoning Board trainings were also offered as well as a workshop on roundabouts.

The iTRaC Program awarded the first Exemplary Spaces Awards in 2011. Awardees exhibited examples of excellent planning and design. Future awards will be granted for residential, commercial and industrial, and public spaces in the Nashua region that exemplify the successful use of innovative planning techniques, site design, and aesthetic appeal and to recognize examples of excellent planning that enhances the community.

**Household Hazardous Waste Program** – The Nashua Regional Solid Waste Management District held six collections during the 2011 Household Hazardous Waste season. In 2011, a

total of 1,032 households participated in the HHW collections District-wide; of those, 21 households came from Brookline. A total of 71,348 pounds of material was collected in 2011. Brookline residents comprised 2.03% of the total participation, which equates to roughly 1,448 pounds of waste removed from the waste stream.

### **GEOGRAPHIC INFORMATION SYSTEMS (GIS)**

**General Mapping and Spatial Data Maintenance** - The GIS staff at NRPC continues to maintain a diverse collection of mapping information and databases including local roads, real property parcels, zoning, land use, and environmental conditions. NRPC continued its quarterly updates to the town parcels layer, using the Registry of Deeds database to update the town digital parcel map to include all changes to property data.

**Census Data** – NRPC collected and synthesized hundreds of datasets from the 2010 U.S. Census and the ongoing American Community Survey estimate program. Data is available at several geographic levels, from the State and Town all the way down to small Census Blocks. This data has been, and will continue to be, extremely important in planning efforts and decision making for Brookline.

**Broadband Mapping** – NRPC provided data collection support to the New Hampshire Broadband Mapping and Planning Program. Tasks in the Town of Brookline included collection of broadband information from “community anchor institutions” – schools, town facilities, medical facilities, etc – and sending them to UNH for inclusion in statewide maps which help show where any service is lacking, or where better service is needed.

For more information contact Kerrie Diers, Executive Director at 603-424-2240, ext. 12 or via email at [kerried@nashuarpc.org](mailto:kerried@nashuarpc.org) or visit the NRPC website at [www.nashuarpc.org](http://www.nashuarpc.org).

## 2011 PLANNING BOARD REPORT

The Planning Board's mission is to ensure compliance with Planning and Zoning regulations and ordinances when reviewing site plans and subdivision applications and to provide excellent customer service. The Board also revisits the regulations and ordinances to ensure compliance with State and Federal regulations while trying to maintain a balance between the rights of landowners and the voter's vision for the rural character of Brookline.

The Board continues to meet on the first and third Thursday of each month. Meetings are open to the public and there is always the option of watching the meeting on TV from the comfort of one's home!

### **THE YEAR IN REVIEW**

#### ***Town Regulations and Ordinances***

The Board has been busy reviewing and clarifying the town Regulations and Ordinances. Public hearings were held prior to placing the proposed amendments on the warrant.

#### ***Cases Reviewed***

Even with a noticeable slow down of applications submitted due to the current state of the economy, the Board held public hearings for case reviews for small subdivisions, lot line adjustments and non-residential site plans including home businesses.

#### ***Master Plan – Continued from 2010***

Thanks to dedicated residents who volunteered to be on the Master Plan Committee and attended many meetings since the spring of 2010, and with the amazing work done by the Nashua Regional Planning Commission (NRPC), the Planning Board has reviewed and approved many chapters for the Brookline Master Plan.

By July 2011 the Vision – Land Use – Energy – Natural Resources – Transportation – Economic Development and Cultural & Historic Resources chapters were finalized.

By the end of 2011, the entire Master Plan was updated, including the following chapters: Community Facilities – Housing – Community Design – Demographics – Natural Hazard Mitigation – Implementation and Executive Summary.

The 2011 Master Plan will be ready early in 2012 for adoption by the Planning Board.

Information about the 2010-2011 Master Plan update is available on the NRPC website <http://www.nashuarpc.org/communities/brookline.htm>

***The Board wants to express many thanks to the Master Plan Committee volunteers for their commitment and hard work during the past two years and to the Residents of Brookline for their support at the 2010 and 2011 Town Meetings. We could not have done it without your help!***

### ***Route 130 / Mixed Use Zoning***

In recent years, Brookline residents expressed interest in having small scale businesses and retail stores along the Route 130 corridor while maintaining the feel, architecture, and style of the existing buildings. The Board held a "brainstorming session" on June 16, 2011 and some of the attendees volunteered to serve on a Mixed Use Zoning Committee. They were appointed to the Committee by the Board of Selectmen on June 27, 2011; the Selectmen also approved the Committee's Charter.

The Committee prepared and mailed out a survey and held a public meeting for residents of Route 130.

The Planning Board also met several times with the Committee during update sessions.

A Mixed Use District Ordinance, as may be proposed at March 2013 Town Meeting, will require a lot of research and public input. Many town documents will need to be reviewed to accommodate a new ordinance, such as the sign ordinance, the design guideline regulations, etc... 2011 has been the beginning of that lengthy process. The Planning Board and the Committee will continue to work on the project during 2012. Residents can stay informed by attending meetings and visiting the Town website at <http://www.brookline.nh.us>.

### ***Members***

The Planning Board wants to thank ***Michael Papadimatos*** for his dedication and active participation during numerous meetings since he was appointed in 2007. Mike also served as Co-Chair in 2010 and 2011 before his resignation due to conflict with a new job he took in the fall. Mike, thank you and good luck in your career! ***Dana MacAllister***, who has been an Alternate Member since 2008, was appointed as a Full Member and nominated as Co-Chair, taking Michael's seat. ***Judy Cook*** was appointed as an Alternate Member in September. ***Paul Anderson***, Alternate Member since 2009, is moving back to Massachusetts and had to step down. The Planning Board wants to thank Paul for his hard work compiling data for the Capital Improvement Plan and his active participation during the past three years.

Respectfully submitted,

***Alan Rosenberg, Dana MacAllister***  
***Co-Chairs***

On behalf of the entire Planning Board and Staff:

Alan Rosenberg and Dana MacAllister, Co-Chairs  
Ronald Pelletier and Richard Randlett, Members  
Darrell Philpot, Selectmen Ex-Officio  
Paul Anderson and Mike Papadimatos (resigned end of 2011)  
Kevin Gorgoglione and Judy Cook, Alternates  
Valérie Maurer, Town Planner / Administrative Assistant  
Kristen Austin, Recording Secretary

**PLANNING BOARD STATISTICS – 2011**

|   |   |
|---|---|
| Cases Heard .....                                   | 4 |
| Cases Continued from 2010 .....                     |   |
| Conceptual Subdivisions/Site Plan Discussions ..... | 4 |
| Hearth Removal .....                                |   |
| Lot Line Adjustments Approved .....                 | 1 |
| Lot Line Adjustments Disapproved .....              |   |
| Lot Line Adjustments Withdrawn .....                |   |
| Non-Residential Site Plans Approved .....           | 2 |
| Non-Residential Site Plan Disapproved .....         |   |
| Non-Residential Site Plan Withdrawn .....           |   |
| Subdivisions Approved .....                         | 1 |
| Subdivisions Disapproved .....                      |   |
| Subdivisions Withdrawn .....                        |   |
| New Lots Created .....                              | 3 |
| Cases Pending .....                                 |   |

**BOARD OF ADJUSTMENT STATISTICS – 2011**

|   |   |
|---|---|
| Cases Heard .....                             | 3 |
| Special Exceptions Granted .....              | 1 |
| Special Exceptions Denied .....               |   |
| Variances Granted .....                       | 2 |
| Variances Denied .....                        |   |
| Appeal of Administrative Decisions .....      |   |
| Second Appeal of Adm. Decisions Accepted..... |   |
| Second Appeal of Adm. Decisions Denied .....  |   |
| Cases Withdrawn .....                         |   |
| Equitable Waiver .....                        |   |
| Rehearing .....                               |   |
| No Action Taken .....                         |   |

**Brookline Police Department  
2011 Year-End Report**

Dear Fellow Residents,

It is my sincere pleasure to submit this departmental report. Its statistically proven content is a source of great agency pride and a clear indication of the Brookline Police Department's strong, positive progression.

In 2010, there were 98 motor vehicle accidents in Brookline. In 2011, the number decreased, by approximately twenty-eight percent, to 70. Our officers conducted 1614 motor vehicle stops in 2010. That number increased to 1940 in 2011. These numbers are significant and noteworthy. The changes are most certainly a result of increased patrols, many of which were funded through grants from the NH Highway Safety Agency. We received reimbursement for 6 DWI Hunter Patrols, 15 DUI Patrols and 20 Speed Enforcement Patrols. Brookline is indeed fortunate to have participated in the projects.

Other notable information includes reductions in criminal acts, as follows:

- Vandalism decreased from 35 in 2010 to 25 in 2011
- Burglaries decreased from 34 in 2010 to 5 in 2011
- Theft reports dropped from 63 in 2010 to 20 in 2011

We commend our public for its diligent care and alertness in preventing and reporting possible crime. Your efforts are instrumental in the reduced number of cases. Another factor is, undoubtedly, attributable to greater police presence and patrols.

For the first time in more than six years, there were no resignations in 2011. With the addition of three full-time officers and one part-time officer, I am proud to report we are staffed at full-complement. Our membership is comprised of outstanding officers, all of whom possess excellent job skills, knowledge, training and experience. Over the year, all officers completed mandatory firearms and certification requirements, some attended supervision, management and leadership schools and others acquired specialized training in statement analysis and background investigation. Our officers are, without a doubt, very well trained. More so, they apply their training to the needs and safety of our citizens.

Brookline remains a community worthy of immense praise and pride. We share exceptional citizens, fire and rescue squads, schools, committees, departments, boards and commissions. Together, we are *Striving to Maintain the Unity in Our Community*.

Respectfully submitted,

William H. Quigley, III  
Chief of Police



## 2011 ROAD AGENT'S REPORT

### GENERAL MAINTENANCE

|   |                   |                      |
|---|-------------------|----------------------|
| BUDGET APPROPRIATIONS   |                   | <b>\$ 149,400.00</b> |
| EXPENDITURES  |                   |                      |
| Sweeping  |                   |                      |
| F.B. Hale - Sweeper   | \$ 8,287.50       |                      |
| C.L. Farwell Constr LLC   | \$ 5,442.00       |                      |
| Drainage , cleaning catch basins , culverts<br>and road edges   |                   |                      |
| Bellemore catch basin cleaners  | \$ 1,020.00       |                      |
| Burbee Sand & Gravel  | \$ 679.00         |                      |
| Granite State Concrete  | \$ 563.13         |                      |
| Scituate Concrete Pipe  | \$ 1,139.95       |                      |
| C.L. Farwell Constr LLC   | \$ 49,855.75      |                      |
| Patching  |                   |                      |
| Brox Industries   | \$ 1,453.80       |                      |
| C.L. Farwell Constr LLC   | \$ 2,732.75       |                      |
| Miscellaneous   |                   |                      |
| State of N.H. - signs   | \$ 1,157.21       |                      |
| State of N.H. - Dam permit  | \$ 750.00         |                      |
| New Hampshire Rocks   | \$ 100.98         |                      |
| Striping town wide  | \$ 3,340.00       |                      |
| Ben Senter Trucking   | \$ 1,062.50       |                      |
| Brox Industries   | \$ 527.11         |                      |
| Granite State Concrete  | \$ 4,945.55       |                      |
| CE Corey Septic System  | \$ 72.00          |                      |
| Town of Hollis - Iron Works Lane  | \$ 1,815.00       |                      |
| Continental Paving  | \$ 2,647.03       |                      |
| Miscellaneous maintenance ,mowing ,<br>trash removal,roadside brush cleanup<br>street signs repair and maintaining town<br>properties | \$ 23,152.30      |                      |
| Paving  |                   |                      |
| Continental Paving  | \$ 15,000.00      |                      |
| Graveling and Grading   |                   |                      |
| C.L. Farwell Const. LLC   | \$ 30,267.60      |                      |
| Granite State Concrete  | \$ 3,254.55       |                      |
| <br>TOTAL EXPENDITURES  | <br>\$ 159,265.71 |                      |

### SNOW PLOWING

|                       |               |                      |
|-----------------------|---------------|----------------------|
| BUDGET APPROPRIATION  |               | <b>\$ 150,000.00</b> |
| EXPENDITURES          |               |                      |
| George Razzaboni III  | \$ 9,356.50   |                      |
| C.L.Farwell Const LLC | \$ 131,168.75 |                      |



|                                 |    |               |
|---------------------------------|----|---------------|
| Robert M Provencher             | \$ | 1,134.00      |
| Ben Senter Trucking             | \$ | 5,701.50      |
| David Farwell Constr            | \$ | 1,100.00      |
| Cambray's Excavation            | \$ | 600.00        |
| Town of Milford ( Ball Hill Rd) | \$ | <u>250.00</u> |

TOTAL EXPENDITURES **\$ 149,310.75**

**SANDING**

BUDGET APPROPRIATION **\$ 100,000.00**

EXPENDITURES

|                                |    |                  |
|--------------------------------|----|------------------|
| Innovative Supplies (ice ban ) | \$ | 5,703.84         |
| C.E. Corey Septic Systems      | \$ | 1,338.50         |
| F L Merrill Const. Inc (sand)  | \$ | 2,495.45         |
| Burbee Sand & Gravel           | \$ | 12,598.00        |
| Ben Senter Trucking            | \$ | 817.50           |
| C.L. Farwell Const. LLC        | \$ | <u>58,492.13</u> |

TOTAL EXPENDITURES **\$ 81,445.42**

**DUST CONTROL**

BUDGET APPROPRIATION **\$ 6,000.00**

EXPENDITURES

|                      |    |                 |
|----------------------|----|-----------------|
| Water truck and Pump | \$ | <u>2,215.00</u> |
|----------------------|----|-----------------|

TOTAL EXPENDITURES **\$ 2,215.00**

**BRUSH CUTTING**

BUDGET APPROPRIATION **\$ 10,000.00**

EXPENDITURES

|                 |    |                  |
|-----------------|----|------------------|
| Daryl Pelletier | \$ | <u>10,120.00</u> |
|-----------------|----|------------------|

TOTAL EXPENDITURES **\$ 10,120.00**

**TREE WARDEN**

BUDGET APPROPRIATION **\$ 2,500.00**

EXPENDITURES

|                         |    |               |
|-------------------------|----|---------------|
| C.L. Farwell Const. LLC | \$ | <u>388.50</u> |
|-------------------------|----|---------------|

TOTAL EXPENDITURES **\$ 388.50**

**SIDEWALKS**

BUDGET APPROPRIATION **\$ 1.00**

TOTAL EXPENDITURES \$ -

**STREET LIGHTING**

BUDGET APPROPRIATION \$ 10,000.00  
EXPENDITURES

Public Service of NH \$ 10,005.07

TOTAL EXPENDITURES \$ 10,005.07

**GENERAL HIGHWAY EXPENSE**

BUDGET APPROPRIATION \$ 750.00  
EXPENDITURES

Public Service of NH \$ 523.28

TOTAL EXPENDITURES \$ 523.28

**OCTOBER 29, 2012 STORM**

EXPENDITURES

CE Corey Septic Systems \$ 837.50

Daryl Pelletier \$ 150.00

George Razzaboni III \$ 1,375.00

C.L. Farwell Const. L.L.C. \$ 25,344.50

TOTAL EXPENDITURES \$ 27,707.00

**RESURFACING ROADS**

BUDGET APPROPRIATION \$ 220,000.00  
EXPENDITURES

Averill Rd, Taylor Drive, Lorden Lane  
Rockwood Rd, Talbot Rd, Dunbar Dr,  
Old Milford Rd

Continental Paving \$ 167,692.38

Granite State Concrete \$ 1,112.79

C.L. Farwell Const. LLC \$ 16,756.50

TOTAL EXPENDITURES \$ 185,561.67

TOTAL EXPENDITURES \$ 626,542.40

TOTAL BUDGET APPROPRIATION \$ 648,651.00

BALANCE \$ 22,108.60

Gerald G. Farwell, Road Agent  
Clarence L. Farwell, Tree Warden

DEBITS

| UNCOLLECTED TAXES AT THE BEGINNING OF THE YEAR* |       | LEVY FOR YEAR    | PRIOR LEVIES  |         |         |
|---|-------|------------------|---------------|---------|---------|
|   |       | 2011             | 2010          | 2009    | 2008+   |
| Property Taxes                                  | #3110 | xxxxxx           | \$ 564,277.54 | \$ 0.00 | \$ 0.00 |
| Resident Taxes                                  | #3180 | xxxxxx           | \$ 0.00       | \$ 0.00 | \$ 0.00 |
| Land Use Change Taxes                           | #3120 | xxxxxx           | \$ 24,427.00  | \$ 0.00 | \$ 0.00 |
| Timber Yield Taxes                              | #3185 | xxxxxx           | \$ 1,224.55   | \$ 0.00 | \$ 0.00 |
| Excavation Tax @ \$.02/yd                       | #3187 | xxxxxx           | \$ 0.00       | \$ 0.00 | \$ 0.00 |
| Utility Charges                                 | #3189 | xxxxxx           | \$ 0.00       | \$ 0.00 | \$ 0.00 |
| Betterment Taxes                                |       | xxxxxx           | \$ 0.00       | \$ 0.00 | \$ 0.00 |
| Prior Years' Credits Balance**                  |       | ( \$ 4,419.99 )  |               |         |         |
| This Year's New Credits                         |       | ( \$ 27,821.18 ) |               |         |         |

TAXES COMMITTED THIS FISCAL YEAR

|                           |       |                  |             |
|---------------------------|-------|------------------|-------------|
| Property Taxes            | #3110 | \$ 14,056,598.00 | \$ 4,268.00 |
| Resident Taxes            | #3180 | \$ 0.00          | \$ 0.00     |
| Land Use Change Taxes     | #3120 | \$ 74,500.00     | \$ 0.00     |
| Timber Yield Taxes        | #3185 | \$ 5,838.49      | \$ 0.00     |
| Excavation Tax @ \$.02/yd | #3187 | \$ 0.00          | \$ 0.00     |
| Utility Charges           | #3189 | \$ 0.00          | \$ 0.00     |
| Betterment Taxes          |       | \$ 0.00          | \$ 0.00     |

FOR DRA USE ONLY

OVERPAYMENT REFUNDS

|                           |       |                         |                      |                |                |
|---------------------------|-------|-------------------------|----------------------|----------------|----------------|
| Property Taxes            | #3110 |                         |                      |                |                |
| Resident Taxes            | #3180 |                         |                      |                |                |
| Land Use Change           | #3120 |                         |                      |                |                |
| Yield Taxes               | #3185 |                         |                      |                |                |
| Excavation Tax @ \$.02/yd | #3187 |                         |                      |                |                |
| Credits Refunded          |       | \$ 27,821.18            | \$ 0.00              | \$ 0.00        | \$ 0.00        |
| Interest - Late Tax       | #3190 | \$ 7,747.66             | \$ 30,831.43         | \$ 0.00        | \$ 0.00        |
| Resident Tax Penalty      | #3190 | \$ 0.00                 | \$ 0.00              | \$ 0.00        | \$ 0.00        |
| <b>TOTAL DEBITS</b>       |       | <b>\$ 14,140,264.16</b> | <b>\$ 625,028.52</b> | <b>\$ 0.00</b> | <b>\$ 0.00</b> |

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

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

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

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

## TAX COLLECTOR'S REPORT

For the Municipality of

## CREDITS

| REMITTED TO TREASURER               | LEVY FOR YEAR    | PRIOR LEVIES  |         |         |
|-------------------------------------|------------------|---------------|---------|---------|
|                                     | 2011             | 2010          | 2009    | 2008+   |
| Property Taxes                      | \$ 13,503,780.88 | \$ 343,262.81 | \$ 0.00 | \$ 0.00 |
| Resident Taxes                      | \$ 0.00          | \$ 0.00       | \$ 0.00 | \$ 0.00 |
| Land Use Change Taxes               | \$ 74,500.00     | \$ 19,000.00  | \$ 0.00 | \$ 0.00 |
| Timber Yield Taxes                  | \$ 5,195.65      | \$ 0.00       | \$ 0.00 | \$ 0.00 |
| Interest & Penalties                | \$ 7,747.66      | \$ 30,831.43  | \$ 0.00 | \$ 0.00 |
| Excavation Tax @ \$.02/yd           | \$ 0.00          | \$ 0.00       | \$ 0.00 | \$ 0.00 |
| Utility Charges                     | \$ 0.00          | \$ 0.00       | \$ 0.00 | \$ 0.00 |
| Converted To Liens (Principal only) | \$ 0.00          | \$ 227,604.28 | \$ 0.00 | \$ 0.00 |
| Betterment Taxes                    | \$ 0.00          | \$ 0.00       | \$ 0.00 | \$ 0.00 |
| Discounts Allowed                   | \$ 0.00          | \$ 0.00       | \$ 0.00 | \$ 0.00 |
| Prior Year Overpayments Assigned    | ( \$ 4,419.99 )  |               |         |         |

## ABATEMENTS MADE

|                           |             |             |         |         |
|---------------------------|-------------|-------------|---------|---------|
| Property Taxes            | \$ 6,477.00 | \$ 4,330.00 | \$ 0.00 | \$ 0.00 |
| Resident Taxes            | \$ 0.00     | \$ 0.00     | \$ 0.00 | \$ 0.00 |
| Land Use Change Taxes     | \$ 0.00     | \$ 0.00     | \$ 0.00 | \$ 0.00 |
| Timber Yield Taxes        | \$ 0.00     | \$ 0.00     | \$ 0.00 | \$ 0.00 |
| Excavation Tax @ \$.02/yd | \$ 0.00     | \$ 0.00     | \$ 0.00 | \$ 0.00 |
| Utility Charges           | \$ 0.00     | \$ 0.00     | \$ 0.00 | \$ 0.00 |
| Betterment Taxes          | \$ 0.00     | \$ 0.00     | \$ 0.00 | \$ 0.00 |
|                           |             |             |         |         |
| CURRENT LEVY DEEDED       | \$ 0.00     | \$ 0.00     | \$ 0.00 | \$ 0.00 |

## UNCOLLECTED TAXES -- END OF YEAR #1080

|                              |                         |                      |                |                |
|------------------------------|-------------------------|----------------------|----------------|----------------|
| Property Taxes               | \$ 546,340.12           | \$ 0.00              | \$ 0.00        | \$ 0.00        |
| Resident Taxes               | \$ 0.00                 | \$ 0.00              | \$ 0.00        | \$ 0.00        |
| Land Use Change Taxes        | \$ 0.00                 | \$ 0.00              | \$ 0.00        | \$ 0.00        |
| Timber Yield Taxes           | \$ 642.84               | \$ 0.00              | \$ 0.00        | \$ 0.00        |
| Excavation Tax @ \$.02/yd    | \$ 0.00                 | \$ 0.00              | \$ 0.00        | \$ 0.00        |
| Utility Charges              | \$ 0.00                 | \$ 0.00              | \$ 0.00        | \$ 0.00        |
| Betterment Taxes             | \$ 0.00                 | \$ 0.00              | \$ 0.00        | \$ 0.00        |
|                              |                         |                      |                |                |
| Property Tax Credit Balance* | \$ 0.00                 | XXXXXX               | XXXXXX         | XXXXXX         |
| <b>TOTAL CREDITS</b>         | <b>\$ 14,140,264.16</b> | <b>\$ 625,028.52</b> | <b>\$ 0.00</b> | <b>\$ 0.00</b> |

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

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

## TAX COLLECTOR'S REPORT

For the Municipality of \_\_\_\_\_

### DEBITS

| UNREDEEMED & EXECUTED<br>LIENS      | 2011           | PRIOR LEVIES         |                      |                     |
|-------------------------------------|----------------|----------------------|----------------------|---------------------|
|                                     |                | 2010                 | 2009                 | 2008+               |
| Unredeemed Liens Beginning of FY    |                | \$ 0.00              | \$ 145,004.39        | \$ 59,885.65        |
| Liens Executed During FY            | \$ 0.00        | \$ 245,164.36        | \$ 0.00              | \$ 0.00             |
| Unredeemed Elderly Liens Beg. of FY |                | \$ 0.00              | \$ 0.00              | \$ 0.00             |
| Elderly Liens Executed During FY    | \$ 0.00        | \$ 0.00              | \$ 0.00              | \$ 0.00             |
| Interest & Costs Collected          | \$ 0.00        | \$ 5,345.44          | \$ 16,368.83         | \$ 14,593.25        |
|                                     |                |                      |                      |                     |
|                                     |                |                      |                      |                     |
| <b>TOTAL LIEN DEBITS</b>            | <b>\$ 0.00</b> | <b>\$ 250,509.80</b> | <b>\$ 161,373.22</b> | <b>\$ 74,478.90</b> |

### CREDITS

| REMITTED TO TREASURER              | 2011           | PRIOR LEVIES         |                      |                     |
|------------------------------------|----------------|----------------------|----------------------|---------------------|
|                                    |                | 2010                 | 2009                 | 2008+               |
| Redemptions                        | \$ 0.00        | \$ 69,685.61         | \$ 63,812.55         | \$ 49,173.86        |
| Interest & Costs Collected #3190   | \$ 0.00        | \$ 5,345.44          | \$ 16,368.83         | \$ 14,593.25        |
| Abatements of Unredeemed Liens     | \$ 0.00        | \$ 0.00              | \$ 0.00              | \$ 0.00             |
| Liens Deeded to Municipality       | \$ 0.00        | \$ 0.00              | \$ 0.00              | \$ 0.00             |
|                                    |                |                      |                      |                     |
| Unredeemed Liens End of FY #1110   | \$ 0.00        | \$ 175,478.75        | \$ 81,191.84         | \$ 10,711.79        |
| Unredeemed Elderly Liens End of FY | \$ 0.00        | \$ 0.00              | \$ 0.00              | \$ 0.00             |
| <b>TOTAL LIEN CREDITS</b>          | <b>\$ 0.00</b> | <b>\$ 250,509.80</b> | <b>\$ 161,373.22</b> | <b>\$ 74,478.90</b> |

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

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

TAX COLLECTOR'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
PATRICIA HOWARD-BARNETT

# Town Clerk's Report

01/01/2011 - 12/31/2011

|                            |                   |
|----------------------------|-------------------|
| MV Permit Fees (6394)----- | \$ 770,046.50     |
| MV Title Fees-----         | \$ 1,908.00       |
| UCC Filing/ IRS Liens----- | \$ 915.00         |
| Municipal Agent Fees-----  | \$ 15,252.50      |
| Vital Records-----         | \$ 3,600.00       |
| Dog Licenses( 1056)-----   | \$ 7,148.00       |
| Dog Fines/ Penalties-----  | \$ 1,433.00       |
| Pole Permits-----          | \$ .00            |
| Dredge & Fill Permits----- | \$ 10.00          |
| <br>Total to Treasurer     | <br>\$ 800,313.00 |

**Year Ending 12/31/2011**

**Town Accounts**

**General Fund**

|   |                       |
|---|-----------------------|
| Balance January 1, 2011                 | 5,089,064.60          |
| Receipts                                |                       |
| Taxes                                   | 14,454,303.44         |
| Motor Vehicle permits                   | 770,045.50            |
| Interest Earned                         | 3,372.28              |
| Other Local Sources                     | 459,623.89            |
| State of New Hampshire                  | 395,109.24            |
| United States Government                | 0.00                  |
| Warrant Disbursements                   | (16,801,145.59)       |
| <b>Ending Balance December 31, 2011</b> | <b>\$4,370,373.36</b> |

**Driveway Bond Account #1**

|   |               |
|---|---------------|
| Balance January 1, 2011                 | 0.00          |
| Driveway Bond Deposits                  | 0.00          |
| Interest Earned                         | 0.00          |
| Bond Releases w/ Interest               | 0.00          |
| <b>Ending Balance December 31, 2011</b> | <b>\$0.00</b> |

**Driveway Bond Account #2**

|   |               |
|---|---------------|
| Balance January 1, 2011                 | 0.00          |
| Driveway Bond Deposits                  | 0.00          |
| Interest Earned                         | 0.00          |
| Bond Releases w/ Interest               | 0.00          |
| <b>Ending Balance December 31, 2011</b> | <b>\$0.00</b> |

**Driveway Bond Account #3**

|   |               |
|---|---------------|
| Balance January 1, 2011                 | 0.00          |
| Driveway Bond Deposits                  | 0.00          |
| Interest Earned                         | 0.00          |
| Bond Releases w/ Interest               | 0.00          |
| <b>Ending Balance December 31, 2011</b> | <b>\$0.00</b> |



**Town Treasurer's Report  
Year Ending 12/31/2011**

**Dupaw Gould Road Bond #1**

|   |               |
|---|---------------|
| Balance January 1, 2011                 | 6,024.00      |
| Interest Earned                         | 3.57          |
| Bond Releases w/ Interest               | (6,027.57)    |
| <b>Ending Balance December 31, 2011</b> | <b>\$0.00</b> |

**Dupaw Gould Road Bond #2**

|   |               |
|---|---------------|
| Balance January 1, 2011                 | 1,765.24      |
| Interest Earned                         | 0.97          |
| Bond Releases w/ Interest               | (1,766.21)    |
| <b>Ending Balance December 31, 2011</b> | <b>\$0.00</b> |

**Winterberry Road Bond**

|   |               |
|---|---------------|
| Balance January 1, 2011                 | 30,882.57     |
| Interest Earned                         | 16.57         |
| Bond Releases w/ Interest               | (30,899.14)   |
| <b>Ending Balance December 31, 2011</b> | <b>\$0.00</b> |

**Ambulance Facility Impact Fee**

|   |                 |
|---|-----------------|
| Balance January 1, 2011                 | 1,778.12        |
| Impact Fees                             | 444.28          |
| Interest Earned                         | 0.06            |
| Payments to Town of Brookline           | (1,778.12)      |
| <b>Ending Balance December 31, 2011</b> | <b>\$444.34</b> |

**CSDA School Impact Fee**

|   |                   |
|---|-------------------|
| Balance January 1, 2011                 | 9,136.76          |
| Impact Fees                             | 2,608.48          |
| Interest Earned                         | 0.20              |
| Payments to Brookline School District   | (9,136.76)        |
| <b>Ending Balance December 31, 2011</b> | <b>\$2,608.68</b> |

**Year Ending 12/31/2011**

**HBMS 2004 Impact Fee**

|   |                   |
|---|-------------------|
| Balance January 1, 2011                 | 11,069.96         |
| Impact Fees                             | 3,686.71          |
| Interest Earned                         | 0.49              |
| Payments to HB Co-op School District    | (11,069.96)       |
| <b>Ending Balance December 31, 2011</b> | <b>\$3,687.20</b> |

**Brookline 225th Anniversary Account**

|   |                   |
|---|-------------------|
| Balance January 1, 2011                 | 9,115.69          |
| Contributions                           | 0.00              |
| Interest Earned                         | 6.53              |
| Expenses                                | 0.00              |
| <b>Ending Balance December 31, 2011</b> | <b>\$9,122.22</b> |

**Subtotal of Town Accounts** **\$4,386,235.80**

**Conservation Commission Accounts**

**Conservation Fund**

|   |                     |
|---|---------------------|
| Balance January 1, 2011                 | 587,172.97          |
| Receipts                                |                     |
| Land Use Change Tax                     | 98,927.00           |
| Interest Earned                         | 1,403.56            |
| Other (Nissitissit River Land Trust)    | 15,000.00           |
| Conservation Expenses                   |                     |
| Milfoil Treatment                       | (3,497.50)          |
| Melendy Pond Management Plan            | (5,995.85)          |
| Land Acquisition Expenses               |                     |
| E-9-23                                  | (34.80)             |
| H-132                                   | (132,343.00)        |
| Other                                   | (350.00)            |
| <b>Ending Balance December 31, 2011</b> | <b>\$560,282.38</b> |

**Subtotal of Conservation Commission** **\$560,282.38**

**Year Ending 12/31/2011**

**Recreation Commission Accounts**

**Max Cohen Memorial Grove**

|   |                    |
|---|--------------------|
| Balance January 1, 2011                 | 19,499.61          |
| Receipts                                |                    |
| Memberships, Swimming Lessons,          | 24,500.00          |
| Interest Earned                         | 18.89              |
| Disbursements                           |                    |
| Advertising                             | (536.67)           |
| Payroll                                 | (17,116.28)        |
| Utilities, Trash, Toilets, Water Tests  | (1,635.75)         |
| Repairs, Maintenance, Improvements      | (11,249.73)        |
| <b>Ending Balance December 31, 2011</b> | <b>\$13,480.07</b> |

**Recreation Revolving Fund**

|   |                   |
|---|-------------------|
| Balance January 1, 2011                 | 2,754.45          |
| Receipts                                |                   |
| Skating Rink                            | 5,695.50          |
| Basketball Court                        | 2,795.00          |
| Concession Stand                        | 2,075.00          |
| Olde Home Days                          | 4,540.75          |
| Interest Earned                         | 4.87              |
| Other                                   | 1,497.32          |
| Disbursements                           |                   |
| Skating Rink                            | (5,977.82)        |
| Basketball Court                        | (2,895.00)        |
| Olde Home Days                          | (3,260.50)        |
| Concession Stand                        | (2,571.57)        |
| Other                                   | (734.00)          |
| <b>Ending Balance December 31, 2011</b> | <b>\$3,924.00</b> |

**Subtotal of Recreation Commission** **\$17,404.07**

**Total of All Accounts in Hands of Treasurer** **\$4,963,922.25**

Russell Heinselman, Treasurer

**Trust Funds Town of Brookline, NH Year End 2011**

|                                | Beginning Balances | Receipts      | Expenses     | Ending Balance |
|--------------------------------|--------------------|---------------|--------------|----------------|
| <b>Cemetery Funds</b>          |                    |               |              |                |
| General Fund                   | \$ 4,803.86        | \$ 16,000.00  | \$ 9,759.00  |                |
| Town Appropriation             |                    |               | \$ 4,807.78  |                |
| C L Farwell Construction, LLC  |                    |               | \$ 1,000.00  |                |
| Crowne Deck and Fencing        |                    |               |              |                |
| Dee Walker                     |                    |               |              |                |
| <b>Cemetery Trust Fund</b>     |                    |               |              |                |
| Funds Received - Pine Grove    | \$ 200.00          |               |              |                |
| Lot 78 B. Collins              | \$ 600.00          |               |              |                |
| Lot 346D Chesterly             | \$ 300.00          |               |              |                |
| Lot 330A M. Shebak             | \$ 300.00          |               |              |                |
| Lot 330F Anderson              | \$ 300.00          |               |              |                |
| Dividends and Interest         | \$ 16.88           | \$ 17,416.88  | \$ 15,566.78 | \$ 6,653.96    |
| <b>Cemetery Trust Fund</b>     | \$ 136,277.34      | \$ 4,984.05   |              |                |
| Dividends and Interest         |                    | \$ 39.68      |              |                |
| Capital Gains(losses)          |                    | \$ 5,023.73   |              | \$ 141,301.07  |
| <b>Library Common Trust</b>    | \$ 11,151.97       | \$ 79.84      |              |                |
| Interest                       |                    | \$ (155.99)   |              | \$ 11,075.82   |
| Capital Gains(losses)          |                    | \$ 49.15      |              | \$ 7,167.90    |
| <b>Common Trust Fund</b>       | \$ 7,214.21        | \$ (95.46)    |              |                |
| Interest                       |                    | \$ 1,194.33   |              | \$ 28,924.49   |
| Capital Gains (losses)         |                    | \$ (1,287.74) |              |                |
| <b>Dodge Common Trust Fund</b> | \$ 29,017.90       |               |              |                |
| Capital Gains (losses)         |                    |               |              |                |
| Interest                       |                    |               |              |                |

**Trust Funds Town of Brookline, NH Year End 2011**

|                               | Beginning Balances | Receipts  | Expenses   | Ending Balance |
|-------------------------------|--------------------|-----------|------------|----------------|
| <b>Scholarship Trust Fund</b> | \$ 15,897.01       | \$ 404.97 | \$ (56.37) | \$ 16,358.35   |
| Interest                      |                    |           |            |                |
| Capital Gains(losses)         |                    |           |            |                |
| <b>Hazmat Trust Fund</b>      | \$ 5,421.22        | \$ 36.97  | \$ (71.75) | \$ 5,386.44    |
| Interest                      |                    |           |            |                |
| Capital Gains(losses)         |                    |           |            |                |



**MARRIAGES**  
**JANUARY 01-DECEMBER 31, 2011**

| <b>DATE/PLACE</b>       | <b>PERSON A/PERSON B</b>              | <b>RESIDENCE</b>                | <b>BY WHOM MARRIED</b>                          |
|-------------------------|---------------------------------------|---------------------------------|---|
| Jan 02<br>Milford, NH   | Richard Bourbeau<br>Teresa M Murphy   | Brookline, NH<br>Milford, NH    |   |
| Feb 25<br>Merrimack, NH | Nicholas C Jette<br>Cheryl L Donnell  | Brookline, NH<br>Brookline, NH  |   |
| April 16<br>Hollis, NH  | Scott D Cudworth<br>Joan P Desopo     | Brookline, NH<br>Brookline, NH  | Becky Crouter<br>Justice of the Peace           |
| Apr 16<br>Brookline, NH | Raymond G McDonald<br>Kendra J Cox    | Brookline, NH<br>Brookline, NH  | Mimi Tam<br>Justice of the Peace                |
| May 21<br>Brookline, NH | Jason J Jeffreys<br>Mary T Passamonte | Brookline, NH<br>Brookline, NH  | Patricia Howard-Barnett<br>Justice of the Peace |
| May 28<br>Brookline, NH | Aaron R Winch<br>Kelci L Stenstrom    | Merrimack, NH<br>Brookline, NH  | Debra Lefebvre<br>Justice of the Peace          |
| May 29<br>Milford, NH   | Joseph A Gomez<br>Caroline T Havens   | Temecula, CA<br>Temecula, CA    |   |
| May 30<br>Milford, NH   | Anthony W Harris<br>Stacey L Wahlen   | Woodsville, NH<br>Brookline, NH | Barbara Liscord<br>Reverend                     |

|                              |   |                                |
|------------------------------|---|--------------------------------|
| Jun 25<br>Manchester, NH     | Benjamin M Matthews<br>Jessica C Peck   | Brookline, NH<br>Brookline, NH |
| Jul 30<br>Moultonborough, NH | Gerard E Tanguay III<br>Catriona L Aull | Brookline, NH<br>Brookline, NH |
| Aug 05<br>Bedford, NH        | Richard W Grant III<br>Jessica L Fraser | Hollis, NH<br>Brookline, NH    |
| Aug 27<br>Hollis, NH         | Erik M Paradis<br>Tara M Pacheco        | Brookline, NH<br>Brookline, NH |
| Sep 04<br>Hollis, NH         | Joshua J Paradise<br>Aimee E Giard      | Brookline, NH<br>Brookline, NH |
| Sep17<br>Bartlett, NH        | Vladimir G Krylov<br>Linda A Levesque   | Brookline, NH<br>Brookline, NH |
| Oct15<br>Wilton, NH          | Matthew P Carney<br>Suzanne R Layton    | Brookline, NH<br>Brookline, NH |
| Oct 31<br>Brookline, NH      | James L Miles<br>Sara Palmer            | Brookline, NH<br>Brookline, NH |
| Nov 11<br>Nashua, NH         | Brandon S Lyon<br>Heather R Borak       | Brookline, NH<br>Brookline, NH |



**BIRTHS**  
**JANUARY 01-DECEMBER 31, 2011**

| <b>DATE OF BIRTH</b> | <b>NAME OF CHILD</b>       | <b>MOTHER &amp; FATHER</b>                  |
|----------------------|----------------------------|---|
| Jan 23               | Gabrielle Olivia Leitten   | Melissa & Carl Leitten III                  |
| Feb 01               | Avery Ann Hopgood          | Sarah & Brian Hopgood                       |
| Feb 18               | Barrett Martin Keup        | Katherine Ritenburg & Allen Keup            |
| Mar 25               | Temperance Sylvia Brigham  | Christina & Kevin Brigham                   |
| Mar 29               | Aubrianna Rain Yates       | Kathleen Van Kuran & Bryan Yates            |
| Apr 14               | Ashton John Gregoire       | Jamie & Corey Gregoire                      |
| Apr 18               | Madeleine Isabelle Shapiro | Maria-Jose Labrana-Shapiro & Joseph Shapiro |
| May 07               | Eliana Josephine Marget    | Ariella & Christopher Marget                |
| May 11               | Thomas Arthur Kline        | Ann & Peter Kline                           |
| May 19               | Opal Inari Osgood          | Adria & Mark Osgood                         |
| May 30               | Lydia Avis Smith           | Catherine & Neil Smith                      |
| Jun 12               | Gavin Joshua Bujnowski     | Erin Sullivan & Joshua Bujnowski            |
| Jun 13               | Emmalyn Arline Korczynski  | Diana & Ryan Korczynski                     |
| Jun 23               | Lillian Michaela Schultz   | Francesca Tarbox & Michael Schultz          |
| Jun 23               | William Matthew Raiche     | Colleen Lee & Matthew Raiche                |
| Jul 05               | Austin Rebecca Beth Joseph | Carolyn & Volker Joseph                     |
| Jul 08               | Jameson Quinn Martell      | Amanda & Quinn Martell                      |
| Jul 10               | Allison Rose Smith         | Lisa & Joshua Smith                         |
| Jul 20               | Avery Crash Dionne         | Bethany & Thomas Dionne                     |
| Jul 27               | Caleigh Eirren Hamilton    | Katie & Liam Hamilton                       |
| Jul 29               | Bennett Hamilton Tersigni  | Alyson & Vincent Tersigni                   |
| Jul 29               | James Patrick Duval II     | Lynne Lopliato & James Duval                |
| Jul 29               | Maia Sofia Capone          | Janel & Cory Capone                         |
| Aug 01               | Piper Lynn Mendenhall      | Renee & Jesse Mendenhall                    |
| Dec 14               | Natalie Lynn Brooks        | Melanie & Scott Brooks                      |

**DEATHS**  
**JANUARY 01-DECEMBER 31, 2011**

| <b>DATE OF DEATH</b> | <b>PLACE OF DEATH</b> | <b>NAME</b>              | <b>PLACE OF BURIAL</b>                           |
|----------------------|-----------------------|--------------------------|--|
| Mar 09, 2007         | Fitchburg, MA         | Henry Godek              | Pine Grove Cemetery, Brookline, NH               |
| Aug 13, 2010         | Tucson, AZ            | John A Losh              | Pine Grove Cemetery, Brookline, NH               |
| Jan 01               | Milford, NH           | Mary S Fessenden         | Pine Grove Cemetery, Brookline, NH               |
| Jan 06               | Milford, NH           | Steven W Flint           |  |
| Jan 17               | Dover, NH             | Frank Mann               | Pine Grove Cemetery, Brookline, NH               |
| Jan 23               | Merrimack, NH         | Claire E Kegy            |  |
| Jan 30               | Milford, NH           | Keith Collins            |  |
| Jan 31               | Brookline, NH         | Eric D Burkholder        | Pine Grove Cemetery, Brookline, NH               |
| Feb 26               | Nashua, NH            | Ruth M Moran             | Pine Grove Cemetery, Brookline, NH               |
| Mar 10               | Brookline, NH         | James A Collins          | Pine Grove Cemetery, Brookline, NH               |
| Mar 13               | Pepperell, MA         | Jerald L Wheeler         |  |
| Mar 26               | Brookline, NH         | Richard K Fisher         |  |
| Mar 28               | Brookline, NH         | Thomas M Hodgson         | Pine Grove Cemetery, Brookline, NH               |
| Apr 04               | Milford, NH           | Agnes L Homoleski        | Lakeside Cemetery, Brookline, NH                 |
| Apr 10               | Manchester, NH        | Hector G Homoleski       | St John's Cemetery, Clinton, MA                  |
| Apr 25               | Brookline, NH         | Susan M Schloerb         |  |
| May 21               | Orlando, FLA          | Edward F McCabe          |  |
| Jun 07               | Derry, NH             | Louella H Donaghy        | Pine Grove Cemetery, Brookline, NH               |
| Jun 13               | Greenville, NH        | Donald J Barnaby         | Pine Grove Cemetery, Brookline, NH               |
| Jun 14               | Manchester, NH        | Robert S Flannery        | Sleepy Hollow Cemetery, Concord, MA              |
| Jun 28               | Nashua, NH            | Marilyn L Lavery         | Pine Grove Cemetery, Brookline, NH               |
| Jun 28               | Merrimack, NH         | Brenda M Ferdinand       | St. Mary's Cemetery, Tewksbury, MA               |
| Jul 07               | Brookline, NH         | Ellen M McKittrick       | Columbarium @ Holy Trinity, Glendale Springs, NC |
| Jul 09               | Derry, NH             | Robert C. Donaghy Sr     | Pine Grove Cemetery, Brookline, NH               |
| Jul 22               | Daytona Beach, Fla    | Ronald L Wheeler Sr      | Pine Grove Cemetery, Brookline, NH               |
| Jul 28               | Milford, NH           | Robert P. Porter         | Pine Grove Cemetery, Brookline, NH               |
| Aug 15               | Leominster, MA        | Margaret H Godek         | Pine Grove Cemetery, Brookline, NH               |
| Aug 16               | Brookline, NH         | Jon A French             |  |
| Aug 20               | Brookline, NH         | Leo "Teeny" W Austin Jr. | Pine Grove Cemetery, Brookline, NH               |
| Sep 14               | Brookline, NH         |                          |  |

|        |                |                  |                                    |
|--------|----------------|------------------|------------------------------------|
| Sep 19 | Merrimack, NH  | Michael Shebak   | Pine Grove Cemetery, Brookline, NH |
| Sep 16 | Portsmouth, NH | William Shutt    | Pine Grove Cemetery, Brookline, NH |
| Sep 23 | Nashua, NH     | Emily Ross       |                                    |
| Sep 27 | Leominster, MA | Richard E Wells  | Pine Grove Cemetery, Brookline, NH |
| Oct 16 | Brookline, NH  | Noreen L Crooker | St. Patrick's Cemetery, Hudson, NH |
| Oct 21 | Nashua, NH     | Nina G Roussel   | St. Joseph Cemetery, Bedford, NH   |
| Nov 26 | Nashua, NH     | Douglas A Cecil  |                                    |
| Dec 03 | Nashua, NH     | James S Skowron  |                                    |



ANNUAL REPORT OF THE OFFICERS  
of the  
BROOKLINE SCHOOL DISTRICT  
2011

OFFICERS

*Mr. David Partridge, Chair*                      *Term Expires 2012*  
*Mrs. Patricia Lynch*                              *Term Expires 2014*  
*Mr. Forrest Milkowski*                        *Term Expires 2012*  
*Mr. Ernie Pistor*                                 *Term Expires 2013*  
*Mr. Brian Smith*                                 *Term Expires 2014*

*Mr. Peter Webb, Moderator*                    *Term Expires 2012*  
*Mr. Russell Heinselmann, Treasurer*        *Term Expires 2012*  
*Mrs. Marcia Farwell, Clerk*                    *Term Expires 2012*

SAU #41 Administration

*Ms. Susan E. Hodgdon, Superintendent of Schools*  
*Dr. Betsey Cox-Buteau, Associate Superintendent*  
*Mr. Eric Horton, Business Administrator*  
*Ms. Jeanne Saunders, Director of Student Services*  
*Ms. Lisa Gifford, Out-of-District Coordinator*  
*Mr. Richard Raymond, Network Administrator*

Brookline Elementary Schools

*Richard Maghakian Memorial School*  
*Mrs. Elizabeth Perry, Principal*  
*Mrs. Karen Kulick, Assistant Principal/Special Education Coordinator*

*Capt. Samuel Douglass Academy*  
*Mrs. Lorraine S. Wenger, Principal*  
*Mrs. Kristina Henry, Assistant Principal/Special Education Coordinator*

**SCHOOL WARRANT**

*The State of New Hampshire*

**POLLS OPEN AT 7:00 AM - WILL NOT CLOSE BEFORE 7:30 PM**

*To the inhabitants of the School District of the Town of Brookline qualified to vote in District affairs.*

**YOU ARE HEREBY NOTIFIED TO MEET AT THE CAPT. SAMUEL DOUGLASS ACADEMY IN SAID DISTRICT ON THE THIRTEENTH DAY OF MARCH, 2012, AT SEVEN O'CLOCK IN THE MORNING TO ACT UPON THE FOLLOWING SUBJECTS.**

- 1. To choose a Moderator for the ensuing year.*
- 2. To choose a Clerk for the ensuing year.*
- 3. To choose a Treasurer for the ensuing year.*
- 4. To choose two members of the School Board for the ensuing three years.*

**GIVEN UNDER OUR HANDS AND SEALS AT SAID BROOKLINE THIS 8<sup>TH</sup> DAY OF FEBRUARY, 2012.**

*David Partridge, Chair  
Patricia Lynch  
Forrest Milkowski  
Ernie Pistor  
Brian Smith  
SCHOOL BOARD*

**A true copy of the Warrant attest:**

*David Partridge, Chair  
Patricia Lynch  
Forrest Milkowski  
Ernie Pistor  
Brian Smith  
SCHOOL BOARD*

BROOKLINE SCHOOL DISTRICT WARRANT  
THE STATE OF NEW HAMPSHIRE

To the inhabitants of the School District of the Town of Brookline in the County of Hillsborough, State of New Hampshire, qualified to vote in District affairs.

YOU ARE HEREBY NOTIFIED TO MEET AT THE CAPT. SAMUEL DOUGLASS ACADEMY IN SAID DISTRICT ON THE **THIRTEENTH DAY OF MARCH, 2012**, AT SEVEN O'CLOCK IN THE MORNING TO ACT UPON THE FOLLOWING SUBJECTS.

Article 1. To elect all necessary school district officers for the ensuing years by official ballot on **March 13, 2012**.

- Election of two (2) Members of the School Board for the ensuing three years.
- Election of a School District Treasurer for the ensuing year.
- Election of a School District Clerk for the ensuing year.
- Election of a School District Moderator for the ensuing year.

YOU ARE HEREBY NOTIFIED TO MEET AT THE CAPT. SAMUEL DOUGLASS ACADEMY GYMNASIUM IN SAID DISTRICT ON THURSDAY, THE **SEVENTH DAY OF MARCH, 2012**, AT SEVEN O'CLOCK IN THE EVENING TO ACT UPON THE FOLLOWING SUBJECTS.

Article 2. To see if the Brookline School District will vote to raise and appropriate the sum of \$505,000 (gross budget) for the purposes of financing (i) roof repairs at the Captain Samuel Douglas Academy and (ii) other capital needs at the Richard Maghakian Memorial School, including but not limited to Phase I of a roof replacement over the addition added in 1987, such sum to include related fees and any other items incident to and/or necessary for said projects; to authorize the issuance of not more than \$495,000 of bonds or notes for said projects under and in compliance with NH RSA 33:1 et seq, as amended (the Municipal Finance Act); to authorize the Brookline School Board to issue, negotiate, sell and deliver such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof; to authorize the Brookline School Board to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project and to comply with all laws applicable to said project; and to authorize the Brookline School Board to take any other action or to pass any other vote relative thereto. In addition, to raise and appropriate \$9,866 for the first year interest payment on the bond. The Brookline School Board recommends this appropriation. The finance committee does not recommend this appropriation (0-2-1). A two-thirds ballot vote is required.

Article 3. To see if the school district will vote to raise and appropriate \$8,389,581 for the support of schools, for the payment of salaries of school district officers and agents and for the payment of statutory obligations of the district. This appropriation does not include any of the other warrant articles. The school board recommends this appropriation. The finance committee does recommend this appropriation (3-0-0).

Article 4. To see if the school district will vote to raise and appropriate a sum of \$32,135 to fund the increase in cost items relative to PROFESSIONAL staff salaries and fringe benefits for the 2012-2013 school year which resulted from good faith negotiations with the PROFESSIONAL staff, and which represents the negotiated increase over last year's salaries and fringe benefits. This is the first year of a two- year contract. Cost item increases in subsequent years will require approval of specific warrant articles at future district meetings. The school board recommends this appropriation. The finance committee does recommend this appropriation (3-0-0).



Article 5. To see if the school district will vote to raise and appropriate a sum of \$21,045 to fund the increase in cost items relative to support staff salaries and fringe benefits for the 2012-2013 school year which resulted from good faith negotiations with the support staff, and which represents the negotiated increase over last year's salaries and fringe benefits. This is the third year of a three-year contract. Cost item increases in subsequent years will require approval of specific warrant articles at future district meetings. The school board recommends this appropriation. The finance committee does recommend this appropriation (3-0-0).

Article 6. Shall the voters of the Brookline School District adopt a school administrative unit budget of \$1,338,732 for the forthcoming fiscal year in which \$261,105 is assigned to the school budget of this school district? This year's adjusted budget of \$ 1,357,646, with \$ 264,794 assigned to the school budget of this school district, will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. The school board recommends this appropriation. The finance committee does recommend this appropriation (3-0-0).

Article 7. To see if the school district will vote to raise and appropriate a sum of \$10,000 from the June 30 unreserved fund balance (surplus) available for transfer on July 1 of this year to be added to the previously established SCHOOL FACILITIES MAINTENANCE FUND. The school board recommends this appropriation. The finance committee does recommend this appropriation (3-0-0).

Article 8. To see if the school district will vote to authorize the Brookline School District to access future year state and federal catastrophic aid funds for any unanticipated special education costs that exceed budget limitations established at the District Meeting. The school board recommends this article.

Article 9. To transact any other business which may legally come before said meeting.

GIVEN UNDER OUR HANDS AND SEALS AT SAID BROOKLINE THIS EIGHTH DAY OF FEBRUARY 2012.

David Partridge, Chair  
Patricia Lynch  
Forrest Milkowski  
Ernie Pistor  
Brian Smith  
SCHOOL BOARD

A true copy of the Warrant attest:

David Partridge, Chair  
Patricia Lynch  
Forrest Milkowski  
Ernie Pistor  
Brian Smith  
SCHOOL BOARD

BROOKLINE SCHOOL DISTRICT WARRANT  
THE STATE OF NEW HAMPSHIRE

The annual Brookline School District Meeting was held at Capt. Samuel Douglass Academy on March 22<sup>nd</sup> 2011.

The Meeting was opened by Moderator Peter Webb at 7:00 p.m.. The Pledge of Allegiance was recited by those in attendance.

Article 1. To elect all necessary school district officers for the ensuing years by official ballot on March 8, 2011

Election of two (2) Members of the School Board for the ensuing three years. – Brian Smith and Patricia Lynch

Election of one (1) Member of the School Board for the ensuing year. – David Partridge

Election of a School District Treasurer for the ensuing year. – Russell Heinselman

Election of a School District Clerk for the ensuing year. – Marcia Farwell

Election of a School District Moderator for the ensuing year. – Peter Webb

The above results were announced by the Moderator

The Rules of procedure were gone over by the Moderator

Beth Lukovits introduced the school district officers: Susan Hodgdon, Superintendent; Betsey Cox-Buteau – Associate Superintendent; Paul Calabria - Acting Business Administrator; Jeanne Saunders, Director of Special Education; Marcy Kelley – Assistant Director of Special Education; Richard Raymond – Network Administrator. and Finance Committee members – Patricia Lynch, Betty Hall and Chris Adams

David Partridge moved to take up Article 7 prior to taking up the rest of the warrant articles seconded by Ernie Pistor. Voted in the affirmative

Happy Birthday was sung to Betty Hall as it was her 90<sup>th</sup> Birthday

Article 7 taken up.

Article 7 (by Petition). “Shall the voters of the Brookline school district within school administrative unit 41 adopt the provisions of RSA 194-C:9-b to allow for insertion of the school administrative unit budget as a separate warrant article at annual school district meetings?” So moved by Ann Webb, 2<sup>nd</sup> by Eric Pauer

Presentation by Beth Lukovits

Also presentation by Chris Adams

Various townspeople spoke both in favor and against

Secret Yes/No Ballot

63 Yes – No – 39

District Wide Final Tally Yes - 459 No – 65 announced by Mr. Mann of Hollis

Article 2. To see if the school district will vote to raise and appropriate \$8,770,063 for the support of schools, for the payment of salaries of school district officers and agents and for the payment of statutory obligations of the district. This appropriation does not include any of the other warrant articles.

Motion by David Partridge 2<sup>nd</sup> by Beth Lukovits

Presentation by Beth on the budget. Introduced SAU Staff and the elementary school administration: Lorraine Wenger, Principal, CSDA; Liz Perry, Principal RMMS; Kristina Henry, Assistant Principal/SEC, CSDA; Karen Kulick, Assistant Principal/SEC, RMMS.

Budget Highlights:

Total Budget is Down 2.6% from last year

Unreserved fund balance about \$146,000 (surplus)

Decrease in Special Education - \$176,304

Decrease in Benefits - \$104,020

Decrease overall of \$233,710.

Operations up 1.19%

Ms Lukovits explained several of the programs and initiatives the Board has taken this year to save money

No teacher contract was arrived at this year

Insurance was the issue. The Board and the Staff are Continuing to work on it.

Various comments by voters/citizens

Betty Hall objected to comments by Jack

Flanagan as State Rep.

Budget Committee also spoke regarding budget

Special Ed Savings shifted to Co-op \$176,000

Budget Committee pointed out that over 6 years the budget has increased 18.8%

Projected Town Tax Rate increase from \$24.82 to \$26.74

(Possible – may drop with grant and getting back our \$775,000 in state aid.)

Eric Pauer Motion to amend \$ 8,574,603. 2<sup>nd</sup> by Diane Pauer Difference of \$195,460.00 Saying we need to address unreserved fund balance and cooperative purchasing of school supplies.

David Partridge noted that we do not have a Contingency Fund to deal with unanticipated issues

Linda Saari questioned how the cuts would be made – probably cuts in staff was the answer.

The Population Trend was questioned – Finance committee says population appears to remain Flat for the foreseeable future.

Vote to amend motion to decrease the budget: motion failed by hand vote. Count called for: yes 35- No – 61 Motion failed

Back to original motion.

Discussion - Pre-school break even number of students is 4.5; The afterschool program pays \$5.00 per day per school; length of possible new contract? 3 years is what the board wants

Linda Saari moved the question Beth Lukovits 2<sup>nd</sup> – motion carried

Vote in the affirmative on the original motion

Article 3. To see if the school district will vote to raise and appropriate a sum of \$21,787 to fund the increase in cost items relative to support staff salaries and fringe benefits for the 2011-2012 school year which resulted from good faith negotiations with the support staff, and which represents the negotiated increase over last year's salaries and fringe benefits. This is the **second** year of a three-year contract. Cost item increases in subsequent years will require approval of specific warrant articles at future district meetings. Motion by David Partridge 2<sup>nd</sup> Brian Smith.

Presentation by Beth Lukovits.

Eric Pauer questioned the RSA quoted in the warrant – He was told that RSA has been revoked. Disregard italics below this warrant article in the printed warrant. Step increases will continue to be in force.

Dave Tupin – questioned every year approval being required.

Steve Martinos – asked how many support staff members there were: support staff numbers 45 – average \$18,000 +/- only 5 get benefits

Vote called for – Motion carried.

Article 4. To see if the school district will vote to raise and appropriate a sum of up to \$50,000 from the June 30 unreserved fund balance (surplus) available for transfer on July 1 of this year to be added to the previously established SCHOOL FACILITIES MAINTENANCE FUND . Beth Lukovits moved and 2<sup>nd</sup> by Forrest Milkowski.

Presentation by Beth Lukovits. Roof at CSDA is a problem; \$20,000 for engineering study at CSDA. Boilers at RMMS are also a future problem. Vote called for – Motion carried

Article 5. To see if the school district will vote to authorize the Brookline School District to access future year state and federal catastrophic aid funds for any unanticipated special education costs that exceed budget limitations established at the District Meeting.

Motion by David Partridge 2<sup>nd</sup> by Forrest Milkowski

Explanation by David Partridge. Vote Called for: Motion passed

Article 6. To see if the District will vote to discontinue the capital reserve fund established in 1997 for equipment for a future public kindergarten. (Said funds were transferred per Article 4 of the 1998 March Brookline School District Meeting.) Motion by David Partridge 2<sup>nd</sup> by Brian Smith.

Vote called for - Motion carried

Article 8. To transact any other business which may legally come before said meeting. Fred Hubert Made a motion to Adjourn, Multiple 2nds. Meeting adjourned at 9:09. Respectfully submitted.

Marcia Farwell, School District Clerk



| ACCOUNT   | DESCRIPTION                      | ACTUALS<br>FY2011 | ADOPTED<br>FY2012 | SCHOOL BOARD<br>RECOMMENDED<br>FY2013 |
|-----------|----------------------------------|-------------------|-------------------|---------------------------------------|
|           |                                  | \$                | \$                | \$                                    |
| 1100-1199 | Regular Programs                 | 2,607,321         | 2,671,418         | 2,569,027                             |
| 1200-1299 | Special Programs                 | 113,791           | 108,566           | 103,417                               |
| 2000-2199 | Student Support Services         | 649,304           | 659,669           | 686,197                               |
| 2200-2299 | Instructional Staff Services     | 168,705           | 191,850           | 183,025                               |
| 2310 840  | School Board Contingency         | -                 | -                 | -                                     |
| 2310-2319 | Other School Board               | 29,189            | 40,709            | 42,659                                |
| 2320-310  | SAU Management Services          | 248,977           | 249,233           | 0                                     |
| 2400-2499 | School Administration Service    | 399,166           | 402,970           | 458,113                               |
| 2600-2699 | Operation & Maintenance of Plant | 561,669           | 626,747           | 628,158                               |
| 2700-2799 | Student Transportation           | 343,587           | 343,653           | 354,673                               |
| 2800-2999 | Support Service Central & Other  | 1,407,766         | 1,559,811         | 1,656,614                             |
| 5110      | Debt Service - Principal         | 245,020           | 229,248           | 217,855                               |
| 5120      | Debt Service - Interest          | 189,424           | 201,019           | 212,583                               |
| 5220-5221 | To Food Service                  | 325,000           | 200,000           | 177,097                               |
| 5222-5229 | To Other Special Revenue         | 148,768           | 308,000           | 169,407                               |
|           | TOTAL                            | \$ 8,461,808      | \$ 8,769,993      | \$ 8,389,581                          |
| Various   | SPECIAL WARRANT ARTICLES         |                   | 50,000            | 524,866                               |
| Various   | INDIVIDUAL WARRANT ARTICLES      |                   | 21,857            | 314,285                               |
|           | GRAND TOTAL                      | \$ 8,461,808      | \$ 8,841,850      | \$ 9,228,732                          |

|                              | ACTUAL<br>2010 - 2011 | APPROVED<br>BY DRA<br>2011-2012 | RECOMMENDED<br>2012-2013 |
|------------------------------|-----------------------|---------------------------------|--------------------------|
| REVENUE & CREDITS            |                       |                                 |                          |
| REVENUE FROM LOCAL SOURCES   |                       |                                 |                          |
| TUITION                      | 26740                 | \$ 26,000                       | \$ 32,000                |
| EARNINGS ON INVESTMENTS      | 2572                  | 2,600                           | 2,000                    |
| FOOD SERVICE SALES           | 126566                | 126,000                         | 131,024                  |
| OTHER LOCAL SOURCES          | 11294                 | 2,890                           | 3,912                    |
| REVENUE FROM STATE SOURCES   |                       |                                 |                          |
| SCHOOL BUILDING AID          | 82388                 | 77,616                          | 74,032                   |
| CATASTROPHIC AID             | 69487                 | 37,041                          | 26,934                   |
| CHILD NUTRITION              | 1879                  | 1,880                           | 1,879                    |
| OTHER STATE SOURCES          |                       | 7,276                           |                          |
| REVENUE FROM FEDERAL SOURCES |                       |                                 |                          |
| FEDERAL GRANTS               |                       | 20,300                          | 37,000                   |
| CHILD NUTRITION              | 44194                 | 36,743                          | 44,194                   |
| DISABILITY PROGRAMS          | 61807                 | 115,803                         | 132,407                  |
| MEDICAID DISTRIBUTION        | 63734                 | 60,000                          | 50,000                   |
| OTHER FEDERAL SOURCES        | 70685                 | 57,672                          |                          |
| OTHER FINANCING SOURCES      |                       |                                 | 495,000                  |
| UNRESERVED FUND BALANCE      |                       | 582,577                         |                          |
| VOTED FROM FUND BALANCE      |                       | 50,000                          |                          |
| SUBTOTAL OF REVENUES         | \$ 561,346            | \$ 1,204,398                    | \$ 1,030,382             |
| DISTRICT ASSESSMENT          | \$ 5,456,510          | \$ 4,936,768                    | \$ 5,523,193             |
| ADEQUACY AID - TAX           | 651,923               | 638,658                         | 613,532                  |
| ADEQUACY AID - GRANT         | 1,948,877             | 2,062,026                       | 2,061,625                |



**BROOKLINE SCHOOL DISTRICT**  
**Balance Sheet**  
**Governmental Funds**  
**June 30, 2011**

|                                     | General           | Grants           | Other<br>Governmental<br>Funds | Total<br>Governmental<br>Funds |
|-------------------------------------|-------------------|------------------|--------------------------------|--------------------------------|
| <b>ASSETS</b>                       |                   |                  |                                |                                |
| Cash and cash equivalents           | \$ 691,653        | \$ -             | \$ 37,842                      | \$ 729,495                     |
| Investments                         | 387               | -                | -                              | 387                            |
| Receivables:                        |                   |                  |                                |                                |
| Accounts                            | 170               | -                | 4,814                          | 4,984                          |
| Intergovernmental                   | 31,895            | 86,050           | 34,006                         | 151,951                        |
| Interfund receivable                | 97,667            | -                | -                              | 97,667                         |
| Prepaid items                       | 1,840             | -                | -                              | 1,840                          |
| Total assets                        | <u>\$ 823,612</u> | <u>\$ 86,050</u> | <u>\$ 76,662</u>               | <u>\$ 986,324</u>              |
| <b>LIABILITIES</b>                  |                   |                  |                                |                                |
| Accounts payable                    | \$ 68,013         | \$ 3,237         | \$ -                           | \$ 71,250                      |
| Accrued salaries and benefits       | 16,282            | -                | -                              | 16,282                         |
| Intergovernmental payable           | 38,129            | 215              | -                              | 38,344                         |
| Interfund payable                   | -                 | 82,598           | 15,069                         | 97,667                         |
| Deferred revenue                    | 4,743             | -                | 4,453                          | 9,196                          |
| Total liabilities                   | <u>127,167</u>    | <u>86,050</u>    | <u>19,522</u>                  | <u>232,739</u>                 |
| <b>FUND BALANCES</b>                |                   |                  |                                |                                |
| Restricted for:                     |                   |                  |                                |                                |
| Instruction                         | -                 | -                | 30,443                         | 30,443                         |
| Committed for:                      |                   |                  |                                |                                |
| Support Services                    | 71,903            | -                | -                              | 71,903                         |
| Assigned to:                        |                   |                  |                                |                                |
| Instruction                         | 10,199            | -                | 26,697                         | 36,896                         |
| Support Services                    | 37,095            | -                | -                              | 37,095                         |
| Return to Town                      | 577,248           | -                | -                              | 577,248                        |
| Total fund balances                 | <u>696,445</u>    | <u>-</u>         | <u>57,140</u>                  | <u>753,585</u>                 |
| Total liabilities and fund balances | <u>\$ 823,612</u> | <u>\$ 86,050</u> | <u>\$ 76,662</u>               | <u>\$ 986,324</u>              |

## Report of the Director of Special Education

The SAU #41 Special Education Department consists of skilled, dedicated special education administrators, special education teachers, related service providers such as occupational therapists, speech language pathologists, counselors, social workers, and a variety of paraeducators who play an integral role in meeting the unique, individual needs of students with disabilities within Hollis and Brookline, New Hampshire. Approximately 380 students between the ages of 3 and 21 receive special education and related services through Individualized Education Programs (IEPs) in addition to 150 students in grades K-12 who are supported under Section 504 of the Rehabilitation Act of 1973.

The school district's responsibility is to make available a free, appropriate public education (FAPE) to all students with disabilities within SAU #41. This education may consist of special education services, related services, transportation, paraeducator assistance, and/or specialized programming at an out of district placement. The districts within SAU #41 also receive federal funds per the Individuals with Disabilities Education Act (IDEA) on an annual basis to offset the costs of specialized programming for our students with disabilities in our community. In accordance with SAU #41's local Child Find Program, referrals for students between the ages of 2.5 and 21 who are suspected of having an educational disability can be made at any time by contacting the Director of Special Education or building Special Education Coordinator.

The SAU 41 Parent Partnership, a group of parents and staff members whose mission is to provide resources and support to the SAU 41 community through collaboration, positive communication and problem solving to enhance the education of students with disabilities, was formed in 2010. This past school year the SAU 41 Parent Partnership offered community workshops for parents and staff members on topics such as Disability Awareness, Executive Functioning Skills, Assessment, and Communication as an IEP Team Member. These workshops allowed for parents and staff members to collaborate and learn more about the special education process and strategies to apply when working with students with disabilities. I am pleased to be a member of the SAU 41 Parent Partnership and believe the support provided to parents and staff members has opened up the lines of communication between the home and school setting. For more information about the SAU 41 Parent Partnership, please visit [www.sau41parentpartnership.org](http://www.sau41parentpartnership.org).

Last year I announced the implementation of a social skills extended school year (ESY) program at the elementary and secondary levels. Each year the school district and parents of students with disabilities determine whether or not a student requires extended school year. These services are designed to maintain skills based upon goals in the Individualized Education Program. This past summer, with the assistance of the special education staff, a comprehensive extended school year program was developed and implemented so that students could receive their services in a program that mimics an abbreviated school day. This design allowed students to maintain a consistent, predictable schedule and receive appropriate services in a cost effective manner. This successful program format will again be available to eligible students in the summer of 2012.

I am very proud of the services we offer students with disabilities in the communities of Hollis and Brookline. We are fortunate to have talented staff members in the classroom not only in the special education setting, but also in the classroom that allow our students to make progress and gain critical skills in the inclusive setting. The parental support we also receive in the community promotes student growth.

Respectfully submitted,

Jeanne Saunders, M.Ed.  
Director of Special Education

**BROOKLINE SCHOOL DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Governmental Funds**  
**For the Fiscal Year Ended June 30, 2011**

|   | General          | Grants         | Other<br>Governmental<br>Funds | Total<br>Governmental<br>Funds |
|---|------------------|----------------|--------------------------------|--------------------------------|
| <b>REVENUES</b>   |                  |                |                                |                                |
| School district assessment                                | \$ 5,456,510     | -              | -                              | \$ 5,456,510                   |
| Other local   | 40,633           | -              | 157,847                        | 198,480                        |
| State   | 2,844,709        | -              | 1,879                          | 2,846,588                      |
| Federal   | 134,419          | 257,869        | 44,194                         | 436,482                        |
| Total revenues  | <u>8,476,271</u> | <u>257,869</u> | <u>203,920</u>                 | <u>8,938,060</u>               |
| <b>EXPENDITURES</b>                                       |                  |                |                                |                                |
| Current:  |                  |                |                                |                                |
| Instruction   | 3,844,804        | 228,284        | 20,075                         | 4,093,163                      |
| Support services:   |                  |                |                                |                                |
| Student   | 649,304          | 935            | -                              | 650,239                        |
| Instructional staff                                       | 169,939          | 28,650         | 2,800                          | 201,389                        |
| General administration                                    | 29,189           | -              | -                              | 29,189                         |
| Executive administration                                  | 248,977          | -              | -                              | 248,977                        |
| School administration                                     | 405,697          | -              | -                              | 405,697                        |
| Operation and maintenance of plant                        | 697,142          | -              | -                              | 697,142                        |
| Student transportation                                    | 355,095          | -              | -                              | 355,095                        |
| Other   | 1,407,766        | -              | -                              | 1,407,766                      |
| Non-instructional services                                | -                | -              | 197,877                        | 197,877                        |
| Debt service:   |                  |                |                                |                                |
| Principal   | 245,020          | -              | -                              | 245,020                        |
| Interest  | 189,424          | -              | -                              | 189,424                        |
| Total expenditures  | <u>8,242,357</u> | <u>257,869</u> | <u>220,752</u>                 | <u>8,720,978</u>               |
| Excess (deficiency) of revenues over (under) expenditures | <u>233,914</u>   | <u>-</u>       | <u>(16,832)</u>                | <u>217,082</u>                 |
| Other financing sources (uses):                           |                  |                |                                |                                |
| Transfers in  | -                | -              | 25,238                         | 25,238                         |
| Transfers out   | (25,238)         | -              | -                              | (25,238)                       |

Total other financing sources and uses

|                             |                   |             |                  |                   |
|-----------------------------|-------------------|-------------|------------------|-------------------|
|                             | (25,238)          | -           | 25,238           | -                 |
| Net change in fund balances | 208,676           | -           | 8,406            | 217,082           |
| Fund balances, beginning    | 487,769           | -           | 48,734           | 536,503           |
| Fund balances, ending       | <u>\$ 696,445</u> | <u>\$ -</u> | <u>\$ 57,140</u> | <u>\$ 753,585</u> |

BROOKLINE SCHOOL DISTRICT  
 ACTUAL EXPENDITURES FOR SPECIAL EDUCATION PROGRAMS & SERVICES  
 PER RSA 32:11a

| <u>EXPENSES:</u>               | <u>FY2009</u>       | <u>FY2010</u>       | <u>FY2011</u>       |
|--------------------------------|---------------------|---------------------|---------------------|
| SALARIES                       | \$ 1,187,714        | \$ 1,277,811        | \$ 1,253,917.50     |
| BENEFITS                       | 342,569             | 452,170             | 374,888             |
| CONTRACTED SERVICES            | 167,127             | 133,171             | 118,637             |
| TRANSPORTATION                 | 101,798             | 161,157             | 96,169              |
| TUITION                        | 188,329             | 304,669             | 138,331             |
| MATERIALS                      | 6,818               | 17,583              | 13,219              |
| EQUIPMENT                      | 4,422               | 12,298              | 3,313               |
| OTHER                          | 188                 | 98                  | -                   |
| SUBTOTAL                       | <u>\$ 1,998,965</u> | <u>\$ 2,358,957</u> | <u>\$ 1,998,530</u> |
| <br>                           |                     |                     |                     |
| <u>REVENUE:</u>                |                     |                     |                     |
| CATASTROPHIC AID               | \$ 39,888           | \$ 54,173           | \$ 69,487           |
| MEDICAID DISTRIBUTION          | 35,208              | 10,717              | 63,734              |
| IDEA                           | 99,877              | 107,891             | 61,807              |
| PRESCHOOL                      | 4,999               | 4,975               | 26,740              |
| SUBTOTAL                       | <u>\$ 179,972</u>   | <u>\$ 177,756</u>   | <u>\$ 221,768</u>   |
| <br>                           |                     |                     |                     |
| NET COST FOR SPECIAL EDUCATION | <u>\$ 1,818,993</u> | <u>\$ 2,181,201</u> | <u>\$ 1,776,762</u> |

## Report of the Superintendent of Schools

Once again, it is my privilege as Superintendent of Schools for SAU #41 to provide you, the citizens of Hollis and Brookline, with the following annual report on the state of education in SAU #41. In 2010-2011, all of our schools experienced the challenge of maintaining high quality educational programming as they also responded to the continued difficult economic climate. To further complicate matters, as we began the school year, the focus on education was shared with unique weather events in late August, with the impact of Hurricane Irene forcing us to alter the typical welcome back of our staff, and again in late October, with an early snowstorm that left most of the region and state without power. The lack of significant snowfall thus far this winter has many wondering about what the spring and summer will hold should we experience a reduced spring snow melt and run off.

### **SAU #41 Five-Year Plan**

A centerpiece of this report on education is the continued work across the system on the four goals established in the **SAU #41 Five-Year Plan** (you can find this document online at <<https://www.sau41.org>>). The SAU #41 Leadership Team conducted an end-of-year review (year one) in August 2010, and made further revisions to the document in December 2010. The work to date reflects our commitment to fully implementing professional learning communities, or PLCs, at each school and aligning those across the SAU. Not only does the PLC model serve as a framework for the four goals found in the Five-Year Plan, but the model also embodies what research is telling us about best practices:

For public schools, alignment is the bridge between theory and practice; alignment is about how to successfully approach the challenge of having all levels of the district support what will actually work with real children in real classroom settings. ~ Van Clay, Soldwedel, Many: *Aligning School Districts as PLCs* [2011, p.6]

We are on target at the end of the Plan's second year with Goal One, or having a common, systemic plan to collect, analyze, and utilize data on all students, though with the changes at the NH Department of Education, we will use Performance Tracker as our common data management system, building level PLC teams and a system-wide Data Team have established a data and assessment plan. Staff use of data in decision making is significantly increased from two years ago. The principals' reports provide evidence of the shift in school culture that is taking place as the practice becomes the norm and as staff have opportunities to collaborate with other staff across the grade levels and departments. With Goal Two, aligning curriculum, the curriculum mapping software makes the mapping easier and allows staff to see "across" the system. With the shift to the Common Core will come new learning and, in all likelihood, revision in this area of the Plan.

Goal Three, supporting student growth, accounting for students' growth academically as well as behaviorally is crucial to knowing what to do when students aren't learning, or if students have already learned that area of the curriculum. While educators "know" it as good instructional practice, we have not always had the skill with data or the understanding of interventions to achieve growth with "real children in real classroom settings." We are on target with Goal Three.

Goal Four is the area where there is the least forward progress at the organizational level, as I've expressed in Board Reports and FY13 budgetary sessions. By this I mean that systemically, we need to complete the strategic planning work that lost sight of a year and a half ago. I am pleased to share that we have begun again in earnest as I write this report. The Five-Year Plan is our SAU #41 roadmap for addressing student achievement; strategic planning will serve as a companion map for system-wide decision making regarding mission, vision, and beliefs, operations, priorities in our financial decisions, and our investments in our facilities. A strategic plan for 2012-2017 will provide a framework that reflects our communities' plan for the continued success of this outstanding school system.

### **SAU Office Changes in 2010-2011**

In March 2011, we held a day-long open house at the SAU Office, inviting the public who might not have had a previous occasion to visit the SAU Office in to meet the staff who work there, to have a guided tour, and to enjoy refreshments prepared by the staff. It was an opportunity for many of us in the office to



*connect with members of the public. While the number of our visitors was lower than we had hoped, it was a great way to hear different perspectives on the office.*

*As we closed out the school year in June, the Senior Leadership Team said goodbye to two of its members: Mark McLaughlin, Business Administrator, and Marcy Kelley, Assistant Director of Special Education. By the summer's end, we welcomed Eric Horton to the Team as our new Business Administrator and Lisa Gifford joined us as the Out of District Coordinator. We took the opportunity to relocate some of the offices to improve the work flow and to provide work spaces that afforded an improvement in the safekeeping of confidential information. Most recently, we said goodbye to Janet D'Amore, our Administrative Assistant for Student Services, but welcomed Samantha Smith in Janet's place.*

*One project that I had envisioned when I began at SAU #41 in 2008 has completely transformed our space with its implementation this past summer. We have student artwork in our hallways and on our walls, as well as gingerbread houses on display during the December school vacation. The effect has been transformative – our walls are bright with color, we're uplifted by the changing gallery of artwork, and we (and our guests) are reminded on a daily basis that students are at the center of everything we do.*

#### **In Summary**

*I invite you to read – as I have – the wonderful reports that are also included in the annual report. The schools, their staff and students, the wonderful volunteers we enjoy, and our hard-working School Board members have much to be proud of as we look back at 2011 and ahead to 2012. I will close by paraphrasing Pat Goyette, whom we wish every happiness and success in her future endeavors: it is the support of our two communities, Hollis and Brookline, that continues to be the foundation of our success in SAU #41.*

*In sincere appreciation and thanks; submitted with respect,*

*Susan E. Hodgdon  
Superintendent of Schools*



## Report of the Associate Superintendent of Schools

It has been an exciting and fast-paced introductory year for me here in SAU 41. It is a pleasure to work for these districts and there is much to share, but this report will focus on assisting you in understanding the new initiative in our schools at this time. This initiative will make lasting changes in the culture of how everyone learns in our buildings. "Everyone" includes students as well as staff. It is the formation and processes of Professional Learning Communities as a way of life.

"Professional Learning Communities" is the brainchild of Richard DuFour, who as Principal of the Adlai Stevenson High School in Lincolnshire, Illinois, realized that his students were not learning to the high levels that he expected and set about finding a way to make that happen. In several years, he took a low performing high school in Illinois to being one of the best in the country, and he did it by empowering teachers and giving them time to answer three questions. What do we want our students to learn? How will we know when they have learned it? What do we do when they don't learn it or they already know it?

These three simple questions anchored all of the professional growth of his staff. First, confirm for every subject, across the grade level classrooms and across the grade levels, what specific curriculum standards every student was to master. These became the guaranteed curriculum that *every* student would learn. Once the teachers had identified what every student must learn, the teachers created formative assessments (assessments that would inform instructional practice) and summative assessments (assessments that conclude a unit or course). Using the data from the results of these assessments, teachers would come together in teams to compare data, learn from each other's instructional strengths and weaknesses and improve instruction in every classroom. These assessments would also identify students who were struggling with specific standards. For each of these students, targeted practice for that standard would be required until the student mastered it and could move on. For students who showed high levels of mastery, a more challenging level of depth of the standard was applied.

Here in Hollis, Brookline, and the Hollis Brookline Cooperative School District, we have begun the work of building our "Core Curriculum". These guaranteed curriculum standards that all students must master are being adopted across both of the elementary schools districts and into the middle and high school. That work is being done by the teachers. They own the curriculum, and it is being mapped in software where all teachers will be able to see what is being taught in all classrooms across the SAU.

Along with the identification of the core curriculum standards, teachers are developing targeted formative assessments. Each question on a targeted, formative assessment is assessing a specific standard. This way, if a student misses several questions on the same standard, the student receives additional targeted instruction and practice until that standard is mastered. This happens during an intervention time set aside in the day. Students can receive this boost in groups of students who struggle with the same standard at a given time and then be mixed and matched, or "flexibly grouped" for instruction as the curriculum progresses. This way each student's needs are met as they require more instruction or as they need less while they move along the curriculum continuum. Students who have mastered the guaranteed curriculum move more deeply into the application of those standards, mastering them to a higher level, moving into abstract applications.

This is an iterative process. In other words, teachers try out each part of the process, gather data on student learning, and make changes based upon the data, over and over

with the ultimate goal of 100% of the students mastering all of the core curriculum standards in all subject areas or in the course.

This process is guided by administration but it rests in the hands of the teaching staff. The teachers collaborate with each other and adopt a culture where they are all equally responsible for all students in their subject or grade level. This way, working as a team, they share best practices to bring every student to his/her highest possible level of learning.

It is the full achievement of this culture of continuous improvement, the highest levels of student learning, and close professional collaboration to which SAU 41 is striving. It is exciting, energizing, and important work. I believe that SAU 41, after one year, is moving along rapidly toward a goal that is both attainable and at the forefront of education in New Hampshire.

Respectfully submitted,  
Dr. Betsey Cox-Buteau

## Brookline School District

*The question confronting most schools and districts is not, “What do we need to know in order to improve?” but rather, “Will we turn what we already know into action?”*

*Richard Dufour*

*We recognize that to be a high achieving district, we need to develop collaborative structures within our schools where teachers work interdependently around shared goals and mutual accountability. To that end, the schools embarked upon the cultural shift of becoming true professional learning communities during the 2010-2011 school year. The staff at our respective schools worked collaboratively and took collective responsibility for student learning. Teaching teams continued their work with grade level colleagues within the SAU to develop a guaranteed and viable curriculum that identified the essential learnings for all students. School based teams monitored student progress through the use of common formative assessments and benchmark assessments. The results of the assessments were used by educators to improve practice, build the capacity of the teams to achieve its student learning goals, and provide the necessary support for all students. We also continued to value our collaboration with parents and the greater community. It has remained our priority to maintain those supportive partnerships to provide a wide variety of rich, learning experiences for each and every child in our schools.*

## CURRICULUM

***Literacy** An effective language arts program prepares students to be lifelong readers and writers. Our teaching philosophy is a “Balanced Literacy Approach,” whereby students acquire skills through a variety of lessons and activities integrating the areas of reading, writing, speaking, and listening. At the end of the year, RMMS teachers received professional development to learn more about teaching reading through a “Reader’s Workshop” model. Foundations, a phonics and word study program, has been adopted in Kindergarten through second grade, with third grade implementation during the 2011-2012 school year. Foundations provides a strong phonics base to prepare students for the demands of reading and spelling more challenging, multi-syllabic words as they enter the upper elementary grades. At the fourth through sixth grade level, the MacMillan/McGraw-Hill literacy series is enhanced by supplementary books for literature circles, skill groups, and book clubs. Other activities such as Readers Theater, reading response journals, and power-point presentations allow students to apply skills and show their creativity.*

*The Language Arts Curriculum for grades K-6 includes the state Grade Level Expectations. Many of these GLEs, comprised of both reading and writing benchmark skills, are assessed on the state’s NECAP (New England Common Assessment Program), administered annually in October to students in grades 3-6. The district continues to use the NWEA (Northwest Evaluation Association), which evaluates student progress in the areas of Word Identification, Vocabulary, Reading Comprehension Strategies, and the Understanding, Analysis, and Interpretation of Literary Text, as well as Informational Text. The information*

*gained from these and other formative and summative assessments is used to plan student instruction, intervention, and enrichment.*

*Literacy is celebrated through a variety of exciting events. Read Across America is a fun-filled week including guest readers, school-wide reading, and student book reviews. Fifth and sixth graders at CSDA participate annually in the Scripps Spelling Bee. Every spring, published authors and/or illustrators visit both schools for inspiring presentations to students and staff. As a culminating event, the Annual Writers' Festival is held at both schools. This special evening for parents provides an opportunity for students to proudly showcase their writing through a variety of formats: poetry, stories, essays, research reports, and class books.*

**Math** *Student performance in mathematics continues to be a focus this year. The Harcourt Math series and common formative and summative assessments support the curriculum and are used for differentiating instruction. Students also use math journals and common open-response problems to illustrate understanding and mastery of concepts. Teachers continue to develop math vocabulary with their students and encourage the students to use math vocabulary to explain answers to problems. This information is used when teachers work in their professional learning communities to discuss "best practices" to enhance student learning. Supplemental materials are also used to enrich the curriculum in computation, problem solving and critical thinking skills. In all grades, we continue to focus on the mastery and automaticity of the number facts. Automaticity of the math facts enhances the development of higher order math skills like multi-digit addition, fractions, and problem solving.*

*As we continue to challenge and enrich all ability levels in the curriculum, students are exposed to many opportunities within the classroom for enrichment. Based on data and classroom teacher recommendation, some students in first through third grade participate in specialized math enrichment. All fourth grade classes participate in math enrichment. It is a challenging program that covers all areas of the curriculum: numbers and operations, geometry and measurement, functions and algebra, and data, statistics, and probability. During this time, students tackle challenging problems that further develop their critical thinking and problem solving skills. We participate each year in the New England Math League Contest in grades four, five, and six, with students in grade six competing with students from across New England. This is a wonderful opportunity for students to examine challenging problems in a very different way and to look at the different strategies used to solve them. A team of sixth grade students participates in the MATHCOUNTS Competition for students in grades six through eight which features very challenging problems for the students to solve.*

**Science** *Our science program continues to offer students multiple opportunities for inquiry learning to nurture curiosity, build critical thinking skills, and provide meaningful hands-on experiences that will connect to the real world. Our goal is to develop students who are scientifically literate and environmentally conscious through units focused on earth/space science, physical science, and life science.*

*The sixth grade science fair serves as a culmination of our science curriculum, and continues to offer students the opportunity to demonstrate their understanding of the scientific process. Students follow the steps in the scientific method beginning with a hypothesis, followed by testing and data collection, and concluding with an analysis of their data. Students eagerly present their projects for teachers and the public in this popular evening forum.*



**Social Studies** A rich exposure to civics and government, economics, history, and geography serves as the basis for the social studies curriculum which is supported by interdisciplinary projects that allow students to demonstrate their knowledge through differentiated projects which may include technology applications such as PowerPoint presentations. In addition, student participation in the National Geographic Geography Bee is held annually at CSDA, with the school winner advancing to the State competition.

## SPECIALS

**Art** instruction is based on the National and New Hampshire Curriculum Frameworks for the Visual Arts. Students are exposed to a wide range of media, techniques and processes which are built upon as they advance through the grades. Through creating art, children learn higher order thinking skills, critical thinking, problem solving, and decision making. Art is integrated with other subject areas so students may make connections that enhance their learning and improve their overall academic achievement. The Artist in Residence program at CSDA featured local potter Wendy Walter who demonstrated her work as a production potter and donated over fifty pots that were decorated and glazed by the students. The Youth Art Month Art Show held at the Brookline Public Library in March showcased the creative efforts of our students. New this year, there is a revolving art show of student work displayed at the SAU 41 office in Hollis. The school year culminates with art shows at RMMS and CSDA featuring several pieces of artwork from every student. The wonderful variety of drawings, paintings, pottery, and sculpture showcase the amazing talents and imagination of our children.

**Music** at both RMMS and CSDA focuses on students' active involvement in "hands on," interactive music lessons that are integrated into children's literature, history, geography, writing, math, movement and the arts. As we sing, listen, move, and play instruments, we celebrate our own diverse culture as well as those of other countries across the globe. During the RMMS spring concert, students performed a variety of songs and dances representative of a number of different countries. Throughout all grades, students focused on composition and all of the musical details that go into writing a song or a piece of music including rhythm, note reading, rhythm reading, harmony, chords, keys, key signature, time signature, and more. This was accomplished through several improvisation activities, sound poem activities, and simple rhythm activities. CSDA also offered Band, Chorus, and Orchestra which presented two concerts during the year as well as impromptu morning jam sessions for the benefit of the students and staff.

**Physical Education** presents myriad activities and challenges that give students a broad base of skills including motor skills, movement concepts, and team building. These skills are intended to promote lifetime activity for all students. The Physical Education curriculum also promotes individual fitness/wellness through programs which allow students to participate in a wide variety of physical tasks. Lower grades learned about basic skills and partner activities, such as throwing, catching, kicking, and dodging. The upper grades learned about team concepts and refined their basic skills. The upper grades also got to work on problem solving activities that challenge the students physically, mentally, and socially. At CSDA, the Jump for Heart/Hoops for Heart programs continue. These programs are community service projects which raise money for the American Heart Association. Physical Education instructors are part of the Unified Arts Team which develops and integrates programs throughout the specialist areas. Physical Education instructors also participate in the Artist in Residence program. The

theme for the RMMS AIR program was “Kids Celebrate Kids Around the World” which culminated in a concert where students were able to show off their works of art, dance, and song. In addition, the PE teachers work in conjunction with administrators and staff to coordinate and facilitate the annual field day, a popular year end event.

**Technology** at both RMMS and CSDA continues to provide students with up-to-date hardware and software to better prepare students for the challenges facing the 21<sup>st</sup> century learner. These include a NEO mobile lab at each school which has thirty word processing keyboard units. CSDA also has a wireless twenty-four laptop mobile lab. This “mini” computer lab can be used by teachers and students when the main lab has already been scheduled for use. LCD projectors and the Elmo (document reader) are used regularly to enhance classroom lessons, while classroom and specialist Smart boards (interactive whiteboards) are in use every day. They are effective tools in the teaching-learning process. Children can apply the skills they learn in the computer lab to classroom based projects and activities. Whether the students are visiting a reading or math website, using computer assisted instructional (CAI) software, or writing and illustrating simple sentences or stories, technology is an integral part of the students’ learning process. This is particularly evident with the IXL math program that children can access from home or school and use to enrich, reinforce, and/or maintain their math skills. In addition, our children have access to the world of information available on the Internet for research and electronic collaboration. Students learn to safely and responsibly use the web, critically evaluate sites for authenticity and reliability, and give credit to all text and print sources. Our schools’ computer web page provides links to specific sites our students use for research so that they may continue their work and exploration at home.

Students leave RMMS having a well-rounded introduction to the basic skills that meet and/or exceed current ICT (Information Communication Technology) standards for primary grades. At CSDA, all students save the best of their work in electronic portfolios in order to chronicle their progress throughout their school years. These documents are content driven and designed to show that students know how to communicate their knowledge to others. The cumulative portfolios help us meet the states’ Information and Communication Technologies Standards and are passed on to the middle school when students graduate from 6<sup>th</sup> grade.

**Library** students at RMMS and CSDA enjoy a rich curriculum that ranges from beginning library skills, elementary research, and ethics to lifelong learning skills that include finding and using appropriate print and digital resources; gaining an appreciation for a variety of literature; and engaging in the research process – asking good question, thinking critically and forming new knowledge – in general, “learning to learn”. All students spend quality time in our libraries enjoying and sharing dialog regarding a myriad of books, new and old. Additionally, students enjoyed several author studies and, at RMMS, a visit from New Hampshire native, author Tabatha Jean D’Agata, who spoke with students about importance of writing and illustrating. Thank you to our PTO for the purchase of all our new books, and for supporting our visiting authors. Enriched learning opportunities are provided through collaboration with teachers and interdisciplinary units among specialists (art, music, physical education, foreign language, and technology); daily integration of technology in the library through use of the interactive white board, laptop computers, and online databases; and a wide variety of special programs including after-school book clubs, book fairs, author visits, and other performances. Our libraries are filled with an assortment of wonderful resources which are accessible to all

students in Brookline. Our goal is to provide a welcoming, supportive and up-to-date learning environment for all.

**Foreign Language** Students have Spanish lessons once a week in third and fourth grade and twice a week in fifth and sixth grade. The curriculum is cumulative and begins with basic vocabulary and conversation. Beginning in fourth grade, students use the text "Viva el Español" to further their exposure and understanding of the language and various Hispanic cultures.

## STUDENT ACTIVITIES AND ACHIEVEMENT

Our students have many opportunities to stretch their comfortable limits through a variety of exciting programs. Among these are the Scripps-Howard Spelling Bee, the National Geographic Geography Bee, Writers' Festivals, New England Mathematics League, Annual 6<sup>th</sup> Grade Science Fair, Presidential Fitness program, Jump Rope for Heart, Chorus, Band, Orchestra, Ski Club, Running Club, Theater Club, and many more.

Character education is a critical part of our daily curriculum at both schools and focuses on students making the correct choices when faced with a problem. At RMMS, our school counselor has scheduled time to be in the classrooms working with students to develop their social competence. Those lessons are reinforced in the cafeteria and on the playground by the staff. At CSDA, a monthly theme on topics such as courage, cooperation, honesty, etc. are reinforced in the daily announcements. Both RMMS and CSDA celebrate "Citizens of the Month" at the end of each month. We are proud of our outstanding students who clearly demonstrate these desirable character traits.

## COMMUNITY

Throughout the year students at both RMMS and CSDA are presented with educational programming that is provided through the generosity of the Brookline Parent Teacher Organization. This incredible group conducts fundraisers, volunteers countless hours, and supports the efforts of teachers and administration in providing the best opportunities for our students. Both schools were honored for the PTO's dedication at the annual Blue Ribbon Award Ceremony. The PTO's contributions to our school community are priceless.

For yet another year, the Brookline schools were awarded the Xilinx community partner grant, a Palo Alto, CA company which supports partnerships with non-profits that support our schools. In addition to the \$10,000 grant supporting the purchase of laptops for the LCD projectors that were provided by the 2009-10 grant, \$20,000 in partnership grants directly benefited our students. Our partners include Nashua Symphony, TIGER Theater, Beaver Brook, See Science Museum, Christa McAuliffe Planetarium, Mariposa Museum, Monadnock Music, Mouse Squad, and Jr. Achievement. We are indebted to Xilinx for their generosity as it has enhanced the educational experience of all Brookline students.

Our monthly luncheons for Brookline senior citizens are always a success and a wonderful way for our students to meet and interact with our wisest citizens. In addition, our annual Memorial Day Program, honoring all men and women who have served or are currently serving in our Armed Forces, along with all safety personnel, is a highlight of our year.



## STAFF

*We were sad to say good bye to Mrs. Judy Blood, music teacher at both RMMS and CSDA, who retired at the end of the year. Mrs. Christina Catino took over the music teaching responsibilities at CSDA while Ms. Virginia Fainer, joined RMMS as the new music teacher. Also, due to her family's relocation, Mrs. Maureen Quaglieri resigned as CSDA librarian. Mrs. Barbara Sobol is the new librarian at CSDA. We welcome Ms. Fainer and Mrs. Sobol to our district, and we welcome all new support staff as well.*

*We truly value the positive relationships we share with our parents in working together as true partners in their children's education. Our students are our most valuable resource, and it is our privilege to work with them daily. We thank you for this opportunity.*

*Respectfully submitted,*

*Lizabeth Perry*

*Principal, RMMS*

*Lorraine Wenger*

*Principal, CSDA*

## SAU41 Technology Report 2011-2012

The technology department continues to be busy as the technology needs in SAU41 grow and change.

In the past year the Technology Department has updated or added wireless systems to the schools. Many staff member's schedules require them to be mobile in their buildings and wireless access allows them to seamlessly move between classrooms using their laptops. The wireless systems have also been supporting an increased use of handheld devices in the classroom by both staff and students. At the high school a guest wireless VLAN enables students to use personal devices for Internet research. The guest VLAN is separate from the school network and all Internet activity is still filtered through the districts iPrism Internet filter.

A web site committee made up of staff, school board, and community members has been formed to review and update the [sau41.org](http://sau41.org) web site. The end result will be a web presence allowing the community easier navigation and access to information. Part of this process will also migrate the SAU41 to off site hosting service. For a minimal fee this eliminates the expense of maintaining a web server.

In the upcoming year SAU41 will start the migration to the Windows 7 operating system. Microsoft has stopped supporting older operating systems and is phasing out support for Windows XP Pro. The updates will be phased in as older computers are replaced and the new units come with Windows 7 licensing.

Four full time personnel maintain the SAU 41 Computer Network. These individuals maintain the hardware as well as manage the various database systems throughout the district. They also interface with the staff to assist them with technology needs.

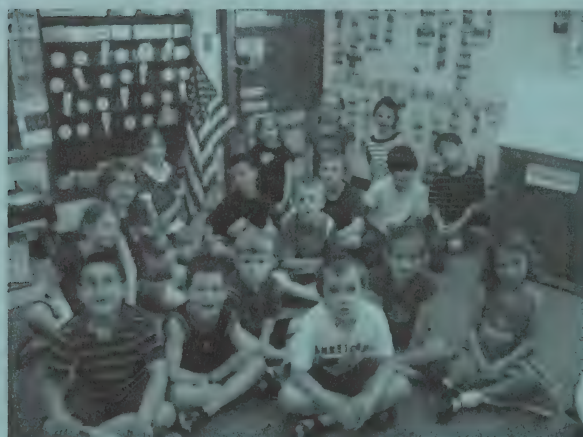
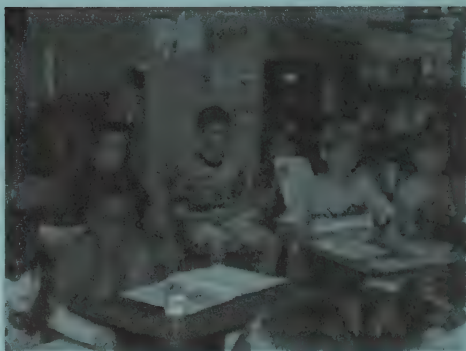
Richard Raymond  
Network Administrator  
1/15/2012

BROOKLINE ELEMENTARY SCHOOLS -- PROFESSIONAL STAFF

| Name              | Assignment  | College                                  | Degree         |
|-------------------|---|--|----------------|
| Lizabeth Lorraine | Principal, Richard Maghakian Memorial<br>Principal, Capt. Samuel Douglass Academy | Lesley College<br>SUNY, Buffalo          | M.Ed.<br>M.Ed. |
| Karen             | Asst. Principal, SpEd Coordinator, RMMS   | Plymouth State Univ.<br>Rivier           | CAGS<br>M.Ed.  |
| Kristina          | Asst. Principal, SpEd Coordinator, CDSA   | Plymouth State Univ.<br>Nazareth College | CAGS<br>M.S.   |
| Lauren Kimberly   | Kindergarten  | Rivier                                   | B.A.           |
| Jeralyn           | Reading<br>Grade 1  | Rivier<br>UNH                            | M.A.<br>B.A.   |
| Nicole            | Grade 1   | Rivier                                   | B.A.           |
| Betsy             | Reading Specialist  | Rivier                                   | M.Ed.          |
| Monica            | Art   | Notre Dame                               | B.A.           |
| Lisa              | Kindergarten  | UNH                                      | M.Ed.          |
| Deborah           | Guidance  | Notre Dame College                       | M.A.           |
| Marcia            | Occupational Therapist  | Penn. State Univ.                        | B.S.           |
| Barbara           | Preschool   | Rhode Island College                     | B.S.           |
| Deborah           | Grade 4   | Rivier                                   | M.Ed.          |
| Christina         | Music   | UNH                                      | B.A.           |
| Bette             | Grade 2   | Fitchburg State                          | M.Ed.          |
| Virginia          | Grade 2   | U Mass., Amherst                         | B.A.           |
| Denise            | School Nurse  | Widener Univ.                            | BSN            |
| Jenny             | Special Education   | Rivier                                   | M.Ed.          |
| Monica            | Grade 4   | Nova Southeastern U.                     | B.S.Ed.        |
| Shannon           | Reading   | Lesley College                           | M.Ed.          |

| Name                     | Assignment                  | College              | Degree    |
|--------------------------|-----------------------------|----------------------|-----------|
| Fairier                  | Music                       | Keene State          | B.A.      |
| Virginia Fitzmaurice     | Grade 3                     | Lesley College       | M.Ed.     |
| Dianne Gagne             | Grade 3                     | UNH                  | M.Ed.     |
| Emily Jane Gauthier      | Grade 4                     | Notre Dame College   | B.A.      |
| Sarah Gravel             | Speech/Language Pathologist | UNH                  | M.S.      |
| Sarah Griffin            | Special Education           | Rivier               | M.S.      |
| Bonnie Guwa              | Grade 2                     | Rivier               | M.B.A.    |
| Francine Hirsch          | Special Education           | Rivier               | M.Ed.     |
| Cathy Ingram             | Grade 1                     | Antioch, N.E.        | M.A.      |
| Brittany Kolstad         | Occupational Therapist      | UNH                  | M.S.      |
| Jan Kolesar              | Art                         | Elmira               | M.Ed.     |
| Melissa Leafé            | Grade 6                     | Rivier               | M.S.      |
| Lisa Lindsay             | Grade 6                     | Rivier               | M.Ed.     |
| Maureen Lorden           | Nurse                       | Northeastern         | B.S.      |
| Susan Lyons              | Grade 6                     | Fitchburg State      | B.S.      |
| Evalyn Maghakian         | Computer Coordinator        | Walden Univ.         | MSEd      |
| Andree Martel            | Special Education           | Notre Dame           | B.A.      |
| Stephen Martus           | Physical Education-Health   | Plymouth State Univ. | B.S.      |
| Sharyn Matthews          | School Psychologist         | Northeastern         | Ph.D.     |
| Jaime Matylewski         | Special Education           | Rivier               | M.Ed.     |
| Lyudmyla Mayorska        | Grade 4                     | Rivier               | M.Ed.     |
| Lori Meader              | Speech/Language Pathologist | Univ. North Iowa     | M.A.      |
| Kathleen Milewski        | Grade 1                     | St. Joseph's College | B.S.      |
| Kristine Murray          | Media/Library               | Lesley Univ.         | M.Ed.     |
| Sacha Norris             | Grade 5                     | Lesley College       | M.Ed.     |
| Jessica Oleniak-Laflamme | Grade 3                     | Keene State          | B.S.-B.A. |
| Mania Perkinson          | Guidance                    | Rivier               | M.A.      |

| Name      | Assignment            | College                                   | Degree |
|-----------|-----------------------|---|--------|
| Karen     | Math Specialist       | City U. NY, Hunter College                | MSEd   |
| Kathi     | Environmental Science | U. Colorado                               | M.S.   |
| Timothy   | Grade 5               | Wheelock College                          | M.A.   |
| Stephame  | Special Education     | Rivier                                    | M.Ed.  |
| Pam       | Computer              | Walden Univ.                              | MSEd   |
| Caitlin   | Special Education     | Rivier                                    | M.Ed.  |
| Gregory   | Grade 6               | Plymouth State Univ.                      | M.Ed.  |
| Barbara   | Media/Library         | Plymouth State Univ.                      | M.Ed.  |
| Renelle   | Grade 5               | Rivier                                    | BAEd.  |
| Lisa      | Grade 3               | Fitchburg State                           | M.Ed.  |
| Elizabeth | Reading               | Rivier                                    | M.Ed.  |
| Ana       | Foreign Language      | Nuestra Senora de la Garcia, Columbia, SA | B.A.   |
| Tammy     | Physical Education    | Castleton                                 | B.S.   |
| Joseph    | Grade 4               | Plymouth State Univ.                      | B.S.   |
| Patricia  | Grade 1               | Rivier                                    | M.Ed.  |
| Heidi     | Grade 3               | Grove City College, PA                    | B.A.   |
| Nichole   | Grade 2               | Notre Dame College                        | B.A.   |
| Christine | Grade 2               | Tufts Univ.                               | M.Ed.  |





HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT ANNUAL REPORT  
for the  
Year Ending June 30, 2011

**Hollis Brookline Cooperative School Board**

|  |                           |
|--|---------------------------|
| <i>Mrs. Janice Tremblay, Chair</i>               | <i>Term Expires 2014*</i> |
| <i>Mr. Thomas Solon</i>                          | <i>Term Expires 2012*</i> |
| <i>Mr. Thomas Enright</i>                        | <i>Term Expires 2012</i>  |
| <i>Mr. Fred Hubert</i>                           | <i>Term Expires 2013</i>  |
| <i>James O'Shea, MD</i>                          | <i>Term Expires 2013</i>  |
| <i>Mr. Stephen Simons</i>                        | <i>Term Expires 2013</i>  |
| <i>Mr. William Beauregard, Jr.</i>               | <i>Term Expires 2014</i>  |
| <i>Mr. Chad Farrow, Interim</i>                  | <i>Appointed 1/18/12*</i> |
| <br>   |                           |
| <i>Mr. James Murphy</i>                          | <i>Term Expires 2013</i>  |
| <i>Mrs. Julie Simons, Treasurer</i>              | <i>Re-Appointed 2011</i>  |
| <i>Mrs. Diane Leavitt, School District Clerk</i> | <i>Appointed 2008</i>     |

**Hollis Brookline Cooperative Budget Committee**

|                                 |                          |
|---------------------------------|--------------------------|
| <i>Mr. Stephen Pucci, Chair</i> | <i>Term Expires 2013</i> |
| <i>Mr. Greg McHale</i>          | <i>Term Expires 2012</i> |
| <i>Mr. Raymond Valle</i>        | <i>Term Expires 2012</i> |
| <i>Mr. James Solinas</i>        | <i>Term Expires 2013</i> |
| <i>Ms. Darlene Mann</i>         | <i>Term Expires 2013</i> |
| <i>Mr. Douglas Davidson</i>     | <i>Term Expires 2014</i> |
| <i>Ms. Valerie Ogdon</i>        | <i>Term Expires 2014</i> |

**SAU #41 Administration**

|                              |                                     |
|------------------------------|-------------------------------------|
| <i>Ms. Susan E. Hodgdon</i>  | <i>Superintendent of Schools</i>    |
| <i>Dr. Betsey Cox-Buteau</i> | <i>Associate Superintendent</i>     |
| <i>Mr. Eric Horton</i>       | <i>Business Administrator</i>       |
| <i>Ms. Jeanne Saunders</i>   | <i>Director of Student Services</i> |
| <i>Ms. Lisa Gifford</i>      | <i>Out-of-District Coordinator</i>  |
| <i>Mr. Richard Raymond</i>   | <i>Network Administrator</i>        |

**Hollis Brookline Middle School**

|   |
|---|
| <i>Mrs. Patricia Lewis Goyette, Principal</i>             |
| <i>Mr. Stephen Secor, Assistant Principal</i>             |
| <i>Ms. Patricia Rhodes, Special Education Coordinator</i> |

**Hollis Brookline High School**

|  |
|--|
| <i>Mrs. Cynthia L. Matte, Principal</i>                |
| <i>Mr. Richard Barnes, Assistant Principal</i>         |
| <i>Mr. Robert Ouellette, Assistant Principal</i>       |
| <i>Ms. Heather Haas, Special Education Coordinator</i> |

*\*Chair Tremblay resigned, effective end of December, 2011. Vice Chair Thomas Solon served as Chair until the March elections. Mr. Chad Farrow was appointed in January to serve until the March elections.*



**SCHOOL WARRANT**  
*The State of New Hampshire*

*Polls Open at 7:00 AM - Will not close before 7:00 PM (HOLLIS)*  
*Polls Open at 7:00 AM - Will not close before 7:30 PM (BROOKLINE)*

*To the inhabitants of the Hollis/Brookline Cooperative School District in the Towns of Hollis and Brookline qualified to vote in District Affairs.*

*YOU ARE HEREBY NOTIFIED TO MEET AT THE LAWRENCE BARN (HOLLIS) AND CAPT. SAMUEL DOUGLASS ACADEMY (BROOKLINE) IN SAID DISTRICT ON THE THIRTEENTH DAY OF MARCH 2012, AT SEVEN O'CLOCK IN THE MORNING, RESPECTIVELY, TO ACT UPON THE FOLLOWING SUBJECTS.*

- 1. To choose one member of the School Board (Hollis) for the ensuing three years.*
- 2. To choose one member of the School Board (Brookline) for the ensuing three years*
- 3. To choose one member of the School Board (Brookline) for the ensuing two years.*
- 4. To choose one member of the Budget Committee (Hollis) for the ensuing three years.*
- 5. To choose one member of the Budget Committee (Brookline) for the ensuing three years.*

*Given under our hands and seals at said Hollis, New Hampshire on this 6<sup>th</sup> day of February, 2012.*

*Thomas Solon, Chair  
William Beauregard  
Thomas Enright  
Fred Hubert  
James O'Shea, MD  
Stephen Simons  
Chad Farrow  
SCHOOL BOARD*

*A true copy of the warrant attest:*

*Thomas Solon, Chair  
William Beauregard  
Thomas Enright  
Fred Hubert  
James O'Shea, MD  
Stephen Simons  
Chad Farrow  
SCHOOL BOARD*

HOLLIS/BROOKLINE COOPERATIVE SCHOOL DISTRICT WARRANT  
The State of New Hampshire

To the inhabitants of the Hollis/Brookline Cooperative School District in the Towns of Hollis and Brookline in the County of Hillsborough, State of New Hampshire qualified to vote in District Affairs.

YOU ARE HEREBY NOTIFIED TO MEET AT THE **LAWRENCE BARN (HOLLIS)** AND **CAPT. SAMUEL DOUGLASS ACADEMY (BROOKLINE)** IN SAID DISTRICT ON THE **THIRTEENTH DAY OF MARCH, 2012** AT SEVEN O'CLOCK IN THE MORNING, RESPECTIVELY, TO ACT UPON THE FOLLOWING SUBJECTS.

Article 1. To elect all necessary school district officers for the ensuing terms by official ballot on **March 13, 2012**

- Election of one member of the School Board from Hollis for the ensuing three years.
- Election of one member of the School Board from Brookline for the ensuing three years.
- Election of one member of the School Board from Brookline for the ensuing two years, due to resignation.
- Election of one Budget Committee member from Brookline for the ensuing three years.
- Election of one Budget Committee members from Hollis for the ensuing three years.

YOU ARE HEREBY NOTIFIED TO MEET AT THE HOLLIS BROOKLINE HIGH SCHOOL GYMNASIUM IN SAID DISTRICT ON THE **FIFTH DAY OF MARCH, 2012** AT SEVEN O'CLOCK IN THE EVENING TO ACT UPON THE FOLLOWING SUBJECTS.

Article 2. To see if the school district will vote to raise and appropriate a sum of \$49,024 to fund the increase in cost items relative to professional staff salaries and fringe benefits for the 2012-2013 school year which resulted from good faith negotiations with the professional staff, and which represents the negotiated increase for those staff members that are off the salary table. This is the THIRD year of a three-year contract. The budget committee does not recommend this appropriation. The school board recommends this appropriation.

Article 3. Shall the Hollis Brookline Cooperative School District, if Article 2 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 2 cost items only? The budget committee does not recommend this article. The school board recommends this article.

Article 4. To see if the school district will vote to raise and appropriate a sum of \$15,850 to fund the increase in cost items relative to support staff salaries and fringe benefits for the 2012-2013 school year which resulted from good faith negotiations with the support staff, and which represents the negotiated increase for those staff members that are off the salary table. This is the THIRD year of a three-year contract. The budget committee does recommend this appropriation. The school board recommends this appropriation.

**Article 5.** Shall the Hollis Brookline Cooperative School District, if Article 4 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 4 cost items only? The budget committee does not recommend this article. The school board recommends this article.

**Article 6.** To see if the school district will vote to raise and appropriate a sum of \$18,073,913 for the support of schools, for the payment of salaries for the school district officials and agents and for the payment of statutory obligations of the district. This appropriation does not include appropriations voted in other warrant articles. The budget committee does recommend this appropriation. The school board does not recommend this appropriation.

**Article 7.** Shall the voters of the Hollis-Brookline Cooperative School District adopt a school administrative unit budget of \$ 1,322,633 for the forthcoming fiscal year in which \$706,087 is assigned to the school budget of this school district? This year's adjusted budget of \$ 1,357,546, with \$ 716,064 assigned to the school budget of this school district, will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. The school board recommends this appropriation. The budget committee does recommend this appropriation.

**Article 8.** Shall the district rescind the provisions of RSA 31:95-c, (previously adopted at the annual district meeting in 2000), to restrict all revenues from fees for student participation in athletic programs for the purpose of defraying the cost of athletic programs so that any balance of principal or accumulated interest therein remaining shall be paid into the general fund? The school board recommends this article. The budget committee does recommend this article. (Majority vote required).

**Article 9.** To see if the district will vote, pursuant to RSA 198:20-c, to establish an Expendable Trust Fund called the Athletic Program and Services Expendable Trust Fund, for the purpose of defraying, in part, as the Hollis-Brookline Cooperative School Board determines, the costs of athletic programs and related services of the District, including, but not limited to the maintenance and operation of such athletic programs and related services, and to name the Hollis-Brookline School Board as the agents to expend monies from said fund, including the right to expend both the principal and interest in said fund, said funds to be held as required by law by the trustees of the trust fund for the Town of Hollis, it being understood that the said School Board, as agents to expend from said fund, shall not be legally entitled to expend any monies from said fund without first conducting the public hearing required by RSA 198:20-c, (II), and no such expenditure may be made unless it is for a purpose for which this fund has been established and it being further understood that any monies remaining in said fund at the conclusion of the fiscal year shall not lapse into the general fund but may be carried over from year to year. The school board recommends this article. The budget committee does recommend this article. (Majority vote required).

**Article 10.** Assuming the successful passage of the previous article, shall the district vote to raise and appropriate the sum of up to \$200,000, the same to be paid into the Athletic Program and Services Expendable Trust Fund established by the passage of the preceding article, this sum to come from June 30 fund balance available for transfer on July 1, 2012, if available. The school board recommends this appropriation. The budget committee recommends this appropriation. (Majority vote required).

**Article 11.** To see if the school district will authorize the Hollis Brookline Cooperative School District to access future year state and federal catastrophic aid funds in the event that special education costs exceed budget limitations. The school board recommends this article.

**Article 12.** (By Petition) Shall the voters of the Hollis Brookline Cooperative School District within School Administrative Unit 41 require the School Board to transfer \$94,000 to the FY12 General Fund. This money is the total amount of specific revenue-generating activity balances under the Student Activity Accounts that remained on June 30, 2011 (end of school year FY11). In the FY11 Audit report, the auditor specifically identified these revenue-generating activities and funds were improperly handled and not according to standard accounting practices. Some examples of these specific funds include Vending, Guidance, testing, parking permit fees, and building use. Please note that Agency funds, all sports team funds, and the Restricted Athletic fund (pay-to-play) are not included within this warrant. The budget committee has not taken a position on this article. The school board has not taken a position on this article.

**Article 13.** To transact any other business which may legally come before said meeting.

Given under our hands and seals at said Hollis, New Hampshire on this **6th day of February, 2012.**

Thomas Solon, Chair  
Thomas Enright  
Fred Hubert  
James O'Shea, MD  
Chad Farrow  
Stephen Simons  
SCHOOL BOARD

A true copy of the warrant – Attest:

Thomas Solon, Chair  
Thomas Enright  
Fred Hubert  
James O'Shea, MD  
Chad Farrow  
Stephen Simons  
SCHOOL BOARD

**HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT ANNUAL MEETING**  
**Hollis Brookline High School, Hollis, NH**  
**16 March 2011**

Hollis Brookline Cooperative School Board

*Janice Tremblay, Chair*  
*Daniel Peterson*  
*Thomas Enright*  
*Stephen Simons*  
*Thomas Solon*  
*Fred Hubert*  
*James O'Shea, MD*

*James Murphy, Moderator*  
*Julie Simons, Treasurer*  
*Diane Leavitt, School District Clerk*

Hollis Brookline Cooperative Budget Committee

*Greg McHale, Chair*  
*Douglas Davidson*  
*Forrest Milkowski*  
*Raymond Valle*  
*Stephen Pucci*  
*James Solinas*  
*Darlene Mann*

SAU #41 Administration

|                         |  |
|-------------------------|--|
| <i>Susan Hodgdon</i>    | <i>Superintendent of Schools</i>           |
| <i>Betsy Cox-Buteau</i> | <i>Associate Superintendent of Schools</i> |
| <i>Mark McLaughlin</i>  | <i>Business Administrator</i>              |
| <i>Jeanne Saunders</i>  | <i>Director of Special Education</i>       |
| <i>Marcy Kelley</i>     | <i>Asst. Director of Special Education</i> |
| <i>Richard Raymond</i>  | <i>Network Administrator</i>               |

Hollis Brookline Middle School

|                               |                            |
|-------------------------------|----------------------------|
| <i>Patricia Lewis Goyette</i> | <i>Principal</i>           |
| <i>Stephen Secor</i>          | <i>Assistant Principal</i> |

Hollis Brookline High School

|                         |                                      |
|-------------------------|--------------------------------------|
| <i>Cynthia L. Matte</i> | <i>Principal</i>                     |
| <i>Richard Barnes</i>   | <i>Assistant Principal</i>           |
| <i>Robert Ouellette</i> | <i>Assistant Principal</i>           |
| <i>Grace Laliberte</i>  | <i>Special Education Coordinator</i> |

*The meeting was called to order at 7pm by Moderator James Murphy at the Hollis Brookline High School.*

*The Moderator started the meeting with the Pledge of Allegiance followed by the National Anthem sung by the High School Honors Choir. Haley Hirsch, Grace Howard, Dillon Maloney, and Tom Quinlan.*



The Moderator recognized those who have served in the military and thanked them for their service.

The Moderator requested a moment of silence to remember loved ones lost from as far away as Japan or as close as the house next door.

Janice Tremblay, School Board Chair introduced the School Board and gave a special thanks to Dan Peterson for 5+ years of service and presented him with a token of appreciation.

Susan Hodgdon, Superintendent of Schools introduced the SAU staff.

Greg McHale, Budget Committee chair introduced the Budget Committee, recognized and thanked Forrest Milkowski for retiring after 10 years on the Budget Committee.

Moderator introduced Bill Drescher, School District Attorney and Diane Leavitt, School District Clerk.

Moderator went over the rules of the meeting. Rules as proposed by moderator. **Motion CARRIED** by card vote.

**Article 1.** 8 March 2011, Election Results:

|                               |                         |
|-------------------------------|-------------------------|
| School Board (3 yr term):     | William Beauregard, Jr. |
| School Board (3 yr term):     | Janice Tremblay         |
| Budget Committee (3 yr term): | Douglas Davidson        |
| Budget Committee (3 yr term): | Valerie Ogen            |

**Article 2.** To see if the school district will vote to raise and appropriate a sum of **\$36,649** to fund the increase in cost items relative to professional staff salaries and fringe benefits for the 2011-2012 school year which resulted from good faith negotiations with the professional staff, and which represents the negotiated cost of living increase for those staff members that are off the salary table. This is the second year of a three year contract.

**The Budget Committee does not recommend this appropriation.**

**The School Board recommends this appropriation.**

Steve Simons motioned to bring Article 2 to the floor. Seconded by Tom Enright.

Dan Peterson, School Board gave a presentation.

Greg McHale, Budget Committee gave a presentation.

The Moderator opened the floor to questions.

Discussions ensued.

Moderator motioned to the floor to allow Attorney Drescher to speak to a question. **Motion CARRIED** by card vote.

Beth Lukovits motioned from the floor to move the question. Seconded by Mike Harris. **Motion CARRIED** by 2/3 card vote.

Moderator brought Article 2 to a vote. YES - 124 NO - 202 **Motion NOT CARRIED** by a card vote.

Greg McHale motioned to reconsider Article 2. Seconded by Steve Pucci. **Motion NOT CARRIED** by a card vote.

John Andruszkiewicz motioned to restrict reconsideration of Article 2. Seconded by Ray Valle. **Motion CARRIED** by card vote.

**Article 3.** Shall the Hollis Brookline Cooperative School District, if Article 2 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 2 cost items only?

Steve Simons motioned to bring Article 3 to the floor. Seconded by Fred Hubert.

Dan Peterson, School Board gave an explanation for a special meeting.

Discussions ensued.

Eric Pauer motioned to move the question. Seconded by Mike Harris. **Motion CARRIED** by 2/3 card vote.

Moderator brought Article 3 to a vote. **Motion NOT CARRIED** by a card vote.

Mike Harris moved to restrict reconsideration of Article 3. Seconded by Robert Mann. **Motion CARRIED** by card vote.

**Article 4.** To see if the school district will vote to raise and appropriate a sum of **\$14,376** to fund the increase in cost items relative to support staff salaries and fringe benefits for the 2011-2012 school year which resulted from good faith negotiations with the support staff, and which represents the negotiated cost of living increase for those staff members that are off the salary table. This is the second year of a three year contract.

**The budget committee does not recommend this appropriation.**

**The school board recommends this appropriation.**

Steve Simons motioned to bring Article 4 to the floor. Seconded by Tom Enright.

Dan Peterson, School Board gave a presentation.

The Moderator opened the floor to questions.

Discussions ensued.

Moderator brought Article 4 to a vote. YES - 152 NO - 196 **Motion NOT CARRIED** by card vote.

Greg McHale motioned to restrict reconsideration to Article 4. Seconded by Ray Valle. **Motion CARRIED** by card vote.

**Article 5.** Shall the Hollis Brookline Cooperative School District, if Article 4 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 4 cost items only

Janice Tremblay motioned to pass over Article 5. Seconded by Fred Hubert. **Motion CARRIED** by 2/3 card vote.

**Article 6.** To see if the school district will vote to raise and appropriate a sum of **\$18,780,000** for the support of schools, for the payment of salaries for the school district officials and agents and for the payment of statutory obligations of the district. This appropriation does not include appropriations voted in other warrant articles.

**The budget committee recommends this appropriation.**

**The school board does not recommend this appropriation.**

Greg McHale motioned to bring Article 6 to the floor. Seconded by Steve Pucci.

Greg McHale, Budget Committee gave a presentation.

Dan Peterson, School Board motioned to amend Article 6 to \$19,523,750. Seconded by Steve Simons.

Dan Peterson, School Board gave a presentation.

Discussions ensued.

Doug Cleveland motioned to move the question. Seconded by Mr. Milkowski. **Motion CARRIED** by 2/3 card vote.



Moderator brought the amendment to Article 6 to a vote. YES – 177 NO – 186 **Amendment NOT CARRIED** by card vote.

Jeff Aulbach motioned to amend Article 6 to \$19,250,000. Seconded by Rosemary Mezzocchi.  
Moderator opened the floor to questions.

Ray Valle motioned to move the question. Seconded by Steve Pucci. **Motion CARRIED** by 2/3 card vote.

The Moderator brought the amendment to Article 6 to a vote. Moderator Murphy stated that a recount was needed because the vote was too close and there was a question as to whether one of the tables had been counted.

The Moderator brought the amendment to Article 6 to another vote. YES - 193 NO - 187 **Amendment CARRIED** by card vote.

Spencer Stickney motioned to move amended Article 6. Seconded by Theresa Ash. **Motion CARRIED** by a 2/3 card vote.

Moderator stated that there was a petition for a secret ballot vote on Article 6 as amended. Moderator gave specific instructions on how to vote. Must circle yes/no ballot do not tear it.

Moderator read amended Article 6 and opened the polls. YES - 230 NO - 186 **Motion CARRIED** by ballot vote.

Spencer Stickney motioned for reconsideration of Article 6. Seconded by Theresa Ash.

Point of order from the floor that the speaker must indicate which side he was on the prevailing side or the losing side of Article 6. **Motion NOT CARRIED** by card vote.

Moderator brought reconsideration of Article 6 to a vote. YES – 116 NO - 192 **Motion NOT CARRIED** by card vote.

Mike Harris motioned to restrict reconsideration to Article 6. Seconded by someone from the floor. **Motion CARRIED** by 2/3 card vote.

Forrest Milkowski motioned to take up non fiscal articles while Article 6 voting was ongoing. Seconded by Ray Valle. **Motion CARRIED** by 2/3 vote.

**Article 9.** To see if the school district will authorize the Hollis Brookline Cooperative School District to access future year state and federal catastrophic aid funds in the event that special education costs exceed budget limitations.

**The school board recommends this article.**

John Anderson motioned to move Article 9 to the floor. Seconded by Mr. Partridge.  
No discussions.

Steve Simons motioned to move the question. Seconded by Tom Enright.

Moderator brought Article 9 to a vote. **Motion CARRIED** by card vote.

**Article 7.** To see if the school district will vote to create an expendable trust fund under the provisions of RSA 198:20-c, to be known as the Hollis-Brookline Cooperative District Maintenance Fund, for the purpose of providing funds to address unanticipated emergency expenditures that occur after the fiscal year budget is approved. Furthermore, to raise and appropriate up to the sum of \$50,000 from the H-B Cooperative School District's June 30, 2011 unreserved fund balance, available for transfer on July 1, 2011, and to name the Co-op School Board as agents to administer said fund. Upon identification of a requirement for funds to be expended, the Board will collaborate with the Co-op Budget Committee. A public hearing will be held prior to expending monies from the fund.

**The budget committee does not recommend this appropriation.  
The school board recommends this appropriation.**

*Dan Peterson motioned to pass over Article 7. Seconded by Ray Valle. Motion CARRIED by 2/3 card vote.*

**Article 8.**

*To see if the school district will vote to create an expendable trust fund under the provisions of RSA 198:20-c, to be known as the Hollis-Brookline Cooperative District Special Education Fund, for the purpose of providing funds to address unanticipated special education expenditures that occur after the fiscal year budget is approved. Furthermore, to raise and appropriate up to the sum of \$50,000 from the H-B Cooperative School District's June 30, 2011 unreserved fund balance, available for transfer on July 1, 2011, and to name the Co-op School Board as agents to administer said fund. Upon identification of a requirement for funds to be expended, the Board will collaborate with the Co-op Budget Committee. A public hearing will be held prior to expending monies from the fund.*

**The budget committee recommends this appropriation.  
The school board recommends this appropriation.**

*Dan Peterson motioned to pass over Article 8. Seconded by Tom Enright. Motion CARRIED by 2/3 card vote.*

**Article 10 (by Petition).** *“Shall the voters of the Hollis Brookline Cooperative School District within school administrative unit 41 adopt the provisions of RSA 194-C:9-b to allow for insertion of the school administrative unit budget as a separate warrant article at annual school district meetings?”*

**The budget committee recommends this article.  
The school board recommends this article.**

*Chris Hyde motioned to bring Article 10 to the floor. Seconded by Mike Harris.  
Chris Hyde gave a presentation  
Discussions ensued.*

*Eric Pauer motioned to move the question. Seconded by Ann Dumas. Motion CARRIED by 2/3 card vote.*

*Moderator brought Article 10 to a vote. Polls opened for secret yes/no ballot vote. Majority of combined votes across the 3 districts wins. Motion UNDISCLOSED at this time.*

**Article 11.** *To transact any other business which may legally come before said meeting.*

*Peter Band made a motion to bring forward the following petition for consideration. Seconded by Doug Davidson.*

*We, being registered voters of the Town of Hollis, New Hampshire, respectfully petition the Hollis Brookline Cooperative SAU to delay further site preparation and/or construction of the high school football field relocation project until all issues have been heard, considered, vetted and approved by the Planning Board, as was the Coop's previous efforts on the Love Lane Field. Specifically, the voters would like an accounting of all funds expended and planned to be expended, including the sources of such funds. Further, the voters request the following:*

- 1) *A comprehensive site plan showing the location, evaluation and public way views of all planned facilities/buildings/structures.*
- 2) *A presentation of all alternative sites and plans previously considered and still under consideration.*
- 3) *An impact statement regarding possible requirements mandated by state, safety, and environmental concerns such as fencing, irrigation, drainage, buffers, shelters, security lights, etc.*
- 4) *An estimate of all incremental recurring costs such as maintenance, utilities, temporary and permanent staff.*
- 5) *A site walk open to abutters and concerned residents.*

*Discussions ensued.*

*Brandon Buteau motioned to move the question. Seconded by someone of the floor. **Motion CARRIED** by 2/3 card vote.*

*Moderator brought the petition for consideration to a vote. **Motion CARRIED** by a card vote.*

*Steve Simons motioned to adjourn the meeting. Seconded by Tom Enright. **Motion CARRIED** by a card vote.*

*Meeting adjourned at 12:30am*

*Respectfully submitted,*

*Diane Leavitt  
Hollis Brookline School District Clerk*

## BUDGET COMMITTEE

### Process

The Hollis-Brookline Cooperative School District operates under the Municipal Budget Act, meaning that the citizens have decided to have an elected Budget Committee create the budget for the school district. These budgets are presented at the annual meeting in March, where the ultimate power to decide lies in the hands of the voters who attend and vote at that meeting.

The committee draws its authority from NH RSA 32:1. In serving its role, the Budget Committee weighs the perceived needs of the community for public services with the perceived ability of the community to afford those services. The committee tries to strike a balance between the needs for services and affordability, paying particular attention to the long-term impact on the tax rate. The process involves developing budget guidance based in part on inflation, growth in population, tax impact, costs to maintain our assets, and perceived demand for service levels.

The budget is presented to the public at a public hearing where the citizens of Hollis and Brookline have the opportunity to voice their positions on the balance between the suggested services and the cost of those services. Weighing citizen input at the public hearing, the points brought forward by the School board and Administration, and the affordability of the proposed budget, the Budget Committee establishes a recommended budget, which is then presented to the voters at the School District Annual meeting in March. At this meeting, the voters have the right to approve or modify the Budget Committee's proposed budget.

The committee seeks and values input from the citizens of both towns. Our meetings are open to the public, with time provided for public input. Additionally our meetings are televised on channel 12, and are held on the third Thursday of every month at 6PM.

The Budget Committee operates a Yahoo! Group, which can be accessed at <http://groups.yahoo.com/groups/hbcoopbudcom>. At this site, all documents, minutes, e-mails and data used or distributed by the Budget Committee can be accessed by members of the public. Additionally, members of the public can send e-mail to the Budget Committee via the Yahoo! Group site or by sending an e-mail to [hbcoopbudcom-owner@yahoo.com](mailto:hbcoopbudcom-owner@yahoo.com).

## Data and Commentary

The table below represents a comparison of student population, total budget, and cost per student over the last several fiscal years.

| Fiscal Year                       | Student Population | % Change      | Total Budget        | % Change       | Cost/Student       |
|-----------------------------------|--------------------|---------------|---------------------|----------------|--------------------|
| 2005-2006                         | 1336               | --            | \$15,815,378        | --             | \$11,837.86        |
| 2006-2007                         | 1354               | 1.35%         | \$17,206,722        | 8.80%          | \$12,708.07        |
| 2007-2008                         | 1355               | 0.07%         | \$18,130,339        | 5.37%          | \$13,380.32        |
| 2008-2009                         | 1364               | 0.66%         | \$18,686,485        | 3.07%          | \$13,699.77        |
| 2009-2010                         | 1376               | 0.88%         | \$18,919,628        | 1.25%          | \$13,749.73        |
| 2010-2011                         | 1337               | -2.83%        | \$18,858,097        | -0.01%         | \$14,148.74        |
| 2011-2012                         | 1328*              | -0.67%        | \$19,617,159*       | 4.03%          | \$14,771.96        |
| <b>Differences from 2005-2006</b> | <b>-8</b>          | <b>-0.60%</b> | <b>+\$3,801,781</b> | <b>+24.04%</b> | <b>+\$2,394.10</b> |

\*Projected enrollment and SAU/Admin proposed budget as of publication deadline, subject to actual enrollment and voter approval

Despite a projected decline in student enrollment from 2005-2006, our district costs have increased ~20% in the same time period. These increases can be attributed to a few key areas:

- Increases in employee wage, health insurance, and retirement costs.
- Increase in total number of employees.
- Increases in costs related to Special Education, both in-district and out-of-district.

**In the 2011-2012 budget, the additional cost to maintain existing staff levels would be in excess of \$400,000, or a 2.12% increase over last year's budget.**

The Budget Committee believes the Cooperative school district has already reached or will soon surpass its tipping point of financial sustainability. The flexibility of our operating budget is significantly hampered by perpetually increasing salaries and benefits costs which are the result of collective bargaining, the lack of federal funding for Special Education, and the presence of a pension style retirement system as handed down by the state of New Hampshire. As a result of these issues, we operate in an environment where we must pay significantly higher taxes for the same level of service, bypass infrastructure needs we cannot afford to attend to, and delay the replenishing and renewal of core resources such as textbooks and technology. Voters at our district meeting will



ultimately decide if they want to moderate the tax rate or continue to increase taxes to maintain our existing level of service.

Over the past two years, the budget has been kept relatively flat due to realigning costs back to known levels in non-core or non-educational areas, and removing excesses that have crept into the budget over the big growth years up through 2008. No reduction in headcount or programs has occurred. However, since approximately 80% of the budget is allocated towards salaries, benefits and special education, we must constructively evaluate options or alternatives in these areas to balance fiscal responsibility and quality of service. In this difficult economy, continued unemployment levels, pay freezes or pay reductions for our private sector and senior citizens, and expected reductions in State/Federal funding, there is only so much that can be accomplished in working on 20% of the budget. Decisions must be made now to ensure less dramatic measures than will have to be taken in the near future.

With regards to salaries and benefits, there are a few common practices that will define the current and future budgets, ultimate tax rates, and the quality of service provided. These practices affect all of our districts, and most other districts across the state and nation. These practices must be changed or growing budgets and taxes will automatically result:

- Automatic pay increases that are not tied to improved quality of service
- Superior health benefits compared to the majority of the population
- Low employee contribution rates for all benefits

The table below represents eight actual teachers who worked in our district in 2005-2006 and still work in our district today. Salary 05-06 reflects salary as of July 2005, and Salary 11-12 reflects salary as of July 2011. The pays scales represent three years of the previous collective bargaining agreement, one year with no agreement, and two years

| Category                 | Degree (05-06) | Step (05-06) | Salary (05-06)  | Degree (11-12) | Step (11-12) | Salary (11-12)  | \$ diff  | % diff        | %/yr         |
|--------------------------|----------------|--------------|-----------------|----------------|--------------|-----------------|----------|---------------|--------------|
| Same Degree, On Table    | B              | 6            | \$41,031        | B              | 12           | \$52,195        | \$11,164 | 27.21%        | 4.53%        |
| Same Degree, On Table    | M              | 9            | \$49,147        | M              | 15           | \$64,296        | \$15,149 | 30.82%        | 5.14%        |
| Same Degree, Off Table   | B              | 11           | \$48,693        | B              | Off          | \$64,307        | \$15,614 | 32.07%        | 5.34%        |
| Same Degree, Off Table   | M              | 14           | \$57,828        | M              | Off          | \$64,306        | \$6,478  | 11.20%        | 1.87%        |
| Degree Change, On Table  | B+15           | 3            | \$37,798        | M+30           | 9            | \$53,458        | \$15,660 | 41.43%        | 6.91%        |
| Degree Change, On Table  | B              | 2            | \$35,414        | B+30           | 8            | \$47,959        | \$12,545 | 35.42%        | 5.90%        |
| Degree Change, Off Table | B+30           | 13           | \$54,344        | M+30           | Off          | \$71,969        | \$17,625 | 32.43%        | 5.41%        |
| Degree Change, Off Table | B              | 11           | \$48,693        | B+30           | Off          | \$60,432        | \$11,739 | 24.11%        | 4.02%        |
| <b>Averages</b>          |                |              | <b>\$46,619</b> |                |              | <b>\$59,865</b> |          | <b>29.34%</b> | <b>4.89%</b> |

under the current agreement.

Even while at district meeting voters have the opportunity to decide on a budget, it's important that they recognize there are a few major components of that budget which fall into the category of unfunded and/or poorly funded mandates:

- Our Special Education budget services 15 out of district placement students whose needs total ~\$1,000,000 annually. The Federal Government outlined a maximum funding level of 40% of per-pupil costs in the Individuals with Disabilities Education Act (IDEA), but has historically never provided more than 30%, often covering only 15% or less.

**Our legislators need to modify the Special Education laws such that school districts are not required to provide services for which they receive little to no financial support.**

- The New Hampshire State Retirement System (NHRS) operates pension and medical subsidy funds that have unfunded liabilities in excess of \$4.75 billion. We know from several real-world case studies that pension systems eventually fail because they require an infinite supply of money to succeed (General Motors, among others). In the 2011-2012 budget, our state retirement obligations have increased 18.79% from last year to a total of \$727,784. This represents ~\$5,500 per teacher in retirement contributions.

**Our state legislature needs to revamp the retirement system into something solvent, sustainable, and fair to our public employees.**

It has been a pleasure working on behalf of the voters in our district as well as serving with my fellow Budget Committee members. This year has brought many spirited discussions, late nights, complex spreadsheets, and ultimately a budget proposal that represents countless hours of volunteer effort. We hope the information we have provided allows you to make informed decisions at district meeting, and look forward to seeing you there.

Respectfully submitted, Greg McHale, Chair, Hollis-Brookline Cooperative Budget Committee



## **2012 HB Cooperative School Budget Committee Report**

### **Summary**

The members of the Budget Committee have put hundreds of man-hours into evaluating the entire budget on a line-by-line basis over the last three years. During that time, our first concern has always been to maintain and improve the quality of education in our community. We strive to achieve this in a fiscally responsible manner, utilizing a zero-based budgeting approach, and by trying to identify reasonable savings in areas that will not impact front line classroom education.

Our COOP student enrollment has now dropped back to 2005 levels, and is projected to continue to decline by over 20% as experienced by our primary schools. As a result, responsible reductions in the SAU staff, building administration and employees may be needed over this trend, but nothing drastic, nor anything that requires the elimination of key programs. We have worked hard and diligently to find ways to avoid major changes, and know with certainty, and through hard and detailed analysis, that such options exist and can be found in our multi-year work product.

### **Process**

The Hollis-Brookline Cooperative School District operates under the Municipal Budget Act, meaning that the citizens have decided to have an elected Budget Committee, rather than the School Board, create the budget for approval by the co-op's district meeting. This budget is presented at the annual meeting in March, where the ultimate power to decide lies in the hands of the voters who attend and vote at that meeting. Thereafter, the School Board has full authority to expend the approved money as they see fit consistent with the law.

The committee draws its authority from NH RSA 32. In performing its role, the Budget Committee weighs the needs of the community for public services and seeks to find ways to secure those services at the lowest reasonable cost to the communities. The committee tries to strike a balance between the needs for services and affordability, always mindful of the need to maintain or improve educational services. The process involves analyzing actual line by line budget numbers based in part on inflation, growth in population, changes in student enrollment, tax impact, costs to maintain our assets, proven techniques for cost containment, and demand for quality service levels as well as guidance from the School Board and Administration.

A budget is presented to the public at a public hearing where the citizens of Hollis and Brookline have the opportunity, and are encouraged, to voice their positions on the balance between the suggested services and the cost of those services. Weighing citizen comments at the public hearing, the points brought forward by the School Board and Administration, proven business practices in non-educational areas, and affordability in the proposed budget, the Budget Committee establishes a recommended budget, which is then presented to the voters at the School District Annual Meeting in March. At this meeting, the voters have the right to approve or modify the Budget Committee's proposed budget.

The committee seeks and values ideas from the citizens of both towns. Our meetings are open to the public, with time provided for public questions and comments. Additionally our meetings, held on the third Thursday of every month at 6PM, are televised on channel 12.

The Budget Committee, following the recommendations of the Hollis Board of Selectman and in a desire to achieve maximum transparency, operates a Yahoo! Group, which can be accessed at <http://groups.yahoo.com/groups/hbcoopbudecom>. At this site, all documents, minutes, e-mails and data used or distributed by the Budget Committee can be accessed by members of the public. Additionally, members of the public can send e-mail to the Budget Committee via the Yahoo! Group site or by sending an e-mail to [hbcoopbudecom-owner@yahoo.com](mailto:hbcoopbudecom-owner@yahoo.com).

## Data and Commentary

The table below represents a comparison of student population, total budget, and cost per student over the last several fiscal years.

| Fiscal Year                       | Student Population | Total Budget         | % Change        | Cost/Student       |
|-----------------------------------|--------------------|----------------------|-----------------|--------------------|
| 2004 -2005                        | 1273               | \$14,375,000         |                 | \$11,292.22        |
| 2005-2006                         | 1336               | \$15,815,378         | 10.02%          | \$11,837.86        |
| 2006-2007                         | 1354               | \$17,206,722         | 8.80%           | \$12,708.07        |
| 2007-2008                         | 1355               | \$18,130,339         | 5.37%           | \$13,380.32        |
| 2008-2009                         | 1364               | \$18,686,485         | 3.07%           | \$13,699.77        |
| 2009-2010                         | 1376               | \$18,919,628         | 1.25%           | \$13,749.73        |
| 2010-2011                         | 1337               | \$18,858,097         | -0.33%          | \$14,104.78        |
| 2011-2012                         | 1341               | \$19,250,000         | 2.08%           | \$14,354.96        |
| 2012-2013                         | 1282               | \$19,765,000         | 2.68%           | \$15,417.32        |
| <b>Differences from 2004-2005</b> |                    | <b>+ \$5,390,000</b> | <b>+ 37.50%</b> | <b>+ \$4125.09</b> |

\*Projected enrollment and School Board proposed budget as of publication deadline, subject to actual enrollment and voter approval

Despite a projected similar student enrollment between 2004-2005 and 2012-2013, our district costs have increased ~38% in the same time period. These increases can be attributed to a few key areas:

- Increases in employee wage, health insurance, and retirement costs.
- Increase in total number of employees.
- Increases in costs related to Special Education, both in-district and out-of-district.

The Budget Committee believes the Cooperative school district has already passed its tipping point of financial sustainability. The flexibility of our operating budget is significantly hampered by perpetually increasing salaries and benefits costs which are the result of collective bargaining, the lack of federal funding for Special Education, and the presence of a pension style retirement system as handed down by the state of New Hampshire. As a result of these issues, we operate in an environment where we must pay significantly higher taxes for the same level of service, bypass infrastructure needs we cannot afford to attend to, and delay the replenishing and renewal of core resources such as textbooks and technology.

Over the past two years, the budget has been kept relatively flat due to realigning costs back to known levels in non-core or non-educational areas, and removing excesses that have crept into the budget over the big growth years up through 2008. However, since approximately 80% of the budget is allocated towards salaries, benefits and special education, we must constructively evaluate options or alternatives in these areas to balance fiscal responsibility and quality of service. In this difficult economy, continued unemployment levels, pay freezes or pay reductions for our private sector and senior citizens, and expected reductions in State/Federal funding, there is only so much that can be accomplished in working on 20% of the budget. Decisions must be made now to ensure that less dramatic measures will have to be taken in the near future should those decisions be postponed.

With regard to salaries and benefits, there are a few common practices that will define the current and future budgets, ultimate tax rates, and the quality of service provided. The availability of affordable benefit packages and the consumption of medical services/benefits will affect all of our districts, and most other districts across the state and nation. Optimizing affordable health benefit options must be a primary goal or growing budgets and taxes will automatically result in:

- Pay increases that are not tied to improved quality of service
- Premium Medical Plan offerings costing \$24,000 / yr for a family plan
- Low employee contribution rates for all benefits

The table below represents all professional staff employees (46) that were fulltime with the district from 2004-2005, and still with the district today. It utilizes the ACTUAL base pay received by each employee back in 04/05 and today.

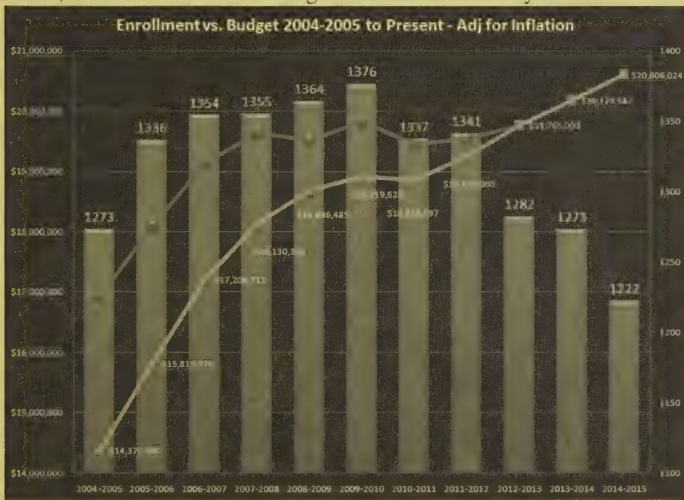
|   |   |              |
|---|---|--------------|
| Overall:  | 46 prof staff employees: full time from FY05 - FY13<br>Actual base salaries |              |
| Range of salary increases <b>received per year:</b> |   | 1.9% - 6.9%  |
| <b>Average salary increase received per year:</b>   |   | <b>3.70%</b> |

We are aware that the cost of medical benefits has been growing rapidly over this time, and has a direct impact on the actual take-home pay of our employees. We modeled the impact to take-home pay if we factored in the cost increase to the employee of the standard Blue Cross or "driver" family plan over this same 04/05 to today. In addition, we modeled factoring in if the employee selected the Lumenos HSA plan. Note that "family" plan costs were used (instead of single or dual) to represent the biggest cost impact.

|  |              |
|--|--------------|
| With medical plan cost increases factored in |              |
| ALL employees: family Blue Cross             |              |
| <b>Take-home pay increase per year:</b>      | <b>2.10%</b> |
| ALL employees: family Lumenos                |              |
| <b>Take-home pay increase per year:</b>      | <b>3.60%</b> |

This summary shows that the employee choice of medical plans is very important, and can significantly affect their amount of take-home pay per year. We believe there is a win-win path forward through obtaining up-to-date plans, better education on selecting the appropriate medical plan, enabling more take-home pay for the employee, and saving money for the district. After little progress over the past 2 years from the joint task force, the School Board and employee union must find a way to work together to enable a better medical benefits program immediately, and to curtail the unsustainable cost trend.

This table below represents the student enrollment compared to the actual budget each year (with and without adjustments for inflation). If past increases associated with salaries, benefits, and special education are continued forward, and if nothing is done to change the unsustainable trends, we can see where the budget will result in future years.



At district meeting voters have the opportunity to decide on a budget. It is important that they recognize there are a few major components of that budget which fall into the category of unfunded and/or poorly funded mandates:

- Our Special Education budget services 18 out of district placement students whose needs total ~\$1,300,000 annually. The Federal Government outlined a maximum funding level of 40% of per-pupil costs in the Individuals with Disabilities Education Act (IDEA), but has historically never provided more than 30%, often covering only 15% or less.

**Our legislators need to modify the Special Education laws such that school districts are not required to provide services for which they receive little to no financial support.**



- The New Hampshire State Retirement System (NHRS) operates pension and medical subsidy funds that have unfunded liabilities in excess of \$4.75 billion. We know from several real-world case studies that pension systems eventually fail because they require an infinite supply of money to succeed (General Motors, among others). In the 2012-2013 budget, our state retirement obligations have increased \$181,000 from last year to a total of approximately \$810,000. This represents ~\$6,100 per teacher in retirement contributions.

**Our state legislature needs to revamp the retirement system into something solvent, sustainable, and fair to our public employees.**

It has been a pleasure working on behalf of the voters in our district as well as serving with my fellow Budget Committee members. This year has brought many spirited discussions, late nights, complex spreadsheets, and ultimately a budget proposal that represents countless hours of volunteer effort. We hope the information we have provided allows you to make informed decisions at district meeting, and we look forward to seeing you there.

Respectfully submitted,

Steve Pucci, Chair, Hollis-Brookline Cooperative Budget Committee

| ACCOUNT   | DESCRIPTION                      | ACTUALS       |    | ADOPTED    |    | PROPOSED   |    | BJD COMM   |             |
|-----------|----------------------------------|---------------|----|------------|----|------------|----|------------|-------------|
|           |                                  | FY2011        |    | FY2012     |    | FY2013     |    | FY2013     | RECOMMENDED |
| 1100-1199 | Regular Programs                 | \$ 5,448,044  | \$ | 5,287,515  | \$ | 5,297,743  | \$ | 5,400,000  |             |
| 1200-1299 | Special Programs                 | 2072749.54    |    | 2500695    |    | 2593996.68 |    | 2350000    |             |
| 1300-1399 | Vocational Programs              | 133380.82     |    | 108933     |    | 140942     |    | 108933     |             |
| 1400-1499 | Other Programs                   | 465769.93     |    | 440570     |    | 442199.54  |    | 390000     |             |
| 2000-2199 | Student Support Services         | 1126987.09    |    | 1120425    |    | 1183696.46 |    | 1050425    |             |
| 2200-2299 | Instructional Staff Services     | 4656663.34    |    | 485550     |    | 472211.39  |    | 485550     |             |
| 2310-840  | School Board Contingency         | -             |    | -          |    | -          |    | -          |             |
| 2310-2319 | Other School Board               | 58360.55      |    | 37429      |    | 50334.1    |    | 40000      |             |
| 2320-310  | SAU Management Services          | 673179.96     |    | 673466     |    | -          |    | -          |             |
| 2400-2499 | School Administration Service    | 758303.06     |    | 783684     |    | 751746.16  |    | 751746.16  |             |
| 2600-2699 | Operation & Maintenance of Plant | 1082263.45    |    | 1141812    |    | 1150803.77 |    | 1150803.77 |             |
| 2700-2799 | Student Transportation           | 701900        |    | 698772     |    | 816178     |    | 725000     |             |
| 2800-2999 | Support Service Central & Other  | 3149396.38    |    | 3196361    |    | 3398694.37 |    | 3027817.32 |             |
| 5110      | Debt Service - Principal         | 893729.06     |    | 901005     |    | 885550.61  |    | 885550.61  |             |
| 5120      | Debt Service - Interest          | 999575.94     |    | 1001518    |    | 1010829.39 |    | 1010829.39 |             |
| 5220-5221 | To Food Service                  | 549341        |    | 536754     |    | 499114     |    | 474055.94  |             |
| 5222-5229 | To Other Special Revenue         | 335511        |    | 335511     |    | 235000     |    | 223201.81  |             |
|           | TOTAL                            | \$ 18,914,155 | \$ | 19,250,000 | \$ | 18,929,039 | \$ | 18,073,913 |             |

|         |                             |               |    |            |    |            |    |            |  |
|---------|-----------------------------|---------------|----|------------|----|------------|----|------------|--|
| Various | SPECIAL WARRANT ARTICLES    |               |    |            |    | 770961     |    | 721937     |  |
| Various | INDIVIDUAL WARRANT ARTICLES |               |    |            |    |            |    |            |  |
|         | GRAND TOTAL                 | \$ 18,914,155 | \$ | 19,250,000 | \$ | 19,700,000 | \$ | 18,795,850 |  |

|                              | APPROVED<br>BY DRA<br>2010 - 2011 | PROPOSED<br>2011-2012 | APPROVED<br>BY DRA<br>2011-2012 | RECOMMENDED<br>2012-2013 |
|------------------------------|-----------------------------------|-----------------------|---------------------------------|--------------------------|
| REVENUE & CREDITS            |                                   |                       |                                 |                          |
| REVENUE FROM LOCAL SOURCES   |                                   |                       |                                 |                          |
| TUITION                      | 14868                             |                       | 21,867                          |                          |
| EARNINGS ON INVESTMENTS      | 3170                              |                       | 3,171                           | 3,171                    |
| FOOD SERVICE SALES           |                                   |                       | 466,844                         | 459,131                  |
| OTHER LOCAL SOURCES          | 11895                             |                       |                                 |                          |
| REVENUE FROM STATE SOURCES   |                                   |                       |                                 |                          |
| SCHOOL BUILDING AID          | 395323                            |                       | 396,021                         | 395,638                  |
| CATASTROPHIC AID             | 119331                            |                       | 130,979                         | 205,352                  |
| CHILD NUTRITION              |                                   |                       | 3,744                           | 3,500                    |
| OTHER STATE SOURCES          | 3087                              |                       |                                 |                          |
| REVENUE FROM FEDERAL SOURCES |                                   |                       |                                 |                          |
| FEDERAL GRANTS               |                                   |                       | 15,718                          | 15,000                   |
| CHILD NUTRITION              |                                   |                       | 36,635                          | 36,483                   |
| DISABILITY PROGRAMS          |                                   |                       | 226,419                         | 220,000                  |
| MEDICAID DISTRIBUTION        | 91863                             |                       | 85,000                          | 68,000                   |
| OTHER FEDERAL SOURCES        | 101115                            |                       | 108,017                         |                          |
| UNRESERVED FUND BALANCE      | 512409                            |                       | 177,921                         |                          |
| VOTED FROM FUND BALANCE      |                                   |                       |                                 |                          |
| TRANSFERS IN                 | 4033                              |                       |                                 |                          |
| SUBTOTAL OF REVENUES         | \$ 1,253,061                      | \$ -                  | \$ 1,672,336                    | \$ 1,406,275             |
| DISTRICT ASSESSMENT          | \$ 12,758,594                     | \$ 10,689,677         | \$ 17,577,664                   | \$ 12,335,086            |
| ADEQUACY AID - TAX           | 2,114,640                         |                       |                                 | 2,135,945                |
| ADEQUACY AID - GRANT         | 2,787,860                         |                       |                                 | 2,918,544                |
| TOTAL REVENUES AND CREDITS   | \$ 18,914,155                     | \$ 10,689,677         | \$ 19,250,000                   | \$ 18,795,850            |
| TOTAL APPROPRIATIONS         | \$ 18,914,155                     | \$ 10,689,677         | \$ 19,250,000                   | \$ 18,795,850            |



**HOLLIS-BROOKLINE COOPERATIVE SCHOOL DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Governmental Funds**  
**For the Fiscal Year Ended June 30, 2011**

|   | General           | Food Service   | Grants         | Permanent     | Other Governmental Funds | Total Governmental Funds |
|---|-------------------|----------------|----------------|---------------|--------------------------|--------------------------|
| <b>REVENUES</b>   |                   |                |                |               |                          |                          |
| School district assessment                                | #####             | -              | -              | \$ -          | -                        | \$12,023,021             |
| Other local   | 29,933            | 454,454        | -              | 46,144        | 14,674                   | 545,205                  |
| State   | 5,613,083         | 3,744          | -              | -             | 3,750                    | 5,620,577                |
| Federal   | 192,978           | 51,843         | 376,657        | -             | -                        | 621,478                  |
| Total revenues  | <u>17,859,015</u> | <u>510,041</u> | <u>376,657</u> | <u>46,144</u> | <u>18,424</u>            | <u>18,810,281</u>        |
| <b>EXPENDITURES</b>                                       |                   |                |                |               |                          |                          |
| Current:  | 8,418,533         | -              | 346,295        | 1,497         | 19,414                   | 8,785,739                |
| Instruction   | 1,133,477         | -              | 4,214          | -             | -                        | 1,137,691                |
| Support services:   | 475,086           | -              | 16,006         | -             | -                        | 491,092                  |
| Student   | 58,361            | -              | -              | -             | -                        | 58,361                   |
| Instructional staff                                       | 673,180           | -              | -              | -             | -                        | 673,180                  |
| General administration                                    | 767,153           | -              | -              | -             | -                        | 767,153                  |
| Executive administration                                  | 1,199,048         | -              | -              | -             | -                        | 1,199,048                |
| School administration                                     | 703,582           | -              | -              | -             | -                        | 703,582                  |
| Operation and maintenance of plant                        | 3,149,396         | -              | -              | -             | 10,452                   | 3,159,848                |
| Student transportation                                    | -                 | 450,625        | -              | -             | -                        | 450,625                  |
| Other   | -                 | -              | -              | -             | -                        | -                        |
| Non-instructional services                                | -                 | -              | -              | -             | -                        | -                        |
| Debt service:   | 893,729           | -              | -              | -             | -                        | 893,729                  |
| Principal   | 999,576           | -              | -              | -             | -                        | 999,576                  |
| Interest  | -                 | -              | -              | -             | -                        | -                        |
| Facilities acquisition and construction                   | -                 | -              | 10,142         | -             | 32,177                   | 42,319                   |
| Total expenditures  | <u>18,471,121</u> | <u>450,625</u> | <u>376,657</u> | <u>1,497</u>  | <u>62,043</u>            | <u>19,361,943</u>        |
| Excess (deficiency) of revenues over (under) expenditures | <u>(612,106)</u>  | <u>59,416</u>  | <u>-</u>       | <u>44,647</u> | <u>(43,619)</u>          | <u>(551,662)</u>         |
| Other financing sources (uses):                           | 4,033             | -              | -              | -             | 1,092                    | 5,125                    |
| Transfers in  | -                 | -              | -              | (5,125)       | -                        | (5,125)                  |
| Transfers out   | -                 | -              | -              | -             | -                        | -                        |

|  |            |            |      |            |           |            |
|--|------------|------------|------|------------|-----------|------------|
| Total other financing sources and uses | 4,033      | -          | -    | (5,125)    | 1,092     | -          |
| Net change in fund balances            | (608,073)  | 59,416     | -    | 39,522     | (42,527)  | (551,662)  |
| Fund balances, beginning               | 824,715    | 142,597    | -    | 261,384    | 90,737    | 1,319,433  |
| Fund balances, ending                  | \$ 216,642 | \$ 202,013 | \$ - | \$ 300,906 | \$ 48,210 | \$ 767,771 |

**HOLLIS-BROOKLINE COOPERATIVE SCHOOL DISTRICT**  
**Balance Sheet**  
**Governmental Funds**  
**June 30, 2011**

|                                     | General    | Food Service | Grants     | Permanent  | Other Governmental Funds | Total Governmental Funds |
|-------------------------------------|------------|--------------|------------|------------|--------------------------|--------------------------|
| <b>ASSETS</b>                       |            |              |            |            |                          |                          |
| Cash and cash equivalents           | \$ 245,776 | \$ 204,354   | \$ -       | \$ -       | \$ 48,442                | \$ 498,572               |
| Investments                         | 7,798      | -            | -          | -          | -                        | 7,798                    |
| Receivables:                        |            |              |            |            |                          |                          |
| Accounts                            | 487        | 1,429        | -          | -          | -                        | 1,916                    |
| Intergovernmental                   | 17,041     | 3,012        | 230,293    | 300,906    | -                        | 551,252                  |
| Interfund receivable                | 195,924    | -            | -          | -          | -                        | 195,924                  |
| Inventory                           | -          | 9,250        | -          | -          | -                        | 9,250                    |
| Prepaid items                       | 1,500      | 45           | -          | -          | -                        | 1,545                    |
| Total assets                        | \$ 468,526 | \$ 218,090   | \$ 230,293 | \$ 300,906 | \$ 48,442                | \$ 1,266,257             |
| <b>LIABILITIES</b>                  |            |              |            |            |                          |                          |
| Accounts payable                    | \$ 167,411 | -            | \$ 29,709  | \$ -       | \$ 232                   | \$ 197,352               |
| Accrued salaries and benefits       | 58,112     | 1,077        | 5,797      | -          | -                        | 64,986                   |
| Intergovernmental payable           | 26,361     | 45           | -          | -          | -                        | 26,406                   |
| Interfund payable                   | -          | 1,137        | 194,787    | -          | -                        | 195,924                  |
| Deferred revenue                    | -          | 13,818       | -          | -          | -                        | 13,818                   |
| Total liabilities                   | 251,884    | 16,077       | 230,293    | -          | 232                      | 498,486                  |
| <b>FUND BALANCES</b>                |            |              |            |            |                          |                          |
| Nonspendable:                       |            |              |            |            |                          |                          |
| Endowments                          | -          | -            | -          | 232,544    | -                        | 232,544                  |
| Inventory                           | -          | 9,250        | -          | -          | -                        | 9,250                    |
| Restricted for:                     |            |              |            |            |                          |                          |
| Instruction                         | -          | -            | -          | 68,362     | -                        | 68,362                   |
| Assigned to:                        |            |              |            |            |                          |                          |
| Instruction                         | 15,984     | -            | -          | -          | 48,210                   | 64,194                   |
| Support services                    | 31,988     | -            | -          | -          | -                        | 31,988                   |
| Non-instructional services          | -          | 192,763      | -          | -          | -                        | 192,763                  |
| Return to Towns                     | 168,670    | -            | -          | -          | -                        | 168,670                  |
| Total fund balances                 | 216,642    | 202,103      | -          | 300,906    | 48,210                   | 767,771                  |
| Total liabilities and fund balances | \$ 468,526 | \$ 218,090   | \$ 230,293 | \$ 300,906 | \$ 48,442                | \$ 1,266,257             |

## Report of the Director of Special Education

The SAU #41 Special Education Department consists of skilled, dedicated special education administrators, special education teachers, related service providers such as occupational therapists, speech language pathologists, counselors, social workers, and a variety of paraeducators who play an integral role in meeting the unique, individual needs of students with disabilities within Hollis and Brookline, New Hampshire. Approximately 380 students between the ages of 3 and 21 receive special education and related services through Individualized Education Programs (IEPs) in addition to 150 students in grades K-12 who are supported under Section 504 of the Rehabilitation Act of 1973.

The school district's responsibility is to make available a free, appropriate public education (FAPE) to all students with disabilities within SAU #41. This education may consist of special education services, related services, transportation, paraeducator assistance, and/or specialized programming at an out of district placement. The districts within SAU #41 also receive federal funds per the Individuals with Disabilities Education Act (IDEA) on an annual basis to offset the costs of specialized programming for our students with disabilities in our community. In accordance with SAU #41's local Child Find Program, referrals for students between the ages of 2.5 and 21 who are suspected of having an educational disability can be made at any time by contacting the Director of Special Education or building Special Education Coordinator.

The SAU 41 Parent Partnership, a group of parents and staff members whose mission is to provide resources and support to the SAU 41 community through collaboration, positive communication and problem solving to enhance the education of students with disabilities, was formed in 2010. This past school year the SAU 41 Parent Partnership offered community workshops for parents and staff members on topics such as Disability Awareness, Executive Functioning Skills, Assessment, and Communication as an IEP Team Member. These workshops allowed for parents and staff members to collaborate and learn more about the special education process and strategies to apply when working with students with disabilities. I am pleased to be a member of the SAU 41 Parent Partnership and believe the support provided to parents and staff members has opened up the lines of communication between the home and school setting. For more information about the SAU 41 Parent Partnership, please visit [www.sau41parentpartnership.org](http://www.sau41parentpartnership.org).

Last year I announced the implementation of a social skills extended school year (ESY) program at the elementary and secondary levels. Each year the school district and parents of students with disabilities determine whether or not a student requires extended school year. These services are designed to maintain skills based upon goals in the Individualized Education Program. This past summer, with the assistance of the special education staff, a comprehensive extended school year program was developed and implemented so that students could receive their services in a program that mimics an abbreviated school day. This design allowed students to maintain a consistent, predictable schedule and receive appropriate services in a cost effective manner. This successful program format will again be available to eligible students in the summer of 2012.

I am very proud of the services we offer students with disabilities in the communities of Hollis and Brookline. We are fortunate to have talented staff members in the classroom not only in the special education setting, but also in the classroom that allow our students to make progress and gain critical skills in the inclusive setting. The parental support we also receive in the community promotes student growth.

Respectfully submitted,

Jeanne Saunders, M.Ed.  
Director of Special Education

HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT  
 ACTUAL EXPENDITURES FOR SPECIAL EDUCATION PROGRAMS AND SERVICES  
 PER RSA 32:11a

| EXPENSES:                  | <u>FY2009</u> | <u>FY2010</u> | <u>FY2011</u> |
|----------------------------|---------------|---------------|---------------|
| SALARIES                   | \$1,773,088   | \$1,941,583   | \$1,798,039   |
| BENEFITS                   | 527,548       | 601,872       | 609,960       |
| CONTRACTED SERVICES        | 177,625       | 210,918       | 342,237       |
| TRANSPORTATION             | 242,803       | 224,632       | 267,534       |
| TUITION                    | 625,311       | 624,825       | 494,030       |
| MATERIALS                  | 17,202        | 11,993        | 43,372        |
| EQUIPMENT                  | 5,591         | 4,477         | 138,462       |
| OTHER                      | 996           | 1,104         |               |
| SUBTOTAL                   | \$3,370,164   | \$3,621,404   | 3,693,635     |
| REVENUE:                   |               |               |               |
| CATASTROPHIC AID           | \$210,414     | \$82,736      | 119,331       |
| MEDICAID DISTRIBUTION      | 40,290        | 122,871       | 91,863        |
| IDEA                       | 212,341       | 269,164       | 126,124       |
| ARRA                       |               |               | 205,142       |
| SUBTOTAL                   | \$463,045     | \$474,771     | 542,459       |
| NET COST FOR SPECIAL EDUC. | \$2,907,119   | \$3,146,633   | 3,151,175     |

TEACHER ROSTER  
HOLLIS BROOKLINE MIDDLE SCHOOL

| Name               | Assignment                    | College  | Degree                |
|--------------------|-------------------------------|--|-----------------------|
| Patricia Lewis     | Principal                     | UNH  | M.Ed.                 |
| Stephen Secor      | Assistant Principal           | Northern Arizona Univ.                                 | M.Ed.                 |
| Patricia Rhodes    | Special Education Coordinator | Loyola Marymount Univ.                                 | M.A.                  |
| Claudia Banks      | Spanish                       | Superior en Lenguas Vivas No. 1 de Rosario (Argentina) | B.A.                  |
| David Bond         | Science                       | U. Mass.   | M.A.                  |
| Gayle Bortcher     | Physical Education            | U. Bridgeport  | M.S.Ed.               |
| Amy Bouchard       | English                       | UNH  | M.A.T.                |
| Stephen Capraro    | Social Studies                | St. Anselm College                                     | B.A.                  |
| Jennifer Christman | Special Education             | Keene State  | B.S.+B.A.             |
| June Cloutier      | French                        | Anna Maria College                                     | B.A.                  |
| Susan Connelly     | Social Studies                | NYU  | M.A.                  |
| Nancy Cook         | School Psychologist           | Notre Dame College                                     | M.Ed.                 |
| Karen Coutu        | English Language Arts         | Rivier   | M.Ed.                 |
| Laura DeRosa       | Social Studies                | UNH  | M.A.                  |
| Lynn DiZazzo       | English Language Arts         | Fairfield Univ.  | B.A.                  |
| Susan Doyle        | Special Education             | Rivier   | M.Ed.                 |
| Michael Dubois     | Guidance                      | Rivier   | M.Ed.                 |
| Claudia Dutiresne  | Reading                       | Fitchburg State  | M.Ed.                 |
| Jamice Ellerin     | Science                       | Montclair State Univ.                                  | M.A.                  |
| Carolyn Evans      | Science                       | Rutgers  | M.A.                  |
| Leonid Gershgorin  | Science                       | Boston Univ.   | B.S.                  |
| Christine Grieff   | Reading<br>Guidance           | Rivier   | M.A.T.                |
| Pamela Griffith    | Special Education             | American Grad. School Intl. Mgmt.                      | M.A.                  |
| Joseph Gruce, III  | Computer                      | Plymouth State<br>SUNY, Potsdam<br>Duquesne Univ.      | M.Ed.<br>B.A.<br>M.A. |



| Name      | Assignment            | College           | Degree  |
|-----------|-----------------------|-------------------|---------|
| Katrina   | Mathematics           | Rivier            | B.A.    |
| William   | Music                 | Rivier            | B.Music |
| Carolyn   | Media                 | Plymouth State    | M.Ed.   |
| Dean      | Mathematics           | Rivier            | M.Ed.   |
| Ronald    | Physical Education    | UNH               | M.S.    |
| Janet     | Spanish               | Regis College     | B.A.    |
| Barry     | Social Studies        | Framingham State  | M.A.    |
| Melanie   | Special Education     | Rivier            | M.Ed.   |
| Sheila    | School Nurse          | Fitchburg State   | BSN     |
| Patricia  | Algebra               | UNH               | B.S.    |
| Lynne     | Art                   | Keene State       | B.S.    |
| Christine | Special Education     | Fitchburg State   | M.Ed.   |
| Paul      | Technology Education  | Fitchburg State   | M.Ed.   |
| Kerbert   | English Language Arts | Harvard Univ.     | M.A.    |
| Teresa    | Mathematics           | Rivier            | M.A.    |
| Caitlin   | Life Skills           | Rivier            | M.Ed.   |
| Patricia  | Science               | Mississippi State | M.S.    |
| Nancy     | Music                 | U. Conn           | M.M.    |
| Kirsten   | Mathematics           | Rivier            | M.A.T.  |
| Erin      | Health-Wellness       | UNH               | B.S.    |

TEACHER ROSTER  
HOLLIS BROOKLINE HIGH SCHOOL

| Name      | Assignment                    | College                  | Degree          |
|-----------|-------------------------------|--------------------------|-----------------|
| Cynthia   | Principal                     | Rivier                   | M.Ed., CAGS     |
| Richard   | Assistant Principal           | Northeastern Univ.       | M.Ed.           |
| Robert    | Assistant Principal           | NH College               | M.B.A.          |
| Heather   | Special Education Coordinator | St. Bonaventure          | M.S.Ed.         |
| Rhon      | Athletic Director             | Univ. North Carolina     | B.A.            |
| Rebecca   | Social Studies                | Univ. of New England     | M.S.Ed.         |
| Dorothy   | Mathematics                   | Nova Southeastern Univ.  | M.A.            |
| Alexander | Spanish                       | UNH                      | M.Ed.           |
| Sandra    | Guidance                      | Rivier                   | M.Ed.           |
| Donald    | Phys. Ed./Wellness            | Plymouth State           | B.S.            |
| Barbara   | Media/Library                 | URI                      | M.L.S.          |
| John      | Physics/Physical Science      | U. Mass, Lowell          | M.Ed.           |
| Christina | Mathematics                   | Rivier                   | M.Ed.           |
| Rodney    | Mathematics                   | Boston College           | M.B.A.          |
| Cathy     | School Nurse                  | Univ. of Southern Maine  | B.S.N.          |
| Kelly     | Chemistry                     | Univ. of Texas at Austin | M.A.            |
| Nerissa   | English                       | Mt. Holyoke              | B.A.            |
| Rodney    | Biology                       | Fitchburg State          | M.Ed.           |
| Kimberly  | Social Studies                | Rivier                   | M.Ed.           |
| Jillian   | 504 Coordinator               | Rivier                   | M.Ed.           |
| Catherine | SAP Counselor                 | Rivier                   | M.A.            |
| Kelly     | English                       | Rivier                   | M.Ed.           |
| Amanda    | Special Education             | Rivier                   | M.Ed.           |
| Bonnie    | Mathematics                   | Brown Univ.              | B.A.            |
| Kristen   | Del Signore                   | Univ. of Missouri        | B.A.            |
| Elizabeth | Desborough                    | Holy Cross               | B.A.            |
| Trevor    | Diagoumanos                   | Austin State Univ.       | M.Ed.           |
| Katherine | Duval                         | Stonehill College        | B.S.            |
| Lara      | Emerson                       | Georgetown Univ.         | B.S.            |
| Julie     | Evans                         | Plymouth State           | B.S.            |
| Heidi     | Formidoni                     | Harvard and Rivier       | M.T.S. & M.A.T. |
|           | Foster                        |                          |                 |

| Name      | Assignment                  | College                           | Degree          |
|-----------|-----------------------------|-----------------------------------|-----------------|
| Michael   | English                     | Middlebury                        | M.A.            |
| Kerry     | Guidance                    | Notre Dame College                | M.Ed.           |
| Timothy   | Physical Education-Wellness | UNH                               | M.Ed.           |
| Jennifer  | Social Studies              | Antioch New England               | M.Ed.           |
| Tracy     | Physical Education          | Keene State                       | B.S.            |
| Christine | Special Education           | Rivier                            | M.Ed.           |
| Candice   | Family and Consumer Science | Keene State                       | B.S.            |
| Susan     | Technology                  | UNH                               | M.B.A.          |
| Christine | English                     | Antioch New England               | M.A.            |
| Robert    | Social Studies              | Rivier                            | M.Ed.           |
| Lin       | English                     | UNH                               | M.A.T.          |
| Mark      | Mathematics                 | Savannah College of Art & Design  | M.A.            |
| Timothy   | Mathematics                 | Univ. of Lowell                   | M.S.            |
| Kathleen  | Social Studies              | Middlebury                        | M.P.A. & M.A.T. |
| Linda     | Occupational Therapist      | Florida International Univ.       | M.S.            |
| Adriana   | Spanish                     | Universidad Externado de Colombia | B.A.            |
| Tammy     | Mathematics                 | Univ. Mississippi                 | B.A.            |
| Brigitte  | Art-Photography             | Rivier                            | B.A.            |
| Deborah   | Chemistry                   | URI                               | M.S.            |
| Kathleen  | Guidance                    | Rivier                            | M.Ed.           |
| Amber     | LD Case Manager             | Rivier                            | B.A.            |
| Judith    | Mathematics                 | Rivier                            | M.B.A.          |
| Sumantha  | English                     | Temple Univ.                      | B.S.            |
| Ann       | English                     | UNH                               | M.A.            |
| Susan     | Mathematics                 | Univ. Southern Maine              | M.S.            |
| Catherine | Biology/Physical Science    | Univ. of Notre Dame               | M.Ed.           |
| Susan     | School Nurse                | Univ. of San Francisco            | B.S.            |
| Lina      | Art                         | Plymouth State                    | B.S.            |
| Allison   | Mathematics                 | Keene State                       | B.A.            |
| Stacey    | Mathematics                 | Univ. Rochester                   | B.A.            |
| Milton    | Special Education           | Rivier                            | M.Ed.           |
| Maryanne  | Biology/Chemistry           | Worcester Poly Tech.              | M.S.            |
| Kristen   | Spanish                     | SUNY Albany                       | M.Ed.           |
| Annie     | French                      | Rivier                            | M.A.            |

| Name      | Assignment           | College                        | Degree       |
|-----------|----------------------|--------------------------------|--------------|
| Megan     | English              | Franklin Pierce College        | M.Ed.        |
| Michelle  | Special Education    | Oakland Univ.                  | M.A.         |
| Maria     | Health Education     | Univ. of Lowell                | B.S.         |
| Marielana | English              | Rivier                         | M.A.         |
| Lisa      | English              | Univ. of New Hampshire         | M.A.T.       |
| Jennifer  | Social Studies       | Tufts Univ.                    | M.A.T.       |
| Julie     | Guidance             | Antioch New England            | M.A.         |
| George    | Chemistry            | American International College | M.Sc.T.      |
| Michael   | French               | Keene State                    | B.A.         |
| Trudi     | Biology              | Clemson                        | B.S.         |
| Francis   | Special Education    | Notre Dame College             | M.Ed.        |
| Elyse     | English-Theatre Arts | Univ. of Santa Clara           | M.A.         |
| David     | Instrumental Music   | Univ. of Louisville            | M.M.         |
| Nathan    | Social Studies       | Hampshire College              | B.A.         |
| Richard   | Guidance             | UNH & Keene State              | M.A. & M.Ed. |
| Lucas     | Social Studies       | UNH                            | M.Ed.        |
| Ann       | Special Education    | Fitchburg State                | M.Ed.        |
| Robert    | Psychotherapist      | Salem State                    | M.S.W.       |
| Cora      | Special Education    | UNH                            | B.A.         |

**ANNUAL REPORT**  
**2010-2011**  
**Hollis Brookline Middle School**

*With tremendous pride and enthusiasm I submit this annual report to the citizens of Hollis and Brookline.*

*Hollis Brookline Middle School is an exemplary middle school. As Principal I can confidently make that statement based on the actual day-to-day events. Teachers, paraprofessionals, parents, support staff and community members work tirelessly for the sole purpose of providing a quality, comprehensive education for the young adolescents of Brookline and Hollis. Our assistant principal, Steve Secor has served to positively enhance our program. I value his skills and knowledge. Together we have formed an effective partnership.*

*Building initiatives and subsequent accomplishments are described in the following text.*

**ROCK** *In 2004, the Best Schools Leadership Initiative group worked diligently to create an advocacy program for our students. I am pleased to report that the program continues today and has become a tradition. ROCK is the acronym for reading, organization, communication and knowledge. Students begin the first 20 minutes of each day in small groups of 8-10 with an advisor. Research continues to support the claim that academic achievement increases when adolescents have a connection with an adult.*

**MIDDLE LEVEL TEAMING** *The heart of any middle school is the creation of smaller learning communities. Hollis Brookline Middle School has four such communities called teams, each housing 110+ students with five core teachers. The primary difference between junior high schools of the 50's and 60's and our present structure of teaming is the ability for staff to communicate, to plan, to monitor student achievement, to confer and to know students better. Our teams are unique as they integrate one specialist per quarter (art, technology education, and health). The Family and Consumer Science Program was eliminated for the 11-12 school year. In its place Middle School 101 was created. The curriculum included transition support, study skills, HBMS resources, data bases, computer account set ups, bullying and a portion of the comprehensive guidance curriculum. High School 101 for the eighth grade students will focus on transition to the HS, bullying and successful completion of the ICT portfolio.*

**SPECIALISTS** *In addition to the four specialists just described, the HBMS student is offered choices in music (band, chorus, and general music), foreign language (Spanish, French), reading (remedial, developmental) as well as physical education every other day all year. The library media specialist is extremely valuable to students individually and a valuable resource to content teachers. We are extremely proud of the balance afforded each student. The core rigor balanced with life skills specialty areas provide our young adolescents with developmentally sound experiences.*





*Winter Concert – Grade 8 band and chorus students perform under the direction of Mr. Bill Hinkle and Mrs. Nancy Spencer.*

*Fischer Cats Game – 8<sup>th</sup> grade chorus members sing the National Anthem.*



**BLOCK SCHEDULING** *As a direct result of one team's effort, the entire school is presently scheduled into blocks. Research positively supports larger blocks of instructional time for many reasons, some include fewer transitions, increased instructional time, and longer periods allowing teachers time to introduce, apply/practice and assess understanding. In addition, there are positive effects with overall organization and homework completion. The success of block scheduling is due to the teachers' skill and time in redesigning traditional 45-minute periods.*



**ACADEMICS** *Rigor and relevance describe the connection between all areas of the curriculum. Science is only one example of such rigor and relevance. The seventh grade curriculum focus is life science and 8<sup>th</sup> grade earth and space science. Science at HBMS is a hands on approach, not text book driven.*

*Life science identifying paramecium by using a Dichotomous Key.*



**EXTRA CURRICULAR OPPORTUNITIES** Part of our mission in providing a comprehensive, quality education is the opportunity for all students to become involved in school beyond the academic day. Yearbook, Art Club, Drama, intramural and interscholastic sports are some, but not all of the offerings. The Trash Talkers, our recycling group have been very active over the years. Collections of batteries and ink cartridges and contributions to the Dian Fossey International Gorilla Fund and the Humane Society have been large accomplishments. Students meet frequently with their advisor, Martha Bousquet to brainstorm and implement strategies to raise awareness.



*Recycling efforts by one ROCK group.*

*Our girls' volleyball team competed in the finals and the girls' Soccer Team was announced as the Tri County League Champions with an undefeated season.*

*HBMS Tri County Girls' Soccer Champions*



**TECHNOLOGY** With the addition of wireless access to 80% of HBMS last year, there is more flexibility for students and staff to complete Information and Communication Technology (ICT) projects without necessarily moving to one of the three "fixed" labs. Students continue their

*cumulative ICT work until spring of their 8<sup>th</sup> grade year at which time they create a portfolio demonstrating proficiency in word, spreadsheets, webpages and presentations.*

*Teachers for the 2011-2012 school year were greeted with new laptops. It has made using the new Google Mail/Document system and PowerSchool much more efficient. The new Google Mail/Document system is allowing staff to share and collaborate on ideas with their teams, subject area colleagues, as well as between schools. Mrs. DiZazzo and Mrs. Hall have embraced the functionality of various Web 2.0 tools as the next generation in learning. Their thoughtful approach to incorporating these tools into their curriculum has truly engaged our students and contributed to their conceptual understanding.*

**PROFESSIONAL LEARNING COMMUNITIES** *While HBMS staff has worked collaboratively as departments and interdisciplinary teams for many years, the clear focus on student learning has been the subtle yet powerful shift with Professional Learning Communities. Three succinct questions guide our work:*

*What do we want our students to learn?*

*How will we know they have learned it?*

*What will we do if they have not learned it?*

*Core teachers have been meeting weekly to articulate the 8-10 essential outcomes of each unit and have created common assessments. The work continues to benefit both students and staff.*

**STUDENT ACHIEVEMENT** *HBMS recognizes students on a quarterly basis. The High Comprehensive Honor Roll is awarded to students who receive all A's in every subject; Comprehensive Honor Roll, all A's and B's. On average 70 percent of our students receive such status.*



*Fall Recognition Assembly honoring Honor Roll students and all fall sport participants. We are proud to have many parents join us regularly in the celebration.*

*NECAP results continue to rate our students far above the State average in reading, math and writing and slightly above in science.*

*As mentioned earlier, writing is a major focus. Students annually participate in essay contests including DAR, VFW Patriot's Pen, Fleet*

*Reserve, Scholastic Alliance for Young Writers and the Library of Congress Letters about Literature. We have three winners in the Patriot's Pen who will be publicly announced in June.*

*The Mathcounts Team competes in the Regional Mathcounts Competition in February. Eighteen schools compete for the top three positions to go to the State Competition. Our team has been selected and has begun preparation for the Regional Competition. Congratulations to the Math Counts Team: S. Anderson, M. Bonnette, C. Daigle, K. Fox, M. Garside, J. Lindstrom, V. Nithipalan, T. Okada, M. Partridge, K. Roberts, M. Spooner.*

**LITERACY** *We recognize Claudia Dufresne (grade 8 reading) and Karen Coutu (grade 8 English) for their continued work with literacy. Four years ago we attended a two day summit on literacy. The result was a three year timeline describing professional development. Beyond*

*providing practical ideas for incorporating more reading strategies across all content areas, we have focused heavily on writing. A portion of every staff meeting has been devoted to sharing writing samples and their accompanying rubric. We believe the heavy emphasis on writing has positively affected our NECAP writing scores. Our present focus is on note taking; best practices to promote learning.*

**COMMUNITY** *At Hollis Brookline Middle School we stress the value of community and each individual's role and responsibility within the environment. Service to community has grown significantly within the curriculum, through Student Council, and within ROCK groups.*

*The PTSA enhances our learning community in a most positive manner. The members, whether officers, committee chairs, in-school volunteers or home support, all have special roles that fulfill diverse needs. We are blessed with our parent involvement in all aspects of the middle school program.*

*The HBMS male teachers participated in Janu-hairy to raise money for prostate cancer. For the entire month of January they refrained from shaving. All participants are recognized for their commitment to a most worthy cause. The goal this year is to surpass last year's total of one thousand dollars.*



*Our partnership with local veterans remains strong. The annual Veterans' Day Assembly has become the staff and student favorite. At that time a character award is announced given in memory of Robert Kelly who was instrumental in connecting local veterans with grade 8 students. That award is presented in June to one 8<sup>th</sup> grade student who most closely resembles the character of Mr. Kelly. Prior to the Washington, DC trip, veterans meet with students to talk about the conflicts and wars in which they served. Students gain a much better understanding of*



issues which translates into a greater appreciation of the trip in general and our country specifically.



Flag folding protocol demonstrated by 8<sup>th</sup> grade students.

Annual Veterans' Day Ceremony.

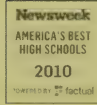


To the citizens of Hollis and Brookline, I have announced my retirement date of June 30, 2012. Special thanks are extended to all who have sent me messages. I have thoroughly enjoyed my experience as Principal of HBMS. Your support of Hollis Brookline Middle School has been the foundation of our success. I have no doubt the great traditions that have been established will continue.

Respectfully submitted,

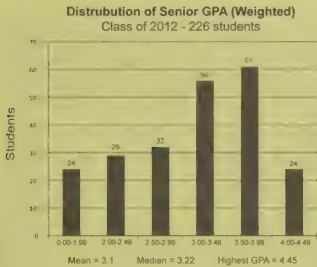
Patricia Lewis Goyette, Principal HBMS

# HOLLIS BROOKLINE HIGH SCHOOL DISTRICT REPORT 2011-2012



Hollis Brookline High School has a proud tradition of providing excellence in education for its students. Year after year, graduates return with accolades for their former teachers, thanking them for how well prepared they were for college and beyond. We set high standards and help and encourage our students to succeed. Administration, teachers and staff are all committed to meeting the goals of our Mission Statement. "We believe that our mission is to inspire lifelong learning and achievement. We will provide a broad range of experiences which will encourage students to strive for their maximum intellectual, artistic, emotional, social and physical development. We value the individuality of each member of the community and believe that an atmosphere of mutual trust and respect is essential to the educational process."

We are very proud of the academic successes of our students and would like to highlight several individual accomplishments. The 2011 National Merit Commended Scholars include: Christopher Baryames, Max Hengeveld, Cooper Hewes, Bridget Keehan, Jake Kobylarz, Erik Nikander, Danielle Putur, Christopher Redus, and Sarah Roberts. We are also pleased to again have six students named as National Merit Semifinalists. They are Maggie Borkowski, Elise Daly, Gregory Partridge, Lauren Pratt, Emily Rowe, and Lauren St. Hilaire. In addition, in December we recognized 13 students who received a perfect score of 800 on one or more of their SAT Tests and ACT tests as well as 30 students who received perfect scores on their Advanced Placement tests many with multiple perfect scores. The juniors also performed well on the NECAP's (New England Common Assessment Program). We continue to be impressed with how well our students consistently perform on these tests.



### SAT SCORES

|               |        |      |      |                 |
|---------------|--------|------|------|-----------------|
| Class of 2007 | CR557  | M565 | W558 | # tested 160    |
| Class of 2008 | CR567  | M569 | W564 | # tested 194    |
| Class of 2009 | CR574  | M573 | W568 | # tested 160    |
| Class of 2010 | CR567  | M585 | W576 | # tested 186    |
| Class of 2011 | CR593  | M592 | W588 | # tested 201    |
| NH State Mean | CR 523 | M525 | W511 | # tested 12,044 |

### NATIONAL MERIT SCHOLARSHIP QUALIFYING TEST

|               |               |   |                    |    |
|---------------|---------------|---|--------------------|----|
| Class of 2007 | Semifinalists | 5 | Commended Students | 6  |
| Class of 2008 | Semifinalists | 3 | Commended Students | 10 |
| Class of 2009 | Semifinalists | 6 | Commended Students | 12 |
| Class of 2010 | Semifinalists | 3 | Commended Students | 13 |
| Class of 2011 | Semifinalists | 6 | Commended Students | 13 |
| Class of 2012 | Semifinalists | 6 | Commended Students | 9  |

The Special Education Department was able to provide a climbing wall and new elements for the Ropes Course through ARRA Funding. These elements are instrumental in helping students with physical skill development and are used during Physical Education classes.



Climbing Wall

Our Guidance Department was instrumental in bringing the New Hampshire Scholars program to Hollis Brookline High School. Last June we congratulated 96 seniors who graduated as New Hampshire Scholars from HBHS. This program encourages students to take a rigorous course of study in high school in preparation for the workforce and the college admissions process. It prompts students to think more about their future and helps them to see the relevance of the classes they take in high school and provides incentives, motivation and encouragement for all students. We are looking to expand this program by partnering with local business leaders to enhance the resources available to our students including career exploration and critical 21<sup>st</sup> century skills.

Our annual Fall Recognition Assembly was also an opportunity to highlight other academic successes in our building. Fifty-two students were inducted into the National Honor Society in October, the girls varsity volleyball team has again, for the eleventh year in a row, been presented with an award by the New Hampshire Volleyball Coaches Association for maintaining a team average of over 3.0 for the year. This year's team's average was a 3.73. Gregory Partridge was announced as the 7<sup>th</sup> place winner in the Richard E. Lomax National Trig-Star Competition. He placed 7<sup>th</sup> in the nation in the 3<sup>rd</sup> and final round of this national competition. Strengthening our curriculum has been a priority and we continue to strive to improve all aspects of the learning process at HBHS.

The teaching staff continues to be committed to the Professional Learning Community initiative that began last year. Their collaborative efforts have made a significant impact on curriculum and the learning process for our students. Mutual trust and respect are key elements of a safe environment; our goal is to meet each and every student where s/he is and encourage his or her



success. To help meet our goal for a safe environment, all staff members have received Red Cross First Aid training and many have become CPR certified as well. Our guidance department, under department chair Mrs. KC Maynard, has instituted new protocols to address safety issues such as suicide, harassment and bullying. They continue to go above and beyond developing parent programs to inform families about the college process, writing essays and accessing financial aid.

Technology is a very important tool for today's education, and student and teacher access to technology is a priority. VLAN – wireless access was made available within the building at the beginning of the 2011-12 academic year. Students and staff may use their own technology such as laptops, and iPads, to access the internet anywhere within the building. The wireless filters are in place as if they are on a school computer, so students' access to the internet is limited to appropriate sites.

Also to facilitate communication, we use the Alert Now System. Alert Now is a self-managed site (parents may log into the system to make changes in their contact information) used to send newsletters, important information and announcements such as school closings and delays home to families. We continue to strive to communicate effectively and often with parents and the community.

Our students' successes go far beyond the academic environment of the classroom. Teachers and staff give many hours outside the classroom to help our students succeed in many venues. Many exciting things are happening. We have over one hundred clubs, organizations and sports teams advised by Hollis Brookline High School staff ranging from chess and writing to Improv and climbing clubs, community outreach and government groups and a wide range of sports. There is a place for every student who wishes to be involved.

We have continued with the tradition of our annual Trebuchet day held at the end of October. This much anticipated physics project requires students to build trebuchets and launch water balloons at their teachers, Mr. John Boucher and Mr. George Taliadouros. This project incorporates knowledge of physics, skills in application and collaboration and is a high point in the physics curriculum.



The Civics classes, during the week of Veteran's Day, under the guidance of Mrs. Kim Coughlin and Mr. Trevor Duval, invited local veterans in to speak to their classes. With the inspiration of student Haley Barbour, a veteran's Wall of Honor was created to showcase veterans and inspire discussion within the building regarding this day and its meaning. Each star highlighted a veteran.

In the English

department's new course Memoirs and Biographies, taught by Mrs. Ann Melim, students read the book *Zeitoun* which told the story of a Hurricane Katrina survivor. As a follow up to that story, Mrs. Melim and 16 students traveled to New Orleans in November to work with Habitat for Humanity to help build a new home. Their efforts made a significant impact on one family's life and the students came home with a renewed sense of commitment to their fellow man. Travel is an added dimension that Hollis Brookline High School is pleased to be able to support. The World Languages department traveled to Spain and Quebec last winter and will be traveling to Toronto this February. Being submersed in the culture and language is a true benefit for student learning.

The Music department under the direction of Mr. Dave Umstead and new chorus teacher Ms. Julie Formidoni, continues to showcase the many talents of our students in concerts, the musical and assemblies. They also travel for competitions and to showcase their talents. This year we had a record number of students accepted to participate in All State vocal and instrumental events. And our Performing Arts department under the direction of Ms. Elyse Tomlinson outdid themselves with last spring's brilliant performance of *The King and I* and this fall's moving performance of *The Diary of Anne Frank*. Currently students in both departments are fully involved with this year's musical production of *Legally Blonde* to be presented in March.



Spring Musical 2011 *The King and I*

In the FACS department, students have been busy baking, competing in the Apple Pie Contest for Old Home Day in Hollis and making the annual Gingerbread Houses for the holiday season! Several alumni who have gone on to culinary schools have come back to help out and express their appreciation for all they have learned at HBHS.



In the athletic arena, we continue to shine. It was another banner year for HBHS athletics. In the spring of 2011 all of the sports teams qualified for the play-offs. The Girls Softball team advanced all the way to the finals where they lost a close one and finished as the Division II State Runner-ups. In addition, the Girls Lacrosse team qualified for the Division I play-offs in their first year in this division. The spring season also saw the Boys Volleyball team in action for the first time as the latest sport to be offered here at HBHS. The Fall sports season saw the Football team once again make the Division III play offs and the Boys Soccer team advance all the way to the Division II semi - finals. The Girls Volleyball team won the Division I State Championship in addition to having senior Kelsey Berry named as the NH Gatorade Player of the Year.

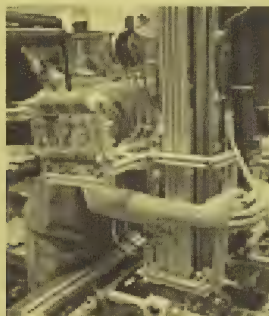
Not only do our staff members give of themselves outside the classroom for academic reasons, they also give many hours for club activities and community service. We strive in all areas to encourage students to think beyond themselves to others and the environment. Many of our clubs have outreach events. Student Council advised by Mrs. Jennifer Given and Mrs. Kate Emerson encourages collaboration, participation and the spirit of healthy competition with the annual Penny War for charity held the week prior to Spirit Week, which last year raised \$2000 for NH Gateways Fuel Assistance. Spirit Week also includes events such as the can sculpture contest – last year over 500 cans were taken to a local food pantry and over 1500 books were

donated to the New Hampshire Book Drive. Student Council has also begun an annual 5K Walk for charity held each spring.

Interact, under the direction of Mrs. Cathy Cray working in collaboration with Rotary, spends many hours volunteering time at the Nashua Soup Kitchen and making cookies for the elderly. Interact also sponsored the first White Out Bullying Dance last year with huge success. Due to its success, many other schools in the area held similar dances. Mrs. Cray has also been instrumental in bringing guest speaker Travis Roy in to speak with our students about making choices.

Congratulations to the First Robotics Team 1073 who won 2<sup>nd</sup> place out of 58 at the Connecticut Regional in Hartford, last spring. Additionally, they won the Excellence in Engineering Award for their software development of a robot simulator autonomous functions and touch panel robot controls as well as the overall designed robot. Our students also volunteered to help out three other teams who were having technical difficulties with their robots. That is just like our students... helping the opponent. The team is advised by technology teacher, Sue Hay, and many mentors from BAE and the community. At the Granite State Regional, advisor Sue Hay was selected from 48 nominated mentors to receive the Woodie Flowers Award. This team has also won all of its off season events and we are looking forward to what they will bring to the competition this year! Team 1073 has been chosen by FIRST to create a map indicating all teams registered for the 2012 season to be presented to Dean Kamen at the Kickoff on January 7<sup>th</sup> 2012.

Team 1073



Let's not forget Science Olympiad. This statewide science competition, founded by HBHS teachers John Boucher and Gina Bergskaug, has grown so much over the past couple years that it is now being held at St. Anslem's College. Last spring, HBHS came home with one gold, one silver and four bronze medals.

The Freshmen Destination Imagination Team placed 3<sup>rd</sup> at the April NH State DI Tournament in Nashua. Five chemistry students competed against first and second year chemistry students from all over New England and Gregory Partridge came in 9<sup>th</sup> place qualifying to sit for the United States National Chemistry Olympiad. He is among the top 950 students nationwide. The Math Team, under the direction of advisors Mrs. Stacey Plummer and Mrs. Susan Mooers, once again proudly brought home the State and League Championships for the third year in a row and finished their season for the 6<sup>th</sup> year in a row as League Champions! Our Debate Team and advisor Kathy Kirby continue to be very active in the State Youth and Government program and the Model UN Competitions and will be attending the Harvard National United Nations Conference in Boston this January.

Last February over 140 seniors traveled to the Hampshire Dome for a day of team and leadership building activities with Project Adventure trainers. This was a terrific day for students and staff as part of an ongoing initiative called SaLT (Students as Leaders Together). We are



continuing to build on this initiative and hope to expand it to include shortened activities for underclassmen as well.

Some of our community service events include Red Cross Blood Drives sponsored by the Red Cross Club. This December our blood drive was a Stop and Give Blood Drive, a new initiative through the American Red Cross initiated by H-B alumna Laurie Gorham and her husband Pete to promote safe driving habits. Last year, Laurie was the victim of a hit and run accident and has worked with the Red Cross to give back for all that was given to help her recover.

Every year HBHS puts up a Giving Tree between Thanksgiving and the holiday break and every year we are impressed with the generosity of our students, staff and families as they continually reach out to those less fortunate and provide gifts to fulfill the wishes of many. This year, all wishes were filled and the gifts were distributed to the Shepherd's Fund and the Nashua Soup Kitchen.

As the 2011 year comes to a close and we look toward 2012, we continue to be committed to provide an excellent and a well-rounded education for the students at Hollis Brookline High School.

Respectfully submitted  
Cynthia L. Matte, Principal

## 2011 Scholarships and Awards

### **Alan Frank Memorial Scholarship Book Award**

Jacklyn Clement

### **American Federation of Musicians**

Erin Hansen

### **Amherst Orthodontic Scientific Woman's S.**

Sara Heard

### **Army Reserve National Scholar/Athlete Award**

Hanna Mazzola

Matthew Kozsan

### **Athlete Citizen Scholar Award**

McHale Perkins

Brian Liamos

### **Atrium Dodds Scholarship**

Zachary Werne

### **BAE System (US First) Scholarship**

Genevieve Beaulieu

Evan Udelsman

### **Austin C. Scholarship (Frank T. Scholarship)**

Brandon Wiseman

### **Athletic Booster Club Scholarships**

McHale Perkins

Kaitlyn Sliger

Hanna Mazzola

Brian Liamos

Gaeton Ciot

### **Brookline Historical Society Book Award**

Krista Thorp

### **Brookline Women's Club**

Kurt Ferrell

### **Cavalier of the Year Award**

Kaitlyn Sliger

### **Charles Zylonis Memorial Scholarship**

Steven Griffin

### **Coach Korcoulis Scholarship**

Sarah McDaniel

### **Colonial Garden Club**

Devin Longland

### **Community of Caring Scholarship**

Benjamin Jacoby

Cameron Johnson

### **Director's Award for Band**

Kellie Dickerson

### **Dollars for Scholars**

Kellie Dickerson

Sara Heard

Aimee Lia

### **Ed Berna Memorial Award for Track**

Ansel Renner

### **Fred Waring Director's Award**

### **Hollis Brookline Rotary Club College Scholarship**

Kellie Dickerson, Steven Griffin, Nina Hawxhurst,

Melanie Hedlund, Zachery Wallin, Zachery Werne,

C. Brooks Willis, Christopher Billings,

### **Hollis Historical Society Book Award**

Alex Marinaccio

### **Hollis Women's Club Valedictorian Award**

Sara Heard

### **Hollis Women's Club Scholarship**

Laura Andreola

Alexander Marinaccio

### **James Jacoppi Memorial Scholarship**

Korissa Blinn

### **Laurie Harris Memorial Scholarship**

Connor Devlin

### **Louis Armstrong Jazz Award**

Jonathan Trull

### **Nancy Archambault Ratta Scholarship**

Nicholas Campbell

Brandon Wiseman

### **National Honor Society Seniors (41)**

Laura Andreola, Maura Angel, Caroline Barrett, Nick Barrett, Spencer Black, Alyssa Cappetta, Jacklyn Clement,

Connor Devlin, Kellie Dickerson, Matt D'Intino,

Annabelle Eliopoulos, Morgan Elliott, Marissa Falcone,

Jonathan Gual, Nina Hawxhurst, Sara Heard, Ben Jacoby,

Elizabeth Kowalik, Kelsey Krupp, Nick LaJeunesse,

Katie Langley, Melissa Lavey, Aimee Lia, Alex

Marinaccio, Hanna Mazzola, Sarah McDaniel, Jennifer

Naylor, Delia O'Shea, Justin Page, Monique Poisson,

Ian Powell, Missy Putur, Ansel Renner, Victoria Rines,

Stephanie Shoults, Emily Stone, Olivia Sulin, Bridget

Sullivan, Zachary Wallin, Zachary Werne, C. Brooks

Willis

### **National Merit Scholarship**

Jonathan Bower

### **National Merit Scholarship Finalists**

Jonathan Bower

Steven Griffin

Sarah McDaniel

Daniel Pallies

Lasya Thilagar

### **National School Choral Award**

Tom Quinlan

### **NH Coaches Assoc. (3 sports for 4 years)**

Jennifer Naylor

Sarah McDaniel

Julia Stopera

Sam Mangano

## 2011 Scholarships and Awards

Delia O'Shea

Future Business Leaders of America

Laura Andreola

NH State Elks Association Scholarship

Laura Andreola

NH State Mathematics Scholarship

Lasya Thilagar



## 2011 Scholarships and Awards

### **NHIAA Scholar Athletes**

Nicholas Barrett, Nicholas Campbell, Ken Glover, Jonathan Gual, Matt Kozan, Taylor Landry, Brian Liamos, Sam Mangano, Justin Page, Ansel Renner, Nathan Russell, Justin Spitz

### **New Hampshire Scholars**

Bernadette Abt, Jillian Ackerly, Laura Andreola, Maura Angel, Arnie Bantz, Alyssa Barlow, Caroline Barrett, Katherine Barrett, Nicholas Barrett, Lisa Batbouta, Emma Bates, Garlande Beckett, Ryan Bentall, Ben Bivins Jonathan Bower, Nicholas Bradshaw, Nicholas Campbell Alyssa Capetta, Donald Carper, Jeffrey Chappell, Gaetan Ciot, Jacklyn Celment, Katrian Campagna, Tyler Cutler, Pareena Deva, Kellie Dickerson, Matthew D'Intino, Annabelle Eliopoulos, Morgan Elliott, Marissa Falcone, Amanda Gerlitz, Natalie Giudici, Kenneth Glover, Matthew Grant, Steven Griffin, Jonathan Gual, Nina Hawxhurst, Melanie Hedlund, Shelby Hines, Haley Hirsch, Connor Howard, Benjamin Jacoby, Cameron Johnson, Alyssa Kagenski, Megan Knècht, Elizabeth Kowalik, Matthew Kozsan, Kelsey Krupp, Katharine Langley, Rachel Lewandoski, Casey L'Heureux, Aimee Lia, Brian Liamos, Devin Longland, Emily Mandragouras, Samuel Mangano, Alexander Marinaccio, Hanna Mazzola, Sarah McDaniel, Kelsey Musto, Delia O'Shea, Justin Page, Daniel Pallies, David Parr, David Patz, McHale Perkins, Monique Poisson, Benjamin Post, Ian Powell, Melissa Putur, Samantha Razzaboni, Ansel Renner, Marissa Ricard, Victoria Rines, Alexander Roberts, Sarah Rollmann, Stephanie Shoults, Kaitlin Slinger, Justin Spitz, Emily Stone, Julie Stopera, Olivia Sulin, Bridget Sullivan, Luis Suter, Heather Thyng, Corbin Tulley, Evan Udelsman, Zachary Wallin, Brittany Walsh, Edward Walsh, Zachary Werne, C. Brooks Willis, Alicia Wilson, Julia Wilson, James Zapp

### **Nicholas Jennings Memorial Scholarship**

Bridgette Sullivan

Ian Powell

### **Nor' Easters Snowmobile Club**

Justin Doty

### **Rhode Island School of Design**

Jonathan Currier

### **Ruth E. Wheeler Scholarship**

Sarah McDaniel

### **Salutatorian Book Award**

Delia O'Shea

### **Senior Determination Award**

Brittany Walsh

### **STEAM for Youth Scholarship**

Victoria Rines

### **Student Council Scholarship**

Nicholas Campbell

### **Team Player of the Year**

Jennifer Naylor

Sam Mangano

### **Tri M Honor Society**

Maura Angel, Noelle Bourquard, Sara Heard, Haley Hirsch, Ben Jacoby, Naomi Jefferson, Melinda Johnson, Deila O'Shea, Ben Post, Luis Suter, Jonathan Trull, Edward Walsh, Julia Wilson

### **US Marine Corps Distinguished Athlete Award**

Julia Stopera

Taylor Landry

### **US Marine Corps Scholastic Excellence Award**

Sara Heard

Zachary Werne

### **US Marine Corps Semper Fidelis (Music Award)**

Julia Wilson

Benjamin Jacoby

### **Warren Towne Memorial Scholarship**

Justin Doty

### **Wendy's High School Heisman Award**

Sara Heard

### **West Point**

Benjamin Jacoby

### **William & Lorraine Dubben Scholarship**

Julia Wilson

### **William & Lorraine Dubben Scholarship (Renewal)**

Katelyn Martin (2009)

### **Top Ten Seniors**

#10 Jacklyn Clement

#9 Stephanie Shoults

#8 Victoria Rines

#7 Jennifer Naylor

#6 C. Brooks Willis

#5 Sara McDaniel

## 2011 Scholarships and Awards

#4 Connor Devlin

#3 Zachary Werne

Class of 2011 Salutatorian -- Delia O'Shea

Class of 2011 Valedictorian -- Sara Heard

## SAU41 Technology Report 2011-2012

The technology department continues to be busy as the technology needs in SAU41 grow and change.

In the past year the Technology Department has updated or added wireless systems to the schools. Many staff member's schedules require them to be mobile in their buildings and wireless access allows them to seamlessly move between classrooms using their laptops. The wireless systems have also been supporting an increased use of handheld devices in the classroom by both staff and students. At the high school a guest wireless VLAN enables students to use personal devices for Internet research. The guest VLAN is separate from the school network and all Internet activity is still filtered through the districts iPrism Internet filter.

A web site committee made up of staff, school board, and community members has been formed to review and update the [sau41.org](http://sau41.org) web site. The end result will be a web presence allowing the community easier navigation and access to information. Part of this process will also migrate the SAU41 to off site hosting service. For a minimal fee this eliminates the expense of maintaining a web server.

In the upcoming year SAU41 will start the migration to the Windows 7 operating system. Microsoft has stopped supporting older operating systems and is phasing out support for Windows XP Pro. The updates will be phased in as older computers are replaced and the new units come with Windows 7 licensing.

Four full time personnel maintain the SAU 41 Computer Network. These individuals maintain the hardware as well as manage the various database systems throughout the district. They also interface with the staff to assist them with technology needs.

Richard Raymond  
Network Administrator  
1/15/2012





# - IN AN EMERGENCY -

**\* FIRE \* POLICE \***

**\* AMBULANCE\***

## 911

Non-Emergency - Police.....673-3755

Non-Emergency - Fire & Ambulance.....465-3636

**Town Offices - 673-8855**

Town Clerk/Tax Collector..... Ext. 218

Patti Howard-Barnett-Monday thru Friday, 8 am - 2 pm, Wed. 5-8 pm  
and last Saturday of the month, 9 am-noon

Selectmen..... Ext. 214

Rena Dunclee, Executive Assistant/Office Manager - Monday thru  
Friday, 8 am - 2:00 pm

Planning Board..... Ext. 215

Valerie Maurer, Planner - Monday thru Friday, 8 am - 2:00 pm

Assessors/Board of Adjustment/Cons. Comm.....Ext. 216

Kristen Austin, Secretary - Monday thru Friday 8 am - 2 pm

Building Inspector ..... Ext. 212

Paul Harvey - Tuesday thru Thursday, 8:00 - 10:00 am

Safety Complex, .....672-6216

Wes Whittier, Office Hours - Monday – Friday, 8:00 am to 4:00 pm

Fire Dept. ....672-8531

Inspections, Monday – Thursday, 8:00 am to 4:00 pm

PRSRTD

Std

US Postage

PAID

Permit 43

New Hampshire State Library



3 4677 00158384 3

POSTAL CUSTOMER  
BROOKLINE NH 03033