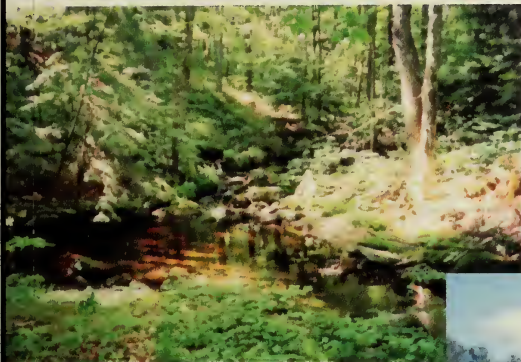


NH amp  
F  
44  
A66  
2003

# TOWN OF HOLLIS

## NEW HAMPSHIRE

### 2003 ANNUAL REPORT



#### WITCHES BROOK

A PERENNIAL STREAM,  
WITCHES BROOK IS HABITAT  
FOR A HEALTHY POPULATION OF  
NATIVE BROOK TROUT

#### FLINTS POND

A 48 -ACRE NATURAL POND,  
FLINTS POND OVERLIES A LARGE  
AREA OF STRATIFIED DRIFT



#### NISSITISSIT RIVER

THE NISSITISSIT RIVER, VALUED  
FOR ITS VARIED WILDLIFE  
HABITAT, LIES OVER ONE OF  
HOLLIS' FOUR RICH AQUIFER  
AREAS

#### BEAVER BROOK WETLAND

WHILE PROVIDING WILDLIFE  
HABITAT, WETLANDS ALSO  
FILTER CONTAMINANTS,  
PROTECTING OUR GROUNDWATER  
RESOURCES



## PROTECTING OUR WATER RESOURCES

## TOWN HALL OFFICES AND HOURS

<b>Town Hall</b>	<b>465-2209</b>
Deborah Adams, Secretary E mail town@ hollis.nh.us	<b>465-3701 Fax</b>
Cathy Hoffman, Secretary E mail gis@ hollis.nh.us	<b>8AM-3PM</b>
Kim Dogherty, Secretary/Receptionist E mail calendar@ hollis.nh.us	
<b>Assessing Office</b>	<b>465-9860</b>
Connie Cain, Assistant to the Assessor E mail assessing@ hollis.nh.us	<b>8AM-3 PM</b>
<b>Building Inspector</b>	<b>465-2514</b>
Richard C. Jones, Building Inspector E mail building@ hollis.nh.us	<b>8AM-Noon Inspections 1-5PM</b>
<b>Finance Department</b>	<b>465-6936</b>
Paul Calabria, Finance Officer E mail accounting@ hollis.nh.us	<b>8AM-3PM</b>
<b>Information Technology</b>	<b>465-2209</b>
Dawn Desaulniers, IT Specialist E mail pcsupport@ hollis.nh.us	
<b>Planning Department</b>	<b>465-3446</b>
Virginia Mills, Assistant Planner E mail planning@ hollis.nh.us	<b>8AM-3PM</b>
<b>Selectmen's Office</b>	<b>465-2780</b>
Catharine W. Hallsworth, Administrative Assistant E mail bos@ hollis.nh.us	<b>8AM-3PM Call for an appointment</b>
<b>Tax Collector</b>	<b>465-7987</b>
Barbara Townsend, Tax Collector E mail tax@ hollis.nh.us	<b>8AM-3PM</b>
<b>Town Clerk</b>	<b>465-2064</b>
Nancy Jambard, Town Clerk	<b>Mon, Wed, Fri 8AM-1 PM Monday Eve 7-9PM 1st &amp; 3rd Tuesday Eve 7-9 PM 1st Sat 8-11 AM</b>

Visit the Town's Website at [www.hollis.nh.us](http://www.hollis.nh.us)

FRONT COVER PHOTOS BY PAUL & CATHY HOFFMAN

TOWN REPORT COMPILED & EDITED BY DEBORAH ADAMS & CATHY HOFFMAN

Stamp  
F  
44  
H66  
2003

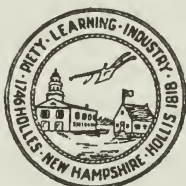
# Annual Report

*for the Town of*

## Hollis

NEW HAMPSHIRE

*for the year*



Two Thousand Three

Annual Reports

*of the*

Officers and Committees

*of the Town of*

HOLLIS, NEW HAMPSHIRE

FOR THE YEAR ENDING DECEMBER 31, 2003

*with Reports of the*

Hollis School District

*and the*

Hollis/Brookline  
Cooperative School District

## DEDICATION

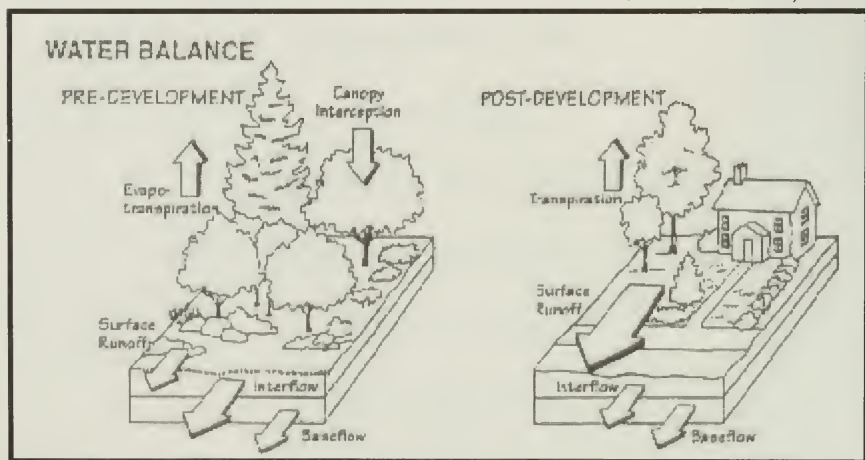
The 2003 Annual Town Report is dedicated to a resource most of us take for granted-  
CLEAN WATER.

The Town of Hollis has abundant water resources including lakes, ponds, wetlands and rivers as well as the numerous brooks and streams that channel the flow of water to and from these other surface waters. In addition to the water that can be seen above ground, 36% of the land area in Hollis is underlain by extensive water reservoirs called stratified drift aquifers. This groundwater is the primary source of water for some private and most public wells.

In recent years, both natural and man-made threats have raised awareness across southern New Hampshire of several issues that have the potential to impact the quality and quantity of water supplies. The drought of 2001-2002, the proposed merger of Pennichuck Water Works with Philadelphia Suburban Corporation in 2002 and plans for a large water bottling plant in Litchfield all served to alert municipalities to the possibility that if action is not taken, there may not be enough clean water to meet the needs of current and future residents.

In addition, reports from the NHDES (New Hampshire Department of Environmental Services) and the USGS (United States Geological Survey) have indicated high levels of naturally occurring radon and arsenic in southern New Hampshire wells. The presence of arsenic in local private wells prompted the building department to add arsenic to the water quality test list for new wells.

Hollis, like other southern New Hampshire towns, is experiencing rapid population growth. Urbanization occurs when native vegetation is replaced by impermeable surfaces such as building structures, roads, driveways and parking lots. (see illustration below from BMPs TO CONTROL NONPOINT SOURCE POLLUTION, NHDES, 1/04)



Rainfall runs off of these impermeable surfaces and carries pollutants into surface waters. Stormwater runoff accounts for 40% of the pollutants in our rivers and streams.



Hollis has always been proactive regarding water issues. Our aquifer and wetlands protection ordinances and wastewater treatment regulations meet or exceed State standards. In 2003, residents voted to either purchase outright or buy the development rights to 137.5 acres of land. Currently, over 20% of the land in Hollis is permanently protected from development. The Town has also actively pursued and obtained State grant money for watershed protection.

As part of the Town's compliance with the Federal Environmental Protection Agency's mandate, Hollis has formed a Stormwater Committee, made up of volunteers, professionals and Town staff. This committee will address issues related to implementation of the Town's five-year plan to reduce stormwater pollution in our surface waters.

Most Hollis residents are dependent on private wells for their water. It is the homeowner's responsibility to have his or her well tested for possible contaminants. In addition to well testing, by taking the following actions, residents can help reduce pollution caused by stormwater runoff.

Use fertilizers sparingly

Never dump anything down  
storm drains

Compost your yard waste

Avoid pesticides: learn about  
Integrated Pest Management (IPM)

Direct downspouts away from  
paved surfaces

Take your car to a car wash instead  
of washing it in the driveway

Check car for leaks,  
and recycle motor oil

Pick up after your pet

Have your septic tank pumped  
and system inspected regularly

Become familiar with Town ordinances  
regarding wetland and surface water protection

A clean and abundant water supply is a resource that can no longer be taken for granted. Residents working in cooperation with the local government can help insure that Hollis will have an adequate supply of clean water now and well into the future.

## BOSTON POST CANE

The Boston Post Cane is a straight stick with a gold crown. It is inscribed as follows on the crown: "The Boston Post to the oldest citizen of Hollis, NH to be transmitted."

The idea of the Boston Post Cane was originated by Edwin A. Grosier, first owner and publisher of the Boston Post, a morning newspaper of the early 1900's. In 1909 Mr. Grosier offered canes to New England towns and cities to be presented and loaned to their oldest citizen. At that time 430 Boston Post Canes were distributed through New England, including Hollis.

The following are known Hollis Boston Post Cane Recipients:

- |                                     |                           |
|-------------------------------------|---------------------------|
| 1. Joseph Gates - presented in 1909 | 9. Henry Alonzo Wilson    |
| 2. Asa Blake Eaton                  | 10. Norman Edward Howe    |
| 3. John Loring Woods                | 11. George Fletcher Hills |
| 4. Samuel Franklin Hayden           | 12. Phillip Roy Guyette   |
| 5. George Asbury Messer             | 13. Allen Linscott        |
| 6. Silas Smith Whitcomb             | 14. Royal S. Barnes       |
| 7. David Jewell Wright              | 15. Deborah Eliza Lovejoy |
| 8. Walter Alvin Stickney            | 16. Beth Brainard LeRoy   |

Harold Hardy was awarded the cane in the early 1980's. While he was in residence at Greenbriar Terrace around 1986, the cane was misplaced and disappeared.

Recently the Board of Selectmen purchased a replica of the original cane and had the gold crown engraved with the original inscription. Today the town displays this cane at the Town Hall along with a plaque with the names of the previous recipients. We are currently trying to research the awarding of the cane for the time period between Beth Brainard LeRoy and Harold Hardy to see if there are any other recipients.

This year the tradition was started again. At a Special Town Meeting held on November 20, 2003, Alice Simonds was presented with the new cane along with an official Boston Post Cane pin, a history of the Boston Post Cane and an arrangement of flowers. The town wishes Mrs. Simonds many long years of enjoyment of her pin and other gifts.

## TABLE OF CONTENTS

### TOWN OF HOLLIS

Town Offices and Post Office .....	Back Cover
Dedication .....	ii
Boston Post Cane .....	iv
Town Administration, 2003-2004 .....	1
Selectmen's Report .....	5
<b>Warrant, 2004 Official Ballot Items and Elections ...</b>	<b>9</b>
<b>Planning Board Sample Ballot 2004 .....</b>	<b>10</b>
<b>Warrant, 2004 Annual Town Meeting .....</b>	<b>13</b>
<b>Budget, 2004 .....</b>	<b>19</b>
Tax Rate Calculation, 2003 .....	24
Budget, 2003, Comparative Statement .....	25
Town Clerk's Report .....	27
Tax Collector's Report .....	28
Treasurer's Report .....	31
Statement of Bonded Debt .....	32
Charles J. Nichols Fund Financial Report .....	33
Conservation Fund Comparative Statement .....	34
Old Home Day Special Revenue Fund .....	35
Ambulance Fee Special Revenue Fund .....	37
Forest Maintenance Fund .....	37
Heritage Fund .....	38
Police Private Details Special Revenue Fund .....	39
Zylonis Fund .....	40
Trust Funds, Trustees' Report (MS-9) .....	41
Capital Reserve Accounts, Trustees' Report (MS-9) .....	48
Investments, Trustees' Report (MS-10) .....	49
Inventory of Town-Owned Property .....	50
Auditor's Report, 2002 Financial Statements .....	55
<b>Hollis Social Library .....</b>	<b>75</b>
<i>Financial Report</i> .....	79
<i>Circulation</i> .....	81
Animal Control .....	82
Budget Committee .....	83
Building Department .....	86
Cable Advisory Committee .....	89
Cemetery Trustees .....	92
Communications Department .....	94
Conservation Commission .....	95
Department of Public Works .....	98

Fire Department .....	102
Forest Fire Warden and State Forest Ranger .....	106
Historic District Commission .....	107
Heritage Commission .....	108
Information Technology .....	111
Land Protection Study Committee .....	112
Old Home Day .....	114
Planning Board .....	115
Police Department .....	120
Recreation Commission .....	122
Salt Shed Committee .....	123
Stormwater Control Implementation Team .....	124
Supervisors of the Checklist .....	125
Town Forest Report .....	126
Trails Committee .....	127
Zoning Board of Adjustment .....	128
<b>Minutes, 3/11/03 Annual Town Meeting .....</b>	<b>135</b>
<b>Minutes, 3/12/03 Annual Town Meeting .....</b>	<b>136</b>
<b>Minutes, 3/19/03 Annual Town Meeting .....</b>	<b>140</b>

## VITAL STATISTICS

Marriages .....	147
Births .....	150
Deaths .....	152

---

### HOLLIS SCHOOL DISTRICT

Balance Sheet .....	169
Budget .....	164
Financial Report .....	167
Minutes, Annual Meetings .....	161
Officers .....	157
Principals' Report .....	173
Report of the Business Administrator .....	181
Report of the Director of Curriculum and Instruction .....	176
Report of the Director of Special Education .....	179
Revenue .....	166
Superintendent's Report .....	175
Teacher Roster .....	170
Warrants .....	158

---

### HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT

Balance Sheet .....	217
Budget .....	214
Class of 2003 .....	229
Financial Report .....	216
Minutes, Annual Meetings .....	197
Officers .....	183
Principal's Report, Mid School .....	225
Principal's Report, High School .....	227
Revenue .....	215
Teacher Roster .....	220
Warrants .....	184

---



# **TOWN ADMINISTRATION**

**Town Administration**  
**March 2002-March 2003**

## **ELECTED OFFICIALS OF THE TOWN**

### **Selectmen, Assessors, Overseers of the Poor**

Donald Ryder, Chairman, 2004      Mark Johnson, Clerk, 2006  
Richard Walker, Vice Chairman, 2005      Raymond Lindsay, 2004  
Vahrij Manoukian, 2005  
Staff: Catharine Hallsworth, Administrative Assistant  
Cathy Hoffman, Secretary

**Town Clerk**      Nancy Jambard, 2005

**Treasurer**      Edward Lehoullier, 2006

**Moderator**      James W. Squires, 2004

### **Town Budget Committee (Town and Hollis School District Budgets)**

Michael Harris, Chairman, 2006      Craig Jones, 2004  
Melinda Willis, Vice Chairperson 2006      Scott Bartis, 2005  
Ed McDuffee, 2004      Morton E. Goulder, 2005  
Vahrij Manoukian, Ex-Officio, Selectmen  
Doug Cleveland, School Board Representative  
Staff: Deborah Adams, Secretary

### **Hollis/Brookline Cooperative Budget Committee**

William Matthews (Hol), Chairman, 2005      Doug Cecil (Br), 2004  
Timothy Hale (Br), 2006      Richard Bensinger (Hol), 2004.  
Raymond Valle (Hol), 2006      Forrest Milkowski (Br), 2005  
Dr. David Golden (Hol), 2004      Tom Enright, School Board, 2006

### **Library Trustees**

Gordon Russell, Chairman, 2004      J. Howard Bigelow, 2006  
Ann Shedd, 2005      Dorothy Hackett, 2006  
Norma B. Woods, 2005      Marcia Beckett, 2005  
Wendy Valich, 2004

### **Supervisors of the Checklist**

Julia L. McCoy, 2006  
Lydia L. Schellenberg, 2008  
Jessica "Jan" Squires, 2004

## **Trustees of the Trust Funds**

Sheryl Ryder, 2004  
F. Warren Coulter, 2004  
Charles Hildreth, 2005

## **Trustees of the Cemeteries**

Kathy Albee, Chairman, 2005  
Sharon Howe, 2004  
Nancy Bell, 2006  
Staff: Deborah Adams, Secretary

Jeffrey Snow, 2005  
Christopher Buzzey, 2006

## **STATE GOVERNMENT**

<b>Governor</b>	Craig Benson
<b>Executive Council</b>	David K. Wheeler
<b>Senate</b>	Jane O'Hearn
<b>General Court</b>	Richard B. Drisko Carolyn M. Gargasz Tom Arnold Harry Haytayan

## **APPOINTED OFFICIALS OF THE TOWN**

### **Planning Board**

Ed Makepeace, Chairman, 2004	Cathy Hoffman, 2006
David Petry, Vice Chairman, 2004	Arthur LeBlanc, 2005
Teresa Rossetti, res.	Richard Hardy, 2006
Don Ryder, Ex Officio	Doug Gagne, 2005
Peter Band (Alt), 2006	Bill Beauregard (Alt), 2006
Staff: Virginia Mills, Assistant Planner Mark Archambault, NRPC	

### **Zoning Board of Adjustment**

John Andruszkiewicz, Chairman, 2004	Brian Major, Vice Chairman, 2006
Richard Walker, 2005	S. Robert Winer, 2005
Mark Johnson, res	Allan Miller, 2006
Raymond Lindsay (Alt), res	Jim Belanger (Alt), 2005
Jim Kelley (Alt), 2004	Mike Askenaizer (Alt), 2005
Cindy Robbins (Alt), 2004	
Staff: Deborah Adams, Secretary	Richard Jones, Building Inspector

**Historic District Commission/Sign Board**

Miriam Gillitt Winer, Chairman, 2004	James Cram, Vice Chairman, 2005
Paul Hemmerich, 2006	Hugh Mercer, 2005
Liz Barbour (Alt), 2005	Virginia Martin ,Clerk, 2004
Ed Makepeace, Planning Board	Marilyn Wehrle (Alt), 2006
Dave Gibson (Alt), 2006	
Raymond Lindsay, Selectmen’s Representative	
Staff: Richard Jones, Code Enforcement Officer	
Kim Dogherty, Secretary	

**Heritage Commission**

Sharon Howe, Chairman, 2004	M. Honi Glover, 2005
William Lawrence, deceased	Lucy Husk (Alt), 2005
Robert Leadbetter, Finance Officer, 2006	Jim Cram, HDC
Lori Law, res.	Jennifer Nelson, res.
Richard Walker, Selectman	Brad Buchanan (Alt), 2006

**Conservation Commission**

Thomas Dufresne, Chairman, 2004	Peter Baker, 2005
Richard Brown, Secretary, 2004	Susan Durham, 2005
Carl Hills (Alt), 2006	Thomas Davies, Treasurer, 2005
John Lumbard (Alt), 2005	Lynne Simonfy (Alt), 2006
Cathy Hoffman, PB (non-voting)	Lloyd Deenik (Alt), 2006
Raymond Lindsay, Selectman (non-voting)	Robin Beaudette (Alt), 2004

**Recreation Commission**

David Golia, Co-Chairman, 2003	Martha Dufresne, Clerk, 2003
Jonathon Wienslaw, 2005	Michael Moran, 2004
Gary Valich, res	Alexis-Ann Bundschuh, res
Teresa Rosetti, res	
Mark Johnson, ExOfficio	
Staff: Kevin McDonnell, Program Director	

**Forest Committee**

Stephen R. Beaulieu, 2004	Edward Chamberlain, 2005
George R. “Bill” Burton, 2006	Craig H. Birch, 2006
Steven P. Briggs, 2005	

**Nashua Regional Planning Commission**

Frank Ballou, 2005  
John Eresian, 2004

## **Building Code Board of Appeals**

Richard Brown, 2004  
Bob Cormier, 2007  
Richard Casale, 2008  
Rick Jones, Building Inspector

Roger Parsons, 2004  
Paul Hemmerich, 2004

## **Trails Committee**

Sherry Wyskiel, Chairman, 2006  
Richard Kalin, 2005  
Steve Realmutto, 2005  
Art Kinsley (Alt), 2005  
Debee Vecchiarelli, res

Gerry Haley (Alt), 2004  
Greg Larkin (Alt), 2005  
Doug Cleveland, 2004  
Lauren Heiter (Alt), 2006  
Daniel Teveris, 2005

## **Charitable Funds Committee**

Mary Anne Smith  
Eleanor Whittemore

Debbie Shipman  
Millie Bonati, Chairman

## **Cable Advisory Committee**

Ray Valle, Chairman, 2006  
Carolyn Gargas, 2005  
Erwin Reijgers, 2004  
Cynthia Rogers-McConney, 2006

Allan Miller, 2004  
Don Ryder, Selectman (non-voting)  
Lukasz Tomczyk, 2006  
Michael Jeynes, 2005

## **Hollis Land Protection Study Committee**

Gerald Gartner, Chairman  
John Eresian  
Peter Baker, Clerk  
Roger Saunders  
Tom Jambard  
Dave Gilmour

Lorin Rydstrom  
Bruce Hardy, res  
Mort Goulder  
June Litwin  
Jack Law  
Don Ryder, Selectman

## **Salt Shed Committee**

Mark Johnson  
Arthur LeBlanc, DPW Director

George Woodbury

## **Souhegan Regional Landfill District**

Arthur LeBlanc  
Richard Sneden

## **Regional Water District Charter Committee**

George Woodbury, 2004  
Mary Jeffery, 2004



## DOINGS OF THE SELECTMEN

Every year allows for the continuation of projects from the previous year and also brings new challenges for the Board of Selectmen. This year was no exception.

Tom Jambard left the Board after 6 years of dedicated service. He worked with an unfailing diligence to make many positive changes in these recent years. The Board welcomed two new members in March, Mark Johnson and Ray Lindsay, both former Zoning Board of Adjustment members. Selectmen Johnson and Lindsay have accepted their responsibilities and have worked hard this past year to understand the many complex ramifications of their office.

This year the Annual Town Report is dedicated to Clean Water! One of the biggest projects the Selectmen have started is the National Pollutant Discharge Elimination System (NPDES) Phase II of the Federal Government Rules for Small Municipal Separate Storm Sewer Systems (MS4s). The NPDES stormwater management program is intended to improve the quality of waterways in the United States of America by reducing pollutants picked up and carried to storm sewer systems during storm events. Common pollutants include oil and grease from roadways, pesticides from lawns, sediment from construction sites, and carelessly discarded trash, such as cigarette butts, paper wrappers and plastic bottles. These pollutants can impair waterways, contaminating drinking water supplies, and interfering with habitat for fish and other aquatic organisms and wildlife. With the direction and help of engineers from Cuoco and Cormier Engineering Associates, Inc. and community volunteers, the Town of Hollis has formed a committee and has a five year plan to implement Best Management Practices, not only in the permit coverage area, but in the entire town, to protect significant water resources. This committee will be educating the public, asking for public participation, exploring illicit discharge detection and elimination, looking to control construction runoff, and developing a plan for municipal good housekeeping, all in an effort to reduce the amount of pollutants contributing to the receiving waters of the United States.

Protection of clean water and water resources is directly linked to land preservation. The Town of Hollis became a pioneer at the 2001 Annual Town Meeting. It was the first time in New Hampshire's history that a Warrant Article was brought before voters for the purpose of raising and appropriating funds through the issuance of bonds for the purchase of land or other property interest therein for the protection of the natural heritage and rural character. Approval for the issuance of bonds for land acquisition has continued for 2002, 2003 and a similar Warrant Article is being proposed for this year, 2004, in the amount of Three Million Five Hundred Thousand Dollars. Since 2001 the Town has purchased property interest in 140+ acres of land and is actively pursuing the purchase of an additional 138+ acres as approved at the Special Town Meeting on November 20, 2003.

In addition to the land acquisitions by the Town of Hollis, the Board of Selectmen also supported the Hollis Conservation Commission's efforts to purchase 36 Acres near South Merrimack Road. This purchase added significant acreage to the growing amount of protected land in this valuable watershed and aquifer rich region of Hollis. The Hollis Conservation Commission purchased the land with money they received from a portion of the Current Land Use Change Tax.

Along with the preservation of water resources and land, the Selectmen are studying the infrastructure of the town; the municipal buildings and roadways. The Fire Department received \$8000 to pay for engineering studies for their facility. A design-build bid was sent out and respondents quoted around \$930,000 for a renovation and addition to this facility. Due to the high cost of this project, the Selectmen plan to follow through with the engineering and design-build bid for the renovation of the Police Station in 2004, combining the costs of these two safety facility projects into a bond article for 2005. These efforts follow through on the findings of the Town Facilities Space Needs Study Committee that was established by the 2001 Town Meeting.

There were no formal construction projects for 2003, but landscaping was started on Volunteers Park, opposite the entrance to Glenice Drive. This park is in honor of all the citizens who have served as volunteers within our community - it is our way of saying thank you. The work was performed by the town, with private donations raised by the Hollis Open Places Effort and Hollis Greenways Conservancy being used for the purchase of materials. Further additions will be made to this project in 2004 and we hope that many residents will enjoy this peaceful location near the center of town. With the use of town funds raised by a warrant article from last year, volunteers from the Hollis Woman's Club helped the Veterans of Foreign Wars update and rearrange war markers in Memorial Park next to the Congregational Church of Hollis. We thank those of you who donated time and energy for these projects.

The sidewalk construction along Main Street from Cavalier Court north to the area in front of the Farley Building was anticipated to be completed in 2003. However, the project was delayed and is currently scheduled to go out to bid in February 2004 with construction to occur this summer. This project is supported with 80% Federal money.

The Board of Selectmen accepted on behalf of the Town of Hollis the 2003 Preservation Achievement Award from the New Hampshire Preservation Alliance for the educational and planning project "Windows on Hollis Past" coordinated and led by Van Eresian. We express our appreciation to Mrs. Eresian and all the associated team members who brought this project to fruition and to recognition.

Each of the town buildings participated in the PAYS Program sponsored by PSNH. Through the efforts of Jeff Babel, Supervisor of the DPW, the Selectmen were made aware of this program, which allowed for the installation of new low energy lighting throughout all town buildings. A portion of the costs for these new installations was supported by a grant from PSNH. The remainder will be paid over the next few years in the current electric bills. The Town of Hollis will notice a significant decrease in electrical costs within three years.

Though the Board of Selectmen initiated and accomplished many projects during the past year, none could have been completed without the support and involvement of many wonderful volunteers throughout the community, as well as our very dedicated and professional town employees. The Board extends a heartfelt "Thank You" for the many hours you have dedicated to make our town a better place to live.

**To all who serve – THANK YOU!**

**Board of Selectmen**

Donald Ryder, Chairman,  
Richard Walker, Vice Chairman  
Vahrij Manoukian  
Mark Johnson, Clerk  
Ray Lindsay





# 2004 TOWN WARRANT - ELECTIONS

## THE STATE OF NEW HAMPSHIRE

THE POLLS WILL BE OPEN FROM 7:00 AM TO 7:00 PM  
Tuesday, March 9, 2004

To the Inhabitants of the Town of Hollis in the County of Hillsborough in said State, qualified to vote in Town Affairs:

You are hereby notified to meet at the Gymnasium of the Hollis Brookline Cooperative High School at 24 Cavalier Court on Tuesday March 9, 2004, between the hours of 7:00 AM and 7:00 PM, to act on the following subjects:

1. To choose all necessary Town Officers for the year ensuing.
2. To conduct other business by official ballot.

Given under our hands and seal, this 18<sup>th</sup> day of February, 2004.

Board of Selectmen, Town of Hollis

Donald Ryder, Chairman  
Richard Walker, Vice Chairman  
Vahrij Manoukian  
Mark Johnson  
Ray Lindsay

A true copy of the Warrant—Attest:

Board of Selectmen, Town of Hollis

Donald Ryder, Chairman  
Richard Walker, Vice Chairman  
Vahrij Manoukian  
Mark Johnson  
Ray Lindsay

# PLANNING BOARD SAMPLE BALLOT 2004

## AMENDMENTS TO THE HOLLIS ZONING ORDINANCE

---

**AMENDMENT (1)** ARE YOU IN FAVOR OF ADOPTION OF AMENDMENT (1) AS PROPOSED BY THE PLANNING BOARD FOR THE TOWN OF HOLLIS BUILDING CODE AS FOLLOWS:

The Town of Hollis adopts *The International Residential Code 2003*, a nationally accepted model code by the International Code Conference, by reference, for residential construction, replacing and repealing the 1995 CABO One and Two Family Dwelling Code.

(The **purpose** of this amendment is to adopt the most up-to-date building code and repeal outdated codes.)

YES ☐ NO ☐

---

**AMENDMENT (2)** ARE YOU IN FAVOR OF ADOPTION OF AMENDMENT (2) AS PROPOSED BY THE PLANNING BOARD FOR THE TOWN OF HOLLIS ZONING ORDINANCE AS FOLLOWS:

Amend Section IX.G. Swimming Pools, Outdoor Storage Tanks, Commercial Fishing Ponds, by adding new item as follows:

5. *Where appropriate and necessary, in the opinion of the Building Inspector, the applicant will be required to provide a bond of a minimum of \$2,000, or other amount as set by the Building Inspector, as security for the proper construction of a fence around the area of the swimming pool as required by the Town's building code.*

(The **purpose** of this amendment is to add a provision for a bond as security for the proper construction of a fence around a swimming pool.)

YES ☐ NO ☐

---

**AMENDMENT (3)** ARE YOU IN FAVOR OF ADOPTION OF AMENDMENT (3) AS PROPOSED BY THE PLANNING BOARD FOR THE TOWN OF HOLLIS ZONING ORDINANCE AS FOLLOWS:

Amend Section X.A.1. Permitted Uses in the Agricultural and Business Zone, by adding new item qq as follows:

- qq. *Mixed-Use Occupancy - a permitted business or commercial use along with a dwelling unit(s) that occupies up to 50% of the total heated above-grade floor*

area of the building, provided all other ordinance and regulation requirements are met.

Also revise Section 5.a. Minimum Lot Size by adding phrase to read "except as provided in section X.A.1.qq above."

(The **purpose** of this amendment is to allow for mixed-use occupancy in the Agricultural and Business Zone.)

**YES**   ☐      **NO**   ☐

---

**AMENDMENT (4)**      ARE YOU IN FAVOR OF ADOPTION OF AMENDMENT (4) AS PROPOSED BY THE PLANNING BOARD FOR THE TOWN OF HOLLIS ZONING ORDINANCE AS FOLLOWS:

**Section XIV. SIGN ORDINANCE.** Amend **Section H. PROHIBITED SIGNS.** 5. Mobile or portable signs except as may be permitted in Section XIV.Q.2 of this ordinance.

**Section I. EVENT-SPECIFIC SIGNS.** Add new item 7. *Multi-business locations with Master Signs will not be allowed more than three event-specific signs at one time.*

Amend **Section Q. BUSINESS AND INDUSTRIAL SIGNS.** Add new Section 2:

**2. MOBILE AND PORTABLE SIGNS.**

a.      *One self-supporting freestanding ("A-frame style") sign, which meets the construction standards of the ordinance, will be permitted at individual places of business. The maximum sign size is 25"x36", with the top to be no more than 46 inches from the ground. Signs must be taken in at the close of business each day.*

b.      *An application for these signs must be submitted annually and approved by the Building Inspector using the same procedure as for event specific signs. A sticker will be issued upon registration and approval.*

(The **purpose** of this amendment is to permit freestanding (A-frame type) signs to be displaced in front of businesses.)

**YES**   ☐      **NO**   ☐

---

**AMENDMENT (5)**      ARE YOU IN FAVOR OF ADOPTION OF AMENDMENT (5) AS PROPOSED BY THE PLANNING BOARD FOR THE TOWN OF HOLLIS ZONING ORDINANCE AS FOLLOWS:

Add new section XV.    **HOLLIS RURAL CHARACTER PRESERVATION ORDINANCE**

---

(The **purpose** of this section is to preserve and maintain Hollis' scenic vistas and open spaces through the use of visually unobtrusive and environmentally sound development, while permitting the landowner to exercise his/her property rights in a manner that does not affect the density of development. The ordinance applies to all new subdivision and site plans proposed anywhere in Hollis. The Planning Board is empowered to modify or waive the standards of the ordinance in order to achieve the best effects on the landscape. The ordinance provides specific standards for vegetative buffers and screening, however, such standards can be flexibly applied by the Planning Board through the granting of waivers in order to achieve the objectives of the ordinance.)

**YES**   ☐      **NO**      ☐

---



# 2004 TOWN WARRANT

## THE STATE OF NEW HAMPSHIRE

Annual Meeting, Town of Hollis

Wednesday, March 10, 2004

7:00 PM, Hollis Brookline Cooperative High School Gymnasium

To the Inhabitants of the Town of Hollis in the County of Hillsborough in said State, qualified to vote in Town Affairs,

You are hereby notified to meet at the Gymnasium at the Hollis Brookline Cooperative High School on 24 Cavalier Court on Tuesday, March 9, 2004, between the hours of 7:00 AM and 7:00 PM, for the purposes of choosing town officers elected by an official ballot and other action required to be inserted on said official ballot

and, further,

to meet at the Gymnasium of the Hollis Brookline Cooperative High School of 24 Cavalier Court in Said Hollis on the next day, Wednesday, March 10, 2004 at 7:00 PM, for the second session of the town meeting for the transaction of all other town business, specifically to act on the following subjects:

**Article 1. Official Reports.** To hear reports of Selectmen and other Town Officers and Committees.

**Article 2. Bond for Land Acquisition.** To see if the Town will vote to raise and appropriate Three Million Five Hundred Thousand Dollars (\$3,500,000) (Gross Budget) for the purchase, of land or other property interests therein, as the Selectmen deem appropriate for the protection of the natural heritage and rural character in the best interest of the Town, including any buildings or structures incidental to such land; further, that the amount raised and appropriated herein may be used to defray costs attributable to due diligence inspections, surveys, title search charges, closing costs and other similar charges associated with such acquisition, and to authorize the issuance of not more than Three Million Five Hundred Thousand Dollars (\$3,500,000) of bonds, in accordance with the provisions of the Municipal Finance Act, (RSA 33:1 et seq., as amended), and, further, to authorize the Selectmen to issue, negotiate, sell and deliver said bonds and to determine the rate of interest thereon and the maturity and other terms thereof, and to take any other action they deem appropriate to effectuate the sale and/or issuance of said bonds, subject, however, to the following limitations:

- No such bonds shall be issued earlier than July 1, 2004; and,
- Any of such bonds shall have appropriate terms and maturities such that no principal or interest payments shall become due and payable prior to January 1, 2005; and,

- No such bonds shall be issued with a term of maturity of less than fifteen (15) years.

**PROVIDED, FURTHER,** that the Selectmen **SHALL NOT ISSUE SUCH BONDS** until such time as they have presented to either an annual or special town meeting, a warrant article asking the meeting to ratify, by a simple majority vote, the particular parcel and the parcel ownership interest chosen by the Selectmen for purchase and said meeting has approved such warrant article. BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended \$5,000,000** by Budget Committee

**(This is a Special Warrant Article and is intended to be non-lapsing as to any purchase that has been ratified by a regular or special town meeting held prior to December 31, 2004. Pursuant to RSA 33:8 a supermajority of two-thirds (2/3) ballot vote is required to adopt this article).**

**Article 3. Bond for Cemetery Land Acquisition.** To see if the Town will vote to raise and appropriate Six Hundred Ten Thousand Dollars (\$610,000) (Gross Budget) for the purchase, of land located on Pine Hill Road and identified on the Hollis Tax Maps as Map 24, Lots 30 and 36 consisting of 5.52 acres and 7.38 acres, respectively, to be used for the expansion of the current cemetery located on Wheeler Road, and to authorize the issuance of not more than Six Hundred Ten Thousand Dollars (\$610,000) of bonds, in accordance with the provisions of the Municipal Finance Act, (RSA 33:1 et seq., as amended), and to authorize the Selectmen to issue and negotiate, such bonds or notes and to determine the rate of interest thereon; further, that the amount raised and appropriated herein may be used to defray the costs attributable to due diligence inspections, surveys, title search charges, closing costs and other similar charges associated with such acquisition. The foregoing notwithstanding, the issuance of said bonds shall be subject to the following three conditions:

- No such bonds shall be issued earlier than July 1, 2004; and,
- Any of such bonds shall have appropriate terms and maturities such that no principal or interest payments shall become due and payable prior to January 1, 2005; and,
- No such bonds shall be issued with a term of maturity of less than fifteen (15) years.

BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

**(This is a Special Warrant Article and is intended to be non-lapsing as to any purchase that has been ratified by a regular or special town meeting held prior to December 31, 2004. Pursuant to RSA 33:8 a supermajority of two-thirds (2/3) ballot vote is required to adopt this article).**

**Article 4. Modification of Optional Veterans' Tax Credit.** To see if the town will vote, pursuant to RSA 72:28 to increase the veteran's tax credit from \$100 to \$200. To qualify, the person or person's surviving spouse must satisfy all the conditions of RSA 72:28-34 that pertain to eligibility for this credit, as well as those contained in any other applicable statute.  
BY SELECTMEN.

- **Recommended** by Selectmen (3 were in favor; 2 were opposed)
- **Recommended** by Budget Committee

**Article 5. Modification of Service-Connected Disability Veteran's Tax Credit.** To see if the town will vote, pursuant to RSA 72:35, to increase the service-connected disability veteran's tax credit from \$1400 to \$2000. To qualify, the person or person's surviving spouse must satisfy all the conditions of RSA 72:35, that pertain to eligibility for this credit, as well as those contained in any other applicable statute. Further, said credit for service-connected total disability shall replace the standard veteran's tax credit in its entirety and shall not be in addition thereto.  
BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

**Article 6. One New Position of Firefighter.** To see if the town will vote to raise and appropriate Eight Thousand Seven Hundred Fifty Nine Dollars (\$8759) for the purpose of hiring one new full time Firefighter employee, including estimated benefit expenses for November and December 2004. (The cost associated with salary and benefits for a new fire fighter for the 12-month period of **2005** is estimated to be \$61,600.) BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

**Article 7. One New Position of Police Officer.** To see if the town will vote to raise and appropriate Forty Three Thousand Five Hundred Dollars (\$33,500) for the purpose of hiring one new full time Police Officer, including estimated benefits expenses for April 1, 2004 through December 31, 2004. (The cost associated with salary and benefits for a new police officer for the 12-month period of **2005** is estimated to be \$63,100.) BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

**Article 8. Police Computers.** To see if the town will vote to raise and appropriate Eighty Thousand Four Hundred Dollars (\$80,400) for the purchase of software and hardware for the Police Department. BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

**Article 9. New Ford Expedition for Fire Chief.** To see if the town will vote to raise and appropriate Thirty Thousand (\$30,000) for the purchase of a 2004 Ford Expedition to be used by the Fire Chief. BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

**Article 10. Engineering Studies for Town Buildings.** To see if the town will vote to raise and appropriate Eight Thousand Dollars (\$8,000) for the purpose of engineering studies for the Police Station renovation. BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

**Article 11. Major Fire Equipment Capital Reserve.** To see of the Town will vote to raise and appropriate the sum of One Hundred Thousand Dollars (\$100,000) to be placed in the Major Fire Equipment Capital Reserve fund established for this purpose at the 2002 annual meeting. BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

**Article 12. Major Highway Equipment Capital Reserve.** To see if the Town will vote to raise and appropriate the sum of Forty Five Thousand Dollars (\$45,000) to be placed in the Major Highway Equipment Capital Reserve fund established for this purpose at the 2002 annual meeting. BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

**Article 13. Compensated Absences Payable Trust Fund.** To see if the Town will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the Compensated Absences Payable Expendable Trust Fund established at the 2002 Annual Town Meeting. BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

**Article 14. Dump Truck Purchase.** To see if the town will vote to raise and appropriate Eighty Thousand Dollars (\$80,000) for the purpose of purchasing a new Dump Truck for the Town of Hollis and to withdraw Seventy Thousand Dollars (\$70,000) plus accumulated interest from the Major Highway Equipment Capital Reserve established for this purpose at the 2002 annual meeting, with the balance to come from general taxation. BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

**Article 15. Fire Engine Purchase.** To see if the town will vote to raise and appropriate Three Hundred Seventy Five Thousand Dollars (\$375,000) for the purpose of purchasing a new fire engine and to withdraw Three Hundred Seventy Five Thousand Dollars (\$375,000) from the Major Fire Equipment Capital Reserve established for this purpose in 2002 for. BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

**Article 16. Ambulance Fee Fund Appropriation.** To see if the town will vote to appropriate Fifty Thousand Dollars (\$50,000) for the purpose of funding ambulance services and equipment, and to authorize the withdrawal from the Ambulance Fee Special Revenue Fund established for this purpose at the 2000 annual meeting. None of this money is to come from general taxation. BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

**Article 17. Old Home Day Fund Appropriation.** To see if the town will vote to appropriate Thirty Five Thousand Dollars (\$35,000) for the purpose of funding the annual Old Home Day celebration, and to authorize the withdrawal from the Old Home Day Special Revenue Fund established for this purpose at the 1999 annual meeting. None of this money is to come from general taxation. BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

**Article 18. Police Private Details Fund Appropriation.** To see if the Town will vote to appropriate One Hundred Thousand Dollars (\$100,000) for the purpose of funding police private details and to authorize the withdrawal from the Police Private Details Special Revenue Fund established for this purpose at the 2001 annual meeting. None of this money is to come from general taxation. BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee



**Article 19. BY PETITION:** Lawrence Barn: To see if the town will raise and appropriate the sum of Fifty Thousand Dollars (\$50,000) for the repair and preservation of the original timber frame members of the Historic Lawrence Barn. These are owned by the town and are currently in storage. This work is in preparation for reconstruction of the barn on Nichols Field at some future date to be determined.

- **Not Recommended** by Selectmen (Split Vote 2-2)
- **Not Recommended** by Budget Committee

**Article 20. Operating Budget.** To see if the Town will vote to raise and appropriate the sum of Five Million Two Hundred Twenty Nine Thousand Fifty Dollars (\$5,229,050), which represents the operating budget of the Town for the year 2004. Said sum does not include special or individual articles addressed. BY SELECTMEN.

- **Recommended** by Selectmen
- **Recommended** by Budget Committee

Given under our hands and seal, this 18<sup>th</sup> day of February, in the year of our Lord two thousand four.

Board of Selectmen, Town of Hollis

Donald Ryder, Chairman  
Richard Walker, Vice Chairman  
Vahrij Manoukian  
Mark Johnson  
Ray Lindsay

A true copy of the Warrant—Attest:

Board of Selectmen, Town of Hollis

Donald Ryder, Chairman  
Richard Walker, Vice Chairman  
Vahrij Manoukian  
Mark Johnson  
Ray Lindsay



# PROPOSED BUDGET OF THE TOWN OF HOLLIS, 2004

## APPROPRIATIONS

### PURPOSE OF APPROPRIATIONS

	Warr. Art. #	Approved Appropriations	Actual Expenditures	Recommended	Not Recommended	Recommended	Not Recommended
GENERAL GOVERNMENT							
Executive		\$ 310,528	\$ 196,967	\$ 289,208		\$ 289,208	
Election, Reg. & Vital Statistics		75,536	74,318	93,535		93,535	
Financial Administration		195,845	186,631	200,204		200,204	
Revaluation of Property							
Legal Expense		35,000	2,773	35,000		35,000	
Personnel Administration		588,403	633,693	829,012		829,012	
Planning & Zoning		128,783	119,491	127,276		127,276	
General Government Buildings		174,919	140,332	150,672		150,672	
Cemeteries		26,951	11,537	20,951		20,951	
Insurance		99,336	88,753	100,643		100,643	
Advertising & Regional Assoc.		5,676	5,676	5,800		5,800	
Information Systems		41,040	39,268	38,998		38,998	
PUBLIC SAFETY							
Police		609,574	681,936	701,932		701,932	
Fire/ Ambulance		477,375	475,109	538,448		538,448	
Building Inspection		75,652	66,844	69,135		69,135	
Emergency Management		1,400	1,525	1,500		1,500	
Communications		264,908	251,918	277,665		277,665	
HIGHWAYS & STREETS							
Administration		364,781	355,685	359,677		359,677	
Highways & Streets		300,001	377,172	508,974		508,974	
Street Lighting		16,520	14,885	14,000		14,000	
SANITATION							
Solid Waste Collection		147,552	144,243	125,125		125,125	
Solid Waste Disposal		270,390	270,390	293,189		293,189	

# PROPOSED BUDGET OF THE TOWN OF HOLLIS, 2004

## APPROPRIATIONS

PURPOSE OF APPROPRIATIONS	Warr. #	2003 Approved Appropriations	2003 Actual Expenditures	Selectmen's		Budget Committee's	
				Appropriations, 2004 Recommended	Appropriations, 2004 Not Recommended	Appropriations, 2004 Recommended	Appropriations, 2004 Not Recommended
HEALTH / WELFARE							
Administration		750	510	750		750	
Pest Control		15,322	11,610	12,027		12,027	
Health Agencies & Hosp. & Other		19,065	19,065	20,600		20,600	
Administration & Direct Assist.		7,900	23,379	15,900		15,900	
CULTURE & RECREATION							
Parks & Recreation		83,201	86,534	77,662		77,662	
Library		182,038	182,038	190,208		190,208	
Patriotic Purposes		10,250	10,325	12,000		12,000	
CONSERVATION		9,500	9,500	9,000		9,000	
DEBT SERVICE							
Princ- Long Term Bonds & Notes		25,000	25,000	25,000		25,000	
Interest-Long Term Bonds & Notes		12,500	10,263	50,959		50,959	
Int. on Tax Anticipation Notes		14,000	11,628	34,000		34,000	
Other Debt Service							
CAPITAL OUTLAY							
Machinery, Vehides & Equipment		46,000	46,000				
Improvements Other Than Bldgs.		260,000	260,000				
CAPITAL RESERVES		130,000	130,000				
SUBTOTAL 1		5,025,696	4,964,998	5,229,050	0	5,229,050	0

SPECIAL WARRANT ARTICLES						
Warr. Art. #	2003 Approved Appropriations	2003 Actual Expenditures	Selectmen's Appropriations, 2004		Budget Committee's Appropriations, 2004	
			Recommended	Not Recommended	Recommended	Not Recommended
Bond/ Land Purchase	2		3,500,000		5,000,000	
Bond/ Cemetery Land Purchase	3		610,000		610,000	
Major Fire Capital Reserve	12		100,000		100,000	
Major Highway Capital Reserve	13		45,000		45,000	
Compensated Absences Payable Trust Fund	14		5,000		5,000	
Ambulance Fee Fund	17		50,000		50,000	
Old Home Day Fund	18		35,000		35,000	
Police Private Details Fund	19		100,000		100,000	
<b>SUBTOTAL 2 RECOMMENDED</b>			\$ 4,445,000	\$ -	\$ 5,945,000	\$ -
INDIVIDUAL WARRANT ARTICLES						
New Firefighter Position	6		8,759		8,759	
New Police Officer Position	7		33,500		33,500	
Police Computer Grant	9		80,400		80,400	
Fire Chief Command Vehicle	10		30,000		30,000	
Engineering Study - Police Station	11		8,000		8,000	
Dump Truck	15		10,000		10,000	
Lawrence Barn	20			50,000		50,000
<b>SUBTOTAL 3 RECOMMENDED</b>			\$ 170,659	\$ 50,000	\$ 170,659	\$ 50,000
<b>TOTAL</b>		\$5,025,696	\$4,964,998	\$50,000	\$11,344,709	\$50,000

<b>REVENUES</b>	Estimated	Actual	Estimated
	Revenues	Revenues	Revenues
<b>SOURCE OF REVENUE</b>	2003	2003	2004
<b>TAXES</b>			
Land Use Change Taxes	\$ 74,475	\$ 185,770	\$ 74,475
Timber Taxes	20,240	18,430	20,240
Payment in Lieu of Taxes	2,000		2,000
Interest & Penalties on Delinquent Taxes	79,000	96,708	79,000
<b>LICENSES, PERMITS &amp; FEES</b>			
Business Licenses & Permits	25	95	25
Motor Vehicle Permit Fees	1,000,000	1,481,163	1,000,000
Building Permits	50,000	76,216	50,000
Other Licenses, Permits & Fees	21,650	35,183	21,650
<b>FROM STATE/FEDERAL</b>			
Shared Revenues	34,308	50,863	34,308
Meals & Rooms Tax Distribution	182,794	216,949	182,794
Highway Block Grant	175,737	209,952	175,737
State & Federal Forest Land Reimbursement	49	26	49
Other (Including Railroad Tax)	42	89	42
<b>CHARGES FOR SERVICES</b>			
Income from Departments	77,008	130,150	77,008
Other Charges	102,000	121,473	102,000
<b>MISCELLANEOUS REVENUES</b>			
Sale of Municipal Property	500	8,416	500
Interest on Investments	185,000	45,567	185,000
Other			
<b>INTERFUND OPERATING TRANSFERS IN</b>			
From Special Revenue Funds	180,000	180,000	180,000
From Capital Reserve Funds	175,000	130,000	150,000
From Trust & Agency Funds	5,025	6,268	5,025
<b>OTHER FINANCING SOURCES</b>			
Proc. from Long Term Bonds & Notes	5,000,000	1,917,000	4,110,000
Fund Balance ("Surplus") to Reduce Taxes	760,000	850,000	880,000
<b>TOTAL ESTIMATED REVENUE &amp; CREDITS</b>	\$ 8,124,853	\$ 5,760,318	\$ 7,329,853



## BUDGET SUMMARY

		SELECTION'S	BUDGET COMMITTEE'S
		RECOMMENDED BUDGET	RECOMMENDED BUDGET
SUBTOTAL 1 Appropriations Recommended	\$	5,229,050	\$ 5,229,050
SUBTOTAL 2 Special Warrant Articles Recommended		4,445,000	5,945,000
SUBTOTAL 3 "Individual" Warrant Articles Recommended		170,659	170,659
TOTAL Appropriations Recommended	\$	9,844,709	\$ 11,344,709
Less: Amount of Estimated Revenues & Credits		7,329,853	7,329,853
<b>Estimated Amount of Taxes to be Raised</b>	\$	2,514,856	\$ 4,014,856

# 2003 TAX RATE CALCULATION

## Town of Hollis

### DEPARTMENT OF REVENUE ADMINISTRATION

MUNICIPAL SERVICES DIVISION, CONCORD, NH 03302-1122

Town Portion		Rates	
Appropriations	\$10,205,696		
Less: Revenues	\$8,126,086		
Less: Shared Revenues	\$11,395		
Add: Overlay	\$209,139		
Add: War Service Credits	<u>\$35,000</u>		
Net Town Appropriation		\$2,312,354	
Special Adjustment		\$0	
Approved Town Tax Effort		\$2,312,354	
Municipal Tax Rate			2.41
School Portion			
Net Local School Budget	\$7,653,855		
Regional School Apportionment	\$7,744,268		
Less: Adequate Education Grant	-\$1,606,607		
Less: State Education Taxes	<u>-\$4,358,243</u>		
Approved School Tax Effort		\$9,433,273	
Local Education Tax Rate			9.88
State Education Taxes			
Equalized Valuation (no utilities) x	4.92		
\$885,821,701		\$4,358,243	
Divide by Local Assessed Valuation (no utilities) \$950,022,432			4.59
Excess State Education Taxes to be Remitted to State		\$0	
County Portion			
Due to County	\$1,223,304		
Less: Shared Revenues	<u>-\$5,160</u>		
Approved County Tax Effort		\$1,218,144	
County Tax Rate			1.28
Combined Tax Rate			
Total Property Taxes Assessed		\$17,322,014	
Less: War Service Credits		-\$35,000	
Add: Village District Commitment(s)		\$0	
Total Property Tax Commitment		<b>\$17,287,014</b>	
PROOF OF RATE			
Net Assessed Valuation		Tax Rate	Assessment
State Education Tax	\$950,022,432	\$4.59	\$4,358,243
All Other Taxes	\$955,151,932	\$13.57	\$12,963,771
			\$17,322,014



# TOWN BUDGET, 2003

## COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 2003

<i><b>EXPENDITURES</b></i>	<b>BUDGET</b>	<b>EXPENDI- TURES</b>	<b>UNEXP. BALANCE</b>	<b>OVER- DRAFT</b>
<b>GENERAL GOVERNMENT</b>				
Executive	\$310,528	\$196,967	\$113,561	
Town Clerk/Elections & Registr.	\$75,536	\$74,318	\$1,219	
Financial Administration	\$195,845	\$186,631	\$9,214	
Legal Expenses	\$35,000	\$2,773	\$32,227	
Employee Benefits	\$588,403	\$633,693		(\$45,291)
Planning & Zoning	\$128,783	\$119,491	\$9,292	
Town Buildings and Grounds	\$174,919	\$140,332	\$34,587	
Cemeteries	\$26,951	\$11,537	\$15,414	
Liability Insurance	\$99,336	\$88,753	\$10,583	
Municipal Association	\$5,676	\$5,676		
Information Systems	\$41,040	\$39,268	\$1,772	
<b>Subtotal</b>	<b>\$1,682,017</b>	<b>\$1,499,439</b>	<b>\$182,578</b>	
<b>PUBLIC SAFETY</b>				
Police	\$609,574	\$681,936		(\$72,362)
Fire & Ambulance	\$477,375	\$475,109	\$2,266	
Communications	\$264,908	\$251,918	\$12,990	
Building & Septic Inspection	\$75,652	\$66,844	\$8,808	
Emergency Management	\$1,400	\$1,525		(\$125)
<b>Subtotal</b>	<b>\$1,428,909</b>	<b>\$1,477,332</b>		<b>(\$48,423)</b>
<b>HIGHWAYS AND STREETS</b>				
Highway Administration & Roads	\$664,782	\$732,857		(\$68,076)
Street Lighting	\$16,520	\$14,885	\$1,635	
<b>Subtotal</b>	<b>\$681,302</b>	<b>\$747,742</b>		<b>(\$66,440)</b>
<b>SANITATION</b>				
Solid Waste Collection	\$147,552	\$144,243	\$3,309	
Solid Waste Disposal	\$270,390	\$270,390		
<b>Subtotal</b>	<b>\$417,942</b>	<b>\$414,633</b>	<b>\$3,309</b>	
<b>HEALTH &amp; WELFARE</b>				
Admin. & Pest Control	\$16,072	\$12,120	\$3,952	
Health Agencies and Hospitals	\$19,065	\$19,065		
Direct Assistance	\$7,900	\$23,379		(\$15,479)
<b>Subtotal</b>	<b>\$43,037</b>	<b>\$54,564</b>		<b>(\$11,527)</b>
<b>CULTURE &amp; RECREATION</b>				
Parks and Recreation	\$83,201	\$86,534		(\$3,333)
Library	\$182,038	\$182,038		
Patriotic Purposes	\$10,250	\$10,325		(\$75)
<b>Subtotal</b>	<b>\$275,489</b>	<b>\$278,897</b>		<b>(\$3,408)</b>
<b>CONSERVATION</b>				
<b>Conservation Commission</b>	<b>\$9,500</b>	<b>\$9,500</b>		
<b>DEBT SERVICE</b>				
P/Long Term Bonds and Notes	\$25,000	\$25,000		
I/Long Term Bonds and Notes	\$12,500	\$10,263	\$2,237	
I/Short Term Notes	\$14,000	\$11,628	\$2,372	
Bond Issuance Costs	\$0	\$0		
<b>Subtotal</b>	<b>\$51,500</b>	<b>\$46,891</b>	<b>\$4,609</b>	
<b>CAPITAL OUTLAY</b>	<b>\$5,306,000</b>	<b>\$306,000</b>	<b>\$5,000,000</b>	
Capital Reserve	<b>\$130,000</b>	<b>\$130,000</b>		
<b>TOTAL APPROPRIATIONS</b>	<b>\$10,025,696</b>	<b>\$4,964,998</b>	<b>\$5,060,698</b>	

<b><i>REVENUES</i></b>	<b>BUDGETED REVENUE</b>	<b>ACTUAL REVENUE</b>	<b>BUDGET DEFICIT</b>	<b>BUDGET EXCESS</b>
<b>TAXES</b>				
Land Use Change Tax	\$74,475	\$185,770		\$111,295
Yield Tax	\$20,000	\$18,369	\$1,631	
Interest and Costs	\$79,000	\$96,707		\$17,707
Excavation Tax	\$240	\$61	\$179	
Excavation Activity Tax	\$0	\$0		
<b>Subtotal</b>	<b>\$173,715</b>	<b>\$300,907</b>		<b>\$127,192</b>
<b>LICENSES AND PERMITS</b>				
Motor Vehicle	\$1,000,000	\$1,481,163		\$481,163
Building & Septic	\$50,025	\$76,311		\$26,286
Other Licenses, Permits, & Fees	\$21,650	\$35,633		\$13,983
<b>Subtotal</b>	<b>\$1,071,675</b>	<b>\$1,593,107</b>		<b>\$521,432</b>
<b>STATE/FEDERAL REVENUES</b>				
Federal FEMA	\$0	\$9,839		\$9,839
Shared Revenue	\$34,308	\$50,863		\$16,555
Meals & Rooms Tax	\$182,794	\$216,949		\$34,155
Highway Block Grant	\$175,737	\$209,952		\$34,215
State/Federal Grants	\$0	\$0		
Forest/Railroad Tax	\$91	\$116		\$25
<b>Subtotal</b>	<b>\$392,930</b>	<b>\$487,719</b>		<b>\$94,789</b>
<b>TOWN DEPARTMENTS</b>	<b>\$154,008</b>	<b>\$196,861</b>		<b>\$42,853</b>
<b>OTHER SERVICE CHARGES</b>	<b>\$25,000</b>	<b>\$44,473</b>		<b>\$19,473</b>
<b>SALE OF MUNICIPAL PROP.</b>	<b>\$500</b>	<b>\$8,416</b>		<b>\$7,916</b>
<b>INTEREST INCOME</b>	<b>\$185,000</b>	<b>\$45,567</b>	<b>\$139,433</b>	
<b>OTHER MISC. REVENUES</b>	<b>\$0</b>	<b>\$0</b>		
<b>CAPITAL RESERVE W/D</b>	<b>\$0</b>	<b>\$0</b>		
<b>TRUST &amp; AGENCY FUNDS</b>	<b>\$5,025</b>	<b>\$6,268</b>		<b>\$1,243</b>
<b>TOTAL REVENUES</b>	<b>\$2,007,853</b>	<b>\$2,683,318</b>		<b>\$675,465</b>

## TOWN CLERK

**January 1, 2003 Through December 31, 2003**

<b>DOG LICENSES</b>	
Received for:	
1,475 Dog Licenses	\$10,206.00
<b>Total</b>	<b>\$10,206.00</b>
125 Dog Fines @ \$25.00	\$3,125.00
<b>Total</b>	<b>\$13,331.00</b>
Paid to Edward Lehoullier, Treasurer	\$13,331.00
<b>AUTOMOBILE PERMITS</b>	
Received for 9,794 Automobile Registrations	\$1,481,162.81
Paid to Edward Lehoullier, Treasurer	\$1,481,162.81
<b>MISCELLANEOUS COLLECTIONS</b>	
Received for Local & State Filing Fees	\$4.00
Received for 54 Marriage Licenses for State @ \$38.00	\$2,052.00
Received for 80 DC-MC-BC for State @ \$8.00	\$640.00
Received for 8 DC-MC-BC for State @ \$5.00	\$40.00
Received for Boat Permits	\$2,804.28
Received for 18 Bounced Check Fines @ \$25.00	\$450.00
Received for Mail-in Postage	\$7,304.00
Received for Titles, UCC, Dredge & Fill Permits, etc.	\$12,132.60
Other Revenue turned in	\$35.74
<b>Total</b>	<b>\$25,462.62</b>
Paid to Edward Lehoullier, Treasurer	\$25,462.62

Nancy Beal Jambard  
Town Clerk

# TAX COLLECTOR'S REPORT

## DEBITS

<i>Uncollected Taxes -</i>		<b>Prior Levies</b>		
<b>Beginning of Year:</b>	<b>2003</b>	<b>2002</b>	<b>2001</b>	<b>2000</b>
Property Taxes	XXXXXX	646,667.31		
Land Use Change Taxes	XXXXXX	161,590.00	19,990.00	
Yield Taxes	XXXXXX	734.91	998.35	171.41
Excavation Tax	XXXXXX			

	<b>Taxes</b>	<b>Committed</b>	<b>This Year</b>
Property Taxes	17,283,607.00	14,203.00	
Land Use Change Taxes	294,390.00		
Yield Taxes	18,368.69		
Excavation Tax	61.00		

## Overpayment

Property Taxes				
Land Use Change Tax				
Yield Taxes				
Interest-Late Taxes	68,650.03			
Costs	3,424.65			
<b>Total Debits</b>	<b>17,688,501.37</b>	<b>823,195.22</b>	<b>20,988.35</b>	<b>171.41</b>

# TAX COLLECTOR'S REPORT cont.

## CREDITS

Remitted to Treasurer	2003	Prior Levies		
		2002	2001	2000
Property Taxes	16,697,778.14	437,776.12		
Land Use Change Taxes	218,190.00	116,200.00		
Yield Taxes	16,882.32	734.91	998.35	171.41
Excavation Tax	61.00			
Interest	68,650.23			
Costs	3,424.65			
Conversion to Lien (Principal only)		168,012.19		

## ABATEMENTS MADE

Property Taxes	12,279.00	55,082.00		
Land Use Change Taxes	1,200.00	35,390.00		
Yield Taxes	1,402.37			
Current Levy Deeded	2,370.00			

## UNCOLLECTED TAXES-END OF YEAR

Property Taxes	571,179.86			
Land Use Change Taxes	75,000.00	10,000	19,990.00	
Yield Taxes	84.00			
Excavation Tax	0			
<b>TOTAL CREDITS</b>	<b>17,668,501.37</b>	<b>823,195.22</b>	<b>20,988.35</b>	<b>171.41</b>

# TAX COLLECTOR'S REPORT cont.

## REDEMPTIONS

### *Debits*

	2002	Prior Levies		
		2001	2000	Prior
Unredeemed Liens-Beginning of Yr.		90,092.40	36,609.06	
Liens Executed During Year	181,245.33			
Interest & Costs Collected	5035.11	8,430.75	11,167.06	
<b>TOTAL DEBITS</b>	<b>186,280.44</b>	<b>98,523.15</b>	<b>47,776.12</b>	

### *Credits*

REMITTED TO TREASURER	2002	Prior Levies		
		2001	2000	Prior
Redemptions	85,073.97	34,455.18	35,390.72	
Interests & Costs Collected	5035.11	8,430.75	11,167.06	
Abatements of Unredeemed Taxes	2118.00	1,181.99		
Liens deeded to Municipality	2,573.13	2,238.85	1,218.34	
Unredeemed Liens Bal. End of Year	91,480.23	52,216.38	0	
<b>TOTAL CREDITS</b>	<b>186,280.44</b>	<b>98,523.15</b>	<b>47,776.12</b>	

Respectfully Submitted,

Barbara C. Townsend

Tax Collector



TREASURER’S REPORT TO THE TOWN OF HOLLIS

February 2, 2004

The balance of cash and cash equivalents for the Town of Hollis General Fund as of December 31, 2003 was \$8,957,387, which compares to \$8,050,086 for the year ending December 31, 2002. Interest on overnight and other short-term cash investments produced income of \$45,566.67 which compares to \$93,723.32 earned in 2002 and \$208,428.24 earned in 2001.

During 2003, the Town purchased from the Tax Collector \$168,012 in delinquent taxes and accruals, UP \$12,024 from \$155,988 in 2002. At December 31, 2003, the amount of unpaid taxes was \$571,180, \$91,480 and \$52,216 for the years 2003, 2002 and 2001 respectively. (See the Tax Collector’s Report for specific details.)

For the tenth year in a row, the Town incurred no short-term borrowing costs associated with the issuance of Tax Anticipation Notes.

DELINQUENT		TAXES PURCHASED	
FROM THE		TAX COLLECTOR	
2003		\$168,012	
2002		\$155,988	
2001		\$142,770	
2000		\$174,251	

DELINQUENT	TAXES OUTSTANDING	FOR YEAR-END		2003
	2003	2002	2001	
2003	\$571,180	----	----	
2002	\$91,480	\$646,667	----	
2001	\$52,216	\$90,092	\$667,728	
2000	----	\$36,609	\$86,429	
1999	----	----	\$42,931	
1998	----	----	\$2,316	
Total	\$714,876	\$773,368	\$799,404	

Respectfully Submitted,  
Ed Lehoullier, Treasurer

**STATEMENT OF BONDED DEBT**  
**TOWN OF HOLLIS, NEW HAMPSHIRE**  
**AS OF DECEMBER 31, 2003**  
**ANNUAL MATURITIES OF OUTSTANDING DEBT**

<b>I. Police Station Bonds</b>		<b>Amortization Schedule</b>	
(General Obligation Bonds)			
Issue Date:	1987		
Initial Indebtedness:	\$535,000		
Interest Rate:	Variable	<b>Year of Maturity</b>	<b>Maturity Amount*</b>
		2004	\$25,000
		2005	\$25,000
		2006	\$25,000
		2007	\$25,000
		<b>Balance Due at</b>	
		<b>12/31/03</b>	<b>\$100,000</b>

<b>II. Open Land Purchase</b>		<b>Amortization Schedule</b>	
(General Obligation Bonds )			
Issue Date:	2003		
Initial Indebtedness:	\$1,917,000		
Interest Rate:	3.70%	<b>Year of Maturity</b>	<b>Maturity Amount*</b>
		2005	\$115,500
		2006	\$125,000
		2007	\$125,000
		2008	\$125,000
		2009	\$125,000
		2010	\$120,000
		2011	\$120,000
		2012	\$120,000
		2013	\$120,000
		2014	\$120,000
		2015	\$120,000
		2016	\$120,000
		2017	\$120,000
		2018	\$115,000
		2019	\$110,000
		<b>Balance Due at</b>	<b>\$1,917,000</b>
* exclusive of interest			

# CHARLES J. NICHOLS FUND

## FINANCIAL REPORT 2003

The present membership on the Governing Committee of the Nichols Fund, established in 1985 and amended May 10, 1989, consists of: Town of Hollis Recreation Commission; Shirley Cohen, Beaver Brook Association; Richard R. Husk, Charles J. Nichols Fund; Cheryl Beaudry, Louise Kind, Representatives at large; and Richard Walker, Selectmen's Representative.

<b>MONEY MARKET ACCOUNT</b>			
Beginning Balance 12/31/02		\$9,696.90	
Receipts:			
Interest Earned	\$18.63		
Nichols Trust Payments	\$6,689.13		
Gift-Private Donation	\$1,500.00		
Transfer In BNH Passbook	\$15,000.00		
		\$23,387.76	
Payments:			
Dutton's Lawn Care	(\$13,115.00)		
Bank Charge	(\$10.00)		
Bill Dutton Irrigation System	(\$8,500)		
Skillings & Sons Inc.	(\$1,594.40)		
		-\$23,219.40	
<b>Ending Balance 12/31/03</b>			<b>\$2,865.26</b>
<b>PASSBOOK ACCOUNT</b>			
Beginning Balance 12/31/02	\$48,608.56		
Receipts			
Interest Earned	\$191.21		
Payments			
Transfer to Checking Account	(\$15,000)		
<b>Ending Balance 12/31/03</b>			<b>\$33,799.77</b>

## CONSERVATION FUND

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2003 and 2002

<b>REVENUES</b>	<b>2003</b>	<b>2002</b>
Pool Interest Income	\$3,658	\$6,341
Bank Interest Income	\$1,664	\$1,754
Preferred Account Interest Income	\$0	\$0
Land Use Change Tax	\$72,030	\$315,337
Town Appropriation	\$19,000	\$0
Grants	\$0	\$106,838
Donations	\$0	\$0
Forest View Greenway	\$0	\$0
<b>Total Revenues</b>	<b>\$96,352</b>	<b>\$430,270</b>

### EXPENDITURES

#### *Non-Land*

Supplies and Equipment	\$187	\$558
Postage	\$0	\$12
Dues and Publications	\$362	\$647
Public Notices	\$0	\$0
Seminars	\$340	\$100
Educational Materials	\$0	\$0
NHACC Annual Meeting	\$153	\$0
Maps and Mapping	\$0	\$2,518
Bank Charges	\$0	-\$10
Other	\$296	\$125

#### *Land*

Legal Fees	\$874	\$19,063
Surveys	\$2,348	\$14,385
Appraisals	\$4,100	\$1,000
Studies	\$1,500	\$0
Land Acquisition	\$150,000	\$150,000
<b>Total Expenditures</b>	<b>\$160,159</b>	<b>\$188,398</b>

Excess (deficiency) of Revenues over (under) Expenditures	(\$63,807)	\$241,872
--	------------	-----------

Fund Balance, January 1	\$695,658	\$453,786
Fund Balance, December 31	\$631,851	\$695,658

## OLD HOME DAY SPECIAL REVENUE FUND

Statements of Revenues, Expenditures, and Changes in Fund Balance

For the fiscal years ended December 31, 2003 and 2002

<b>REVENUES</b>	<b>2003</b>	<b>2002</b>
Town Appropriation	\$10,000	\$7,500
Donations	\$3,046	\$4,036
Vendors	\$1,705	\$1,923
Buttons for Balloon Rides	\$0	\$0
BBQ Tickets	\$4,738	\$4,937
Balloon Rides	\$0	\$75
T-Shirts	\$1,857	\$1,949
Concession Rides	\$2,121	\$2,038
Calendar 2000	\$0	\$0
Daily Interest	\$47	\$75
Sale of Merchandise	\$102	\$70
Silent Auction	\$2,006	\$1,533
Bike Raffle	\$0	\$0
T-Ball Ride	\$665	\$373
Sponsorship	\$0	\$0
Miscellaneous	\$625	\$275
<b>Total Revenues</b>	<b>\$26,912</b>	<b>\$24,784</b>

<b>EXPENDITURES</b>		
T-Shirts	\$1,018	\$1,854
Printing	\$1,619	\$472
Postage	\$578	\$423
Signs/Banners	\$275	\$168
Chicken Barbeque	\$1,992	\$2,072
Entertainment (Music)	\$925	\$850
Fireworks	\$10,000	\$7,500
Rentals	\$3,253	\$3,187
Sound System	\$1,450	\$1,125
Police Details	\$1,831	\$1,512
DPW Hours	\$1,545	\$1,387
Entertainment (Performers)	\$875	\$125
Balloon Rides	\$0	\$0
Silent Auction	\$0	\$0
Parade	\$1,950	\$1,450
Demonstrators	\$399	\$940
Miscellaneous	\$873	\$393

<b>Total Expenditures</b>	<b>\$28,583</b>	<b>\$23,458</b>
Excess (deficiency) of Revenues over (under) Expenditures	(\$1,671)	\$1,326
Fund Balance, January 1	\$11,208	\$9,882
Fund Balance, December 31	\$9,537	\$11,208



## AMBULANCE FEE SPECIAL REVENUE FUND

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2003 and 2002

<b>REVENUES</b>	<b>2003</b>	<b>2002</b>
Insurance Billing	\$77,417	\$73,538
Interest Income	\$434	\$569
Trust Income	\$1,053	\$566
<b>Total Revenues</b>	<b>\$78,904</b>	<b>\$74,673</b>
 <b>EXPENDITURES</b>		
Ambulance Purchase	\$0	\$0
Ambulance expendable supplies	\$17,442	\$25,489
Ambulance training	\$3,598	\$2,521
Ambulance Services	\$7,047	\$23,104
<b>Total Expenditures</b>	<b>\$28,087</b>	<b>\$51,114</b>
 Excess (deficiency) of Revenues over (under) Expenditures	 \$50,818	 \$23,559
 Fund Balance, January 1	 \$78,385	 \$54,826
Fund Balance, December 31	\$129,202	\$78,385

## FOREST MAINTENANCE FUND

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2003 and 2002

<b>REVENUES</b>	<b>2003</b>	<b>2002</b>
Proceeds from Town Forest	\$0	\$0
Interest Income	\$88	\$160
<b>Total Revenues</b>	<b>\$88</b>	<b>\$160</b>
 <b>EXPENDITURES</b>		
Current	\$3,902	\$0
<b>Total Expenditures</b>	<b>\$3,902</b>	<b>\$60</b>
 Excess (deficiency) of Revenues over (under) Expenditures	 (\$3,815)	 \$100
 Fund Balance, January 1	 \$25,610	 \$25,510
Fund Balance, December 31	\$21,795	\$25,610

## HERITAGE FUND

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2003 and 2002

<b>REVENUES</b>	<b>2003</b>	<b>2002</b>
Donations	\$6,564	\$5,330
Interest Income	\$44	\$58
Town Appropriation	\$0	\$4,602
Proceeds from Old Home Day	\$0	\$0
Misc. Merchandise Sales	\$0	\$15
<b>Total Revenues</b>	<b>\$6,608</b>	<b>\$10,004</b>
 <b>EXPENDITURES</b>		
Trailer Purchase	\$0	\$0
Public Awareness	\$0	\$0
Supplies	\$0	\$165
Conference & Seminars	\$0	\$140
OHD Registration	\$70	\$332
Dues & Publications	\$165	\$215
Equipment	\$0	\$0
Miscellaneous Lawrence Barn	\$9,655	\$1,611
Miscellaneous	\$521	\$0
<b>Total Expenditures</b>	<b>\$10,411</b>	<b>\$2,463</b>
 Excess (deficiency) of Revenues over (under) Expenditures	 (\$3,802)	 \$7,541
 Fund Balance, January 1	 \$13,929	 \$6,388
Fund Balance, December 31	\$10,127	\$13,929

# **POLICE PRIVATE DETAILS SPECIAL REVENUE FUND**

Statements of Revenues, Expenditures, and Changes in Fund Balance

For the fiscal years ended December 31, 2003 and 2002

<b>REVENUES</b>	<b>2003</b>	<b>2002</b>
Police Detail Income	\$26,074	\$25,921
Bank Interest Income	\$87	\$130
<b>Total Revenues</b>	<b>\$26,161</b>	<b>\$26,051</b>
 <b>EXPENDITURES</b>		
Police Details	\$26,479	\$24,108
Miscellaneous	\$0	\$0
<b>Total Expenditures</b>	<b>\$26,479</b>	<b>\$24,108</b>
 Excess (deficiency) of Revenues over (under) Expenditures	 (\$318)	 \$1,943
 Fund Balance, January 1	 \$11,042	 \$9,099
Fund Balance, December 31	\$10,723	\$11,042

## ZYLONIS FUND

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2003 and 2002

<b>REVENUES</b>	<b>2003</b>	<b>2002</b>
Trust Income	\$3,173	\$1,707
Bank Interest Income	\$6	\$13
<b>Total Revenues</b>	<b>\$3,179</b>	<b>\$1,720</b>
 <b>EXPENDITURES</b>		
Bank Fees	\$0	\$0
Airfare to Lithuania	\$0	\$0
Teaching Supplies	\$0	\$0
Shipping	\$0	\$0
Computer/Accessories	\$0	\$0
Scholarship	\$3,200	\$3,000
Miscellaneous	\$0	\$0
<b>Total Expenditures</b>	<b>\$3,200</b>	<b>\$3,000</b>
 Excess (deficiency) of Revenues over (under) Expenditures	 (\$21)	 (\$1,280)
 Fund Balance, January 1	 \$1,975	 \$3,255
Fund Balance, December 31	\$1,954	\$1,975

TOWN OF HOLLIS ANNUAL MS-9 REPORT 12/31/2003

DATE OF CREATION	NAME OF TRUST FUND	PURPOSE OF TRUST FUND	HOW INVESTED	%	BALANCE BEGINNING OF YEAR	NEW FUNDS CREATED	GAINS OR (LOSSES) SALE OF SECURITIES	CAPITAL GAIN DIVIDENDS	BALANCE END OF YEAR	BALANCE BEGINNING OF YEAR	INCOME RECEIVED	EXPENSES DURING YEAR	EXPENDED YEAR	BALANCE END OF YEAR	PRINCIPAL BEG. OF YEAR FAIR VALUE	PRINCIPAL END OF YEAR FAIR VALUE
1873	MARY S FARLEY	HIGH SCHOOL	COMMON TR		27,275.63	0.00	0.00	0.00	27,275.63	(57.26)	1,225.42	(113.96)	(1,149.71)	(95.51)	31,126.19	33,717.76
1884	SAMUEL J WORCESTER	HIGH SCHOOL	COMMON TR		3,378.43	0.00	0.00	0.00	3,378.43	(7.09)	151.78	(14.12)	(142.41)	(11.84)	3,455.37	4,176.37
1916	LUCY E WORCESTER	HIGH SCHOOL	COMMON TR		1,587.42	0.00	0.00	0.00	1,587.42	(3.35)	71.32	(6.63)	(66.91)	(5.57)	1,681.52	1,982.35
1916	SARAH A WORCESTER	HIGH SCHOOL	COMMON TR		1,587.42	0.00	0.00	0.00	1,587.42	(3.35)	71.32	(6.63)	(66.91)	(5.57)	1,681.52	1,982.35
1917	FRANKLIN WORCESTER	HIGH SCHOOL	COMMON TR		73,383.14	0.00	0.00	0.00	73,383.14	(154.10)	3,296.91	(306.61)	(3,093.20)	(257.00)	83,742.79	90,715.24
1932	CLARA E CUTTER	HIGH SCHOOL	COMMON TR		1,428.96	0.00	0.00	0.00	1,428.96	(3.01)	64.20	(5.97)	(60.23)	(5.01)	1,510.72	1,766.49
1944	EMMA F VAN DYKE	HIGH SCHOOL	COMMON TR		8,569.38	0.00	0.00	0.00	8,569.38	(17.99)	385.00	(35.80)	(361.21)	(30.00)	9,779.14	10,993.35
1955	MARY F WILSON	HIGH SCHOOL	COMMON TR		5,715.95	0.00	0.00	0.00	5,715.95	(11.99)	256.80	(23.88)	(240.94)	(20.01)	6,522.89	7,065.99
1957	HENRY A WILSON	HIGH SCHOOL	COMMON TR		5,714.27	0.00	0.00	0.00	5,714.27	(11.97)	256.73	(23.88)	(240.86)	(19.98)	6,520.97	7,063.91
1967	LUCINDA F READ	HIGH SCHOOL	COMMON TR		1,233.04	0.00	0.00	0.00	1,233.04	(2.58)	55.40	(5.15)	(51.98)	(4.31)	1,407.11	1,524.26
	SUB-TOTAL				129,873.67	0.00	0.00	0.00	129,873.67	(272.69)	5,834.88	(542.63)	(5,474.36)	(454.80)	148,208.22	160,548.07
1980	RUTH E WHEELER	HOME ECONOMICS	COMMON TR		22,497.87	0.00	0.00	0.00	22,497.87	(47.25)	1,010.77	(94.00)	(948.32)	(78.80)	25,673.95	27,811.56
1983	JANE BALLARD MEMORIAL	ARTIST PROGRAM	COMMON TR		42,091.79	1,238.89	0.00	0.00	43,330.68	1,143.08	1,946.73	(181.04)	(1,238.89)	1,669.88	53,564.80	53,564.80
	TOTAL HIGH SCHOOL FUNDS				194,463.34	1,238.89	0.00	0.00	195,702.23	823.14	8,792.38	(817.67)	(7,661.57)	1,136.28	221,924.43	241,924.43
1984	EVELYN RICE TRUST	SCHOOL SYSTEM	COMMON TR		2,181.89	0.00	0.00	0.00	2,181.89	(4.58)	98.03	(9.12)	(91.97)	(7.64)	2,489.92	2,697.23
1984	OT & LEBROWN	SCHOOL SYSTEM	COMMON TR		4,363.79	0.00	0.00	0.00	4,363.79	(9.17)	196.06	(18.24)	(183.95)	(15.30)	4,899.84	5,394.46
	TOTAL SCHOOL SYSTEM				6,545.68	0.00	0.00	0.00	6,545.68	(13.75)	294.09	(27.36)	(275.92)	(12.94)	7,389.76	8,091.69
1917	SARAH A WORCESTER	HOLLIS LIBRARY	COMMON TR		793.64	0.00	0.00	0.00	793.64	(1.66)	35.66	(3.32)	(33.45)	(2.77)	905.67	981.08
1917	FRANKLIN WORCESTER	HOLLIS LIBRARY	COMMON TR		14,493.46	0.00	0.00	0.00	14,493.46	(30.45)	651.15	(60.56)	(610.92)	(50.78)	16,539.53	17,916.62
1918	CHARLES M STRATTON	HOLLIS LIBRARY	COMMON TR		285.86	0.00	0.00	0.00	285.86	(0.61)	12.84	(1.19)	(12.05)	(1.01)	326.22	353.38
1927	LILLIAN WORCESTER	HOLLIS LIBRARY	COMMON TR		1,033.80	0.00	0.00	0.00	1,033.80	(2.17)	46.45	(4.32)	(43.58)	(3.62)	1,179.74	1,277.96
1931	JH & SP CUTTER MEM	HOLLIS LIBRARY	COMMON TR		457.29	0.00	0.00	0.00	457.29	(0.97)	20.54	(1.91)	(19.28)	(1.62)	521.85	565.30
1932	CLARA CUTTER	HOLLIS LIBRARY	COMMON TR		1,429.03	0.00	0.00	0.00	1,429.03	(3.02)	64.20	(5.97)	(60.24)	(5.03)	1,630.77	1,766.55
1939	JOSEPH P PARKER	HOLLIS LIBRARY	COMMON TR		1,429.03	0.00	0.00	0.00	1,429.03	(3.02)	64.20	(5.97)	(60.24)	(5.03)	1,630.77	1,766.55
1944	EMMA VAN DYKE	HOLLIS LIBRARY	COMMON TR		8,569.39	0.00	0.00	0.00	8,569.39	(18.00)	385.00	(35.80)	(361.21)	(30.01)	9,779.15	10,993.36
1950	RUTH C GOODWIN	HOLLIS LIBRARY	COMMON TR		1,429.01	0.00	0.00	0.00	1,429.01	(3.02)	64.20	(5.97)	(60.24)	(5.03)	1,630.75	1,766.53
1955	SILAS N SPALLING	HOLLIS LIBRARY	COMMON TR		857.45	0.00	0.00	0.00	857.45	(1.81)	38.52	(3.58)	(36.14)	(3.01)	978.50	1,059.97
1958	MARY F WILSON	HOLLIS LIBRARY	COMMON TR		2,838.00	0.00	0.00	0.00	2,838.00	(5.99)	128.40	(11.94)	(120.47)	(10.00)	3,261.47	3,533.02



TOWN OF HOLLIS ANNUAL MS-9 REPORT 12/31/2003

DATE OF CREATION	NAME OF TRUST FUND	PURPOSE OF TRUST FUND	HOW INVESTED	BALANCE BEGINNING OF YEAR	NEW FUNDS CREATED	GAINS OR (LOSSES) SALE OF SECURITIES	CAPITAL GAIN DIVIDENDS	BALANCE END OF YEAR	INCOME RECEIVED	EXPENSES DURING YEAR	EXPENDED BALANCE END OF YEAR	PRINCIPAL BEG. OF YEAR FAIR VALUE	PRINCIPAL END OF YEAR FAIR VALUE
1957	HENRY A WILSON	HOLLIS LIBRARY	COMMON TR	5,714.30	0.00	0.00	0.00	5,714.30	256.73	(23.88)	(240.87)	6,521.00	7,065.94
1963	ETTA M FLAGG	HOLLIS LIBRARY	COMMON TR	1,421.77	0.00	0.00	0.00	1,421.77	63.88	(5.94)	(59.93)	1,622.49	1,757.57
1967	LUCINDA F READ	HOLLIS LIBRARY	COMMON TR	1,233.03	0.00	0.00	0.00	1,233.03	55.40	(5.15)	(51.97)	1,407.09	1,524.25
1974	LEILA PARKER	HOLLIS LIBRARY	COMMON TR	578.11	0.00	0.00	0.00	578.11	25.97	(2.42)	(24.37)	659.73	714.66
1980	DANIEL H GOODWIN	HOLLIS LIBRARY	COMMON TR	2,246.93	0.00	0.00	0.00	2,246.93	100.95	(9.39)	(94.73)	2,564.13	2,777.62
1987	N & P CONIARIS	HOLLIS LIBRARY	COMMON TR	10,495.80	0.00	0.00	0.00	10,495.80	471.55	(43.85)	(442.40)	11,977.51	12,974.77
	SUB-TOTAL			55,325.91	0.00	0.00	0.00	55,325.91	2,485.64	(231.16)	(2,332.07)	63,136.37	68,393.14
1980	CHARLES ZYLONIS	LITHUANIAN	COMMON TR	56,783.80	0.00	0.00	0.00	56,783.80	2,551.14	(237.25)	(2,395.52)	64,800.09	70,195.36
	TOTAL LIBRARY FUNDS			112,109.71	0.00	0.00	0.00	112,109.71	5,036.78	(468.41)	(4,725.59)	127,936.46	138,588.50
1994	TO	GIFTS PERPETUAL											
1984	CEMETERY FUNDS	CARE CEMETERY	COMMON TR	93,273.24	0.00	0.00	0.00	93,273.18	4,190.51	(389.71)	(3,872.90)	106,440.82	115,303.04
1985	THELMA K. POLLARD		COMMON TR	567.25	0.00	0.00	0.00	567.25	25.48	(2.37)	(23.55)	647.33	701.22
1985	MARTHA O BYERS		COMMON TR	283.59	0.00	0.00	0.00	283.59	12.74	(1.18)	(11.78)	323.63	350.57
1985	FREDERICK A &												
1985	BARBARA A WOODBURY		COMMON TR	141.82	0.00	0.00	0.00	141.82	6.37	(0.59)	(5.89)	161.84	175.31
1985	EDMUND LILEY		COMMON TR	283.59	0.00	0.00	0.00	283.59	12.74	(1.18)	(11.78)	323.63	350.57
1985	EDWARD ANDERSON		COMMON TR	141.82	0.00	0.00	0.00	141.82	6.37	(0.59)	(5.89)	161.84	175.31
1985	KEITH W MERRILL &												
1985	MEREDITH M FAIT		COMMON TR	567.25	0.00	0.00	0.00	567.25	25.48	(2.37)	(23.55)	647.33	701.22
1985	M JOSEPHINE STILES		COMMON TR	283.59	0.00	0.00	0.00	283.59	12.74	(1.18)	(11.78)	323.63	350.57
1985	GSPGEORGE SPRAGUE		COMMON TR	567.25	0.00	0.00	0.00	567.25	25.48	(2.37)	(23.55)	647.33	701.22
1985	LUENEL SCHOPEN		COMMON TR	283.59	0.00	0.00	0.00	283.59	12.74	(1.18)	(11.78)	323.63	350.57
1985	STEPHEN CHARTIER		COMMON TR	567.25	0.00	0.00	0.00	567.25	25.48	(2.37)	(23.55)	647.33	701.22
1985	ARTHUR & MARY JANE VEIGA		COMMON TR	567.25	0.00	0.00	0.00	567.25	25.48	(2.37)	(23.55)	647.33	701.22
1985	MARY D WILLIAMS		COMMON TR	141.82	0.00	0.00	0.00	141.82	6.37	(0.59)	(5.89)	161.84	175.31
1986	CHARLES & FRANCINE L HOWE		COMMON TR	516.96	0.00	0.00	0.00	516.96	23.23	(2.16)	(21.47)	589.95	639.06
1986	CHARLES M & BARBARA WOOD		COMMON TR	516.96	0.00	0.00	0.00	516.96	23.23	(2.16)	(21.47)	589.95	639.06
1986	CHARLES M & SYLVIA RAYMOND		COMMON TR	1,033.91	0.00	0.00	0.00	1,033.91	46.45	(4.32)	(42.93)	1,179.87	1,278.11
1986	LEO & EVELYN LUTZ		COMMON TR	516.96	0.00	0.00	0.00	516.96	23.23	(2.16)	(21.47)	589.95	639.06
1986	SHELLA RICHARDSON		COMMON TR	516.96	0.00	0.00	0.00	516.96	23.23	(2.16)	(21.47)	589.95	639.06
1986	BERNICE FROST		COMMON TR	1,033.91	0.00	0.00	0.00	1,033.91	46.45	(4.32)	(42.93)	1,179.87	1,278.11

## TOWN OF HOLLIS ANNUAL MS-9 REPORT 12/31/2003

DATE OF CREATION	NAME OF TRUST FUND	PURPOSE OF TRUST FUND	HOW INVESTED	%	BALANCE BEGINNING OF YEAR	NEW FUNDS CREATED	GAINS OR (LOSSES) SALE OF SECURITIES	CAPITAL GAIN DIVIDENDS	BALANCE END OF YEAR	BALANCE BEGINNING OF YEAR	INCOME RECEIVED DURING YEAR	EXPENSES DURING YEAR	BALANCE END OF YEAR	PRINCIPAL BEG. OF YEAR FAIR VALUE	PRINCIPAL END OF YEAR FAIR VALUE
1986	ELIZABETH WOODS		COMMON TR		387.73	0.00	0.00	0.00	387.73	(0.32)	17.42	(1.62)	(16.10)	442.46	479.30
1986	BETTY JANE MURRAY		COMMON TR		516.96	0.00	0.00	0.00	516.96	(0.41)	23.23	(2.16)	(21.47)	589.95	639.06
1986	LLOYD MACK		COMMON TR		129.24	0.00	0.00	0.00	129.24	(0.11)	5.81	(0.54)	(5.37)	159.76	147.48
1986	DANIEL W. FAWCETT		COMMON TR		129.24	0.00	0.00	0.00	129.24	(0.11)	5.81	(0.54)	(5.37)	159.76	147.48
1987	HAROLD R. & DOROTHY WARREN		COMMON TR		198.83	0.00	0.00	0.00	198.83	(0.14)	8.93	(0.83)	(8.26)	226.90	245.79
1987	GEORGE & RUTH CLARK		COMMON TR		99.41	0.00	0.00	0.00	99.41	(0.07)	4.47	(0.42)	(4.13)	113.44	122.89
1987	CHARLES E. AND NANCY J. BELL		COMMON TR		397.66	0.00	0.00	0.00	397.66	(0.30)	17.87	(1.66)	(16.51)	453.80	491.59
1987	LAWRENCE & CAROLYN LINGLEY		COMMON TR		198.83	0.00	0.00	0.00	198.83	(0.14)	8.93	(0.83)	(8.26)	226.90	245.79
1987	RALPH & KATHRYN HARDY		COMMON TR		298.26	0.00	0.00	0.00	298.26	(0.21)	13.40	(1.25)	(12.38)	340.36	368.70
1987	BERTRAND H. & JACQUELINE W. SOMMER		COMMON TR		397.66	0.00	0.00	0.00	397.66	(0.30)	17.87	(1.66)	(16.51)	453.80	491.59
1987	PAUL & KAREN BOSQUET		COMMON TR		397.66	0.00	0.00	0.00	397.66	(0.30)	17.87	(1.66)	(16.51)	453.80	491.59
1987	RICHARD A. & DEBRA L. HARDY		COMMON TR		397.66	0.00	0.00	0.00	397.66	(0.30)	17.87	(1.66)	(16.51)	453.80	491.59
1987	JOSEPH W. & BARBARA S. ROCK		COMMON TR		397.66	0.00	0.00	0.00	397.66	(0.30)	17.87	(1.66)	(16.51)	453.80	491.59
1987	RICHARD E. DUNCAN		COMMON TR		99.41	0.00	0.00	0.00	99.41	(0.07)	4.47	(0.42)	(4.13)	113.44	122.89
1987	LOUIS A. & EUNICE B. OVENS		COMMON TR		795.30	0.00	0.00	0.00	795.30	(0.61)	35.73	(3.32)	(33.02)	983.13	1071.11
1987	KATHLEEN F. FOWLER		COMMON TR		298.26	0.00	0.00	0.00	298.26	(0.21)	13.40	(1.25)	(12.38)	340.36	368.70
1988	EDMUND LILEY		COMMON TR		86.64	0.00	0.00	0.00	86.64	(0.06)	3.89	(0.36)	(3.60)	98.88	107.11
1988	KENNETH R. & BEATRICE I. BENNETT		COMMON TR		519.82	0.00	0.00	0.00	519.82	(0.41)	23.35	(2.17)	(21.58)	593.21	642.60
1988	CHARLES C. JR. & LUCIE B. BEEBE		COMMON TR		346.55	0.00	0.00	0.00	346.55	(0.27)	15.57	(1.45)	(14.39)	395.47	428.40
1988	RICHARD J. BEARCE		COMMON TR		693.66	0.00	0.00	0.00	693.66	(0.55)	31.16	(2.90)	(28.80)	791.58	857.49
1989	LEON D. JR. & MARTHA W. DAVIS		COMMON TR		346.02	0.00	0.00	0.00	346.02	(0.26)	15.55	(1.45)	(14.37)	394.87	427.74
1989	JUDITH J. KELLEY		COMMON TR		346.02	0.00	0.00	0.00	346.02	(0.26)	15.55	(1.45)	(14.37)	394.87	427.74
1989	PAUL & JANET FIMBEL		COMMON TR		346.02	0.00	0.00	0.00	346.02	(0.26)	15.55	(1.45)	(14.37)	394.87	427.74
1989	HELEN M. WALTERS		COMMON TR		86.53	0.00	0.00	0.00	86.53	(0.08)	3.89	(0.36)	(3.59)	106.97	113.44
1989	MARILYN WEHLE		COMMON TR		173.00	0.00	0.00	0.00	173.00	(0.13)	7.77	(0.72)	(7.18)	213.86	226.90
1989	ARTHUR WHITTY		COMMON TR		346.02	0.00	0.00	0.00	346.02	(0.26)	15.55	(1.45)	(14.37)	394.87	427.74
1989	LYDIA SCHELLENBERG		COMMON TR		173.00	0.00	0.00	0.00	173.00	(0.13)	7.77	(0.72)	(7.18)	213.86	226.90
1989	ELIZABETH G. & RICHARD B. DRISKO		COMMON TR		346.02	0.00	0.00	0.00	346.02	(0.26)	15.55	(1.45)	(14.37)	394.87	427.74
1989	BARBARA SPAULDING HATFIELD		COMMON TR		692.05	0.00	0.00	0.00	692.05	(0.54)	31.09	(2.89)	(28.74)	789.75	855.50
1990	HOWARD & IVAN COLE		COMMON TR		329.85	0.00	0.00	0.00	329.85	(0.26)	14.82	(1.38)	(13.70)	376.42	407.76
1990	LORIMER GRAVES		COMMON TR		329.85	0.00	0.00	0.00	329.85	(0.26)	14.82	(1.38)	(13.70)	376.42	407.76
1990	DONALD JACOBS		COMMON TR		329.85	0.00	0.00	0.00	329.85	(0.26)	14.82	(1.38)	(13.70)	376.42	407.76
1990	ANNE M. JACOBS		COMMON TR		329.85	0.00	0.00	0.00	329.85	(0.26)	14.82	(1.38)	(13.70)	376.42	407.76

TOWN OF HOLLIS ANNUAL MS-9 REPORT 12/31/2003

DATE OF CREATION	NAME OF TRUST FUND	PURPOSE OF TRUST FUND	HOW INVESTED	BALANCE BEGINNING OF YEAR	NEW FUNDS CREATED	GAINS OR (LOSSES) SALE OF SECURITIES	CAPITAL GAIN DIVIDENDS	BALANCE END OF YEAR	INCOME RECEIVED	EXPENSES DURING YEAR	EXPENDED BALANCE END OF YEAR	PRINCIPAL BEG. OF YEAR FAIR VALUE	PRINCIPAL END OF YEAR FAIR VALUE
1990	JASON CROOK		COMMON TR	329.85	0.00	0.00	0.00	329.85	14.82	(1.38)	(13.70)	376.42	407.76
1990	JOSEY MCHILLAN		COMMON TR	659.71	0.00	0.00	0.00	659.71	29.64	(2.76)	(27.39)	752.84	815.53
1990	DINA GOODWIN		COMMON TR	329.85	0.00	0.00	0.00	329.85	14.82	(1.38)	(13.70)	376.42	407.76
1990	REGINALD CHAMBERLAIN		COMMON TR	329.85	0.00	0.00	0.00	329.85	14.82	(1.38)	(13.70)	376.42	407.76
1990	RODMAN L. LEAVELL		COMMON TR	329.85	0.00	0.00	0.00	329.85	14.82	(1.38)	(13.70)	376.42	407.76
1991	CELESTE RACINE		COMMON TR	163.22	0.00	0.00	0.00	163.22	7.33	(0.68)	(6.78)	186.26	201.77
1991	GEORGE WRIGHT		COMMON TR	326.41	0.00	0.00	0.00	326.41	14.66	(1.36)	(13.55)	372.50	403.51
1991	ROBERT GIDDENS		COMMON TR	163.22	0.00	0.00	0.00	163.22	7.33	(0.68)	(6.78)	186.26	201.77
1991	DOROTHY COLSON		COMMON TR	326.41	0.00	0.00	0.00	326.41	14.66	(1.36)	(13.55)	372.50	403.51
1991	DAVID WHEELER		COMMON TR	81.60	0.00	0.00	0.00	81.60	3.67	(0.34)	(3.39)	93.12	100.87
1991	DALE BREWER		COMMON TR	81.60	0.00	0.00	0.00	81.60	3.67	(0.34)	(3.39)	93.12	100.87
1991	TOWN OF HOLLIS		COMMON TR	326.41	0.00	0.00	0.00	326.41	14.66	(1.36)	(13.55)	372.50	403.51
1992	FRANK HOFFMAN		COMMON TR	317.40	0.00	0.00	0.00	317.40	14.26	(1.33)	(13.18)	362.21	392.37
1992	STEVEN SACHERSKI		COMMON TR	317.40	0.00	0.00	0.00	317.40	14.26	(1.33)	(13.18)	362.21	392.37
1992	DANIEL LORDEN		COMMON TR	317.40	0.00	0.00	0.00	317.40	14.26	(1.33)	(13.18)	362.21	392.37
1992	RAYMOND LORDEN, SR.		COMMON TR	317.40	0.00	0.00	0.00	317.40	14.26	(1.33)	(13.18)	362.21	392.37
1992	RAYMOND LORDEN, JR.		COMMON TR	317.40	0.00	0.00	0.00	317.40	14.26	(1.33)	(13.18)	362.21	392.37
1992	BRADFORD WILD		COMMON TR	317.40	0.00	0.00	0.00	317.40	14.26	(1.33)	(13.18)	362.21	392.37
1993	LEO BALLOW		COMMON TR	151.90	0.00	0.00	0.00	151.90	6.82	(0.63)	(6.31)	173.34	187.78
1993	THOMAS MCCARTNEY		COMMON TR	303.81	0.00	0.00	0.00	303.81	13.65	(1.27)	(12.61)	346.70	375.57
1993	RALPH MORES		COMMON TR	303.81	0.00	0.00	0.00	303.81	13.65	(1.27)	(12.61)	346.70	375.57
1993	REV. JOHN TERRY		COMMON TR	303.81	0.00	0.00	0.00	303.81	13.65	(1.27)	(12.61)	346.70	375.57
1994	GERALD HORNIK		COMMON TR	321.73	0.00	0.00	0.00	321.73	14.45	(1.34)	(13.36)	367.15	397.72
1994	ROBERT RIMBACH		COMMON TR	643.47	0.00	0.00	0.00	643.47	28.91	(2.69)	(26.72)	734.31	795.45
1994	JAMES COPLEY		COMMON TR	321.73	0.00	0.00	0.00	321.73	14.45	(1.34)	(13.36)	367.15	397.72
1994	JUDITH INGRAM		COMMON TR	321.73	0.00	0.00	0.00	321.73	14.45	(1.34)	(13.36)	367.15	397.72
1994	EVERETT COLBURN		COMMON TR	321.73	0.00	0.00	0.00	321.73	14.45	(1.34)	(13.36)	367.15	397.72
1994	OGRODOWICZ/K FAMILY		COMMON TR	321.73	0.00	0.00	0.00	321.73	14.45	(1.34)	(13.36)	367.15	397.72
1994	CHARLES LEWIS		COMMON TR	160.86	0.00	0.00	0.00	160.86	7.23	(0.67)	(6.68)	183.57	198.85
1995	JULIS KANEROVICH		COMMON TR	287.33	0.00	0.00	0.00	287.33	12.91	(1.20)	(11.93)	327.89	355.19
1995	ARTHUR & MARAGET STWEART		COMMON TR	287.33	0.00	0.00	0.00	287.33	12.91	(1.20)	(11.93)	327.89	355.19
1995	JAMES & SUSAN FLAHERTY		COMMON TR	574.59	0.00	0.00	0.00	574.59	25.81	(2.40)	(23.86)	655.71	710.30
1995	FRED & LEONA ALLEN		COMMON TR	143.66	0.00	0.00	0.00	143.66	6.45	(0.60)	(5.97)	163.94	177.59

TOWN OF HOLLIS ANNUAL MS-9 REPORT 12/31/2003

DATE OF CREATION	NAME OF TRUST FUND	PURPOSE OF TRUST FUND	HOW INVESTED	BALANCE % OF YEAR	NEW FUNDS CREATED	GAINS OR LOSSES SALE OF SECURITIES	CAPITAL GAIN DIVIDENDS	BALANCE END OF YEAR	BALANCE BEGINNING OF YEAR	INCOME RECEIVED	EXPENSES DURING YEAR	EXPENDED END OF YEAR	BALANCE END OF YEAR	PRINCIPAL BEG OF YEAR FAIR VALUE	PRINCIPAL END OF YEAR FAIR VALUE
1995	SAL & LOIS MAGNANO		COMMON TR	143.66	0.00	0.00	0.00	143.66	(0.09)	6.45	(0.60)	(5.97)	(0.21)	163.94	177.59
1995	THOMAS & NANCY MGHUGH		COMMON TR	287.33	0.00	0.00	0.00	287.33	(0.22)	12.91	(1.20)	(11.93)	(0.44)	327.89	355.19
1995	DAVID & BRENDA GIBSON		COMMON TR	287.33	0.00	0.00	0.00	287.33	(0.22)	12.91	(1.20)	(11.93)	(0.44)	327.89	355.19
1995	PAUL & JANET FIMBEL		COMMON TR	287.33	0.00	0.00	0.00	287.33	(0.22)	12.91	(1.20)	(11.93)	(0.44)	327.89	355.19
1995	RUTH HOWE		COMMON TR	287.33	0.00	0.00	0.00	287.33	(0.22)	12.91	(1.20)	(11.93)	(0.44)	327.89	355.19
1995	EDMUND & JANE DICKERMAN		COMMON TR	143.66	0.00	0.00	0.00	143.66	(0.09)	6.45	(0.60)	(5.97)	(0.21)	163.94	177.59
1995	EDMUND & JANE DICKERMAN		COMMON TR	143.66	0.00	0.00	0.00	143.66	(0.09)	6.45	(0.60)	(5.97)	(0.21)	163.94	177.59
1995	BARRY J REED		COMMON TR	287.33	0.00	0.00	0.00	287.33	(0.22)	12.91	(1.20)	(11.93)	(0.44)	327.89	355.19
1996	ARDEN A & MARY POST		COMMON TR	287.81	0.00	0.00	0.00	287.81	(0.23)	12.93	(1.20)	(11.95)	(0.45)	328.44	355.79
1996	ROBERT CHRISTIANSEN		COMMON TR	143.89	0.00	0.00	0.00	143.89	(0.09)	6.46	(0.60)	(5.97)	(0.20)	164.20	177.87
1996	EDWARD GAUDET		COMMON TR	575.61	0.00	0.00	0.00	575.61	(0.46)	25.86	(2.40)	(23.90)	(0.90)	656.87	711.56
1996	JANICE DURGEE		COMMON TR	143.89	0.00	0.00	0.00	143.89	(0.09)	6.46	(0.60)	(5.97)	(0.20)	164.20	177.87
1996	RICHARD DEWUURST		COMMON TR	287.81	0.00	0.00	0.00	287.81	(0.23)	12.93	(1.20)	(11.95)	(0.45)	328.44	355.79
1996	MICHAEL BOWORTH		COMMON TR	71.96	0.00	0.00	0.00	71.96	(0.07)	3.23	(0.30)	(2.99)	(0.13)	88.96	88.96
1996	DIANE EKSTROM & ROBERT BENNETT		COMMON TR	71.96	0.00	0.00	0.00	71.96	(0.07)	3.23	(0.30)	(2.99)	(0.13)	88.96	88.96
1996	ROBERT EASTMAN		COMMON TR	142.43	0.00	0.00	0.00	142.43	(0.09)	6.40	(0.60)	(5.91)	(0.20)	162.54	176.07
1997	ROBERT & MONICA CHRISTIANSEN		COMMON TR	142.43	0.00	0.00	0.00	142.43	(0.09)	6.40	(0.60)	(5.91)	(0.20)	162.54	176.07
1997	RICHARD & ASTA TOLSTRUP		COMMON TR	284.87	0.00	0.00	0.00	284.87	(0.22)	12.80	(1.19)	(11.83)	(0.44)	325.09	352.15
1997	FREDERICK BURANT		COMMON TR	142.43	0.00	0.00	0.00	142.43	(0.09)	6.40	(0.60)	(5.91)	(0.20)	162.54	176.07
1997	JOYCE BOWRON		COMMON TR	284.87	0.00	0.00	0.00	284.87	(0.22)	12.80	(1.19)	(11.83)	(0.44)	325.09	352.15
1997	DANIAL & LINDA MCFARLAND		COMMON TR	538.94	0.00	0.00	0.00	538.94	(0.39)	24.21	(2.25)	(22.38)	(0.81)	666.23	711.56
1999	EDMUND MURPHY & LINDA LOCKE BERTRAM		COMMON TR	134.73	0.00	0.00	0.00	134.73	(0.13)	6.05	(0.56)	(5.59)	(0.23)	153.75	166.55
1999	LEO & BEATRICE DALEY		COMMON TR	134.73	0.00	0.00	0.00	134.73	(0.13)	6.05	(0.56)	(5.59)	(0.23)	153.75	166.55
1999	STEPHEN & PATRICIA DAVIDSON		COMMON TR	269.47	0.00	0.00	0.00	269.47	(0.20)	12.11	(1.13)	(11.19)	(0.41)	307.51	333.12
1999	THOMAS & NANCY JAMBAUD		COMMON TR	269.47	0.00	0.00	0.00	269.47	(0.20)	12.11	(1.13)	(11.19)	(0.41)	307.51	333.12
1999	ROBERT & GAIL JELLISON		COMMON TR	134.73	0.00	0.00	0.00	134.73	(0.13)	6.05	(0.56)	(5.59)	(0.23)	153.75	166.55
1999	STEPHEN & KAY CUSTEAU		COMMON TR	269.47	0.00	0.00	0.00	269.47	(0.20)	12.11	(1.13)	(11.19)	(0.41)	307.51	333.12
1999	RON & KATHY JEAN & KEN & TERI SAVAGE		COMMON TR	269.47	0.00	0.00	0.00	269.47	(0.20)	12.11	(1.13)	(11.19)	(0.41)	307.51	333.12
1999	MARY KAY STEWART		COMMON TR	269.47	0.00	0.00	0.00	269.47	(0.20)	12.11	(1.13)	(11.19)	(0.41)	307.51	333.12
1999	PATRICK & VIRGINIA GRADY		COMMON TR	269.47	0.00	0.00	0.00	269.47	(0.20)	12.11	(1.13)	(11.19)	(0.41)	307.51	333.12
1999	CARL CLARK		COMMON TR	67.36	0.00	0.00	0.00	67.36	(0.06)	3.03	(0.28)	(2.80)	(0.11)	76.87	83.27
1999	MELVA WRIGHT		COMMON TR	134.73	0.00	0.00	0.00	134.73	(0.13)	6.05	(0.56)	(5.59)	(0.23)	153.75	166.55
1999	LARRY LANDRY		COMMON TR	67.36	0.00	0.00	0.00	67.36	(0.06)	3.03	(0.28)	(2.80)	(0.11)	76.87	83.27

TOWN OF HOLLIS ANNUAL MS-9 REPORT 12/31/2003

DATE OF CREATION	NAME OF TRUST FUND	PURPOSE OF TRUST FUND	HOW INVESTED	BALANCE % OF YEAR	BEGINNING OF YEAR	NEW FUNDS CREATED	GAINS OR (LOSSES) SALE OF SECURITIES	CAPITAL DIVIDENDS	BALANCE YEAR	BEGINNING OF YEAR	INCOME RECEIVED	EXPENSES DURING YEAR	EXTENDED BALANCE YEAR	BALANCE YEAR	PRINCIPAL BEG. OF YEAR FAIR VALUE	PRINCIPAL END OF YEAR FAIR VALUE
1999	PATRICK & VIRGINIA GRADY		COMMON TR	134.73		0.00	0.00	0.00	134.73	(0.13)	6.05	(5.59)	(5.59)	(0.23)	157.51	166.55
1999	JOHN & JEAN MAGUIRE		COMMON TR	269.47		0.00	0.00	0.00	269.47	(0.20)	12.11	(1.13)	(1.19)	(0.41)	337.12	333.12
1999	DONNA WRIGHT		COMMON TR	67.36		0.00	0.00	0.00	67.36	(0.06)	3.03	(0.28)	(2.80)	(0.11)	76.87	83.27
1999	ROSE ST. AMANT		COMMON TR	134.73		0.00	0.00	0.00	134.73	(0.13)	6.05	(0.56)	(5.59)	(0.23)	157.51	166.55
1999	ANTOINETTE & ROLAND LACROIX		COMMON TR	135.02		0.00	0.00	0.00	135.02	(0.13)	6.07	(0.56)	(5.61)	(0.23)	154.08	166.91
1999	ERNEST & EVELYN BEAUDOIN		COMMON TR	67.51		0.00	0.00	0.00	67.51	(0.06)	3.03	(0.28)	(2.80)	(0.11)	77.04	83.45
1999	TERESE MURPHY		COMMON TR	135.02		0.00	0.00	0.00	135.02	(0.13)	6.07	(0.56)	(5.61)	(0.23)	154.08	166.91
1999	GEORGE & MARJORIE THOMPSON		COMMON TR	135.02		0.00	0.00	0.00	135.02	(0.13)	6.07	(0.56)	(5.61)	(0.23)	154.08	166.91
1999	JENNIFER SCOTT NELSON		COMMON TR	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1999	CHARLES & PATRICIA PARKER		COMMON TR	135.02		0.00	0.00	0.00	135.02	(0.13)	6.07	(0.56)	(5.61)	(0.23)	154.08	166.91
1999	STEVEN & CECILIA SACHERSKI		COMMON TR	540.04		0.00	0.00	0.00	540.04	(0.50)	24.26	(2.26)	(22.42)	(0.92)	667.59	667.59
1999	EDMUND LILEY		COMMON TR	135.02		0.00	0.00	0.00	135.02	(0.13)	6.07	(0.56)	(5.61)	(0.23)	154.08	166.91
2000	WILLIAM T. HUNTER		COMMON TR	267.07		0.00	0.00	0.00	267.07	(0.27)	12.00	(1.12)	(1.09)	(0.48)	304.77	330.15
2000	JOHN & ANI HURLEY		COMMON TR	133.54		0.00	0.00	0.00	133.54	(0.14)	6.00	(0.56)	(5.54)	(0.24)	152.39	165.08
2000	JOSEPH & CAAREN LESTRANGE		COMMON TR	133.54		0.00	0.00	0.00	133.54	(0.14)	6.00	(0.56)	(5.54)	(0.24)	152.39	165.08
2000	C. WOODBURY & FRANCES BELL		COMMON TR	267.07		0.00	0.00	0.00	267.07	(0.27)	12.00	(1.12)	(1.09)	(0.48)	304.77	330.15
2000	LARRY CLOUSE		COMMON TR	267.07		0.00	0.00	0.00	267.07	(0.27)	12.00	(1.12)	(1.09)	(0.48)	304.77	330.15
2000	MDALYN MOODY		COMMON TR	267.07		0.00	0.00	0.00	267.07	(0.27)	12.00	(1.12)	(1.09)	(0.48)	304.77	330.15
2000	JOHN & PATRICE MONTESI		COMMON TR	400.60		0.00	0.00	0.00	400.60	(0.39)	18.00	(1.67)	(16.63)	(0.69)	495.22	495.22
2000	PAULINE JONES		COMMON TR	267.07		0.00	0.00	0.00	267.07	(0.27)	12.00	(1.12)	(1.09)	(0.48)	304.77	330.15
2000	LISA DIMARE (HOIVENER)		COMMON TR	267.07		0.00	0.00	0.00	267.07	(0.27)	12.00	(1.12)	(1.09)	(0.48)	304.77	330.15
2000	ROBERT HOIVENER		COMMON TR	267.07		0.00	0.00	0.00	267.07	(0.27)	12.00	(1.12)	(1.09)	(0.48)	304.77	330.15
2000	MARIE ROSE HOIVENER-KULLIS		COMMON TR	267.07		0.00	0.00	0.00	267.07	(0.27)	12.00	(1.12)	(1.09)	(0.48)	304.77	330.15
2000	NORMAN E. STORRS		COMMON TR	267.07		0.00	0.00	0.00	267.07	(0.27)	12.00	(1.12)	(1.09)	(0.48)	304.77	330.15
2000	MARIE WITHIN		COMMON TR	200.30		0.00	0.00	0.00	200.30	(0.20)	9.00	(0.84)	(8.32)	(0.36)	232.58	247.61
2000	FREDERICK & BARBARA WOODBURY		COMMON TR	66.76		0.00	0.00	0.00	66.76	(0.06)	3.00	(0.28)	(2.77)	(0.11)	76.18	82.53
2000	LOUIS H. & AMELIA A. DERIE		COMMON TR	133.54		0.00	0.00	0.00	133.54	(0.14)	6.00	(0.56)	(5.54)	(0.24)	152.39	165.08
2000	STEPHEN & DEANNA BREDE		COMMON TR	133.54		0.00	0.00	0.00	133.54	(0.14)	6.00	(0.56)	(5.54)	(0.24)	152.39	165.08
2000	LAURENCE & ESTER DIENST		COMMON TR	133.54		0.00	0.00	0.00	133.54	(0.14)	6.00	(0.56)	(5.54)	(0.24)	152.39	165.08
2001	LINDA S. JEVNES		COMMON TR	132.75		0.00	0.00	0.00	132.75	(0.10)	5.96	(0.55)	(5.51)	(0.20)	151.49	164.10
2001	DOROTHY HARMISH		COMMON TR	265.50		0.00	0.00	0.00	265.50	(0.20)	11.91	(1.11)	(1.02)	(0.40)	302.98	329.21
2001	JOHN J. & RITA M. DICLEMENTE		COMMON TR	132.75		0.00	0.00	0.00	132.75	(0.10)	5.96	(0.55)	(5.51)	(0.20)	151.49	164.10
2001	LEO R. LORDEN		COMMON TR	265.50		0.00	0.00	0.00	265.50	(0.20)	11.91	(1.11)	(1.02)	(0.40)	302.98	329.21
2001	RAYMOND E. LORDEN III		COMMON TR	265.50		0.00	0.00	0.00	265.50	(0.20)	11.91	(1.11)	(1.02)	(0.40)	302.98	329.21
2001	CLAIRE KELLY		COMMON TR	132.75		0.00	0.00	0.00	132.75	(0.10)	5.96	(0.55)	(5.51)	(0.20)	151.49	164.10
2001	JAMES & SANDRA BELANGER		COMMON TR	132.75		0.00	0.00	0.00	132.75	(0.10)	5.96	(0.55)	(5.51)	(0.20)	151.49	164.10
2001	ROBERT & NANCY FISCHER		COMMON TR	132.75		0.00	0.00	0.00	132.75	(0.10)	5.96	(0.55)	(5.51)	(0.20)	151.49	164.10
2001	JOSHUA & APHIL DENISE ROBEY		COMMON TR	132.75		0.00	0.00	0.00	132.75	(0.10)	5.96	(0.55)	(5.51)	(0.20)	151.49	164.10
2002	SHIRLEY HORS & MARJORIE VOSS		COMMON TR	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2002	DANNE W. BUNCE		COMMON TR	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2002	MANOIKIAN FAMILY		COMMON TR	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2002	MANOIKIAN FAMILY		COMMON TR	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2002	MANOIKIAN FAMILY		COMMON TR	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2002	DONALD & MARY ANNE SMITH		COMMON TR	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2002	PETER & CYNTHIA FLYNN		COMMON TR	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2002	LEE & MARGI PARTRIDGE		COMMON TR	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2002	DANIEL & MARIE MAMANUS		COMMON TR	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUB-TOTAL				137,321.83		0.00	0.00	0.00	139,401.77	(102.88)	6,262.93	(582.45)	(5,780.32)	(216.72)	156,707.88	172,266.61
1971 VIOLA BROCKLEBANK				4,476.51		0.00	0.00	0.00	4,476.51	(9.38)	201.12	(18.70)	(188.69)	(15.65)	5,108.47	5,533.80
TOTAL CEMETERY FUNDS				141,798.34		0.00	0.00	0.00	143,878.28	(112.26)	6,464.05	(601.15)	(5,977.01)	(232.37)	161,810.35	177,800.41
1906 JESSIE RIDEOUT				1,598.87		0.00	0.00	0.00	1,598.87	(3.35)	71.83	(6.88)	(67.40)	(5.40)	1,824.58	1,976.50
1934 DELLA M. SMITH				285.86		0.00	0.00	0.00	285.86	(0.61)	12.84	(1.19)	(12.05)	(1.01)	336.22	353.38
1951 CHARLES H. FARLEY				0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00



## TOWN OF HOLLIS ANNUAL MS-9 REPORT 12/31/2003

DATE OF CREATION	NAME OF TRUST FUND	PURPOSE OF TRUST FUND	HOW INVESTED	BALANCE % BEGINNING OF YEAR	NEW FUNDS CREATED	GAINS OR (LOSSES) SALE OF SECURITIES	CAPITAL GAIN DIVIDENDS	BALANCE END OF YEAR	BALANCE BEGINNING OF YEAR	INCOME RECEIVED	EXPENSES DURING YEAR	EXPENDED YEAR	BALANCE END OF YEAR	PRINCIPAL BEG. OF YEAR FAIR VALUE	PRINCIPAL END OF YEAR FAIR VALUE
1984	NICHOLS FIELD HORSE RING	RECREATION	COMMON TR	2,166.17	0.00	0.00	0.00	2,166.17	(3.97)	97.32	(9.05)	(91.30)	(7.00)	2,471.97	2,677.79
1998	CHARLES & DOROTHY DOW FUND HOLLIS AMBULANCE FUND	AMBULANCE	COMMON TR	18,848.33	0.00	0.00	0.00	18,848.39	(253.71)	846.82	(78.75)	(794.50)	(280.14)	21,509.16	23,300.08
	SUB-TOTAL GENERAL FUNDS			478,492.02	3,318.89	0.00	0.00	481,810.91	192.50	21,646.46	(2,013.08)	(19,633.82)	192.06	546,041.76	595,608.10
1989	CHARLES J. NICHOLS FUND		INDIVIDUAL	208,669.32	2,289.71	1,637.00	0.00	212,596.03	27.56	10,278.87	(1,119.16)	(9,158.84)	28.43	213,996.17	218,279.25
	TOTALS			687,161.34	5,608.60	1,637.00	0.00	694,406.94	220.06	31,925.33	(3,132.24)	(28,792.66)	220.49	760,037.93	813,887.35

## TOWN OF HOLLIS, NEW HAMPSHIRE

## CAPITAL RESERVE ACCOUNT

FISCAL YEAR 2003

		PRINCIPAL						INCOME					
Date of Creation	Name of Trust Fund	Purpose Of Trust Fund	How Invested	Balance Beginning Year	New Funds Created	Cash Gains Or (Losses)	Balance End Year	Balance Beginning Year	Income During Year		Expended During Year	Balance End Year	Principal & Income Year End
									%	Amount			
1986	Recreation Land	Cap. Res.	Various	7,500.00	0.00	0.00	7,500.00	10,658.44		146.72	0.00	10,805.16	18,305.16
1986	Cemetery Land	"	"	10,000.00	0.00	0.00	10,000.00	13,866.20		192.84	0.00	14,059.04	24,059.04
1987	Truck 4 Wheel Drive	"	"	9,000.00	0.00	0.00	9,000.00	11,687.76		167.15	0.00	11,854.91	20,854.91
1994	Flint Pond Restoration	"	"	106,000.00	0.00	0.00	106,000.00	6,422.60		908.34	0.00	7,330.94	113,330.94
2002	Major Highway Equipment	"	"	0.00	50,000.00	0.00	50,000.00	0.00		384.13	0.00	384.13	50,384.13
2002	Major Fire Equipment	"	"	0.00	250,000.00	0.00	250,000.00	0.00		1,354.98	0.00	1,354.98	251,354.98
2002	Compensated Absences Payable Fund	"	"	0.00	10,000.00	0.00	10,000.00	0.00		54.20	0.00	54.20	10,054.20
				\$132,500.00	\$310,000.00	\$0.00	\$442,500.00	\$42,635.00	\$3,208.36		\$0.00	\$45,843.36	\$488,343.36

T o w n o f H o l l i s M S - 1 0 R e p o r t 1 2 / 3 1 / 0 3																		
Shares or Units	Description of Investment	Balance					Proceeds		Gains		Balance		Income		Balance		PRINCIPAL ONLY	
		Beg of Year	Year End	Purchases	Sales	From Sales	Losses	Year End	Beg of Year	Year End	Income During Year	Income Expended	Year End	Beg of Year	Year End	Value	Fair Value	
General Fund																		
157000	US Treasury Notes 6.875% 5/15/06	158,520.94		0.00	0.00	0.00		10,793.76		180,648.91	174,514.92							
60000	Fed Home Ln Bks 6.375% 08/15/06	59,595.60		0.00	0.00	0.00		3,825.00		67,762.80	65,943.60							
800	Allegheny Energy Inc	16,470.00		0.00	0.00	0.00		0.00		6,048.00	10,208.00							
800	Exxon Mobil Corp	2,570.84		0.00	0.00	0.00		784.00		27,952.00	32,800.00							
1200	General Electric Co	7,125.00		0.00	0.00	0.00		912.00		29,220.00	37,176.00							
600	Gillette Co	14,248.50		0.00	0.00	0.00		390.00		18,216.00	22,038.00							
500	Kimberly Clark Corp	19,935.00		0.00	0.00	0.00		660.00		23,735.00	29,545.00							
326	Lockheed Martin Corp	4,237.50		0.00	0.00	0.00		189.08		18,826.50	16,756.40							
357	Mirant Co	10,129.57		0.00	0.00	0.00		0.00		667.59	139.23							
400	Raytheon Co	21,448.00		0.00	0.00	0.00		320.00		12,300.00	12,016.00							
900	Southern Company	15,941.74		0.00	0.00	0.00		1,246.50		25,551.00	27,225.00							
502	Verizon Communications	15,685.86		0.00	0.00	0.00		773.08		19,452.50	17,610.16							
1550.33	Oppenheimer Intl Growth Fund	32,743.00		0.00	0.00	0.00		165.44		16,278.48	24,588.25							
355.79	Fidelity Select Biotech Fund	11,574.01		0.00	0.00	0.00				13,779.94	18,316.33							
1134.62	Vanguard/Wellington Fund	20,865.11		0.00	0.00	0.00		867.98		27,866.17	32,688.29							
1737.12	Vanguard Mid Cap Index Fund	21,696.62		0.00	0.00	0.00		211.93		17,162.74	22,808.37							
1057.86	Vanguard Small Cap Index Fund	21,696.62		0.00	0.00	0.00		215.80		16,566.02	23,907.55							
	Federated Short-term Gov. and Cash	24,008.11		3,318.89	0.00	0.00		291.89		24,008.11	27,327.00							
Nichols Fund																		
14000	US Treasury Note 6.875% 5/15/06	478,492.02		3,318.89	0.00	0.00		21,646.46		546,041.76	595,608.10							
50000	Ford Motor Cr Corp 6.125% 01/09/06	14,135.62		0.00	0.00	0.00		962.50		16,108.82	15,561.84							
15000	Bellsouth Tel 5.875% 1/15/09	49,919.50		0.00	0.00	0.00		3,062.50		49,765.50	51,958.00							
30000	New Jersey Bell Tel 7.25% 3/01/23	14,175.00		0.00	0.00	0.00		881.26		15,881.25	16,393.50							
50000	Illinois Bell Tel Co 7.25% 3/15/24	30,000.00		0.00	31,026.00	1,026.00		1,806.46		30,905.40	N/A							
	Federated Short-term Gov and Cash	50,984.50		0.00	51,595.50	611.00		2,718.75		51,880.50	N/A							
		49,454.70		84,911.21	0.00	0.00		847.40		49,454.70	134,365.91							
		208,669.32		84,911.21	82,621.50	1,637.00		10,278.87		213,996.17	218,279.25							
		687,161.34		88,230.10	82,621.50	1,637.00		31,925.33		760,037.93	813,887.35							
NAME OF BANK: FLEET BANK-NH																		
FEES PAID: \$3,132 FROM INCYCES																		

NAME OF BANK: FLEET BANK-NH  
FEES PAID: \$3,132 FROM INCYES

# INVENTORY OF PROPERTY OWNED BY THE TOWN OF HOLLIS

<u>MAP/LOT</u>	<u>OWNER</u>	<u>#</u>	<u>LOCATION</u>	<u>ACRES</u>
002-009	CONSERVATION COMMISSION		WORCESTER RD	10.00
014-070	CONSERVATION COMMISSION		FRENCH MILL RD	6.32
014-071	CONSERVATION COMMISSION		WRIGHT RD	19.22
014-072	CONSERVATION COMMISSION		RIDEOUT RD	22.00
015-003	CONSERVATION COMMISSION		RIDEOUT RD	11.00
017-022	CONSERVATION COMMISSION		RTE 130	0.75
017-023	CONSERVATION COMMISSION		RTE 130	3.00
019-029	CONSERVATION COMMISSION		WRIGHT RD	6.85
023-022	CONSERVATION COMMISSION		ROCKY POND RD	13.28
023-055	CONSERVATION COMMISSION		ROCKY POND RD	1.54
023-056	CONSERVATION COMMISSION		ROCKY POND RD	7.53
026-018	CONSERVATION COMMISSION		PINE HILL RD	3.70
026-019	CONSERVATION COMMISSION		PINE HILL RD	5.00
031-068	CONSERVATION COMMISSION		NARTOFF RD	7.50
042-035	CONSERVATION COMMISSION		MOOAR HILL RD	4.00
047-054	CONSERVATION COMMISSION		MEADOW LN	32.00
047-057	CONSERVATION COMMISSION		OAKWOOD DR	29.00
049-004	CONSERVATION COMMISSION		SOUTH MERRIMACK RD	2.43
054-034	CONSERVATION COMMISSION		FLINT POND DR & BROAD ST	0.33
054-035	CONSERVATION COMMISSION		BROAD ST	4.00
055-005	CONSERVATION COMMISSION		WINDING VALLEY RD	2.90
055-008	CONSERVATION COMMISSION		ROCKY POND RD	47.50
055-009	CONSERVATION COMMISSION		ROCKY POND RD	5.00
	<b>22 PARCELS,</b>		<b>TOTAL ACRES</b>	<b>244.85</b>
030-013	HOLLIS TOWN FOREST		WHEELER RD	17.00
036-027	HOLLIS TOWN FOREST		SOUTH MERRIMACK RD	311.00
041-010	HOLLIS TOWN FOREST		HAYDEN RD	18.27
041-011	HOLLIS TOWN FOREST		HAYDEN RD	12.00
041-012	HOLLIS TOWN FOREST		HAYDEN RD	30.75
041-024	HOLLIS TOWN FOREST		SILVER LAKE RD	14.90
	<b>6 PARCELS,</b>		<b>TOTAL ACRES</b>	<b>403.92</b>

<u>MAP/LOT</u>	<u>OWNER</u>	<u>#</u>	<u>LOCATION</u>	<u>ACRES</u>
000-000	HOLLIS TOWN OF		MAIN ST - GRAVEYARD	0.00
001-009-010	HOLLIS TOWN OF		IRON WORKS LN	0.44
001-009-020	HOLLIS TOWN OF		IRON WORKS LN	1.86
001-032	HOLLIS TOWN OF		LAWRENCE LN & WORCESTER RD	4.00
002-010	HOLLIS TOWN OF		WEST HOLLIS RD	5.00
003-014	HOLLIS TOWN OF		DEER RUN RD	1.92
004-050-A	HOLLIS TOWN OF		TWISS LN	0.42
004-077	HOLLIS TOWN OF		CLINTON DR	0.37
005-020	HOLLIS TOWN OF		RTE III	21.06
006-002	HOLLIS TOWN OF		IRON WORKS LN	0.90
006-009	HOLLIS TOWN OF		WEST HOLLIS RD	6.83
006-022	HOLLIS TOWN OF		RENE DR	3.51
008-024	HOLLIS TOWN OF		BLACK OAK DR	3.38
008-034	HOLLIS TOWN OF		BALDWIN LN	0.58
008-034-001	HOLLIS TOWN OF		BALDWIN LN	0.16
008-078	HOLLIS TOWN OF		DOW & DEPOT RDS-HALL (DEV.RTS)	20.25
009-004	HOLLIS TOWN OF		FIELDSTONE DR	11.81
009-029-01A	HOLLIS TOWN OF		JEWETT LN	0.25
009-068	HOLLIS TOWN OF		DEPOT RD	6.41
009-069	HOLLIS TOWN OF		DEPOT RD	4.86
010-002	HOLLIS TOWN OF		RUNNELLS BRIDGE RD	1.34
010-003	HOLLIS TOWN OF		RUNNELLS BRIDGE RD	0.46
010-018	HOLLIS TOWN OF		RTE III	40.70
010-034	HOLLIS TOWN OF		DEPOT RD	4.62
013-017	HOLLIS TOWN OF		MAIN ST	1.17
013-032-001	HOLLIS TOWN OF		MERRILL LN	1.73
013-034	HOLLIS TOWN OF		DEPOT RD	3.36
013-035	HOLLIS TOWN OF		ORCHARD LN	3.26
013-036	HOLLIS TOWN OF		ORCHARD LN	1.68
013-074	HOLLIS TOWN OF		DOW & DEPOT RDS-HALL (DEV.RTS)	18.75
014-076	HOLLIS TOWN OF		RIDEOUT RD	11.89
014-077	HOLLIS TOWN OF		RIDEOUT RD	23.51
014-099	HOLLIS TOWN OF		FRENCH MILL & WRIGHT ROADS	1.21
015-001	HOLLIS TOWN OF		RIDEOUT RD	10.90
015-015	HOLLIS TOWN OF		SUMNER LN	23.24
015-021-010	HOLLIS TOWN OF		CUMMINGS LN	25.30
015-029	HOLLIS TOWN OF		HANNAH DR	35.18
015-040	HOLLIS TOWN OF		HANNAH DR	4.07
015-044	HOLLIS TOWN OF		HANNAH DR	1.49



<u>MAP / LOT</u>	<u>OWNER</u>	<u>#</u>	<u>LOCATION</u>	<u>ACRES</u>
015-061	HOLLIS TOWN OF		HILLSIDE DR	1.06
016-003	HOLLIS TOWN OF		ROCKY POND RD	6.92
017-013-002	HOLLIS TOWN OF		ROCKY POND RD	6.53
017-015-001	HOLLIS TOWN OF		PROCTOR HILL RD	2.02
018-013	HOLLIS TOWN OF	42	DEPOT RD	9.01
018-014	HOLLIS TOWN OF		DEPOT RD	27.00
018-015	HOLLIS TOWN OF		DEPOT RD	1.60
019-023	HOLLIS TOWN OF		FLINT POND DR	31.22
019-028	HOLLIS TOWN OF		BROAD ST	14.74
019-041	HOLLIS TOWN OF		HIDEAWAY LN	0.85
019-058	HOLLIS TOWN OF		HIDEAWAY LN	2.80
020-006	HOLLIS TOWN OF		SUMNER LN	2.00
020-017	HOLLIS TOWN OF		BROAD ST	43.39
022-031	HOLLIS TOWN OF		ROCKY POND RD	11.50
022-032	HOLLIS TOWN OF		ROCKY POND RD	8.00
022-053-A	HOLLIS TOWN OF		ROCKY POND RD	0.71
023-026A	HOLLIS TOWN OF		ROCKY POND RD	0.11
023-035	HOLLIS TOWN OF		ROCKY POND RD	2.70
023-040-001	HOLLIS TOWN OF		ROCKY POND RD	0.66
023-08A	HOLLIS TOWN OF		DEACON LN	0.12
023-12A	HOLLIS TOWN OF		DEACON LN	0.12
024-031	HOLLIS TOWN OF		WHEELER RD	5.89
025-035	HOLLIS TOWN OF		CAMERON DR	0.29
025-040	HOLLIS TOWN OF		CAMERON DR	1.48
025-051	HOLLIS TOWN OF		CRESTWOOD DR	5.94
025-058-009	HOLLIS TOWN OF		PINE HILL RD	0.18
026-029	HOLLIS TOWN OF		LOUISE DR	2.38
028-029	HOLLIS TOWN OF		FOREST VIEW DR	4.23
028-035	HOLLIS TOWN OF		FOREST VIEW DR	20.11
029-006	HOLLIS TOWN OF		FEDERAL HILL RD	4.50
029-014	HOLLIS TOWN OF		HAYDEN RD	49.90
029-015	HOLLIS TOWN OF		FEDERAL HILL RD	3.63
029-016	HOLLIS TOWN OF		FOREST VIEW DR	3.00
029-017	HOLLIS TOWN OF		FOREST VIEW DR	8.63
029-026	HOLLIS TOWN OF		FOREST VIEW DR	0.72
029-031	HOLLIS TOWN OF		HAYDEN RD	8.97
029-033	HOLLIS TOWN OF		HAYDEN RD	29.86
029-035	HOLLIS TOWN OF		ROCKY POND RD	3.00
030-009	HOLLIS TOWN OF		WHEELER RD	16.50
030-010	HOLLIS TOWN OF		WHEELER RD	7.40

<u>MAP/LOT</u>	<u>OWNER</u>	<u>#</u>	<u>LOCATION</u>	<u>ACRES</u>
030-011	HOLLIS TOWN OF		WHEELER RD	3.25
031-010	HOLLIS TOWN OF		BAXTER RD	11.70
031-021	HOLLIS TOWN OF		BAXTER RD	0.72
032-016-010	HOLLIS TOWN OF		PINE HILL RD	4.47
032-037-001	HOLLIS TOWN OF		MENDELSSOHN DR	0.69
034-016	HOLLIS TOWN OF		HAYDEN RD	19.50
035-006	HOLLIS TOWN OF	226	FEDERAL HILL RD	2.43
035-009-00A	HOLLIS TOWN OF		FEDERAL HILL RD	0.79
035-077	HOLLIS TOWN OF		FEDERAL HILL RD	14.30
036-008	HOLLIS TOWN OF		SILVER LAKE RD	3.64
036-026	HOLLIS TOWN OF		SOUTH MERRIMACK RD	8.50
036-036	HOLLIS TOWN OF		SILVER LAKE RD	21.38
037-004-002	HOLLIS TOWN OF		HARDY LN	1.37
037-005	HOLLIS TOWN OF		HARDY LN	10.00
037-017	HOLLIS TOWN OF		BAXTER RD	29.20
038-044	HOLLIS TOWN OF	17	FARLEY RD	1.06
038-058	HOLLIS TOWN OF		NARTOFF RD	1.49
041-019-001	HOLLIS TOWN OF		TODDY BROOK RD	4.83
041-021	HOLLIS TOWN OF		TODDY BROOK RD	0.00
041-032	HOLLIS TOWN OF		SILVER LAKE RD	2.31
041-061	HOLLIS TOWN OF		SILVER LAKE RD	5.37
042-013	HOLLIS TOWN OF		MOOAR HILL RD	0.20
042-017	HOLLIS TOWN OF		MOOAR HILL RD	1.00
042-025	HOLLIS TOWN OF		SARGENT RD	0.20
042-039	HOLLIS TOWN OF		MOOAR HILL RD	0.75
043-016	HOLLIS TOWN OF		MARION DR	0.46
043-026	HOLLIS TOWN OF	15	MARION DR	1.16
043-034	HOLLIS TOWN OF		NEVINS RD	46.00
043-048	HOLLIS TOWN OF		FORRENCE DR	1.93
043-050	HOLLIS TOWN OF		FARLEY RD	47.60
044-002	HOLLIS TOWN OF		FARLEY RD	1.40
045-005-001	HOLLIS TOWN OF	6	LAUREL HILL RD	0.20
045-009-A	HOLLIS TOWN OF		FOX DEN RD	0.02
045-017	HOLLIS TOWN OF		LAUREL HILL RD	2.96
045-049	HOLLIS TOWN OF		WITCHES SPRING RD	8.47
046-039	HOLLIS TOWN OF		ALSUN DR	0.58
046-050	HOLLIS TOWN OF		MOOAR HILL RD	3.37
047-014	HOLLIS TOWN OF		ALSUN DR	3.74
047-041	HOLLIS TOWN OF		WITCHES SPRING RD	13.60
049-003	HOLLIS TOWN OF		SOUTH MERRIMACK RD	5.00

<u>MAP/LOT</u>	<u>OWNER</u>	<u>#</u>	<u>LOCATION</u>	<u>ACRES</u>
050-012	HOLLIS TOWN OF	7	MONUMENT SQ	0.52
050-021-001	HOLLIS TOWN OF		MONUMENT SQ	0.41
050-024	HOLLIS TOWN OF		MONUMENT SQ	0.13
052-027	HOLLIS TOWN OF	9	SILVER LAKE RD	2.74
052-036	HOLLIS TOWN OF	10	GLENICE DR	2.12
052-037	HOLLIS TOWN OF		ASH ST	0.50
052-050	HOLLIS TOWN OF		MONUMENT SQ	1.13
052-051	HOLLIS TOWN OF		MONUMENT SQ	0.84
052-054	HOLLIS TOWN OF		MONUMENT SQ	0.81
054-016	HOLLIS TOWN OF	156	BROAD ST	8.00
055-010	HOLLIS TOWN OF	47	ROCKY POND RD	3.05
055-014	HOLLIS TOWN OF		ROCKY POND RD	0.15
056-013	HOLLIS TOWN OF	10	MUZZEY LN	3.35
056-017	HOLLIS TOWN OF		SILVER LAKE RD	3.84
057-005	HOLLIS TOWN OF		SPRINGVALE DR	0.72
058-018	HOLLIS TOWN OF		NARTOFF RD	0.25
059-032	HOLLIS TOWN OF		WINDING VALLEY RD	0.75
	135 PARCELS,		TOTAL ACRES	972.49



## MELANSON HEATH & COMPANY, PC

CERTIFIED PUBLIC ACCOUNTANTS  
MANAGEMENT ADVISORS

11 Trafalgar Square • Suite 101

Nashua, NH 03063-1974

Tel (603) 882-1111 • Fax (603) 882-9456

[melansonheath.com](http://melansonheath.com)

### INDEPENDENT AUDITORS' REPORT

Board of Selectmen  
Town of Hollis, New Hampshire

We have audited the accompanying general purpose financial statements of the Town of Hollis, New Hampshire, as of and for the year ended December 31, 2002, as listed in the table of contents. These financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these financial statements based on our audit.

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

The Town does not maintain a record of its general fixed assets and, accordingly, a statement of general fixed assets, required by generally accepted accounting principles, is not included in the financial statements.

The Town recognizes property tax revenues on the accrual basis in the General Fund, which is not in conformity with generally accepted accounting principles. Generally accepted accounting principles require recognition of property taxes on the modified accrual basis.

In our opinion, except for the issues discussed in the previous paragraphs, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Hollis, New Hampshire, as of

December 31, 2002, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

*Melanson, Heath + Company P.C.*

Nashua, New Hampshire  
February 28, 2003



## TOWN OF HOLLIS, NEW HAMPSHIRE

Combined Balance Sheet - All Fund Types  
and Account Group

December 31, 2002

	Governmental Fund Types			Fiduciary Fund Types Trust and Agency	Account Group General Long- Term Debt	Totals (Memorandum Only)
	General	Special Revenue	Capital Projects			
<b>ASSETS</b>						
Cash and cash equivalents	\$ 8,213,887	\$ 142,148	\$ -	\$ 963,415	\$ -	\$ 9,319,450
Investments	-	-	-	818,392	-	818,392
Taxes receivable, net	855,038	-	-	-	-	855,038
Due from other funds	-	-	-	189,500	-	189,500
Other assets	13,614	27,602	-	979	-	42,195
Amount to be provided for retirement of general long-term debt	-	-	-	-	308,522	308,522
Total Assets	<u>\$ 9,082,539</u>	<u>\$ 169,750</u>	<u>\$ -</u>	<u>\$ 1,972,286</u>	<u>\$ 308,522</u>	<u>\$ 11,533,097</u>
<b>LIABILITIES AND FUND EQUITY</b>						
<b>LIABILITIES</b>						
Vouchers payable	\$ 161,916	\$ -	\$ -	\$ -	\$ -	\$ 161,916
Accrued expenses	123,747	-	-	-	-	123,747
Due to school districts	5,110,878	-	-	-	-	5,110,878
Due to other funds	187,483	2,017	-	-	-	189,500
Bond anticipation notes payable	-	-	707,000	-	-	707,000
Employee compensated absences	-	-	-	-	95,970	95,970
Landfill closure	-	-	-	-	87,552	87,552
General obligation bonds and notes payable	-	-	-	-	125,000	125,000
Other liabilities	194,505	-	-	-	-	194,505
Total Liabilities	<u>5,778,529</u>	<u>2,017</u>	<u>707,000</u>	<u>-</u>	<u>308,522</u>	<u>6,796,068</u>
<b>Fund Equity</b>						
Fund Balances:						
Reserved for endowments	-	-	-	818,172	-	818,172
Reserved for encumbrances	195,464	-	-	-	-	195,464
Unreserved	3,108,546	167,733	(707,000)	1,154,114	-	3,723,393
Total Fund Equity	<u>3,304,010</u>	<u>167,733</u>	<u>(707,000)</u>	<u>1,972,286</u>	<u>-</u>	<u>4,737,029</u>
Total Liabilities and Fund Equity	<u>\$ 9,082,539</u>	<u>\$ 169,750</u>	<u>\$ -</u>	<u>\$ 1,972,286</u>	<u>\$ 308,522</u>	<u>\$ 11,533,097</u>

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



TOWN OF HOLLIS, NEW HAMPSHIRE

Combined Statement of Revenues, Expenditures and  
Changes in Fund Balances - All Governmental  
Fund Types and Expendable Trust Funds

For the Year Ended December 31, 2002

	Governmental Fund Types			Fiduciary Fund Type	Totals
	General	Special Revenue	Capital Projects	Expendable Trust	(Memorandum Only)
Revenues:					
Taxes	\$ 16,651,949	\$ -	-	\$ -	\$ 16,651,949
Interest, penalties and other taxes	423,494	-	-	-	423,494
Licenses, permits, and fees	1,526,013	-	-	-	1,526,013
Intergovernmental	391,307	-	-	-	391,307
Departmental	198,953	103,610	-	106,838	498,145
Contributions	-	9,366	-	-	302,563
Investment income	91,276	1,005	-	9,105	18,471
Miscellaneous	2,680	-	-	46,458	138,739
Total Revenues	19,285,672	113,981	-	325,577	328,257
Expenditures:					
Current:					
General government	1,540,392	-	-	-	1,540,392
Protection of persons and property	1,426,390	77,239	-	-	1,503,629
Highway and street	1,243,757	60	-	-	1,243,817
Health and welfare	36,608	-	-	-	36,608
Library and recreation	96,066	25,920	-	171,258	293,244
Miscellaneous	-	3,000	-	14,728	17,728
Debt service	61,684	-	-	-	61,684
County assessments	1,303,935	-	-	-	1,303,935
School District assessments	12,954,363	-	-	-	12,954,363
School District capital outlay	137,622	-	-	-	829,071
Total Expenditures	18,800,817	106,219	507,000	184,449	19,784,471
Excess of Revenues Over (Under) Expenditures	484,855	7,762	(507,000)	370,435	103,160
Other Financing Sources (Uses):					
Operating transfers in	6,448	3,312	-	370,311	380,071
Operating transfers out	(355,024)	-	-	(24,364)	(379,388)
Total Other Financing Sources (Uses)	(348,576)	3,312	-	345,947	663
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	136,279	11,074	(507,000)	463,490	103,843
Fund Balance - January 1, 2002	3,167,731	156,659	(200,000)	690,624	3,815,014
Fund Balance - December 31, 2002	\$ 3,304,010	\$ 167,733	(707,000)	\$ 1,154,114	\$ 3,918,857

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

# TOWN OF HOLLIS, NEW HAMPSHIRE

## Statement of Revenues and Other Sources, and Expenditures and Other Uses - Budget and Actual - General Fund

For the Year Ended December 31, 2002

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
Revenues and Other Sources:			
Taxes	\$ 16,092,382	\$ 16,651,949	\$ 559,567
Interest, penalties and other taxes	243,715	423,494	179,779
Licenses, permits and fees	1,221,375	1,526,013	304,638
Intergovernmental	421,570	391,307	(30,263)
Departmental	157,308	198,953	41,645
Investment income	95,792	91,276	(4,516)
Miscellaneous	250	2,680	2,430
Transfers - in	5,000	6,448	1,448
Other sources (fund balance)	<u>820,000</u>	<u>820,000</u>	<u>-</u>
Total Revenues and			
Other Sources	19,057,392	20,112,120	1,054,728
Expenditures and Other Uses:			
Current:			
General government	1,573,996	1,444,369	129,627
Protection of persons and property	1,303,542	1,301,914	1,628
Highways and streets	1,249,261	1,179,457	69,804
Health and welfare	38,202	36,608	1,594
Library and recreation	81,981	73,316	8,665
Capital outlay	120,800	119,811	989
Debt service	76,288	84,043	(7,755)
Assessments	14,258,298	14,258,298	-
Transfers - out	<u>355,024</u>	<u>355,024</u>	<u>-</u>
Total Expenditures and			
Other Uses	<u>19,057,392</u>	<u>18,852,840</u>	<u>204,552</u>
Excess of Revenues and Other			
Sources Over (Under) Expenditures			
and Other Uses	\$ <u>-</u>	\$ <u>1,259,280</u>	\$ <u>1,259,280</u>

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

TOWN OF HOLLIS, NEW HAMPSHIRE

Statement of Revenues, Expenses and Changes in Fund Balance  
Non-Expendable Trust Funds

For the Year Ended December 31, 2002

Revenues:

Contribution revenue	\$ 1,430
Investment income (loss)	<u>(91,540)</u>
Total Revenues	(90,110)

Expenses:

Miscellaneous	<u>-</u>
Excess of revenues over expenses before transfers	(90,110)

Transfer in	4,007
Transfer out	<u>(4,690)</u>
Excess of revenues over expenses after transfers	(90,793)

Fund Balance, January 1, 2002	<u>908,965</u>
-------------------------------	----------------

Fund Balance, December 31, 2002	<u><u>\$ 818,172</u></u>
---------------------------------	--------------------------

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

**Town of Hollis, New Hampshire**  
**Notes to General Purpose Financial Statements**

**1. Summary of Significant Accounting Policies**

The accounting policies of the Town of Hollis, New Hampshire (the Town) conform to generally accepted accounting principles (GAAP) as applicable to governmental units, except as indicated in Note 2. The following is a summary of the more significant policies:

**A. Reporting Entity**

The government is a municipal corporation governed by a Board of Selectmen. As required by generally accepted accounting principles, these financial statements present the government and applicable component units for which the government is considered to be financially accountable. In 2002 it was determined that no entities met the required GASB-14 criteria of component units.

**B. Basis of Presentation - Fund Accounting**

For reporting purposes, the financial activities of the Town are accounted for through the use of several funds and account groups. Each fund is a separate accounting entity with self-balancing accounts. The following types of funds and account groups are used by the Town:

**Governmental Fund Types**

Governmental funds are those through which most governmental functions of the Town are financed. The acquisition, use and balances of the Town's expendable financial resources and the related liabilities (except those accounted for in fiduciary funds) are accounted for through governmental funds. The measurement focus is based upon determination of changes in financial position, rather than upon net income determination. The following are the Town's governmental fund types:

**General Fund** - To account for all financial activities of the Town, except those required to be accounted for in another fund. Most revenues and expenditures of a general governmental nature are accounted for in this fund.

**Special Revenue Funds** - To account for the proceeds of specific revenue sources (other than expendable trusts or for major capital projects) that are legally restricted to expenditures for special purposes.

The Town maintains the following special revenue funds:

- Ambulance
- Forest Maintenance
- Police Detail
- Heritage
- Old Home Day
- Zylonis

Capital Project Funds - Transactions related to resources obtained and used for the acquisition, construction, or improvement of major capital facilities are accounted for in capital project funds. Such resources are derived principally from proceeds of general obligation bond issues.

Fiduciary Fund Types

Fiduciary funds are used to account for assets held by the Town in a trustee capacity. The Town maintains the following fiduciary fund types:

Expendable Trust Funds - These funds are accounted for in essentially the same manner as governmental funds.

The Town maintains the following expendable trust funds:

- Library
- Conservation Commission
- Capital Reserve
- Nichols Expendable Trust
- Common Trust

Nonexpendable Trust Funds - These funds are used to account for assets held by the Town in a trustee capacity. The principal balance cannot be spent; however, investment earnings may be spent for intended purposes.

The Town maintains the following non-expendable trust funds:

Common Trust Funds:

- High School
- Library
- Public Welfare
- Cemetery
- Nichols Fund
- Pearl Rideout Endowment



Agency Funds - These funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

#### Account Groups

Account groups are used to establish accounting control and accountability for the Town's general long-term obligations. The following account group is maintained by the Town.

General Long-Term Debt Account Group - This account group is used to account for all long-term obligations of the Town.

### *C. Basis of Accounting*

The basis of accounting used for each fund is as follows:

#### Modified Accrual Basis (Governmental, Expendable Trust and Agency Funds)

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental and expendable trust funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

The modified accrual basis of accounting is applied in all governmental, expendable trust and agency fund types. Accordingly, revenues other than property taxes and certain other departmental revenues are recorded when susceptible to accrual, that is, both measurable and available to finance expenditures of the current period. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Property tax revenue, however, is reported on an accrual basis (total actual tax commitment less abatements and refunds). This method of recognition is contrary to generally accepted accounting principles which require property tax revenue be recognized on the modified accrual basis of accounting.

In applying the susceptible to accrual concept to intergovernmental revenues, the legal and contractual requirements of the numerous individual programs are used as guidance. There are essentially two types of these revenues: (1) revenues recognized based upon the expenditures recorded, and (2) revenues recognized at the time of receipt or earlier, if the susceptible to accrual criteria is met.



Other revenues (except investment earnings) are recorded as revenues when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are measurable and available.

Expenditures, except for interest on long-term debt which is recorded when due, and most vacation, sick and pension costs because these amounts are not expected to be relieved within the current accounting period, are recorded when the related fund liability is incurred.

#### Accrual Basis (Nonexpendable Funds)

All nonexpendable trust funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and liabilities associated with the operation of these funds are included on the balance sheet. Nonexpendable fund type operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in net total assets.

The accrual basis of accounting is used by nonexpendable trust funds. Their revenues are recognized when they are earned, and their expenses are recognized when they are incurred.

#### D. Cash and Cash Equivalents

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash balances are invested to the extent available, and interest earnings are allocated to the various funds. Certain fiduciary funds segregate cash, and investment earnings become a part of those funds.

Deposits with financial institutions consist primarily of demand deposits, certificates of deposits, and savings accounts.

For purposes of the statement of cash flows, the nonexpendable trust funds consider investments with original maturities of three months or less to be cash equivalents.

#### E. Investments

State and local statutes place certain limitations on the nature of deposits and investment available to the Town. Deposits in any financial institution may not exceed certain levels within the financial institution. Non-fiduciary fund investments can be made in securities issued by or unconditionally guaranteed by the U.S. Government or agencies that have a maturity of less than one year from the date of purchase and repurchase agreements

guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase.

Investments for the Trust Funds consist of marketable securities, bonds and short-term money market investments. Investments in the Trust Funds are carried at market value.

#### F. Interfund Transactions

The accompanying financial statements reflect numerous transactions between the various funds. These transactions represent operating transfers and do not constitute revenues nor expenditures of the funds.

#### G. Fixed Assets

Property, plant and equipment acquired or constructed for general government services are recorded as expenditures in the fund incurring the expenditure. Generally accepted accounting principles require that such assets also be accounted for in a "general fixed assets group of accounts". The Town does not maintain such an account group.

#### H. Long-Term Obligations

The government reports long-term debt of governmental funds at face value in the general long-term debt account group.

#### I. Vacation, Sick Leave and Other Compensated Absences

Town employees are entitled to earned and sick leave based on actual hours worked. At year end, unused time carries forward to the new year, up to 500 hours for earned leave and 80 hours for sick leave. Upon termination, unused sick leave lapses.

#### J. Fund Equity

Reservations of fund balance represent amounts that are not appropriable or are legally segregated for a specific purpose.

#### K. Encumbrance Accounting and Reporting

Encumbrance accounting is employed in governmental funds. Encumbrances (e.g., purchase orders, contracts) outstanding at year end are reported as reservations of fund balances and do not constitute expenditures or liabilities.

#### L. Memorandum Only - Total Columns

Total columns on the general purpose financial statements are captioned as "memorandum only" because they do not represent consolidated financial information and are presented only to facilitate financial analysis. The columns do not present information that reflects financial position, results of operations, or cash flows in accordance with generally accepted accounting principles. Interfund eliminations have not been made in the aggregation of this data.

#### M. Statement of Cash Flows

No statement of cash flows is presented for the nonexpendable trust funds since the only change in cash flows was derived from operating income.

### **2. Departures from Generally Accepted Accounting Principles**

The significant departures of the Town's financial statements from generally accepted accounting principles are as follows:

- General fixed asset acquisitions are not capitalized in a general fixed asset group of accounts.
- Property tax revenue is reported on an accrual basis of accounting. This method of recognition differs from generally accepted accounting principles which requires property tax revenue to be recognized on the modified accrual basis of accounting.

### **3. Stewardship, Compliance and Accountability**

#### A. Budgetary Information

The Town's budget is originally prepared by the Selectmen's office with the cooperation of the various department heads. It is then submitted to the Budget Committee, in accordance with the Municipal Budget Law. After reviewing the budget, the Committee holds a public hearing for discussion.

The final version of the budget is then submitted for approval at the annual Town meeting. The approved budget is subsequently reported to the State of New Hampshire on the statement of appropriation form in order to establish the current property tax rate.

The Selectmen cannot increase the total of the approved budget, however, they have the power to reclassify its components when necessary.

**B. Budgetary Basis**

The General Fund appropriation appearing on page 5 of the financial statements represents the final amended budget of the Town and was authorized at the annual Town meeting.

**C. Budget/GAAP Reconciliation**

The budgetary data for the general fund is based upon accounting principles that differ from generally accepted accounting principles (GAAP). Therefore, in addition to the GAAP basis financial statements, the results of operations of the general fund are presented in accordance with budgetary accounting principles to provide a meaningful comparison with budgetary data.

The following is a summary of adjustments made to the actual revenues and other sources, and expenditures and other uses, to conform to the budgetary basis of accounting.

	<u>Revenues and Other Financing Sources</u>	<u>Expenditures and Other Financing Uses</u>
<u>General Fund</u>		
Revenues/Expenditures (GAAP basis)	\$ 19,285,672	\$ 18,800,817
Other financing sources/uses (GAAP basis)	6,448	355,024
Reverse beginning of year appropriation carryforwards from expenditures	-	( 498,465)
Add end of year appropriation carryforwards	-	195,464
Recognize use of fund balance as funding source	<u>820,000</u>	<u>-</u>
Budgetary basis	\$ <u>20,112,120</u>	\$ <u>18,852,840</u>

**4. Cash and Cash Equivalents**

The carrying amount of the Town's deposits with financial institutions at December 31, 2002 was \$ 9,319,450. The bank balances, which do not include reconciling items, such as deposits in transit and outstanding checks, are categorized as follows:



Amount insured by the FDIC and DIFM, or collateralized with securities held by the Town in its name	\$ 630,485
State investment pool	<u>8,718,127</u>
Total Bank Balance	\$ <u>9,348,612</u>

## 5. Investments

The Town's investments are categorized into the following three categories of credit risk:

- (1) Insured or registered, or securities held by the Town or its agent in the Town's name.
- (2) Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the Town's name.
- (3) Uninsured and unregistered, with securities held by the counterparty, or by its trust department or agent but not in the Town's name.

At year end, the government's investment balances were as follows:

	Category			Total
	<u>1</u>	<u>2</u>	<u>3</u>	
U.S. Government securities	\$ 264,521	\$ -	\$ -	\$ 264,521
Corporate equity	181,969	-	-	181,969
Corporate bonds	<u>160,444</u>	<u>-</u>	<u>-</u>	<u>160,444</u>
Subtotal	<u>\$ 606,934</u>	<u>\$ -</u>	<u>\$ -</u>	606,934
Investments not subject to categorization:				
Mutual funds				<u>211,458</u>
Total Investments				\$ <u>818,392</u>

## 6. Taxes Receivable

The Town bills property taxes semi-annually, in May and November. Property tax revenues are recognized in the fiscal year for which taxes have been levied. Property taxes billed or collected in advance of the year for which they are levied, are recorded as a prepaid tax liability.

Property taxes are due on July 1 and December 1. Delinquent accounts are charged 12% interest. At the time of tax sale, in March of the next

year, a lien is recorded on the property at the Registry of Deeds. The Town purchases all the delinquent accounts by paying the delinquent balance, recording costs and accrued interest. The accounts that are liened by the Town will be reclassified from property taxes receivable to unredeemed tax liens receivable. After this date, delinquent accounts will be charged interest at a rate of 18%.

The Town annually budgets an amounts (overlay for abatements) for property tax abatements and refunds.

Taxes receivable at December 31, 2002 consist of the following:

Property taxes:	
2002 levy	\$ 646,667
Unredeemed taxes:	
2001 levy	90,092
2000 levy	36,609
Yield tax	1,905
Land use change	181,580
Allowance for abatements	(101,815)
Total taxes receivable, net	\$ <u>855,038</u>

Taxes Collected for Others

The Town collects property taxes for the Hollis School District, the Hollis-Brookline Co-op, and the County of Hillsborough. Payments to the other taxing units are normally made throughout the year. The ultimate responsibility for the collection of taxes rests with the Town.

**7. Interfund Fund Receivables/Payables**

The Town maintains self-balancing funds; however, most transactions flow through the general fund. In order to obtain accountability for each fund, interfund receivable and payable accounts must be utilized. The following is an analysis of the December 31, 2002 balances in interfund receivable and payable accounts:

<u>Fund</u>	<u>Due From Other Funds</u>	<u>Due To Other Funds</u>
General Fund	\$ -	\$ 187,483
Special Revenue	-	2,017
Trust and Agency Funds	<u>189,500</u>	<u>-</u>
Total	\$ <u>189,500</u>	\$ <u>189,500</u>



**8. Other Assets**

This balance consists primarily of prepaid expenses and departmental receivables.

**9. Vouchers Payable**

Vouchers payable represent 2002 expenditures paid subsequent to December 31, 2002.

**10. Due to School Districts**

The total school district assessments for the period July 1, 2002 through June 30, 2003 were \$ 12,954,363. The school district assessments are paid in monthly installments. As of December 31, 2002, a total \$ 7,843,485 was paid, leaving a balance of \$ 5,110,878 to be paid through June 30, 2003.

**11. Bond Anticipation Notes Payable**

The Town had the following notes outstanding at June 30, 2002:

	<u>Interest Rate</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Balance at June 30, 2002</u>
Bond anticipation	2.10%	12/23/02	07/24/03	<u>\$707,000</u>

The following summarizes activity in notes payable during fiscal year 2002:

<u>Balance Beginning of Year</u>	<u>New Issues</u>	<u>Maturities</u>	<u>Balance End of Year</u>
\$ 707,000	\$ 1,414,000	\$(1,414,000)	<u>\$ 707,000</u>

**12. Landfill Closure and Postclosure Care Costs**

The Town is a member of the Souhegan Regional Landfill District, which closed and capped its landfill in 1990. The District is required by state and federal laws and regulations to perform certain maintenance and monitoring functions at this site for 30 years. The Town estimates its share of the remaining landfill postclosure costs at approximately \$ 87,552 at December 31, 2002. Actual costs may differ due to inflation, changes in technology, or changes in regulations.

13. Long-Term Debt

A. General Obligation Bonds

The Town has an outstanding bond payable issued in June 1987. The bond is payable over twenty years with the interest rate varying (5.40% to 8.25%). The principal payment will be \$ 25,000 per year for the next five years.

Balance December 31, 2001	\$ 150,000
Maturing principal payment	( 25,000)
Balance December 31, 2002	\$ <u>125,000</u>

B. Future Debt Service

The annual principal and interest payments to retire all general obligation long-term debt outstanding as of December 31, 2002 are as follows:

<u>Governmental</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2003	\$ 25,000	\$ 10,263	\$ 35,263
2004	25,000	8,225	33,225
2005	25,000	6,188	31,188
2006	25,000	4,125	29,125
2007	<u>25,000</u>	<u>2,063</u>	<u>27,063</u>
Total	\$ <u>125,000</u>	\$ <u>30,864</u>	\$ <u>155,864</u>

The general fund has been designated as the source to repay the general obligation long-term debt outstanding as of December 31, 2002.

C. Overlapping Debt

The Town's proportionate share of debt of other governmental units which provide services within the Town's boundaries, and which must be borne by the resources of the Town, is summarized below:

<u>Related Entity</u>	<u>Total Principal</u>	<u>Town's Percent</u>	<u>Town's Share</u>
Hollis-Brookline Co-op	\$ 18,429,351	64.79%	\$ 11,940,377
Hollis School District	<u>5,470,198</u>	100.00%	<u>5,470,198</u>
Total	\$ <u>23,899,549</u>		\$ <u>17,410,575</u>

This liability is appropriately not reported in the accompanying financial statements.

**14. Other Liabilities**

This balance consists primarily of performance bond escrow accounts.

**15. Reserves and Designations of Fund Equity**

The Town has established "reserves" of fund equity to segregate fund balances which are either not available for expenditure in the future or are legally set aside for a specific future use.

The Town reported the following types of reserves and designations at December 31, 2002.

Reserved for Endowments - Represents the principal of the nonexpendable trust fund investments. The balance cannot be spent for any purpose; however, it may be invested and the earnings may be spent.

Reserved for Encumbrances - An account used to segregate that portion of fund balance committed for expenditure of financial resources upon vendor performance.

The following is a summary of general fund appropriations and reserves to be carried forward to 2003:

Special studies	\$ 10,000
Revaluation	32,435
Major building maintenance	51,000
Bike fund	2,244
Water supply	30,000
Sidewalks	22,426
Bond issuance costs	25,000
Bond issuance costs	<u>22,359</u>
Total	\$ <u>195,464</u>

**16. Commitments and Contingencies**

Outstanding Lawsuits - There are several pending lawsuits in which the Town is involved. The Town's management is of the opinion that the potential future settlement of such claims would not materially affect its financial statements taken as a whole.

Grants - Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may

be disallowed by the grantor cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

## **17. Retirement System**

The Town follows the provisions of GASB Statement No. 27, *Accounting for Pensions for State and Local Government Employees*, with respect to employees' funds.

### **A. Plan Description**

The Town contributes to the New Hampshire Retirement System (the "System"), a cost-sharing, multiple-employer, defined benefit pension plan administrated by the state retirement board. The System provides retirement, disability and death benefits to plan members and beneficiaries. Revised Statutes Annotated 100-A41-a of New Hampshire Law assigns the system the authority to establish and amend benefit provisions of the plan and grant cost-of-living increases. The System issues a publicly available financial report which can be obtained through the New Hampshire Retirement System at 4 Chenell Drive, Concord, New Hampshire 03301-8509.

### **B Funding Policy**

Plan members are required to contribute between 5% of their gross earnings to the pension plan. The Town makes annual contributions to the pension plan equal to the amount required by Revised Statutes Annotated 100-A: 16, and range from 3.8% - 6.8% of covered compensation. The Town's contributions to the system for the years ended December 31, 2002, 2001, and 2000 were \$ 81,390, \$ 75,626, and \$ 66,614, respectively, which were equal to its annual required contributions for each of these years.

## **18. Risk Management**

The government is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. There were no significant reductions in insurance coverage from the previous year and have been no material settlements in excess of coverage in any of the past three fiscal years.

## 19. GASB Statement No. 34

In June 1999, the Governmental Accounting Standards Board (GASB) unanimously approved Statement No. 34, Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments (Statement). Certain of the significant changes in the Statement include the following:

- For the first time the financial statements will include:
  - A Management Discussion and Analysis (MD&A) section providing an analysis of the Town's overall financial position and results of operations.
  - Financial statements prepared using full accrual accounting for all of the Town's activities, including reporting infrastructure assets (roads, bridges, etc.).
- A change in the fund financial statements to focus on the major funds.

The general provisions of GASB Statement No. 34 must be implemented by the Town of Hollis no later than the fiscal year ending December 31, 2003; the retroactive reporting of infrastructures must be implemented no later than the year ending December 31, 2007.



## HOLLIS SOCIAL LIBRARY

2003 was a busy year at the library. We made several improvements and worked on several programs and projects in order to better meet the needs of Hollis residents. Our circulation showed a 7% increase over last year: more books, DVDs, periodicals, and audiobooks were checked out than ever before. The number of reserves, reference questions, and museum passes loaned also climbed.

### IMPROVEMENTS TO THE COLLECTIONS:

The Children's Room began its cassette and book kit collection. These kits are designed to interest and help beginning and reluctant readers enjoy reading and improve basic reading skills. A patron donated ten children's educational games on CD-ROM to the Children's Department. They have been circulating very well; we hope to add to them in the future.

We added several periodicals that patrons requested: *Architectural Digest*, *Astronomy*, *Cat Fancy Magazine*, *Cottage Life*, and *New York Magazine*. We added the *Wall Street Journal* newspaper in response to requests.

We separated out the oversize nonfiction books to highlight them and make room for expansion of the adult nonfiction collection. We placed slanted shelves in the DVD area, to make it easier to read the titles. In order to make more space for the growing Young Adult collection, we expanded to the bookcase that had been used for booksale books. We were fortunate to receive a gift of two bookcases from the Manchester City Library. One is being used for new Children's books, the other for the Young Adult collection.

To help meet requests for large print nonfiction books, we started carrying a large print long-term loan deposit collection from the Library Services to Persons with Disabilities Division of the New Hampshire State Library. Check-outs of large print materials increased 27% this past year.

The library received several donations to improve the library's collections. Thanks to the Friends of the Hollis Library, the Morton E. Goulder Foundation, J. Howard and Janis Bigelow, Lawrence and Non Finkelstein, the Colonial Garden Club, Lloyd and Susan Deenik, and Nancy Wall, for their support of our print and nonprint collections. In addition, Elizabeth DeGroot, Mandy Graves, Emily King, and Maria Snyder donated the money they raised at Old Home Days for books for the Children's Department.

### PROGRAMS:

Over 140 children participated in our Summer Reading Program this year. The theme, "Reading Rocks the Granite State," led to an interesting series of programs featuring local singers, puppeteers, storytellers, and nature enthusiasts.



The Thursday Evening Book Discussion Group sponsored two series this year: "Encounter in Norumbega" in the spring and "The Quest for the American Dream" in the fall. Both series, led by subject experts, were co-sponsored by the Friends of the Hollis Library and the New Hampshire Humanities Council.

We had what was probably the largest turnout ever for a book group in September when the Tuesday Morning Book Group discussed "Our Nig" by Harriet Wilson. Ms. Wilson was a 19<sup>th</sup> century Milford resident who described her life as an indentured servant in what is considered the first novel in English written by a Black woman. Mabelle Barnette of the Harriet Wilson Project helped facilitate the discussion.

The celebration of the 10<sup>th</sup> anniversary of the library's addition on September 14<sup>th</sup> was enjoyed very much by the participants. Several people who helped with the building effort, such as Dr. and Mrs. James Squires, Mr. and Mrs. Peter Stopas, and Mr. and Mrs. Gerald Hornick, attended, as well as State Representative Harry Haytayan, Selectman Don Ryder, and other well-wishers.

#### OTHER HIGHLIGHTS:

The Friends of the Hollis Library donated \$ 6,000 this year for the library's collections and programs. Their support has been essential to our continuing our very popular Summer Reading Program and ongoing Children's programs; and their donations have helped us to greatly improve and increase our book, DVD, video, and audio collections.

We were closed several days in January and February due to unusually high snowfalls. In addition, the snowy and icy road conditions and extremely low temperatures that prevailed for several weeks caused a drop-off in use of the library the first two months of the year. Patron use of the library rebounded after that, and we reached new highs for building attendance and circulation later in the year.

Fritz Weatherbee of WMUR's "Chronicle" visited us on March 14<sup>th</sup>. He taped some programs on some of the noteworthy people buried in the cemetery behind the Congregational Church. While here he toured the building and did some taping inside the library, of which he said, "This library is as nice as I've seen in the state."

Hollis resident Patricia Hutchins donated her artistic talents to inspire present and future generations. Taking a theme from an old Chinese proverb, "A book is like a garden carried in the pocket," Ms. Hutchins created a colorful mural evoking the pleasures of reading.

This year we introduced a much easier to use Museum of Fine Arts pass program. The new pass does not require reserving in advance or returning the pass to the library after it's been used. Use of the pass more than doubled over previous years.

The Department of Public Works oversaw the repainting of the exterior of the building (July – November). The new coat of paint and repairs to the wood molding and pillars makes the library a much more attractive inhabitant of the historic town center.

Thanks to the Colonial Garden Club of Hollis for their ongoing upkeep and beautification of our shrubs and flowers. Their commitment to caring for the library's landscaping is greatly appreciated.

We started utilizing the state's new interlibrary loan system, NHU-PAC. The new system makes for speedier ordering and shipment of books and other materials that we borrow from New Hampshire's libraries.

In September we began issuing new library cards with key tags. The cards have been very well received; many people with existing cards have turned them in for the new ones with key tags

In the nationally-recognized 2003 HALPR American Public Library Ratings System survey, the Hollis Social Library scored 640, better than 75% of libraries in the country. In New Hampshire, only 39 of the state's 231 public libraries scored higher than Hollis; most of these have much higher budgets and staff than we do.

#### PERSONNEL AND VOLUNTEERS:

Thanks to Dawn Desaulniers, the Town's Information Technology Specialist, for maintaining our computers, installing software and a firewall, and advising us on computer equipment needs and solutions.

We want to express our thanks to Art LeBlanc, Director of the Department of Public Works, and his staff, especially Peter Doneski and Curt Albrecht for their ongoing assistance in maintaining the library building.

We appreciated the many hours our volunteers contributed to repairing and shelving books, helping with programs, and staffing the circulation desk. Our dedicated 2003 volunteers were: Patricia Burant, Jacob Casserino, Barbara Chase, Joan Cole, Betty Fyfe, Claire Kelly, Non Finkelstein, Laurel Lang, Charlie Lui, Renee Maloney, Nancy Payette, Doris Rafferty, Steve Simons, Elizabeth Vander Kamp, Phil Vander Kamp, Karl Vogel, Nancy Wall and Cherie Wholey.

Staff changes: We lost Children's Librarian Mary-jo Zeising, Page Sarah Ferguson, and Library Aids Carol Gasch and Deborah Markarian. We welcomed to the staff Janice Ellerin as Children's Librarian, Sarah Humphreys as Page, and Lisa Fabian and Lyn Neilly as Library Aids. Continuing on the staff were: Steve Russo as Director, Library Aids Edie Harris and Jack Maguire, and Page Kevin Kong.

Gordon Russell, Chair  
Wendy Valich, Vice-Chair  
Marcia Beckett, Treasurer  
Ann Shedd, Secretary  
Howard Bigelow  
Dorothy Hackett  
Norma Woods

**HOLLIS SOCIAL LIBRARY**  
**ANNUAL FINANCIAL REPORT, 2003**

<b>OPERATING ACCOUNT</b>			
BEGINNING BALANCE 1/01/03			26,984.07
RECEIPTS:			
Transfer from Savings			4,368.46
Transfer from Pearl Rideout Fund			3,486.00
Town Allocations - four quarters			182,038.00
Fines collected			9,165.90
Trust Payments			1,160.89
Copier & Fax Income			556.50
Gifts			8,053.23
Nonresident Card Purchases			105.00
Interest Income			26.33
Refunds/Reimbursements			201.98
Grants			150.00
Miscellaneous			80.00
Sales of Peter Powers books			
<b>TOTAL RECEIPTS</b>			<b>209,392.29</b>
EXPENDITURES			
Wages, Salaries			115,909.51
Library Materials			60,676.85
Utilities			10,332.03
Postage			883.40
Furnishings and Supplies			6,874.09
Copier Contract			1,441.00
Computers and Automation			2,861.12
Programs			3,180.37
Staff Development			1,413.60
Miscellaneous			1,091.95
Volunteer and Staff Recognition			512.37
Classified Advertisements			329.68
BookPage, ILL, bank, credit card expenses			249.90
<b>TOTAL EXPENDITURES</b>			<b>204,663.92</b>
<b>FINAL BALANCE 12/31/03</b>			<b>31,612.44</b>

**HOLLIS SOCIAL LIBRARY**  
**ANNUAL FINANCIAL REPORT, 2003-CONT.**

<b>SAVINGS ACCOUNT</b>			
BEGINNING BALANCE 1/01/03			7,552.52
RECEIPTS			
Trust Payments			2,040.55
Interest Income			32.54
TOTAL RECEIPTS			2,073.09
EXPENDITURES			
Transfer to Operating Account			4,368.46
TOTAL EXPENDITURES			4,368.46
<b>FINAL BALANCE 12/31/03</b>			<b>5,257.15</b>
<b>PEARL RIDEOUT ENDOWMENT FUND*</b>			
BEGINNING BALANCE 1/01/03			58,133.78
EXPENDITURES			
Transfer to Operating Account			3,486.00
<b>FINAL BALANCE 12/31/03</b>			<b>64,843.65</b>
*This is an investment account D28 handled and maintained by A.G.Edwards & Sons, Inc.			
Respectfully Submitted,			
Marcia Beckett, Treasurer			

# HOLLIS SOCIAL LIBRARY

## STATISTICAL REPORT-2003

	1999	2000	2001	2002	2003	% Change 2002-2003
<b>Cardholders</b>	3,210	3,544	3,190*	3,711	3,871	4
<b>Building Attendance</b>	44,892	48,752	39,584	53,495	54,981	3
<b>Circulation:</b>						
<b>Adult Fiction</b>	15,498	11,398	11,936	12,181	12,510	3
<b>Adult Nonfiction</b>	4,478	3,850	5,184	7,607	7,402	-3
<b>Adult Video &amp; DVD</b>	3,178	5,043	7,248	10,638	14,632	38
<b>Adult Audio</b>	2,280	2,591	3,009	3,366	3,734	11
<b>Children's &amp; YA (Books, Audio, Video)</b>	20,914	22,631	22,402	26,128	25,810	-2
<b>Periodicals (Adult, CH, YA)</b>	1,311	1,216	1,074	1,275	1,323	4
<b>Renewals (Adult, CH, YA)</b>	4,870	5,737	3,250*	3,941	4,155	5
<b>Total Circulation</b>	<b>47,659</b>	<b>52,466</b>	<b>54,103</b>	<b>65,136</b>	<b>69,566</b>	<b>7</b>
<b>Books added</b>	1,449	2,226	3,389	2,853	3,016	6
<b>Audios added</b>	108	125	213	206	235	14
<b>Videos &amp; DVDs added</b>	101	188	400	555	515	-7
<b>Reserves</b>	1,232	979	1,082	1,105	1,278	14
<b>Reference Questions</b>				1,119	2,136	48
<b>Meeting Room Bookings</b>	178	131	152	87	63	-27
<b>Internet Use</b>	951	760	954	1,148	1,260	2
<b>ILL &amp; Club Borrowed</b>	409	544	631	498	552	11
<b>ILLs Loaned</b>	269	208	268	292	195	-32
<b>Museum Passes</b>	25	29	37	12	84	600
<b>Adult Programs</b>	26	15	20	25	21	-16
<b>Children's YA Programs</b>	69	70	81	68	55	-19

Notes: Cardholders-Beginning in 2001 we annually delete cardholders who have not used their cards in the past 3 years. Renewals- In 2001 we lengthened the loan period for books from 2 to 3 weeks, which resulted in a decline in Renewals.



## ANIMAL CONTROL

The Animal Control Dept. had an extremely busy year with the Animal Control Officers attempting to do full time work on a part time basis. The Animal Control Officers work on an on call schedule only, this means that they each carry a pager & are paged when needed to respond. This on call schedule sometimes creates a delay in the response time.

The Animal Control Officers are also responsible for the caring of the animals in the town kennel twice a day. The town kennel is inspected twice a year in a surprise inspection performed by the Dept of Agriculture and always passes with great ratings.

The increase of residents in town has also brought an increase in the dog population. There were over 1400 dogs licensed last year. 600 of who were unlicensed as of June 1st. With the persistence of the Animal Control Officers & the Town Clerks by August there were 124 people left with unlicensed dogs. They all received a civil forfeiture & a late fine their unlicensed dogs. By Sept. only 3 people went to court for unlicensed dogs. Licenses are valid from April 30 to April 30. They can be obtained at the Town Clerks office during regular business hours. If you have a new dog or are new to town you are required to license your dog as soon as possible. The licenses for the new year come out Jan 1st. Please remember to license your dog on time to avoid any unnecessary fines or court time.

Enjoy the new year & lets hope the flu doesn't catch up with you!

Respectfully submitted,

Jayne Belanger  
Hollis Animal Control

## BUDGET COMMITTEE

The purpose of the Budget Committee is to assist the voters in the prudent annual appropriation of public funds. The committee draws its authority from NH RSA 32:1. In serving its role, the Budget Committee weighs the needs of the community for public services with the 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. An attached graph depicts the rate of change of the tax rate over the last 20 years.

Easily noted when looking at the rate of change of the tax rate is a period of time in the late 1980's when the tax rate appeared to be out of control. Since 1990 the Budget Committee, with the cooperation of the Selectmen and the School Board, has tried to keep the tax rate increase close to that afforded by the *increase in total town valuation and the rate of inflation*.

The second graph depicts the change in the tax bill of an 'average' \$350,000 house over the last 10 years. (The tax bill is for the total tax including the coop and the county as well as Hollis town and schools. It is a composite of 15 specific properties from different parts of town.) The increase in the total Hollis tax rate since 1994 has averaged \$78 per year, or under 2%. That has been achieved, not without some pain, while continuing to provide a first rate education in our schools and excellent town services. The pain comes when sometimes very worthy proposals brought forth by the Selectmen and the School Board are deferred until they are more affordable. The drop noticeable in the last couple of years is primarily due to the State education grant (\$1.6M this year), *which is not anticipated to continue*.

The process followed by the Budget Committee to develop a recommended budget begins with the committee providing recommended budget amounts to the Selectmen and the School Board. These amounts are calculated considering the increase in the town and school populations, changes in the demands for services, the rate of inflation and the anticipated change in total town valuation.

The School Board and the Selectmen develop recommended budgets based on providing a level of service, sometimes incorporating new services. The initial budgets and associated Warrant articles are frequently higher than what the Budget Committees thinks is affordable. After considerable discussion and a number of meetings, we come closer to an agreement. At this time public hearings are held on the suggested budgets. At the public hearings the citizens of Hollis have the opportunity to present their positions on the balance between the suggested services and the cost of those services. Weighing citizen input at the public hearings, the points brought forward by the Selectmen and the School board and the affordability of the proposed budgets, the

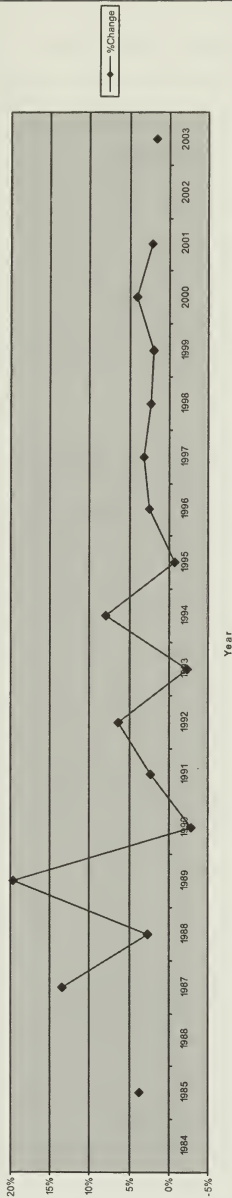
Budget Committee establishes recommended budgets which are then presented to the Town and School District meetings for approval or modification by the voters.

Looking forward, the Budget Committee anticipates several items which may have a significant impact on our tax rate. The State 'grant' to Hollis, this year \$1.6M, will be diminishing, per current law, toward zero in future. This may have a dramatic impact on our taxes, depending on how quickly the change occurs. The public debt is also anticipated increase over the next years, along with the taxes to pay it off. Three factors are driving this: several Town facilities are being considered for improvement, ongoing bonded land purchases will add bond payments, and a major addition to the Coop School District Junior High School to support increased enrollment from Brookline.

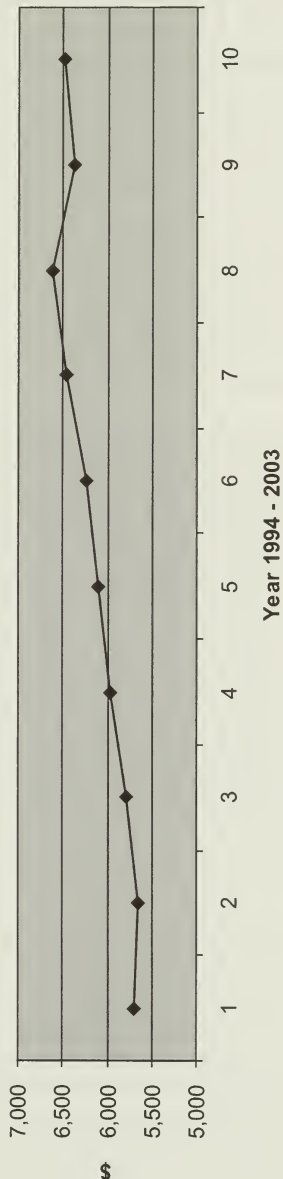
Respectfully submitted,

Michael Harris, Chair, Hollis Budget Committee

Tax Rate % Change



Hollis Tax on \$350,000 House



## BUILDING DEPARTMENT

The Hollis Building Department issued a total of Six Hundred Sixty (660) permits for the year 2003. Of these, Twenty-Five (25) permits were issued for New Single Family Homes (SFR) and (1) Two Family Dwelling. New Single Family Home starts have fallen slightly during 2003. The trend for larger homes continues with the average 4-bedroom home exceeding 3,400 square feet. This year the town also issued 9 building permits for 24 elderly housing units. The economic down turn and sluggish economy are having an effect on the region's growth. The demand for affordable housing has been an issue in the Nashua area, as the price for land and building materials increase. Construction of additions and renovations to existing homes decreased slightly, as compared to 2002 and 2001. The housing market, powered by low mortgage rates, has helped to support the economic growth. Refinancing this year has helped to underpin consumer spending, a main force keeping the economy rolling along. Even though the government reports that new-home sales fell by 2.4 percent in November, private economists predict home-sale figures for all of 2004 will hit a record high. The northeast, including the southern NH region, has seen slow growth over the past year.

MONTHLY DISTRIBUTION OF SINGLE FAMILY RESIDENTIAL PERMITS (SFR)

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
<b>2003</b>	2	1	1	4	1	4	1	2	2	2	1	4
<b>2002</b>	0	0	6	8	3	0	6	2	2	2	0	2
<b>2001</b>	2	6	2	7	6	7	0	2	1	5	2	2
<b>2000</b>	2	9	3	9	4	8	2	10	0	3	4	0
<b>1999</b>	0	2	4	10	4	7	2	3	8	7	4	1



### CONSTRUCTION ACTIVITY FOR 2003

<b>Residential</b>	<b>2003</b>	<b>2002</b>	<b>2001</b>	<b>2000</b>	<b>1999</b>
SFR	25	31	40	56	50
Two Family Dwelling	1				
Elderly Housing Permits	9	13	24	-	-
Foundations	2	3	9	3	10
Additions	30	36	32	37	24
Alterations	4	1	2	3	2
Renovations	17	13	22	26	20
Barns	5	6	5	3	8
Garages	16	14	12	7	12
Porches	23	19	20	20	9
Decks	11	17	17	12	17
Gazebo	1	-	-	-	2
Repair	3	2	5	3	2
Demolition	5	1	1	8	2
Roof	1	-	-	-	1
Sheds	20	32	23	25	24
Mobile Homes	-	2	-	-	3
Swimming Pools - In-ground	12	19	11	10	16
Swimming Pools- Above-ground	3	8	4	15	8
Chimney	8	4	4	5	7
Woodstove	-	-	-	1	1

<b>Residential-(continued)</b>	2003	2002	2001	2000	1999
<b>Separate Permits</b>					
Electrical	190	183	156	187	188
Mechanical	116	118	116	117	125
Plumbing	85	80	92	98	88
Automatic Sprinkler Systems	16	16	17	-	-
Permit Application	-	-	-	-	1
Accessory Dwelling Unit	3	3	4	1	1
Temporary Quarters	2	1	1	1	1
Certificate of Occupancy	2	-	1	1	-
Extension of Permit	1	1	4	-	1
Change of Use	-	-	1	-	-
Expired	-	-	-	-	2
Other	3	1	1	1	2
<b>New Non-Residential</b>					
Public Utility	1	-	-	-	1
Telecommunications Tower	-	-	-	-	1
Church		-	-	-	-
Addition	-	-	-	-	1
Community Center	-	-	1	-	-
Town Property	-	-	1	-	-
School District	3	1	-	2	1
Other	2	1	1	-	-
<b>Commercial</b>					
Business/Office (New)	1	1	1	-	-
Tenant Fit-up	4	6	3	2	4
Storage/Accessory Bldg	-	1	-	-	-
Additions/Renovations	5	1	-	7	3
Signs	4	6	3	7	5
Electrical	8	13	74	11	8
Mechanical	12	11	10	4	8
Plumbing	6	11	2	4	7
Other	-	1	3	-	-
<b>Total Permits</b>	660	677	693	677	641

## CABLE ADVISORY COMMITTEE

The Cable Advisory Committee (CAC) was established by the Selectmen to monitor the compliance of Charter Communications' non-exclusive franchise with the Town, to advise the Board of Selectmen on matters relating to cable services and franchise renewal, and to try to get citizens to assist in broadcasting a wider variety of Town events and Committee meetings.

In 2003 this committee is in the midst of the formal process of franchise renewal based on a prior decision by the Board of Selectmen. This committee is moving on a wide variety of fronts and is coordinating with the Brookline-Hollis Cable Consortium, which is the formal negotiating organ for franchise renewal with Charter Communications. We have set up a standardized comment form in order to be able to document all future comments on cable service in Town and past comments have provided a legal basis for many of the positions we are now advancing. To ensure proper performance, we have relocated the form to a new server and expect to enhance overall availability. We apologize to anyone who recently tried to electronically submit a comment but was unable to. We still took paper, telephone, and direct personal email comments, so information continued to get through. This form is still available in print at Town Hall, or electronically at the same electronic address: <http://www.hollis.nh.us/cac/comments.htm>. We invite all residents to comment whenever they feel it appropriate. These comments will continue to help us in documentation for franchise renegotiations, to monitor compliance, and to assist citizens with issues they have with Charter Communications.

Due to the complexities of Federal regulations, the Brookline-Hollis Cable Consortium has worked closely with our attorney (Donahue, Tucker & Ciandella) who specializes in municipal telecommunications franchises. Hollis & Brookline renewals are being treated as a joint effort to both increase the leverage of each town and to control costs, although they will remain separate agreements for each town. We are the only two New Hampshire towns with service from our current cable provider's Worcester, MA based network. This poses unique issues in trying to secure current, and future, distinctions between Massachusetts and New Hampshire services, notices and regulations. The committee is particularly fortunate to have one of our four State Representatives (Carolyn Gargas) as a member and she has helped us to reach the appropriate sources of needed information quickly.

The committee has an informative link from the Hollis home page <http://www.hollis.nh.us/cac/index.htm> where residents are encouraged to follow both our minutes and ongoing discussions, which they may also contribute to. We have followed and implemented the recommendations of the Computer and Communications Infrastructure Committee for all town committees, as approved by the Board of

Selectmen, and are maintaining an open and public reflector site <http://groups.yahoo.com/group/holliscac> so that all committee related electronic communications between members are public, in accordance with the State Right to Know Law. We invite comments and suggestions on improving our web based activities. The committee meets the second Tuesday of each month in Town Hall.

Members are Ray Valle, Chr.  
Allan Miller, V. Chr and Secretary  
Mark Johnson, Selectmen's Rep  
Carolyn Gargas  
Mike Jeynes  
Erwin Reijgers  
Cynthia Rodgers  
Lukasz Tomczyk

(Allan Miller is also the Chairman and Ray Valle the Treasurer of the Brookline-Hollis Cable Consortium)

## **BROOKLINE/HOLLIS CABLE TELEVISION CONSORTIUM**

The Brookline/Hollis Cable Television Consortium was formed in early 2003, through the cooperation of the Boards of Selectmen of Hollis and Brookline, to address a recommendation by the Hollis Cable Advisory Committee. The Hollis CAC suggested using the services of a telecommunications attorney to get the best cable franchise agreement for the Town, and the Hollis Selectmen proposed doing this through a joint effort with Brookline in a Consortium. In addition to sharing the costs of the attorney, since the needs of the two Towns are very similar, this was an innovative step in improving the ties between Hollis and Brookline.

The Consortium is chartered with preparing and negotiating the cable franchise agreement for the two towns, after which it will disband. The maintenance and ongoing work associated with the franchise agreements will then revert to the Cable Advisory Committees of the two towns.

The members of the Cable Advisory Committees of the two towns are all non-voting members of the Consortium and participate in all meetings and communications. There are four voting members of the Consortium; two from Brookline and two from Hollis:

1. Allan Miller, Hollis: chair
2. Chris St. George, Brookline: co-chair
3. Harry Rogers, Brookline: secretary
4. Ray Valle, Hollis: treasurer

The Consortium is working with Sharon Cuddy Somers and Robert Ciandella, telecommunications attorneys from the firm Donahue, Tucker, and Ciandella in Exeter.

At the time of this writing, in early January, the Consortium has identified and prioritized the cable needs of the two communities, and used this list to prepare a contract proposal. The Consortium has had an initial negotiation meeting with Charter, and the detailed negotiation is about to begin. We hope that by the time you read this, the negotiation will be finished and the Consortium will have been disbanded. If you would like an update on our activities, please visit our web site at <http://www.bhcable.org/> where we always welcome any comments or questions you may have.



## CEMETERY TRUSTEES

The Cemetery Trustees meet regularly on the third Thursday of each month. During the summer months, meetings are held at each of the Town's 5 cemeteries. At all other times the meetings are held at Town Hall.

This year the Department of Public Works completed the renovations on the Hearse House located at the East Cemetery. Constructed in 1910, the building was originally located in the center of town and used to house the hearse, thus the name. The hearse has been restored and is currently being stored in the Ever Ready Engine House.



During 2003, Public Works performed the following burials.

Type of Interment	Date of Interment	Deceased
<b>Cremation</b>	7/19/03	Wright, Melva A
	8/8/03	Gerbarands, Arline Lund
	8/8/03	Neary, Marjorie
	9/29/03	White, Leonard
	11/17/03	Weiser, Harry E. "Bud"
	Number of Cremations	5
<b>Full</b>	4/10/03	Koch, Benjamin Nathaniel
	4/21/03	Vogel, Rosa Minerva
	6/14/03	Zinanni, Jacqueline Marie
	9/5/03	Cadrain, Phyllis F.
	10/28/03	Fenimore, Dorothy Gladys
	10/29/03	Hughes, Joel Stanley
	11/1/03	Christiansen, Monica O'Reilly
	11/6/03	Taylor, Ruth B.
	11/13/03	Tolstrup, Richard W.
	Number of Full Interments	9
<b>Total Interments:</b>		14

A total of 21 lots were sold in the North and East Cemeteries, including 8 of the 2-grave monument lots. All other cemeteries are closed for lot purchases. Currently the Town of Hollis owns the following tracts of land for cemeteries:

South Cemetery - Main Street	1.17 acres
Churchyard Cemetery - Monument Square	.81
North Cemetery - Rte. 122, Silver Lake Road	5.37
East Cemetery - Wheeler Road	5.89
Pine Hill Cemetery - Nartoff Road	1.49

Respectfully submitted,

Kathy Albee, Chairman

Nancy Bell            Chris Buzzy

Sharon Howe        Jeff Snow

Deborah Adams & Kimberly Dogherty, Secretaries

## COMMUNICATIONS DEPARTMENT

Fiscal year 2003 brought about several personnel changes within the Communications Center. Sabrina Chaput left to be with her future husband in Connecticut. John Spence returned to Merrimack, where he began his career, to become the dispatch supervisor. It is a credit to the Hollis Communication Center when a member of the department moves up the ladder of success.

With the departure of these two dispatchers the department relied heavily on the experience of senior dispatchers Robert Dichard and Matt Judge and specialist Ross Rawnsley. Ross also became a certified trainer this year.

Our part-time staff stepped in during this personnel shortage and gave the full-time crew a needed rest. Without their dedication this time would have been very difficult.

We have welcomed two new dispatchers to our staff, Mrs. Anna Chaput, with 8 years of experience, and Miguel Nieves.

Hollis continues to be a leader and pacesetter within the communication's field. No matter what the call, the residents of Hollis and Brookline may rest assured that each and every call will be handled with dedication and professionalism, which is the key to our success.

Michael Pischetola  
Communications Director

# CONSERVATION COMMISSION

## **Charter**

The purpose of the Hollis Conservation Commission is to protect the natural heritage and rural character of Hollis, with special emphasis on agricultural and forest resources; aquifers and waterways; and greenways and views.

## **Land/ Easement Purchase**

On November 12, 2003 the Conservation Commission held a public hearing for the purchase of 36 acres of mixed hardwood forest off South Merrimack Road from the Melva A. Wright Revocable Trust. The land is located east of the gated Town road from South Merrimack to Mooar Hill Road and abuts land owned by the Town and the Society for the Protection of New Hampshire Forests. The land was purchased at a cost of \$250,000. The closing on the land is scheduled for January 2004.

The Commission continues to work toward the purchase of a conservation easement on the Peacock Orchard for \$160,000. The Selectmen have authorized the expenditure pending a public hearing to approve the purchase. The balance of the purchase price will come from private citizens and grants. The long-range plan for this property is to develop an organic farm.

## **Funding**

The Commission's major source of funds is 50% of the land use change tax that the Town receives each year. The Commission also continues to actively pursue any potential public grants — federal, state, and private — for which the application process can be very lengthy and involved.

At year-end, the conservation fund consisted of five reserve accounts — Stewardship Defense, Flint Pond Restoration, the Gardner Easement, Peacock Easement, and the Wright Estate purchase. The remaining funds, totaling \$81,850, are available for future projects.

## **Zoning & Regulations**

New developments and subdivisions are presented to the Commission through the Planning Board process. Commission members review conceptual design plans, take site walks, and report their findings to the Planning Board. The Commission reviews these plans from a conservation aspect and places great importance on wetland preservation and aquifer protection.

In the past year, the Commission opposed a proposed development off of Rocky Pond Road because the roadway would have severely impacted over 7 acres of wetland buffer and filled in approximately 20,000 square feet of wetlands.

The DES Wetlands Bureau for the State of New Hampshire has also broadened their area of concern and is now requiring permits for trail wetland crossings on private and public lands. The Hollis Trails Committee has been very helpful in keeping the Town in compliance with these new concerns.

Since the creation of the Clean Water Act in 1972, the NPDES (National Pollutant Discharge Elimination Systems) program has represented a major effort in the nation's drive to protect and restore the quality of our surface waters. In May of 2003 Hollis, as a designated MS4 (Municipal Separate Storm Sewer Systems) community was required to file a Notice of Intent (NOI) with the EPA (Environmental Protection Agency) and prepare a SWPPP (Storm Water Pollution Prevention Plan), which includes a 5-year implementation program. Compliance with this program will require changes to the Town's zoning ordinances and regulations. The Commission will play a major role in this ongoing process to assure that Hollis' water resources are protected.

### **Stewardship**

From June through August the Commission monitored a Boy Scout Eagle project at the Worcester Mill site off Rocky Pond Road. The cleanup of the mill site was very impressive and has made this location a nice place to visit. Thanks to Brian Piper for a job well done.

In April, two members of the Commission and Gail Coffey examined the High School property for potential vernal pool locations. The presence of vernal pools may affect future development of the site.

In October, Commission members monitored the Millicent Gardner Memorial Conservation Easement property on South Merrimack Road with the landowner. The monitoring, required annually by the NHDES, showed the property to be conforming to the conditions of the conservation easement. The Commission also did a baseline monitoring for the Glover property, purchased this year by the Town.

In November, the Commission monitored the Ranger-Rideout Lot on the Nashua River. This is also an annual requirement. Some minor trash problems were discovered.

### **Water Resources**

The Water Resources Subcommittee, working together with the Flints Pond Improvement Association, continued to monitor activities concerning Flints Pond for the Selectmen.

One of the Commission members, Mary Jeffery, is a member of the Pennichuck Watershed Council representing the town of Hollis. At last report, the council is in the final stages of completing its charter.



Peter Baker helped the Nashua River Watershed Association define requirements for Federal Watershed Grants on the Nissitissit River and its sub-watersheds.

Lynne Simonfy and Robin Beaudette researched State and local regulations and produced wording for a new ordinance outlining requirements for surface water withdrawals, which would affect the Town and businesses from the region that draw water directly from Hollis waterways. In addition, Simonfy and Beaudette developed a list and drafted a letter for the Selectmen to send to those businesses in the area that drain surface water in the Town of Hollis for commercial purposes. The Conservation Commission expects that in the following year a Town Ordinance will be enacted to further protect Hollis water resources.

### **Outreach**

The public is invited to Commission meetings on the 1<sup>st</sup> & 3rd Wednesday of every month in the lower Town Hall. Residents should feel free to contact any member of the Commission with problems or concerns.

The Nashua Regional Planning Commission requested volunteer help from participating towns in the household hazardous waste collections done during the past year. Four Commission members participated.

On the afternoon of Saturday May 3<sup>rd</sup> Brenda Lind from the Land Conservation Association Center, presented a lecture on ways landowners can protect their land and the potential tax benefits.

The Commission also participated in the annual Old Home Days event. Visitors to the Commission's booth were very interested in the map and aerial photo displays.

### **Membership**

Tom Dufresne, Chair  
Carl Hills  
Mary Jeffrey  
Peter Baker  
Richard Brown, Secretary

Sue Durham, V. Chr.  
Lloyd Deenik  
Cathy Hoffman, Planning Board  
John Lumbard  
Lynne Simonfy

Thom Davies, Treasurer  
Ray Lindsay, Selectmen

Robin Beaudette

## DEPARTMENT OF PUBLIC WORKS

The New Year began with freezing rain on New Year's Day and a northeaster 2 days later. We also had 3 snowstorms between January 26 and February 7 as well as another northeaster on February 16. By the first of March we were back to freezing rain. Mud came this year, the likes of which many of us had not seen for many years, causing road closures and delays. Major windstorms in mid October knocked over many trees and created a lot of debris to be picked up. When snow arrived on the 23 of October, we thought it was an omen from last year. However, we only had 2 major storms in December, both fairly early in the month.

Town Hall: This year, our crew did 2 projects at Town Hall. We installed angle iron, which reinforced the beam support in the Upper Town Hall. In March, we installed a security Window in the front hall of Town Hall. While doing this, a niche was created for the new receptionist.

Harry Vandersyde, an employee since 1988, retired in September. Curtis Albrecht, who had been a part-time employee since July 2002, and a face you all know from the Stump Dump, was hired as his replacement. As well as working with the Town Building Staff, he is continuing on at the Stump Dump on Saturdays.

Richard Melvin left us in February and was replaced by Scott Clarke who formerly worked for the State of New Hampshire DOT.

In the interest of on-going training requirements by the Insurance carrier and the Department of safety, listed are some of the classes attended by our employees (not by everyone each time): Liability, Annual Refresher for the Federal Mine Safety and Health Act, Detour for Safety, Recycling Conference & Exposition, Mold, Mildew + Other Nasty Stuff, Basic First Aid, Defensive Driving Course for Professional Truck Drivers, PR for Public Works, Word 2000-Level 1, Household Hazardous Waste Refresher Course, Solid Waste Conference, Fire Safety: The Building and the Burn Piles. Some of these courses are mandatory and some are voluntary.

The Director and a staff member serve on the Town Safety Committee.

The first of August, we took delivery of our 2003 Ford F550 dump truck with a snowplow.

Outside contractors provided a variety of services to the Town: cleaning catch basins, sweeping all the town streets, roadside mowing and painting the entire interior of the Police Station. This included rectifying a long-standing problem with the floors in the cellblock. Painting of the Hollis Social Library was also completed, including major repairs to the columns.

The Department of Public Works crew assisted the Trails Committee by supplying and moving gravel to the Dunklee Pond area for the maintenance of trails.

Recreation Department: Over the winter we welded and reinforced the basketball back hoops. Our crew also assisted this Department by installing a water line, to supply water to the skating area as well as the field area.

We removed beaver debris from culverts all over town to prevent road damage.

Thanks to research done by Jeff Babel, DPW Supervisor, we should see a lower electricity cost in the future. The lights in all the Town Buildings were upgraded to energy efficient lights. This was done with no cost to the Town.

The DPW employees transformed the site of the former Town Shed and Ambulance Bay on Ash Street across from the Fire Station into the so-called Volunteer Park. Grass was installed as well as a parking area.

We assisted the Conservation Commission by installing a gate at Tyng Hill Road.

We assisted Land Protection Committee by performing test pits on the former Glover property prior to purchase by the Town. We also cleaned up the area and assisted in the soil analysis.

At the Hollis Social Library, we assisted the Hollis Garden Club in their endeavor to update the landscaping. We removed the very old bushes, trimmed the ones that were left, roto-tilled the soil, added load and seeded over the area.

Road Rebuilding: Catch basins were installed on Mooar Hill Road, Federal Hill Road, Deacon Lane, Farley Road, and Flint Pond Drive. Shoulders were graveled on Worcester Road, South Merrimack Road, Witches Spring Road, Meadow Drive, Rocky Pond Road, Spaulding Lane and Farley Road. Stumps were removed on Witches Spring Road. Shoulder work, including a new culvert and headwall to promote better drainage was completed on Rocky Pond Road. A new culvert was also installed on Federal Hill Road.

An unexpected road and culvert washout caused by beaver's debris plugging the culvert developed on Nevins Road in late May. The repairs took a lengthy period of time, due to delays obtaining pipe of that size, delayed permits etc.

Our crew installed new siding on the Hearse House located in the East Yard Cemetery. We also replaced the windows, installed new trim and painted the entire building.

Our people assisted the townspeople by working the Apple Festival, The Strawberry Festival and Old Home Days. At the latter, we assisted in the set-up, clean-up as well as trash removal throughout the day. We participated in the parade and manned a recycling table that allowed people to become more familiar with recycling reasons and techniques. We also erected and broke down the voting booths for 2 meetings, as well as laying out the chain barriers.

The Transfer Station had many new changes. Lots of unique landscaping was done to add color and warmth. Tuesday's hours were changed to 8AM to 5PM. Tree removal and excavation work was done down below the Transfer Station to prepare for the newest recycle trailer. A concrete pad was poured and new sorting trays were constructed so that all colors of glass are now being recycled. Expansion of the lighting system gave the Transfer Station more well-lit areas. A Library Swap Area was created in one of the new sorting trays. A ramp was added to the newspaper container for easier entry and exit. A large table was built for the still good recyclable items. A concrete pad was poured behind the oil shed to allow proper storage of automotive batteries. A recycled fence found in the scrap metal pile made for an attractive new look and created a safety barrier on the steep side of the Transfer Station. A foundation and well were dug and concrete poured for a new office that will have indoor plumbing! We continue our efforts on educating the community of Hollis about recycling and the many advantages it brings back to our town.

Our facilities collected the following during the calendar year: 2,015 gallons used motor oil, 450 gallons of anti-freeze, 326.11 ton of demolition materials, 38.17 ton of tires, 4834 feet of fluorescent bulbs, 183 freon containing devices, 203.28 ton of scrap metal, 31.11 ton of mixed glass and 403 units of propane tanks. We sent 154.37 ton or 308,740 pounds of commingles (tin, glass for the first nine months) and plastics, numbers 1,2 and 7. A total of 54.27 ton of mixed paper generated an income of \$794.68 with the last quarter income not yet reported. By comparison, if the same paper had been in the trash, it would have cost us \$67.00 a ton or over \$3600.00. We began to separate glass in September and sent out 51.27 tons. It now costs us \$10.00 per ton compared to the \$46.00 we paid before, so we saved another \$1800.00. Our trash output was 2840.35 tons (5,680,000 pounds). Divided by 2520 homes = 2253.97 pounds per year or 43.35 pounds per household per week.

The Stump Dump had one significant change. On July 9, 2003, the selectmen made a decision on how to measure a load of material in a homeowner's vehicle or a commercial vehicle. The load is measured at the tallest height, longest width, and longest length of the material and then divided by 27 to equal the amount of cubic yards. New signage was added to clarify what belonged in certain areas.

We also have on-going chores including but not limited to assisting in burials, replacing and repairing street signs, patching potholes, grading the dirt roads and equipment repair.

Whenever a member of the public calls for the DPW, whether it be at Town Hall, the DPW, or at the Communications Center, (they answer our phone after 4 rings, 24 hours a day, 7 days a week), the request is recorded on a triplicate work order. This order is then reviewed by the Director or Supervisor and forwarded to the appropriate employee for attention. When the work has been completed, the work order is sign off and filed. We encourage the public to continue calling whenever they have a DPW related problem. Be sure to include the following information: name, daytime telephone number, address, problem, and the location of the problem. Our telephone number is 465-2246.

My sincere thanks to the residents of Hollis, Town employees, contractors, vendors and volunteers for their assistance and co-operation in 2003.

Respectfully,

Arthur LeBlanc, Director



## **FIRE DEPARTMENT**

When a probationary firefighter begins his career with the Hollis Fire Department, the very first thing they learn is that firefighting effectiveness depends upon a high degree of teamwork and cooperation of each member. Only through teamwork can they efficiently and competently train and perform the duties that enable us to constantly provide the maximum protection possible for the lives and property of the people of Hollis. This is only able to happen because the people of Hollis have always worked as a team to support our goals and objectives, to provide us with effective resources and staffing, so that we may deliver a high level of preparedness and effectiveness the community deserves.

The start of the year began with a winter of significant snowfall and freezing temps, making the task of finding house numbers and accessing driveways difficult. Fortunately, during that time we did not experience a major building fire, however, several times we could not get the ambulance up long steep driveways, putting both fire personnel and the patient at great risk.

With the arrival of warmer weather and the melting of much snow, Spring conditions were quite wet, eliminating the need to respond to the usual number of grass fires.

As Spring left and summer arrived, with rain showers almost every week, the extremely dry conditions that we often experience most summers, resulting in high fire danger days did not occur. Summer brush fires are very labor and time intensive, as the fires burn deep into the ground firefighters must dig it all out, otherwise the fire follows root systems and a couple of days later another fire exists in the same location. This summer everyone got a reprieve from that task, although our Explorers were ready and willing to go as they had trained very hard in woodland firefighting. Surprisingly, fall was the drier time this year resulting in a few small brush and grass fires in November.

We have been working very hard developing and presenting fire and life safety prevention programs. All the programs we work on are designed to eliminate or mitigate situations that endanger lives, health, property and the environment. During the year we offer programs in bicycle safety, pedestrian safety, cardiopulmonary resuscitation, automatic external defibrillation and other emergency medical procedures, safe babysitting techniques, electrical safety, fire and burn prevention.

Our CPR and AED classes are offered to the community, either every other month or on as needed basis, as well as local business groups, daycare and school staff. If you would like to sign up for a class, either individually or as a group, please call the fire station between 9 A.M. and 1 P.M. to place your name on the list.

Our popular babysitting class is offered twice a year running one afternoon between 3:30 P.M. and 5 P.M. on school days, for ten weeks. The students receive certification in the Red Cross Babysitting class. Additionally, using the Fire Safety House, students receive extensive training in how to responsibly plan and evacuate an unfamiliar home with children, as well as having a police officer teach them how to handle a “stranger at the door”.

Always ongoing is the Vial of Life program offered to anyone with medications or medical information that is important for ambulance or hospital personnel. This is simply a small vial into which you place a list of any current medical problems, medications, allergies, doctors name and any other pertinent information. It is placed in a designated spot in the refrigerator, with a red heart decal on the refrigerator door to alert the responding medical personnel of its location. For the responding medical crew to have this information, it could immediately improve your care. To obtain a vial and list, please call the station and we will be happy to bring one out to you.

Once again the Hollis Fire Association, comprised of all members of the fire department, led by President Joe White, worked tirelessly on fundraising and organizing events. With the financial assistance that we received from the generosity of the citizens of Hollis we were able to purchase a thermal image devise. This adds to other thermal imagers that we able to purchase in past years, sophisticated defibrillators, the Fire Safety House, a sophisticated steering system built into the ladder truck, enabling the unit to access driveways easily. The assistance also enables us to purchase items for safety programs, the babysitter program, as well as sponsor the Hollis Fire Department Explorer Post.

The Hollis Fire Association also continues to administer the Warren H. Towne Memorial Scholarship. This year the recipient of the award was Christopher Gill whom is attending Saint Anselm College.

Our Explorer Post provides an opportunity for students to experience the profession of firefighting and emergency medical service. With advisors Chip Brisk, Ron DeBlois, Rob Boggis, Peter Dolloff and Alison Brackett they meet every other Wednesday evening. Any student who is at least fourteen years old is welcome.

This year long time members Carroll Spaulding, Tom Lohead Allan Moksx and Jeanne Cleveland retired from the Fire Department / Ambulance. All were valued members of the department and their dedication and experience will be greatly missed. Collectively they served over 125 years.

Every year we respond to many accidental smoke alarms, usually caused from cooking. However, every year we also respond to alarms that activate because of a real fire. Please

do not disconnect your smoke detectors because they seem a nuisance at times; they will save your life!

A leading cause of home fires are unattended, abandoned or inadequately controlled candles. Almost half of all home fires start in the bedroom. Do not forget to extinguish your candles before leaving the room or going to sleep.

We have, occurring more and more, carbon monoxide incidents. The biggest problem is that it's colorless, odorless and tasteless. Carbon monoxide can seep into a home from a blocked chimney, a cracked chimney flue, a poorly ventilated space heater, car exhaust fumes in a garage, an improperly installed gas range, a faulty wood burning fireplace, or a broken furnace, dryer or water heater. Symptoms of carbon monoxide poisoning include headache, nausea and dizziness. The individual often misdiagnoses carbon monoxide poisoning, as symptoms appear similar to the flu. Unfortunately the victim loses consciousness and will die if not removed from the house. Because most homes are air tight, just a small leak could become a tragedy. Every home should have a CO detector installed.

This department is very fortunate to have dedicated personnel that work unselfishly together as a team, putting aside their own personal comfort and safety at any hour of the day or night to assist someone in need. I am thankful for all their assistance and support.

Respectfully Submitted,

Richard Towne  
Fire Chief

2003	FIRE DEPARTMENT	CALL LOAD
<b>ALARM:</b>	Unintentional	44
	Malfunction	45
<b>FIRE:</b>	Building	1
	Cooking	3
	Brush	4
	Vehicle	7
	Search	1
	Electrical	6
	MVA/no injury	38
	Chimney	4
	Rescue	4
	Propane	1
	Oil Burner	1
	Trash	2
<b>MEDICAL:</b>	Trauma	71
	Medical	222
	MVA/with injury	35
<b>GOOD INTENT:</b>	Smoke in Building	16
	Smoke Check	12
<b>SERVICE:</b>	Public Assistance	44
	Mutual Aid	14
	Unauthorized burning	14
	Water Problem	8
	Lockout	8
<b>HAZARDOUS CONDITION</b>	CO Incident	7
	Hazmat investigation	8
	Oil Spill	4
	Gasoline Spill	1
	Propane Leak	4
	Chemical Leak	1
	Wires Down	16
<b>TOTAL CALLS</b>		<b>646</b>
<b>IN SPECTION S</b>	Propane Tank	60
	Residential	73
	Sprinkler	33
	Woodstove	9
	Oil Burner	12
	Oil Tank Removal	7

# FOREST FIRE WARDEN AND STATE FOREST RANGER

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests and Lands cooperate and coordinate to reduce the risk of wildland fires in New Hampshire. To help us assist you, contact your local Forest Fire Warden or Fire Department to find out if a permit is required before doing ALL outside burning. Fire permits are mandatory for any outside burning unless the ground where the burning is to be done (and surrounding areas) is completely covered with snow. Violations of the fire permit law and the other burning laws of the State of New Hampshire are misdemeanors punishable by fines up to \$2,000 and/or a year in jail, in addition to the cost of suppression.

A new law effective January 1, 2003 prohibits residential trash burning Contact the New Hampshire Department of Environmental Services at (800) 498-6868 or [www.des.state.nh.us](http://www.des.state.nh.us) for more information.

Help us to protect you and our forest resources. Most New Hampshire wildfires are human caused. Homeowners can help protect their homes by maintaining adequate green space around the house and making sure that the house number is correct and visible. Contact your local Fire Department or the New Hampshire Division of Forests and Lands website at [www.nhdfi.org](http://www.nhdfi.org) or call 271-2217 for wildland fire safety information.

## ONLY YOU CAN PREVENT WILDLAND FIRES 2003 FIRE STATISTICS

(All fires reported thru November 3, 2003)

TOTALS BY COUNTY			CAUSES OF FIRES REPORTED	
	# OF FIRES	ACRES		
Belknap	40	4.86	Arson	10
Carroll	46	13.99	Campfire	25
Cheshire	8	.68	Children	13
Coos	7	17.40	Smoking	20
Grafton	22	12.60	Debris	226
Hillsborough	60	11.34	Railroad	3
Merrimack	98	10.45	Lightning	2
Rockingham	56	18.54	Equipment	8
Strafford	34	7.94	Misc*	67
Sullivan	3	2.03	(*Misc: powerlines, fireworks, electric fences, etc.)	
	TOTAL FIRES	TOTAL ACRES		
2003	374	100		
2002	540	187		
2001	942	428		
2000	516	149		



## HISTORIC DISTRICT COMMISSION

The HDC continued its role as a regulatory board for all demolition, remodeling and new construction in the Historic District, as well as being the Sign Commission for the entire Town as it has since the Town enacted the enabling ordinance in 1971. There was a total of 30 applications in 2003, 12 for signs, the rest for a variety of purposes: new construction, alterations and additions to existing structures, erection of antennas, topographic changes, sidewalks and other minor changes to properties in the District. All accepted applications were carefully reviewed and approved with only one denial. The Zoning Board of Adjustment later reversed the denial on appeal.

As always, the HDC worked closely with the applicants and encouraged them to come to us with a conceptual plan before making a formal application. We also advise applicants to check with Kimberly Dogherty, Secretary, so she can help them to make sure their application is complete. In this way, the applicant can be sure that when the final application is submitted it will be accepted and contain all the information the Commission needs to make an informed decision.

It has always been the goal of the HDC to treat every application fairly and consistently. We make every effort to ensure applications are heard as speedily as possible and that time sensitive work such as re-roofing and painting is expedited. We continue to review the booklet "*Design Guidelines and Regulations*" and make changes as the need arises, particularly with regard to simplifying the application process. A questionnaire was sent to all residents and business owners in the District asking for their comments and suggestions as to how the process can be improved. The responses were numerous, and several suggestions for improvements have already been implemented. Of course, all our meetings are open to the public and we urge all those interested to attend.

I would like to thank our Secretary and the rest of the Members and Alternates for their hard work and dedication in the past year.

Miriam Gillitt Winer, Chair  
Historic District Commission

Jim Cram, Vice Chair  
Virginia Martin, Clerk  
Paul Hemmerich  
Hugh Mercer  
Marilyn Wehrle, Alternate

Liz Barbour, Alternate  
David Gibson, Alternate  
Ed Makepeace, Planning Board  
Raymond Lindsey, Board of Selectmen

Kimberly Dogherty, Secretary  
Rick Jones, Code Enforcement Officer

## HERITAGE COMMISSION

The Heritage Commission has continued to work diligently this year to advance our stated purpose of promoting the proper recognition, use and protection of our resources, tangible or intangible, primarily man-made, that are valued for their historic, cultural, aesthetic, or community significance within their natural, built, or cultural contexts.

In January, with the support of the Board of Selectmen, we asked our State representatives to initiate a request for legislation that would allow for a portion of the Land Use Change Tax (LUCT)—money that is collected by the Town when property is taken out of current use—to be allocated to a heritage fund just as a portion can now be allocated to a conservation fund. This request has been given the number HB 1187 and is working its way through the system in Concord. It has been assigned to the Municipal and County Government Committee and hearings will be held sometime after January 7, 2004. We will speak in favor of this bill and hope for a positive outcome when the Legislature votes. Both the NH Preservation Alliance and the NH Division of Historical Resources have contacted us and have indicated their willingness to help support this bill.

We supported another bill that was passed into law, RSA 79-D, which authorizes towns to grant property tax relief to owners of “historic agricultural structures”. The purpose of this bill was to encourage barn owners to maintain and repair their buildings by granting them specific tax relief of between 25-75 percent of the structure’s full-assessed value. The HC publicized this measure, which has the support of the Board of Selectmen and reminds barn owners that the applications can be obtained from the Assessing Office with a deadline of April 15<sup>th</sup> each year.

In March we held a public hearing for the purpose of accepting the donation of a parcel of land on Federal Hill Road, to be known as “The Annabelle S. Johnson Preserve”. This eight-acre parcel includes the site of the old “Bailey Mill” and will be deeded to the town by the Johnson heirs with stewardship provided by the Heritage Commission.

In May the Lawrence Barn Subcommittee made a public presentation to the townspeople outlining three proposals for the re-use of this historic barn. The consensus of the meeting was to repair and re-erect the Lawrence Barn on the recreation fields, Nichols’ Field, to be used as a community center. Detailed construction specs along with schematics prepared by BMA Architectural Group of Amherst have been finalized. The Committee plans to submit a warrant article at Town Meeting for voter approval of this proposal.

Worcester Mill Pond and Dam. During the summer Brian Piper organized and completed an Eagle Scout project for the conservation area at the Worcester Mill Pond and Dam which included brush clearing, sign replacement and handrail repair. HC member, R. Leadbetter worked with a committee to evaluate and recommend action concerning the dam.

In a first ever collaboration, local artist, Stephen Previte approached the HC with an offer to donate 25 percent of the proceeds from the sale of his limited edition print of the “Ice House” at Woodmont Orchards. This generous offer resulted in a donation of \$2,047.49 to our Heritage Fund and has raised awareness about the loss of our historic resources. We are hopeful that discussions with the developers of this property will result in the Ice House being protected.

During the summer, the HC prepared a Regional Environmental Protection Plan (REPP) for the Nashua Regional Planning Commission that listed priority resources as determined by the HC.

We also developed a comprehensive plan for the town-wide historic resources survey. This plan includes a town-wide survey of historic buildings; completion of the voluntary ‘barn reconnaissance’ survey; a stone wall/stone structures inventory; a survey of landscape features (this is a cross-over category with conservation resources and includes such things as cultural landscapes, never failing springs, and ancient dooryard trees); and a survey of archaeological resources. The plan included a checklist for these historic resources that can be used by any group when assessing the value of these resources as they relate to particular properties in town. This plan and checklist will be shared with the Planning Board, the Land Protection Committee and the Conservation Commission so that historic and cultural resources can be included in the total resource evaluation of any property.

At Old Home Day along with the Lawrence Barn display, we featured some of the stone structures that exist in town through a photographic exhibit. A stone wall/stone structures inventory is being planned as part of our town-wide survey. Many linear feet of stonewalls were lost this year due to development and farming practices. It should be noted that stone boundary walls are protected under state RSA. It is unlawful to damage or remove any stones or stonewalls that serve as boundary lines between two properties.

Members participated in site walks with the Planning Board for the proposed Deacon Lane development and the development at the “Overlook” off Rt. 111. We visited our stewardship sites including the Shedd Mill, and again helped stabilize the Noah Dow Cooper Shop on the corner of Van Dyke and Broad Street, which the new owner hopes to repair in the coming year.

The owners of several buildings that were scheduled for demolition kindly allowed us to photograph these structures before they were lost including the partial barn at 62 Van Dyke Road and a house and cottage at 15 North Pepperell Road. We continue to work with the Town Building Department to monitor requests for demolition permits with the intent being, for those structures of historic importance, to follow-up with the owners to hopefully grant us permission to document the structure prior to its removal.

This year Brad Buchanan was appointed as an alternate member and in October we accepted the resignation of Lori Law. Membership now stands at seven. Anyone interested in learning more about the Heritage Commission or volunteering for membership is welcome to attend our meetings. Regular meetings are held in the Lower Town Hall meeting room on the second Tuesday of the month at 7:15pm. Alternate meetings (Lawrence barn, etc.) are held on the fourth Tuesday. These meetings are always open to the public and we welcome you.

Respectfully submitted,

Sharon M. Howe, Chair

M. Honi Glover, Vice Chair

Robert Leadbetter, Finance Officer

Lori Law, Clerk (resigned)

Lucy Husk, Clerk

Brad Buchanan

James Cram, HDC Representative

Richard Walker, Selectmen's Representative

## INFORMATION TECHNOLOGY

The Town's Information Technology Specialist preforms day-to-day systems upkeep and troubleshooting. In addition, we are continually expanding and improving information systems in all Town departments. The Town Clerk registration program was updated this year to the Windows program Clerk Works. The Fire department purchased a laptop and first response software with a grant which will allow them to view information and diagrams for a location. Also, we purchased two PDA's this year for the Fire department which will allow them to begin entering Incident Reports for the computer system and the Chief can document inspections. With our assessing software, Visions, we have added a GIS module which allows us to view where on the town map a parcel is located. We have also just purchased a desktop computer and PDA to replace the current laptop used by the building inspector. Once implemented this will allow the inspector to document inspections on the PDA to load into our computer database. We have also been trying to keep up with replacing older computers and recycling computers to other users and departments.

### Review of 2003:

- Replaced 3 computers at the police station, 4 computers and 1 laptop at townhall and 1 computer at the fire station
- Setup 2 PDA's for the fire department, another will be setup for building department
- Replaced 3 monitors: DPW, townhall, communications
- Replaced 2 printers at the police station and 1 printer at townhall
- Purchased upgrade for Town Clerk software (Clerk Works)
- Continued maintenance and support of in house software, including Police and Communications
- Replaced calendar software for the town website with Calendarscope which also is being used to schedule meeting rooms
- At the library: replaced 2 computers, 1 handheld scanner and added 2 flat panel monitors



## HOLLIS LAND PROTECTION STUDY COMMITTEE

In 2000, the Hollis Selectmen created the Hollis Land Protection Study Committee (LPSC). Its mission is *"to preserve the natural heritage and rural character of Hollis"* by recommending the protection of selected open lands which meet specific criteria such as: visual appeal, agricultural value, water resource, trails potential, citizen interest, flora/fauna, woodlands, and connection to existing town property. Preservation is achieved either through outright purchase or the acquisition of restrictive rights, such as conservation easements or development rights.

The members of the committee are appointed by the Selectmen and include: Peter Baker (member Hollis Conservation Commission), John Eresian (Former Chairman), Gerry Gartner (Chairman), David Gilmour, Morton Goulder (member Hollis Budget Committee), Jack Law, Thomas Jambard, June Litwin (Secretary), Don Ryder (Selectmen's Representative) and Roger Saunders (Vice Chairman). During the year, Bruce Hardy, one of the original members, resigned. We thank him for his many important contributions.

The 2003 Town Meeting approved Warrant Article 2 authorizing bonding of up to \$5 million. The bonding authority was limited to calendar year 2003 and required that each specific purchase be ratified by majority vote at a Special Town Meeting. The language of Warrant Article 2, when first drafted in 2001, established a legal precedent in New Hampshire because it allows the calling of Special Town Meetings for this purpose throughout the year, without seeking the permission of the Superior Court. This feature is necessary to provide flexibility in the fast moving environment of land transactions.

During the Special Town Meeting, held November 20, 2003, the voters overwhelming approved spending \$2,400,400 for acquisition of land and/or rights to three parcels, totaling 137.5 acres:

- \$695,000 for development rights for 37 acres of farmland owned by Bill Hall at the corner of Blood and Pepperell Roads
- \$810,400 for 40.5 acres of woodland located on Farley Road, adjacent to the Town Forest, owned by Richard and Arlean Walker
- \$895,000 for 60 acres of woodland, adjacent to the Town Forest, owned by the heirs of Melva Wright, on Wheeler Road

Prior to this year, we have protected: Dunklee Pond, Parker Pond, the Hall farm (Dow/Depot Rds), and Glover property (Nevins Rd). In its 3 three years of operation, the LPSC has recommended and the voters have approved the protection of a total of 276 acres for \$4.3 million.

In an effort to reduce the net cost to the taxpayers, we actively pursue public and private environmental grants. This year we were successful in winning a \$98,000 Water Supply Grant for the Glover property from the NH Dept of Environmental Security. Other grant applications are in process.

We appreciate the enthusiastic support of the landowners, town committees, elected officials, and businesses for the preservation of our town's natural heritage and rural character. We are especially grateful to the Citizens of Hollis for their willingness and foresight to invest large sums into this worthy effort.

Respectfully submitted,  
  
Gerry Gartner, Chairman

## HOLLIS OLD HOME DAY

The planning of Hollis Old Home Day 2003 began in October of 2002 when the committee discussed the theme for the next year. As always the theme is focused on Hollis and bringing together its residents both current and past. "Don't Take Hollis for Granite" became our theme and slogan focusing on the natural beauty and resources of Hollis along with the people and programs that make the town special. Our slogan "Don't take Hollis for Granite" became even more meaningful when a state landmark, the Old Man of the Mountain fell further reminding us that our resources should never be taken for granted.

Old Home Day started on Friday night with a huge dance along with food vendors, tethered balloon rides and amusements. It was an engaging night filled with fun, dancing and lots of glow necklaces around the field. This evening is always a fun and a safe place for kids of all ages to come out and enjoy.

Saturday was a beautiful day and the field was filled with displays, demonstrations, amusements, animals and vendors. The day kicked off with a mile long parade led by our VFW honor guard and was followed by fire trucks, police cars, marchers, bands, floats, antique cars and fun. We had many new attractions this year to include Segway rides, entertainment, demonstrators and a pet parade. The chicken barbecue was delicious and the food tent was filled all day and evening with friends and families eating, resting and visiting. The day ended as always with a huge fireworks display, which was enjoyed by all.

The Old Home Day Committee would like to thank the many volunteers and those who generously donated financially and to our Silent Auction. We received much needed help in the setting up and dismantling of the food tents, emceeing, and parking and with barbecue setup and cooking. As always we thank the Hollis Police and Fire Departments and the Department of Public Works for their continued support of our efforts.

Mary Smith  
Hollis Old Home Day

## PLANNING BOARD

The Planning Board welcomed new members Doug Gagne, Peter Band and Bill Beauregard in 2003. Thanks go to Teresa Rossetti and Doug Tamasanis, who completed their terms of service and left the Board for personal and professional commitments.

The following are some of the interesting highlights of the past year.

In February the Planning Board held a final public hearing on the proposed rural character ordinance. Residents expressed their concerns regarding the proposal, especially in regard to the list of specific properties to which the ordinance would apply. After reviewing the concerns raised at the public hearing the Board voted to send the ordinance to the voters. The Board felt that the ordinance supported the strong recommendations of several Master Plans - preservation of rural character - and while not perfect, should still be put to a vote. The proposed ordinance won a simple majority but failed the required 2/3 vote to officially pass. Following defeat of the ordinance at town meeting in March, the Board immediately formulated a list of goals for revision. The revised ordinance should apply to all future subdivisions and not just 50 specific properties as was the case in the first town vote: it should also be simpler, shorter, have built-in flexibility and provision for waivers, and focus on siting and screening. A subcommittee consisting of NRPC planner Mark Archambault and Planning Board members Rick Hardy and Doug Gagne spent a great deal of time reworking the ordinance to meet these objectives. The revised rural character ordinance will once again be on the ballot for this year's town meeting.

The ten-lot subdivision known as Sky View III received final approval from the Planning Board in May. At the same time the Town successfully negotiated purchase of three large parcels of land adjacent to Parker Pond as well as an easement over the subdivision for conservation, preservation and recreation. This transaction illustrates the positive outcome that can result when town boards, landowners and developers work together.

The Planning Board was fortunate to have David Wunsch, State Geologist and Director of the NH Geological Survey as a speaker in June. Dr. Wunsch gave a most informative presentation on water sustainability as it relates to New Hampshire's geology and hydrology. Protection and preservation of the water supply are of great concern and Dr. Wunsch was able to provide background on the science behind the regulations and suggested water quality testing for private wells.

Representatives of the Lone Pine Hunters Club met with the Planning Board in October to discuss parameters of their upcoming site plan review. The Board looks

forward to working with Lone Pine to address noise mitigation and environmental questions.

Respectfully submitted,

Ed Makepeace, Chairman

On behalf of the entire Planning Board and staff. (Ed Makepeace, Chairman, David Petry, Vice Chairman; Doug Gagne; Rick Hardy, Cathy Hoffman, Arthur LeBlanc, Don Ryder, Ex Officio for Selectmen; Peter Band (Alt); Bill Beauregard (Alt.). Staff: Mark Archambault, NRPC; Virginia Mills.)



PLANNING		BOARD	ACTIVITY - 2003
Month	Name	Project	Action
January	Thibeault Corp.	Sky View III; 19 lot Subdivision	Review
	Work Session	Zoning Changes	
	Public Hearing	Zoning Changes	
	TDS Telecom	Easement-Witches Spring Rd.	Approve
February	Thibeault Corp.	Sky View III; 19 lot Subdivision	Review
	Public Hearing	Zoning Changes	
March	White Family Ventures	2 Lot Subdivision; Depot Rd.	Continued
	Fairfield Gardens	Site Plan; Addition-26 Clinton Dr.	Approve
	Morgan Ryan Realty Trust	HOSPD Subdivision	Conceptual
April	Morgan Ryan Realty Trust	HOSPD Subdivision	Conceptual
	Thibeault Corp.	Sky View III; 10 lot Subdivision	Public Hearing
May	Thibeault Corp.	Sky View III; 10 lot Subdivision	Review
	U.S. Cellular	Telecom Conditional Use Permit	Public Hearing
	F.O.G.	Site Plan; Expansion-27 Proctor Hill	Conceptual
June	David Wunsch, State Geologist	Water Sustainability	Presentation
	D.P.T.	Revised Site Plan-Overlook Homes	App. Accept.
	Morgan Ryan Realty Trust	HOSPD Subdivision	Site Walk

<b>PLANNING</b>	<b>BOARD</b>	<b>ACTIVITY - 2003</b>	<b>cont.</b>
<b>Month</b>	<b>Name</b>	<b>Project</b>	<b>Action</b>
<b>July</b>	D.P.T.	Revised Site Plan- Overlook Homes	Public Hearing
	Morgan Ryan Realty Trust	HOSPD Subdivision	Conceptual
	Merrimack Village District	Site Plan-Pump House Well #8	Public Hearing
	Woodbury, et al.	Lot Line Relocation	Approve
<b>August</b>	Stunger/Ford	Lot Line Relocation	Public Hearing
	D.P.T.	Revised Site Plan- Overlook Homes	Review
	Hollis-Brookline Coop	Site Plan - Track at High School	Approve
	R & MD Development	5 Lot Subdivision	App. Accept.
<b>September</b>	Hollis Recreation Commission	Site Plan-Nichols Field Recreation	Public Hearing
	Morgan Ryan Realty Trust	Access Road in Wetland Buffer	Review & Comment
	B & L Mack	2nd Curbcut	Approve
	Lorden/Broadway Trust	Lot Line Relocation	Approve
	White Family Ventures	2 Lot Subdivision; Depot Rd.	App. Accept.
	Runnells Bridge Senior Housing	Revise Site Plan	Public Hearing

<b>PLANNING</b>	<b>BOARD</b>	<b>ACTIVITY - 2003</b>	<b>cont.</b>
<b>Month</b>	<b>Name</b>	<b>Project</b>	<b>Action</b>
<b>October</b>	Hollis Recreation Commission	Site Plan-Nichols Field Recreation	Approve
	White Family Ventures	2 Lot Subdivision; Depot Rd.	Public Hearing
	AT&T Wireless	Telecom Conditional Use Permit	Approve
	Gallagher	2nd Curbcut	Approve
	Lone Pine Hunters Club	Site Plan	Preliminary Discussion
	Tobiason/Barrett	Lot Line Relocation	Approve
	Work Session	Zoning Changes	
<b>November</b>	Russell	2 Lot Subdivision	Approve
	Alves/Pepperell DPW	Subdivision for Well Easement	Continued
	R&MD Development	7 Lot Subdivision	Public Hearing
	P. Flynn	Dredge & Fill Application	Review & Comment
	Work Session	Zoning Changes	
<b>December</b>	Town of Hollis	Scenic Road Hearing	Approve
	R&MD Development	7 Lot Subdivision	Review
	R&MD Development	3 Lot Subdivision	Approve
	T. Jambard	Gravel Removal	Review
	Work Session	Zoning Changes	
	Jim Cram - HDC	Lawrence Barn Project	Update

## POLICE DEPARTMENT

As I write this annual report for the year 2003, it occurs to me that in three months, I will have been your Chief of Police for 20 years. When I arrived in Hollis on April 1, 1984, our town was in the midst of a tremendous growth spurt. Also at that time, the Police Department was located in the Ever Ready Engine House on Main Street. We had 5 full-time and 18 part-time police officers, 5 full-time and 5 part-time dispatchers, one full-time and one part-time secretary, and one part-time animal control officer. In comparison, the Police Department has ceased using part-time officers, and we now have eleven full-time sworn officers, one full-time secretary, and one part-time animal control officer. Of great significance is our move in 1988 to our new facility on Silver Lake Road.

As the Town has grown over these past 20 years, so too has the Police Department. More people translates to more calls for service, more crime, more cars and traffic, etc., etc. Not only has our department grown in number, so too have we recognized the need to keep pace with the growing sophistication of the criminal elements in society through professional training of our staff. Our goal, and our pledge to you, is to achieve and maintain excellence in all that we do, as public servants.

As we look to the future, we anticipate and are preparing for two major goals: The first being the expansion of our police station, the second being national accreditation.

We have, in 16 years, outgrown our space, and need to expand into the second floor of the station (which was in the original plan when the station was built).

Also, there are presently 10 police departments in New Hampshire that are nationally accredited. We meet most of the requirements for this distinction, and are working to meet the remainder. There are numerous advantages to accreditation, and the end result is maintaining the highest level of police services.

It has been my pleasure and honor to serve this community in such an important and trusted position. I ask for your continued trust and support as we move forward together to keep Hollis safe for our posterity.

Respectfully submitted,

Richard H. Darling  
Chief of Police

## SUMMARY OF POLICE ACTIVITY

	2000	2001	2002	2003
Requests for Service	3,879	4,258	4,260	4,047
Response to Alarms	510	480	448	387
Motor Vehicle Accidents				
Without Injury	156	176	217	225
With Injury	21	32	30	40
With Fatality	0	0	0	0
Burglaries	15	7	8	13
Thefts	59	65	73	61
Narcotic Investigation	44	51	3	2
Runaway/Missing Persons	21	11	21	10
Miscellaneous				
Police Service	593	793	732	856
Motor Vehicle Complaints	275	287	295	306
Suspicious Activity	159	173	184	202
Vandalism/Criminal Mischief	192	144	166	181
Suicide	2	1	2	1
Arrests				
Felonies	46	77	50	61
Misdemeanors	95	112	113	172
Violations	594	599	560	508



## RECREATION COMMISSION

The Recreation Commission had another successful year continuing to offer and support many athletic programs for the town residents. Accomplishments and improvements for the year:

- Expansion of the athletic facilities
- Improved field maintenance
- First-aid training for coaches
- Coaching clinics for coaches
- Development of Recreation Web site

The Commission goals for 2004:

- Expand adult/senior program offerings
- Flag football
- Complete field expansion project

The Commission extends its gratitude and recognition to the following for their support and efforts:

- The many parent volunteers, without whom, the programs offered would not be possible.
- Cal Ripken baseball for maintaining the baseball diamonds
- Hollis adult Soccer; Hollis Atlantic Soccer, and Hollis Brookline Lacrosse for the volunteers and funds to renovate three athletic fields.
- Gary Valich and Teresa Rossetti; for their time and dedication as Commission members for many years.
- Town Selectmen for their continued support of the Recreation Commission
- Hollis School Board & Hollis Brookline Co-op School Board for their support and use of facilities.

Recreation Commission Members

Martha Dufrense

Mike Moran

Dave Golia CO-Chair

## **SALT SHED COMMITTEE**

The Board of Selectmen appointed a small committee consisting of Mark Johnson (selectman), Arthur LeBlanc (Public Works Director) and George Woodbury (citizens representative) to review the need for a salt shed and to make a recommendation to the Board and the Town for the 2004 Town meeting. The issue was precipitated by a concern for the size and existing condition of the DPW salt shed and potential for contamination of ground water in the surrounding area by salt run-off. The Committee met during the summer and early fall of this year and considered the following.

The committee agreed their charter was to investigate this issue from three perspectives.

1. Alternatives to Salt. The committee reviewed various alternatives to salt from a cost and effectiveness perspective to determine if the use of such an alternative might obviate the need for a salt shed.
2. Type of Facility. A review of the size needs and type of construction.
3. Location. Identify optimum location and possible joint agreement with the State.

The final report was presented to the Board of Selectmen in November and their recommendations resulted in a warrant article to be presented to the Town at the 2004 Town meeting. An executive summary of the report is posted on the Towns web site.

## **STORMWATER CONTROL FOR HOLLIS IMPLEMENTATION TEAM**

The Town of Hollis, New Hampshire, is designated by the U.S. Environmental Protection Agency (EPA) as the owner and operator of a regulated small municipal separate storm sewer system (MS4) and as such needs to address specific water quality issues in the designated permit coverage area. The Stormwater Control for Hollis Implementation Team is composed of staff and employees along with engineers from Cuoco and Cormier Engineering Associates, Inc. and volunteers within the community. They are committed to the objectives outlined in a five-year plan to implement Best Management Practices not only in the permit coverage area but also in the entire town to protect significant water resources. This committee will be educating the public, asking for public participation, exploring illicit discharge and elimination systems, looking to control both construction control runoff and post-construction control runoff, and developing a plan for municipal good housekeeping plans all in an effort to reduce the amount of pollutants originating in Hollis and contributing to the receiving waters of the United States.

### ***The history of why this team has been formed:***

Since the creation of the Clean Water Act in 1972, the National Pollutant Discharge Elimination Systems (NPDES) program has been a major force in the nation's efforts to protect and restore the quality of our rivers, lakes, and coastal waters. Thirty years ago, only one-third of our waters were considered healthy. Today, approximately two-thirds are healthy. This progress has brought a wide range of environmental, recreational and economic benefits to millions of Americans.

The NPDES program faces at least two significant challenges in the near future. First, we must safeguard our gains in water quality and strive to improve those waters still impaired by pollution. Increases in population and development will stress infrastructure threatening the progress the nation has made. This will make future improvements to the water quality more difficult to achieve. Second, the NPDES program must extend its influence beyond the traditional boundaries of the program to promote comprehensive solutions to the diverse and complex problems that continue to threaten the quality of the nation's waters.

This stormwater management program is intended to improve the quality of waterways in the United States by reducing pollutants picked up and carried to storm sewer systems and surface waters during storm events. Common pollutants include oil and grease from roadways, pesticides from lawns, sediment from construction sites, and carelessly discarded trash, such as cigarette butts, paper wrappers and plastic bottles. These pollutants can impair waterways, contaminate drinking water supplies, and interfere with habitat for fish and other aquatic organisms and wildlife.

Look for additional information on the town web site, [www.hollis.nh.us](http://www.hollis.nh.us) on the community cable channel, in your local newspapers and in mailings from the Town of Hollis. YOU can help to keep our waters clean!

## **SUPERVISORS OF THE CHECKLIST**

A Special Town Meeting was called on November 20, 2003. On that date there were 765 registered Democrats, 1,756 Republicans and 1,746 undeclared voters giving a total of 4,267 registered voters in the Town of Hollis, NH.

One of the big changes this year for the Supervisors was the new voter registration form. The form combines the voter registration form, the same day registration form, and adds a new section explaining domicile and some responsibilities that accompany establishing domicile in New Hampshire.

In 2002, the Federal government passed the HELP AMERICA VOTE Act, better known as "HAVA". In September of 2003, the State of NH began the implementation of the statewide-computerized checklist as required by the Federal Help America Vote Act.

The New Hampshire and the United States constitutions establish that every person who is not disqualified from voting has a right to vote somewhere. A person can be disqualified due to being underage, felony convictions, conviction of a willful election law violation, or not being a citizen of the United States.

Procedures that make voting easy inherently also make voting fraud easier. Procedures that detect and deter voting fraud by their nature make it more complex and time consuming to vote. The Supervisors of the Checklist of Hollis, NH hope that every citizen domiciled in Hollis who is qualified to be a registered voter will register and participate in all the important elections in 2004.

Julia L. McCoy "Judy"

Lydia L. Schellenberg

Jessica Squires "Jan"

Supervisors of the Checklist

## TOWN FOREST REPORT

The “Beaver Stop” was finally installed in the spring of 2003 on the causeway road. It seems to have baffled the beaver for now, permitting the use of that trail.

A new trail has been planned from Dunklee Place “the drill yard” down to Parker Pond. This will replace the trail that will be closed as part of the Skyview III development. The trail will be made in conjunction with a timber sale on the Dunklee lots in the next year or two.

No timber was cut in 2003, but we still plan to conduct one on Tyng Hill and in the Potato Hollow area in 2004.

Many thanks to the trails committee for their hard work keeping the trails open.

Respectfully submitted:

Craig Birch

Bill Burton

Ted Chamberlain

Steve Briggs

Steve Beaulieu



## TRAILS COMMITTEE

The Hollis Trails Committee was formed by the Board of Selectmen, at the urging of the State, to preserve and protect the multi-use trails in Hollis. There is a well-established trail network in Hollis, which has met the recreational needs of Hollis citizens for many years. However, many of the trails have been lost in recent years due to development. The Trails Committee, a volunteer group of dedicated Hollis citizens, is concerned with the protection, identification, mapping and maintenance of existing trails, as well as the relocation of trails lost due to development.

In 2003 the Trails Committee finally accomplished its goal to be able to GPS (Geographic Positioning System) a large portion of the trails in Town and have them available on our website to the public. Greg Larkin started solving this problem in 2002 and Art Kinsley took over for Greg and completed the project. Art worked countless hours solving the interface problems of the GPS system to the mapping system used by the Town and the Nashua Regional Planning Commission. Art also got the Trails Committee website updated and the maps onto the website.

Due to the heavy rains in the summer and the strong winds in the fall the trails were overgrown and impassable in many areas. The Trails Committee, along with volunteers from the Hollis Area Equestrians and Nor'easters Snowmobile Club, worked all through the fall clearing trails throughout the Town. No new trails were added this year.

Specific accomplishments in 2003 included:

- Trails Committee website updated with maps and pictures
- GPS mapping problems with the Nashua Regional Planning Commission resolved
- GPS of trails on Town land completed
- Worked on protection of Wright Land on Wheeler Road and Walker Land on Farley Road, which protected existing trails in that area that are critical links in Town-wide trail system. These parcels added 100 acres to the Spaulding Town Forest.
- 2<sup>nd</sup> annual Town Wide Trails Maintenance Day held in October.
- Trails off of Skyview Development rerouted and platform built to cross low area

I would like to extend a sincere "Thank You" to all the committee members for the accomplishments we achieved in 2003. I would also like to offer a special "Thanks" to the volunteers from the Hollis Area Equestrians and the Nor'easters Snowmobile Club for all their hard work. The Hollis Trails system is one of the many reasons Hollis is a special place to live.

Respectively submitted,  
Sherry Wyskiel, Chairman  
Hollis Trails Committee

## ZONING BOARD OF ADJUSTMENT

The Zoning Board of Adjustment is a quasi-judicial board, which functions under very specific guidance established by the Hollis zoning ordinance and New Hampshire law. In addition to statutory law, there is also "case law," which is the opinion or interpretation that the courts have given to the various statutes and ordinances when they are applied to specific cases. This further clarifies the provisions contained in both state and local regulations.

For many years, the zoning board of adjustment has played an important, but little noticed role, in the development of Hollis. Sometimes praised, sometimes criticized, they have continued to perform their principal role - reviewing applications for zoning variances, special exceptions, equitable waivers and hearing appeals from the decisions made by administrative officials - all without much fanfare. To a large extent, the success or failure of zoning administration rests on the proper exercise of judgment by members of the board of adjustment and the job is not an easy one! The ZBA provides the necessary flexibility to ensure that the ordinance is applied equitably to all properties.

The Hollis ZBA typically meets on the second Thursday of each month to decide on presented cases. The ZBA received a total of 61 applications during 2003; 42 appeals were granted, 16 appeals denied, 1 case tabled, 1 application was withdrawn prior to the hearing and 1 application was dismissed by the Board.

This year the Zoning Board of Adjustment has seen an increase in the number of appeals of their decisions with a record number of 8 Motions for Rehearing filed. Of these only 3 rehearings were granted. Any person directly affected by the ZBA's decision has the right to appeal that decision and the board has the authority to grant it. However, the board is not required to grant the rehearing and should use its judgment in deciding whether justice will be served by doing so.

The Zoning Board of Adjustment is comprised of 5 voting members and 5 alternates. These volunteers donate their time and energy to hear the various appeals.

### Hollis Zoning Board of Adjustment - Membership

John Andruszkiewicz, Chairman  
Brian Major, Vice-Chairman  
Allan Miller, Member  
Michael Askenaizer, Alternate  
Cindy Robbins, Alternate

Richard Walker, Member  
S. Robert Winer, Member  
Jim Kelley, Alternate  
Jim Bélanger, Alternate  
Vacancy

Respectfully submitted,  
Deborah Adams, Secretary

## ***2003 Zoning Board of Adjustment***

### ***Hearing***

<b><i>Case #</i></b>	<b><i>Date</i></b>	<b><i>To Permit</i></b>
----------------------	--------------------	-------------------------

#### **Appeal from an Administrative Decision**

##### ***Denied***

6 ASH ST

2003-21	7/10/2003	the mixed use of business and residential within one structure
---------	-----------	--

***Total:*** 1

##### ***Granted***

318 SOUTH MERRIMACK RD

2003-17	8/14/2003	continued use of property as auto body repair, towing and vehicles sales with no regulation on the number of registered vehicles on the property.
---------	-----------	---

***Total:*** 1

#### **Appeal from an Administrative Decision of HDC on 9/4/03**

##### ***Granted***

6 ASH ST

2003-34	10/9/2003	amendment of window style on new construction of office building
---------	-----------	--

***Total:*** 1

#### **Equitable Waiver**

##### ***Denied***

44 TWISS LN

2003-28	8/28/2003	continued construction of shed that exceeds 250 square foot limitation for accessory structure
---------	-----------	--

***Total:*** 1

#### **Motion for Rehearing**

##### ***Denied***

318 SOUTH MERRIMACK RD

2003-17(a)	10/9/2003	Rehearing of application for an Appeal of the Administrative Decision of the Building Inspector to permit continued use of property as auto body repair, towing and vehicles sales with no regulation on the number of registered vehicles on the property.
------------	-----------	---

318 SOUTH MERRIMACK RD

2003-17A	10/9/2003	Rehearing of application for a Special Exception to permit expansion of existing business
----------	-----------	---

	<i>Case #</i>	<i>Hearing Date</i>	<i>To Permit</i>
ROCKY POND RD			
	2003-33A	12/11/2003	Rehearing of Special Exception to permit construction of roadway and driveways with a minor wetland impact for proposed subdivision.
ROCKY POND RD			
	2003-33B	12/11/2003	Rehearing of Special Exception to permit construction of roadway and driveways with a minor wetland impact for proposed subdivision.
6 ASH ST			
	2003-34A	11/13/2003	Rehearing of Appeal from an Administrative Decision of HDC on 9/4/03 to permit amendment of window style on new construction of office
	<b>Total:</b>	5	
<i>Granted</i>			
BROAD ST			
	2003-01	3/20/2003	Rehearing of variance application to permit driveway access over an existing Right of Way that is not located on frontage of lot
6 ASH ST			
	2003-21(a)	8/14/2003	rehearing of application for variance to permit an apartment located over a business
15 +19 NORTH PEPPERELL RD			
	2003-42A	12/11/2003	Rehearing of Special Exception of Nonconforming structure to permit Construction of guest house
	<b>Total:</b>	3	
<i>Tabled</i>			
BROAD ST			
	2003-01A	7/10/2003	Rehearing of variance application to permit driveway access over an existing Right of Way that is not located on frontage of lot
	<b>Total:</b>	1	
<b>Special Exception</b>			
<i>Granted</i>			
DEPOT RD (Hardy Lot)			
	2003-32	9/11/2003	construction of recreation fields and associated parking
	<b>Total:</b>	1	
<b>Special Exception - Accessory Dwelling Unit</b>			
<i>Granted</i>			
PROCTOR HILL RD			
	2003-06	3/20/2003	construction of accessory dwelling unit

<i>Case #</i>	<i>Hearing Date</i>	<i>To Permit</i>
95 WRIGHT RD		
2003-09	3/20/2003	construction of accessory dwelling unit
76 MAIN ST		
2003-11	4/10/2003	construction of kitchen to create accessory dwelling unit

**Total:** 3

### **Special Exception - Home Occupation**

#### *Granted*

11 HOWE LN		
2003-02	2/13/2003	wood carving business
127 PEPPERELL RD		
2003-23	8/14/2003	home occupation, namely; wholesale furniture sales
119 WITCHES SPRING RD		
2003-30	9/11/2003	home occupation, namely; woodworking and framing shop
5 BROAD ST		
2003-44	10/23/2003	Home Occupation, namely; "Your Personal Chef"

**Total:** 4

### **Special Exception - Nonconforming Lot**

#### *Granted*

19 WOOD LN		
2003-03	2/13/2003	reduction in size of lot
5 MAPLE KNOLL DR		
2003-05	2/13/2003	construction of second story addition to single family residence
416 SILVER LAKE RD		
2003-13	4/10/2003	construction of addition and attached garage
48 TWISS LN		
2003-19	6/12/2003	construction of detached garage
44 TWISS LN		
2003-20	7/10/2003	construction of 14' x 17'8" shed
24 SILVER HILL PARK		
2003-22	7/10/2003	alteration of existing house foundation
105 BROAD ST		
2003-27	8/28/2003	construction of detached garage
167 PROCTOR HILL RD		
2003-29	8/28/2003	construction of deck
7 DEPOT RD		
2003-35	10/9/2003	construction of addition



<i>Case #</i>	<i>Hearing Date</i>	<i>To Permit</i>
77 PEPPERELL RD		
2003-37	10/23/2003	Construction of shed
52 SILVER LAKE RD		
2003-38	10/23/2003	Construction of open deck with handicap ramp
4 TODDY BROOK RD		
2003-39	10/23/2003	Construction of inground swimming pool
123 SILVER LAKE RD		
2003-40	10/23/2003	Alteration of multi-family dwelling back into a single family dwelling
34, 36 & 38 SILVER HILL PARK		
2003-45	11/13/2003	Lot consolidation
86 BROAD ST		
2003-46	11/13/2003	Construction of 3-season porch and shed.
<b>Total:</b>	15	

### **Special Exception - Nonconforming Lot & Structure**

#### *Granted*

20 PINE HILL RD		
2003-07	3/20/2003	Construction of shed dormer
1 PATCH RD		
2003-16	5/22/2003	demolition of the existing single family residence and the construction of a new single family residence
7 HANSON WAY		
2003-24	8/28/2003	construction of shed and reconstruction of roof on house
15 LUND LN		
2003-36	10/9/2003	construction of second floor addition to existing ranch and reconstruction of porch
34 FLINT POND DR		
2003-41	11/13/2003	Construction of shed.
<b>Total:</b>	5	

### **Special Exception - Nonconforming Structure**

#### *Granted*

95 WRIGHT RD		
2003-08	3/20/2003	demolition of existing barn and portion of existing ell of house and construction of addition to house for garage and additional living space
44 VAN DYKE RD		
2003-12	4/10/2003	construction of addition

	<i>Hearing</i>	
<i>Case #</i>	<i>Date</i>	<i>To Permit</i>
15 +19 NORTH PEPPERELL RD		
2003-42	10/23/2003	Construction of guest house
<b>Total:</b>	3	

### **Special Exception - Nonconforming Use**

#### *Denied*

318 SOUTH MERRIMACK RD		
2003-17A	8/14/2003	expansion of existing business
<b>Total:</b>	1	

### **Special Exception - Wetland Buffer**

#### *Denied*

ROCKY POND RD		
2003-33	10/9/2003	construction of roadway and driveways with a minor wetland impact for proposed subdivision.
<b>Total:</b>	1	

#### *Granted*

LONG HILL ROAD		
2003-15	5/8/2003	minimum wetlands impact for common driveway and road for a proposed subdivision
<b>Total:</b>	1	

### **Variance**

#### *Denied*

BROAD ST		
2003-01A	5/8/2003	driveway access over an existing Right of Way that is not located on frontage of lot
WRIGHT RD		
2003-10	3/20/2003	driveway access over an existing Right of Way
6 ASH ST		
2003-21(a)	9/11/2003	an apartment located over a business with less than 2 acres
119 WITCHES SPRING RD		
2003-31	9/11/2003	larger home occupation sign
<b>Total:</b>	4	

#### *Dismissed*

BROAD ST		
2003-01	2/13/2003	driveway access over an existing Right of Way that is not located on frontage of lot
<b>Total:</b>	1	

	<i>Case #</i>	<i>Hearing Date</i>	<i>To Permit</i>
<i>Granted</i>			
	29 FARLEY RD		
	2003-25	8/28/2003	construction of detached garage
	<b>Total:</b>	1	
<b>Variance - Permitted Use</b>			
<i>Denied</i>			
	6 ASH ST		
	2003-21A	7/10/2003	an apartment located over a business
	<b>Total:</b>	1	
<b>Variance - Setbacks</b>			
<i>Denied</i>			
	44 TWISS LN		
	2003-26	8/28/2003	construction of roof extension for shed
	179 SOUTH MERRIMACK RD		
	2003-43	10/23/2003	Construction of shed
	<b>Total:</b>	2	
<i>Granted</i>			
	15 WOOD LN		
	2003-04	2/13/2003	construction of single family residence
	39 RIDGE RD		
	2003-14	5/8/2003	construction of addition
	15 LONG HILL RD		
	2003-18	6/12/2003	construction of deck
	12 WORCESTER RD		
	2003-47	11/13/2003	construction of garage.
	<b>Total:</b>	4	
<i>Withdrawn</i>			
	15 WOOD LN		
	2002-33A	3/20/2003	Construction of Single Family Home
	<b>Total:</b>	1	
<b>Total Cases for 2002:</b>		61	

# HOLLIS TOWN MEETING

MARCH 11, 2003

## TOWN ELECTIONS

The meeting was called to order by Moderator James Squires, at 7:00 AM for voting on the following subjects:

1. To choose all necessary Town Offices for the year ensuing.

Results:

Selectman - 1 yr - Raymond A Lindsay

Selectman - 3 yrs - Mark E Johnson

Trustee of the Trust Funds - 3 yrs - Nobody filed

Cemetery Trustee - 3 yrs - Nancy L Bell & Christopher Buzzy

Treasurer - 3 yrs - Edward N Lehoullier

Budget Committee - 1 yr - Edward P McDuffee

Budget Committee - 3 yrs - Michael Harris & Melinda B N Willis

Library Trustee - 3 yrs - J Howard Bigelow & Dorothy E Hackett

Ballot Questions - Planning Board:

1. Zoning Districts -  
Yes - 633                      No - 302
2. Wetland Conservation Overlay Zone -  
Yes - 656                      No - 294
3. Definitions -  
Yes - 677                      No - 241
4. Hollis Open Space Planned Development -  
Yes - 664                      No - 274
5. Aquifer Protection Overlay Zone -  
Yes - 657                      No - 217
6. Hollis Rural Scenic Character and Rural Environment Character  
Preservation  
Yes - 480                      No - 403      needed 2/3 vote to pass
7. Other Related Permitted Uses in Agricultural and Business Zone -  
Yes - 616                      No - 294

Meeting adjourned at 8:30 PM, until Wednesday, March 12, 2003 at 7:00 PM.

A True Copy of Record Attest:

Nancy Beal Jambard  
Town Clerk

## **HOLLIS TOWN MEETING**

### **MARCH 12, 2003**

The meeting was reconvened at 7:00 PM at the Walters Auditorium, Hollis/Brookline Middle School, by Moderator James Squires. Janelle Moffitt, a senior at the Hollis/Brookline Cooperative School, sang the National Anthem. Next the Pledge of Allegiance was led by VFW post members, James Belanger and Preston Walsh. A moment of silence was given for Daniel D McManus, Jr, former Selectman who passed away in November 2002. VFW Citizen of the Year 2003 was given to Eleanor Whittemore for her many years of service to the Town and the State. Also, honored was James Belanger for his many years of support for the Shepherds Fund. Thomas Jambard, retiring Selectman, was given a plaque thanking him for his six years of service to the Town as a Selectman.

**ARTICLE 1** - Motion by Miriam Winer to accept the reports of Selectmen and other Town Officers and Committees. Seconded by Donald Ryder. CARRIED.

**ARTICLE 2** - Motion by Donald Ryder to see if the Town will vote to raise and appropriate Five Million Dollars (\$5,000,000) (Gross Budget) for the purchase, of land or other property interests therein, as the Selectmen deem appropriate for the protection of the natural heritage and rural character in the best interest of the Town, including any buildings or structures incidental to such land; and to authorize the issuance of not more than Five Million Dollars (\$5,000,000) of bonds, in accordance with the provisions of the Municipal Finance Act, (RSA 33:1 et seq., as amended), and, further, to authorize the Selectmen to issue, negotiate, sell and deliver said bonds and to determine the rate of interest thereon and the maturity and other terms thereof, and to take any other action they deem appropriate to effectuate the sale and/or issuance of said bonds, subject, however, to the following limitations:

No such bonds shall be issued earlier than July 1, 2003; and,

Any of such bonds shall have appropriate terms and maturities such that no principal or interest payments shall become due and payable prior to January 1, 2004; and,

No such bonds shall be issued with a term of maturity of less than fifteen (15) years.

PROVIDED, FURTHER, that the Selectmen SHALL NOT ISSUE SUCH BONDS until such time as they have presented to either an annual or special town meeting, a warrant article asking the meeting to ratify, by a simple majority vote, the particular parcel and the parcel ownership interest chosen by the Selectmen for purchase and said meeting has approved such warrant article. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

(This is a Special Warrant Article and is intended to be non-lapsing as to any purchase that has been ratified by a regular or special town meeting held prior to Dec. 31, 2003.

Pursuant to RSA 33:8 a supermajority of two-thirds (2/3) ballot vote is required to adopt this article). Seconded by S. Robert Winer. Presentation by John Eresian. Polls were open for one hour (7:55 pm - 8:55 pm) YES-215 NO-38 2/3 needed. CARRIED.

**ARTICLE 3** - Motion by Thomas Jambard to see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the town and AFSCME Local 3657 (Police, Fire, and Communications employees), which calls for the following increases in salaries and benefits:

YEAR	ESTIMATED INCREASE
2003	\$29,064
2004	\$38,999
2005	\$28,079

and further to raise and appropriate the sum of Twenty Nine Thousand Sixty Four Dollars (\$29,064) for the current fiscal year, such sum representing the additional cost attributable to the increase in salaries and benefits over those of the appropriate at current staffing levels paid in the prior fiscal year. BY SELECTMEN.

Recommended by Selectmen  
Not Recommended by Budget Committee

Seconded by Donald Ryder. Motion by George Woodbury to move question. Seconded by Ray Valle. CARRIED to move question. **ARTICLE 3** - CARRIED.  
Motion by Thomas Jambard to restrict reconsideration of **ARTICLE 3**. Seconded by Donald Ryder. CARRIED.

**ARTICLE 4** - Motion by Thomas Jambard to pass over **ARTICLE** - to see if the Town will under the provisions of RSA 31:5,III, IF Article 3 is Defeated, authorize the governing body to call one special meeting, at its option, to address Article 3 cost items only. BY SELECTMEN. Seconded by Donald Ryder. CARRIED.

**ARTICLE 5** - Motion by Donald Ryder to see if the town will vote, pursuant to RSA 72:43-h, to modify optional adjusted elderly exemptions from property tax. The optional exemptions, based on assessed value, for qualified taxpayers shall be as follows: for a person 65 years of age up to 75 years, \$125,000; for a person 75 years of age up to 80 years, \$150,000; for a person 80 years or older, \$175,000. To qualify the person must have bee a New Hampshire resident for at least 5 years; own the real estate individually or jointly; or if the real estate is owned by the spouse, they must have been married for at least 5 years. In addition, the taxpayer must have a net annual income of less than \$30,000 or, if married, a combined net annual income of less than \$40,000; and own net assets not in excess of \$100,000, excluding the value of the person's residence, including minimum acreage required by ordinance. (Pursuant to RSA 72:39-b a simple majority by ballot vote is required to adopt this article.) BY SELECTMEN.

Recommended by Selectmen  
Recommended by Budget Committee

Seconded by Thomas Jambard. Ballot Vote. Majority. YES-188 NO-5. CARRIED.



**ARTICLE 6** - Motion by Thomas Jambard to see if the town will vote to raise and appropriate Seventy Three Thousand Two Hundred Dollars (\$73,200) for the purpose of hiring two new full time Firefighter employees, including estimated benefit expenses for the remainder of the calendar year 2003. BY SELECTMEN.

Recommended by Selectmen

Not Recommended by Budget Committee.

Seconded by Donald Ryder. Motion by Ray Valle to raise the amount to One Hundred Nine Thousand Eight Hundred Dollars (\$109,800) for the purpose of hiring three full time Firefighter employees, including estimated benefit expenses for the remainder of the calendar year 2003. Seconded by Sherry Wyskiel. AMENDMENT DEFEATED. ARTICLE 6 - CARRIED.

**ARTICLE 7** - Motion by Donald Ryder to see if the town will raise and appropriate Thirty Two Thousand Dollars (\$32,000) for the purpose of hiring one new full time Communications Dispatcher employee, including estimated benefit expenses for the remainder of the calendar year 2003. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Thomas Jambard. CARRIED.

**ARTICLE 8** - Motion by Vahrij Manoukian to see if the town will raise and appropriate Eighty Thousand Dollars (\$80,000) for the purchase and construction of scales to weigh vehicles before and after dumping construction materials at the Stump Dump for the Department of Public Works. BY SELECTMEN.

Recommended by Selectmen

Not Recommended by Budget Committee

Seconded by Donald Ryder. Motion by Kathi Lewis to move question. Seconded by Ray Valle. CARRIED to move question. ARTICLE 8 - NOT CARRIED.

Motion by Donald Ryder to restrict reconsideration on ARTICLES 5,6,7,AND 8. Seconded by Thomas Jambard. CARRIED.

**ARTICLE 9-** Motion by Donald Ryder to see if the town will vote to raise and appropriate Forty Six Thousand Dollars (\$46,000) for the purchase, construction and installation of antennas and related equipment for the Police, fire, and Communications Departments at the location known as Birch Hill Tower. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Thomas Jambard. CARRIED.

Motion by Shirley Cohen to recess this meeting until Wednesday, March 19, 2003, at 7:00 pm at Hollis Brookline Middle School, in Walters Auditorium. Seconded by Patricia Coughlin. CARRIED. Meeting adjourned at 10:36 pm.

## **HOLLIS TOWN MEETING**

**MARCH 19, 2003**

The Annual Town Meeting was reconvened at 7:00 PM, at Hollis Brookline Middle School, by Moderator James Squires.

**ARTICLE 10** - Motion by Miriam Winer to see if the town will vote to raise and appropriate Two Hundred Sixty Thousand Dollars (\$260,000) for the purpose of expanding recreation fields and parking on land known as Nichols Field and the Hardy Land. This will be a non-lapsing appropriation per RSA32:7, VI and will not lapse until the project is completed or by December 31, 2004, whichever is sooner. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by S Robert Winer. CARRIED.

Motion by Raymond Valle to restrict reconsideration of ARTICLES 9 & 10. Seconded by Roxanne Angevine. CARRIED.

**ARTICLE 11** - Motion by Donald Ryder to see if the town will vote to raise and appropriate Eight Thousand Dollars (\$8,000) for the purpose of engineering studies for the fire station expansion. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Lorin Rydstrom. CARRIED.

**ARTICLE 12** - Motion by James Belanger to see if the Town will vote to raise and appropriate Twelve Thousand Dollars (\$12,000) for the purpose of renovating Memorial Park on Broad Street. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Donald Ryder. CARRIED.

**ARTICLE 13** - Motion by Thomas Jambard to see if the Town will vote to raise and appropriate the sum of Forty Five Thousand Dollars (\$45,000) to be placed in the Major Highway Equipment Capital Reserve fund established for this purpose at the 2002 annual meeting. BY SELECTMEN.

Recommended by Selectmen

Not Recommended by Budget Committee

Seconded by Donald Ryder. CARD VOTE YES -57 NO - 58 DEFEATED.

Motion by Raymond Valle to restrict reconsideration of ARTICLES 11 & 12. Seconded by Miriam Winer. CARRIED.

**ARTICLE 14** – Motion by Richard Walker to see if the Town will vote to raise and appropriate the sum of One Hundred Twenty Five Thousand Dollars (\$125,000) to be placed in the Major Fire Equipment Capital Reserve fund established for this purpose at the 2002 annual meeting. BY SELECTMEN.

Recommended by Selectmen

Not Recommended by Budget Committee.

Seconded by Lorin Rydstrom. CARD VOTE. YES – 59 NO – 57. CARRIED.

**ARTICLE 15** – Motion by Donald Ryder to see if the Town will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the Compensated Absences Payable Expendable Trust Fund established at the 2002 Annual Town Meeting. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Lorin Rydstrom. CARRIED.

**ARTICLE 16**- Motion by Donald Ryder to see if the town will vote to appropriate Fifty Thousand Dollars (\$50,000) for the purpose of funding ambulance services and equipment, and to authorize the withdrawal from the Ambulance Fee Special Revenue Fund established for this purpose at the 2002 annual meeting. None of this money is to come from general taxation. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Lorin Rydstrom. CARRIED.

Motion by Joseph Kearns to restrict reconsideration of ARTICLE 14. Seconded by Susan Durham. CARRIED.

Motion by Miriam Winer to restrict reconsideration of ARTICLES 15 & 16. Seconded by Donald Ryder. CARRIED.

**ARTICLE 17** – Motion by Lorin Rydstrom to see if the town will vote to appropriate Thirty Thousand Dollars (\$30,000) for the purpose of funding the annual Old Home Day celebration, and to authorize the withdrawal from the Old Home Day Special Revenue Fund established for this purpose at the 1999annual meeting. None of this money is to come from taxation. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Donald Ryder. CARRIED.

**ARTICLE 18** – Motion by Thomas Jambard to see if the Town will vote to appropriate One Hundred Thousand Dollars (\$100,000) for the purpose of funding police private details and to authorize the withdrawal from the Police Private Details Special Revenue

Fund established for this purpose at the 2001 annual meeting. None of this money is to come from general taxation. BY SELECTMEN.

Recommended by Selectmen

Recommended by Budget Committee

Seconded by Lorin Rydstrom. CARRIED.

**ARTICLE 19** - Motion by Richard Walker to see if the Town will vote to send the following resolution to the New Hampshire General Court: Resolved, in its first two years of operation the Land and Community Heritage Investment Program has helped communities throughout New Hampshire preserve their natural, cultural and historic resources and, therefore, the State of New Hampshire should maintain funding for LCHIP in its next biennial budget. BY SELECTMEN. Seconded by Donald Ryder. Motion to amend ARTICLE 19 - Motion by Lawrence Finkelstein to change to; the State of New Hampshire should maintain a funding of not less than Six Million Dollars (\$6,000,000). Seconded by S Robert Winer. CARRIED AS AMENDED.

**ARTICLE 20** - Motion by Donald Ryder to see whether the Town will vote to authorize the Board of Selectmen to enter into a joint agreement, pursuant to RSA53-A, or other available enabling authority, with such other municipalities as have joined in a Memorandum of Understanding, (including any additional municipalities that may be added pursuant to the terms of said Memorandum of Understanding), on such terms and conditions as the Selectmen deem fit, the purpose of which agreement shall be to join with said municipalities in an effort to collectively acquire the assets or the stock of the Pennichuck Corporation, or its successors, to the extent permitted by law. There will be no impact on the municipal budget or property tax rate as the result of this warrant article. This warrant article requires a simple majority vote for passage. BY SELECTMEN. Seconded by Thomas Jambard. CARRIED.

**ARTICLE 21** - BY PETITION. Motion by Donald Ryder to designate Baxter Road of Hollis, NH a "scenic road" according to RSA 231:157-158 and to add it to the Town of Hollis, NH "scenic road" list accordingly to RSA 23:157. Seconded by Arthur Kinsley. CARRIED.

**ARTICLE 22** - Motion By Donald Ryder to present the following Resolution:  
Whereas, New Hampshire residents pay the 12<sup>th</sup> highest costs of insurance in the country; and  
Whereas, the cost of health insurance premiums for families has increased by 45% over the past three years; and  
Whereas, 100,00 New Hampshire residents have no health coverage and 77% of them have a full-time worker at home; and  
Whereas, due to these rising cost almost half of New Hampshire's small businesses cannot afford health coverage for their employees, therefore be it resolved

---



that we, the citizens of HOLLIS, New Hampshire, call on our elected officials from all levels of government, and those seeking office, to work with consumers, businesses and health care providers to ensure that:

Everyone, including the self-employed, unemployed, un-and underinsured, and small business owners has access to an affordable basic health plan similar to what federal employees receive;

Everyone, including employers, consumers, and the state, local and federal government makes a responsible and fair contribution to finance the health care system;

Everyone receives high quality care that is cost efficient and medically effective; and

That these efforts help control the skyrocketing cost of health care.  
The above language represents a resolution signed by the required number of HOLLIS registered voters. We request that this be placed on the 2003 Warrant for town consideration. The resolution is non-binding and represents no fiscal impact. Seconded by S Robert Winer. CARRIED

**ARTICLE 23-** Motion by Thomas Jambard to see if the Town will vote to raise and appropriate the sum of Four Million Three Hundred Eighty Three Thousand Nine Hundred Thirty Three Dollars (\$4,383,933) which represents the operating budget of the Town for the year 2003. Said sum does not include special or individual articles addressed. BY SELECTMEN.

Seconded by Donald Ryder. Motion by Thomas Jambard to increase budget amount by \$27,500 (\$10,000 for fire department & \$17,500 for EPA study). Seconded by Donald Ryder. DEFEATED. Motion by Donald Ryder to amend incorrect budget figure from \$4,383,933 to the correct figure of Four Million Four Hundred Thirty Five Thousand Four Hundred Thirty Two Dollars (\$4,435,432). Seconded by James Belanger. CARRIED AS AMENDED.

Motion by James Belanger to adjourn the meeting. Seconded by Ann Caldwell. Meeting adjourned at 9:50PM.

A True Copy of Record – Attest:  
Nancy Beal Jambard  
Town Clerk



## **HOLLIS SPECIAL TOWN MEETING**

### **NOVEMBER 20, 2003**

The special Town Meeting was called to order by Moderator James Squires, at 7:05pm in the Hollis-Brookline Co-operative High School Gymnasium.

Before the meeting got underway a special presentation was made to the oldest Hollis resident. The famous Boston Post cane was presented to Alice Simonds (100 in April 2004). She was actually presented with a pin and a book on the history of the Boston Post Cane. The actual cane will be on display in a cabinet in the Town Hall in the Community Room.

ARTICLE 1 -Motion by Donald Ryder for Authorization to Acquire Wright Property (60 acres) on Wheeler Road, with Article 2 Bond Proceeds and to see if the Town will vote, in accordance with the procedure established by the adoption of Article 2 of the March 2003 Town of Hollis Annual Town Meeting, to authorize the Selectmen to acquire the full fee interest, in the property identified as the Wright Property on Wheeler Road, consisting of 60 acres, more or less, and includes all of Hollis Tax Map 31, Lot 46, and to further authorize the Selectmen to enter into such agreements and execute any and all documents necessary to conclude such acquisition, on such terms and conditions as the Selectmen deem appropriate, it being intended that approval of the article will constitute the ratification of a decision to acquire the within described parcel, but it shall not be interpreted to constitute the ratification of any other parcels. Seconded by Gerald Gartner.

(Said acquisition contemplates the expenditure of Eight Hundred Ninety Five Thousand Dollars, (\$895,000) of the Five million dollar (\$5,000,000), Article 2 Bond for Land Acquisition, approved at the March 2003 Town of Hollis Annual Town Meeting.)

BALLOT VOTE. YES - 214 NO - 30 CARRIED.

ARTICLE 2 - Motion by Vahrij Manoukian for Authorization to acquire the Walker Tree Farm on Farley Road with Article 2 Bond Proceeds and to authorize the subdivision and sale of a portion thereof and to see if the town will vote, in accordance with the procedure established by the adoption of Article 2 of the March 2003 Town of Hollis Annual Town Meeting, to authorize the Selectmen to acquire the full fee interest in the property identified as the Walker Tree Farm on Farley Road, consisting of 40.52 acres and includes all off Hollis Tax Map 43, Lots 67 and 69, and to further authorize the Selectmen to enter into such agreements and execute any and all documents necessary to conclude such acquisition, on such terms and conditions as the Selectmen deem appropriate, it being intended that approval of the article will constitute the ratification of a decision to acquire the within described parcel, but it shall not be interpreted to constitute the ratification of any other parcels.

Additionally, the Selectmen are hereby authorized, once said tracts have been acquired to subdivide or sell in its entirety Map 43/Lot 69 (4.92 Acres), in order to create no more than 1 (one) salable building site lot and to authorize the Selectmen to sell such building site on such terms and conditions as they deem in the best interest of the Town, and to enter into any agreements and/or sign any documents necessary to carry out such sale. Seconded by Mark Johnson.

(Said acquisition contemplates the expenditure of Eight Hundred Ten Thousand Four Hundred Dollars (\$810,400) of the Five million dollar (\$5,000,000), Article 2 Bond for Land Acquisition, approved at the March 2003 Town of Hollis Annual Town Meeting.)

Motion by Gerald Gartner to amend the Article by deleting the paragraph beginning with:

Additionally thru to carry out such sale. Seconded by Roger Saunders. CARRIED.

Motion by Julie Forgaard to strike out: and to authorize the subdivision and sale of a portion thereof. Seconded by Gerald Gartner. CARRIED.

BALLOT VOTE AS AMENDED: YES - 199 NO - 20 CARRIED AS AMENDED.

Motion by Donald Ryder to restrict reconsideration of Articles 1 and 2. Seconded by Frank Ballou. CARRIED.

ARTICLE 3 – Motion by Donald Ryder for Authorization to Acquire Hall Property (42.09 acres) on Blood Road with Article 2 Bond Proceeds and to authorize the subdivision and sale of a portion thereof and to see if the Town will vote, in accordance with the procedure established by the adoption of Article 2 of the March 2003 Town of Hollis Annual Town Meeting, to authorize the Selectmen to acquire the full fee interest in the property identified as the Hall property on Blood Road, consisting of 42.09 acres and includes Hollis Tax Map, Lots 28,30 & 32, and to further authorize the Selectmen to enter into such agreements and execute any and all documents necessary to conclude such acquisition, on such terms and conditions as the Selectmen deem appropriate, it being intended that approval of the article will constitute the ratification of a decision to acquire the within described parcels, but it shall not be interpreted to constitute the ratification of any other parcels.

Additionally, the Selectmen are hereby authorized, once said tracts have been acquired, to consolidate said lots and to subdivide the same, in order to create no more than 1 (one) salable building site lot of no more than 10 (ten) acres of the total of said 42.09 acres, and to authorize the Selectmen to sell such building site

and other rights on such terms and conditions as they deem in the best interest of the Town, and to enter into any agreements and/or sign any documents necessary to carry out such sale. Seconded by Mark Johnson.

( Said acquisition contemplates the expenditure of One Million Two Hundred Fifty Thousand Dollars (\$1,250,000) of the Five million dollar (\$5,000,000), Article 2 Bond for Land Acquisition, approved at the March 2003 Town of Hollis Annual Town Meeting.)

Amendment B, Article 3: Motion by Gerald Gartner to substitute this Amendment B for the original ARTICLE 3: To see if the Town will vote, in accordance with the procedure established by the adoption of Article 2 of the March 2003 Town of Hollis Annual Town Meeting, to authorize the Selectmen to acquire the full interest, or such lesser interest as the Selectmen, in their judgment, deem advisable, in the property identified as the Hall Property on Blood Road, consisting of 37.09 acres, more or less, and includes all of Hollis Tax Map 3, Lots 28,30,&32, after the seller has subdivided on farmstead lot of less than five (5) acres from the named tracts, and to further authorize the Selectmen to enter into such agreements and execute any and all documents necessary to conclude such acquisition, on such terms and conditions as the Selectmen deem appropriate, it being intended that approval of the article will constitute the ratification of a decision to acquire the within described parcels, but it shall not be interpreted to constitute the ratification of any other parcels. The selectmen are hereby authorized, to enter into any agreements and/ or sign any documents necessary to carry out such sale. Seconded by Varij Manoukian.

(Said acquisition contemplates the expenditure of Six Hundred Ninety-Five Thousand and 00/100 (\$695,000.00) Dollars, of the Five million dollar (\$5,000,000), Article 2 Bond for Land Acquisition, approved at the March 2003 Town of Hollis Annual Town Meeting.) YES- 185 NO- 5 CARRIED.

BALLOT VOTE ON AMENDED ARTICLE 3 - YES - 178 NO - 31 CARRIED.

Motion by James Belanger to adjourn the meeting at 10:20pm. Seconded by Roger Saunders.

A True Copy of Record - Attest:  
Nancy B Jambard  
Town Clerk

## HOLLIS MARRIAGES 2002-2003

Date	Name & Residence of Groom	Name & Residence of Bride
<b>2002 Marriages</b>		
1/9	Farshad Mhjoubi, Chelmsford, Mass	Mina H. Kalali, Chelmsford, Mass
1/26	Timothy R. Sparks, Portland, Conn.	Christine L. Harkness, Portland, Conn.
1/31	Marc C. DeVito, Fitchburg, Mass	Tamara L. Tiskus, Fitchburg, Mass
2/9	Kevin L. Murray, Merrimack NH	Karen S. Reissland, Merrimack, NH
3/11	David M. Thompson, Groton, Mass	Erica Newton, Groton, Mass
3/11	Paul V. Cain, New Ipswich, NH	Constance M. Eva, Hudson, NH
4/20	Kendall L. Bearden, Townsend, Mass	Jennifer B. Hanks, Townsend, Mass
4/27	Ryan R. Couture, Lowell, Mass	Linda B. Cassie, Lowell, Mass
5/24	Mark M. Pillsbury, Westport, Mass	Kelly A. Smith, Westport, Mass
6/8	Alvaro D. Alzate, Nashua, NH	Esperanza Ward, Nashua, NH
6/8	James T. Hartsing, Belmont, Mass	Elizabeth J. Kudzma, Belmont, Mass
6/13	Paul E. Holteen, Acton, Mass	Dorothy M. Donlon, Acton, Mass.
6/22	Josh R. Clark, Billerica, Mass	Joanne Belanger, Billerica, Mass.
6/29	Joseph J. Mancini, Hudson, Mass	Natalie M. Shaw, Hudson, Mass.
6/30	Christopher P. Hayden, Manchester, NH	Tammie F. Cook, Manchester, NH
7/19	Justin R. Bruere, Livermore, Cal	Melissa A. Clark, Manchester, NH
7/20	John A. Montoya, Pawtucket, RI	McColl J. Russell, Concord, NH
7/27	Jimmy Rivera, Boynton Beach, Fl	Kris J. Carbonneau, Boynton Beach, Fl
7/28	Wesley F. Frieg, Mason, NH	Donna L. Bastable, Mason, NH
8/3	Steven M. Provost, Whitinsville, Mass	Stacey C. Prest, Whitinsville, Mass
8/9	Duane G. TenBroeck, Townsend, Mass	Susan J. Heighes, Townsend, Mass
8/17	Benjamin D. April, Chandler, Ariz.	Sharon L. David, Chandler, Ariz.
8/23	Ryan Andrews, Shirley, Mass	Jessica L. Lewin, Shirley, Mass.
8/24	Paul VanBlarigan, Jr., Milford, NH	Theresa L. Riendeau, Milford, NH
8/24	Andrew J. Robertson, Watertown, Mass	Nooshi V. Sassan, Watertown, Mass.
8/31	Nathaniel R. Demmons, Leominster, Mass	Becky S. Anderson, Leominster, Mass
9/1	Remy M. Weber, Astoria, NY	Orianna K. Riley Astoria, NY
9/1	Gregory A. Gould, Maynard, Mass	Valerie C. Paquin, Maynard, Mass
9/7	David E. Sockey, Hollis, NH	Patricia A. Edgar, Hollis, NH
9/14	Daniel L. Earley, Ashby, Mass	Ann M. Johnson, Ashby, Mass.
9/14	Jeffrey A. Moore, Westford, Mass	Amelia R. McCarthy, Westford, Mass
9/15	Erik L. Dow, Plymouth, Me	Heather A. Ingalls, Plymouth, Me
9/20	Brian J. Coutu, Lunenburg, Mass	Bessie G. Gauthier, Fitchburg, Mass.
10/5	Daniel R. Tempesta, Northborough, Mass	Michelle L. Jackman, Northborough, Mass
10/12	Robert G. Fitzmaurice, New Bedford, Mass	Kathy L. Torres, New Bedford, Mass.
10/12	Brian K. Conklin, Rockville Centre, NY	Kari L. Spain, New York City, NY
10/13	Donald F. Parnell, Holliston, Mass	Jean Nordfeldt, Holliston, Mass.



## HOLLIS MARRIAGES 2002-2003

Date	Name & Residence of Groom	Name & Residence of Bride
10/13	Peter C. Miller, Wayland, Mass	Julie E. Nannicelli, Framingham, Mass.
10/26	Norman J. Quinn, Jr., Nashua, NH	Sherri L. Hebert, Goffstown, NH
11/16	David E. Reed, Watertown, Mass	Stacy L. Pompea, Watertown, Mass.
11/23	Thomas C. Brown II, Worcester, Mass	Katherine M. Arbo, West Roxbury, Mass.
12/31	Dino R. Gavoni, Los Angeles, Cal	Kirsten O. Chidley, Los Angeles, Cal.
<b>Correction:</b>		
5/4/03	David D. Brewer, Hollis, NH	Kimberly G. DeWalt, Londonderry, NH
<b>2003 Marriages</b>		
1/1	Scott R. Bonenfant, Hollis, NH	Diana L. Tinkham, Hollis, NH
1/2	Donald F. Bonneau, Princeton, Mass	Maryann Bonneau, Leominster, Mass.
1/27	Clifford G. Simmonds, Hollis, NH	Nicole J. Latour, Hollis, NH
2/8	Joseph T. Burke, Cumberland, RI	Pamela S. Bonin, Cumberland, RI
2/14	William G. Watson, Hollis, NH	Christine A. Maxwell, Hollis, NH
2/14	John E. Leland, Pepperell, Mass	Linda A. Kasilowski, Pepperell, Mass.
2/14	James J. Bausch, Nashua, NH	Joanne M. Lucas, Nashua, NH
2/16	Richard L. Quarton, Jr., Harpswell, Me	Kristin M. Prizer, Amherst, NH
3/8	Steven M. King, Pepperell, Mass	Mary G. Lewis, Pepperell, Mass.
3/8	Stephen S. Gerrato, Cape Neddick, Me	Deborah A. McCaughey, Cape Neddick, Me
3/29	Arthur G. LeBlanc, Hollis, NH	Linda D. Emerson, Hollis, NH
4/27	Sean D. Fitzpatrick, Lowell, Mass	Monica Petrillo, Lowell, Mass.
5/10	Jeffrey D. Mann, Hollis, NH	Rena M. Levesque, Amherst, NH
5/17	Carlo L. Sottile, Hollis, NH	Debra L. Levesque, Hollis, NH
5/31	Joseph F. Connor, Tewksbury, Mass	Amy B. Eldridge, Tewksbury, Mass.
6/7	Ryan F. Cutler, Hollis, NH	Christine M. Mistretta, Salem, NH
6/7	Charles E. Servotke, Hollis, NH	Lara T. Ullman, Hollis, NH
6/7	Laurence G. Constable, Jamaica Plain, Mass	Mary D. Beale, Jamaica Plain, Mass
6/13	Charles B. Eastwood, South Burlington, VT	Suzanne Schur, Hollis, NH
6/14	Gerry W. Woods, Hollis, NH	Cindy A. Widell, Hollis, NH
6/21	Eric L. Granfors, Hollis, NH	Andrea B. Migliaccio, Hollis, NH
6/21	Brian R. Miller, Lowell, Mass	Vallery G. Schofield, Lowell, Mass.
6/21	Michael A. Clemens, Winchester, Mass	Leslie A. Waton, Winchester, Mass.
6/21	Charles G. Glover, Waltham, Mass	Keri S. Tasker, Waltham, Mass.
6/28	Deane S. Lawrence, Hollis, NH	Pamela K. Digrezo, Hollis, NH
6/28	Michael L. D'Allesandro, Hollis, NH	Renee J. Berrigan, Hollis, NH
6/28	Greg R. Lingley, Hollis, NH	Kristin L. Hoffman, Hollis, NH
6/28	Michael A. Coyne, Jr., West Roxbury, Mass	Devon E. Hardy, West Roxbury, Mass.
7/5	Ryan J. Flanigan, Hollis, NH	Amanda Schwartz, Hollis, NH
7/12	Steve M. Gagne, Hollis, NH	Heather J. Rothney, Hollis, NH

## HOLLIS MARRIAGES 2002-2003

Date	Name & Residence of Groom	Name & Residence of Bride
7/19	Scott W. Robbins, Hollis, NH	Mary J. Goad, Hollis, NH
7/19	Charles G. Brewer, Chelmsford, Mass	Tanya M. Reis, Chelmsford, Mass.
7/20	Brian J. Brantz, Amherst, NH	Barbara A. Putnam, Littleton, Mass
7/26	Justin E. Phillip, Hollis, NH	Jillian A. Durgee, Hollis, NH
7/26	Geoffrey James, Hollis, NH	Natalie S. Finn, New Boston, NH
7/26	Zachariah C. Logiodice, Pittsfield, Me	Ellen T. Patenaude, Dunstable, Mass
8/3	Joseph S. Jones, Pittsfield, NH	Mary M. Brady, Lowell, Mass.
8/9	Christopher D. Saunders, Londonderry, NH	Audra L. Chamberland, Londonderry, NH
8/9	Michael D. Dillon, Manchester, NH	Stacey E. St.Amand, Manchester, NH
8/20	Daniel P. Becker, Waltham, Mass	Marlyn L. Miller, Waltham, Mass.
8/22	Eric J.L. Thyarion, Buzzard's Bay, Mass	Eileen M. Myra, Maynard, Mass
8/23	Neil A. Browning, Hollis, NH	Lydia J. Lin, Hollis, NH
8/23	Randall A. Natches, Hudson, NH	Jane A. Ploch, Hollis, NH
8/23	Ryan P. Coleman, Hollis, NH	Erica L. Boissonneau, Merrimack NH
8/23	Jason S. Hackler, Hollis, NH	Rebecca Connolly, Hollis, NH
8/30	Michael A. Brown, Abington, Mass	Alyssa C. Goyette, Abington, Mass.
9/5	William C. Freeman, Townsend, Mass	Jara P. Auger, Townsend, Mass
9/6	Benjamin Millina, Hudson, NH	Amy L. Davis, Hollis, NH
9/6	Sean P. Looney, Topsfield, Mass	Meredith McCauley, Topsfield, Mass.
9/11	Robert G. Laurie, Jr. Hollis, NH	Kathleen M. Smith, Hollis, NH
9/13	Horatio H. Tsao, Nashua, NH	Cynthia S. Robbins, Hollis, NH
9/14	Luke J. Barron, Tewksbury, Mass	Nadine D. Marrier, Tewksbury, Mass.
9/20	John F. Dunn, Hollis, NH	Elaine M. Dufresne, Hollis, NH
9/20	David P. Abely, Westford, Mass	Donna M. Hansbury, Westford, Mass
9/20	Kevin J. McMeniman, Lowell, Mass	Julie A. Morel, Lowell, Mass.
9/20	David A. Gedney, Burlington, VT	Nietra G. Panagoulis, Burlington, VT.
9/27	Scott C. Clough, Nashua, NH	Julie L. Houle, Hollis, NH
9/27	Timothy A. Bellemore, Townsend, Mass	Heather, A. Ducharme, Townsend, Mass
9/27	Richard F. Frullo, Leominster, Mass	Edna E.S. Suliveres, Leominster, Mass
9/28	Brian W. Walega, Hollis, NH	Inger Stigum, Hollis, NH
10/4	William R. Cawthron, Billerica, Mass	Sharon J. Gray, Billerica, Mass.
10/11	Mark P. Lilley, Hollis, NH	Diane M. Jennings, Hollis, NH
10/11	Robert W. McGuire, Tewksbury, Mass	Beth A. Traynor, Tewksbury, Mass
10/11	Jeffrey A. Cooper, Worcester, Mass	Holly A. Redding, Norton, Mass
10/11	Ravindra Chakravadhanula, Manchester, NH	Archana Lavania, Manchester, NH
10/12	James P. Duffy, Hollis, NH	Patricia A. Zarembo, Hollis, NH
10/18	Gerard A. Paquette, Hollis, NH	Rachel B. Lapierre, Manchester, NH
11/22	Scott A. Powers, Winchester, Ma	Kristin A. Lascelle, Winchester, Mass
11/22	Caleb M. Becker, Hollis, NH	Chrystal L. Balvucci, Townsend, Mass
12/27	Bernard K. Velivis, Hollis, NH	Elsa M.R. Galvez, Hollis, NH
12/13	Glen I. Urquhart	Janet L. Mendola, Amherst, NH



## HOLLIS BIRTHS 2003

Date	Child's Name	Name of Father	Name of Mother	Place of Birth	
				Town	State
7/27/02	Ian GrahamCurley	DanielCurley	Dawn K. Curley	Newton	Mass
1/9	AndrewDouglas Watson	John Watson	Amy Watson	Nashua	NH
1/21	Grace LumiLassila	Ora Lassila	Marcia Lassila		
2/1	Joseph Nicholas O'Reilly	Thomas O'Reilly	Andrea O'Reilly	Nashua	NH
2/1	Aidan James Fournier	AndrewFournier	Kimberly Fournier	Nashua	NH
2/9	Joshua Groh Hill	Ralph Hill	Ellen Groh	Manchester	NH
3/8	Olivia Nicole Sullivan	MichaelSullivan	HeatherSullivan	Nashua	NH
3/16	De von Rae Martinson	Karl Martinson	Jennifer Martinson	Nashua	NH
3/21	Andre wMichael Gryniec wicz	David Gryniec wicz	Maya Gryniec wicz	Nashua	NH
3/22	Kimberly Ann Souza	John Souza	Christine Souza	Nashua	NH
4/1	MatthewChristopherMartin	JayMartin	Susan Martin	Nashua	NH
4/2	Jeremy Jacob Geller	Aaron Geller	Sharon Geller	Nashua	NH
4/4	Charles Wesley Dean, IV	Charles Dean, III	Guinevere Dean	Lowell	Mass
4/4	Jenna Leigh Santos	James Santos	Judy Santos	Manchester	NH
4/11	Joshua Eli Gilbert	Alfred Gilbert	Elizabeth Gilbert	Nashua	NH
4/12	MatthewChase Lewis	Carlton Lewis	Carole Lewis	Nashua	NH
4/13	Ian MaxwellGargas z	John Gargas z	Laura Gargas z	Boston	Mass
4/30	DanielJoseph Palmer	Edgar Palmer	Elizabeth Palmer	Keene	NH
5/1	HunterDaryl York	Daryl York	Lisa York	Nashua	NH
5/15	Hany JoelPorter	Todd Porter	Lisa Porter	Nashua	NH
5/16	Maddison Rayne Houle	Timothy Houle	Tara Houle	Manchester	NH
5/29	DrewPaul Doughty	Scott Doughty	Corinna Doughty	Manchester	NH
6/2	De laney Marie Weiner	Craig Weiner	Kelly Weiner	Nashua	NH
6/2	ConnorRichard Cardin	Timothy Cardin	Megan Cardin	Nashua	NH
6/8	Lucy Margaret Daigle	Christopher Daigle	Martha Daigle	Nashua	NH
6/9	Aison Jean Ryckman	Gerald Ryckman	Ling Ryckman	Nashua	NH
6/10	Casey Lee McKeon	Brian McKeon	Michelle McKeon	Nashua	NH
6/12	Aiden John Homan	John Homan	Carie Homan	Nashua	NH
6/13	Kyle Rose Callahan	Edward Callahan	Kelly Callahan	Nashua	NH
6/20	Margaret Eileen Fitzgerald	ChristopherFitzgerald	Ruthanne Fitzgerald	Manchester	NH
6/25	AshleyLynn Racicot	Mark Racicot	Sharon Racicot	Nashua	NH
6/27	Stephanie Alyssa Hallem an	Gregory Hallem an	Jeannette Hallem an	Nashua	NH
7/8	Cassandra Kathleen Pyle	David Pyle	Stephanie Pyle	Manchester	NH
8/3	Jack Lee Holmes	Zachary Holmes	Karen Holmes	Nashua	NH
8/7	Coby William Hall	William Hall	Stephanie Hall	Nashua	NH

## HOLLIS BIRTHS 2003

Date	Child's Name	Name of Father	Name of Mother	Place of Birth	
8/12	Tyler Sakovich Critz	Richard Critz	Kristina Sakovich	Nashua	NH
8/24	Emma Claire Armstrong	Nathan Armstrong	Amy Armstrong	Nashua	NH
8/24	Devon Elyse Kuchta	Thomas Kuchta	Sarah May	Nashua	NH
9/10	Sarah Dorothy Wilton	Robert Wilton	Kristen Wilton	Nashua	NH
9/24	Blake Ryan Bergerson	David Bergerson	Melanie Bergerson	Nashua	NH
9/26	Jackson Philip Malone	Mark Malone	Ruth Malone	Nashua	NH
9/28	Emma Richards Latanision	Stephen Latanision	Stacey Latanision	Nashua	NH
9/30	Amanda Rose Robbins	Scott Robbins	Mary Jo Robbins	Lowell	Mass
9/30	Cassandra Lillian Shoots	David Shoots	Lisa Shoots	Manchester	NH
10/17	Aidan Christopher Dufoe	Carleton Dufoe	Michelle Dufoe	Nashua	NH
10/23	Sofia Patricia Walle	Gabriel Walle	Kristen Migliaccio-Walle	Nashua	NH
10/24	Shannon Marie Hogan	Danny Hogan	Susan Hogan	Nashua	NH
11/13	Shea Peter Mloney	David Mloney	Renee Mloney	Nashua	NH
11/19	Nicole Elizabeth Heiter	Christian Heiter	Lauren Heiter	Nashua	NH
12/16	Christopher John Levasseur	Daniel Levasseur	Donna Levasseur	Manchester	NH
12/28	John Benjamin Wertz	John Wertz	Niveen Fareed	Nashua	NH
12/28	Justin Michael Colby	Kenneth Colby	Christine Colby	Derry	NH
12/30	Colin Michael Corban	James Corban	Margaret Corban	Lebanon	NH

## HOLLIS DEATHS 2003

Date	Place of Death		Name	Name of Father	Maiden Name of Mother
	Town	State			
4/16/02	Hollis	NH	William Alan Pare'	Donald Pare'	Therese Letendre
1/1/03	Manchester	NH	Susetta V. Destefano	Joseph Pisani	Rosina Punzo
1/23	Hollis	NH	Ruth Whitney	Lyman Atwood	Florence Rand
1/27	Nashua	NH	Dean Geretti	Amigo Geretti	Yolanda Mbretti
1/30	Manchester	NH	Jacqueline MZinanni	George Wilkes	Gerene Guilmette
2/13	Nashua	NH	Bessie M Lees	Vinal Scott	Clarissa Hickey
2/24	Nashua	NH	Kari Lynn J. Lund	Wallace Lund	Charlotte Lane
4/11	Hollis	NH	Shirley R. Rock	Arthur Vaillancourt	Mildred Vickery
4/11	Hollis	NH	Rosa M Vogel	Ernest Spillers	Hattie Drury
5/10	Hollis	NH	Fernande Largy	Joseph Perron	Clara Fluet
5/10	Nashua	NH	James E. Bywater	Wallace Bywater	Loretta Lord
6/6	Hollis	NH	John L. Taylor	Everett Taylor	Ann Wilbur
6/9	Hollis	NH	Robert J. Dufresne, Sr.	Edmond Dufresne	Mahina Plourde
6/23	Nashua	NH	Jesse Cowgill	Michael Bardzik	Mary Cowgill
6/27	Merimack	NH	Frederick Lees, III	Frederick Lees, II	Louise Devos
6/28	Hollis	NH	Stephen P. Gervais	Lionel Gervais	Paula Linehard
7/7	Merimack	NH	Marion E. Morgan	Charles Phillips	Elizabeth Newton
7/18	Nashua	NH	Joseph A. Aube	Kennedy Aube	Alpheda Boudreau
7/26	Merimack	NH	Maurice R. Marchand	Maurice Marchand	Helen Chaisson
7/28	Nashua	NH	Juan E. Sotomayor Barzallo	Guillermo Sotomayor	Deyfilla Barzallo
8/7	Nashua	NH	Viola G. Madore	Joseph Weseczka	Josephine Micha
8/22	Nashua	NH	Joseph F. Archambault	Henry Archambault	Mary Rich
9/6	Hollis	NH	John A. Cadario Jr.	John Cadario	Marion Cayo
9/11	Nashua	NH	Gail M. Gazzola	Charles Gazzola	Rose Salemo
9/28	Hollis	NH	Linda M. Selles	John Powell	Caroline Harsagi
10/5	Nashua	NH	Annalia A. Ricotta	Vittorio Fiorentino	Vincenza Cassotta
11/10	Nashua	NH	Richard W. Tokstrup	Paul Tokstrup	Evelyn Ryder
11/14	Hollis	NH	Jeanette E. Ryder	Walter Sutherland	Margaret Faye
11/21	Hollis	NH	Grace Carlan	Edward McCarthy	Winifred Callahan

## NOTES

## NOTES



# **HOLLIS SCHOOL DISTRICT**

For the Year Ending June 30, 2003



# HOLLIS SCHOOL DISTRICT

For the Year Ending June 30, 2003

## SCHOOL OFFICERS 2003

### Hollis School Board

Mrs. Anita Moynihan	Term Expires 2004
Mr. Harry Haytayan	Term Expires 2005
Ms. Janet Listowich	Term Expires 2005
Mr. Douglas Cleveland	Term Expires 2006
Mrs. Kathleen de Lacy	Term Expires 2006

Mrs. Suzanne Shifflet	Clerk	Appointed
Mrs. Claudia Dufresne	Treasurer	Term Expires 2004
Mr. James Bélanger	Moderator	Term Expires 2004

### SAU #41 Administration

Dr. Kenneth L. DeBenedictis	Superintendent of Schools
Ms. Carol A. Mace	Director of Curriculum and Instruction
Mrs. Lee Ann Blastos	Business Administrator
Mr. Robert R. Kelly	Director of Special Education

### Hollis Elementary Schools

Hollis Primary School	Hollis Upper Elementary School
Dr. Gail Paludi, Principal	Mrs. Carol Thibaudeau, Principal
Mrs. Candice Fowler, Assistant Principal	

SCHOOL WARRANT  
The State of New Hampshire

Polls open at 7:00 A.M. - Will Not Close before 7:00 P.M.

To the inhabitants of the School District in the Town of Hollis qualified to vote in District affairs:

YOU ARE HEREBY NOTIFIED TO MEET AT THE HOLLIS BROOKLINE HIGH SCHOOL IN SAID DISRICT ON THE NINTH DAY OF MARCH, 2004, 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 one member of the School Board for the ensuing three years.

Given under our hands and seals at said Hollis this 10<sup>th</sup> day of February, 2004.

Douglas Cleveland, Chair  
Kathleen de Lacy  
Harry Haytayan  
Janet Listowich  
Anita Moynihan

A true copy of the warrant - Attest:

Douglas Cleveland, Chair  
Kathleen de Lacy  
Harry Haytayan  
Janet Listowich  
Anita Moynihan

**At press time, the Hollis School District Warrant had not been finalized. A signed, completed Warrant will be posted on February 20, 2004 and copies will be available at that time.**

## **HOLLIS SCHOOL DISTRICT WARRANT**

The State of New Hampshire

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

YOU ARE HEREBY NOTIFIED TO MEET AT THE HOLLIS BROOKLINE HIGH SCHOOL IN SAID DISTRICT ON THE EIGHTH DAY OF MARCH, 2004, AT SEVEN O'CLOCK IN THE EVENING TO ACT UPON THE FOLLOWING SUBJECTS.

1. To elect all necessary school district officers for the ensuing terms by official ballot on March 9, 2004.
  - Election of one member 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 Moderator for the ensuing year.
2. To see if the school district will vote to raise and appropriate a sum of \$216,727 to fund the increase in cost items relative to professional staff salaries and fringe benefits for the 2004-2005 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 items increases in subsequent years will require approval of specific warrant articles at future District Meetings. The school board recommends this appropriation. The budget committee supports this article.
3. To see if the school district will vote to raise and appropriate a sum of \$67,345 to fund the increase in cost items relative to support staff salaries and fringe benefits for the 2004-2005 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 two-year contract. Cost items increases in subsequent years will require approval of specific warrant articles at future District Meetings. The school board recommends this appropriation. The budget committee supports this article.



4. To see if the school district will vote to raise and appropriate \$8,596,916 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. The school board recommends this appropriation. The budget committee supports this article. This appropriation does not include any of the other warrant articles.
5. To see if the school district will authorize the Hollis School District to access future year and federal catastrophic aid funds in the event that special education costs exceed budget limitations. The school board and budget committee recommend this article.
6. Petition Warrant Article  
To see if the Hollis School District meeting will raise and appropriate \$1,000,000 for renovations to the Hollis Middle School, should the 7<sup>th</sup> and 8<sup>th</sup> grade reduction vote in the Hollis-Brookline Cooperative District meeting have been in the affirmative. To be expended **ONLY** at the completion of said reduction. (Submitted by petition) The school board does not recommend this appropriation. The budget committee recommends this appropriation.
7. Petition Warrant Article  
To see if the school district will vote to direct the Hollis School Board to open the Hollis Primary and Upper Elementary Schools no later than 8:00 AM each day, and early enough to accommodate an 8:30 opening by the Hollis-Brookline Cooperative schools. (Submitted by petition) The school board does not recommend this article. The budget committee has not taken a position on this article.
8. 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 tenth day of February 2004.

Douglas Cleveland, Chair  
Kathleen de Lacy  
Harry Haytayan  
Janet Listowich  
Anita Moynihan

A true copy of the warrant - Attest:

Douglas Cleveland, Chair  
Kathleen de Lacy  
Harry Haytayan  
Janet Listowich  
Anita Moynihan

# HOLLIS ANNUAL SCHOOL DISTRICT MEETING

MARCH 13, 2003

Moderator Jim Belanger called the annual meeting of the Hollis School District to order at 7:00 PM on March 13, 2003.

Chelsea de Lacy sang the National Anthem.

School Board: Douglas Cleveland, Chair; Janet Listowich, Harry Haytayan, Kathleen de Lacy, and Anita Moynihan

Budget Committee: Melinda Willis, Chair; Craig Jones, Lorin Rydstrom, Morton E. Goulder, and Scott Bartis

Moderator Belanger reviews rules of the meeting.

Supervising Principal Eileen Fucile provided an overview of the state of the schools. Janet Listowich presents retiring Eileen Fucile with a print of Hollis Town Center and thanks her for her years of service and dedication to the schools of the Hollis School District.

Douglas Cleveland introduces the administration of Hollis Elementary and staff of the SAU.

Melinda Willis gives a budget overview along with tax implications for the citizens of Hollis. The overall increase in the budget was \$505,000 over last year.

## Article 1

To elect all necessary school district officers for the ensuing terms by official ballot on March 11, 2003.

- Election of two members of the School Board for the ensuing three years.
- Election of one member of the School Board for the ensuing year.
- Election of a School District Treasurer for the ensuing year.
- Election of a School District Clerk for the ensuing year.
- Election of a Moderator for the ensuing year.

This article was acted on by ballot voting on March 11, 2003.

## Article 2

To see if the school district will vote to raise and appropriate a sum of \$218,596 to fund the increase in cost items relative to professional staff salaries and fringe benefits for the 2003-2004 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. The school board recommends this appropriation. The budget committee supports this article.

**Article 2 was moved by Kathleen de Lacy and seconded by Anita Moynihan.**

Douglas Cleveland gives a brief overview of the facts supporting the article. The budget impact of the article represents 2.84% of the increase to the budget.

Moderator Jim Belanger asks if there are any questions and calls for a vote on the motion. *The motion carried by card vote.*

### Article 3

To see if the school district will vote to raise and appropriate a sum of \$84,956 to fund the increase in cost items relative to support staff salaries and fringe benefits for the 2003-2004 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. Cost items increases in subsequent years will require approval of specific warrant articles at future District Meetings. The school board recommends this appropriation. The budget committee supports this article.

**Article 3 was moved by Harry Haytayan and seconded by Kathleen de Lacy.**

Douglas Cleveland gives a brief overview of the facts supporting the article. The increase requested in the article is the first year of a two-year support staff contract that was negotiated in conjunction with the cooperative school board. One major change is the percentage that the district will contribute for Health Insurance premiums which will be 75% for a family, 85% for a two person family and 90% for single individuals with a cap to the district of \$800 per month. Dental insurance was changed to increase the amount that the district contributes for policy premiums from \$55 to \$60 per month. Intermediate Income Protection was reduced from 80% to 60%. The definition of full-time was increased from 30 to 31 hours per week. The increase in base salaries would be 3% the first year and 4% the second year of the contract. The budget impact of the article represents 1.10% of the increase to the budget. Moderator Jim Belanger asks if there are any questions and calls for a vote on the motion. *The motion carried by card vote.*

### Article 4

To see if the school district will vote to raise and appropriate \$8,064,156 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. The school board recommends this appropriation. The budget committee supports this article. This appropriation does not include any of the other warrant articles.

**Article 4 was moved by Anita Moynihan and seconded by Harry Haytayan.**

Janet Listowich gives a brief presentation of the budget highlighting and explaining line items that increased or decreased greater than \$5,000. Items of increase are Language Arts, Computer Science, Special Education, Improvement of Instructional Services, Computer Supplies, Office of Superintendent, Office of Principal, Operations of the Plant, Employee Benefits. Items of decrease are Regular Instruction, English as a Second Language, Building and Grounds Supervisor, Bond Principal (Debt Service), and Bond Interest. The operating budget overall increased 1.41%. The total increase to the budget was 5.35% with the passing of Article 2 and Article 3. Moderator Jim Belanger asks if there are any questions and calls for a vote on the motion. *The motion carried by card vote.*

#### Article 5

To see if the school district will authorize the Hollis School District to access future year and federal catastrophic aid funds in the event that special education costs exceed budget limitations. The school board and budget committee recommend this article.

**Article 5 was moved by Kathleen de Lacy and seconded by Anita Moynihan.**

Douglas Cleveland stated that this is a housekeeping item to allow the district to accept funds in the event that special education costs exceed the budgeted amounts. Moderator Jim Belanger asks if there are any questions and calls for a vote on the motion. *The motion carried by card vote.*

#### Article 6

To change the hour at which the Hollis Elementary Schools open to 7:45 AM, to accommodate an 8:30 AM opening for the Hollis-Brookline cooperative schools (submitted by petition). The school board does not recommend this article. At posting time the budget committee has not taken a position on this article.

**Article 6 was moved by Ray Valle and seconded by Ken Merrithew.**

John Lumbard presents facts supporting the article. He states the changing sleep patterns of adolescents versus younger children as reason the change in starting times should be made. John references studies conducted in Minneapolis where the start times for older children was pushed back. At the end of his presentation, John moves that the article be tabled at the current time. Lorin Rydstrom seconds the motion to table. Moderator Jim Belanger calls for a vote on the motion to table Article 6. *The motion to table Article 6 carried by card vote.*

John Lumbard then conducts an informal vote to get the sense of how the audience feels about the change in start times within the district.

#### Article 7

To transact any other business which may legally come before said meeting. No motions were made to adopt this article for discussion.

Douglas Cleveland spoke to thank all parties who gave their time and support for the preparation of the budget and the budget process. He made special thanks to Steve and Lisa Schmalz for their time and efforts in getting a new playground installed at the Primary School.

Douglas closed with thanks going to the people assisting with the annual meeting and supervisors of the checklist.

Jim Belanger then asked for a motion to adjourn, which was made by Steve Simons and seconded by a number of voters present. The meeting was adjourned at 8:29 PM.

Respectfully submitted,  
Suzanne Shifflet, Hollis School District Clerk

# HOLLIS SCHOOL DISTRICT

	ACTUALS FY 2002-2003	ADOPTED FY 2003-2004	PROPOSED FY 2004-2005	BUD COMM RECOMMEND FY 2004-2005
1100 REGULAR INSTRUCTION	\$3,037,294	\$3,347,980	\$3,185,394	\$3,185,394
1200 SPECIAL EDUCATION	\$876,833	\$909,862	\$1,128,026	\$1,128,026
1260 ESL PROGRAM	\$22,783	\$14,422	\$19,335	\$19,335
1270 GIFTED AND TALENTED	\$0	\$0	\$0	\$0
1300 VOCATIONAL EDUCATION	\$0	\$0	\$0	\$0
1400 CO-CURRICULAR	\$0	\$0	\$0	\$0
2120 GUIDANCE	\$89,886	\$90,428	\$97,533	\$97,533
2130 HEALTH	\$84,992	\$90,027	\$96,404	\$96,404
2210 IMPROVEMENT OF INSTRUCTION	\$83,302	\$93,530	\$112,300	\$112,300
2220 EDUCATIONAL MEDIA	\$150,134	\$155,748	\$163,162	\$163,162
2310 SCHOOL BOARD EXPENSE	\$96,300	\$99,200	\$69,200	\$69,200



## HOLLIS SCHOOL DISTRICT

					BUD COMM
	ACTUALS	ADOPTED	PROPOSED		RECOMMEND
	<u>FY 2002-2003</u>	<u>FY 2003-2004</u>	<u>FY 2004-2005</u>		<u>FY 2004-2005</u>
2320 OFFICE OF SUPERINTENDENT	\$307,285	\$322,687	\$333,016		\$333,016
2400 OFFICE OF PRINCIPAL	\$367,707	\$385,245	\$392,867		\$392,867
2600 OPERATION OF PLANT	\$530,471	\$542,804	\$598,537		\$598,537
2700 TRANSPORTATION	\$235,002	\$238,047	\$243,041		\$243,041
2900 FRINGE BENEFITS	\$1,038,410	\$1,068,764	\$1,174,952		\$1,174,952
4300 ARCHITECTURE SERVICES	\$0	\$0	\$0		\$0
5100 DEBT SERVICE	\$784,633	\$758,464	\$732,649		\$732,649
5221 TRANSFER TO FOOD SERVICE	\$197,000	\$197,000	\$197,000		\$197,000
5222 TRANSFER TO SPECIAL PROJECTS	\$53,500	\$53,500	\$53,500		\$53,500
5230 TRANSFER TO CAPITAL PROJECTS	\$0	\$0	\$0		\$0
GRAND TOTALS	\$7,955,532	\$8,367,708	\$8,596,916		\$8,596,916



## HOLLIS SCHOOL DISTRICT REVENUE

	APPROVED BY DRA 2002-2003	APPROVED BY DRA 2003-2004	PROPOSED 2004-2005
REVENUE & CREDITS			
UNRESERVED FUND BALANCE	\$169,351	\$163,331	\$0
CATASTROPHIC AID	\$27,765	\$5,236	\$5,236
BUILDING AID	\$183,266	\$180,086	\$175,019
KINDERGARTEN AID	\$0	\$0	\$0
SCHOOL LUNCH	\$197,000	\$197,000	\$197,000
FEDERAL FUNDS	\$53,500	\$53,500	\$53,500
OTHER STATE/FEDERAL	\$0	\$0	\$0
OTHER LOCAL SOURCES	\$28,500	\$104,700	\$60,293
SALE OF BONDS	\$0	\$0	\$0
TRANSFER FROM CAPITAL PROJECTS FUND	\$0	\$0	\$0
EARNINGS ON INVESTMENTS	\$20,000	\$10,000	\$5,000
TOTAL REVENUE & CREDITS	\$679,382	\$713,853	\$496,048
DISTRICT ASSESSMENT	\$6,579,220	\$6,772,131	\$7,219,144
ADEQUACY AID	\$696,930	\$881,724	\$881,724
TOTAL APPROPRIATIONS	\$7,955,532	\$8,367,708	\$8,596,916

# HOLLIS SCHOOL DISTRICT

## Combined Statement of Revenues, Expenditures and Changes in Fund Balances

### All Government Fund Types

For the Fiscal Year Ended June 30, 2003

	General Fund	Special Revenue Funds	Capital Projects Funds	Total (Memorandum Only)
<b>Revenues</b>				
School District Assessment	\$ 4,241,916	\$ -	\$ -	\$ 4,241,916
Other Local	16,231	197,596	75	213,902
State	3,281,206	2,890		3,284,096
Federal		46,018		46,018
<b>Other Financing Sources</b>				
Proceeds of General Obligation Debt				
Operating Transfers In				
<b>Total Revenues and Other Financing Sources</b>	<b>7,539,353</b>	<b>246,504</b>	<b>75</b>	<b>7,785,932</b>
<b>Expenditures</b>				
<b>Current</b>				
Instruction	3,820,735	20,827		3,841,562
<b>Support Services</b>				
Student	180,154			180,154
Instructional Staff	245,439			245,439
General Administration	23,774			23,774
Executive Administration	307,285			307,285
School Administration	374,274			374,274
Operation and Maintenance of Plant	579,122			579,122
Student Transportation	230,665			230,665
Other	933,488			933,488
Non-Instructional Services		221,933		221,933
Facilities Acquisition and Construction		81,559	14,250	95,809
Debt Service	784,634			784,634
<b>Operating Transfers Out</b>				
<b>Total Expenditures</b>	<b>7,479,570</b>	<b>324,319</b>	<b>14,250</b>	<b>7,818,139</b>
<b>Excess of Revenues and Other Financing Sources Over Expenditures</b>	<b>59,783</b>	<b>(77,815)</b>	<b>(14,175)</b>	<b>(32,207)</b>
<b>Fund Balances - July 1</b>	<b>202,711</b>	<b>121,872</b>	<b>14,924</b>	<b>339,507</b>
<b>Fund Balances - June 30</b>	<b>\$ 262,494</b>	<b>\$ 44,057</b>	<b>\$ 749</b>	<b>\$ 307,300</b>

**HOLLIS SCHOOL DISTRICT****ACTUAL EXPENDITURES FOR  
SPECIAL EDUCATION PROGRAMS AND SERVICES**

RSA 32:11a \*

	<b>2001-2002</b>		<b>2002-2003</b>
<b>EXPENSES:</b>			
<b>SALARIES</b>	\$710,239		\$697,030
<b>BENEFITS</b>	\$142,048		\$139,406
<b>CONTRACTED SERVICES</b>	\$53,225		\$78,626
<b>TRANSPORTATION</b>	\$2,317		\$10,632
<b>TUITION</b>	\$82,182		\$101,252
<b>MATERIALS</b>	\$6,242		\$4,356
<b>EQUIPMENT</b>	\$4,521		\$7,924
<b>SUBTOTAL</b>	<u>\$1,000,774</u>		<u>\$1,039,227</u>
<b>REVENUE:</b>			
<b>CATASTROPHIC AID</b>	\$22,578		\$18,515
<b>IDEA</b>	\$78,454		\$67,362
<b>PRESCHOOL</b>	\$4,809		\$3,519
<b>SUBTOTAL</b>	<u>\$105,841</u>		<u>\$89,396</u>
<b>NET COST FOR</b>			
<b>SPECIAL EDUCATION</b>	<u>\$894,933</u>		<u>\$949,831</u>

\* Department of Education, Bureau of Special Education requires, under separate cover, an accounting of actual expenditures by the district for special education programs and services for the previous 2 fiscal years.

# HOLLIS SCHOOL DISTRICT

## COMBINED BALANCE SHEET

### All Fund Types and Account Group

June 30, 2003

	Governmental Fund Types			Fiduciary Fund Types	Account Group General	
	General	Special Revenue	Capital Projects	Trust and Agency	Long-Term Debt	Total
<b>Assets</b>						
Cash and Equivalents	\$70,790	\$36,622		\$30,077		\$137,489
Investments	200,613	18,952	61,573			281,138
<b>Receivables</b>						
Accounts						
Intergovernmental	8,597	32,831				41,428
Interfund Receivable	43,980					43,980
<b>Other Debts</b>						
Amount to be Provided for Retirement of General Long-Term Debt					3,203,042	3,203,042
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>\$323,980</b>	<b>\$88,405</b>	<b>\$61,573</b>	<b>\$30,077</b>	<b>\$3,203,042</b>	<b>\$3,707,077</b>
<b>LIABILITIES AND FUND EQUITY</b>						
<b>Liabilities</b>						
Accounts Payables	24,176	1,995				26,171
Accrued Payroll and Benefits	33,345					33,345
Intergovernmental Payable	3,965					3,965
Interfund Payable		42,353	1,627			43,980
Due to Student Groups				30,077		30,077
Compensated Absences Payable					140,000	140,000
General Obligation Debt Payable					3,063,042	3,063,042
<b>Total Liabilities</b>	<b>61,486</b>	<b>44,348</b>	<b>1,627</b>	<b>30,077</b>	<b>3,203,042</b>	<b>3,340,580</b>
<b>Equity</b>						
<b>Fund Balances</b>						
Reserved for Encumbrances	99,162					99,162
Reserved for Endowments						0
Reserved for Special Purposes			881			881
<b>Unreserved</b>						
Designated for Special Purposes		44,057				44,057
Undesignated	163,332		(132)			163,200
<b>Total Equity</b>	<b>262,494</b>	<b>44,057</b>	<b>749</b>	<b>0</b>	<b>0</b>	<b>307,300</b>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>\$323,980</b>	<b>\$88,405</b>	<b>\$2,376</b>	<b>\$30,077</b>	<b>\$3,203,042</b>	<b>\$3,647,880</b>

CERTIFICATE: This is to certify that the information contained in this report was taken from the official records and is complete and correct to the best of my knowledge and belief. The accounts are kept in accordance with Section 17 of Chapter 71-A of the Revised Statutes Annotated and regulation Chapter Rev 1100, Financial Accounting for Local Education Agencies on file with the Administrative Procedures Act, and upon forms prescribed by the Department of Revenue Administration.

Douglas Cleveland  
Janet Listowich

Kathleen de Lacy  
Anita Moynihan

Harry Haytayan

Kenneth L. DeBenedictis, EdD, Superintendent

The books and records of the Hollis School District have been audited by the CPA firm of Plodzik and Sanderson, Concord, NH



# **HOLLIS SCHOOL DISTRICT**

## **TEACHER ROSTER**

NAME	EXPERIENCE	ASSIGNMENT	COLLEGE	DEGREE
Gail	30	Principal, Hollis Primary	Nova Southeastern Univ.	Ed.D.
Carol Thibaudau	23	Principal, Hollis Upper	Johns Hopkins	M.S.
Candice Fowler	13	Assistant Principal	Antioch New England	M.Ed.
Karen	9	Grade 5	Rivier	M.Ed.
Allison Annand	15	Kindergarten	Wheelock College	B.S.
Gail Ansaldo	15	School Nurse	Keene State	B.A.
Brenda Arel	9	Grade 4	Lesley	M.Ed.
Gregory Ashley	17	Grade 3	Antioch New England	M.Ed.
Pamela Banks	19	Speech/Language Pathologist	U. Conn.	M.A.
Mary Lee Barnard	9	Guidance	Rivier	M.Ed.
Janice Beech	23	Math-Science Coordinator	Lesley	M.Ed.
Cheri Birch	2	Environmental science	Univ. Maine, Orono	B.S.
Richard Bothmer		Environmental science	North Texas State	M.Ed.
Sheryl Brown	7	Special Education	Rivier	M.Ed.
Susan Caron	17	Grade 5	Fitchburg	B.S.
Lisa Cassidy	6	Grade 4	UNH	M.Ed.
Lesha Colthart	18	Music	Western Conn. State	B.S.
Susan Connolly	10	Grade 5	NYU	M.A.
Patricia Connolly	13	Reading	Plymouth State	M.Ed.
Carol Cornell-Smith	5	Grade 2	Castleton	B.A.
Elizabeth (Penny) Currier	6	Grade 2	UNH	M.Ed.
Raymond Daneau	8	Guidance	Boston Univ.	M.Ed.
Monica Dapolito	2	Grade 5	Nova Southeastern Univ.	B.S.
Mary-Elizabeth Delacoe	4	Grade 1	Framingham State	B.S.
Sylvia Eggleston	31	Music	Syracuse Univ.	M.Ed.
Elaine Fallon	13	Kindergarten	Keene State	B.S.Ed.



Karen	Fischer	2	Grade 6	SUNY, New Paltz	M.S.T.
Robin	Fittin	10	Speech Pathologist	B.U. and Lesley	M.S.
Patricia	Flynn	7	Grade 6	Notre Dame College	M.Ed.
Joan	Fuller	11	Reading	Boston Univ.	Ed.M.
Brenda	Golia	7	Special Education	Plymouth State	M.Ed.
Gladys	Guzman	20	Spanish	Univ. Evangelica Boliviana	B.S.
Ethelind (Lindy)	Hanninen	19	Grade 4	Antioch New England	M.Ed.
Susan	Hoyt	8	Grade 6	American Intl. College	M.Ed.
Carole	Jackson	29	Grade 2	Worcester State	M.Ed.
Dennis	Kane	24	Kindergarten	Fitchburg State	M.Ed.
Christine	Kelley	8	Special Education	Framingham State	B.S.
Karen	Kelley	25	Grade 6	Antioch New England	M.Ed.
Eileen	Kidder	7	Grade 2	UNH	M.Ed.
Patricia	Kittredge	28	Grade 1	Suffolk Univ.	B.A.
Ellen	Lencsak	9	School Nurse	Rockland C.C.	R.N.
Priscilla	Levasseur	30	Grade 1	Rivier	M.Ed.
Sandra	Lindquist	9	Spanish	Andrews Univ.	B.A.
Cheryl	Linscott	33	Grade 4	Plymouth State	M.A.
Lynn	Lutz	15	School Psychologist/SAIF	Rivier	CAGS
Susan	Manigan	29	Grade 2	Fitchburg State	M.Ed.
Betty	Marshall	5	Special Education	Rivier	M.Ed.
Sandra	Martel	6	Grade 1	San Diego State	M.A.
Mary	Martin	16	Special Education	Simmons	M.A.T.
M. Frances	McBee	14	ESL Specialist	Notre Dame College	M.A.
Susan	Morelli	23	Speech/Language Pathologist	Northeastern	M.S.
Mary Jo	Naber	13	Grade 1	Towson Univ.	B.S.
Heather	Nelson	7	Reading	SUNY, Oneonta	B.A.
Jody	Nelson	22	Grade 3	Univ. Wisconsin	M.S.
Melissa	Nelson	3	Grade 6	Lesley	B.S.
MaryLou	Noonan	14	Grade 5	Kean College	B.A.
David	Olszewski	18	Physical Education	Rivier	M.Ed.
William	Olszewski	5	Occupational Therapy	UNH	B.S.

Cheryl	Paradis	28	Grade 3	Antioch New England	M.Ed.
Linda	Pellerin	30	Grade 5	Notre Dame College	M.Ed.
Marian	Pickowicz	15	Reading Specialist	North Adams State	B.S.
Lorraine	Plourde	8	Computer	Notre Dame College	B.A.
Alexander	Pope	3	Art	UNH	M.A.T.
Sarah	Proulx	3	Grade 3	UNH	M.Ed.
Ofelia	Range	2	Grade 6	U. Conn.	M.A.
Amye	Renaud	3	Grade 2	Rivier	B.A.
Gail	Rogers	10	Computer	Cambridge College	M.A.
Leslie	Russell	18	Art	RI School of Design	M.A.
Julie	Somorrostro	1	Grade 2	Roanoke College	B.A.
Judith	Schibanoff	11	Media/Library	So. Conn. State	B.L.S.
Debra	Stevens	31	Special Ed. Coordinator	Antioch New England	M.Ed.
Melanie	Tafe	2	Grade 5	UNH	M.Ed.
Elizabeth	Thorpe	7	Instrumental Music	U. Lowell	M. Music
Linda	Walsh	21	Language Arts Coordinator	U. Conn	M.A.T.
David	Ward	27	Grade 3	U. Mass., Boston	B.A.
Amy	Warren	1	Grade 6	UNH	B.A.
Ann Marie	Wellman	4	Grade 4	Univ. Dayton	B. Music
Thomas	Williamson	10	Physical Education	Springfield College	B.S.
Amy	Young	10	Kindergarten	Boston Univ.	M.Ed.
Mary Ann	Zagami	3	Grade 1	UNH	M.Ed.
Amy	Ziminsky	23	Grade 1	Antioch New England	M.A.
Ellen	Zorawowicz	21	Media/Library	Citadel	M.Ed.
Currently on Leave of Absence:					
Justyn	Gilbert	2	Grade 6	Rivier	B.A.
Mary Ann	Smith	24	Grade 2	Antioch New England	M.Ed.

# Hollis Elementary School Community

Administrative Team Report

2003 – 2004

## Hollis Primary School

36 Silver Lake Road

## Hollis Upper Elementary School

12 Drury Lane

Respectfully Submitted by Gail Paludi, Carol Thibaudeau, & Candice Fowler

*"When educators "put it all together" to improve their schools for enhanced student learning and success, they enjoy the greatest exhilaration that the profession can offer: bringing their entire expertise to bear on providing a first-rate education to all children. What could be more exciting than that? The satisfaction of making a difference in the lives of young people, of seeing them become successful, is what keeps educators in this demanding and at times [challenging] profession." Charlotte Danielson - Enhancing Student Achievement, 2002.*

We hope you enjoy reading about school curricula, student and staff accomplishments and some of the exciting events that support our efforts to engage and challenge every Hollis Elementary School student. As you read about some of our school community initiatives, it is our hope that we have communicated the "positive spirit" of education for you.

### Administration

Our school district has reorganized its Administrative Team this year to provide more support for students, parents, and staff. Each building now has its own principal with the support of a shared assistant principal.

### Academics

We continue to offer a strong academic program with an emphasis on differentiated instruction. Guided reading has become a focus in the language arts area. The use of this method will allow our teachers to further individualize reading instruction and help all learners become fluent and read for meaning. We have created a shared library with numerous sets of fiction and non-fiction books that help integrate reading across all areas. The *Everyday Math* series emphasizes higher level thinking strategies, which help our students to understand math concepts and link math skills to their everyday lives. Technology continues to be integrated into our classrooms in all areas. Classroom teachers work closely with our computer teachers to create lessons and projects that help students achieve the high state standards that NH has set for all children.

Students participate in a variety of academic testing experiences throughout the year. We utilize this information to evaluate programs, make curriculum changes, identify areas of focus, and monitor areas that are successful. We continue to benchmark reading levels for each grade and incorporate Reading Recovery methods to identify children in need of reading support. The New Hampshire Educational Improvement and Assessment Program (NHEIAP), in which 3<sup>rd</sup> and 6<sup>th</sup> graders participate each year, provides data to see how our programs align with the state's requirements for students. We are proud to report that our district NHEIAP scores rank the Hollis School District among the top 10 in the state. The 5<sup>th</sup> grade Terra

Nova results indicated that our students performed well above the national average with 86% of our students scoring in the top third of the nation.

**Foreign Language**

We have expanded our Foreign Language Program this year. Students in grades one through six have 2 lessons per week in Spanish. Through input from the community, research on best practices, and studies of other districts, the Hollis School District decided to offer one language. Our program results in language proficiency with production and comprehension of meaningful messages in a communicative setting as our goal.

**Activities**

Students continue to participate in numerous opportunities to broaden their horizons, learn new skills, and have fun. Yearbook committee, track, band, ski program, lunch-time concert series, Destination Imagination, First Lego League, Parks & Recreation team sports, Reading Camp, strings program, recess options, environmental camp, NE Mathematics League Competition, Spelling Bee, PTA Reflections Program, and the Presidential Physical Fitness Program are a sampling of our many offerings. We love to celebrate our cultural diversities and work closely with our PTA to provide many enriching activities/assemblies.

Special Awards

Throughout the year, we take time to celebrate and honor those who work tirelessly to distinguish our schools as successful hallmarks of excellence and this year, we honor Lindy Hanninen, grade 4 teacher, as the 2003 recipient of *Staff Development for Educators Journey Award*.

**Staffing Changes**

We are pleased to welcome the following new staff members to our community:

Gail Paludi - Principal at HPS	Elizabeth Thorpe - Instrumental Music Teacher
Candice Fowler - Assistant Principal	Amy Warren - Grade 6 Teacher
Monica Dapolito - Grade 5 Teacher	Nora Dunn - Special Educator Paraprofessional
Ofelia Range - Grade 6 Teacher	Paula Lockard - Special Educator Paraprofessional
Julie Somorrostro - Grade 2 Teacher	Jessica Sawyer - Special Educator Paraprofessional
Melanie TafeGrade 5 Teacher	Julie Taborne - Special Educator Paraprofessional
Sheila O'Donnell - Food Service Manager	Cindy Aikens - Special Educator Paraprofessional
Cheryl Hines - Cafeteria	Anne Cram - Special Educator Paraprofessional
Bernard Hirth - Custodian	Tina Langley - Special Educator Paraprofessional
Michael Twitchel - Custodian	Danielle Mock - Special Educator Paraprofessional
Kristen McTigue - Special Educator Paraprofessional	

The following staff members have changed positions at our schools:

Carol Thibaudeau - Principal at HUES	Elaine Fallon - Grade 2 Teacher
Lisa Cassidy - Grade 4 Teacher	Karen Kelley - Grade 6 Teacher



## A Message from the Superintendent of Schools,

Dear Parents and Residents,

It is with prideful pleasure that I report to you on the condition of our public schools. The Hollis Brookline Schools have enjoyed another year of success. The successes are due in large measure to the supportive systems we have in place. Some of these include: There are 13 SAU 41 Curriculum Task Committees assuring that curricula offerings align with State Department of Education Curriculum Frameworks and national standards. Instruction is supported by goals focused professional development and closely monitored and assessed by building administrators. State of the art technology is wide area networked and designed to support and integrate with curriculum and instruction. Our facilities with the exception of the middle school, which will be discussed at the March, 2004 Coop District Meeting, are either new or recently refurbished. They are designed to support quality instruction in warm and welcoming positive environments.

Parents and the greater community are most supportive of our efforts and work closely with the schools. Over the past few years all six schools were recipients of the New Hampshire Blue Ribbon Award for Volunteerism. This singular achievement acknowledges the thousands of hours of service that our parents provide. Beyond that, parents and residents in large numbers participate in our program information and curriculum overview discussions at all sites. Additionally, hundreds attend student performances, demonstrations and exhibitions while equal numbers attend the wide range of scheduled athletic contests.

Our nationally standardized and state organized assessments indicate that our children perform quite well. They distinguished themselves in the New Hampshire Educational Improvement and Assessment Program at grades 3-6-10 and demonstrated outstanding achievement in the Terra Nova, a nationally standardized assessment provided at grades 5 and 8. Our performance in the SAT's places us at the most competitive level in the state and speak to our students' preparation for college placement.

We are obviously pleased with the success of our students but that will not limit our efforts to improve in the future. Providing challenge for all through differentiation of instruction is significantly impacting our delivery and growth. Through continuing to analyze our assessment data and focusing instruction on identified needs, it is my expectation that student progress will improve even more.

You are invited to join us as we continue our exciting work. Please contact your school principals to discuss your interest. In the meantime, please accept my best wishes as we work together to support your child and encourage his/her growth.

Sincerely,

*Kenneth L. DeBenedictis, Ed.D.*  
Superintendent of Schools



## REPORT OF THE DIRECTOR OF CURRICULUM AND INSTRUCTION

This has been a busy and productive year for the Brookline, Hollis, and Hollis/Brookline Cooperative School Districts. My report will focus on curriculum and instruction, assessment, and professional development activities in our three districts.

In the area of curriculum, activities are ongoing in all of our thirteen committees. One key activity is the development of a common format for our curriculum guides. The purpose of a common format is to facilitate the process of translating the material in curriculum guides into effective instructional practices. Our long term goal is to have all our curriculum guides available on our websites, so that they are easily available to our citizens. This is an important and necessary process, and if we do it as well as I anticipate we will, the result will be clear, cogent, and user-friendly guides that will be useful for classroom teachers, and for citizens who wish to know what is educationally valued by our districts. I want to thank Denise Gravelle, SAU #41 secretary, and Rich Raymond, Hollis/Brookline Cooperative technology specialist, for their great assistance and support for this work.

We have worked extensively this year in the area of elementary instruction in foreign languages. We are fortunate here in Hollis and Brookline to be able to offer instruction to our younger students in this vital area. Research is clear that students acquire language most easily before age ten to twelve, and that knowledge of a second language also enhances performance in the native language. As we also know, we have become a global culture, and a second language promotes not only more comfort with languages, but also promotes knowledge of different cultures, and understanding and respect for different peoples.

Our goal in this work has been to assure that students from our elementary schools, whether from Brookline or from Hollis, have appropriate backgrounds when entering our cooperative middle school in seventh grade. As in so many aspects of life, there are several roads which can lead to the same destination. In this case, Hollis has chosen to focus on more in-depth work on a single foreign language (Spanish), and Brookline has chosen to introduce students to a variety of languages (Spanish, French, German, and Japanese). Because the middle school has the necessary flexibility in its seventh and eight grade programs, I am confident that students from both our elementary districts will flourish in their experiences with a second language. Our schools are among the very few schools in New Hampshire that offer this wonderful opportunity. I am especially appreciative of the work of the Foreign Language Curriculum Task Committee under the capable leadership of Linda Wheeler, Hollis/Brookline High School department chair and Laurie Wenger, Principal, Captain Samuel Douglass Academy.

In the area of assessment, I am pleased about our students' performance on the third, sixth and tenth grade New Hampshire tests (NHEIAP). In all our schools, the results were very strong, with our students performing at or near the top of any schools in the state. We were particularly pleased that, overall, the number of

students in the “novice” category has been reduced. This is a continuing goal for us, and we made good progress this year.

It is important to remember that, as good as this year’s NHEIAP results are, it is only one measure at one point in time, and gives no long term information on each student’s long-term growth. New Hampshire Education Commissioner Nicholas Donahue has said, “We need to also keep in mind that a single assessment is not a sufficient way of measuring a school’s success□ We need to move beyond the exclusive use of grades and standardized tests to evaluate students. A doctor would not just take a temperature to determine overall health. Similarly, one should not just look at test scores to determine the health of a school or district.

In evaluating the success of local schools, community leaders, parents, and educators need to consider items such as community involvement, attendance rates, graduation rates, the number of children pursuing further education after high school, and school environment indicators such as safe schools data and discipline records, and other relevant information.” It is our goal to develop the kind of rich and powerful assessment system that Commissioner Donohue envisions.

We have also had an active year in the realm of professional development. We continue to offer strong site-based professional development programs for our faculty and staff, in order to support the implementation of our curriculum and differentiated instructional practices. We are also expanding opportunities for integrated professional development activities across our districts. For example, this past summer we offered 32 technology workshops for all faculty in our districts, with an overwhelming level of response. I am particularly grateful to Joe Quinn, Hollis/Brookline Coop technology teacher, for his efforts to assure that these opportunities were made available.

As many of you know, Hollis/Brookline High School has received a major three year grant to enhance the integration of technology into our classrooms. Our Curriculum Innovation Team, Amy Bottomley, John Kittredge, Peggy LaBrosse, Lindsay Lankin, and Joe Quinn, (along with support from SAU #41 network administrator Dick Mehorn and technology specialist Rich Raymond) has been instrumental in using grant funds not only to purchase equipment, but to provide workshops such as those mentioned above. Last November, as the project manager, I was fortunate enough to be invited to a conference in Tampa, Florida, sponsored by the Plan for Social Excellence, Inc. (at their expense, I should add). At that conference I was able to make connections with other project managers around the country, a networking opportunity that will be very advantageous to us.

As a result of our work on this project, we have been asked to serve as a model site for other districts who are applying to become part of this national consortium. In addition, it may be possible in the future to expand this program into our middle school. While details on this exciting project are beyond the scope of this report, I would be happy to provide more in-depth information to anyone who wishes it.

I owe thanks and appreciation to dozens, perhaps hundreds, of faculty and staff in these endeavors. The districts' administrative teams have been extraordinarily receptive and supportive. Teachers, department heads, and curriculum coordinators have been instrumental in our progress in the areas I have described here. Our Superintendent, Ken DeBenedictis, and our School Board members have provided both leadership and support for these efforts. I cannot express how grateful I am to all these people. They make my work a joy.

In closing, I would like to share with you the thoughts of Roland Barth, an eminent and thoughtful educator, who has recently written a wonderful book entitled "Learning By Heart." In that book he writes articulately about the necessity and the characteristics of what he calls a "community of learners."

Barth writes, "A community of learners is both an ambitious, welcome vision and an empty promissory note. The vision is, first, that the school will be a *community*, a place full of adults and youngsters who care about, look after, and root for one another, and who work together for the good of the whole, in times of need and in times of celebration. Every member of the community holds some responsibility for the welfare of every other and for the welfare of the community as a whole. Schools face tremendous difficulty in fulfilling this definition of a community. More are organizations, institutions, or bureaucracies.

As if a community were not ambitious enough, a community of learners is ever so much more. Such a school is a community whose underlying culture is one of learning. The condition for membership in the community is that one learn, continue to learn, and support the learning of others. Everyone. A tall order to fill, and one to which all too few schools aspire and even fewer attain."

We have examples of the power of this idea all around us, and not only in our classrooms. Our track teams, for instance, illustrate this power. Just go to a track meet, and watch each and every participant, fastest or slowest, most skilled or least skilled, and listen to the encouragement each and every one of them receives. Watch the improvement each of our students make throughout a season. Watch them learn how work and effort and practice pay off. Watch them develop as a community and support each other. Watch the work of both the adults and the students.

This happens in our classrooms too, and it is magnificent to observe when it occurs. Barth's vision is a powerful one, and a terribly difficult one to embrace, but we have the ability here to do it. I believe that Hollis and Brookline are dedicated to this kind of aspiration, and I am grateful to be a part of such a noble endeavor.

Respectfully submitted,

Carol A. Mace, M.Ed., CAGS

## **Report of the Director of Special Education**

Although the last NH State Department of Education's onsite assessment of SAU 41 special education programs resulted in optimal ratings and commendations, the department has continued its ongoing improvement plans maximizing student access to all general curriculum, extra curricular activities as well as full participation in state and district standardized assessments. The department also continues its predominant focus on expanding specialized instructional programs across SAU 41 schools in addition to documenting annual and long-term student progress relative to their respective individualized intervention plans.

As departmental goals, staff training and ongoing improvements in our systematic remedial programs in reading, language arts, mathematics and study skills has further enhanced the overall depth of services within our districts. Congruent with the federal mandates of IDEA '97 and the New Hampshire Rules for the Education of Handicapped Students, School Administrative Unit (SAU) #41 coordinates a diversity of special education programs and related services to meet the unique needs of educationally identified students throughout Hollis and Brookline. This year the department is providing services for 297 students K-12 which constitutes approximately 11% of the total SAU41 student body. In addition, special developmental services are also provided for 31 preschool children, ages 3-5, as required by state guidelines.

The predominant goal of special education is to assure all children have an "appropriate educational experience." This means that when students have significant deficits in the learning process, resulting in significantly delayed achievement relative to their grade level, the school system provides a diversity of services to address those factors adversely impacting a student's academic performance. Such factors or educational deficits include specific learning disabilities in: reading decoding, reading comprehension, listening comprehension, written and oral expression, math reasoning and calculation as well as speech and language skills. Orthopedic, emotional and health confounds are also addressed by the department when they significantly impact the learning process.

Special education interventions are twofold: remedial services to enhance growth in the child's deficit area(s) and compensatory services to facilitate the student's successful engagement with his/her regular classroom instruction. For example, if a student has significant difficulty learning to read, the special services personnel provide both reading programs to enhance the child's reading skills as well as assistance to classroom experiences so that his/her acquisition of knowledge taught in the regular classes is not prevented by their learning difficulties.



The special education process involves numerous formal meetings accompanied by an extensive number of documents to assure the adherence to federal and state regulations. The department staff continue their success with the highest level of compliance with all state documents and procedural safeguards. As a result, each district has received its maximum entitlement for federal funds.

The special education budgets reflect all expenditures for in-district programs and related service therapies including staff salaries, instructional materials, evaluation and placement services, out-of-district tuition and specialized transportation costs. Some revenues are received annually to assist our districts in providing these specialized instructional programs. For the fiscal year 03/04, SAU 41 districts will receive approximately \$340,000 in federal IDEA funds. The department is also pleased to report that while SAU wide special education budgets have had moderate increases, the average cost per student remains below 1994-95 figures due to the quality and diversity of in-district services.

All SAU 41 special education staff are highly qualified and dedicated professionals who find great pleasure in servicing the children and families of the Hollis and Brookline communities.

Respectfully submitted,  
Robert R. Kelly, MA



## **Report of the Business Administrator**

School Administrative Unit #41, consisting of Brookline, Hollis and Hollis/Brookline Cooperative School Districts, has experienced another educationally successful year. As past history has taught us, when you have successful schools, growth is promoted in student and community populations. Consequently, we are no exception. We continue to grow, as do our operating budgets and physical facilities. We must provide the best we can to carry on the mission of our schools. Through responsibly fiscal controls, our SAU staff have contributed to these successes by providing detailed budget development to all boards and community, extremely successful audits of all school finances in Brookline, Hollis, the Cooperative and SAU #41, sound business practices and financial management of physical plant construction, renovation and more on-going streamlining of our food service program.

I continue to thank our hard-working professional and support staff and dedicated school boards, without whom our successes would not have been possible. Our districts continue to grow, as will our staff, in order to keep up with challenging financial charges. I would like to thank the communities of Brookline and Hollis for their continued support to make our schools places where the children of both communities receive an excellent education and prepare themselves to take their places in society as responsible, educated citizens.

Lee Ann Blastos  
Business Administrator



HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT  
ANNUAL REPORT  
for the Year Ending June 30, 2003

**School Officers**

**Hollis Brookline Cooperative School Board**

Mrs. Lou-Ann Parodi, Chair	Term Expires 2004
Mrs. Pamela Kirby	Term Expires 2004
Mr. Stephen Simons	Term Expires 2004
Mr. Timothy Bevins	Term Expires 2005
Mr. James McBride	Term Expires 2005
Mr. Thomas Enright	Term Expires 2006
Mrs. Betty B. Hall	Term Expires 2006

Mr. James Bélanger	Moderator	Term Expires 2004
Mrs. Julie Simons	Treasurer	Appointed 2001
Teresa Noel	Clerk	Appointed 2004

**Hollis Brookline Cooperative Budget Committee**

Mr. William Matthews	Chair	Term Expires 2005
Mr. Richard Bensinger		Term Expires 2004
Mr. Douglas Cecil		Term Expires 2004
Dr. David Golden		Term Expires 2004
Mr. Forrest Milkowski		Term Expires 2005
Mr. Timothy Hale		Term Expires 2006
Mr. Raymond Valle		Term Expires 2006

**SAU #41 Administration**

Dr. Kenneth L. DeBenedictis	Superintendent of Schools
Mrs. Carol A. Mace	Director of Curriculum and Instruction
Mrs. Lee Ann Blastos	Business Administrator
Mr. Robert R. Kelly	Director of Special Education

**Hollis Brookline Middle School**

Mrs. Patricia Lewis Goyette, Principal  
Miss Kimberly Rizzo, Assistant Principal

**Hollis Brookline High School**

Mr. Charles Flahive, Principal  
Mr. Robert Ouellette, Assistant Principal

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 HOLLIS BROOKLINE HIGH SCHOOL GYMNASIUM IN SAID DISTRICT ON THE THIRD DAY OF MARCH, 2004, AT SEVEN O'CLOCK IN THE EVENING TO ACT UPON THE FOLLOWING SUBJECTS.

1. To elect all necessary school district officers for the ensuing terms by official ballot on March 9, 2004.

Election of two (2) members of the School Board from Hollis for the ensuing three years.

Election of one (1) member of the School Board from Brookline for the ensuing three years.

Election of two (2) Budget Committee Members from Hollis for the ensuing three years.

Election of one (1) Budget Committee Member from Brookline for the ensuing three years.

Election of School District Moderator for the ensuing three years.

2. Petition Warrant Article - New Coop Middle School in Hollis

To see if the Hollis-Brookline Cooperative School District will vote to raise and appropriate the sum of \$10,900,000 for site development, construction and original equipping of a new Cooperative middle school on land, owned by the Hollis/Brookline Coop School District, in Hollis, on available land behind the current Coop High School. This sum to include fees and any items incident to and/or necessary for said construction, and said sum to be in addition to any federal, state, or private funds made available therefore, and to authorize the issuance of not more than \$10,900,000 of bonds or notes, in accordance with NH RSA 33 (Municipal Finance Act), and to authorize the Hollis-Brookline Cooperative School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; furthermore, to authorize the interest earned on the investment of these bond proceeds to be used for the above purpose. In addition, to raise and appropriate \$318,000 for the first year principal and interest payment on the bond. (Submitted by petition) The school board does not support this appropriation. The budget committee does not support this article. A two-thirds ballot vote is required.

3. Petition Warrant Article - Two COOP Middle Schools: New Middle School Brookline; Renovate Hollis

To see if the Hollis-Brookline Cooperative School District will vote to raise and appropriate the sum of \$9,769,279 for site development, construction and original equipping of a new Hollis-Brookline Cooperative middle school on land, owned by the Brookline School District and transferred to the Hollis-Brookline Cooperative School District, in Brookline, and for the renovation of the existing Hollis-Brookline Cooperative middle school in Hollis. This sum to include fees and any items incident to and/or necessary for said construction and renovation, and said sum to be in addition to any federal, state, or private funds made available therefore, and to authorize the issuance of not more than \$9,769,279 of bonds or notes, in accordance with NH RSA 33 (Municipal Finance Act), and to authorize the Hollis-Brookline Cooperative School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; furthermore, to authorize the interest earned on the investment of these bond proceeds to be used for the above purposes. In addition, to raise and appropriate \$282,533 for the first year principal and interest payment on the bond. (Submitted by petition) The school board does not support this appropriation. The budget committee does not support this article. A two-thirds ballot vote is required.

4. To see if the school district will vote to raise and appropriate the sum of \$7,980,000 (gross budget) for Hollis Brookline Middle School renovation/addition and to authorize the issuance of not more than \$7,980,000 of bonds or notes, in accordance with NH RSA 33 (Municipal Finance Act), and to authorize the school board to issue and negotiate such notes or bonds and to determine the rate of interest thereon. Furthermore to appropriate the sum of \$100,000 representing interest earned on the above bond proceeds to be used for the above purposes. And to raise and appropriate the sum of \$213,742 for the first interest payment on the bond or note. The school board recommends this appropriation. The budget committee supports this article. A two-thirds ballot vote is required.
5. To vote to authorize the school board to enter into a two-year lease agreement for the purpose of leasing three double unit portable classrooms and to raise and appropriate the sum of for the first year's payment for that purpose. This lease agreement contains an escape clause. The school board recommends this appropriation. The budget committee supports this article. The school board recommends this appropriation. The budget committee supports this article.
6. To see if the school district will vote to raise and appropriate the sum of \$68,000 for the purpose of set up and operation of three double unit portables and for an additional staffing costs of \$152,912. Total for this article is \$220,912. If the lease agreement article fails, this article cannot be brought forward and will be null and void. The school board recommends this appropriation. The budget committee supports this article.



7. To see if the school district will vote to amend the Articles of Agreement of the Hollis Brookline Cooperative School District to include an additional article, Article 15, as follows:

*To see if the school district will vote to amend the Articles of Agreement of the Hollis-Brookline Cooperative School District to add Article # 15 relating to the procedure that would be implemented in the event that the district desires to accomplish a reduction in the number of grades for which the district is responsible to provide educational services. If adopted the following would be added to the Articles of Agreement as Article # 15:*

**ARTICLE 15**  
**PROCEDURE FOR THE IMPLEMENTATION OF**  
**A REDUCTION IN GRADE**

Pursuant to RSA 195:16-a, the Hollis-Brookline Cooperative District hereby provides that a reduction in grades from 7-12 to 9-12 may be accomplished by the district in the following manner:

**A. Initial Vote**

The initial vote concerning the question of reduction in grades may be placed on the Warrant at any annual meeting of the district by any lawful means, which vote will determine whether the district wishes to initiate the process that will lead to a vote at the next annual or special district meeting to actually implement the reduction in grades. The Hollis Brookline Cooperative School Board will make the decision about whether the initial vote will occur at the Annual District Meeting or a special district meeting. This **initial vote** will require the steps identified below to be undertaken, all of which must be complied with prior to any **final vote** to accomplish the reduction in grades.

**B. Formation of the Grade Reduction Committee**

In the event of an affirmative vote by a simple majority of those present and voting at the annual district meeting considering the **initial vote**, the Board of the Hollis-Brookline Cooperative School District shall organize within 30 days a study committee which shall be known as the Grade Reduction Committee, consisting of eleven (11) members, selected in the following manner

The Hollis-Brookline Cooperative School District Board shall appoint two (2) active members of the Hollis-Brookline Cooperative School District, (one being a member of the Cooperative School

Board from Hollis and the other being a member from Brookline); and,

The Hollis School Board shall appoint two (2) representatives of the Hollis School Board; and,

The Brookline School Board shall appoint two (2) representatives of the Brookline School Board; and,

The respective Boards of Selectmen from the Towns of Hollis and Brookline shall appoint one (1) representative of their respective boards; and,

The Hollis Budget Committee, the Brookline Finance Committee, and the Hollis Brookline Cooperative Budget Committee shall appoint one representative of their respective boards.

### **C. Duties of the Grade Reduction Committee**

**1. Formulation and Content of Plan** The Grade Reduction Committee shall be responsible to study the process of grade reduction and formulate a plan for grade reduction that will provide for a plan relating to **both** financial and educational considerations which shall include the following:

- a. An educational plan containing the manner in which the provision of educational services to the 7<sup>th</sup> and 8<sup>th</sup> grade students of the Hollis and Brookline School Districts will be carried out if the reduction in grades ultimately occurs, including, without limitation, a timetable for the implementation of the educational plan; and,
- b. Identification of the facilities in which the provision of these services will occur; and,
- c. A financial plan containing the proposal for any distribution of assets and transfer of property that may be necessary to facilitate the provision of said educational services, including any adjustments that may be necessary to arrive at a fair and equitable distribution of assets and property jointly enhanced or acquired, including, without limitation, a timetable for the implementation of said financial plan.

**2. Information Requirements:** When considering the three criteria listed above, the Committee shall insure that the Plan contains, without limitation, the following minimum information:

- a. A detailed analysis of the financial consequence of the proposed grade reduction including the comparative costs of the current middle school and the proposed costs of the said program for the pre-existing districts.
- b. A summary of the history of capital expenditures jointly funded through apportionment by the pre-existing districts since the Cooperative School District was created relative to the Hollis Brookline Middle School. This should include identification of the impact of building aid and depreciation. Capital expenditures to date (March, 2004) are:
  - 1993 High School Renovation - \$1,135,000
  - 1999 Middle School Elevator Installation - \$85,000
  - 2003 Middle School Renovation - \$390,700Capital projects after March, 2004 will be added to this analysis.
- c. A detailed education plan for the reduced grades, (7<sup>th</sup> and 8<sup>th</sup>), which assures complete compliance with all NH DOE regulations, minimum standards requirements, and any other applicable regulatory standards that would apply to those grades.

**3. Plan Submission** Once the Committee has completed a Plan containing the foregoing and prior to submitting the Plan to the NH Board of Education in accordance with reference C - (2), the Committee shall conduct a public hearing regarding the Plan which hearing shall allow for public input. Notice of such hearing shall be given in the same manner as any public hearing of the Hollis-Brookline Cooperative School Board provided, further, however that copies of the proposed Plan shall be made public and available to the public at the office of SAU 41, at least 14 days prior *to* said hearing. Following such public hearing, the Committee, within 72 hours, shall determine the final form of the Plan.

**4. Time for Plan Preparation and Submission Process** The Plan shall be prepared and completed, with specific planning detailed by the preexisting districts to house and educate their grades K-8 children and the public hearing shall be held, within 120 days of the date of the formation of the Committee. Upon such completion the Plan, together with changes arising from the referenced public hearing, (if any), shall be submitted to the Hollis-Brookline Cooperative School Board, for their review and approval. Following

such approval, said plan shall be submitted, simultaneously, to the Hollis School Board, the Brookline School Board and the respective Boards of Selectmen of the Towns of Hollis and Brookline, the State Board of Education, the Hollis Brookline Cooperative School District Budget Committee, Hollis Budget Committee, and Brookline Finance Committee.

#### **D. Presentation of Plan for Final Vote to Legislative Body**

1. The Grade Reduction Committee shall present the completed Plan to the Hollis-Brookline Cooperative School Board which shall then prepare and present a warrant article for the approval of an annual or special district meeting seeking ratification of the Plan. While the Plan shall be considered at deliberation at said meeting, it shall not be capable of modification. The purpose of the final vote will be solely to determine whether, based on the information and particulars of the Plan as prepared, the voters of the Cooperative School District wish to proceed with the contemplated reduction in grades. A vote resulting in less than a majority results in return to the Grade Reduction Committee for additional deliberation with return within sixty (60) days to the continued special district meeting for a final vote. A negative vote will require submission of the grade reduction issue by the Cooperative School Board to the next District Meeting to determine if the district wants to continue planning for reduction.
2. Upon final approval of the annual or special district meeting, the grade reduction plan shall be submitted to the NH Board of Education for its approval. If the Plan as presented does not meet the approval of the NH Board of Education, the Grade Reduction Committee shall continue to work with the State Board to arrive at a suitable and agreeable plan which receives the eventual approval of the NH Board of Education.
3. If such **final vote** is in the affirmative, the Plan shall be implemented according to the timetables and conditions contained therein.

#### **E. Amendment of This Article**

In spite of the fact that only a simple majority vote is necessary to adopt the within article as an amendment to the Articles of Agreement, and notwithstanding any other language to the contrary in these Articles of Agreement, when and if the within Article concerning a reduction in grades is adopted, no modification or amendment of the same shall be implemented without securing a supermajority of favorable votes



of 2/3 of those present and voting on such amendment. The school board supports this article. The budget committee has not taken a position on this article.

8. To see if the school district will authorize the Hollis/Brookline Cooperative School District to access future year and federal catastrophic aid funds in the event that special education costs exceed budget limitations. The school board recommends this article. The budget committee supports this article.
9. To see if the school district will vote to raise and appropriate a sum of \$299,998 to fund the increase in cost items relative to professional staff salaries and fringe benefits for the 2004-2005 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. Cost item increases in subsequent years will require approval of specific warrant articles at future district meetings. The school board recommends this appropriation. The budget committee supports this article.
10. To see if the school district will vote to raise and appropriate a sum of \$87,721 to fund the increase in cost items relative to support staff salaries and fringe benefits for the 2004-2005 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. Cost item increases in subsequent years will require approval of specific warrant articles at future district meetings. The school board recommends this appropriation. The budget committee supports this article.
11. To see if the school district will vote to raise and appropriate \$13,480,911 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. The school board recommends this appropriation. The budget committee supports this article. This appropriation does not include any of the other warrant articles.
12. To see if the district will vote to raise and appropriate a sum of \$23,000 to initiate a Latin course at Hollis Brookline High School, including salary for the part-time teacher and materials. The program will begin in September 2004. The school board recommends this appropriation. The budget committee supports this article.
13. (Petition Warrant Article - Short Petition Article received first)  
To see if the Hollis-Brookline Cooperative School District will vote affirmatively to reduce the grades to 9 through 12 from the current 7 through 12. This is to be undertaken and executed as soon as possible pursuant to Article 15 of the Cooperative Articles of Agreement and/or applicable statute, whichever is



applicable. (Submitted by petition) The school board does not support this article. The budget committee has not taken a position on this article.

14. Petition Warrant Article – Hollis/Brookline Cooperative School District

To see if the school district will amend the Hollis/Brookline Cooperative Articles of Agreement to reduce the number of grades provided by the school district to grades 9-12, and to see if the school district will adopt the Plan provided below, pursuant to New Hampshire State Board of Education “Policy for Cooperative School District To Implement Increase and Decrease in Grades” adopted 21 January 2004.

**Background:** The Hollis/Brookline Cooperative School District was established in 1992 to educate the students from Hollis and Brookline in grades 7-12. Prior to forming the coop there had been discussion of forming a larger cooperative school district which would also have included Amherst and Mt. Vernon. In forming the Hollis/Brookline Cooperative School District, the voters opted for smaller, more local schools. At the time there were approximately 200 students in the Junior High (now termed Middle School) and 400 students in the High School.

More recently the increasing population of Hollis and Brookline has caused the size of the coop schools to nearly double. Looking forward, the Cooperative School Board is proposing to increase the core capacity of the Middle School to 800 students with an initial capacity of 550 students.

The intent of this article is to return to the earlier concept of smaller more local schools by returning the 7<sup>th</sup> and 8<sup>th</sup> grades to Hollis and Brookline School Districts in which the Hollis student population for 7<sup>th</sup> and 8<sup>th</sup> grades would be approximately 350 and Brookline’s would be approximately 200.

**The Plan for Decrease of Grades 9-12 for the Hollis/Brookline Cooperative School District**

1. The effective date for the decrease in grades is 30 June 2005.
2. The Hollis School District will continue to educate all Hollis and Brookline 7<sup>th</sup> and 8<sup>th</sup> grade students in the existing facility, which will be the Hollis Middle School, using the current educational program, with modifications as they may from time to time adopt. It is anticipated that the Brookline School District will at some time in the near future provide a facility, the Brookline Middle School, and educational program for the education of Brookline 7<sup>th</sup> and 8<sup>th</sup> graders. Until the Brookline Middle School is available, the Brookline School District shall pay tuition costs to the Hollis School District based on Average Daily Membership and 2% per annum of capital costs incurred after 30 June 2005. The Brookline School District shall

provide the Hollis School District notice of not less than ten (10) months of its intent to withdraw its students from the Hollis Middle School.

3. Distribution of Assets and Transfer of Property

- At the time of reduction in grades the Hollis School District shall assume remaining capital debt associated with the current Middle School from the Hollis/Brookline Cooperative School District.
- At the time of the reduction in grades, the current Middle School reverts in ownership to the Hollis School District.
- At such time as the Brookline 7<sup>th</sup> and 8<sup>th</sup> graders are withdrawn from the Hollis Middle School, the Hollis School district shall pay to the Brookline School District an equable portion of the capital expenditures undertaken by the Hollis/Brookline Cooperative School District prior to the reduction in grades. These expenditures currently include:

- a) 1993 High School Renovation – \$1,135,000
- b) 1999 Middle School Elevator Installation – \$85,000
- c) 2003 Middle School Renovation – \$380,000

The portion to be paid to the Brookline School District shall

- a) exclude that portion of the capital expenditure reimbursed by state aid,
  - b) shall consider the capital expenditure depreciated at 5% per year, and
  - c) shall be based on the Brookline apportionment for each of the years during which the capital expenditure was being expended or, if a loan, repaid.
4. At such time as the Brookline 7<sup>th</sup> and 8<sup>th</sup> graders are withdrawn from the Hollis Middle School, moveable assets such as books, furniture and equipment, but not renewable supplies, acquired by the Cooperative School District prior to the reduction in grades, shall be apportioned between the Hollis Middle School and the Brookline Middle School, or such other terms of compensation as mutually agreed between the parties at the time, based on Average Daily Membership of each of the districts in the year prior to the reduction in grades.

### **School District Grade Reduction Committee**

Within thirty (30) days of the approval of this article the moderator shall appoint a Grade Reduction Committee of the school district to oversee the approval of the grade reduction plan. This Grade Reduction Committee shall be responsible to submit the Plan to the New Hampshire State Board of Education along with the Cooperative School Board's recommendations; and subsequently to modify the Grade Reduction Plan, as required, in response to the State Board of Education review. Following approval of the Grade Reduction Plan by the state Board of Education, the Committee shall initiate the appropriate process for voter approval. If the plan has

been modified, the approval process shall include a public hearing on the revised plan, which hearing shall allow for public input. Copies of the revised plan shall be made public and available to the public at the SAU 41 office at least 14 days prior to said hearing. Following such public hearing, the Committee shall then prepare and present a warrant article for the approval of an annual or special district meeting seeking ratification of the Plan. While the Plan shall be considered at deliberation at said meeting, it shall not be capable of modification. The purpose of the final vote will be solely to determine whether, based on the particulars of the Plan as modified through discussion with the State Board of Education, the voters of the Cooperative School District wish to proceed with the contemplated reduction in grades. In the case of a vote resulting in less than a simple majority the committee shall further modify the plan and continue the approval process. If such **final vote** is in the affirmative, the Plan shall be implemented according to the timetables and conditions contained therein.

In appointing the Grade Reduction Committee the moderator shall request

- Two representatives from the Cooperative School Board, one from Hollis and one from Brookline
- Two representatives from the Hollis School Board
- Two representatives from the Brookline School Board
- One representative each from the cooperative budget committee, the Hollis budget committee, and the Brookline finance committee.

The moderator shall also appoint one citizen from Hollis and one from Brookline to serve on the committee for a total of 11 members. (Submitted by petition) The school board does not support this article. The budget committee has not taken a position on this article.

#### 15. Petition Warrant Article – Supermajority

[This petition warrant article proposes that all future amendments to the Articles of Agreement for the Hollis/Brookline Cooperative School District require a supermajority (two-thirds) vote, instead of a simple majority. The Coop was established by a process that included separate approval votes in each town to form the coop. Since the Articles of Agreement are the foundation of the coop, amending the Articles of Agreement should require more than a simple majority. In a two town coop, the larger town could unilaterally change the Articles of Agreement to benefit itself at the expense of the smaller town. Requiring a supermajority provides a reasonable level of assurance that the proposed amendment to the Articles of Agreement is really in the best interest of the entire coop.]

To see if the Hollis Brookline Cooperative School District will vote to amend the Articles of Agreement of the Hollis Brookline Cooperative School District



by deleting Article 11 as it is currently written and substituting a new Article 11 as follows:

“These articles of agreement may be amended by the Hollis/Brookline Cooperative School District, consistent with the provisions of RSA 195:18 III(i), except that no amendment shall be effective unless the question of adopting such amendment is submitted at a Cooperative School District meeting to the voters of the District after reasonable opportunity for debate in open meeting, and unless a supermajority (two-thirds) of the voters of the District who are present and voting shall vote in favor of adopting such amendment. Furthermore, no amendment to these articles shall be considered except at an annual or special meeting of the Cooperative School District and unless the text of such amendment is included in an appropriate article in the Warrant for such a meeting.”

It shall be the duty of the Cooperative School Board to hold a public hearing concerning the adoption of any amendment to these articles of agreement at least ten (10) days before such annual or special meeting and to cause notice of such hearing and the text of the proposed amendment to be published in a newspaper or newspapers having general circulation in the District at least fourteen (14) days before such a hearing.” (Submitted by petition) The school board does not support this article. The budget committee has not taken a position on this article.

#### 16. Petition Warrant Article (Alternating District Meeting location)

To see if the Hollis Brookline Cooperative School District will vote to amend the Articles of Agreement to add the following language to Article 2: That the location of the Hollis Brookline Cooperative School District Annual Meeting alternate between the towns of Hollis and Brookline. Monthly meetings of the Hollis-Brookline Cooperative School Board will alternate on a monthly basis between the towns of Hollis and Brookline. (Submitted by petition) The school board does not support this article. The budget committee has not taken a position on this article.

#### 17. Petition Warrant Article

To see if the Hollis-Brookline Cooperative School District will vote to:

- A. Raise and appropriate the sum of \$20,000 for increased busing costs related to a change in school hours, and
- B. Direct the Cooperative School Board to begin each school day no earlier than 8:15 AM.

These measures will not become effective unless the Hollis and Brookline School districts vote to accommodate the change in the coop school hours, by altering the

hours of the elementary schools in Hollis and Brookline. (Submitted by petition)  
The school board does not support this article. The budget committee has not  
taken a position on this article.

18. 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 fourth day  
of February, 2004.

Lou-Ann Parodi, Chair  
Timothy Bevins  
Thomas Enright  
Betty B. Hall  
Pamela Kirby  
James McBride  
Stephen Simons  
SCHOOL BOARD

A true copy of the warrant - Attest:

Lou-Ann Parodi, Chair  
Timothy Bevins  
Thomas Enright  
Betty B. Hall  
Pamela Kirby  
James McBride  
Stephen Simons  
SCHOOL BOARD



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 HOLLIS BROOKLINE  
HIGH SCHOOL (HOLLIS) AND CAPT. SAMUEL DOUGLASS ACADEMY  
(BROOKLINE) IN SAID DISTRICT ON THE NINTH DAY OF MARCH, 2004,  
AT SEVEN O'CLOCK IN THE MORNING, RESPECTIVELY, TO ACT UPON  
THE FOLLOWING SUBJECTS.

1. To choose two members of the School Board (from Hollis) for the ensuing three years.
2. To choose one member of the School Board (from Brookline) for the ensuing three years.
3. To choose two Budget Committee Members (from Hollis) for the ensuing three years.
4. To choose one Budget Committee Member (from Brookline) for the ensuing three years.
5. To choose a School District Moderator for the ensuing three years.

Given under our hands and seals at said Hollis, New Hampshire on this fourth day  
of February, 2004.

Lou-Ann Parodi, Chair

Timothy Bevins  
Thomas Enright  
Betty B. Hall  
Pamela Kirby  
James McBride  
Stephen Simons  
SCHOOL BOARD

A true copy of the warrant - Attest:

Lou-Ann Parodi, Chair  
Timothy Bevins  
Thomas Enright  
Betty B. Hall  
Pamela Kirby  
James McBride  
Stephen Simons  
SCHOOL BOARD

**Hollis/Brookline Cooperative School District Annual Meeting**  
**Hollis/Brookline High School**  
**March 5, 2003**  
**7:00 p.m.**

Hollis/Brookline Cooperative School District Board Members

Lou Ann Parodi, Chair  
Tim Bevins  
Marygrace DiGiacinto  
Tom Enright  
Pam Kirby  
Jim McBride  
Steve Simons

Hollis/Brookline Cooperative School District Budget Committee Members

Bill Matthews, Chair  
Richard Bensinger  
Doug Cecil  
Harry Haytayan  
Forrest Milkowski  
Ray Valle

Hollis/Brookline Cooperative School District Moderator

Jim Belanger

Hollis/Brookline Cooperative School District Clerk

Mary Kay MacFarlane

SAU #41 Administration

Dr. Kenneth L. DeBenedictis  
Lee Ann Blastos  
Robert R. Kelly  
Carol Mace

Moderator Jim Belanger calls the meeting to order at 7:03 pm

Moderator Belanger introduces students who sing National Anthem.

Moderator Belanger introduces NH State Representatives.

Moderator Belanger introduces assistant moderator Jim Squires.

Moderator Belanger introduces Coop Budget Committee.

Moderator Belanger introduces Lou Ann Parodi, who introduces Coop School Board member and SAU members.

Moderator introduces NH State Senator Jane O'Hearn who gives 2 minute speech

Moderator reviews the rules with the audience for this evening's meeting and lists the order in which the articles will be brought to the floor:

- Article 2 – New School proposal
- Article 3 – Renovation proposal
- Article 10 –Transportation budget
- Article 4 – School Repairs
- Article 5 - Easements
- Article 6 – Catastrophic Funds
- Article 7 – Professional staff sal.
- Article 8 – Support staff salaries
- Article 9 – Operating budget

Moderator Belanger brings Article 2 to the floor for action.

Doug Cecil makes a motion to change the order of the articles and take up Article 3 before Article 2. Forrest Milkowski seconds the motion. The motion carries.

Moderator Belanger calls for a vote: 106 yes, 251 no. 2/3 majority required. The motion is defeated.

Moderator Belanger reads Article 2:

To see if the Hollis/Brookline Cooperative School District will vote to raise and appropriate the sum of \$13,425,000 for site development, construction and original equipping of a new Cooperative middle school on land, owned by the Brookline School District, in Brookline. This sum to include fees and any items incident to and/or necessary for said construction, and said sum to be in addition to any federal, state or private funds made available therefore, and to authorize the issuance of not more than \$13,425,000 of bonds or notes, in accordance with NH RSA 33 (Municipal Finance Act), and to authorize the Hollis/Brookline Cooperative School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; furthermore, to authorize the interest earned on the investment of these bond proceeds to be used for the above purpose. In addition, to raise and appropriate \$300,000 for the first year principal and interest payment on the bond (submitted by petition). The school board does not support this appropriation. The budget committee does not support this article. A two-thirds ballot vote is required.

Moderator Belanger reminds the audience that this article exceeds the 10% cap of RSA 32 (Municipal Budget Act).

Don Edson makes a motion to bring Article 2 to the floor. Eric Pauer seconds the motion.

Don Edson makes a motion to amend Article 2 to read as follows: To see if the Hollis/Brookline Cooperative School District will vote to raise and appropriate the sum of \$9,718,000 for site development, construction and original equipping of a new Cooperative middle school on land, owned by the Brookline School District, in Brookline. This sum to include fees and any items incident to and /or necessary for said construction, and said sum to be in addition to any federal, state, or private funds made available therefore, and to authorize the issuance of not more than \$9,718,000 of bonds or notes this year, in accordance with NH RSA 33 (Municipal Finance Act), and to authorize the interest earned on the investment of these bonds proceeds to be used for the above purpose. In addition, to raise and appropriate \$235,999 for the first year principal and interest payment on the bond. (Submitted by Petition). The motion is seconded by Dexter Decker.

Don Edson, Eric Pauer, Ron Young and Ernie Hudziec make the presentation on the amended Article 2.

A lengthy discussion ensued.

Ray Vallee moves the question. Rich Besinger seconds the move. Motion carries by majority card vote.

A vote is taken on motion to amend Article 2. Motion is defeated. Article 2 reads as originally submitted.

Mort Goulder make a motion to vote on Article 2 and Article 3 all day March 6<sup>th</sup>. Eric Pauer seconds the motion.

Kathy deLacy moves the question. Rich Bensinger seconds the move. Motion is carries by majority card vote.

A vote is taken and the motion is defeated.

Eric Pauer makes a motion for an all day vote on March 6<sup>th</sup> 7am-6pm for Article 2. The motion is seconded by Dexter Decker.

A lengthy discussion ensued.

Sue Heard moves the question. Ray Vallee seconds the move. Motion carries by majority card vote.

A vote is taken and the motion is defeated.

Ron Young makes a motion to table Article 2. The motion is seconded by Eric Pauer.

Discussion ensued.

Kathy Lewis moves the question. Ray Vallee seconds the move. The motion carries by majority card vote.

A vote is taken and the motion is defeated.

Moderator Belanger opens the polls to vote on Article 2 as originally worded at 8:26 pm.

Moderator Belanger asks to continue the meeting at 8:55 pm. with discussion of Article 3.

Steve Simons, Pat Goyette and Bill Matthews give the presentation on Article 3.

Polls close at 9:30 p.m. on Article 2.

Moderator Belanger announces the vote on Article 2: 121 yes, 704 no. Article 2 is defeated.

Moderator Belanger reads Article 3:

To see if the school district will vote to raise and appropriate the sum of \$8,550,000 (gross budget) for Hollis/Brookline Middle School renovation/addition and to authorize the issuance of not more than \$8,550,000 of bonds or notes, in accordance with NH RSA 33 (Municipal Finance Act), and to authorize the school board to issue and negotiate such notes or bonds and to determine the rate of interest thereon. Furthermore to appropriate the sum of \$100,000 representing interest earned on the above bond proceeds to be used for the above purposes. And to raise and appropriate the sum of \$220,644 for the first interest payment on the bond or note. The school board recommends this appropriation. The budget committee supports this article. A two-thirds vote is required.

Steve Simons makes a motion to bring Article 3 to the floor. The motion is seconded by Lou Ann Parodi.

A lengthy discussion ensued.

Kathy deLacy moves the question. Moderator Belanger denies the request.

Tom Enright challenges Moderator Belanger.

A majority card vote was taken to see if Moderator Belanger was out of order. 343 yes, 255 no.

Motion to move the question by Kathy deLacy seconded by audience.



A majority card vote was taken 290 yes, 340 no. The motion is defeated.

Betty Hall moves to amend the motion on the floor (Article 3) to read as follows: To appropriate the sum of \$2,908,080 for the Hollis/Brookline Middle School renovations and to authorize the issuance of not more than \$2,908,080 of bond and notes and to authorize the school board to issue and negotiate such notes and bonds for a maximum term of five years and to determine the rate of interest thereon. Furthermore to appropriate the sum of \$424,772 for the first years interest and principal payment on the bond note. The motion is seconded by Ernie Hudziec.

Betty Hall and Dexter Decker give presentation on amended Article 3.

A lengthy discussion ensued.

Sue Heard moves the question. The move is seconded by audience. Motion carries by majority card vote.

Petition for secret ballot is received by Moderator Belanger.

Moderator Belanger calls for a ballot vote on amended Article 3.

Moderator Belanger announces the vote on amended Article 3. 185 yes, 420 no. The motion is defeated.

Mort Goulder makes a motion to have an all day vote on Article 3 on March 6<sup>th</sup> from 7am to 6pm. The motion is seconded by Lorin Rydstrom.

Discussion ensued.

Mort Goulder amends his motion for an all day vote on Article 3 to include tonight until everyone votes and tomorrow, March 6<sup>th</sup> from 7am to 6 pm.

A vote is taken. 300 yes, 244 no. The motion carries.

Audience member moves to close debate on Article 3. The motion is seconded by Eric Pauer.

A vote is taken. The motion carries by majority card vote.

Steve Schmalz makes a motion to keep the polls open until 7:00pm on March 6<sup>th</sup>. Dexter Decker seconds the motion.

A vote is taken. The motion carries by majority card vote.

Melinda Willis moves to do no other business this evening other than to vote.  
Lorin Rydstrom seconds the motion.

A vote is taken. The motion carries by majority card vote.

The polls are opened and the meeting is adjourned until March 6<sup>th</sup> at 7:00pm.

Respectfully Submitted,

Mary Kay MacFarlane

**Hollis/Brookline Cooperative School District Annual Meeting**  
**Hollis/Brookline High School**  
**March 6, 2003**  
**7:00 p.m.**

Hollis/Brookline Cooperative School District Board Members

Lou Ann Parodi, Chair  
Tim Bevins  
Marygrace DiGiacinto  
Tom Enright  
Pam Kirby  
Jim McBride  
Steve Simons

Hollis/Brookline Cooperative School District Budget Committee Members

Bill Matthews, Chair  
Richard Bensinger  
Doug Cecil  
Harry Haytayan  
Forrest Milkowski  
Ray Valle

Hollis/Brookline Cooperative School District Moderator

Jim Belanger

Hollis/Brookline Cooperative School District Clerk

Mary Kay MacFarlane

SAU #41 Administration

Dr. Kenneth L. DeBenedictis  
Lee Ann Blastos  
Robert R. Kelly  
Carol Mace

Moderator Jim Belanger closes the polls at 7:01 pm

Moderator Belanger calls the meeting to order at 7:25 pm.

Moderator Belanger introduces students who sing National Anthem.

Lou Ann Parodi gives thanks to Marygrace DiGiacinto for her service to the Coop Board and presents her with a print of Hollis.

Moderator Belanger brings Article 5 to the floor and reads it:

To see if the school district will authorize the school board to convey an access, drainage and sidewalk easement on the west side of Route 122 as shown on the Route 122 sidewalk plan of the Town of Hollis. The school board recommends this article. The budget committee has not taken a position on this article.

Lou Ann Parodi makes a motion to take up Article 5. Tom Enright seconds the motion. The motion carries by majority card vote.

Tom Enright moves Article 5, Lou Ann Parodi seconds.

Tom Enright makes a presentation on Article 5.

A vote is called on Article 5. A majority card vote is taken. Article 5 is approved.

Moderator Belanger announces the vote on Article 3. Article 3 is defeated. 1083 yes, 617 no. Article 3 is defeated by 39 votes.

Doug Cecil makes a motion to reconsider Article 3. The motion is seconded by Lou Ann Parodi.

A lengthy discussion ensued.

Moderator Belanger calls for a majority card vote. 170 yes, 140 no. The motion carries. Article 3 will be reconsidered.

A motion is made to reconsider Article 3 on March 17<sup>th</sup> at the H/B High School at 7:00 pm by Doug Cecil. The motion is seconded by the audience. A majority card vote is taken. The motion carries.

A motion is made to table all articles until March 17<sup>th</sup> by Lorin Rydstrom. The motion is seconded by the audience. A majority card vote is taken. The motion is defeated.

A motion is made to reconsider Article 3 on March 15<sup>th</sup> at 9:00 am by Ernie Hudziec. The motion is seconded by audience. A majority card vote is taken. The motion is defeated.

A lengthy discussion ensued.

John Lombard make a motion to take Article 10 out of order and make it the next order of business. The motion is seconded by the audience. A majority card vote is taken. The motion carries.

Moderator Belanger reads Article 10:

To increase the transportation budget, up to a maximum of \$55,000, for the purpose of changing the schedule of the Hollis-Brookline Cooperative schools to accommodate a later opening; ideally 8:30 AM. This budget increase shall only become effective if the Hollis and Brookline Elementary schools agree to adjust their schedules in a manner that allows the Coop Schools to open after 7:45 AM. (submitted by petition). The school board does not recommend this appropriation. The budget committee does not support this request.

Moderator Belanger brings Article 10 to the floor.

A motion is made by John Lumbard to move Article 10. The audience seconds the motion.

John Lumbard makes a presentation on Article 10.

A lengthy discussion ensued.

Kathy Lewis moves the question. Janet Listowich seconds the motion. A majority card vote is taken. The motion carries.

Article 10 is called to a vote. The motion is defeated.

Tom Enright makes a motion to take up Article 6 out of order. Lou Ann Parodi seconds the motion. A majority card vote is taken. The motion carries.

Jim McBride makes a motion to act on Article 6. The motion is seconded by Marygrace DiGiacinto.

Moderator Belanger reads Article 6:

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

Moderator Belanger calls Article 6 is called to a majority card vote. The motion carries.

Tom Enright makes a motion to take up Article 4 after reconsideration of Article 3. The motion is seconded by Tim Bevins. A majority card vote is taken. The motion carries.

Tom Enright moves Article 7. Pam Kirby seconds the motion.

Moderator Belanger reads Article 7:



To see if the school district will vote to raise and appropriate a sum of \$288,026 to fund the increase in cost items relative to professional staff salaries and fringe benefits for the 2003-2004 school year which resulted from good faith negotiations with the professional staff, and which represents negotiated increase over last year's salaries and fringe benefits. Cost items increase in subsequent years will require approval of specific warrant articles at future district meetings. The school board recommends this appropriation. The budget committee does not support this article.

Tim Bevins presents Article 7.

Discussion ensued.

Article 7 is called to a majority card vote. The motion carries.

Steve Simons moves to restrict reconsideration of Article 7. The motion is seconded by Doug Cecil. A votes is taken. The motion carries.

Tom Enright moves Article 8. Lou Ann Parodi seconds the motion.

Moderator Belanger reads Article 8:

To see if the school district will votes to raise and appropriate a sum of \$107,200 to fund the increase in cost items relative to support staff salaries and fringe benefits for the 2003-2004 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. Cost items increase in subsequent years will require approval of specific warrant articles at future district meetings. The school board recommends this appropriation. The budget committee supports this article.

Lou Ann Parodi gives a presentation on Article 8.

Moderator Belanger calls Article 8 is called to a majority card vote. The motion carries.

Roger Saunders makes a motion to table the remaining articles, Article 9 and 11, until after reconsideration of Article 3. The motion is seconded by Eric Pauer. A majority card vote is taken. The motion carries. 130 yes, 72 no.

Steve Simons moves to adjourn until March 17<sup>th</sup>. Tim Bevins seconds the motion. A majority card vote is taken. The motion carries.

Respectfully Submitted,

Mary Kay MacFarlane

**Hollis/Brookline Cooperative School District Annual Meeting**  
**Hollis/Brookline High School**  
**March 17<sup>th</sup>, 2003**  
**7:00 pm**

Hollis/Brookline Cooperative School District Board Members

Lou Ann Parodi, Chair  
Tim Bevins  
Marygrace DiGiacinto  
Tom Enright  
Pam Kirby  
Jim McBride  
Steve Simons

Hollis/Brookline Cooperative School District Budget Committee Members

Bill Matthews, Chair  
Richard Bensinger  
Doug Cecil  
Harry Haytayan  
Forrest Milkowski  
Ray Valle

Hollis/Brookline Cooperative School District Moderator

Jim Belanger

Hollis/Brookline Cooperative School District Clerk

Mary Kay MacFarlane

SAU #41 Administration

Dr. Kenneth L. DeBenedictis  
Lee Ann Blastos  
Robert R. Kelly  
Carol Mace

Moderator Belanger calls meeting to order at 7:03pm.

Pledge of Allegiance

Order of Articles

Article 9  
Article 3  
Article 4  
Article 11

Moderator Belanger addresses meeting. This is an adjourned meeting from March 6<sup>th</sup>. The March 6<sup>th</sup> meeting brought out emotions and comments which really do not belong at an orderly town meeting. Despite an attempt to pre-empt such contention, emotions overcame reason and everyone lost as a result. Since that meeting, there have been numerous phone calls to my home, letters to the editor in local news media and promises of motions and actions to be taken at tonight's meeting.

At the March 6<sup>th</sup> meeting, there were several "Points of Order" made to the moderator which were not really points of order but merely an expression of displeasure because the meeting was not going according to the individual's liking. A point of order is made by a voter when he or she feels that an action taken is wrong and needs to be corrected before any other business gets conducted. A point of order is made when the mover wants to halt the meeting and change direction.

Robert's Rules are used as a guide. This has been the case in Hollis Town Meetings and in Hollis-Brookline Cooperative District Town Meetings ever since I can remember. The moderator, with agreement from the voters, conduct the meetings to the best of his/her ability and decides on the conduct of the meeting as issues arise. The moderator is a person that is well versed in the conduct of Town Meetings both from personal experience, attendance at Moderator Workshops put on by the State of NH and by studying Robert's Rules of Order and more specifically, the State of NH Moderator handbook which discusses the conduct of NH Town and School District meetings. The two documents do not always agree as the NH document was written with what has become the accepted practice within the State over years of Town Meetings. There are those who consider themselves parliamentarians and who feel they know better. There comes a time when one has to decide if the moderator is taking a course of action tht is different that expected but still correct or if that course of action is dead wrong. If one feels it is dead wrong and not an option open to the moderator, one should challenge the action or ruling. If, however, that action or ruling is within the prerogative of the moderator, who has a huge leeway in the conduct of the meeting, then one should learn to live with the fact that things are not going their way. If this becomes routine and the moderator often takes a course of action that is not to the liking of most voters, then elect a new moderator. Challenges and points of order every five minutes are not in keeping with an orderly meeting and may result in a determination that a person who continually disrupts the meeting is out of order.

In keeping with that, I expect nobody to be standing in the back of the room. Everyone should be seated. Chit Chatting during the meeting is disruptive. I have been informed by several people that they heard some making loud remarks and foul comments to others which I could not hear. Shame on those who are witness to such behavior and who do not bring it to the attention of the moderator or one of the poll officers. By ignoring such behavior, you contribute to disorder.

Now, I have been approached by several voters, some I don't know and some who are friends. I have been asked to waive the 2 minute ruling on comments that this body adopted so that they might make longer addresses to you. If the two minute rule was good last week, it should be good tonight and I am sorry to disappoint but I will do my usual warning of time expiration at two minutes and then use my judgment as to whether to interrupt or let someone conclude their remarks in the next 15 seconds. However, I reserve the right to do that and do not need to be reminded that a person's time is up by the members of the audience.

I have received phone calls that indicate my ruling, at the start of the first night of this meeting, that a motion to table article 2 or 3 would require a 2/3 vote will be challenged. We don't need to start out this night's meeting with challenges and attempts to change the format of the meeting with the challenges and established at the beginning. In respect for those who feel that a majority vote was enough to reconsider – results in a majority vote being enough to table, – I will say this. I have looked at the NH Moderator's guide book and the Robert's Rules of Order. The motion to table is dealt with in two different ways in each publication. It is clear to me that a motion to table an article to a different time when it is expected to be taken off the table requires only a majority vote. However, any motion to table (which is not debatable, by the way) which intends to stop action on an article indefinitely and end debate on it always requires a 2/3 vote. Unknown to most, the motion to "Move the Question" which ends debate and is itself not debatable, requires a 2/3 vote. Any time the voters are asked to give up their right of debate or further input; a 2/3 vote is required as it limits a voter's opportunities.

Now, this brings us to tonight's business. As we left the last meeting on March 6, we were addressing the warrant articles and the next one to be addressed was Article 9. This is the budget article and is not affected by action on Article 3 or Article 4.

If we follow our process, Article 9 should be taken up next followed by Article 3 for it's reconsideration and then Article 4. If we choose to change the order in which these articles are to be taken up, we need a 2/3 vote to do so. If we don't do that, we will undoubtedly debate Article 3 until late in the evening no matter what the conclusion and then possibly push action on Article 9 to another night even if reconsideration on Article 3 is defeated. I do not advise taking this course of action.

With respect to Article 3. Emotions are high, opinions are varied and we might be here for a very long time if we don't try and keep to the subject. We should not be talking about the vote that has been taken, was passed and we should deal with what we have at this point and not on what should have been. There are three ways to go on this article.

1. Vote on it as printed
2. Amend it and vote.
3. Table it.



Since the meeting of the 6<sup>th</sup>, the members of the Cooperative District School Board have discussed options among themselves but, since no meeting could be posted, could not take official action. Before this meeting tonight, they did get together, however, and the School Board chair will tell us about that meeting. I ask you to place your displeasure at past actions aside with respect to what happened on March 6<sup>th</sup> and think of the good of the District and its children. Listen to the School Board, provide them with direction on where to go from here. Article 3 is still a school board motion so, listen to them with regard to Article 3 and let's move on.

If you feel there is merit in this course of action, I would suggest the following: Let's bring up Article 9 to the floor and deal with it. Then, let's take up Article 4 and possibly pass that in the affirmative on the condition that action on Article 3 ends in a complete defeat. I will help you word that motion, should that be your pleasure. Then we move to restrict reconsideration on Article 4 through Article 10. This would leave only Article 3 and 11 (which does not authorize an appropriation) open for the remainder of this evening's meeting. We could then discuss, amend, table and otherwise act on Article 3. If it comes to that, we can open the polls on Article 3 for 1.5-2 hours this evening and bring this District meeting to a close after the results are announced. Even if an all day vote is the result, the meeting can be adjourned after that vote is counted by anyone in attendance and not have to reconvene another night to announce the vote and adjourn the meeting. We can do this if we act on Article 9 and 4, restrict reconsideration and have only Article 3 and 11 left over. We can act on Article 11 during or after the vote on 3.

Your cooperation on getting this done is required.

Lou Ann Parodi addresses meeting.

Moderator Belanger brings Article 9 to the floor.

Moderator Belanger reads Article 9: To see if the school district will vote to raise and appropriate \$12,795,997 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. The school Board recommends this appropriation. This appropriation does not include any of the other warrant articles.

A motion to move Article 9 by Tom Enright. Second by Tim Bevins.

Tom Enright gives presentation on Article 9.

Bill Matthews gave the tax impact of Article 9. Ray Valle gave a minority opinion from the budget committee.

Mort Goulder makes motion to amend budget to add \$100,000 to budget for Technology. Steve Lewis seconds the motion.



Discussion ensued.

A majority card vote is taken. The motion is defeated.

A motion is made by Kathy O'Sullivan to add \$15,000 to the budget to cover the cost of professional services related to the development of a community outreach program.. Seconded by Sue Heard. Kathy O'Sullivan spoke to her amendment.

Discussion ensued

Move the question Melinda Willis. Seconded by Ray Valle. A majority card vote was taken to end debate. The motion carried and debate has ended.

A majority card vote was taken on Kathy O'Sullivan's amendment to add \$15,000 to the budget. The motion is defeated.

Moderator Belanger calls Article 9 to a majority card vote. The motion carries in the affirmative.

A motion to bring Article 4 before Article 3 by Anne Caldwell. Second by Rich Bensinger.

Moderator Belanger says that Article 4 is next item and does not need a motion.

Moderator Belanger brings Article 4 to the floor.

Moderator Belanger reads Article 4: To see if the school district will vote to raise and appropriate a sum of \$395,700 to fund the necessary repairs of the Hollis Brookline Middle School and to purchase replacement furniture and equipment. Repair projects totally \$365,700 includes roof and boiler replacement, installation of air circulation equipment and removal of carpeting in several classrooms and replacement with vinyl tile. The \$30,000 balance in article covers the cost of replacement classroom furniture and audio-visual equipment. The school board recommends this appropriation. The budget committee supports this article. In the event that Article 2 or 3, pass this article will be withdrawn.

Motion to act on Article 4 by Tom Enright. Second by Tim Bevins.

Motion to amend Article 4 by increasing the budget by \$70,000 to \$465,700 for the purpose of a community survey, improved security at the Farley building and enclosing the fire escape at the Farley building by Tom Enright. Second by Lou Ann Parodi.

A lengthy discussion ensued.

Dana Albrecht moves the question. Seconded by Jerry Walsh. A majority card vote is taken. The motion is carried in the affirmative.

Dana Albrecht challenges the vote. Seven audience members agreed with this challenge. A hand count was done. 409 yes and 259 no.

Move to table Article 4 by Harry Rogers. Second by Mike Harris. A majority card vote was taken. Motion was declined.

Art Brunage moves the question. 2<sup>nd</sup> audience member seconds motion. Motion carried and debate has ended.

Moderator Belanger called for a secret vote on Article 4.

Mr. Gardener makes a motion to table Article 11 which states to transact any other business which may legally come before said meeting. The motion is seconded by a member of the audience. A majority card vote was taken. Motion carried in the affirmative.

Voting closed on Article 4 9:40 pm.

Move to restrict reconsideration on Articles 4-11 by Tom Enright. Second by Lou Ann Parodi. A majority card vote was taken. Motion carried.

Moderator Belanger announces the vote on Article 4. 620 yes, 145 no.

Sue Heard makes a motion to amend Article 3 to be \$2,918,000 in a ten-year bond. Second by Kathy Lewis.

Discussion ensued.

Kathy James moves to vote tonight and all day tomorrow from 7-7 pm on Article 3. The audience seconded the motion.

Lou Ann Parodi requests a caucus for the School Board from Moderator Belanger. The moderator grants the caucus.

Discussion ensued.

A presentation was given by Betty Hall on Sue Heard's motion to amend Article 3 to \$2,918,000.

A lengthy discussion ensued.

Sue Heard amends her motion to be \$2,908,000. The amendment excludes the \$10,000 for the study

Steve Harley moves he question of voting tonight and tomorrow. Jerry Walsh seconds the motion. A majority card vote is taken. The motion carries in the affirmative.

Moderator Belanger calls for vote on the amendment to Article 3. A majority card vote is taken. 250 yes, 356 no. The motion is defeated.

A motion to table Article 3 by Lorin Rydstrom. Second by Eric Pauer. A majority card vote is taken. 422 yes, 96 no.

A motion to rescind the all day vote and adjourn the meeting by Lorin Rydstrom . Seconded by Ray Valle. A majority card vote was taken. The motion carries in the affirmative.

Respectfully Submitted,

Mary Kay MacFarlane

## HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT

				BUD COMM
	ACTUALS	ADOPTED	PROPOSED	RECOMMEND
	FY 2002-2003	FY 2003-2004	FY 2004-2005	FY 2004-2005
1100 Regular Instruction	\$3,935,174	\$4,201,276	\$4,437,925	\$4,437,925
1200 Special Education	\$1,140,624	\$1,465,783	\$1,446,181	\$1,446,181
1260 ESL Program	\$42,512	\$43,531	\$43,531	\$43,531
1270 Gifted & Talented	\$2,904	\$2,200	\$1,200	\$1,200
1300 Vocational Education	\$95,273	\$89,032	\$94,232	\$94,232
1400 Co-Curricular	\$262,770	\$318,275	\$337,736	\$337,736
1600 Adult Community Education	\$0	\$10,000	\$10,000	\$10,000
2120 Guidance	\$331,343	\$415,292	\$405,910	\$405,910
2130 Health	\$82,900	\$93,640	\$95,281	\$95,281
2210 Improvement of Instruction	\$154,923	\$132,925	\$170,275	\$170,275
2220 Educational Media	\$189,675	\$207,175	\$204,301	\$204,301
2310 School Board Expense	\$41,096	\$38,045	\$26,845	\$26,845
2320 Office of Superintendent	\$336,038	\$382,666	\$423,012	\$423,012
2400 Office of Principal	\$622,103	\$657,200	\$693,841	\$693,841
2600 Operation of Plant	\$817,712	\$815,662	\$826,638	\$826,638
2700 Transportation	\$300,733	\$307,030	\$345,239	\$345,239
2900 Fringe Benefits	\$1,486,223	\$1,812,122	\$2,078,605	\$2,078,605
4200 Site Improvement Services	\$0	\$0	\$0	\$0
4300 Architecture Services	\$9,813	\$0	\$0	\$0
4600 Building Improvement Services	\$0	\$0	\$0	\$0
5100 Debt Service	\$1,655,521	\$1,715,065	\$1,294,533	\$1,294,533
5221 Transfer to Food Service	\$411,658	\$379,704	\$421,026	\$421,026
5222 Transfer to Special Revenue	\$256,098	\$104,600	\$124,600	\$124,600
5230 Transfer to Special Projects	\$394,175	\$465,700	\$0	\$0
GRAND TOTALS	\$12,569,268	\$13,656,923	\$13,480,911	\$13,480,911

# HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT

	APPROVED	APPROVED	
	BY DRA	BY DRA	PROPOSED
REVENUE & CREDITS	2002-2003	2003-2004	2004-2005
Unreserved Fund Balance	\$ 31,578	\$ 71,584	\$ -
Driver Education	4,000	4,000	4,000
Catastrophic Aid	34,817	4,488	4,488
Building Aid	536,667	573,166	611,637
Child Nutrition	348,914	379,704	421,026
Earnings on Investments	20,000	15,000	15,000
Student Activities	14,000	14,000	14,000
Other Local Sources	53,300	27,728	28,299
Bond Refinance "OTO"	0	212,010	0
Ruth Wheeler Trust Fund	600	600	600
Hollis Trust Fund	5,600	5,600	5,600
PFSE Private Foundation Grant	0	60,000	50,000
Federal Funds	80,200	86,500	116,500
Sale of Bonds	650,000	0	0
Private Citizen Contributions	196,704	188,352	0
TOTAL REVENUE & CREDITS	\$ 1,976,380	\$ 1,642,732	\$ 1,271,150
DISTRICT ASSESSMENT	9,136,137	10,253,915	10,449,485
ADEQUACY AID	1,649,301	1,760,276	1,760,276
TOTAL APPROPRIATIONS	\$ 12,761,818	\$ 13,656,923	\$ 13,480,911



# HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT

## Combined Statement of Revenues, Expenditures and Changes in Fund Balances

### All Government Fund Types

For the Fiscal Year Ended June 30, 2003

	General Fund	Special Revenue Funds	Capital Projects Funds	Total (Memorandum Only)
<b>Revenues</b>				
School District Assessment	\$ 6,429,661	\$ -	\$ -	\$ 6,429,661
Other Local	269,420	497,623	18,760	785,803
State	4,993,650	14,540		5,008,190
Federal		81,785		81,785
<b>Other Financing Sources</b>				
Proceeds of General Obligation Debt			650,000	650,000
Operating Transfers In	5,362	929		6,291
<b>Total Revenues and Other Financing Sources</b>	<b>11,698,093</b>	<b>594,877</b>	<b>668,760</b>	<b>12,961,730</b>
<b>Expenditures</b>				
<b>Current</b>				
Instruction	5,547,820	139,580		5,687,400
Support Services				
Student	394,928	6,500		401,428
Instructional Staff	363,912			363,912
General Administration	41,096			41,096
Executive Administration	336,038			336,038
School Administration	622,103			622,103
Operation and Maintenance of Plant	827,525			827,525
Student Transportation	300,733			300,733
Other	1,486,223			1,486,223
Non-Instructional Services		421,990		421,990
Facilities Acquisition and Construction			394,175	394,175
Debt Service	1,655,521		196,704	1,852,225
<b>Total Expenditures</b>	<b>11,575,899</b>	<b>568,070</b>	<b>590,879</b>	<b>12,734,848</b>
<b>Excess of Revenues and Other Financing Sources Over Expenditures</b>	<b>122,194</b>	<b>26,807</b>	<b>77,881</b>	<b>226,882</b>
<b>Fund Balances - July 1</b>	<b>51,706</b>	<b>100,180</b>	<b>363,353</b>	<b>515,239</b>
<b>Fund Balances - June 30</b>	<b>\$ 173,900</b>	<b>\$ 126,987</b>	<b>\$ 441,234</b>	<b>\$ 742,121</b>

# HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT

Combined Balance Sheet  
All Fund Types and Account Group  
June 30, 2003

	Governmental Fund Types				Fiduciary Fund Types	Account Group	Total (Mem o-randum Only)
	Special Revenue			Capital Projects	Trust and Agency	General Long-Term Debt	
	General						
ASSETS AND OTHER DEBITS							
Assets							
Cash and Equivalents	\$ 161,161	\$ 126,915	\$ 119	\$ 160,322	\$ -	\$	448,517
Investments	56,007		461,619				517,626
Intergovernmental Receivable	21,448	13,886		229,827			265,161
Interfund Receivable	22,398						22,398
Other Debits							
Amount to be Provided for the Retirement of General Long-Term Debt					11,111,689		11,111,689
TOTAL ASSETS AND OTHER DEBITS	\$ 261,014	\$ 140,801	\$ 461,738	\$ 390,149	\$ 11,111,689	\$	12,365,391
LIABILITIES AND EQUITY							
Liabilities							
Accounts Payable	\$ 26,932	\$ 5,070	\$ 276	\$ -	\$	\$	32,278
Accrued Payroll and Benefits	56,217						56,217
Intergovernmental Payable	3,965						3,965
Interfund Payable		53	20,228	2,117			22,398
Due to Student Groups				160,322			160,322
Deferred Revenues		8,691					8,691
General Obligation Bonds Payable					10,293,986		10,293,986
Capital Lease Payable					37,703		37,703
Compensated Absences Payable					780,000		780,000
Total Liabilities	87,114	13,814	20,504	162,439	11,111,689		11,395,560

	Governmental Fund Types			Fiduciary		Account Group	
	General	Special Revenue	Capital Projects	Fund Types		General	Total (Mem o-randum Only)
				Trust and Agency	Debt		
Equity							
Fund Balances							
Reserved For Debt Service			180,796				180,796
Reserved For Encumbrances	102,315		200,123				302,438
Reserved For Endowments				227,710			227,710
Reserved For Special Purposes			60,315				60,315
Unreserved							
Designated For Special Purposes		126,987					126,987
Undesignated	71,585						71,585
Total Equity	173,900	126,987	441,234	227,710	0		969,831
TOTAL LIABILITIES AND EQUITY	\$ 261,014	\$ 140,801	\$ 461,738	\$ 390,149	\$ 11,111,689	\$ 12,365,391	

CERTIFICATE

This is to certify that the information contained in this report was taken from the official records and is complete and correct to the best of my knowledge and belief. The accounts are kept in accordance with Section 17 of Chapter 71-A of the Revised Statutes Annotated and regulation Chapter Rev 1100, Financial Accounting for Local Education Agencies on file with the Administrative Procedures Act, and upon forms prescribed by the Department of Revenue Administration.

Timothy Bevins  
Thomas Enright  
Betty Hall  
Pamela Kirby

James McBride  
Lou-Ann Parodi  
Stephen Simons

Kenneth L. DeBenedictis, Ed.D., Superintendent

The books and records of the Hollis Brookline Cooperative School District have been audited by the CPA firm of Plodzik and Sanderson, Concord, NH.

HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT		
ACTUAL EXPENDITURES FOR		
SPECIAL EDUCATION PROGRAMS AND SERVICES		
RSA 32:11a *		
	2001-2002	2002-2003
<b>EXPENSES:</b>		
SALARIES	\$ 845,384	\$ 938,596
BENEFITS	168,777	212,588
CONTRACTED SERVICES	118,524	113,979
TRANSPORTATION	51,029	50,115
TUITION	271,883	178,775
MATERIALS	5,109	10,097
EQUIPMENT	5,039	2,171
OTHER	185	203
<b>SUBTOTAL</b>	<b>\$ 1,465,930</b>	<b>\$ 1,506,524</b>
<b>REVENUE:</b>		
CATASTROPHIC AID	\$ 32,995	\$ 32,643
IDEA	94,175	112,961
<b>SUBTOTAL</b>	<b>\$ 127,170</b>	<b>\$ 145,604</b>
<b>NET COST FOR</b>		
<b>SPECIAL EDUCATION</b>	<b>\$ 1,338,760</b>	<b>\$ 1,360,920</b>
* Department of Education, Bureau of Special Education requires, under separate cover, an accounting of actual expenditures by the district for special education programs and services for the previous 2 fiscal years.		



# HOLLIS BROOKLINE MIDDLE SCHOOL

## TEACHER ROSTER

NAME	EXPERIENCE	ASSIGNMENT	COLLEGE	DEGREE
Patricia Lewis	Goyette	Principal	UNH	M.E.d.
Kimberly Rizzo	8	Assistant Principal	Rivier	CAGS
Dairde Adams	24	School Nurse-Health	UNH	B.S.
Eileen Ball	19	Media-Library	URI	M.A.
Claudia Banks	2	Spanish	Superior en Lenguas Vivas No. 1 de Rosario (Argentina)	B.A.
Margaret Beale	24	Social Studies	Syracuse Univ.	M.L.S.
David Bond	23	Science	U. Mass.	M.A.
Gayle Bottcher	28	Physical Education	U. Bridgeport	M.S.E.d.
Stephen Capraro	11	Social Studies	St. Anselm College	B.A.
Jennifer Christman	2	Special Education	Keene State	B.S.-B.A.
Carolyn Cicciu	31	English	Mt. St. Mary College	M.A.
Jeanne Cleveland	24	Biology	Northeastern Univ.	M.E.d.
Glenn DePine	18	Instrumental Music	Eastern Michigan Univ.	B.S.
Claudia Dufresne	16	Reading	Fitchburg State	M.E.d.
Carolyn Evans	25	Science	Boston Univ.	B.S.
Paula Fordin	3	Mathematics	Univ. Lowell	B.S.
Kathleen Greenfeder	6	Special Education	Rutgers	B.A.
Christine Grief	5	Guidance	American Grad. School Intl. Mgmt	M.A.
Joseph Gruce, III	8	Computer	Plymouth State	M.E.d.
Margaret Gruppiso	26	English	Duquesne Univ.	M.A.
Katrina Hall	3	Mathematics	U. Mass., Amherst	B.A.
Patricia Hecht	20	Psychoeducational Evaluator	Rivier	B.A.
			Michigan State Univ.	Ph.D.



NAME	EXPERIENCE	ASSIGNMENT	COLLEGE	DEGREE
Timothy	1st Year Teacher	French	William s College	B.A.
Carolyn	14	English	Keene State	B.S.
Dean	27	Mathematics	Rivier	M.Ed.
Ronald	20	Physical Education-Health	UNH	M.S.
Janet	9	Spanish	Regis College	B.A.
Jacqueline	31	Reading	Westfield State College	M.A.
Barry	18	Social Studies	Framingham State	M.A.
Melanie	24	Special Education	Rivier	M.Ed.
Holly	4	English	U. Conn	M.A.
Rosemary	26	Mathematics	Northeastern Univ.	B.A.
Jeanne	27	Guidance	Northeastern Univ.	M.Ed.
Christine	5	Special Education	Fitchburg State	M.Ed.
Sandra	14	Art	UNH	B.S.
Paul	24	Technology Education	Fitchburg State	M.Ed.
Louise	32	French	Rivier	M.Ed.
Teresa	1	Mathematics	Univ. Lowell	B.S.
Bharti	10	Family & Consumer Science	Univ. of Baroda	M.S.
Jeanne	3	Special Education	Fitchburg State	B.S.
Patricia	14	Reading	Worcester State	B.S.
Charles	34	Social Studies	UNH	M.Ed.
Erin	1st Year Educator	Student Assistance/Health	UNH	B.S.
Sharon	38	Music	Penn. State	B.S.
Leave of Absence				
Karen	7	Special Education	Rivier	M.Ed.
Ingrid	2	Special Education	UNH	B.A.

# HOLLIS BROOKLINE HIGH SCHOOL

## TEACHER ROSTER

Name	Experience	Assignment	College	Deg
Charles Flahive	46	Principal	Boston Univ.	M.Ed.
Richard Manley	25	Assistant Principal	Northeastern	M.A.
Robert Ouellette	8	Assistant Principal	Suffolk University Law School	J.D.
Nicole Adamson	3	Physical Education	NH College	M.B.A.
Rebecca Balfour	11	Social Studies	Keene	B.S.
Dorothy Ball	20	Mathematics	Beloit College	B.S.
Donald Boggis	21	Phys. Ed./Wellness	Nova Southeastern Univ.	M.A.
Amy Bottomley	4	Special Education	Plymouth State	B.S.
Barbara Boucher	14	Media-Library	Bethany College	B.A.
John Boucher	5	Physics	URI	M.I.S.
Jodi Callinan	1	Student Assistance Program Coord.	U. Mass, Lowell	M.Ed.
Jon Cannon	1	Social Studies	Rivier	M.Ed.
Luis Castro	21	Spanish	UNH	M.A.T.
Rodney Clark	12	Science-Biology	Rivier	M.A.
Steven Connors	4	Science	Fitchburg State	M.Ed.
Bonnie DelSignore	12	Mathematics	Rivier	B.A.
Vina Duffy	20	Mathematics	Brown Univ.	B.A.
Roderick Ferland	36	Music	Keene State	B.Ed.
Michael Fox	37	English	Boston Univ.	M.A.
Kerry Gangeri	6	Guidance	Middlebury	M.A.
Timothy Girzone	1	Physical Education - Wellness	Notre Dame College	M.Ed.
Jennifer Given	1st Year Teacher	Social Studies	UNH	B.S.
Kathryn Gortham	3	Family and Consumer Science	SUNY, Stonybrook	B.A.
Christine Haight	11	Special Education	Colorado State Univ.	B.S.
Elizabeth Hanscom	4	Spanish	Rivier	M.Ed.
			Holy Cross	B.A.

# HOLLIS BROOKLINE HIGH SCHOOL

## TEACHER ROSTER

Name	Experience	Assignment	College	Deg
Erin Lin	4	Science English	Lawrence Univ. UNH	B.A.
Mark	12	Mathematics	Univ. VA	M.A.T.
Mary Kelley	18	Guidance	Rivier	B.S.
Deborah	23	English	UNH	M.Ed.
John	7	Anatomy-Physiology	Suffolk Univ.	B.A.
Elias	31	Physical Education	Keene State	M.Ed.
Amy	40	Guidance	Rivier	B.Ed.
Peggy LaBrosse	4	Chemistry	Iona	M.Ed.
Lindsay	27	School to Careers Coordinator	Temple Univ.	M.S.
Sandra Lindquist	21	Spanish	Andrews Univ.	M.A.
Brigitte MacMillan	9	Art-Photography	Rivier	B.A.
Brian Maynard	6	Science, Physics	Suffolk Univ.	B.A.
M. Frances McBee	33	ESL Specialist	Notre Dame College	M.Ed.
Judith McDaniel	14	Mathematics	Rivier	M.A.
Kathie McGowan	1	Special Education	Eastern Illinois Univ.	M.B.A.
Helen Melanson	15	Social Studies	Dartmouth	B.S.
Katherine Melanson	33	Chemistry	Stonchill College	M.A.
Richard Melillo	1	Psychotherapist	Antioch New England	B.S.
Joel Mitchell	13	Social Studies	Dartmouth	M.A.
Susan Mooers	37	Mathematics	Univ. Southern Maine	M.A.
Richard Nagy	6	Mathematics	St. John's Univ.	M.S.
J. William Neller II	25	Social Studies	UNH	M.A.T.
Melissa Oliver	28	English-Social Studies	UNH	B.A.
Lina Pepper	1	Art	Plymouth State	B.A.
Stuart Pepper	6	Social Studies	Nene College of Higher Ed., UK	B.S.
Stacey Plummer	14	Mathematics	Univ. Rochester	B.A.
	9			

# HOLLIS BROOKLINE HIGH SCHOOL

## TEACHER ROSTER

Name	Experience	Assignment	College	Deg
Craig	9	Guidance	Univ. Rochester	M.S.
Joseph	20	Computer Technology	Fitchburg State	B.S.
Jennifer	1st Year Teacher	Spanish	New York University	M.A.
Milton	9	Special Educaiton	Rivier	M.Ed.
Neil	12	Technology	Stanford Univ.	M.S.
Rhon	17	Chemistry	Univ. NC	B.A.
Jennifer	2	English	Moravian College	B.A.
Cathy	7	School Nurse	Univ. of Southern Maine	B.S.N.
Chris	13	English	Franklin Pierce College	B.A.
Stacey	4	Studio Art-Technology	UNH	B.A.
Karen	17	Music-Chorus	U. Mass, Lowell	M.M.
Kelly	1	English	Seton Hall Univ.	B.A.
Michael	2	French	Keene State	B.A.
Francis	23	Special Education	Notre Dame College	M.Ed.
Elyse	10	English-Theatre Arts	Univ. of Santa Clara	M.A.
Robin	27	English	Keene State	M.A.
Jennifer	3	Spanish	Keene State	B.A.
Linda	32	French	Univ. Maine	B.A.
Julie	17	Health Education	Rivier	M.Ed.
Michael	23	English	Cambridge Univ., UK	M.A.



# Hollis Brookline Middle School

## Annual Report 2003-2004

As principal of Hollis Brookline Middle School, I am both pleased and proud to submit this report to the citizens of Hollis and Brookline.

### ENROLLMENT

At present there are four hundred and fifty-two (452) students. During my six-year tenure that is close to a one hundred percent increase. The need for more space continues to be paramount, as four teachers (health, music, Spanish, reading) must share classroom space and instruct from a cart.

### STAFFING

We are proud to welcome our new staff members. Their skill, style and compassion have served to enhance our educational community.

Ms. Christine Grieff - Guidance  
Mr. Timothy Hildreth - French Teacher (P.T.)  
Miss Erin White - Health Teacher (P.T.)

Special education services are delivered within an exemplary model of inclusion. Our paraprofessionals are key to the success of our program.

Mrs. Marsha Cone-Roddy  
Mrs. Stephanie Fuller  
Mrs. Patricia Pallies  
Mrs. Donna Sadkowski  
Mrs. Maryann Sidebotham

Finally, Ms. Kimberly Rizzo was hired as the assistant principal. Ms. Rizzo brings experience from her years as a social studies teacher at Londonderry Middle School and most recently as a Curriculum Coordinator from the humanities at Londonderry High School.

### BUILDING INITIATIVES

Our **Best Schools Leadership Initiative** reached its final stage of implementation. Skill-based advisory groups meet daily for the first twenty minutes of the day. ROCK is the acronym for Reading, Organization, Communication and Knowledge. Research states that academic achievement will increase as a result of a positive adult relationship during the emerging adolescent stage of development.



**Technology** continues to be a primary focus. The staff at Hollis Brookline Middle School has embraced technology as the tool it is intended. Email communication has grown tremendously beyond interschool boundaries to parents. Homework is posted daily by 4:00 PM on our school web site and individual teachers have created valuable web pages that provide study guides, interactive applications and current events.

**Differentiated instruction** continues to be a primary focus for SAU 41. Our national consultant, Richard Strong, returned in the Spring of 2003 to follow through with professional development designed to articulate standards across all content areas.

## **PARENT, TEACHER, STUDENT ASSOCIATION**

Our PTSA continues to be a strong foundation to our success. Twenty plus parents meet monthly to discuss what is affecting our adolescents, what we can control and how to make a positive difference.

The Staff Appreciation Committee out did itself with a Turkey Feast to include all the fixings. The recognition for daily diligence is greatly appreciated.

We applaud the work of Denise Hurt as our *Knightly News* publisher. The guaranteed communication 6-8 times per school year is an essential tool during these adolescent years.

The Hollis Brookline Middle School Parent Association continues to receive the Blue Ribbon Award for volunteerism. We are proud of our parent involvement and recognize their contributions.

## **EXTRA-CURRICULAR**

Exemplary middle schools boost connections with students beyond the school day. Hollis Brookline Middle School offers diverse opportunities for students to become involved to include a variety of interscholastic sports and intramurals, yearbook, drama, choral, band, art, chess and Student Council. Recognition assemblies honor students four times a year for their academic and extracurricular accomplishments.

## **SUMMARY**

We continue to strive for balance with academic rigor and care for our young adolescents. I am proud to work with the HBMS staff, students, parents and community members from Brookline and Hollis.

Respectfully submitted,  
Patricia Lewis Goyette, Principal

# **HOLLIS BROOKLINE HIGH SCHOOL**

## **TOWN REPORT**

### **2003-2004**

Hollis Brookline High School has experienced considerable growth and achievements this past year. With the strong support of our two communities, we have been able to expand our course offerings, strengthen our curriculum and offer additional extra-curricular activities for our total student body.

On the testing front, I am extremely proud of all the members of the class of 2005 for their outstanding performance on the State of New Hampshire Education Improvement and Assessment testing program. Our HBHS tenth grade students obtained the highest score in the entire State! They far exceeded our goals to raise all scores and move students into the upper categories of Proficient and Advanced. Our staff, administrators, and SAU #41 Directors also deserve credit for their efforts and dedication towards improving our scores. Our SAT scores were also above average and comparable to the best of New England's public schools.

With the assistance of Ms. Carol Mace, our District Director of Curriculum, our department chairs, and faculty, we have been able to offer new courses to challenge all students to achieve at higher levels, become critical thinkers, incorporate higher order thinking skills into our courses and review and write curriculum.

We have been very busy with our NEASC Self-Study in preparation for our 2005 accreditation visit by the New England Association of Schools and Colleges. This involves an enormous amount of work by our staff and communities.

During their first year of competition, our US First Team scored very well in the robotics competition. Under the guidance of Neil Rosenberg, this group along with the entire technology center has flourished. New programs were added and participation remains at a high level.

This year football was instituted as a club sport. With the strong support of our School Board and Football Boosters Club, approximately 45 students participated. They enjoyed an exceptional season and we see nothing but positive growth over the next few years. Many thanks to all the parents and friends who attended the games and lent support to the program.

The high level of participation in all sports is an indicator of our successful athletic/sports programs. In addition, several teams, including soccer, baseball, volleyball, and basketball qualified for tournament play. The volleyball team, led by Coach Balfour won the State Championship in their division and Suzanne Flaherty was selected as Player of the Year.

Our Musical and Performing Arts program continues to present high quality and exciting concerts, musicals, and shows for the students and communities. At this writing, students are busily preparing for the annual Spring Musical, "Anything Goes". Drama Director, Elyse Tomlinson, and Music Directors, Karen Sayward and Rod Ferland along with Technical Director, Mark Illingworth continue to motivate and encourage students to participate in their programs. Mr. Ferland is retiring this year after many years of service to the school and community. He will be sorely missed!! Additional assemblies have been held throughout the year to recognize Spirit Week, Social Awareness, A World of Difference, and Academic and Athletic Achievement.

Our new AP Biology course, taught by Rod Clark was well received, successful, and has certainly offered an additional challenging curriculum as well as improving our school profile. In addition, AP and SAT Review courses are offered to prepare students for College Board testing. An AP US History course is one of the new courses being offered for the 2004-2005 school year.

I take pride in my role as Principal of such an excellent secondary school and an SAU Board and Central Administration committed to excellence and the goal of providing a challenging educational experience for all students. My thanks and appreciation to the School Board, Superintendent DeBenedictis, Business Manager Leeann Blastos, and my dedicated faculty and support staff for their commitment and support. I also thank the communities of Hollis and Brookline for their continued support as we strive for excellence and research how we can do what we do better. Your enthusiasm is our motivation!

Respectfully submitted

Charles W. Flahive, Principal

**HOLLIS BROOKLINE HIGH SCHOOL**  
**GRADUATION AWARDS**  
**JUNE 14, 2003**

**National Honor Society**

Meaghan Adamyk	Christina Hart
Mark Bilotta	Molly House
Laura Bozzuto	Gina Karwoski
Brian Bumpus	Jessica Lewis
Erica Busse	Kerren McKeeman
Nicole Carelli	Lisa Miragliuolo
Kenneth Cleveland	Erin O'Malley
Amanda Decker	Kristen Rhodes
Sarah Ferguson	Lindsey Simon
Julia Fries	Jennifer Sorenson
Joseph Goldberg	Briana Spence
Andrea Griem	Catherine White
Nicole Gunderson	

**Tri-M Music Honor Society**

Laura Bozzuto	Janelle Moffit
Amanda Decker	Kate Orcutt
Joseph Goldberg	Lynn Suter
Len Grillo	Catherine White
Daniel Hartman	Adam Wiedmer
Jessica Lewis	

**Foreign Language Honor Society**

Jennifer Adams	Erin O'Malley
Laura Bozzuto	Kaitlyn O'Shaughnessy
Nicole Carelli	Kristin Rhodes
Jennifer Conroy	Briana Spence
Sarah Ferguson	Lynn Suter
Joseph Goldberg	Julia Waugaman
Molly House	Catherine White
Kerren McKeeman	Katie Yamamoto
Lisa Miragliuolo	

**Richard Maghakian Memorial Scholarship**  
Kim Dulac

**Hollis Brookline Rotary Scholarships**

Nicole Carell  
Shelley Dukelow  
Matthew Dutile  
Andrea Griem

**Angela Adams Memorial Scholarship**

Jamie Lynn Cathcart

**Southern New Hampshire Medical Center Scholarship**

Stacey Burkholder

**United States Air Force Academy Commission**

Tom Desrochers

**Ruth E. Wheeler Scholarship**

Erin O'Malley

**Hollis Education Association Scholarship**

Kim Ford

**Nancy Archambault Ratta Memorial Scholarship**

Sarah Gaskill  
Marc Robinson  
Katarina Sengstaken

**Atrium Dodds Scholarship**

Brian Bumpus  
Kenneth Cleveland  
Gina Karwoski

**Amherst Orthodontics Scientific Woman's Scholarship**

Laura Bozzuto

**S-TEAM for Youth Scholarship**

Kim Ford

**Colonial Garden Club of Hollis**

Sarah Corriveau

**Hollis Woman's Club Scholarship**

Erica Busse



**Hollis Woman's Club Vocational Scholarship**

Amber Pitarys

**Charles Zylonis Memorial Scholarship**

Meghan Coleman

Lara Skilins

**Community Christmas Card Scholarships**

Jenna DeBoisbriand

Amber Pitarys

**Hollis Brookline Veterans of Foreign Wars Post 11373, Lawrence L. Waitt  
Memorial Scholarship**

Kenneth Cleveland

**The Anna-May Samson Flahive Award**

Ashley Thatcher

**The Principal's Leadership Recognition Award**

Kerren McKeeman.

**Wentworth Institute of Technology Scholarship**

Geoffrey McAllister

**Actor Singers of Nashua**

Geoffrey McAllister

**Hollis Brookline High School Booster Club Leadership Scholarships**

Brian Bumpus

Jonathan Kimball

Samantha Leonard

**Hollis Brookline High School Booster Club Scholarships**

Meghan Coleman

Tyler Hardy

Matthew Hotin

Alex Lawner

Kelsey McBride

Jennifer Osowski

**The Brookline Women's Club Scholarship**

Tessa Kelley

**The Cavalier of the Year Award**

Amanda Decker

**Coach Korcoulis Scholarship**

Tyler Hardy

**Ed Berna Memorial Scholarship**

Jennifer Belanger

**French Honor Scholarship**

Kerren McKeeman

**The Rotary Club of Nashua West Suzie Fund**

Jennifer Belanger

**John M. Doll Scholarship**

Kenneth Cleveland

**The Spanish Honor Scholarship**

Erin O'Malley

**Southern Virginia University Academic Scholarship**

Molly Murphy

**Arizona State University Sun Devil Scholarship**

Matthew Dutile

**Virginia Polytechnic Institute - Marshall Hahn Engineering Scholarship**

Ryan Fischer

**Dollars for Scholars Scholarships**

Erica Busse

Laura Bozzuto

Jessica Lewis

Lindsay Mullen

Briana Spence

Sean Spence

**William E. and Lorraine W. Dubben/Dollars for Scholars Scholarships**

Jennifer Belanger

Mark Bilotta

Kimberly Dulac

Tamarra Geno

Christina Hart

## COLLEGES THAT ACCEPTED HOLLIS/ BROOKLINE GRADUATES

**2002-2003**

Adelphi University	Edinboro University
Arizona State University	Elmira College
Art Institute of Boston/ Lesley University	Elms College
Babson College	Elon University
Bentley College	Embry Riddle
Boston College	Emmanuel College
Boston University	Endicott College
Bowdoin College	Fairfield University
Bowling Green State University	Fairleigh Dickinson University
Brown University	Fitchburg State College
Bryant College	Franklin Pierce College
Bucknell University	George Mason University
Cape Cod Community College	Georgia Institute of Technology
Castleton State College	Georgia Southern University
Champlain College	Gettysburg College
Chicago Institute of Art	Green Mountain College
Clarion University	Hamilton College
Clark University	Hampshire College
Coastal Carolina University	Hartwick College
Colby College	Hobart and William Smith Colleges
Colby-Sawyer College	Hudson Valley Community College
Colgate University	Indiana State University
College of St. Joseph	Indiana Wesleyan University
College of the Holy Cross	International Academy of Design & Technology
Colorado State University	Technology
Connecticut College	Ithaca College
Cornell University	James Madison University
Daemen College	John Hopkins University
Daniel Webster College	Johnson & Wales University
Dartmouth College	Keene State College
Davidson College	Lafayette College
Daytona Beach Community College	Lasalle University
DePauw University	Lasell College
Drexel University	Lehigh University
Earlham College	Lock Haven University
East Carolina University	Long Island University
Eckerd College	Loyola College

## COLLEGES THAT ACCEPTED HOLLIS/ BROOKLINE GRADUATES

**2002-2003**

Loyola University	Rensselaer Polytechnic Institute
Loyola University Chicago	Rice University
Lynchburg College	Ringling School of Art and Design
MacIntosh College	Rivier College
Maine Maritime Academy	Rochester Institute of Technology
Marymount Manhattan College	Sacred Heart University
Massachusetts College of Liberal Arts	Salve Regina University
Massachusetts College of	Seton Hall University
McGill University	Skidmore College
Merrimack College	South Carolina State University
Middlebury College	Southampton College, Long Island University
Middlesex Community College	Southern Connecticut State University
Millersville University	Southern Maine Technical College
Mount Ida College	Southern New Hampshire University
Muhlenberg College	Southern Vermont College
New England College	Southern Virginia University
New England Institute of Art &	Springfield College
New England School of Communications	St Anselm College
New Hampshire Community Technical College/ Nashua	St. Michael's College
New Hampshire Technical Institute/ Concord	Stevens Institute of Technology
New York University	Stonehill College
Northeastern University	SUNY College of Agriculture & Tech/ Cobleskill
Northern Arizona University	SUNY College of Technology/ Canton
Norwich University	Sweet Briar College
Ohio State College	Syracuse University
Onodaga Community College	The Citadel
Pennsylvania State University	Tufts University
Philadelphia University	Union College
Plymouth State College	University of Alaska/ Fairbanks
Pratt Institute of Art	University of Buffalo
Pratt University	University of Colorado/ Boulder
Providence College	University of Connecticut
Purchase College	University of Connecticut/ Storrs
Purdue University	University of Delaware
Quinnipiac University	University of Hartford
Radford University	University of Maine/ Farmington

## COLLEGES THAT ACCEPTED HOLLIS/ BROOKLINE GRADUATES

**2002-2003**

University of Maine/ Orono	University of Tampa
University of Massachusetts/ Amherst	University of Vermont
University of Massachusetts/ Lowell	US Air Force Academy
University of Miami	Vassar College
University of Michigan	Virginia Polytechnic Institute
University of Minnesota	Virginia Wesleyan College
University of New England	Wagner College
University of New Hampshire	Weber State University
University of New Hampshire/ Manchester	Wells College
University of New Hampshire/ Thompson School	Wentworth Institute of Technology
University of New Haven	Western New England College
University of Rhode Island	Western New England University
University of Rochester	Western State College
University of San Francisco	Westfield State College
University of Scranton	Wheaton College
University of Southern Maine	Williams College
University of St. Thomas	Worcester Polytechnic Institute











## **Town Offices and Post Office**

### **Emergency**

<b>Police</b>	<b>911</b>
<b>Fire</b>	
<b>Ambulance</b>	

<b>Town Hall</b>	<b>465-2209</b>
	<b>465-3701 Fax</b>
<b>Animal Control Officer</b>	<b>465-2303</b>
<b>Assessing Office</b>	<b>465-9860</b>
<b>Building Inspector</b>	<b>465-2514</b>
<b>Communications Center</b>	<b>465-2303</b>
<b>Department of Public Works</b>	<b>465-2246</b>
<b>Finance Department</b>	<b>465-6936</b>
<b>Fire Department (non-emergency)</b>	<b>465-6001</b>
<b>Health Officer</b>	<b>465-2514</b>
<b>Hollis Social Library</b>	<b>465-7721</b>
<b>Information Technology</b>	<b>465-2209</b>
<b>Planning Department</b>	<b>465-3446</b>
<b>Police (non-emergency)</b>	<b>465-7637</b>
<b>Post Office</b>	<b>465-9030</b>
<b>Recreation Commission</b>	<b>465-2671</b>
<b>Selectmen's Office</b>	<b>465-2780</b>
<b>Stump Dump</b>	<b>465-2143</b>
<b>Tax Collector</b>	<b>465-7987</b>
<b>Town Clerk</b>	<b>465-2064</b>
<b>Transfer Station</b>	<b>465-3299</b>
<b>Welfare</b>	<b>465-2780</b>

*Visit the Town's World Wide Web page at [www.hollis.nh.us](http://www.hollis.nh.us)*

## **Schools and Superintendent's Office**

<b>Hollis Primary School</b>	<b>465-2260</b>
<b>Hollis Upper Elementary School</b>	<b>465-9182</b>
<b>Hollis Brookline Middle School</b>	<b>465-2223</b>
<b>Hollis Brookline High School</b>	<b>465-2269</b>
<b>Hollis School District</b>	<b>465-7118</b>
<b>Hollis Brookline Superintendent's Office</b>	<b>465-7118</b>

*Visit the School's World Wide Web page at [www.hollis.k12.nh.us](http://www.hollis.k12.nh.us)*