

***2011 ANNUAL REPORT  
HOLLIS  
New Hampshire***



*Apple Blossom Time in Hollis*

*Photo Courtesy of Bill Hebden*



## Local Government Contact Information

Town Website: [www.hollisnh.org](http://www.hollisnh.org)

### EMERGENCY SERVICES

#### Fire Department/Rescue Services

Richard Towne, Fire Chief  
Sandy Bohling, Assistant EMS Director  
10 Glenice Drive  
Phone: Non-Emergency 603-465-6001  
Emergency 911  
Email: [fire@hollisnh.org](mailto:fire@hollisnh.org)

#### Police Department/Communications Center

James Sartell, Chief of Police  
Dianne West, Administrative Assistant  
John DuVarney, Communications Asst. Manager  
9 Silver Lake Road  
Phone: Emergency 911  
Non-Emergency-Police 603-465-7637  
Non-Emergency-Communications 603-465-2303  
Fax: 603-465-7808  
Email: [police@hollisnh.org](mailto:police@hollisnh.org)

### PUBLIC WORKS DEPARTMENT

#### Public Works Department

Jeff Babel, Director of Public Works  
Rebecca Crowther, Administrative Assistant  
10 Muzzey Road, PO Box 682  
Phone: 603-465-2246  
Email: [jbabel@hollisnh.org](mailto:jbabel@hollisnh.org)  
[becky@hollisnh.org](mailto:becky@hollisnh.org)

### SOLID WASTE DISPOSAL

#### Transfer Station, 10 Rocky Pond Road

Phone: 603-465-3299

**Hours of Operation:** Tuesday and Saturday 8AM-5PM,  
Thursday 12-7PM

#### Stump Dump, Depot Road

Phone: 603-465-2143

**Hours of Operation:** Wednesday and Saturday 8AM-5PM

### TOWN CLERK'S OFFICE

3G Marketplace

Phone: 603-465-2064 Fax: 603-465-2964

**Hours:** Monday, Wednesday, Friday 8AM-1PM  
Monday 7-9 PM  
1st & 3rd Tuesdays 7-9PM  
1st Saturday 8-11 AM

Nancy Jambard, Town Clerk  
Alison Falk, Deputy Town Clerk  
Email: [townclerk@hollisnh.org](mailto:townclerk@hollisnh.org)

### TOWN HALL

7 Monument Square

Hollis, NH 03049

Phone: 603-465-2209 Fax: 603-465-3701

**Hours:** Monday-Friday 8AM-3PM

#### Administration/Selectmen/Welfare/Human Resources

Troy Brown, Town Administrator  
Cathy Hoffman, Assistant Town Administrator  
Kimberly Dogherty, Administrative Asst/HR Coordinator  
Phone: 603-465-2780  
Email: Troy Brown: [ta@hollisnh.org](mailto:ta@hollisnh.org)  
Cathy Hoffman: [gis@hollisnh.org](mailto:gis@hollisnh.org)  
Kim Dogherty: [personnel@hollisnh.org](mailto:personnel@hollisnh.org)

#### Assessing Department

Connie Cain, Assistant to the Assessor  
Phone: 603-465-9860  
Email: [assessing@hollisnh.org](mailto:assessing@hollisnh.org)

#### Building/Zoning/Code Enforcement Department

David Gagnon, Building Inspector/Code Enforcement  
Donna Lee Setaro, Building and Zoning Coordinator  
Phone: 603-465-2514  
Email: David Gagnon: [building@hollisnh.org](mailto:building@hollisnh.org)  
Donna Lee Setaro: [zoning@hollisnh.org](mailto:zoning@hollisnh.org)

#### Finance Department

Deborah Padykula, Finance Officer  
Phone: 603-465-6936  
Email: [finance@hollisnh.org](mailto:finance@hollisnh.org)

#### Information Technology

Dawn Desaulniers, IT Specialist  
Email: [pcsupport@hollisnh.org](mailto:pcsupport@hollisnh.org)

#### Planning Department

Mark Fougere, Planning Consultant  
Virginia Mills, Assistant Planner  
Phone: 603-465-3446  
Email: Mark Fougere: [planner@hollisnh.org](mailto:planner@hollisnh.org)  
Virginia Mills: [planning@hollisnh.org](mailto:planning@hollisnh.org)

#### Tax Department

Barbara Kowalski, Tax Collector  
Phone: 603-465-7987  
Email: [tax@hollisnh.org](mailto:tax@hollisnh.org)

### HOLLIS SOCIAL LIBRARY

2 Monument Square, PO Box 659

Phone: 603-465-7721 Fax: 603-465-3507

Lucinda Mazza, Library Director  
Email: [director@hollislibrary.org](mailto:director@hollislibrary.org)  
Amanda Hogue, Children's Librarian  
Email: [childrenlib@hollislibrary.org](mailto:childrenlib@hollislibrary.org)

**ANNUAL REPORT**  
*for the Town of*  
**HOLLIS, NEW HAMPSHIRE**

*for the year*  
**Two Thousand Eleven**



**Annual Reports**  
*of the*  
**Officers and Committees**  
*of the Town of*  
**HOLLIS, NEW HAMPSHIRE**  
**FOR THE YEAR ENDING DECEMBER 31, 2011**

*with Reports of the*  
**Hollis School District**  
*and the*  
**Hollis/Brookline**  
**Cooperative School District**

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## Dedication

### “125 YEARS IN THE LIFE OF THE HOLLIS TOWN HALL”

#### December 1886

Here, at last, I stand on the eastern side of the Hollis Common after ten years of controversy and arguing. I'm proud of my position and of my looks!

Thanks to Levi Abbott my foundation is built on land where the Center District schoolhouse was located. At the dedication ceremonies today the Rev. Samuel L. Gerould agreed that the church, the schoolhouse and the Town Hall are the bulwarks of the Nation.

This has been a great day! Dozens of visitors came into town for the dignified and fitting ceremony. Of course they stayed for the sumptuous banquet, too, prepared by the Hollis women!

#### December 1986

Now I am one hundred years old, but far from decrepit and worn out! I still feel vigorous and undaunted. Oh I've had my face lifted more than once and my voice (added in 1902) has had periods of laryngitis, but I still sound the hourly reminders. Thankfully now, electricity has taken over much of the energy I once had to supply with heavy weights and hours of daylight.



PHOTO COURTESY OF THE  
HOLLIS HISTORICAL SOCIETY

What happiness I have experienced in providing space for town-wide events, i.e. celebrations; entertainment; social events; school parties and graduation; and Memorial Day observances. Basketball games of earlier days with fewer rules have made my second floor visibly tremble as grown men pounded across from basket to basket. Even the rhythmic steps of ballroom dancing made the boards sway-all the result of ingenuity used by the architect and contractor.

School classes have been held in the lower hall and churches have made use of both floors for worship services and fellowship suppers. Fraternal lodges and auxiliaries kept their rituals secret by use of proper shades in the lower windows. I have been used for club meetings, exhibits, flea markets, not to mention political rallies; but I will mention them for Hollis has never held itself aloof from current issues of the day.

Today I am excited about the relocation of more town offices here, and although I was glad to accommodate the Fire Department for a time, it is best to have a separate headquarters. Who could have foreseen such growth in a quiet, self-sufficient country town of the 18<sup>th</sup> century? It is a credit to the exceptional leadership in Hollis that through the years the rise and fall of population has been well managed. Even in the accelerated growth of the last decade most problems have been solved with restraint and understanding.

Since the Congregational Church burned in 1923, my tower dominates the horizon in all directions. Until then, the white steeple was the highest, and appropriately so. Perhaps it is significant now-a-days that I am the tallest, for who can judge what is most influential in Hollis?

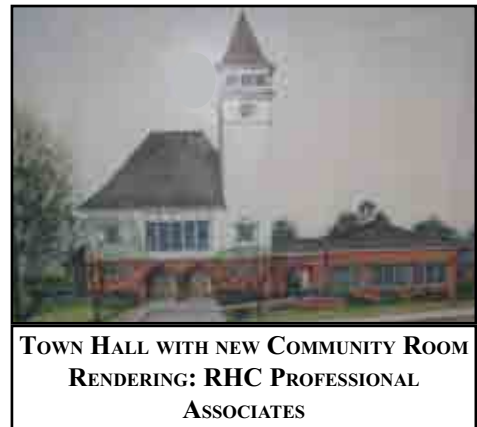
In 1886 I was “dedicated to the citizens who labor amid obstacles and discouragements to advance the material, intellectual, and social interests of the town.” I present the “proof that such efforts in the end shall not fail in their reward.”

**It's been a Great Century!**  
**Written by Irene West**  
**For the 1986 Annual Town Report**

## December 2011

The last time I spoke to you was 25 years ago on the occasion of my 100<sup>th</sup> birthday in December of 1986.

Over my 125 years I have watched the Town grow from a small farming town of less than 300 to its current population of 7,684. Along with the Town I have also grown. In the mid nineties, the Community Room was added to my first floor, where the former fire station once stood. This room, designed by local architect Richard Casale, is being used as an additional meeting space for Town boards, committees, commissions and community groups. It pleases me that I can provide a comfortable and accessible space for citizens to gather both for business and social events.



My place on the Town Common allows me to oversee all of the events that occur as time passes from year to year. From the solemn Memorial Day ceremony honoring our veterans in the spring through the summer Strawberry Festival and band concert to the festivities of the fall harvest in October and on into the quiet solitude of winter, I watch families and friends coming together to commemorate the past and celebrate the seasons.

Times have changed for me over the years. The days that my second floor was used for basketball games and social events are long gone. Occasionally, there is a piano recital or meeting held in my high ceilinged auditorium, but for the most part this room remains vacant. However, Wednesday nights are particularly pleasing to me. The Hollis Town Band still holds practice sessions

here. During these weekly rehearsals my hall is filled with melodious music from classical to Broadway musicals. I especially like the rousing Sousa marches.

I am beginning to feel my age. My exterior is not as striking as it once was. My paint is peeling and my siding is beginning to rot. I know that these are hard economic times but I hold onto the hope that some day soon I will be restored to my former self with new energy efficient windows and an exterior face lift. I would like to thank everyone at the 2010 Town Meeting for supporting the Selectmen's efforts to make me structurally sound once again. My brand new roof and updated lightning protection feel good and I no longer have to worry about rain leaking into my second floor and being jolted by lightning strikes. The humans that inhabit the Town offices during the weekdays also appreciate having a safer place to work.

No matter what the future brings, I would hope that the people of Hollis will always keep me in their hearts and minds as a true symbol of not only Town Government, but also of the community that I have been a part of and served for the past one hundred twenty-five years.



**Cathy Hoffman  
2011**

## Editor's Notes

Each year, starting in December, notices are sent to all of the department heads, school administrators and all of the board, committee and commission chairpersons. This notice usually starts out with the words "Yes. It's that time again. Time to be thinking about your submission for the Annual Town Report." From December right through the middle of February it is a mad scramble to format, assemble and edit all of the reports and financial data in order to meet the print deadline. For me, as the editor, this time is both incredibly stressful and wonderfully exhilarating. Each December I dread the upcoming weeks of harrasing everyone to submit their reports, running around all over Hollis taking photos to include in the reports, writing the reports that I am responsible for and then compiling all of the reports and photos into a book that must be printed and delivered one week before the annual Town and school meetings. That is the stressful part of this job. However, when I pull that first report out of the box on delivery day and see the finished product, I feel a great sense of pride and accomplishment. Believe me, it is worth every anxious moment that I had during the previous months.

As the Town has grown in size, so has the Annual Town Report. The oldest Town report on file at Town Hall is from the year 1907. It is forty pages long and includes only the Town and school district financial statements for the year and the Town's vital statistics (births, marriages and deaths). The population of Hollis at that time was approximately 925. According to the recent 2010 U.S. Census, the Town's population is 7,684. The 2011 Town Report is two hundred and forty pages long. In addition to the financials and the vital statistics, the report for 2011 includes reports from every department, board, committee and commission plus the School Administrative Unit (SAU) 41. These reports capture the issues and events of the year in one comprehensive, permanent, historical Town record.

This year's Town Report layout is not significantly different from the 2010 report; however, I did make some layout changes. The Table of Contents, Dedication and Editor's Comments have been relocated to the front of the book. The Town Warrant for 2012 follows. This section, printed on green paper, contains the Planning Board ballot, Warrant Articles and budget information for referencing at the Annual Town Meeting. There is a new report section titled **"Community and Regional Organization Reports."** This new section includes the reports of the Flints Pond Improvement Association, the Hollis Seniors, the Nashua Regional Planning Commission and the Souhegan Valley Transportation Collaborative.

One change that I would like to make to the Town Report would be to print not just the covers, but the entire report in color. Readability of the charts and graphs would be improved and the photos submitted by the schools, and Town committees, boards and commissions would be greatly enhanced. Unfortunately, printing the entire report in color would double the cost, which during these economic times, is not an option. Fortunately, full color versions of our Annual Town Reports from 2007 through 2011 can be found on the Town's website at [www.hollisnh.org/govt/reports](http://www.hollisnh.org/govt/reports).

I would like to thank the department heads, Town staff and the Chairpersons of the Town boards, committees and commissions for their cooperation and assistance in putting this year's report together. I would especially like to thank local photographer Bill Hebden for permitting me to use his beautiful photos of the Town Hall on the occasion of the building's 125<sup>th</sup> anniversary. Also, thanks to Nashua photographer Mark Levesque of Studio Mark Emile for permitting me to use his photograph of Russell Ux in full dress uniform. Doris Lindgren, Administrative Assistant to the Superintendent of Schools, deserves a special "Thank You" for being my contact person and coordinator for the Hollis School District and the Hollis Brookline Cooperative School District reports. Thank you Virginia Mills, Connie Cain and Kim Dogherty for editing my editing.

Finally, I would like to thank Scott Vaughan at Kase Printing. This is the 4<sup>th</sup> year that Kase Printing, based in Hudson, New Hampshire, has been printing our Annual Town Report. Scott has been very helpful and responsive to all of my concerns and questions regarding the printing process.

One last note to readers. The 2010 Annual Town Report received a third place award at the Local Government Center's annual "Excellence in Annual Reports Awards" celebration. This achievement would not have been possible without the cooperation and assistance of all of the employees and volunteers who contributed their time and effort.

I hope that you find this year's report informative and interesting.

Repectfully submitted,

Cathy Hoffman  
Assistant Town Administrator

***TOWN OF HOLLIS***  
***2012 WARRANT***

## Town Warrant Index

	Description	Appropriation	Page #
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<b>Planning Board Ballot</b>	Proposed Amendments to the Zoning Ordinance	xx	W-10-13
<b>Warrant Article #1</b>	Official Reports	xx	W-14
<b>Warrant Article #2</b>	Approval of Union Contract	\$240,520.00 (3-yrs)	W-14
<b>Warrant Article #3</b>	Approval of Health Insurance Union Sidebar Agreement	\$34,120.00	W-14
<b>Warrant Article #4</b>	Old Home Day Special Revenue Fund	\$50,000.00	W-15
<b>Warrant Article #5</b>	Compensated Absences Payable Expendable Trust Fund	\$20,000.00	W-15
<b>Warrant Article #6</b>	Vehicle Purchase	\$30,000.00	W-15
<b>Warrant Article #7</b>	Vehicle Lease	\$17,000.00	W-15
<b>Warrant Article #8</b>	Municipal Buildings and Facilities Maintenance Expendable Trust Fund	\$90,000.00	W-15
<b>Warrant Article #9</b>	Appropriation of NHDOT Bridge Aid Funding	\$237,463.78 (No amt. raised from taxation)	W-16
<b>Warrant Article #10</b>	Discontinuance of the Employee Health Insurance Expendable Trust Fund	xx	W-16
<b>Warrant Article #11</b>	Operating Budget	\$8,981,331.00	W-16
<b>Warrant Article #12</b>	Old Home Day Petition	\$10,000.00	W-16
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<b>Warrant Article #14</b>	To transact any other business that may legally come before said meeting	xx	W-17
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<b>Town Meeting Notes</b>	Blank page		W-22



**2012 Town Warrant-Elections**  
**THE STATE OF NEW HAMPSHIRE**  
**LAWRENCE BARN COMMUNITY CENTER**  
**THE POLLS WILL BE OPEN FROM 7:00 AM TO 7:00 PM**  
**Tuesday, March 13, 2012**

**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 Lawrence Barn Community Center at 28 Depot Road on Tuesday March 13, 2012, 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 8<sup>th</sup> day of February 2012.**

**Board of Selectmen, Town of Hollis**

**David Petry, Chairman**  
**Frank Cadwell, Vice Chairman**  
**Mark LeDoux**  
**Peter Band**  
**Vahrij Manoukian PhD**

**A true copy of the warrant-Attest:**

**Board of Selectmen, Town of Hollis**

**David Petry, Chairman**  
**Frank Cadwell, Vice Chairman**  
**Mark LeDoux**  
**Peter Band**  
**Vahrij Manoukian PhD**

## Planning Board Ballot-2012

### Proposed Amendments to the Zoning Ordinance

1) Are you in favor of adoption of Amendment (1) as proposed by the Planning Board for the Town of Hollis Zoning Ordinance as follows?

Amend Section VIII: DEFINITIONS. 7. BUILDING AREA., by adding the following sentence:  
The applicant shall demonstrate that driveway access from the lot's Frontage can be provided to the Building Area without the need for any waivers.

**Explanation: This is to clarify the requirement for driveway access – without needing any waivers – to the Building Area.**

YES ☐ NO ☐

---

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 X.E. MOBILE HOME-2 and G. RESIDENTIAL AND AGRICULTURAL DISTRICT. By deleting j. “Farm stands, the majority of whose produce is raised on the premises” from SPECIAL Exceptions in both zones. (Note: “Farms” remains as a PERMITTED USE in both zones.)

**Explanation: This is to clarify that farm stands are an allowed use in these Districts. At this time the zoning language is conflicting, stating that farm stands are allowed in one section, but require a Special Exception in another section.**

YES ☐ NO ☐

---

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 XXII, Home Based Businesses, paragraph 3. Home Occupations, by deleting paragraphs e & f, 4. Home Shops, by deleting paragraphs c & d and amend 5. Existing Nonconforming Use, paragraph b as follows: If any nonconforming home based business is ~~substantially changed or discontinued~~ for any reason for a period of (1) one year, except pursuant to a valid order of a court of law, it shall be conclusively presumed that such use has been abandoned within the meaning of this title, and all future home based businesses shall comply with the regulations as specified in this Ordinance.

**Explanation: This change is being made on the advice of the Town's Attorney.**

YES ☐ NO ☐

---

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?

Amend Section XXII Home Based Business, by amending Home Occupations paragraphs 3b(ii) as follows: One sign announcing the home occupation is allowed, provided that it does not exceed 4 square feet of sign surface area. ~~This sign may be attached to the principal dwelling or accessory structure housing the home occupation. Alternatively, a two-faced pole sign, ground sign, or a sign on a mailbox may be used, provided the area of the sign does not exceed 2 square feet per side.~~ Mailboxes designed as an advertisement shall not be allowed for a home occupation. No business vehicle or equipment may be parked in such a way as to be used as advertising for the home occupation **and** paragraph 4. Home Shops b(ii) as follows: One sign announcing the home shop is allowed, provided that it does not exceed 4 square feet of sign surface area. ~~This sign may be attached to the principal dwelling or accessory structure housing the home occupation. Alternatively, a two-faced pole sign, ground sign, or a sign on a mailbox may be used, provided the area of the sign does not exceed 2 square feet per side.~~ Mailboxes designed as an advertisement shall not be allowed for a home shop. No business vehicle or equipment may be parked in such a way as to be used as advertising for the home shop.

**Explanation: This change is to resolve a conflict between the Home Shop and the Sign Ordinance with respect to the allowable size for signs.**

YES ☐ NO ☐

---

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?

Amend Section XII: NONCONFORMING USES, STRUCTURES AND LOTS. SECTION C. NONCONFORMING STRUCTURE as follows: Explanation of Diagram: Proposal “C” requires a grant of variance by the Board of Adjustment. ~~provided, however, that in addition to meeting the legal standard for a variance, the proposal also meets the general criteria for a special exception found in this ordinance.~~ Proposal C. does not include landings or stairs.

**Explanation: The existing language requires applicants to obtain both a variance and special exception, which is both confusing and needless.**

YES ☐ NO ☐

---

6) Are you in favor of adoption of Amendment (6) as proposed by the Planning Board for the Town of Hollis Zoning Ordinance as follows?

Amend Section X: Article H Rural Lands Zone, by amending paragraph 3. Special Exceptions in the Rural Lands Zone, by adding the use j. Riding Academies.

**Explanation: Riding Academies are presently allowed in the R&A zone by Special Exception, but are not allowed in the Rural Lands zone. Both stables and farms are allowed in the these zones and in fact, many of the same uses are allowed in both zones. The Board believes this type of use is very appropriate for this area of the community, through the special exception process.**

YES ☐ NO ☐

---

7) Are you in favor of adoption of Amendment (7) as proposed by the Planning Board for the Town of Hollis Zoning Ordinance as follows?

Amend Section XI: Overlay Zoning Districts, Article D. Multi-family Zone, by amending 2 General Standards, be deleting paragraph b. in its entirety.

**Explanation: The Workforce Housing Statute requires that a community accommodate multifamily housing, which we have provided for. In the Multi-family Zone, General Standards section, b., the Ordinance requires that a portion of a multi-family project shall be owner occupied. After further review of the Statute, there is no provision that allows a community to differentiate between owner or renter, only that multi-family be allowed.**

YES ☐ NO ☐

---

8) Are you in favor of adoption of Amendment (8) as proposed by the Planning Board for the Town of Hollis Zoning Ordinance as follows?

Amend Section XIV: SIGN ORDINANCE

I. *EVENT-SPECIFIC SIGNS*

2. ~~Event specific signs must receive a permit from the Building Inspector, be approved by the Administrative Board and display the permit number on the sign. An application for event-specific signs must be submitted to and approved by the Administrative Board. A sticker will be issued upon approval, and must be displayed on the sign.~~

Q. BUSINESS AND INDUSTRIAL SIGNS

2. *MOBILE AND PORTABLE SIGNS*

- 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.~~ An application for these signs must be submitted to and approved annually by the Administrative Board using the same procedure as for event specific signs. A sticker will be issued upon approval, which must be displayed on the sign.

**Explanation: This clarifies the procedure for obtaining Event Specific and Mobile and Portable Signs. For the purpose of this section, the Administrative Board consists of Building Department staff.**

YES ☐ NO ☐

---

9) Are you in favor of adoption of Amendment (9) as proposed by the Planning Board for the Town of Hollis Zoning Ordinance as follows?

Amend Section IX: GENERAL PROVISIONS

***P. CONDITIONAL USE PERMIT – LANDSCAPE MATERIALS YARD***

***3. STANDARDS OF REVIEW***

- e. ~~The use has access to a State Road;~~
- e. Access to the site shall be achieved directly from a State road;

**Explanation: This clarifies the requirement for a Landscape Materials Yard to have access on a State Road.**

YES ☐ NO ☐

## 2012 Town Warrant

### THE STATE OF NEW HAMPSHIRE

Annual Meeting, Town of Hollis

Wednesday, March 13, 2012

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 Lawrence Barn Community Center on Tuesday, March 13, 2012 between the hours of 7:00 AM and 7:00 PM, for the purpose 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 Hollis Brookline Cooperative High School Gymnasium in said town on the next day, Wednesday, March 14, 2012 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 - Officials Reports

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

#### ARTICLE 2 - Approval of Union Contract

To see if the Town will vote to approve the cost items included in the Collective Bargaining Agreement reached between the Town of Hollis and AFSCME Local 3657, and in doing so, to approve the cost items within said agreement, which calls for the following appropriations for salaries and benefits over what was raised under any current agreements for the employees of the Union and, further, to raise and appropriate the amount of \$175,720.00 for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the Collective Bargaining Agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

FY 2012	FY2013	FY2014	Total
\$175,720.00	\$36,600.00	\$29,300.00	\$240,520.00

Recommended by the Selectmen

Recommended by the Budget Committee

#### ARTICLE 3 – Approval of Health Insurance Union Sidebar Agreement

To see if the Town will vote to approve the cost item included in a negotiated Health Insurance Sidebar Agreement reached between the Town of Hollis and AFSCME Local 3657 in 2011, which calls for a uniform single step increase given as consideration for concessions to health insurance benefit costs. Further, to raise and appropriate the amount of \$34,120.00 to fund said increase for the current fiscal year, an equivalent amount to be included in the operating budget for future years unless and until a new, substitute collective bargaining agreement is reached. *(This article will be passed over and not acted on in the event that the preceding article [Article 2] is adopted.)*

Recommended by the Selectmen

Recommended by the Budget Committee



**ARTICLE 4 - Old Home Day Special Revenue Fund**

To see if the Town will vote to raise and appropriate the sum of \$50,000.00 for the purpose of sponsoring the Old Home Days event and to fund this appropriation by authorizing the withdrawal of said sum from the Old Home Day Special Revenue Fund. This article will not affect the tax rate as these funds will be raised from fees and donations.

**Recommended by the Selectmen**

**Recommended by the Budget Committee**

**ARTICLE 5 - Compensated Absences Payable Expendable Trust Fund**

To see if the Town will vote to raise and appropriate \$20,000.00 to be placed in the Compensated Absences Payable Expendable Trust Fund as previously established at the 2002 Annual Town Meeting.

**Recommended by the Selectmen**

**Recommended by the Budget Committee**

**ARTICLE 6 - Vehicle Purchase**

To see if the Town will vote to raise and appropriate \$30,000.00 for the purchase of a pick-up truck for the Department of Public Works.

**Recommended by the Selectmen**

**Recommended by the Budget Committee**

**ARTICLE 7 - Vehicle Lease**

To see if the Town will vote to authorize the Selectmen to enter into a five year lease agreement for \$150,000.00 for the purpose of leasing a plow truck with equipment for the Department of Public Works and to raise and appropriate the sum of \$17,000.00 for the first year payment. This lease agreement shall contain an escape clause.

**Recommended by the Selectmen**

**Recommended by the Budget Committee**

**ARTICLE 8 - Municipal Buildings and Facilities Maintenance Expendable Trust Fund**

To see if the Town will vote to raise and appropriate \$90,000.00 to be placed in the Municipal Buildings and Facilities Maintenance Expendable Trust Fund as previously established at the 2008 Annual Town Meeting and amended by the 2009 Annual Town Meeting.

**Recommended by the Selectmen**

**Recommended by the Budget Committee**

#### **ARTICLE 9 - Appropriation of NHDOT Bridge Aid Funding**

To see if the Town will vote to raise and appropriate \$237,464.00 to repair, improve or reconstruct roads, culverts and bridges. It is understood that this appropriation and authority to expend is contingent on receiving reimbursement from the NHDOT Bridge Aid Program for the cost associated with the South Merrimack Road bridge replacement project previously approved at the 2007 Annual Town meeting (Article 3). No amount to be raised from taxation.

**Recommended by the Selectmen**

**Recommended by the Budget Committee**

#### **ARTICLE 10 - Discontinuance of the Employee Health Insurance Expendable Trust Fund**

To see if the Town will vote to discontinue the Employee Health Insurance Expendable Trust Fund as previously established at the 2005 Annual Town Meeting. Said funds, with accumulated interest to date of withdrawal, are to be transferred to the general fund.

**Recommended by the Selectmen**

**Recommended by the Budget Committee**

#### **ARTICLE 11 - 2012 Operating Budget**

To see if the Town will vote to raise and appropriate the sum of \$8,981,331.00, which represents the operating budget of the Town for 2012, not including appropriations by special warrant articles and other appropriations voted separately.

**Recommended by the Selectmen**

**Recommended by the Budget Committee**

#### **ARTICLE 12 - Old Home Day Petition**

To see if the Town will vote to raise and appropriate the sum of \$10,000.00 for the purpose of funding the 2012 Old Home Days fireworks display

**Not Recommended by the Selectmen**

**Not Recommended by the Budget Committee**

#### **ARTICLE 13 - Farley Building Petition**

To see if the Town will vote to raise and appropriate the sum of \$200,000.00 to stabilize and preserve (mothball) the Farley Building to ensure that it remains in stable condition for its eventual preservation, rehabilitation or restoration.

**Not Recommended by the Selectmen**

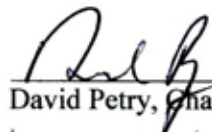
**Not Recommended by the Budget Committee**

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

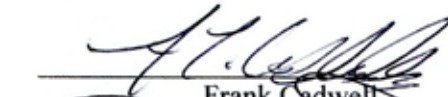
**Given under our hands and seal this 8<sup>th</sup> day of February 2012.**


**A true copy of the Warrant - Attest:**

**The Board of Selectmen of the Town of Hollis**

  
David Petry, Chairman

  
Mark Le Doux

  
Frank Cadwell

  
Peter Band

  
Vahrij Manoukian

## 2012- Proposed Budget of the Town of Hollis

PURPOSE OF APPROPRIATIONS	Warr. Art.# 11	2011 Approved Appropriations	2011 Actual Expenditures	SELECTMEN'S APPROPRIATIONS - 2012		BUDGET COMMITTEE'S APPROPRIATIONS - 2011	
				Recommended	Not Recommended	Recommended	Not Recommended
GENERAL GOVERNMENT							
Executive		312,130	253,853	317,740		317,740	
Election,Reg.& Vital Statistics		133,333	123,093	146,982		146,982	
Financial Administration		247,703	242,274	250,955		250,955	
Revaluation of Property							
Legal Expense		65,000	84,757	73,000		73,000	
Personnel Administration		758,505	728,384	1,725,450		1,725,450	
Planning & Zoning		106,021	100,150	107,153		107,153	
General Government Buildings		146,022	138,811	106,782		106,782	
Cemeteries		30,556	24,302	30,451		30,451	
Insurance		228,266	176,277	185,766		185,766	
Advertising & Regional Assoc.		6,475	6,514	6,475		6,475	
Other General Government		60,649	61,627	82,076		82,076	
PUBLIC SAFETY							
Police		1,196,988	1,189,582	1,163,090		1,163,090	
Ambulance							
Fire		1,392,061	1,384,095	1,377,572		1,377,572	
Building Inspection		101,854	102,416	103,912		103,912	
Emergency Management		7,300	6,148	7,300		7,300	
Other (including Communications)							
HIGHWAYS & STREETS							
Administration		521,834	524,937	531,591		531,591	
Highways & Streets		953,477	964,568	943,590		943,590	
Street Lighting		18,000	18,297	17,000		17,000	
SANITATION							
Solid Waste Collection		181,752	167,102	185,892		185,892	
Solid Waste Disposal		240,432	240,432	240,913		240,913	
HEALTH/WELFARE							
Administration		1,750	1,500	1,501		1,501	
Pest Control		16,044	12,133	13,952		13,952	
Health Agencies & Hosp. & Other		29,500	29,000	28,500		28,500	
Administration & Direct Assist.		10,900	4,901	8,900		8,900	
CULTURE & RECREATION							
Parks & Recreation		35,421	34,911	30,871		30,871	
Library		282,477	282,477	286,477		286,477	
Patriotic Purposes		8,500	6,562	7,500		7,500	
CONSERVATION							
Admin.& Purch. of Nat. Resources		1	0	1		1	
DEBT SERVICE							
Princ.- Long Term Bonds & Notes		650,000	650,000	650,000		650,000	
Interest-Long Term Bonds & Notes		373,980	373,981	349,938		349,938	
Int. on Tax Anticipation Notes							
Other Debt Service		1	0	1		1	
CAPITAL OUTLAY							
Machinery, Vehicles & Equipment							
Buildings							
Improvements other than Buildings							
OPERATING TRANSFERS OUT							
To Special Revenue Fund							
To Exp.Tr.Fund-except #4917							
OPERATING BUDGET TOTAL		8,116,932	7,933,084	8,981,331		8,981,331	

## 2012- Proposed Budget of the Town of Hollis - (cont.)

### SPECIAL WARRANT ARTICLES

PURPOSE OF APPROPRIATIONS	Warr. Art.#	2011 Approved Appropriations	2011 Actual Expenditures	SELECTMEN'S APPROPRIATIONS - 2012		BUDGET COMMITTEE'S APPROPRIATIONS - 2012	
				Recommended	Not Recommended	Recommended	Not Recommended
Transfer to Special Revenue Fund	4	50,000		50,000		50,000	
Compensated Absences Expend. Trust	5	20,000		20,000		20,000	
Municipal Buildings & Facilities Maint. Cap Res	8	37,000		90,000		90,000	
NHDOT Bridge Aid Funding	9			237,464		237,464	
Discontinue Employee Health Insurance Expendable Trust Fund	10			0		0	
Old Home Day Petition	12				10,000		10,000
Farley Building Petition	13				200,000		200,000
<b>SPECIAL ARTICLES RECOMMENDED</b>		<b>107,000</b>		<b>397,464</b>		<b>397,464</b>	

### INDIVIDUAL WARRANT ARTICLES

PURPOSE OF APPROPRIATIONS	Warr. Art.#	2011 Approved Appropriations	2011 Actual Expenditures	SELECTMEN'S APPROPRIATIONS - 2012		BUDGET COMMITTEE'S APPROPRIATIONS - 2012	
				Recommended	Not Recommended	Recommended	Not Recommended
Approval of Union Contract	2			175,720		175,720	
Health Insurance Sidebar Agreement	3			34,120		34,120	
Pick-Up Truck Purchase	6			30,000		30,000	
Plow Truck Lease Purchase	7			17,000		17,000	
<b>INDIVIDUAL ARTICLES RECOMMENDED</b>				<b>256,840</b>		<b>256,840</b>	

## 2012-Budget Summary

	<b>SELECTMEN'S RECOMMENDED BUDGET</b>	<b>BUDGET COMMITTEE'S RECOMMENDED BUDGET</b>
SUBTOTAL 1 Appropriations Recommended	\$8,981,331	\$8,981,331
SUBTOTAL 2 Special Warrant Articles Recommended	397,464	397,464
SUBTOTAL 3 "Individual" Warrant Articles Recommended	256,840	256,840
TOTAL Appropriations Recommended	9,635,635	9,635,635
Less: Amount of Estimated Revenues & Credits	(2,756,660)	(2,756,660)
Estimated Amount of Taxes to be Raised	6,878,975	6,878,975



## Revenues

SOURCE OF REVENUE	Actual Revenues-2011	Selectmen's Estimated Revenues-2012	Budget Comm. Estimated Revenues-2012
<b>TAXES</b>			
Land Use Change Taxes-General Fund	48,230	0	0
Timber Taxes	12,272	5,000	5,000
Payment in Lieu of Taxes			
Interest & Penalties on Delinquent Taxes	105,144	86,000	86,000
Excavation Tax (\$.02 cents per cu yd)	106	50	50
<b>LICENSES, PERMITS &amp; FEES</b>			
Business Licenses & Permits	25	25	25
Motor Vehicle Permit Fees	1,453,438	1,440,000	1,440,000
Building Permits	57,624	45,000	45,000
Other Licenses, Permits & Fees	64,215	50,000	50,000
FROM FEDERAL GOVERNMENT	269,916	237,464	237,464
<b>FROM STATE</b>			
Shared Revenues			
Meals & Rooms Tax Distribution	343,221	340,000	340,000
Highway Block Grant	223,120	196,360	196,360
State & Federal Forest Land Reimbursement	42	42	42
Other (Including Railroad Tax)	14	14	14
FROM OTHER GOVERNMENTS			
<b>CHARGES FOR SERVICES</b>			
Income from Departments	227,351	181,075	181,075
Other Charges	105,730	105,730	105,730
<b>MISCELLANEOUS REVENUES</b>			
Sale of Municipal Property	6,375		
Interest on Investments	11,457	10,500	10,500
Other	10,854	9,200	9,200
<b>INTERFUND OPERATING TRANSFERS IN</b>			
From Special Revenue Funds		50,000	50,000
From Capital Projects Funds	21,563		
From Capital Reserve Funds			
From Trust & Agency Funds	298.22	200	200
<b>OTHER FINANCING SOURCES</b>			
Proc. from Long Term Bonds & Notes			
Fund Balance ("Surplus") to Reduce Taxes			
<b>TOTAL ESTIMATED REVENUE &amp; CREDITS</b>	<b>2,960,995</b>	<b>2,756,660</b>	<b>2,756,660</b>

## ***TOWN MEETING NOTES***

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## Farley Building Committee Final Report

Following the 2011 Hollis Town Meeting at which the Selectman conducted a straw poll to ascertain the preference of the town citizens as to the disposition of the Farley building, the Selectmen established the Farley Building Committee to investigate and determine the viable options for the disposition of this historic building. (The complete committee recommendations are included at the end of this report.) The Selectmen charged the committee to:

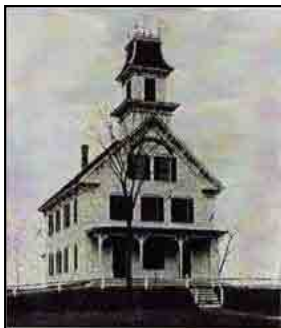
- Work with local and state governmental agencies and elected officials, schools, town departments, businesses and residents to collect information and financial data pertinent to the purpose of the Committee.
- Determine projected costs and timelines for each of the options for the disposition of the Farley Building.
- Investigate funding alternatives for each option.

Composition of the committee:

- one (1) Heritage Commission
- one (1) Historic District Commission
- one (1) Budget Committee
- one (1) Board of Selectmen
- four (4) community volunteers
- DPW Director (non-voting)

Dave Sullivan  
Spencer Stickney  
Michael Harris  
Vahrij Manoukian  
John Anderson, Dick Brown, Doug Cleveland, Dick Lates  
Jeff Babel

The committee researched and reviewed the history of the Farley Building and how it was modified over time. The committee selected the 1904 configuration as a target for restoration.



1877 (ORIGINAL)



1904 (ADDITION)



1921 (BIG ADDITION)



CURRENT CONFIGURATION (POST 1958)

## The Evolution of the Farley Building

A brief summary of the history of the Farley Building is provided below:

- **1874** – the Town of Hollis voted to purchase a location on Main Street near the center of town to erect a well finished and furnished two story school building.
- **1875** – town resident Miss Mary S. Farley, made a bequest to the town, the sum of \$10,000 to be used for the building of the new school
- **1877** – the building was completed. The new school was the first real civic building in town.
- **1904** – an addition was added to the north side of the school using a cross gable design
- **1921** – by a special town meeting, the sum of \$18,000 was appropriated to build a second addition on the north side
- **1958** – the cupola was removed after being struck by lightening
- **2005** – the Farley Building ceases to be used as a school

Following the Farley Building's use as a school, the School Board turned the building over to the town.

The committee reviewed various engineering reports on the state of the building and met with people who inspected the building both for its physical integrity and for its historic value. The committee determined that the building is in poor but salvageable condition and that it has historic significance.

The committee considered four primary options regarding the disposition of the Farley Building:

1. Renovate/restore
  - Remove all interior material except frame
  - Develop plan to modify building
    - Reduced footprint (from 16,000 sq ft to 11,000 sq ft)
    - Consistent with (1904) façade
    - Bring structure up to code
    - Determine/select future use of building
    - Modernize interior consistent with proposed use
  - Construct building modifications
2. Mothball for future renovation
  - Follow Preservation Society mothballing procedure
3. Replace with like building (reduced footprint from 16,000 sq ft to 11,000 sq ft)
  - Demolish existing structure
  - Develop plan to modify building as above
  - Build new structure consistent with earlier façade (1904)
4. Demolish building/fill in site/landscape

The committee made an assessment of the costs associated with implementing the various options considered, evaluated the cost of similar projects elsewhere and solicited estimates to implement the work from contractors. The contractor estimates are based on a per/square foot construction estimate (11,000 sq ft). A summary of the committee estimates is provided below:

<u>Option</u>	<u>Estimate of Time</u>	<u>Estimate of Cost</u>
1. Renovate/Restore	26 – 32 months	\$3,200,000
2. Mothball	8 – 9 months	\$200,000
3. Replace	26 – 32 months	\$2,700,000
4. Demolish	5 – 7 months	\$100,000

The committee also looked into potential external support and or funding for renovation of the Farley Building and into issues associated with the fact that it is a contributing factor in the designation of the center of Hollis as a Historic District. Demolition of the building, in so far as the Hollis Historic District is listed in the National Historic Registry, would require a public hearing prior to proceeding but demolition is not precluded. The New Hampshire Preservation Alliance evaluated the building and recommended that it be preserved. An application was submitted and the Farley Building was selected as one of New Hampshire's 'Seven to Save', which builds awareness of the building's historic significance and gives priority to the preservation of the building by enhancing/supporting grant applications. Three

potential grants were discussed: 1) an emergency repair of the roof (\$2,000 – private citizen donations); 2) Expert assessment of the building's condition (\$4,500 matching grant); 3) Charette (volunteer design team - includes the equivalent of ~\$25,000 of engineering/architectural services to plan for the restored building).

The committee also assessed and developed the following recommendations for potential future uses for a restored or rebuilt Farley Building including:

1. Children's library, offices for the town clerk and building inspector  
Senior/youth center
2. Public meeting space
3. Move some/all town offices to Farley Building
4. Atmospherically controlled space for record storage
5. Any combination of the above

**Committee Recommendations:**

In consideration of its findings the committee makes four recommendations:

1. Save the Farley Building. Keep options open for future use of the building in the 1904 building configuration (~11,000 square feet).
2. Mothball the Farley Building per the procedure outlined by the Technical Preservation Services from the National Parks Service until such time as funding is available to restore/renovate the building to the 1904 footprint (~11,000 sq ft)
3. Pursue grants and donations toward assessment, mothballing or renovation of the Farley Building
4. Expeditiously establish a building committee to develop a plan for renovation of the Farley Building with the intent to present the project to a future town meeting.

Respectfully submitted,

Michael Harris

Farley Building Committee Recording Secretary,  
Member Hollis Budget Committee



*George S. Farley*

## **In Recognition of Russell Ux**



***For Outstanding  
Leadership, Service and Dedication  
Provided to the Citizens of Hollis  
1981-2011***

On April 15<sup>th</sup> the Selectmen issued an announcement that Police Chief Russell Ux would be retiring effective June 1, 2011.

Employed by the Town of Hollis since 1981, Russell served in every capacity at the police department from dog catcher to Chief of Police, a position he was appointed to in 2006. Over the past 30 years, Russell was involved in the growth of the town's police force, the construction and subsequent renovation of the current police station, and an abundance of other community improvement initiatives. He has left behind a department designed to create and maintain meaningful and positive relationships with the community.



**CHIEF UX SPEAKING AT HIS  
RETIREMENT OPEN HOUSE  
PHOTO: TROY BROWN**

The Selectmen held a well attended open house celebrating Russell's years of service at the Lawrence Barn on May 25<sup>th</sup>.

We wish Russell all the best in his retirement.

**PORTRAIT OF FORMER POLICE CHIEF RUSSELL UX  
COURTESY OF MARK LEVESQUE  
STUDIO MARK EMILE  
69 MAIN STREET  
NASHUA, NH 03060-2746**





## **James Sartell**

Chief of Police June 1, 2011



On May 31<sup>st</sup> the Police Department's second-in-command, Lieutenant James Sartell, was appointed successor to Chief Ux. Chief Sartell began his law enforcement career in 1994 as a Corrections Officer with the NH Department of Corrections and joined the Hollis Police Department in 1997. With over 17 years of law enforcement experience, Chief Sartell has served the Hollis Police Department as a Patrol Officer, Detective and Sergeant prior to his promotion to second in command in 2006. In addition, Chief Sartell recently received his Masters Degree in Criminal Justice from Boston University. Chief Sartell has been directly involved in helping manage several critical incidents in the community over the years and has demonstrated all of the qualities and skills necessary to lead the Police Department during these challenging times.

Chief Sartell is the Town of Hollis' twelfth Police Chief since 1885.

### **Congratulations Jay!**



**CHIEF UX CONGRATULATES LT. JAMES SARTELL  
ON THE ANNOUNCEMENT OF HIS APPOINTMENT TO THE  
POSITION OF CHIEF OF POLICE FOLLOWING CHIEF UX'S  
RETIREMENT**

**PHOTO: CATHY HOFFMAN**

## Executive Councilor, District Five

### STATE OF NEW HAMPSHIRE

#### Executive Council

STATE HOUSE ROOM 207

CONCORD, NEW HAMPSHIRE 03301

(603) 271-3632 FAX: 271-3633



JOHN H. LYNCH, GOVERNOR

EXECUTIVE COUNCILORS:

CHRISTOPHER T. SUNUNU

RAYMOND S. BURTON

RAYMOND J. WIECZOREK

DANIEL I. ST. HILAIRE

DAVID K. WHEELER

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

By Executive Councilor David Wheeler

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

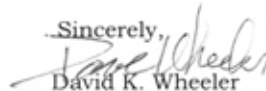
On February 1, 2011 the Governor and Executive Council held a Public Hearing on the Pardon Request of Ward Bird's conviction for Criminal Threatening. The power to pardon persons convicted of criminal offenses is vested in the Governor and Council by the Constitution. NH Const., Pt. 2, Art. 52. The Governor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

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

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

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

Sincerely,

  
David K. Wheeler  
Executive Councilor

DISTRICT ONE	DISTRICT TWO	DISTRICT THREE	DISTRICT FOUR	DISTRICT FIVE
RAYMOND S. BURTON 338 RIVER ROAD BATH, NH 03740 TELEPHONE 747-3662	DANIEL I. ST. HILAIRE 43 HAMPTON STREET CONCORD, NH 03301 TELEPHONE 226-3378	CHRISTOPHER T. SUNUNU 71 HEMLOCK COURT NEWFIELDS, NH 03104 TELEPHONE 658-1187	RAYMOND J. WIECZOREK 1060 RAY STREET MANCHESTER, NH 03104 TELEPHONE 624-1655	DAVID K. WHEELER 523 MASON ROAD MILFORD, NH 03055 TELEPHONE 672-6062

TDD Access: Relay NH: 1-800-735-2964

[www.nh.gov/council](http://www.nh.gov/council)

# **Government Leadership and Administration**

## **March 2011-March 2012**

### **Elected Officials of the Town**

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

David Petry, Chairman, 2012

Mark Le Doux, 2013

Vahrij Manoukian, PhD, 2014

Frank Cadwell, Vice Chairman, 2014

Peter Band, 2013

Staff: Troy Brown, Town Administrator

Cathy Hoffman, Assistant Town Administrator

Kim Dogherty, Administrative Assistant/HR Coordinator

Town Clerk Nancy Jambard, 2014

Treasurer Mark Kowalski, 2012

Moderator James Belanger, 2012

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

Christopher Hyde, Chairman, 2013

Tom Jambard, 2012

Frank Whittemore, 2014

Peter Band, Ex-Officio, Selectmen

Rich Manley, Hollis School Board Representative

Staff: Barbara Kowalski, Finance Officer Deborah Padykula

Michael Harris, Vice Chairman, 2012

Tom Gehan, 2013

Susan Benz, 2014

#### Hollis/Brookline Cooperative Budget Committee

Stephen Pucci, Chairman (Hollis), 2013

Raymond Valle (Hollis), 2012

Douglas Davidson (Hollis), 2014

Valerie Ogdon (Brookline), 2014

Greg McHale, (Brookline), 2012

Darlene Mann (Hollis), 2013

James Solinas (Brookline), 2013

#### Library Trustees

Robert Bartis, 2012, Chairperson

Stephanie Stack, 2014

Jone Labombard, 2013

Karen Knight, 2012

Michelle Repp, 2013

Marcia Beckett, 2012

Laurel Lang, 2014

Michael Dougherty (resigned)

#### Supervisors of the Checklist

Julia L. McCoy, 2012

Lydia L. Schellenberg, 2014

Margaret Corban, 2016

#### Trustees of the Trust Funds

F. Warren Coulter, 2013

Shelly Gillis, 2014

John C. Callahan, 2012

#### Trustees of the Cemeteries

Melinda Willis, Chairperson 2014

Doug Gagne, 2014

Christopher Buzzy, 2012

Staff: Kimberly Dogherty

Scott Fisher 2013

Nancy Bell, 2012

## State Government

Governor	John Lynch
Executive Councilor (District 5)	David Wheeler
Senate (District 12)	Jim Luther
General Court (District 5)	Richard B. Drisko
	Carolyn M. Gargas
	James P. Belanger
	Jack B. Flanagan

## Appointed Officials of the Town

### Agricultural Commission

Dan Harmon, Chairperson, 2012  
Randall Clark, 2014  
Chris Lalmond, resigned  
David Petry, Selectman (Alt), 2012

Stephen Jambard, 2012  
Mark Post, 2013  
Doug Gagne, (Alt), 2013  
Trevor Hardy, 2014

### Building Code Board of Appeals

Robert Cormier, 2012  
Richard Casale, 2013  
Paul Armstrong, 2014

Richard Brown, 2014  
Paul Hemmerich, 2014  
David Gagnon, Building Inspector

### Cable Advisory Committee

Bruce Harrison, Chairperson, 2012  
Doug Cleveland, 2012  
Staff: Troy Brown, Town Administrator

James Anderson, 2013  
Mark Le Doux, Selectmen's Representative

### Camera Operator

Paul Armstrong

### Charitable Funds Committee

Mary Anne Smith, 2014  
Debbie Shipman, 2014  
Troy Brown, Town Administrator

Millie Bonati, 2014  
Eleanor Whittemore, 2014

### Conservation Commission

Thomas Dufresne, Chairperson, 2013  
Richard Brown, 2013  
Lynne Simonfy, deceased  
Peter Baker (Alt), 2014  
Lyn Quinlan, 2012  
Staff: Connie Cain

Susan Durham, Vice Chairperson, 2014  
Thom Davies, 2014  
Cathy Hoffman, 2014  
Heather Jusseaume (Alt), 2013  
Frank Cadwell, Selectmen's Representative

### Deputy Town Clerk

Alison Falk

### Emergency Management Director

Don McCoy

### Farley Building Committee, 2011

John Anderson, Chairperson  
Jeff Babel, Public Works Director (non-voting)  
Richard Lates, Hollis Historical Society  
Spencer Stickney, Historic District Commission  
Vahrij Manoukian, Selectmen's Representative

Doug Cleveland  
Richard Brown  
David Sullivan, Hollis Heritage Commission  
Michael Harris, Budget Committee

#### Heritage Commission

David Sullivan, Chairperson, 2014  
Mary Ann Wesoly, 2014  
Spencer Stickney, Historic District Commission Rep, 2013  
Vahrij Manoukian, Selectmen's Representative  
Frank Cadwell, Alt. Selectmen's Representative

M. Honi Glover, 2014  
Josie MacMillan, 2013  
Doris Brooks Roach, 2013

#### Highway Safety Committee

Jim Belanger, Chairperson, 2013  
Mark Piekarski, 2014  
Jeff Babel, Director of Public Works  
Peter Band, Selectmen's Representative  
Staff: Rebecca Crowther, Administrative Assistant

Donald Ryder, 2012  
Jay Sartell, Police Chief  
Rick Towne, Fire Chief

#### Historic District Commission

Spencer Stickney, Chairperson, 2014  
William Lavery, 2012  
Dennis Gallant (Alt), 2012  
Frank Cadwell, Selectmen's Representative  
Staff: Donna Lee Setaro, Building and Land Use Coordinator

Jan Larmouth, 2014  
Dawn Jonis, 2012  
Paul Hemmerich, resigned

#### Hollis Energy Committee

Christopher Heiter, Chairperson, 2014  
Venu Rao, 2013  
Troy Brown, Town Administrator

Karen Cramton, 2012  
Brooke Arthur  
Jeff Babel, Public Works Director

#### Land Protection Study Committee

Roger Saunders, Chairman, 2014  
Peter Baker, 2014  
June Litwin, 2013  
Peter Proko, 2012  
Katherine Drisko, 2012  
Mark Le Doux, Selectmen's Representative

Gerald Gartner, 2014  
Thom Davies, 2013  
David Gilmour, 2013  
Paul Edmunds, 2012  
Taylor Caswell, 2014

#### Memorial Day Organizer

Jim Belanger, 2012

#### Nashua Regional Planning Commission

Peter Baker, 2013

Susan Durham, resigned

#### Old Home Days Committee (2011)

Kathy McGhee, Chairperson	Donna Cormier
Thelma Pollard	Cindy Tomar
Barbara Kowalski	Margaret Brender
Delores Ballou	Randy Forgaard
Stephen Luce	Judy Mahoney
George King	Carolyn Madden
Peter White	

David Sullivan  
Mike O'Neil  
Cyndi Gadberry  
Nancy Bell  
Mark Piekarski  
Honi Glover

#### Planning Board

Edwin Makepeace, Chairperson, 2013  
Richard Hardy, 2012  
Cathy Hoffman, 2012  
David Fite (Alt), 2012  
David Petry, Ex Officio, Selectman  
Staff: Mark Fougere, Planning Consultant  
Virginia Mills, Assistant Planner

Doug Gagne, Vice Chairman, 2014  
Bill Beauregard, 2014  
Doug Cleveland, 2013  
Donna Cooksey (Alt), 2013

Recreation Commission

Beth Zingales, Chairperson, 2014  
Tim Glover, 2012  
Jim McCann, 2014  
David Belanger (Alt), 2012  
Lisa Petralia, Recreation Coordinator  
David Petry, Selectmen's Representative  
Frank Cadwell, (Alt), Selectmen's Representative

Virginia Sargent, 2012  
William Angevine, 2014  
Kathleen Morgan (Alt), 2012  
Robbin Dunn (Alt), 2013  
Jayne Belanger (Alt), 2014

Souhegan Regional Landfill District

Jeff Babel, 2013

Jeanette Schoolskey, 2012

Stormwater Management Committee

Troy Brown, Town Administrator  
Cathy Hoffman, Coordinator  
David Gagnon, Building Inspector/Code Enforcement Officer  
Jeff Babel, Director of Public Works  
Dennis LaBombard, Engineering Consultant  
Mark Fougere, Planning Consultant

Don Ryder, Citizen Representative, 2014  
Virginia Mills, Assistant Planner

Town Forest Committee

Edward (Ted) Chamberlain, Chairperson, 2014  
George R. Burton, 2012  
Spencer Stickney, 2013

Gary Chamberlain, 2014  
Craig Birch, 2012

Trails Committee

Sherry Wyskiel, Chairperson, 2012  
Mary Ferguson, 2012  
Art Kinsley, resigned  
Tom Jeffery (Alt), 2012  
Lori Clark (Alt), 2014

Doug Cleveland, 2013  
Daniel Teveris, 2014  
Amos White, 2013  
Sherry Van Oss, 2014

Zoning Board of Adjustment

John Andruszkiewicz, Chairperson, 2013  
Jim Belanger, 2014  
Gerald Moore, 2014  
Rick MacMillan (Alt), 2014  
Susan Durham (Alt), 2014  
Staff: Donna Lee Setaro, Building and Land Use Coordinator  
David Gagnon, Building Inspector/Code Enforcement Officer  
Mark Fougere, Planning Consultant

Brian Major, Vice Chairman, 2012  
Cindy Tsao, 2012  
Paul Cain (Alt), 2013  
Kenneth Bonn (Alt), 2013  
David Gibson (Alt), 2013

Zylonis Fund Committee

Norma Woods, 2014  
Frank Cadwell, Selectmen's Representative  
Troy Brown, Town Administrator

Virginia Hoffman, 2014

# Hollis Town Meeting - Elections

ELECTIONS  
TUESDAY, MARCH 8, 2011

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

## 1.To choose all necessary Town Officers for the ensuing year.

Selectman – 3 yrs – Frank Cadwell and Vahrij Manoukian  
Budget Committee – 3 yrs - Frank Whittemore and Susan Benz  
Town Clerk – 3 yrs – Nancy Jambard  
Trustee of the Trust Fund – 3 yrs – Shelly Gillis  
Library Trustee – 3 yrs – Laurel Lang and Stephanie Stack  
Library Trustee – 1 yr – Karen Knight  
Cemetery Trustee – 3 yrs – Melinda Willis and Douglas Gagne

## 2.To conduct other business by official ballot.

Ballot Questions – Planning Board:

1. Enforcement and Administration	Yes – 1,045	No – 375
2. Structure and/or Building	Yes – 978	No – 450
3. Number of Residential Units	Yes – 872	No – 545
4. Arterial Street	Yes – 1,164	No – 234
5. Cul-de-Sac Length	Yes – 1,055	No – 276
6. Non-conforming Uses	Yes – 953	No – 427
7. Residential and Agricultural District	Yes – 755	No – 733
8. Density for Condominium Developments	Yes – 935	No – 495

A True Copy of Record – Attest:

Nancy Beal Jambard  
Hollis Town Clerk

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# Hollis Town Meeting - Minutes

HOLLIS TOWN MEETING  
WEDNESDAY, MARCH 9, 2011

The meeting was reconvened at 7:00pm by Moderator James Belanger at the Hollis Brookline Co-operative High School Gymnasium.

Caroline Burns sang the National Anthem. Anu-Pama Rao sang “God Bless America”.

Recognition of all Veterans and spouses present at the meeting .

Lou Tyska and Janet Foster presented the 17 annual citizen of the year award from the VFW to: Shirley Cohen. Shirley has been on many Conservation Boards, Beaver Brook, was referred to by people as “Mayor of Hollis”. Shirley is a native of Hollis and has resided most of her life in Town.

## OFFICIAL REPORTS

**ARTICLE 1** – Motion by Michael Harris to hear reports of Selectmen and other Town Officers and Committees. Seconded by Miriam Winer. **CARRIED**

Motion by John Anderson to move Article 12 before Article 9. Seconded by Miriam Winer. **CARRIED**

**COMPENSATED ABSENCES PAYABLE EXPENDABLE TRUST FUND**

**ARTICLE 2** – Motion by Peter Band to see if the Town will vote to raise and appropriate \$20,000 to be placed in the Compensated Absences Payable Expendable Trust Fund as previously established at the 2002 Annual Town Meeting. Seconded by Vahrij Manoukian. **CARRIED**

Recommended by Selectmen

Recommended by Budget Committee

**EMPLOYEE HEALTH INSURANCE EXPENDABLE TRUST FUND**

**ARTICLE 3** – Motion by David Petry to see if the Town will vote to raise and appropriate \$966,531.00 to be placed in the Employee Health Insurance Expendable Trust Fund as previously established at the 2005 Annual Town Meeting. Seconded by Peter Band.

Amendment by John Haithcock to reduce the amount in Article 3 to \$500,000.00 Seconded by William Harmon. **DEFEATED.**

**ARTICLE 3** – Original Article **CARRIED**

Recommended by Selectmen

Recommended by Budget Committee

**MUNICIPAL BUILDINGS AND FACILITIES MAINTENANCE EXPENDABLE TRUST FUND**

**ARTICLE 4** – Motion by Frank Cadwell to see if the Town will vote to raise and appropriate \$37,000.00 to be placed in the Municipal Buildings and Facilities Maintenance Expendable Trust Fund as previously established at the 2008 Annual Town Meeting. Seconded by David Petry. **CARRIED**

Recommended by Selectmen

Recommended by Budget Committee

**OLD HOME DAY SPECIAL REVENUE FUND**

**ARTICLE 5** – Motion by Peter Band to see if the town will vote to raise and appropriate the sum of \$50,000.00 for the purpose of sponsoring of Old Home Day Special event and to fund this appropriation by authorizing the withdrawal of said sum from the Old Home Day Special Revenue Fund. This article will not affect the tax rate as these funds will be raised from fees and donations. Seconded by David Petry. **CARRIED**

Recommended by Selectmen

Recommended by Budget Committee

**FIRE AND POLICE RADIO EQUIPMENT UPGRADE**

**ARTICLE 6** – Motion by David Petry to see if the Town will vote to raise and appropriate the sum of \$90,000.00 to purchase and install additional radio equipment at various locations in the town to improve radio reception on the Fire and Police Department Emergency Communications Radio System. Seconded by Vahrij Manoukian. **CARRIED.**

Recommended by Selectmen

Recommended by Budget Committee

Motion by Ray Valle to restrict reconsideration of ARTICLE 6. Seconded by Michael Harris. **CARRIED**

**ESTABLISH FIRE AND POLICE RADIO EQUIPMENT CAPITAL RESERVE FUND**

**ARTICLE 7** – Motion by David Petry to pass over ARTICLE 7 – to see if the Town will vote pursuant to RSA 35 to establish a capital reserve fund to purchase and install additional radio equipment at various locations in the town to improve radio reception on the Fire and Police Department Emergency Communications Radio System and to raise and appropriate the sum of \$30,000.00 to be placed in this fund, and further, to designate the Board of Selectmen as agents to expend from said fund. (Note: This article shall be considered as an alternative if article 6 is not approved and it is intended that this article will be withdrawn by the Board of Selectmen if article 6 is adopted.) Seconded by Michael Harris. **CARRIED** – to pass over.

Recommended by Selectmen

Not Recommended by Budget Committee

**2011 OPERATING BUDGET**

**ARTICLE 8** – Motion by Peter Band to see if the Town will vote to raise and appropriate the sum of \$8,116,932.00 which represents the operating budget of the Town for 2011, not including appropriations by special warrant articles and other appropriations voted separately. Seconded by David Petry. **CARRIED.**

Recommended by Selectmen

Recommended by Budget Committee



**TO RESCIND LAND USE CHANGE TAX ALLOCATION (by petition)**

**ARTICLE 12** – Motion by John Anderson to see whether the Town will vote, pursuant to RSA 79-A:25,(IV), to rescind the action taken at the March Annual Town Meeting of 1999, in order to reduce to zero percent (0%) the portion of Land Use Change Tax Fund that is provided to the Conservation Fund. This vote shall take effect in the tax year beginning April 1,2011. Seconded by Dwight Sackett.

**AMENDMENT** – Motion by Dan Peterson to change from “zero percent (0%) to twenty-five percent (25%). Seconded by Brian Regan, **AMENDMENT DEFEATED.**

Motion by Dan Griffin to move question. Seconded by Michael Harris. **CARRIED**

**ARTICLE 12** – Original article **DEFEATED**

Not Recommended by Budget Committee

Motion by Tom Davies to restrict reconsideration of Article 12. Seconded by Michael Harris. **CARRIED**

**ESTABLISH TOWN FOREST PROPERTY**

**ARTICLE 9** – Motion by David Petry to see if the Town will vote to establish property identified on the Hollis Tax Map as Map 30, Lots 9, 10 & 11 as Town Forest to be managed by the Forest Committee under RSA 31:110. The purchase of this property from the Birches/Woodside Development, LLC was authorized pursuant to a vote at a special Town Meeting on November 20, 2002. Seconded by Frank Cadwell. **CARRIED**

**SATURDAY TOWN MEETING**

**ARTICLE 10** – Motion by Vahrij Manoukian to see if the Town will vote to support holding the Annual Town Meeting Budget Session (2nd meeting) as a daytime meeting on the first Saturday following Town Election Day. This is a non-binding advisory vote. Seconded by Peter Band. **DEFEATED**

**FUTURE USE OF FARLEY BUILDING**

**ARTICLE 11** – Motion by David Petry to have a non-binding advisory vote to learn the sense of the meeting as to its preference among the options available regarding the future of the Farley Building.

Option 1- Restore, Option 2 – Demolish, or Option 3 – Sell or Lease. Seconded by Vahrij Manoukian.

Results were released at a later date. Demolish – 91, Restore – 57, Sell/Lease – 47, Write-in – 12

**ARTICLE 13** – Motion by Michael Harris to transact any other business that may legally come before said meeting. Seconded by Christoher Hyde. **CARRIED**

Motion to adjourn meeting was made by Michael Harris. Seconded by Christopher Hyde. **CARRIED**

Adjourned at 10:35pm

A True Copy of Record – Attest:

Nancy Beal Jambard

Hollis Town Clerk

# 2011 Tax Rate Calculation

TOWN OF HOLLIS  
DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL SERVICES DIVISION, CONCORD, NH 03302-1122

**TOWN/CITY: HOLLIS**

Gross Appropriations	9,280,463
Less: Revenues	2,732,518
	0
Add: Overlay (RSA 76:6)	193,777
War Service Credits	189,000

*Michael J. Robinson*  
11/4/11

Net Town Appropriation	6,930,722
Special Adjustment	0

Approved Town/City Tax Effort	6,930,722
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**TOWN RATE  
5.58**

## SCHOOL PORTION

Net Local School Budget:			
Gross Approp. - Revenue	10,689,678	1,136,554	9,553,124
Regional School Apportionment			10,150,023
Less: Education Grant			(2,041,102)

Education Tax (from below)	(2,879,977)
Approved School(s) Tax Effort	14,782,068

**LOCAL  
SCHOOL RATE  
11.90**

## EDUCATION TAX

Equalized Valuation(no utilities) x	\$2.325	
1,238,699,684		2,879,977
Divide by Local Assessed Valuation (no utilities)		
1,235,305,430		

**STATE  
SCHOOL RATE  
2.33**

## COUNTY PORTION

Due to County	1,363,134
	0

Approved County Tax Effort	1,363,134
----------------------------	-----------

**COUNTY RATE  
1.10**

**TOTAL RATE  
20.91**

Total Property Taxes Assessed	25,955,901
Less: War Service Credits	(189,000)
Add: Village District Commitment(s)	0
<b>Total Property Tax Commitment</b>	<b>25,766,901</b>

## PROOF OF RATE

Local Assessed Valuation		Tax Rate	Assessment
Education Tax (no utilities)	1,235,305,430	2.33	2,879,977
All Other Taxes	1,242,068,830	18.58	23,075,924
			25,955,901

## 2010-2011 Tax Rate Comparison

The State of New Hampshire Department of Revenue Administration establishes the tax rate each year. The 2011 Tax Rate is \$20.91 per thousand of assessed valuation, a reduction of \$0.56 from the 2010 tax rate of \$21.47.

The components making up the 2011 and 2010 rates are presented below:

Description	2010 Official Tax Rate	2011 Official Tax Rate	\$ Increase/ (Decrease) in rate	% Increase/ (Decrease) in rate
Town	\$5.60	\$5.58	(\$0.02)	(0.36%)
Local School	\$12.40	\$11.90	(\$0.50)	(4.03%)
State School	\$2.37	\$2.33	(\$0.04)	(1.69%)
County	\$1.10	\$1.10	\$0.00	(0%)
<b>Total Property Tax Assessed</b>	<b>\$21.47</b>	<b>\$20.91</b>	<b>(\$0.56)</b>	<b>(2.61%)</b>

The following additional information provides details on the appropriations being funded and the amount of tax being raised by each component of the tax rate:

### Town of Hollis

Gross Appropriations	\$9,280,463
Less: Revenues	(\$2,732,518)
Add: Allowance for Abatements & War Service Credits	\$382,777
<b>Net to Raise via taxation</b>	<b>\$6,930,722</b>

### Hollis School District

Gross Appropriations	\$19,703,147
Less: Adequate Education Grant	(\$2,041,102)
Net School Budget to be raised by local taxation	\$17,662,045
Balance raised locally to State Education Tax Rate	(\$2,879,977)
<b>Balance raised by Local School Tax Rate</b>	<b>\$14,782,068</b>

### Summary of Total Property Tax Commitment

Town of Hollis	\$6,930,722
Hollis School District	\$17,662,045
County Government	\$1,363,134
Less: War Service Credits	(\$189,000)
<b>Total Property Tax Commitment</b>	<b>\$25,766,901</b>

**2011 Town Budget**  
**Comparative Statement Of Appropriations And Expenditures**  
For Year Ending December 31, 2011

<b><u>EXPENDITURES</u></b>	<b>Budget</b>	<b>Expenditures</b>	<b>Unexpended Balance</b>	<b>Overdraft</b>
<b>GENERAL GOVERNMENT</b>				
Executive	\$312,130	\$253,853	\$58,277	
Town Clerk/Elections & Registr.	\$133,333	\$123,093	\$10,240	
Financial Administration	\$247,703	\$242,274	\$5,429	
Legal Expenses	\$65,000	\$84,757		(\$19,757)
Employee Benefits	\$758,505	\$728,384	\$30,121	
Planning & Zoning	\$106,021	\$100,150	\$5,871	
Town Buildings and Grounds	\$146,022	\$138,811	\$7,211	
Cemeteries	\$36,306	\$24,302	\$12,004	
Liability Insurance	\$228,266	\$176,277	\$51,989	
Municipal Association	\$6,475	\$6,514		(\$39)
Information Systems	\$60,649	\$61,627		(\$978)
<b>Subtotal</b>	<b>\$2,100,410</b>	<b>\$1,940,043</b>	<b>\$160,367</b>	
<b>PUBLIC SAFETY</b>				
Police	\$1,196,988	\$1,189,582	\$7,406	
Fire & Ambulance	\$1,027,240	\$1,000,751	\$26,489	
Communications	\$399,310	\$401,344		(\$2,034)
Building & Septic Inspection	\$101,854	\$102,416		(\$562)
Emergency Management	\$7,300	\$6,148	\$1,152	
<b>Subtotal</b>	<b>\$2,732,692</b>	<b>\$2,700,241</b>	<b>\$32,451</b>	
<b>HIGHWAYS AND STREETS</b>				
Highway Administration & Roads	\$1,475,311	\$1,489,505		(\$14,194)
Street Lighting	\$18,000	\$18,297		(\$297)
<b>Subtotal</b>	<b>\$1,493,311</b>	<b>\$1,507,802</b>		<b>(\$14,491)</b>
<b>SANITATION</b>				
Solid Waste Collection	\$181,752	\$167,102	\$14,650	
Solid Waste Disposal	\$240,432	\$240,432	\$0	
<b>Subtotal</b>	<b>\$422,184</b>	<b>\$407,534</b>	<b>\$14,650</b>	
<b>HEALTH &amp; WELFARE</b>				
Admin. & Pest Control	\$17,794	\$13,633	\$4,161	
Health Agencies and Hospitals	\$29,500	\$29,000	\$500	
Direct Assistance	\$10,900	\$4,901	\$5,999	
<b>Subtotal</b>	<b>\$58,194</b>	<b>\$47,534</b>	<b>\$10,660</b>	

**2011 Town Budget - cont.**  
**Comparative Statement Of Appropriations And Expenditures**  
For Year Ending December 31, 2011

<b><u>EXPENDITURES</u></b>	<b>Budget</b>	<b>Expenditures</b>	<b>Unexpended Balance</b>	<b>Overdraft</b>
<b>CULTURE &amp; RECREATION</b>				
Parks and Recreation	\$35,421	\$34,911	\$510	
Library	\$282,477	\$282,477		
Patriotic Purposes	\$8,500	\$6,562	\$1,938	
<b>Subtotal</b>	<b>\$326,398</b>	<b>\$323,950</b>	<b>\$2,448</b>	
<b>CONSERVATION</b>				
Conservation Commission	\$1	\$0	\$1	
<b>DEBT SERVICE</b>				
P/Long Term Bonds and Notes	\$650,000	\$650,000		
I/Long Term Bonds and Notes	\$373,980	\$373,980		
I/Short Term Notes	\$1	\$0	\$1	
Bond Issuance Costs	\$0	\$0		
<b>Subtotal</b>	<b>\$1,023,981</b>	<b>\$1,023,980</b>		
<b>CAPITAL OUTLAY</b>				
Capital Projects	\$404,047	\$519,595		(\$115,549)
Transfer to Special Revenue Funds	\$50,000		\$50,000	
Capital Reserves	\$1,023,531	\$995,021	\$28,510	
<b>Subtotal</b>	<b>\$1,477,578</b>	<b>\$1,514,616</b>	<b>\$0</b>	<b>(\$37,039)</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$9,634,749</b>	<b>\$9,465,700</b>	<b>\$169,048</b>	

**Town Budget, 2011 - cont.**  
**Comparative Statement Of Estimated and Actual Revenue**  
For Year Ending December 31, 2011

<b><u>REVENUES</u></b>	<b>Budgeted</b>	<b>Actual Revenue</b>	<b>Budget Deficit</b>	<b>Budget Excess</b>
<b>TAXES</b>				
Land Use Change Tax	\$0	\$48,230		\$48,230
Yield Tax	\$5,000	\$12,272		\$7,272
Interest and Costs	\$86,000	\$105,144		\$19,144
Excavation Tax	\$100	\$106		\$6
Excavation Activity Tax	\$0	\$0		
<b>Subtotal</b>	<b>\$91,100</b>	<b>\$165,753</b>		<b>\$74,653</b>
<b>LICENSES AND PERMITS</b>				
Motor Vehicle	\$1,375,000	\$1,453,438		\$78,438
Building & Septic	\$45,025	\$57,649		\$12,624
Other Licenses, Permits, & Fees	\$46,300	\$64,215		\$17,915
<b>Subtotal</b>	<b>\$1,466,325</b>	<b>\$1,575,302</b>		<b>\$108,977</b>
<b>STATE/FEDERAL REVENUES</b>				
Federal FEMA				
Shared Revenue				
Meals & Rooms Tax	\$343,221	\$343,221		
Highway Block Grant	\$222,061	\$223,120		\$1,059
State/Federal Grants	\$257,514	\$269,930		\$12,416
Forest/Railroad Tax	\$42	\$42		
<b>Subtotal</b>	<b>\$822,838</b>	<b>\$836,312</b>	<b>\$13,474</b>	
<b>TOWN DEPARTMENTS</b>	<b>\$179,750</b>	<b>\$236,506</b>		<b>\$56,756</b>
<b>OTHER SERVICE CHARGES</b>	<b>\$105,730</b>	<b>\$105,730</b>		
<b>SALE OF MUNICIPAL PROP.</b>	<b>\$5,875</b>	<b>\$6,375</b>		<b>\$500</b>
<b>INTEREST INCOME</b>	<b>\$10,500</b>	<b>\$11,457</b>		<b>\$957</b>
<b>OTHER MISC. REVENUES</b>	<b>\$200</b>	<b>\$1,699</b>		<b>\$1,499</b>
<b>TRANSFER TO SPECIAL REVENUE FUNDS</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$50,000</b>	
<b>CAPITAL RESERVE W/D</b>	<b>\$0</b>	<b>\$21,563</b>		<b>\$21,563</b>
<b>TRUST &amp; AGENCY FUNDS</b>	<b>\$200</b>	<b>\$298</b>		<b>\$98</b>
<b>TOTAL REVENUES</b>	<b>\$2,732,518</b>	<b>\$2,960,995</b>		<b>\$228,477</b>

## Town Clerk's Report

The Hollis Town Clerk is conveniently located at 3G Market Place, between the Harvest Market and Bank of America. The Clerk's office is the place to go for the following things:

1. **Vehicle Registration:** The Town Clerk is where all Hollis Residents register their vehicles, tractors, trailers, motorcycles and other vehicles which are required to be registered with the State of New Hampshire. Regular numeric plates, Conservation and Heritage (moose), Vanity (Initial), tractor, trailer, farm, agricultural and motorcycle plates are available. It is also where you would start if you wanted Veteran or Antique plates. Registration renewals are mailed from this office the last week of each month and can be renewed in person, via mail or online at our website [www.hollis.nh.us](http://www.hollis.nh.us); click on the "E-Reg License Plate" and follow the directions.
2. **Boat Registration:** New boat registrations and renewals are done in our office. Registering your boat in our office keeps the revenue in the Town as opposed to all going to the State.
3. **Dog Licenses:** Bring in a copy of the current Rabies Vaccine and we will license your dog. Renewals can be done via mail or online (at the above website) as well.
4. **Marriage Licenses and Certificates, Death Certificates and Birth Certificates** are also issued by the Town Clerk.
5. **Voter Registration:** You can register to vote here as well as obtain Absentee Ballots for Local, State and Federal Elections.
6. **Genealogy:** The Town Clerk has information on Births, Deaths and Marriages for Town residents from 1733 to the present who were born, died or married in Hollis. Genealogy searches are by appointment only, please call for details.

In addition to the above, the Town Clerk also issues Residency Letters (for obtaining Driver's License), Dredge and Fill permits, Pole Licenses and Articles of Agreement. We print ballots for local elections and are present at all elections.

We are open

Monday, Wednesday and Friday from 8am – 1pm  
Monday Evenings 7pm – 9pm  
The first and third Tuesday Evenings of the month from 7pm – 9pm  
The first Saturday of the month from 8am – 11am  
Phone: 603-465-2064 Fax: 603-465-2964  
Email: [townclerk@hollisnh.org](mailto:townclerk@hollisnh.org)

Please contact us if you have any questions.

Respectfully Submitted  
Nancy Jambard, Town Clerk  
Alison Falk, Deputy Town Clerk

## Town Clerk's Report - cont.

JANUARY 1, 2011 through DECEMBER 31, 2011

### DOG LICENSES

Received for:

1,642 Dog Licenses	\$11,286.50
35 Dog Fines @\$25.00	\$875.00
<b>Total</b>	<b>\$12,161.50</b>

<b>Paid to Mark Kowalski, Treasurer</b>	<b>\$12,161.50</b>
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### AUTOMOBILE PERMITS

Received for:

10,514 Automobile Registrations	\$1,453,437.89
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<b>Paid to Mark Kowalski, Treasurer</b>	<b>\$1,453,437.89</b>
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### MISCELLANEOUS PERMITS

Received for 21 Marriage Licenses for State @ \$38.00	\$798.00
Received for 16 Marriage Licenses for State @\$43.00	\$688.00
Received for 93 MC-DC-BC for State @\$11.00	\$1,023.00
Received for 66 MC-DC-BC for State @\$7.00	\$462.00
Received for Boat Permits	\$3,991.63
Received for 6 Bounced Check Fines @\$25.00	\$150.00
Received for Mail-in Postage and E-Reg Postage	\$13,045.00
Received for Transportation Tax	\$10,084.00
Received for Extra Moneys	\$23.01
Received for Titles, UCC, Dredge & Fill Permits, Etc.	\$32,921.00
<b>Total</b>	<b>\$63,185.64</b>

<b>Paid to Mark Kowalski, Treasurer</b>	<b>\$63,185.64</b>
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Nancy B. Jambard

Hollis Town Clerk



# Hollis Social Library Annual Financial Report for 2011

## OPERATING ACCOUNT (CHECKING ACCOUNT)

<b>BEGINNING BALANCE 1/01/11</b>	<b>\$48,515</b>
<b>INCOME:</b>	
Copier & Fax Income	1,004
Lost Books	494
Fund Raising	600
Gifts	5,410
Grants	2,978
Town Allocations - (Quarter 1-3)*	211,858
Interest Income	328
Non Resident card purchases	282
Trust Fund Income	2,793
<b>TOTAL INCOME</b>	<b>\$225,748</b>
<b>EXPENDITURES</b>	
Books and Materials	56,531
Computers- Software, Hardware, Licenses	5,068
Copier Lease	1,938
Office Equipment And Furniture	200
Postage	570
Programs	3,172
Utilities	15,562
Wages, Salaries (Quarter 1-3)*	136,048
Book & Office Supplies	6,772
Conferences & Dues	837
Printing and Copying	81
Publicity and Advertising	99
Expended Grant Funds	1,271
Expended Gifts and Fundraising	2,276
<b>TOTAL EXPENDITURES</b>	<b>\$230,424</b>
<b>ENDING BALANCE 12/31/11</b>	<b>\$43,839</b>

\* Does not include income and expenditures for payroll not recorded in 2011. Received payment and bill after 12/31/11.

## Hollis Social Library - cont.

### SAVINGS ACCOUNT

<b>BEGINNING BALANCE 1/01/11</b>	<b>\$4,147</b>
<b>INCOME</b>	
Trust Payments	998
Dividend Payment	77
Interest Income	11
<b>TOTAL INCOME</b>	<b>\$1,086</b>
<b>TOTAL EXPENDITURES</b>	<b>\$0.00</b>
<b>ENDING BALANCE 12/31/11</b>	<b>\$5,233</b>

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### FINES MONEY-SAVINGS ACCOUNT

<b>BEGINNING BALANCE 1/10/11</b>	<b>\$13,388</b>
<b>INCOME</b>	
Fines Deposits	11,394
Interest Income	164
<b>TOTAL INCOME</b>	<b>\$11,558</b>
<b>EXPENDITURES</b>	
Expended Fines Money	2,740
Transfers to Capital Expense Account	3,000
<b>TOTAL EXPENDITURES</b>	<b>\$5,740</b>
<b>ENDING BALANCE</b>	<b>\$19,206</b>

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### CAPITAL EXPENSE\*

<b>BEGINNING BALANCE 1/01/11</b>	<b>\$12,235</b>
<b>INCOME</b>	
Transfer from savings-fines	3,000
Interest Income	30
<b>TOTAL INCOME</b>	<b>\$3,030</b>
<b>EXPENDITURES</b>	
Library Automation & Server	15,184
<b>TOTAL EXPENDITURES</b>	<b>\$15,184</b>
<b>ENDING BALANCE 12/31/11</b>	<b>\$81.16</b>

\* Established to pay for new automation and webserver not funded from operating expenses.

## **Hollis Social Library - cont.**

### **PEARL RIDEOUT ENDOWMENT FUND\***

<b>BEGINNING BALANCE 1/01/11</b>	<b>\$58,084</b>
<b>INCREASE/ (DECREASE) IN VALUATION</b>	<b>(\$2,569)</b>
<b>ENDING BALANCE 12/31/11</b>	<b>\$55,514</b>

\*This is an investment account D28 handled and maintained by Eldridge Investment Advisors

Respectfully Submitted,

Marcia Beckett, Treasurer

## Tax Collector's Report

### DEBITS

UNCOLLECTED TAXES- Beginning of Year	2011	Prior Levies	
		2010	2009
Property Taxes	xxxxxx	\$961,096.26	
Land Use Change	xxxxxx		
Yield Taxes	xxxxxx	335.12	
Excavation Tax	xxxxxx		
Property Tax Credit Balance	-13,874.00		
<b>TAXES COMMITTED THIS YEAR</b>			
Property Taxes	\$25,795,215.00		
Land Use Change	2,430.00	45,800.00	
Yield Taxes	999.94	6,866.23	
Excavation Tax	0.00	106.46	
<b>OVERPAYMENT REFUNDS</b>			
Property Taxes	71,220.40		
Land Use Change			
Yield Taxes			
Excavation Tax			
Interest - Late Taxes	57,783.71		
Costs	2,936.50		
<b>TOTAL DEBITS</b>	<b>\$26,916,711.55</b>	<b>\$1,014,204.07</b>	<b>\$0.00</b>

## Tax Collector's Report - cont.

### CREDITS

REMITTED TO TREASURER	2011	Prior Levies	
		2010	2009
Property Taxes	\$25,081,786.91	\$625,925.51	
Land Use Change	2,430.00	39,550.00	
Yield Taxes	568.69	7,201.35	
Excavation Tax		106.46	
Interest (includes lien conversion)	57,783.71		
Costs	2,936.50		
Conversion to Lien (principal only)		304,619.75	

### ABATEMENTS MADE

Property Taxes	19,232.00	36,801.00	
Land Use Change			
Yield Taxes			
Excavation Tax			
Current Levy Deeded			

### UNCOLLECTED TAXES - End of Year

Property Taxes	783,260.99		
Land Use Change			
Yield Taxes	431.25		
Excavation Tax			
Property Tax Credit Balance	-31,718.50		
<b>TOTAL CREDITS</b>	<b>\$25,916,711.55</b>	<b>\$1,014,204.07</b>	<b>\$0.00</b>

## Tax Collector's Report - cont.

### REDEMPTIONS

#### DEBITS

	2010	PRIOR LEVIES	
		2009	2008
Unredeemed Liens-Beg of Year		\$328,740.67	\$80,816.13
Liens Executed During Fiscal Year	\$326,622.69		
Interest Collected After Lien	4,313.34	13,222.02	25,900.68
Costs Collected After Lien	368.00	296.00	324.00
<b>TOTAL DEBITS</b>	<b>\$331,304.03</b>	<b>\$342,258.69</b>	<b>\$107,040.81</b>

#### CREDITS

	2010	PRIOR LEVIES	
		2009	2008
REMITTED TO TREASURER			
Redemptions	\$118,005.69	\$113,507.66	\$80,816.13
Interest Collected After Lien	4,313.34	13,222.02	25,900.68
Costs Collected After Lien	368.00	296.00	324.00
Abatements of Unredeemed Taxes	26,230.73	156,087.00	
Liens Deeded to Municipality			
Unredeemed Liens Balance - EOY	182,386.27	59,146.01	0.00
<b>TOTAL CREDITS</b>	<b>\$331,304.03</b>	<b>\$342,258.69</b>	<b>\$107,040.81</b>

Respectfully Submitted,

Barbara C. Kowalski

Tax Collector

## Treasurer's Report to the Town of Hollis

January 25, 2012

The balance of cash and cash equivalents for the Town of Hollis General Fund as of December 31, 2011 was \$7,760,806, which compares to \$8,585,668 for the year ending December 31, 2010. Interest on overnight and other short-term cash investments produced income of \$11,448.68, which compares to \$9,438.17 earned in 2010, \$41,556.14 earned in 2009, \$117,824.56 earned in 2008, and \$200,401.48 earned in 2007.

During 2011, the Town purchased from the Tax Collector \$326,623 in delinquent taxes and accruals, DOWN \$155,517 from \$482,140 in 2010. At December 31, 2011, the amount of unpaid taxes was \$783,261, \$182,386, and \$59,146 for the years 2011, 2010 and 2009 respectively. (See the Tax Collector's Report for specific details.)

For the eighteenth 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

2010	\$326,623
2009	\$482,140
2008	\$305,942
2007	\$348,737
2006	\$202,679
2005	\$237,135

### Delinquent Taxes Outstanding at Year-End

	2011	2010	2009	2008
2011	783,261	--	--	--
2010	182,386	961,096	--	--
2009	59,146	328,741	808,127	--
2008	--	80,816	159,860	891,451
2007	--	--	51,226	129,384
2006	--	--	--	45,256
Total	1,024,793	1,370,653	1,092,213	1,066,091

Respectfully Submitted,

Mark Kowalski, Treasurer

# Statement of Bonded Debt

TOWN OF HOLLIS, NEW HAMPSHIRE  
AS OF DECEMBER 31, 2011  
ANNUAL MATURITIES OF OUTSTANDING DEBT

<b>I. Open Land Purchase</b>			
(General Obligation Bonds )		Amortization Schedule	
Issue Date:	2003		
Initial Indebtedness:	\$1,800,500		
Interest Rate:	3.70%	<b>Year of Maturity</b>	<b>Maturity Amount*</b>
		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>*exclusive of interest</b>		<b>Balance Due at 12/31/11</b>	<b>\$945,000</b>
<b>II. Open Land &amp; Cemetery Land Purchase</b>			
(General Obligation Bonds )		Amortization Schedule	
Issue Date:	2004		
Initial Indebtedness:	\$2,973,960		
Interest Rate:	3.20%	<b>Year of Maturity</b>	<b>Maturity Amount*</b>
		2012	\$200,000
		2013	\$200,000
		2014	\$200,000
		2015	\$200,000
		2016	\$200,000
		2017	\$200,000
		2018	\$200,000
		2019	\$200,000
<b>*exclusive of interest</b>		<b>Balance Due at 12/31/11</b>	<b>\$1,600,000</b>



## Statement Of Bonded Debt - cont.

TOWN OF HOLLIS, NEW HAMPSHIRE

AS OF DECEMBER 31, 2011

ANNUAL MATURITIES OF OUTSTANDING DEBT CONT.

<b>III. Open Land Purchase &amp; Safety Renovations (HFD,HPD&amp;DPW)</b>			
<b>(General Obligation Bonds )</b>		<b>Amortization Schedule</b>	
Issue Date:	2005		
Initial Indebtedness:	\$8,200,000		
Interest Rate:	3.5 - 4.3%	<b>Year of Maturity</b>	<b>Maturity Amount*</b>
		2012	\$330,000
		2013	\$330,000
		2014	\$330,000
		2015	\$330,000
		2016	\$330,000
		2017	\$330,000
		2018	\$330,000
		2019	\$330,000
		2020	\$330,000
		2021	\$330,000
		2022	\$330,000
		2023	\$330,000
		2024	\$330,000
		2025	\$330,000
		2026	\$160,000
		2027	\$160,000
		2028	\$160,000
		2029	\$160,000
		2030	\$160,000
		2031	\$160,000
		2032	\$160,000
		2033	\$160,000
		2034	\$160,000
		2035	\$160,000
<b>*exclusive of interest</b>		<b>Balance Due at 12/31/11</b>	<b>\$6,220,000</b>

## Police Private Details Special Revenue Fund

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2011 and 2010

<b>REVENUES</b>	<b>2011</b>	<b>2010</b>
Police Detail Income	\$22,515	\$34,055
Bank Interest Income	\$10	\$22
<b>Total Revenues</b>	<b>\$22,524</b>	<b>\$34,077</b>
 <b>EXPENDITURES</b>		
Police Details	\$22,072	\$33,619
Miscellaneous	\$0	\$0
<b>Total Expenditures</b>	<b>\$22,072</b>	<b>\$33,619</b>
 Excess (deficiency) of Revenues over (under) Expenditures	 \$452	 \$458
 Fund Balance, January 1	 \$15,163	 \$14,705
Fund Balance, December 31	\$15,615	\$15,163

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## Forest Maintenance Fund

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2011 and 2010

<b>REVENUES</b>	<b>2011</b>	<b>2010</b>
Proceeds from Town Forest	\$0	\$12,246
Interest Income	\$11	\$19
<b>Total Revenues</b>	<b>\$11</b>	<b>\$12,265</b>
 <b>EXPENDITURES</b>		
Current	\$504	\$1,567
<b>Total Expenditures</b>	<b>\$504</b>	<b>\$1,567</b>
 Excess (deficiency) of Revenues over (under) Expenditures	 (\$493)	 \$10,697
 Fund Balance, January 1	 \$17,750	 \$7,053
Fund Balance, December 31	\$17,258	\$17,750

## Conservation Fund

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2011 and 2010

<b>REVENUES</b>	<b>2011</b>	<b>2010</b>
Pool Interest Income	\$0	\$0
Bank Interest Income	\$177	\$511
Preferred Account Interest In- come	\$0	\$0
Land Use Change Tax	\$65,990	\$52,510
Town Appropriation	\$0	\$0
Grants	\$0	\$0
Donations	\$0	\$0
Forest View Greenway	\$0	\$0
<b>Total Revenues</b>	<b>\$66,167</b>	<b>\$53,021</b>
 <b>EXPENDITURES</b>		
Non-Land		
Supplies and Equipment	\$6	\$0
Postage	\$0	\$0
Dues and Publications	\$651	\$318
Public Notices	\$94	\$35
Seminars	\$55	\$0
Educational Materials	\$0	\$25
NHACC Annual Meeting	\$0	\$45
Maps and Mapping	\$0	\$0
Natural Resources	\$1,400	\$1,400
Signs	\$450	\$217
Other	\$0	\$9,825
Land		
Legal Fees	\$1,629	\$3,715
Surveys	\$1,538	\$0
Appraisals	\$0	\$0
Studies	\$850	\$0
Land Acquisition	\$389,572	\$0
<b>Total Expenditures</b>	<b>\$396,244</b>	<b>\$15,579</b>
 Excess (deficiency) of Revenues over (under) Expenditures	 (\$330,077)	 \$37,442
 Fund Balance, January 1	 \$412,028	 \$374,586
Fund Balance, December 31	\$81,951	\$412,028

## Old Home Days Special Revenue Fund

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2011 and 2010

<b>REVENUES</b>	<b>2011</b>	<b>2010</b>
Town Appropriation	\$4,631	\$4,375
Donations	\$5,074	\$5,127
Vendors	\$3,425	\$3,770
Meatballs	\$495	\$0
BBQ Tickets	\$5,211	\$4,470
Balloon Rides	\$480	\$500
Concessions	\$4,000	\$4,212
Daily Interest	\$13	\$27
Sale of Merchandise	\$2,241	\$1,443
Silent Auction	\$4,783	\$4,496
Sponsorship	\$1,750	\$300
Candy Bars	\$5,573	\$0
Afghans	\$0	\$120
Cookbooks/Teddy Bears	\$0	\$135
Parade	\$100	\$150
Miscellaneous	\$521	\$515
Total Revenues	\$38,297	\$29,640
<b>EXPENDITURES</b>		
T-Shirts	\$0	\$1,645
Printing	\$526	\$584
Postage	\$565	\$687
Signs/Banners	\$378	\$290
Chicken Barbeque	\$4,122	\$2,299
Entertainment (Music)	\$1,280	\$275
Fireworks	\$10,000	\$5,000
Rentals	\$2,215	\$5,240
Sound System	\$2,315	\$2,245
Police Details	\$3,165	\$2,659
DPW Hours	\$1,467	\$1,716
Candy Bars	\$1,807	\$0
Entertainment (Performers)	\$0	\$550
Silent Auction	\$94	\$30
Parade	\$1,000	\$1,325
Demonstrators	\$1,066	\$875
Meatballs	\$94	\$0
Tote Bag	\$0	\$429
Flying Folding Disk	\$0	\$358
Tick Remover	\$0	\$685
Beach Tote	\$0	\$493
T-Shirts Long Sleeve	\$0	\$690

## Old Home Days Special Revenue Fund - cont.

<b>EXPENDITURES</b>	<b>2011</b>	<b>2010</b>
Sweatshirts	\$0	\$792
Pet Parade	\$0	\$128
Dance	\$300	\$300
Miscellaneous	\$697	\$935
<b>Total Expenditures</b>	<b>\$31,091</b>	<b>\$30,228</b>
Excess (deficiency) of Revenues over (under) Expenditures	\$7,207	(\$588)
Fund Balance, January 1	\$19,367	\$19,955
Fund Balance, December 31	\$26,573	\$19,367

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## Zylonis Fund

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2011 and 2010

<b>REVENUES</b>	<b>2011</b>	<b>2010</b>
Trust Income	\$2,672	\$2,561
Bank Interest Income	\$2	\$3
Total Revenues	\$2,674	\$2,564
<b>EXPENDITURES</b>		
Bank Fees	\$0	\$0
Airfare to Lithuania	\$0	\$0
Teaching Supplies	\$0	\$0
Shipping	\$0	\$0
Computer/Accessories	\$0	\$0
Scholarship	\$2,000	\$2,000
Miscellaneous	\$0	\$0
<b>Total Expenditures</b>	<b>\$2,000</b>	<b>\$2,000</b>
Excess (deficiency) of Revenues over (under) Expenditures	\$674	\$564
Fund Balance, January 1	\$2,868	\$2,304
Fund Balance, December 31	\$3,542	\$2,868

## Recreation Revolving Fund

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2011 and 2010

<b>REVENUES</b>	<b>2011</b>	<b>2010</b>
Interest Earned	\$14	\$17
Basketball Travel K-6	\$5,024	\$1,685
Little League	\$1,120	\$2,990
Softball	\$6,621	\$7,679
Swimming	\$2,095	\$0
Basketball 7-9	\$6,465	\$6,505
Field & Facilities Use	\$4,740	\$2,555
Volleyball	\$0	\$5
Drama	\$6,905	\$7,240
Field Use (Vendors)	\$0	\$985
Lawrence Barn	\$490	\$0
Fine Arts Festival	\$4,975	\$4,835
Basketball Travel 3-6	\$4,527	\$778
Sticks-n-Stones	\$600	\$0
Basketball 10-12	\$2,205	\$915
Little League - Rookie	\$1,575	\$0
Spring/Summer P/U B-Ball	\$0	\$175
<b>Total Revenues</b>	<b>\$47,356</b>	<b>\$36,364</b>
<b>EXPENDITURES</b>		
Softball	\$4,938	\$6,095
Basketball K-6	\$4,288	\$12,022
Little League-Tball	\$1,200	\$2,098
Fine Arts Festival	\$4,203	\$6,050
Drama	\$6,789	\$7,240
Fields	\$14	\$0
Lawrence Barn	\$0	-\$570
Basketball Travel 3-6	\$2,620	\$4,208
Basketball 7-9	\$7,925	\$0
Basketball 10-12	\$0	\$1,831
Little League - Rookie	\$1,122	\$0
Spring/Summer P/U B-Ball	\$0	\$22
Miscellaneous	\$0	\$677
<b>Total Expenditures</b>	<b>\$33,099</b>	<b>\$39,673</b>
Excess (deficiency) of Revenues over (under) Expenditures	\$14,257	-\$3,309
Fund Balance, January 1	\$11,953	\$15,262
Fund Balance, December 31	\$26,210	\$11,953

## Heritage Fund

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2010 and 2009

<b>REVENUES</b>	<b>2011</b>	<b>2010</b>
Donations	\$20,010	\$50
Interest Income	\$6	\$13
Town Appropriation	\$250	\$0
Proceeds from Old Home Day	\$31	\$0
Grants	\$0	\$0
<b>Total Revenues</b>	<b>\$20,297</b>	<b>\$63</b>
<b>EXPENDITURES</b>		
Public Awareness	\$0	\$9
Supplies	\$136	\$0
Conference & Seminars	\$134	\$0
Dues & Publications	\$50	\$0
Miscellaneous Lawrence Barn	\$0	\$6,674
Miscellaneous	\$2,625	\$2,083
<b>Total Expenditures</b>	<b>\$2,945</b>	<b>\$8,766</b>
Excess (deficiency) of Revenues over (under) Expenditures	\$17,353	(\$8,703)
Fund Balance, January 1	\$4,705	\$13,408
Fund Balance, December 31	\$22,058	\$4,705

## Charles J. Nichols Fund

Financial Report 2011

The 2011 membership on the Governing Committee of the Nichols Fund, established in 1985 and amended May 10, 1989, consists of: Lisa Petralia, Town of Hollis Recreation Commission; Richard Husk, Beaver Brook Association and Charles J. Nichols Fund; Pat Coughlin, Congregational Church of Hollis; Nora Lewis, Colonial Garden Club; Peter Band, Representative of the Board of Selectmen.

### **MONEY MARKET ACCOUNT**

Beginning Balance 12/31/10	\$17,399
Receipts:	
Interest Earned	\$10
Nichols Trust Payments	\$8,377
Gift-Private Donations	\$0
 <b>Total</b>	 <b>\$25,786</b>
Payments:	
Dutton's Lawn Care	\$14,550
 <b>Ending Balance 12/31/11</b>	 <b>\$11,236</b>

## Ambulance Fee Special Revenue Fund

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2011 and 2010

<b>REVENUES</b>	<b>2011</b>	<b>2010</b>
Insurance Billing	\$157,995	\$151,108
Interest Income	\$166	\$431
Trust Income	\$880	\$843
Other Income	\$23,547	\$0
<b>Total Revenues</b>	<b>\$182,588</b>	<b>\$152,382</b>
 <b>EXPENDITURES</b>		
Ambulance Purchase	\$158,169	\$0
Ambulance expendable supplies	\$86,491	\$86,327
Ambulance training	\$1,796	\$1,944
Ambulance Services	\$66,971	\$55,102
Comstar Billing Fees	\$11,347	\$10,517
<b>Total Expenditures</b>	<b>\$324,774</b>	<b>\$153,890</b>
 Excess (deficiency) of Revenues over (under) Expenditures	 -\$142,186	 -\$1,509
 Fund Balance, January 1	 \$301,209	 \$302,717
Fund Balance, December 31	\$159,022	\$301,209



# Town Of Hollis And Hollis Nichols Fund Income Payments

NAME OF FUND	ADJUSTED BALANCE 12/31/2010	INCOME PERCENTAGE FOR 2011	INCOME PAYMENT 4/11/2011	INCOME PAYMENT 7/5/2011	INCOME PAYMENT 10/3/2011	INCOME PAYMENT 1/3/2012	TOTAL FOR YEAR 2011
HIGH SCHOOL	148,442.93	44.11%	1,513.03	1,897.96	1,608.94	588.23	5,608.16
R E WHEELER	25,656.81	7.62%	261.51	328.04	278.09	101.67	969.31
SCHOOL SYSTEMS	4,987.76	1.48%	50.84	63.77	54.06	19.76	188.43
LIBRARY	63,236.28	18.79%	644.55	808.53	685.40	250.58	2,389.06
C ZYLONIS-LITHUANIAN	64,902.65	19.29%	661.53	829.83	703.46	257.19	2,452.01
WELFARE	5,420.39	1.61%	55.25	69.30	58.75	21.48	204.78
RECREATION FUNDS	2,476.24	0.74%	25.24	31.66	26.84	9.81	93.55
AMBULANCE FUND	21,382.83	6.35%	217.95	273.41	231.76	84.73	807.85
SUB TOTAL	336,505.89	100.00%	3,429.90	4,302.50	3,647.30	1,333.45	12,713.15
GENERAL CEMETERY	192,577.66	0.00%	0.00	0.00	0.00	0.00	0.00
VIOLA BROCKLEBANK-CEMETERY	5,609.33	0.00%	0.00	0.00	0.00	0.00	0.00
SUB TOTAL	534,692.88	100.00%	3,429.90	4,302.50	3,647.30	1,333.45	12,713.15
JANE BALLARD MEMORIAL FUND							
TRANSFER	67,282.61	0.00%	0.00	0.00	0.00	0.00	0.00
TOTALS	601,975.49	100.00%	3,429.90	4,302.50	3,647.30	1,333.45	12,713.15
NICHOLS FUND TRANSFER		25.00%	0.00	0.00	0.00	0.00	0.00
NICHOLS FUND DISBURSEMENT		75.00%	969.19	2,077.79	1,937.23	801.11	5,785.32

# Trust Funds, Trustees Report (MS-9)

DATE OF CREATION	NAME OF TRUST FUND	%	PRINCIPAL			INCOME				GRAND TOTAL OF PRINCIPAL & INCOME	PRINCIPAL MARKET VALUE BEGINNING YEAR	PRINCIPAL MARKET VALUE END OF YEAR BALANCE			
			BALANCE BEGINNING YEAR	ADDITIONS/ NEW FUNDS CREATED	CASH GAINS OR (LOSSES)	WITHDRAWALS	BALANCE END YEAR	INCOME PERCENT	DURING YEAR AMOUNT				EXPENDED DURING YEAR	FEES	BALANCE END YEAR
	COMMON TRUST FUND														
	HIGH SCHOOL FUNDS														
1873	MARY S FARLEY	5.45%	31,508.43		119.95		31,628.38	(317.97)	1,233.25	(1,172.03)	(196.14)	(452.90)	31,175.49	33,550.47	38,795.80
1884	SAMUEL T WORCESTER	0.68%	3,902.72		14.86		3,917.58	(39.40)	152.75	(145.17)	(24.29)	(56.11)	3,861.47	4,155.65	4,805.35
1916	LUCY E WORCESTER	0.32%	1,833.77		6.98		1,840.75	(18.52)	71.77	(68.21)	(11.42)	(26.37)	1,814.38	1,952.62	2,257.89
1916	SARAH A WORCESTER	0.32%	1,833.77		6.98		1,840.75	(18.52)	71.77	(68.21)	(11.42)	(26.37)	1,814.38	1,952.62	2,257.89
1917	FRANKLIN WORCESTER	14.67%	84,771.18		322.73		85,093.91	(852.51)	3,317.97	(3,153.27)	(527.70)	(12,185.50)	83,875.40	90,265.16	104,377.33
1932	CLARA E CUTTER	0.29%	1,650.74		6.28		1,657.03	(16.69)	64.61	(61.40)	(10.28)	(23.76)	1,633.27	1,757.73	2,032.53
1944	EMMA F VAN DYKE	1.71%	9,899.23		37.69		9,936.92	(99.89)	387.46	(368.23)	(61.62)	(142.28)	9,794.64	10,540.79	12,188.76
1956	MARY F WILSON	1.14%	6,602.97		25.14		6,628.11	(66.63)	258.44	(245.61)	(41.10)	(94.90)	6,533.21	7,030.91	8,130.13
1957	HENRY A WILSON	1.14%	6,601.06		25.13		6,626.19	(66.59)	258.37	(245.54)	(41.09)	(94.86)	6,531.33	7,028.87	8,127.77
1967	LUCINDA F READ	0.25%	1,424.38		5.42		1,429.80	(14.35)	55.75	(52.98)	(8.87)	(20.45)	1,409.36	1,516.69	1,753.82
1980	RUTH E WHEELER	4.50%	25,989.21		98.94		26,088.15	(258.09)	1,017.23	(1,028.70)	(161.78)	(431.34)	25,656.81	27,673.56	32,000.08
1988	JANE BALLARD MEMORIAL	10.26%	59,289.32		225.72		59,515.04	5,816.05	2,320.61	0.00	(369.08)	7,767.57	67,282.61	63,131.83	73,001.94
	TOTAL HIGH SCHOOL FUNDS		235,306.79	0.00	895.83	0.00	236,202.61	4,043.90	9,209.99	(6,609.36)	(1,464.79)	5,179.73	241,382.35	250,556.90	289,729.29
	SCHOOL SYSTEM FUNDS														
1984	EVELYN RICE TRUST	0.44%	2,520.50		9.60		2,530.10	(25.42)	98.65	(93.75)	(15.69)	(36.20)	2,493.89	2,683.85	3,103.45
1984	CP & LE BROWN	0.44%	2,520.50		9.60		2,530.10	(25.45)	98.65	(93.75)	(15.69)	(36.23)	2,493.86	2,683.85	3,103.45
	TOTAL SCHOOL STEM FUNDS		5,041.00	0.00	19.19	0.00	5,060.19	-50.86	197.31	(187.50)	(31.38)	(72.43)	4,987.76	5,367.70	6,206.90
	LIBRARY FUNDS														
1917	SARAH A WORCESTER	0.16%	916.79		3.49		920.28	(9.24)	35.88	(34.10)	(5.71)	(13.17)	907.12	976.21	1,128.83
1917	FRANKLIN WORCESTER	2.90%	16,742.64		63.74		16,806.38	(168.97)	653.31	(622.78)	(104.22)	(240.66)	16,565.72	17,827.72	20,614.93
1918	CHARLES M STRATTON	0.06%	330.22		1.26		331.47	(3.35)	12.92	(12.28)	(2.06)	(4.76)	326.71	351.62	406.99
1927	LILLIAN WORCESTER	0.21%	1,194.22		4.55		1,198.77	(12.05)	46.74	(44.42)	(7.43)	(17.16)	1,181.61	1,271.62	1,470.42
1931	JH & SP CUTTER MEM	0.09%	528.25		2.01		530.26	(5.36)	20.68	(19.65)	(3.29)	(7.62)	522.64	562.48	650.42
1932	CLARA CUTTER	0.29%	1,650.80		6.28		1,657.08	(16.69)	64.61	(61.41)	(10.28)	(23.76)	1,633.33	1,757.79	2,032.60
1939	JOSEPH P PARKER	0.29%	1,650.80		6.28		1,657.08	(16.69)	64.61	(61.41)	(10.28)	(23.76)	1,633.33	1,757.79	2,032.60
1944	EMMA VAN DYKE	1.71%	9,899.24		37.69		9,936.93	(99.90)	387.46	(368.23)	(61.62)	(142.29)	9,794.64	10,540.80	12,188.77
1950	RUTH C GOODWIN	0.29%	1,650.78		6.28		1,657.06	(16.69)	64.61	(61.40)	(10.28)	(23.76)	1,633.31	1,757.77	2,032.58
1955	SILAS N SPAULDING	0.17%	990.51		3.77		994.28	(10.00)	38.77	(36.84)	(6.17)	(14.25)	980.04	1,054.71	1,219.60
1956	MARY F WILSON	0.57%	3,301.53		12.57		3,314.10	(33.32)	129.22	(122.81)	(20.55)	(47.45)	3,266.65	3,515.50	4,065.12
1957	HENRY A WILSON	1.14%	6,601.09		25.13		6,626.22	(66.61)	258.37	(245.54)	(41.09)	(94.88)	6,531.34	7,028.90	8,127.81
1963	ETIAM FLAGG	0.28%	1,642.40		6.25		1,648.66	(16.59)	64.28	(61.09)	(10.22)	(23.63)	1,625.03	1,748.85	2,022.26
1967	LUCINDA F READ	0.25%	1,424.37		5.42		1,429.79	(14.35)	55.75	(52.98)	(8.87)	(20.45)	1,409.35	1,516.68	1,753.80
1974	LEILA PARKER	0.12%	667.82		2.54		670.36	(6.71)	26.14	(24.84)	(4.16)	(9.57)	660.79	711.10	822.28
1980	DANIEL H GOODWIN	0.45%	2,595.62		9.88		2,605.51	(26.19)	101.59	(96.55)	(16.16)	(37.30)	2,568.20	2,763.85	3,195.95
1987	N & P CONIARIS	2.10%	121,254.59		46.16		121,707.75	(122.34)	474.56	(451.00)	(75.48)	(174.26)	11,996.50	12,910.38	14,928.81
1980	CHARLES ZYLONIS	11.35%	65,598.85		249.73		65,848.58	(662.04)	2,567.44	(2,440.00)	(408.34)	(942.93)	69,847.07	80,767.07	84,767.07
	TOTAL LIBRARY FUNDS		129,507.53	0.00	493.04	0.00	130,000.57	(1,307.07)	5,068.97	(4,817.35)	(806.19)	(1,861.64)	128,138.93	137,900.85	159,460.44
	CEMETERY FUNDS														
VARIOUS	COMMON CEMETERY FUNDS	29.95%	173,048.39	4,500.00	658.81		178,207.19	8,674.52	6,773.18	0.00	(1,077.23)	14,370.46	192,577.66	181,468.44	218,591.34
1973	VIOLA BROCKLEBANK	0.89%	5,171.20		19.69		5,190.89	248.23	202.40	0.00	(32.19)	418.44	5,609.33	5,506.35	6,367.22
	TOTAL CEMETERY FUNDS		178,219.59	4,500.00	678.49	0.00	183,398.08	8,922.75	6,975.58	0.00	(1,109.42)	14,788.90	198,186.99	186,974.79	224,958.56
	PUBLIC WELFARE FUNDS														
1906	JESSIE RIDEOUT	0.32%	1,846.99		7.03		1,854.02	(18.63)	72.29	(68.71)	(11.50)	(26.55)	1,837.47	1,966.69	2,274.17
1934	DELIA M SMITH	0.06%	330.22		1.26		331.47	(3.35)	12.92	(12.28)	(2.06)	(4.76)	326.71	351.62	406.99
1951	CHARLES H FARLEY	0.57%	3,301.08		12.57		3,313.65	(33.29)	129.21	(122.80)	(20.55)	(47.44)	3,266.21	3,515.02	4,064.57
	TOTAL PUBLIC WELFARE FUNDS		5,478.29	0.00	20.86	0.00	5,499.14	-55.28	214.42	(203.80)	(34.10)	(78.76)	5,420.39	5,833.33	6,745.33
1984	NICHOLS FIELD HORSE RING	0.43%	2,502.33		9.53		2,511.86	(24.89)	97.94	(93.09)	(15.58)	(35.62)	2,476.24	2,664.50	3,081.08
1998	CHARLES & DOROTHY DOW FUND	3.77%	21,773.40		82.89		21,856.30	(386.48)	852.22	(803.67)	(135.54)	(473.47)	21,382.83	23,184.53	26,809.23
	HOLLIS AMBULANCE FUND														
	TOTAL COMMON TRUST FUND	100.00%	577,828.93	4,500.00	2,199.83	0.00	584,528.76	11,142.07	22,616.43	(12,714.77)	(3,597.01)	17,446.72	601,975.48	612,482.60	716,990.83
1989	CHARLES J. NICHOLS FUND	100.00%	202,960.48	0.00	2,993.84		205,954.32	4,605.49	10,081.56	(7,376.25)	(1,202.99)	6,107.81	212,062.13	212,485.48	228,959.60
	TOTAL ALL FUNDS		780,789.41	4,500.00	5,193.67	0.00	790,483.08	15,747.56	32,697.99	(20,091.02)	(4,800.00)	23,554.43	814,037.61	824,968.08	945,950.43
	*** Details of individual cemetery funds can be found at Town Hall														

# Capital Reserve Account

## Fiscal Year 2011

Date of Creation	Name of Trust Fund	Purpose Of Trust Fund	How Invested %	PRINCIPAL					INCOME					Principal & Income Year End
				Balance Beginning Year	New Funds Created	Cash Gains Or (Losses)	Withdrawals	Balance End Year	Balance Beginning Year	Income During Year		Expended During Year	Balance End Year	
1994	Flint Pond Restoration	Capital Reserves	NHPDIP	44,160.49	0.00	0.00	0.00	44,160.49	25,954.72		50.52	(21,385.75)	4,619.49	48,779.98
2002	Compensated Absences Payable Fund	"	"	69,696.88	20,000.00	0.00	(37,117.60)	52,579.28	1,329.32		47.12	(1,376.44)	0.00	52,579.28
2005	Employee Health Care Expense Expendable Trust	"	"	1,591.59	0.00	0.00	0.00	1,591.59	0.00		0.93	0.00	0.93	1,592.52
2008	Emergency Municipal Building and Facilities Maintenance Expendable Trust	"	"	4,825.52	37,000.00	0.00	(22,607.83)	19,217.69	0.00		4.42	(4.42)	0.00	19,217.69
2009	Municipal Transportation	"	"	3,592.48	10,749.00	0.00	(12,597.16)	1,744.32	0.00		2.84	(2.84)	0.00	1,744.32
2008	SAU#41 Buildings Expendable Trust	"	"	33,282.00	8,000.00	0.00	0.00	41,282.00	209.85		26.35	0.00	236.20	41,518.20
2008	SAU#41 School Buildings Expendable Trust	"	"	228,498.00	71,000.00	0.00	(125,022.83)	174,475.17	1,174.92		161.97	(1,336.89)	0.00	174,475.17
				385,646.96	146,749.00	0.00	(197,345.42)	335,050.54	28,668.81		294.15	(24,106.34)	4,856.62	339,907.16

Report of the Trust Funds of the Town of Hollis, NH for the Year Ending on December 31, 2011 (MS-10)

***HOW INVESTED***			***PRINCIPAL***			ADDITIONS			INCOME			GRAND TOTAL			
NUMBER OF SHARES	DESCRIPTION OF INVESTMENT NAME OF BANKS, STOCKS, BONDS	BALANCE BEGINNING YEAR	PURCHASES	CASH CAPITAL GAINS	PROCEEDS FROM SALES	GAINS/LOSSES FROM SALES	BALANCE END YEAR	BALANCE BEGINNING YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR	BALANCE END YEAR	PRINCIPAL & INCOME END OF YEAR	BEGINNING YEAR FAIR MARKET VALUE	UNREALIZED GAIN/LOSS	END OF YEAR FAIR MARKET VALUE
GENERAL FUND															
20,000.00	Deutsche Bank AG 5.375% 10/12/12	20,299.00					20,299.00	0.00	1,075.00	(1,075.00)	0.00	20,299.00	21,494.60	(1,091.60)	20,403.00
0.00	Federal Home Loan Bank 5.25% 6/10/11	19,861.80			20,000.00	138.20	0.00	0.00	525.00	(525.00)	0.00	0.00	20,421.20	(842.20)	0.00
20,000.00	Federal Home Loan Mortgage Corp 5.125% 7/15/12	19,741.58					19,741.58	0.00	1,025.00	(1,025.00)	0.00	19,741.58	21,381.80	(842.20)	20,539.60
20,000.00	Federal National Mortgage Association 4.375% 3/15/13	18,855.80					18,855.80	0.00	875.00	(875.00)	0.00	18,855.80	21,550.40	(570.40)	20,980.00
20,000.00	Federal National Mortgage Association 5.00% 4/15/15	19,413.32					19,413.32	0.00	1,000.00	(1,000.00)	0.00	19,413.32	22,637.80	105.60	22,743.40
20,000.00	Federal National Mortgage Association 5.00% 3/15/16	19,326.52					19,326.52	0.00	1,000.00	(1,000.00)	0.00	19,326.52	22,594.60	711.80	23,306.40
0.00	HSBC Financial Corp 6.25% 5/15/11	19,922.20			20,000.00	77.80	0.00	0.00	675.00	(675.00)	0.00	0.00	20,434.60	(434.60)	0.00
20,000.00	JP Morgan Chase & Co. 6% 1/15/18	19,972.20					19,972.20	0.00	1,200.00	(1,200.00)	0.00	19,972.20	22,335.00	(21.40)	22,313.60
20,000.00	Wells Fargo & Co. 5% 11/15/14	19,269.40					19,269.40	0.00	1,000.00	(1,000.00)	0.00	19,269.40	21,237.40	163.20	21,400.60
0.00	Allgheny Energy Inc.	12,352.50	(12,352.50)				0.00	0.00	72.27	(72.27)	0.00	0.00	14,544.00	(2,191.50)	0.00
270.00	AT&T Inc.	6,949.61					6,949.61	0.00	464.40	(464.40)	0.00	6,949.61	7,932.60	232.20	8,164.80
0.00	Bank of America Corporation	16,802.75			7,194.87	(9,607.88)	0.00	0.00	0.00	0.00	0.00	0.00	6,670.00	524.87	0.00
300.00	Chevron Corp	25,000.44					25,000.44	0.00	927.00	(927.00)	0.00	25,000.44	27,375.00	4,545.00	31,920.00
300.00	Exxon Mobil Corp	964.06					964.06	0.00	555.00	(555.00)	0.00	964.06	21,936.00	3,492.00	25,428.00
400.00	Firstenergy Corp	0.00	12,352.50		7.30	1.13	12,346.33	0.00	660.00	(660.00)	0.00	12,346.33	0.00	5,374.80	17,720.00
0.00	Frontier Communications Corp	435.47			548.33	112.86	0.00	0.00	0.00	0.00	0.00	0.00	554.61	(6.28)	0.00
1,200.00	General Electric Co.	7,125.00					7,125.00	0.00	696.00	(696.00)	0.00	7,125.00	21,948.00	(456.00)	21,492.00
250.00	Home Depot Inc.	0.00	8,657.48				8,657.48	0.00	260.00	(260.00)	0.00	8,657.48	0.00	1,852.52	10,510.00
230.00	Johnson & Johnson	13,885.10					13,885.10	0.00	517.50	(517.50)	0.00	13,885.10	14,225.50	857.90	15,083.40
326.00	Lockheed Martin Corp.	4,237.50					4,237.50	0.00	1,059.50	(1,059.50)	0.00	4,237.50	22,790.66	3,582.74	26,373.40
650.00	Nuvera Energy Inc. Com	29,794.38					29,794.38	0.00	1,430.00	(1,430.00)	0.00	29,794.38	33,793.50	5,778.50	39,572.00
240.00	Procter & Gamble Co.	13,756.78					13,756.78	0.00	493.63	(493.63)	0.00	13,756.78	15,439.20	571.20	16,010.40
240.00	Verizon Communications	6,529.47					6,529.47	0.00	471.00	(471.00)	0.00	6,529.47	8,587.20	1,041.60	9,628.80
800.00	Wells Fargo & Co.	28,977.04					28,977.04	0.00	384.00	(384.00)	0.00	28,977.04	24,792.00	(2,744.00)	22,048.00
909.00	American Cap World Growth & Inc. C #333	39,953.54		602.85			40,556.39	0.00	602.85	(602.85)	0.00	40,556.39	31,547.77	(2,611.47)	28,936.30
1,237.07	American Capital World Bd Fd C1C	21,461.78		681.35			22,143.13	0.00	681.35	(681.35)	0.00	22,143.13	24,264.78	724.01	24,988.79
477.57	American Funds New World C1C	18,362.12		162.89			18,525.01	0.00	162.89	(162.89)	0.00	18,525.01	25,142.73	(3,718.94)	21,423.79
3,610.28	Loomis Sayles Inv Grade Bd Y #1456	0.00	44,000.00	1,522.56			45,522.56	0.00	1,119.57	(1,119.57)	0.00	45,522.56	0.00	(893.32)	43,106.68
830.80	Oppenheimer Developing Mkts C1Y	18,257.22		548.28			18,805.50	0.00	548.28	(548.28)	0.00	18,805.50	29,297.89	(5,229.64)	24,068.25
3,301.80	Oppenheimer Senior Floating Rate Class C	362.77	26,000.00	1,154.38			27,517.15	0.00	1,154.38	(1,154.38)	0.00	27,517.15	337.23	308.30	26,645.53
2,347.91	PMCO Fds Total Return Inst #35	23,070.49		985.82			24,056.31	0.00	985.82	(985.82)	0.00	24,056.31	24,494.41	1,027.39	25,521.80
1,259.46	Vanguard Wellington Fund #21	23,243.64		1,166.62			24,410.26	0.00	1,166.62	(1,166.62)	0.00	24,410.26	38,007.62	1,463.98	39,471.60
1,879.36	Vanguard Index TR Mid Cap Stock #859	23,425.01		430.96			23,855.97	0.00	430.96	(430.96)	0.00	23,855.97	37,724.59	(795.22)	36,929.37
324.59	Vanguard Index TR 500 Portfolio #40	38,843.82		720.03			39,563.85	0.00	720.03	(720.03)	0.00	39,563.85	36,863.07	724.68	37,587.75
2,779.28	Vanguard Intermediate Term Corp #71	22,731.01		1,736.99			24,468.00	0.00	1,161.86	(1,161.86)	0.00	24,468.00	25,842.87	1,922.14	27,765.01
	Cash and Cash Equivalents	26,159.77	(25,966.70)				193.07	2,632.42	6.38	(1,158.89)	1,479.91	1,672.98	28,792.19	(0.00)	1,672.98
TOTAL GENERAL FUND		599,343.09	52,690.78	9,712.73	47,750.50	(9,277.89)	604,718.21	2,632.42	25,106.29	(26,258.89)	1,479.91	606,198.12	716,990.82	12,976.66	733,756.25
NICHOLS FUND															
25,000.00	AT&T Inc. 5.8% 2/15/19	25,675.00					25,675.00	0.00	1,450.00	(1,450.00)	0.00	25,675.00	28,139.50	1,361.25	29,500.75
20,000.00	Deutsche Bank AG 5.375% 10/12/12	20,299.00					20,299.00	0.00	1,075.00	(1,075.00)	0.00	20,299.00	21,494.60	(1,091.60)	20,403.00
20,000.00	Federal Home Loan Mortgage 5.125% 7/15/12	19,741.58					19,741.58	0.00	1,025.00	(1,025.00)	0.00	19,741.58	21,381.80	(842.20)	20,539.60
20,000.00	Federal National Mortgage Association 4.375% 3/15/13	18,855.80					18,855.80	0.00	875.00	(875.00)	0.00	18,855.80	21,550.40	(570.40)	20,980.00
20,000.00	Federal National Mortgage Association 5.00% 4/15/15	19,413.32					19,413.32	0.00	1,000.00	(1,000.00)	0.00	19,413.32	22,637.80	105.60	22,743.40
0.00	HSBC Financial Corp 6.75% 5/15/11	19,922.20			20,000.00	77.80	0.00	0.00	675.00	(675.00)	0.00	0.00	20,434.60	(434.60)	0.00
20,000.00	University Texas BAB 3.987% 8/15/20	20,000.00					20,000.00	0.00	897.08	(897.08)	0.00	20,000.00	20,085.80	21,295.60	21,295.60
20,000.00	Wells Fargo & Co 5% 11/15/14	19,269.40					19,269.40	0.00	1,000.00	(1,000.00)	0.00	19,269.40	21,237.40	163.20	21,400.60
1,558.98	Loomis Sayles Inv Grade Bd Y #1456	0.00	19,000.00	657.47			19,657.47	0.00	483.45	(483.45)	0.00	19,657.47	0.00	(385.73)	18,614.27
3,008.46	Oppenheimer Senior Floating Rate Class C	0.35	24,000.00	1,049.56		0.35	25,049.91	0.00	1,049.56	(1,049.56)	0.00	25,049.91	0.36	277.91	24,278.27
12,637.41	Vanguard Intermediate Term Corp #71	22,730.99		1,736.98			24,467.97	0.00	1,161.85	(1,161.85)	0.00	24,467.97	25,842.85	1,922.13	27,766.98
	Cash and Cash Equivalents	22,930.04	(21,930.04)				1,000.00	3,224.45	3.82	(1,094.73)	2,133.55	3,133.55	26,154.49	0.00	3,133.55
TOTAL NICHOLS FUND		208,837.68	21,069.96	3,444.01	20,000.00	77.80	213,429.45	3,224.45	10,695.76	(11,786.66)	2,133.55	215,563.00	228,959.40	1,715.36	230,654.02
GRAND TOTAL ALL FUNDS		808,180.77	73,760.74	13,156.74	67,750.50	(9,200.09)	818,147.66	5,856.87	35,802.05	(38,045.46)	3,613.46	821,761.12	945,950.42	14,692.02	964,400.27

## Inventory Of Property Owned By The Town Of Hollis

Map	Block	Lot	Location	Acres	Date Acquired	Description
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### HOLLIS CONSERVATION COMMISSION - RESTRICTED USE

002	009		WORCESTER RD	10.00	1966	"Parker & Whitcher" or "Long" Meadow, Wetlands
005	020		RUNNELLS BRIDGE RD	21.06	1976	"Wright Nashua River Lot," Land-Locked Wetlands
005	034	001	RUNNELLS BRIDGE RD	17.11	2011	"Taylor Conservation Lot," Unbuildable
010	002		RUNNELLS BRIDGE RD	1.34	1974	Runnells Bridge Dam & Bridge Site, Conserv. Use per Deed
010	003		RUNNELLS BRIDGE RD	0.46	1974	Runnells Bridge Dam & Bridge Site, Conserv. Use per Deed
010	018		RUNNELLS BRIDGE RD	40.70	1990	Rideout Nashua River Lot, Conservation Use per Deed
010	034		DEPOT RD	4.62	1993	Hacker Nashua River Lot, Conservation Use per Deed
013	032	001	MERRILL LN	1.73	1989	Coughlin Lot, Conservation Restrictions per Deed
014	070		FRENCH MILL RD	6.32	1983	Chas. Lord Land on Flint's Brook, Wetlands
014	071		WRIGHT RD	19.22	1983	D. J. Wright Heirs Lot, Flint's Brook, Land-Locked Wetlands
014	072		RIDEOUT RD	22.00	1982	D. J. Wright Heirs Lot, Flint's Brook, Land-Locked Wetlands
014	076		RIDEOUT RD	11.89	1981	Chas. Lord Land, Flint's Brook, Wetlands, Conserv. Restrict.
014	077		RIDEOUT RD	23.51	1979	Chas. Lord, Nashua River/Flints Brook, Consvr. Restrict.
015	001		RIDEOUT RD	10.90	1990	Rideout Nashua River Lot, Conservation Use per Deed
015	003		RIDEOUT RD	11.00	1970	Rich Tree Farms Lot, Land-Locked Wetlands
015	015		SUMNER LN	23.24	1974	Open Space Lot. No Development Allowed per Deed
015	021	010	CUMMINGS LN	25.30	2004	Cummings Lane Nashua River Lot, Land-Locked Wetlands
015	029		HANNAH DR	35.18	1993	Hannah Drive Open Space - Nashua River
015	040		HANNAH DR	4.07	1993	Hannah Drive Open Space. Includes Cul-de-sac & Fire Pond
017	022		PROCTOR HILL RD	0.75	1967	"Parkhurst" or "Charlton" Lot, Unbuildable Wetlands
017	023		PROCTOR HILL RD	3.00	1978	"Tenney Meadow" or "John Doe Lot," Wetlands
018	014		DEPOT RD	27.00	1994	"Hardy Field," Conservation Easement/Restrictions
018	015		DEPOT RD	1.60	1994	"Worcester Lot," Conservation Easement/Restrictions
019	028		BROAD ST	14.74	1974	Rideout Flint's Brook Lot, Land-Locked Wetlands
019	029		WRIGHT RD	6.85	1975	Wright Heirs Flint's Brook Lot, Land-Locked
020	017		BROAD ST	43.39	1974	"Rideout Conservation Land," Flint's Brook Wetlands
022	031		ROCKY POND RD	11.50	1998	"Worcester Upper Mill" Historic Site, Wetlands
022	032		ROCKY POND RD	8.00	1995	"Worcester Mill Pond" Historic Site, Wetlands
023	022		ROCKY POND RD	13.28	1968	"Quinton Meadow," Wetlands
023	035		ROCKY POND RD	2.70	1999	Worcester Conserv. Land, Land-Locked w/Conserv. Esmt.
023	055		ROCKY POND RD	1.54	1985	Spaulding Conservation Land, Wetlands
023	056		ROCKY POND RD	7.53	1985	Spaulding Conservation Land, Wetlands
026	018		PINE HILL RD	3.70	1975	"Noah Farley Meadow," Land-Locked Wetlands
026	019		PINE HILL RD	5.00	1980	"Wright-Holmberg Lot," Land-Locked
028	035		FOREST VIEW DR	20.11	2000	Worcester Conserv. Land, Land-Locked w/Conserv. Esmt.
029	006		FEDERAL HILL RD	4.50	1991	"Wheeler Homestead," Land-Locked
029	014		HAYDEN RD	49.90	1998	"Baldwin Orchard," Henry Hildreth Conservation Area.

Map	Block	Lot	Location	Acres	Date Acquired	Description
029	015		FEDERAL HILL RD	3.63	1999	Worcester Conserv. Land, Land-Locked w/Conserv. Esmt.
029	016		FOREST VIEW DR	3.00	1999	Worcester Conserv. Land, Land-Locked w/Conserv. Esmt.
029	017		FOREST VIEW DR	8.63	1986	Der Conservation Land, Land-Locked with Conserv. Esmt.
029	026		FOREST VIEW DR	0.72	1986	Der Conservation Land, Cul-de-Sac with Conserv. Esmt.
029	031		HAYDEN RD	8.97	1999	Worcester Conserv. Land, Land-Locked w/Conserv. Esmt.
029	033		ROCKY POND RD	29.86	1999	Worcester Conserv. Land, Land-Locked w/Conserv. Esmt.
029	035		ROCKY POND RD	3.00	1999	Worcester Conserv. Land, Land-Locked w/Conserv. Esmt.
031	068		NARTOFF RD	7.50	1971	"FW Moore Lot," Muddy Brook, Land-Locked Wetlands
034	016		HAYDEN RD	19.50	1986	Part of "Corey-Swett Lot," Birch Hill, Land-Locked
035	077		FEDERAL HILL RD	14.30	1998	"Horseshoe Pond," Henry Hildreth Conservation Area.
036	015		SOUTH MERRIMACK RD	36.30	2004	"Runnells-Wheeler Lot," Land-Locked
037	004	002	HARDY LN	1.37	1984	"Somner Lot," Conservation per Deed.
042	035		MOOAR HILL	4.00	1978	"JP Howe's Sprout Lot," Land-Locked
047	043	005	SOUTH MERRIMACK RD	21.08	2008	"Siergiewicz Family Conservation Lot," Wetlands
047	054	001	MEADOW DR	31.24	1975	Pennichuck Pond Wetlands, Land-Locked
047	057	001	OAKWOOD LN	20.29	1980	Pennichuck Pond Wetlands, Land-Locked
049	004		SOUTH MERRIMACK RD	2.43	1966	"Sanderson Lot," Land-Locked Wetlands
049	007		ROUTE 101A	2.00	2006	LaForest Heirs, Land-Locked Wetlands
049	011		ROUTE 101A	0.75	2006	LaForest Heirs, Land-Locked Wetlands
049	014		ROUTE 101A	0.25	2006	LaForest Heirs, Land-Locked Wetlands
054	034		BROAD ST	0.33	1976	Hambleton, Unbuildable due to size
054	035		BROAD ST	4.00	1976	Hambleton, Wetlands
055	005		WINDING VALLEY RD	2.90	1980	Guertin, Wetlands
055	008		ROCKY POND RD	47.50	1973	Spaulding, Wetlands
055	009		ROCKY POND RD	5.00	1987	Roundhouse Realty Trust, Land-Locked Wetlands
055	010		ROCKY POND RD	3.05	1986	Spaulding, Wetlands
<b>Total Acreage:</b>				<b>787.37</b>	<b>Total Properties: 63</b>	

#### HOLLIS TOWN FOREST COMMITTEE - RESTRICTED USE

030	009		WHEELER RD	12.01	2010	"Berry Lot," Land-Locked
030	010		WHEELER RD	3.29	2010	"Hooper Lot," Land-Locked
030	011		WHEELER RD	2.74	2010	"Belhuemer" or Scot Field," Land-Locked
030	013		WHEELER RD	17.00	1992	"Duncklee Lots"
031	010		BAXTER RD	11.70	1992	"Parker Pond & Brook"
031	046		WHEELER RD	60.00	2005	"Wright-Windmill Lot"
036	026		SOUTH MERRIMACK RD	8.50	1992	"Duncklee Dam Site"
036	027		SOUTH MERRIMACK RD	311.00	Various	Spaulding Park Town Forest - multiple parcels.
037	005		HARDY LN	10.00	1992	"Hensel Lot"
037	017		BAXTER RD	29.20	1992	"Wright Heirs Lot," Conservation Restrictions.
038	001		NARTOFF RD	116.00	2006	"Gelazauskas Preserve," Conservation Restrictions.
041	010		HAYDEN RD	18.27	1990	"Dickerman-Rogers Lot," Monson Village.

Map	Block	Lot	Location	Acres	Date Acquired	Description
041	011		HAYDEN RD	12.00	1990	"Dickerman-Worcester Bros. Lot," Monson Village.
041	012		HAYDEN RD	30.75	1990	"Dickerman Lot."
041	024		SILVER LAKE RD	14.90	1990	"Dickerman - Sarah Aikens Lot"
043	067		FARLEY RD	35.60	2005	"Walker Cameron Lot South"

**Total Acreage:**

**692.96**

**Total Properties: 16**

*Year Shown is Year voted into the Town Forest.*

#### TOWN FACILITIES

009	068		DEPOT RD	6.41	1978	"Smith" or "Shed & Pit" Lot, Stump Dump
009	069		275 DEPOT RD	4.86	1983	"Part of Lawrence Farm" or "Kanterovich," Stump Dump
013	035		ORCHARD DR	3.26	1986	"Nichols Field," Recreation Use only.
017	013	002	10 ROCKY POND RD	6.53	2001	Transfer Station
018	013		42 DEPOT RD	12.37	1927	"Nichols Field," Rec. Use only. Lawrence Barn/Ballfields.
050	005	004	23 MAIN ST	1.64	2007	"Farley or White Building."
050	012		7 MONUMENT SQ	0.52	bef 1886	"Town Hall."
050	021	001	MONUMENT SQ	0.41	bef 1900	"Town Common."
050	024		MONUMENT SQ	0.13	bef 1900	"Ever Ready Fire House."
052	027		9 SILVER LAKE RD	2.74	1986	"Police Station."
052	036		10 GLENICE DR	2.12	1981	"Fire Station."
052	037		ASH ST	0.50	1952	"Volunteer Park."
052	050		MONUMENT SQ	1.13	1927	"Little Nichols Ball Field."
052	051		2 MONUMENT SQ	0.84	1909	"Hollis Social Library."
056	013		10 MUZZEY RD	16.06	1975	"Department of Public Works."

**Total Acreage:**

**59.52**

**Total Properties: 15**

#### CEMETERIES

013	017		MAIN ST	1.17	1822	South Cemetery
024	030		WHEELER RD	5.52	2004	"Boyd Lot," East Cemetery Expansion
024	031		WHEELER RD	5.89	1897	East Cemetery
024	036		PINE HILL RD	7.38	2004	"Boyd Lot," East Cemetery Expansion
038	058		NARTOFF RD	1.49	1769	Pine Hill Cemetery.
041	061		SILVER LAKE RD	5.37	1790	North Cemetery
052	054		MONUMENT SQ	0.81	1742	"Church Graveyard."

**Total Acreage**

**27.63**

**Total Properties: 7**

#### FIRE PONDS/CISTERNS

001	009	010	IRON WORKS LN	0.44	1999	"Nissitissit Woods," Parking & Fire Cistern
004	050	A	TWISS LN	0.42	1996	Fire Pond, Lynne Drive Subdivision
004	074	A	CLINTON DR	0.38	1980	Fire Pond & Access, Clinton Drive
004	077		CLINTON DR	0.37	1981	Fire Pond & Cul-de-Sac, Clinton Drive
008	034		BALDWIN LN	0.58	1990	Fire Cistern/Green Space
013	036		ORCHARD DR	1.68	1986	Open Space/Fire Pond, Holly Hills Subdivision. Restrict. Use.
014	099		FRENCH MILL RD	1.21	1982	Fire Cistern, Lorden Subdivision, Unbuildable.
022	053	A	ROCKY POND RD	0.71	1994	Fire Pond/Cistern

Map	Block	Lot	Location	Acres	Date Acquired	Description
025	040		CAMERON DR	1.48	1990	Fire Pond
025	058	009	PINE HILL RD	0.18	2001	Fire Cistern
028	029		FOREST VIEW DR	4.23	1982	Fire Pond
032	037	001	MENDELSSOHN DR	0.69	1995	Fire Pond
038	036	A	FARLEY RD	0.12	2006	Fire Pond/Cistern.
039	003	002	PINE HILL RD	0.21	2006	Fire Cistern.
042	013		MOOAR HILL RD	0.20	1986	Fire Pond
043	048		FORRENCE DR	1.93	1977	"Fire Pond and Playground Lot," Restricted Use.
044	002		FARLEY RD	1.40	1981	Fire Cistern
047	014		ALSUN DR	3.74	1985	Fire Pond/Open Space, Greenwich Associates Subdivision.
056	017		SILVER LAKE RD	3.84	1973	"Hildreth Water Hole," managed by the Fire Department.

**Total Acreage:**

**23.80**

**Total Properties: 19**

#### ROAD & OTHER PROPERTIES

008	034	001	BALDWIN LN	0.16	1990	Drainage Easement & Road Access
009	029	01A	JEWETT LN	0.25	1982	"School Bus Stop" or "Jewett Lot," Unbuildable
023	08A		DEACON LN	0.12	1993	Future Road Access
023	12A		DEACON LN	0.12	1993	Future Road Access
023	26A		ROCKY POND RD	0.11	1993	Future Road Access
025	035		CAMERON DR	0.29	1990	Future Road Access
035	009	00A	FEDERAL HILL RD	0.79	1999	Road Access & PSNH Easement, Arbour Family Subdivision.
041	021		TODDY BROOK RD	0.00	1970	Cul-de-Sac, part of Road Deed.
042	025		SARGENT RD	0.20	1994	Future Road Access. Acquired by Tax Deed.
042	039		MOOAR HILL RD	0.75	1980	Cul-de-Sac, part of Road Deed.
059	032		WINDING VALLEY RD	0.75	1986	Cul-de-Sac, part of Road Deed.
061	004	A	FEDERAL HILL RD	0.06	2009	Drainage Easement & Road Access

**Total Acreage**

**3.60**

**Total Properties: 12**

#### VACANT LAND WITH RESTRICTIONS or UNBUILDABLE

001	009	020	IRON WORKS LN	1.86	1999	"Nissitissit Woods," Stormwater & Retention Area
001	032		WORCESTER RD	4.00	1994	"Archambault Lot," Wetlands, Unbuildable per Plan.
002	010		WEST HOLLIS RD	5.00	1980	"Part of the Lawrence Lot," Land-Locked Wetlands
006	022		IRENE DR	3.51	2004	"Archambault Conservation Land," Land-Locked, Restricted.
015	044		HANNAH DR	1.49	1984	"Playground Lot," Restricted Use.
019	023		FLINT POND DR	31.22	1980	"Flint Pond Water Lot," Restricted Use.
019	041		HIDEAWAY LN	0.85	1974	"Hussey Conservation Land," Restricted Use.
020	006		SUMNER LN	2.00	1976	"Park Lot," Restricted Use.
035	024	001	FEDERAL HILL RD	8.67	2004	"Annabelle Johnson Preserve," Heritage Comm., Mgr.
035	063	001	PLAIN RD	41.81	2005	"Woodmont Orchard West," Conserv. Esmt. & Restrict.
035	063	002	SILVER LAKE RD	5.00	2005	"Woodmont Orchard West," Conserv. Esmt. & Restrict.
035	063	003	232 SILVER LAKE RD	5.00	2005	"Woodmont Orchard West," Conserv. Esmt. & Restrict.
035	063	004	PLAIN RD	5.00	2005	"Woodmont Orchard West," Conserv. Esmt. & Restrict.
035	063	005	PLAIN RD	5.00	2005	"Woodmont Orchard West," Conserv. Esmt. & Restrict.
035	063	006	PLAIN RD	5.00	2005	"Woodmont Orchard West," Conserv. Esmt. & Restrict.



Map	Block	Lot	Location	Acres	Date Acquired	Description
035	063	007	PLAIN RD	5.00	2005	"Woodmont Orchard West," Conserv. Esmt. & Restrict.
035	063	008	PLAIN RD	5.00	2005	"Woodmont Orchard West," Conserv. Esmt. & Restrict.
035	063		214 SILVER LAKE RD	103.77	2005	"Woodmont Orchard West," Conserv. Esmt. & Restrict.
041	019	001	TODDY BROOK RD	4.83	1997	"Howd Lot," no Buildings per Deed.
042	017		MOOAR HILL RD	1.00	1980	"Ovens Lot," no Buildings per Plan.
043	026		MARION DR	1.16	1973	"Park & Playground Lot," Restricted Use.
043	034		NEVINS RD	46.00	2003	"Glover Lot," no buildings per Deed.
045	017		LAUREL HILL RD	2.96	1971	"Playground Lot," Restricted Use.
046	050		MOOAR HILL RD	3.37	1986	"Bushmich Realty Trust Lot," Wetlands.
046	051		MOOAR HILL RD	80.00	2005	"Ludwick Siergiewicz Farm," Land-Locked.
047	041		WITCHES SPRING RD	13.60	1979	"Martin Lot," Wetlands.
049	003		SOUTH MERRIMACK RD	5.00	1979	"J. Woods" or "Martin Meadow," Land-Locked Wetlands.
050	005	002	MAIN ST	1.91	2007	Behind the Farley Building, Land-Locked.
050	005	003	MAIN ST	1.20	2007	Behind the Farley Building, Land-Locked.
<b>Total Acreage:</b>				<b>421.59</b>	<b>Total Properties: 29</b>	

#### OPEN SPACE - RESTRICTED USE

003	014		DEER RUN RD	1.92	1995	Open Space, Deer Run Subdivision
008	024		BLACK OAK DR	3.38	1985	Open Space, Black Oaks Estates Subdivision
009	004		FIELDSTONE DR	11.81	1981	Open Space, Meadowlark Subdivision
015	061		HILLSIDE DR	1.06	1984	Open Space, Holmberg & Fair Subdivision.
026	029		LOUISE DR	2.38	1980	"Recreation Lot," Open Space.
032	016	010	PINE HILL RD	4.47	2001	Open Space, Hogan Farm Subdivision.
036	008		SILVER LAKE RD	3.64	1988	Open Space, Mayfair Associates Subdivision.
038	044		FARLEY RD	1.06	1985	Open Space, Maplehurst Subdivision.
043	050		FARLEY RD	47.60	1995	Open Space, Woodland Park subdivision.
<b>Total Acreage:</b>				<b>77.32</b>	<b>Total Properties: 9</b>	

#### PROPERTIES ACQUIRED BY TAX COLLECTOR'S DEED

004	009		BLOOD RD	1.00	2004	"Gagnon Heirs," Land-Locked on State Line.
006	002		IRON WORKS LN	0.90	1978	"John Doe Lot" or "Backlot," Land-Locked.
006	009		WEST HOLLIS RD	6.83	1998	"Cardinali Heirs," Land-Locked.
008	013		22 BLACK OAK DR	3.69	2010	"Brisk Lot," no Restrictions.
016	003		ROCKY POND RD	6.92	1960	"T. A. Shattuck Lot," Land-Locked.
017	015	001	PROCTOR HILL RD	2.02	1994	"Proctor Hill Realty Lot."
019	058		HIDEAWAY LN	2.80	1987	"Hussey - Pond," Wetlands.
023	040	001	ROCKY POND RD	0.66	1996	"Tomasian Lot," Unbuildable.
027	021		LOUISE DR	0.35	2010	"Majestic Heights Lot," Land-Locked.
035	006		FEDERAL HILL RD	2.43	1993	"Rosswaag Lot," no Restrictions.
041	032		SILVER LAKE RD	2.31	1993	"Graves Lot," no Restrictions.
043	042		FARLEY RD	8.13	2004	"Gagnon Heirs," Land-Locked on Pennichuck Pond.
045	005	001	LAUREL HILL RD	0.20	1991	South side of Laurel Hill Road, Unbuildable.
045	049		SILVER LAKE RD	8.47	1978	"John Doe" or "Cave" Lot. Land-Locked.
049	013		ROUTE 101A	0.75	2010	"Heath Lot," Land-Locked.
054	016		BROAD ST	8.00	1994	"Bowman Lot," no Restrictions.
058	018		NARTOFF RD	0.25	1988	"Sedlewicz Lot," Land-Locked Wetlands.

Map	Block	Lot	Location	Acres	Date Acquired	Description
060	010		SILVER LAKE RD	0.25	2003	"Fern Johnson Estate," triangle at Federal Hill/Silver Lake Rds.

**Total Acreage:**

**55.96**

**Total Properties: 18**

**VACANT LAND - NO DEED RESTRICTIONS**

025	051		CRESTWOOD DR	5.94	1979	"Flint Pond Drive" no Restrictions.
043	069		FARLEY RD	4.92	2004	"Walker Cameron Lot North," no Restrictions.

**Total Acreage:**

**10.86**

**Total Properties: 2**

**SUMMARY - ALL PROPERTIES**

Total Acreage, Town Properties	680.28	Total Properties: 111
Total Acreage, Conservation Commission	787.37	Total Properties: 63
Total Acreage, Town Forest	692.96	Total Properties: 16
<b>Total Town-Owned Acreage</b>	<b>2160.61</b>	<b>Total # of Properties: 190</b>

**OTHER PROPERTIES WHICH THE TOWN OF HOLLIS HOLDS INTEREST**

003	030		BLOOD RD	36.85	2004	"William Hall Jr. Rev. Trust," Development Rights.
008	078		DOW RD	24.45	2002	"William Hall Jr. Rev. Trust," Development Rights.
013	064		DEPOT RD	18.75	2002	"William Hall Jr. Rev. Trust," Development Rights.
016	005		ROCKY POND RD	11.00	2010	"Lovejoy Lot," Executory Interest to the Town via HCC
020	016		239 BROAD ST	23.60	1994	"Pearl C. Rideout Lot," Agricultural/Conservation Easement
022	022		ROCKY POND RD	2.23	2010	"Whaleback," Executory Interest to the Town via HCC
022	023		ROCKY POND RD	3.93	2010	"Whaleback," Executory Interest to the Town via HCC
023	030		ROCKY POND RD	62.00	2010	"Whaleback," Executory Interest to the Town via HCC
025	062		PINE HILL RD	40.05	2008	"Harriet Hills Farm," Dvlpmt. Rights & Agricul. Preserv. Esmt.
038	052		PINE HILL RD	29.70	2007	"Walker - Gilman Tract 2," Development Rights & Agric. Cows.
040	001		FEDERAL HILL RD	30.00	2009	"Kerr-Bayrd Farm," Executory Interest to the Town via HCC.
041	007		FEDERAL HILL RD	85.00	1998	"Monson Village," Executory Interest to the Town via HCC.
042	073		SOUTH MERRIMACK RD	125.72	2002	"Gardner Spaulding Land," Conserv. Esmt. & Protect. Restrict.

**Total Acreage:**

**493.28**

**Total Properties: 13**

## 2010 Auditors' Report



MELANSON HEATH & COMPANY  
CERTIFIED PUBLIC ACCOUNTANTS  
MANAGEMENT ADVISORS

102 Perimeter Road  
Nashua, NH 03063-1301  
Tel (603) 882-1111 • Fax (603) 882-9456  
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### INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen  
Town of Hollis, New Hampshire

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Hollis, New Hampshire, as of and for the year ended December 31, 2010, which collectively comprise the Town's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Town of Hollis' 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 opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Hollis, New Hampshire, as of December 31, 2010, and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis appearing on the following pages, and the supplementary information on page 38, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited

procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

*Melanson, Heath + Company P.C.*

Nashua, New Hampshire  
September 22, 2011

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**

As management of the Town of Hollis, we offer readers this narrative overview and analysis of the financial activities of the Town of Hollis for the fiscal year ended December 31, 2010.

### **A. OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide financial statements.** The government-wide financial statements are designed to provide readers with a broad overview of our finances in a manner similar to a private-sector business.

The statement of net assets presents information on all assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position is improving or deteriorating.

The statement of activities presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

The government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (governmental activities). The governmental activities include general government, public safety, highways and streets, sanitation, economic development, and culture and recreation.

**Fund financial statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

An annual appropriated budget is adopted for the general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

**Proprietary funds.** Proprietary funds are maintained as follows:

Internal service funds are an accounting device used to accumulate and allocate costs internally among various functions. Specifically, internal service funds are used to account for self-insured employee health programs. These services have been included within governmental activities in the government-wide financial statements.

**Fiduciary funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

**Notes to financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**Other information.** In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information which is required to be disclosed by accounting principles generally accepted in the United States of America.

## **B. FINANCIAL HIGHLIGHTS**

- As of the close of the current fiscal year, the total of assets exceeded liabilities by \$ 30,964,268 (i.e., net assets), a change of \$ 1,281,821 in comparison to the prior year.
- As of the close of the current fiscal year, governmental funds reported combined ending fund balances of \$ 2,879,576, a change of \$ 397,858 in comparison to the prior year.

- At the end of the current fiscal year, unreserved fund balance for the general fund was \$ 486,346, a change of \$ 331,316 in comparison to the prior year.
- Total long-term debt (i.e., bonds payable) at the close of the current fiscal year was \$ 9,415,000, a change of \$ (650,000) in comparison to the prior year.

### **C. GOVERNMENT-WIDE FINANCIAL ANALYSIS**

The following is a summary of condensed government-wide financial data for the current and prior fiscal years. All amounts are presented in thousands.

	<u>Governmental Activities</u>	
	<u>2010</u>	<u>2009</u>
Current and other assets	\$ 13,177	\$ 10,981
Capital assets	38,031	38,160
Total assets	<u>51,208</u>	<u>49,141</u>
Long-term liabilities outstanding	10,655	10,494
Other liabilities	9,589	8,965
Total liabilities	<u>20,244</u>	<u>19,459</u>
Net assets:		
Invested in capital assets, net	28,615	28,095
Restricted	330	303
Unrestricted	2,019	1,284
Total net assets	<u>\$ 30,964</u>	<u>\$ 29,682</u>

### **CHANGES IN NET ASSETS**

	<u>Governmental Activities</u>	
	<u>2010</u>	<u>2009</u>
Revenues:		
Program revenues		
Charges for services	\$ 2,134	\$ 2,133
Operating grants and contributions	47	74
Capital grants and contributions	239	340
General revenues:		
Property taxes	7,048	5,984
Penalties and interest on taxes	170	162
Grants and contributions not restricted to specific programs	337	342
Investment income	97	144
Miscellaneous	31	40
Total revenues	<u>10,103</u>	<u>9,219</u>

(continued)

(continued)

	<u>Governmental Activities</u>	
	<u>2010</u>	<u>2009</u>
Expenses:		
General government	2,770	2,748
Public safety	2,647	2,571
Education	4	5
Public works	2,299	2,351
Health and human services	58	49
Culture and recreation	464	545
Interest expense	391	418
Employee benefits	186	167
Total expenses	<u>8,819</u>	<u>8,854</u>
Change in net assets before transfers	1,284	365
Transfers in (out)	(7)	(9)
Permanent fund contributions	<u>5</u>	<u>3</u>
Increase in net assets	1,282	359
Net assets - beginning of year, as restated	<u>29,682</u>	<u>29,323</u>
Net assets - end of year	<u>\$ 30,964</u>	<u>\$ 29,682</u>

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, total net assets were \$ 30,964,268, a change of \$ 1,281,821 from the prior year.

The largest portion of net assets \$ 28,615,511 reflects our investment in capital assets (e.g., land, buildings, machinery and equipment), less any related debt used to acquire those assets that is still outstanding. These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of net assets \$ 329,961 represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net assets \$ 2,018,796 may be used to meet the government's ongoing obligations to citizens and creditors.

**Governmental activities.** Governmental activities for the year resulted in a change in net assets of \$ 1,281,821. Key elements of this change are as follows:



	<u>Government-Wide Governmental Activities</u>
General fund operating results	\$ 421,273
Nonmajor funds surplus - accrual basis	36,023
Internal service fund operating results	(60,124)
Excess depreciation over principal maturities, a budgeted expense	(275,886)
Other GAAP accruals	<u>1,160,535</u>
Total	<u>\$ 1,281,821</u>

#### **D. FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS**

As noted earlier, fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds.** The focus of governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of \$ 2,879,576, a change of \$ 397,858 in comparison to the prior year. Key elements of this change are as follows:

	<u>Fund Balance Governmental Funds</u>
General fund operating results	\$ 421,273
Nonmajor funds deficit	<u>(23,415)</u>
Total	<u>\$ 397,858</u>

The general fund is the chief operating fund. At the end of the current fiscal year, unreserved fund balance of the general fund was \$ 486,346, while total fund balance was \$ 840,632. As a measure of the general fund's liquidity, it may be useful to compare both unreserved fund balance and total fund balance to total fund expenditures. Unreserved fund balance represents 5.6 percent of total general fund expenditures, while total fund balance represents 9.6 percent of that same amount.

The fund balance of the general fund changed by \$ 421,273 during the current fiscal year. Key factors in this change are as follows:

	<u>Fund Balance</u> <u>General Fund</u>
Revenue shortfalls	\$ (250,002)
Budgetary appropriation turnbacks by departments	413,635
Tax collection in excess of budget	40,271
Excess of current year encumbrances to be spent in the subsequent year over prior encumbrances spent in the current year	217,957
Other timing issues	<u>(588)</u>
Total	<u>\$ 421,273</u>

#### **E. GENERAL FUND BUDGETARY HIGHLIGHTS**

The differences between the original budget and the final amended budget resulted in an overall change in appropriations of \$ (240,655) due to the disallowance by the New Hampshire Department of Revenue Administration (DRA) because the amount appropriated at the annual town meeting exceeded the total amount recommended by the budget committee by more than 10%.

#### **F. CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital assets.** Total investment in capital assets for governmental activities at year-end amounted to \$ 38,030,511 (net of accumulated depreciation), a change of \$ (336,317) from the prior year. This investment in capital assets includes land, buildings and system, improvements, and machinery and equipment.

Major capital events during the current fiscal year included the following:

- Town Hall roof repair           \$ 263,000
- Ambulance                         \$ 137,000

Addition information on capital assets can be found in the notes to the financial statement.

**Long-term debt.** At the end of the current fiscal year, total bonded debt outstanding was \$ 9,415,000, all of which was backed by the full faith and credit of the government.

Additional information on capital assets and long-term debt can be found in the notes to the financial statements.

## **REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of the Town of Hollis' finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Office of the Finance Director  
Town of Hollis, New Hampshire  
7 Monument Square  
Hollis, New Hampshire 03049

TOWN OF HOLLIS, NEW HAMPSHIRE

STATEMENT OF NET ASSETS

December 31, 2010

	Governmental <u>Activities</u>
<b>ASSETS</b>	
Current:	
Cash and short-term investments	\$ 10,758,530
Investments	1,004,034
Receivables, net of allowance for uncollectibles:	
Property taxes	920,334
Departmental and other	32,261
Intergovernmental	43,736
Prepaid expenses	8,833
Noncurrent:	
Receivables, net of allowance for uncollectibles:	
Property taxes	409,557
Capital assets:	
Land and construction in progress	22,210,530
Other capital assets, net of accumulated depreciation	<u>15,819,981</u>
<b>TOTAL ASSETS</b>	51,207,796
<b>LIABILITIES</b>	
Current:	
Accounts payable	292,135
Accrued liabilities	374,999
Due to school districts	8,759,150
Other current liabilities	162,609
Current portion of long-term liabilities:	
Bonds payable	650,000
Compensated absences	22,098
Capital leases	215,865
Noncurrent:	
Bonds payable, net of current portion	8,765,000
Compensated absences, net of current portion	198,881
Capital leases, net of current portion	559,623
Other post-employment benefits	<u>243,168</u>
<b>TOTAL LIABILITIES</b>	20,243,528
<b>NET ASSETS</b>	
Invested in capital assets, net of related debt	28,615,511
Restricted for:	
Permanent funds:	
Nonexpendable	307,835
Expendable	22,126
Unrestricted	<u>2,018,796</u>
<b>TOTAL NET ASSETS</b>	<u><u>\$ 30,964,268</u></u>

See notes to financial statements.

TOWN OF HOLLIS, NEW HAMPSHIRE

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2010

	<u>Expenses</u>	<u>Program Revenues</u>			<u>Net (Expenses) Revenues and Changes in Net Assets</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	<u>Governmental Activities</u>
<b>Governmental Activities:</b>					
General government	\$ 2,769,933	\$ 1,599,738	\$ -	\$ -	\$ (1,170,195)
Public safety	2,646,732	396,954	42	-	(2,249,736)
Education	3,496	-	-	-	(3,496)
Public works	2,299,396	93,371	-	239,084	(1,966,941)
Health and human services	57,897	1,245	-	-	(56,652)
Culture and recreation	464,447	43,198	46,573	-	(374,676)
Interest expense	391,269	-	-	-	(391,269)
Employee benefits	185,758	-	-	-	(185,758)
<b>Total</b>	<b>\$ 8,818,928</b>	<b>\$ 2,134,506</b>	<b>\$ 46,615</b>	<b>\$ 239,084</b>	<b>(6,398,723)</b>
<b>General Revenues, Transfers, and Contributions:</b>					
Property taxes					7,047,978
Penalties, interest and other taxes					170,072
Grants and contributions not restricted to specific programs					336,917
Investment income					96,975
Miscellaneous					30,898
Transfers, net					(6,796)
Permanent fund contributions					4,500
<b>Total general revenues, transfers, and contributions</b>					<b>7,680,544</b>
<b>Change in Net Assets</b>					<b>1,281,821</b>
<b>Net Assets:</b>					
Beginning of year					29,682,447
End of year					<b>\$ 30,964,268</b>

See notes to financial statements.

TOWN OF HOLLIS, NEW HAMPSHIRE  
GOVERNMENTAL FUNDS  
BALANCE SHEET  
December 31, 2010

**ASSETS**

	General	Nonmajor Governmental Funds	Total Governmental Funds
Cash and short-term investments	\$ 9,722,029	\$ 1,034,910	\$ 10,756,939
Investments	-	1,004,034	1,004,034
Receivables:			
Property taxes	1,357,114	-	1,357,114
Departmental and other	-	49,363	49,363
Intergovernmental	43,736	-	43,736
Other assets	8,833	-	8,833
<b>TOTAL ASSETS</b>	<b>\$ 11,131,712</b>	<b>\$ 2,088,307</b>	<b>\$ 13,220,019</b>

**LIABILITIES AND FUND BALANCES**

Liabilities:			
Accounts payable	\$ 292,136	\$ -	\$ 292,136
Accrued expenses	177,131	-	177,131
Deferred revenues	900,055	49,363	949,418
Due to school districts	8,759,150	-	8,759,150
Other liabilities	162,608	-	162,608
<b>TOTAL LIABILITIES</b>	<b>10,291,080</b>	<b>49,363</b>	<b>10,340,443</b>
Fund Balances:			
Reserved for:			
Encumbrances	354,286	-	354,286
Perpetual (nonexpendable) permanent funds	-	307,835	307,835
Unreserved:			
Undesignated, reported in:			
General fund	486,346	-	486,346
Special revenue funds	-	1,708,983	1,708,983
Permanent funds	-	22,126	22,126
<b>TOTAL FUND BALANCES</b>	<b>840,632</b>	<b>2,038,944</b>	<b>2,879,576</b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>\$ 11,131,712</b>	<b>\$ 2,088,307</b>	<b>\$ 13,220,019</b>

See notes to financial statements.

TOWN OF HOLLIS, NEW HAMPSHIRE

RECONCILIATION OF TOTAL GOVERNMENTAL FUND  
BALANCES TO NET ASSETS OF GOVERNMENTAL  
ACTIVITIES IN THE STATEMENT OF NET ASSETS

December 31, 2010

<b>Total governmental fund balances</b>	<b>\$ 2,879,576</b>
<ul style="list-style-type: none"><li>• Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.</li></ul>	38,030,511
<ul style="list-style-type: none"><li>• Revenues are reported on the accrual basis of accounting and are not deferred until collection.</li></ul>	905,092
<ul style="list-style-type: none"><li>• Internal service funds are used by management to account for health insurance and workers' compensation activities. The assets and liabilities of the internal service funds are included in the governmental activities in the Statement of Net Assets.</li></ul>	(59,075)
<ul style="list-style-type: none"><li>• In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.</li></ul>	(137,201)
<ul style="list-style-type: none"><li>• Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the governmental funds.</li></ul>	<u>(10,654,635)</u>
<b>Net assets of governmental activities</b>	<b><u>\$ 30,964,268</u></b>

See notes to financial statements.

TOWN OF HOLLIS, NEW HAMPSHIRE  
GOVERNMENTAL FUNDS  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
FOR THE YEAR ENDED DECEMBER 31, 2010

	<u>General</u>	Nonmajor Governmental <u>Funds</u>	Total Governmental <u>Funds</u>
<b>Revenues:</b>			
Property taxes	\$ 6,648,178	\$ 52,510	\$ 6,700,688
Penalties, interest and other taxes	170,072	-	170,072
Charges for services	-	228,321	228,321
Intergovernmental	575,143	47,473	622,616
Departmental	319,881	-	319,881
Licenses and permits	1,587,182	-	1,587,182
Investment income	14,788	82,187	96,975
Contributions	-	4,500	4,500
Miscellaneous	38,552	-	38,552
Total Revenues	<u>9,353,796</u>	<u>414,991</u>	<u>9,768,787</u>
<b>Expenditures:</b>			
Current:			
General government	2,717,526	15,579	2,733,105
Public safety	2,638,858	190,304	2,829,162
Education	-	3,496	3,496
Public works	1,995,605	2,826	1,998,431
Health and human services	47,863	34	47,897
Culture and recreation	52,541	398,336	450,877
Debt service	1,050,478	-	1,050,478
Capital outlay	250,687	-	250,687
Total Expenditures	<u>8,753,558</u>	<u>610,575</u>	<u>9,364,133</u>
Excess (deficiency) of revenues over expenditures	600,238	(195,584)	404,654
<b>Other Financing Sources (Uses):</b>			
Transfers in	115,822	298,031	413,853
Transfers out	(294,787)	(125,862)	(420,649)
Total Other Financing Sources (Uses)	<u>(178,965)</u>	<u>172,169</u>	<u>(6,796)</u>
Excess (deficiency) of revenues and other sources over expenditures and other uses	421,273	(23,415)	397,858
Fund Equity, at Beginning of Year	<u>419,359</u>	<u>2,062,359</u>	<u>2,481,718</u>
Fund Equity, at End of Year	<u>\$ 840,632</u>	<u>\$ 2,038,944</u>	<u>\$ 2,879,576</u>

See notes to financial statements.



TOWN OF HOLLIS, NEW HAMPSHIRE

RECONCILIATION OF THE STATEMENT OF REVENUES  
EXPENDITURES, AND CHANGES IN FUND BALANCES OF  
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2010

<b>NET CHANGES IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS</b>	<b>\$ 397,858</b>
<ul style="list-style-type: none"> <li>Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:</li> </ul>	
Capital outlay purchases	597,438
Depreciation	(925,886)
Loss on disposal	(7,869)
<ul style="list-style-type: none"> <li>Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., real estate and personal property, motor vehicle excise, etc.) differ between the two statements. This amount represents the net change in deferred revenue.</li> </ul>	346,411
<ul style="list-style-type: none"> <li>The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net assets:</li> </ul>	
Repayments of debt	650,000
Repayment of leases	207,976
<ul style="list-style-type: none"> <li>In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.</li> </ul>	9,209
<ul style="list-style-type: none"> <li>Some expenses reported in the Statement of Activities, such as compensated absences, do not require the use of current financial resources and therefore, are not reported as expenditures in the governmental funds.</li> </ul>	66,808
<ul style="list-style-type: none"> <li>Internal service fund operating results</li> </ul>	<u>(60,124)</u>
<b>CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES</b>	<b>\$ <u>1,281,821</u></b>

See notes to financial statements.

TOWN OF HOLLIS, NEW HAMPSHIRE  
GENERAL FUND

STATEMENT OF REVENUES AND OTHER SOURCES, AND EXPENDITURES AND OTHER USES - BUDGET AND ACTUAL  
FOR THE YEAR ENDED DECEMBER 31, 2010

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original Budget</u>	<u>Final Budget</u>		
<b>Revenues and Other Sources:</b>				
Taxes	\$ 6,848,562	6,607,907	6,607,907	\$ -
Penalties, interest and other taxes	155,055	155,055	170,072	15,017
Intergovernmental	875,257	875,257	575,143	(300,114)
Departmental	283,968	283,968	319,881	35,913
Licenses and permits	1,600,000	1,600,000	1,587,182	(12,818)
Investment income	7,000	7,000	14,788	7,788
Miscellaneous	5,900	5,900	38,552	32,652
Transfers in	110,292	110,292	81,852	(28,440)
Total Revenues and Other Sources	9,886,034	9,645,379	9,395,377	(250,002)
<b>Expenditures and Other Uses:</b>				
General government	1,997,526	1,997,526	2,137,814	(140,288)
Public safety	2,707,781	2,707,781	2,665,717	42,064
Public works	2,043,639	2,043,639	1,889,380	154,259
Health and human services	62,194	62,194	47,863	14,331
Culture and recreation	42,822	42,822	47,541	(4,719)
Debt service	1,050,478	1,050,478	1,050,478	-
Capital outlay	870,000	870,000	513,702	356,298
Transfers out	1,111,594	870,939	879,249	(8,310)
Total Expenditures and Other Uses	9,886,034	9,645,379	9,231,744	413,635
Excess (deficiency) of revenues and other sources over expenditures and other uses	\$ -	\$ -	\$ 163,633	\$ 163,633

See notes to financial statements.

TOWN OF HOLLIS, NEW HAMPSHIRE

PROPRIETARY FUNDS

STATEMENT OF NET ASSETS

December 31, 2010

Governmental  
Activities  
Internal  
Service  
Funds

**ASSETS**

Current:

Cash and short-term investments

\$ 1,592

**TOTAL ASSETS**

1,592

**LIABILITIES**

Current:

Accrued liabilities

60,667

**TOTAL LIABILITIES**

60,667

**NET ASSETS**

Unrestricted

(59,075)

**TOTAL NET ASSETS**

\$ (59,075)

See notes to financial statements.

TOWN OF HOLLIS, NEW HAMPSHIRE

PROPRIETARY FUNDS

STATEMENT OF NET ASSETS

December 31, 2010

Governmental  
Activities  
Internal  
Service  
Funds

**ASSETS**

Current:

Cash and short-term investments \$ 1,592

**TOTAL ASSETS** 1,592

**LIABILITIES**

Current:

Accrued liabilities 60,667

**TOTAL LIABILITIES** 60,667

**NET ASSETS**

Unrestricted (59,075)

**TOTAL NET ASSETS** \$ (59,075)

See notes to financial statements.

TOWN OF HOLLIS, NEW HAMPSHIRE

PROPRIETARY FUNDS

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS

FOR THE YEAR ENDED DECEMBER 31, 2010

	Governmental <u>Activities</u> Internal Service <u>Fund</u>
<b>Operating Revenues:</b>	
Employee and employer contributions	\$ <u>876,500</u>
Total Operating Revenues	876,500
<b>Operating Expenses:</b>	
Employee benefits	<u>936,624</u>
Total Operating Expenses	<u>936,624</u>
Operating Income (Loss)	<u>(60,124)</u>
Change in Net Assets	(60,124)
Net Assets at Beginning of Year	<u>1,049</u>
Net Assets at End of Year	\$ <u><u>(59,075)</u></u>

See notes to financial statements.

TOWN OF HOLLIS, NEW HAMPSHIRE  
 PROPRIETARY FUNDS  
 STATEMENT OF CASH FLOWS  
 FOR THE YEAR ENDED DECEMBER 31, 2010

	Governmental <u>Activities</u> Internal Service <u>Fund</u>
<b><u>Cash Flows From Operating Activities:</u></b>	
Receipts from employees and employer	\$ 876,500
Payments of employee benefits and expenses	<u>(977,333)</u>
Net Cash (Used For) Operating Activities	<u>(100,833)</u>
Net Change in Cash and Short-Term Investments	(100,833)
Cash and Short-Term Investments, Beginning of Year	<u>102,425</u>
Cash and Short-Term Investments, End of Year	<u>\$ 1,592</u>
<b><u>Reconciliation of Operating Income to Net Cash Provided by (Used For) Operating Activities:</u></b>	
Operating income (loss)	\$ (60,124)
Adjustments to reconcile operating income (loss) to net cash provided by (used for) operating activities:	
Changes in assets and liabilities:	
Accrued liabilities	<u>(40,709)</u>
Net Cash (Used For) Operating Activities	<u>\$ (100,833)</u>

See notes to financial statements.

TOWN OF HOLLIS, NEW HAMPSHIRE  
FIDUCIARY FUNDS  
STATEMENT OF FIDUCIARY NET ASSETS  
December 31, 2010

	Agency Funds
<b><u>ASSETS</u></b>	
Cash and short-term investments	\$ <u>263,165</u>
Total Assets	263,165
<b><u>LIABILITIES</u></b>	
Other liabilities	<u>263,165</u>
Total Liabilities	\$ <u><u>263,165</u></u>

See notes to financial statements.

## TOWN OF HOLLIS, NEW HAMPSHIRE

### Notes to Financial Statements

#### 1. Summary of Significant Accounting Policies

The accounting policies of the Town of Hollis (the Town) conform to generally accepted accounting principles (GAAP) as applicable to governmental units. The following is a summary of the more significant policies:

##### A. Reporting Entity

The government is a municipal corporation governed by an elected 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 fiscal year 2010, it was determined that no entities met the required GASB 39 criteria of component units.

##### B. Government-Wide and Fund Financial Statements

###### Government-Wide Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

###### Fund Financial Statements

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.



C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Government-Wide Financial Statements

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as is the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Amounts reported as *program revenues* include (1) charges to customers or applicants for goods, services, or privileges provided, (2) operating grants and contributions, and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

Fund Financial Statements

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers property tax revenues to be available if they are collected within 60 days of the end of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The government reports the following major governmental funds:

- The *general fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The *internal service fund* reported in the accompanying financial statements, accounts for the self-insured employee health program.

#### D. Cash and Short-Term Investments

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 recognized in the General Fund. Certain special revenue and permanent 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. A cash and investment pool is maintained that is available for use by all funds. Each fund's portion of this pool is reflected on the combined financial statements under the caption "cash and short-term investments". The interest earnings attributable to each fund type is included under investment income.

For purpose of the statement of cash flows, the proprietary funds consider investments with original maturities of three months or less to be short-term investments.

#### E. Investments

State and local statutes place certain limitations on the nature of deposits and investments available. 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 one year or less 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 are carried at market value.

#### F. Interfund Receivables and Payables

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due from/to other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans).

#### G. Capital Assets

Capital assets, which include property, plant and equipment, are reported in the governmental activities column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial individual cost of more than \$ 5,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or esti-

mated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the primary government is depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	40
Building improvements	20
Infrastructure	50
Vehicles	5
Office equipment	5
Computer equipment	5

#### *H. Compensated Absences*

It is the government's policy to permit employees to accumulate earned but unused vacation benefits. All vested sick and vacation pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

#### *I. Long-Term Obligations*

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the governmental activities.

#### *J. Fund Equity*

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

#### *K. Use of Estimates*

The preparation of basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures for contingent assets and liabilities at the date of the basic financial statements, and the reported amounts of the revenues and

expenditures/expenses during the fiscal year. Actual results could vary from estimates that were used.

## **2. 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 final appropriation appearing on the "Budget and Actual" page of the fund financial statements represents the final amended budget after all transfers and supplemental appropriations.

### ***C. Budget/GAAP Reconciliation***

The budgetary data for the general fund and proprietary funds 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>General Fund</u>	<u>Revenues and Other Financing Sources</u>	<u>Expenditures and Other Financing Uses</u>
Revenues/Expenditures (GAAP basis)	\$ 9,353,796	\$ 8,753,558
Other financing sources/uses (GAAP basis)	<u>115,822</u>	<u>294,787</u>
Subtotal (GAAP Basis)	9,469,618	9,048,345
To adjust property tax revenue to the budgetary basis	(40,271)	-
To reverse expenditures of prior year appropriation carryforwards	-	(136,329)
To book current year appropriation carryforwards	-	354,286
Other timing issues	<u>(33,970)</u>	<u>(34,558)</u>
Budgetary basis	<u>\$ 9,395,377</u>	<u>\$ 9,231,744</u>

### 3. Cash and Short-Term Investments

*Custodial Credit Risk - Deposits.* Custodial credit risk is the risk that in the event of a bank failure, the Town's deposits may not be returned to it. RSA 48:16 limits "deposit in any one bank shall not at any time exceed the sum of its paid-up capital and surplus, exception that a city with a population in excess of 50,000 is authorized to deposit funds in a solvent bank in excess of the paid-up capital surplus of said bank." The Town does not have a deposit policy for custodial credit risk.

As of December 31, 2010, none of the Town's bank balance of \$ 10,033,920 was exposed to custodial credit risk as uninsured, uncollateralized, and collateral held by pledging bank's trust department not in the Town's name.

### 4. Investments

#### A. Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. State law employs the prudent person rule whereby investments are made as a prudent person would be expected to act, with discretion and intelligence, to seek reasonable income, preserve capital, and, in general, avoid speculative investments.

Presented below is the actual rating as of year end for each investment of the Town (in thousands):

<u>Investment Type</u>	<u>Fair Value</u>	<u>Minimum Legal Rating</u>	<u>Exempt From Disclosure</u>	<u>Rating as of Year End</u>		
				<u>Aaa</u>	<u>Aa</u>	<u>A</u>
Corporate bonds	\$ 177	N/A	\$ -	\$ -	\$ 65	\$ 112
Corporate equities	221	N/A	221	-	-	-
Mutual funds	412	N/A	412	-	-	-
Federal agency securities	194		-	194	-	-
Total investments	<u>\$ 1,004</u>		<u>\$ 633</u>	<u>\$ 194</u>	<u>\$ 65</u>	<u>\$ 112</u>

**B. Custodial Credit Risk**

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The Town does not have policies for custodial credit risk.

Custodial credit risk is managed by maintaining investments in the Town's name.

**C. Concentration of Credit Risk**

The Town places no limit on the amount the Town may invest in any one issuer. Investments in any one issuer (other than U.S. Treasury securities and mutual funds) that represent 5% or more of total investments are as follows:

<u>Issuer</u>	<u>Amount</u>	<u>% of Total Investments</u>
Federal Home Loan	\$ 63,185	6%
Federal National Mortgage	\$ 110,971	11%

**D. Interest Rate Risk**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Information about the sensitivity of the fair values of the Town's investments to market interest rate fluctuations is as follows:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Investment Maturities (in Years)</u>		
		<u>Less Than 1</u>	<u>1-5</u>	<u>6-10</u>
Debt Related Securities:				
Corporate bonds	\$ 177	\$ 41	\$ 86	\$ 50
Federal agency securities	<u>194</u>	<u>20</u>	<u>131</u>	<u>43</u>
Total	<u>\$ 371</u>	<u>\$ 61</u>	<u>\$ 217</u>	<u>\$ 93</u>

**E. Foreign Currency Risk**

Foreign currency risk is the risk that changes in foreign exchange rates will adversely affect the fair value of an investment. The Town does not have policies for foreign currency risk.

**5. Property Taxes Receivable**

The Town bills property taxes semiannually, 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 lienied 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 amount (overlay for abatements) for property tax abatements and refunds.

Taxes receivable at December 31, 2010 consist of the following:

Property taxes:	
2010 levy	\$ 961,096
Unredeemed taxes:	
2009 levy	328,741
2008 levy	80,816
Unapplied payments	(13,874)
Yield tax	<u>335</u>
Total taxes receivable	<u>\$ 1,357,114</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.

## **6. Allowance for Doubtful Accounts**

The receivables reported in the accompanying entity-wide financial statements reflect the following estimated allowances for doubtful accounts:

	<u>Governmental</u>
Property taxes	\$ 27,223
Other	\$ 17,102

## **7. Intergovernmental Receivables**

This balance represents reimbursements requested from Federal and State agencies for expenditures incurred in 2010.

## **8. Interfund Transfers**

Transfers between Governmental Activities do not offset by \$ 6,796. This represents a transfer to the Agency funds.

## **9. Capital Assets**

Capital asset activity for the year ended December 31, 2010 was as follows (in thousands):



	Beginning Balance	Increases	Decreases	Ending Balance
<b>Governmental Activities:</b>				
Capital assets, being depreciated:				
Buildings and improvements	\$ 8,741	\$ 263	\$ -	\$ 9,004
Machinery, equipment, and furnishings	6,033	335	(711)	5,657
Infrastructure	13,950	-	-	13,950
Total capital assets, being depreciated	28,724	598	(711)	28,611
Less accumulated depreciation for:				
Buildings and improvements	(3,584)	(188)	-	(3,772)
Machinery, equipment, and furnishings	(3,273)	(459)	703	(3,029)
Infrastructure	(5,711)	(279)	-	(5,990)
Total accumulated depreciation	(12,568)	(926)	703	(12,791)
Total capital assets, being depreciated, net	16,156	(328)	(8)	15,820
Capital assets, not being depreciated:				
Land	22,211	-	-	22,211
Construction in progress	-	-	-	-
Total capital assets, not being depreciated	22,211	-	-	22,211
Governmental activities capital assets, net	\$ 38,367	\$ (328)	\$ (8)	\$ 38,031

Depreciation expense was charged to functions of the Town as follows (in thousands):

<b>Governmental Activities:</b>	
General government	\$ 164
Public safety	349
Public works	340
Culture and recreation	73
Total depreciation expense - governmental activities	\$ 926

## 10. Accounts Payable

Accounts payable represent 2010 expenditures paid after December 31, 2010.

## 11. Deferred Revenue

Governmental funds report *deferred revenue* in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period.

The balance of the General Fund deferred revenues account is equal to the total of all December 31, 2010 receivable balances, except property taxes that are accrued for subsequent 60-day collections.

## 12. Long-Term Debt

### A. General Obligation Bonds

The Town issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for governmental activities. General obligation bonds currently outstanding are as follows:

<u>Governmental Activities:</u>	<u>Serial Maturities Through</u>	<u>Interest Rate(s) %</u>	<u>Amount Outstanding as of 12/31/10</u>
Open Space	01/15/19	3.73%	\$ 1,065,000
Open Space	10/15/19	3.42%	1,800,000
Open Space and Safety Renovations	08/15/35	4.06%	<u>6,550,000</u>
Total Governmental Activities:			<u>\$ 9,415,000</u>

### B. Future Debt Service

The annual payments to retire all general obligation long-term debt outstanding as of December 31, 2010 are as follows:

<u>Governmental</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2011	\$ 650,000	\$ 375,537	\$ 1,025,537
2012	650,000	349,937	999,937
2013	650,000	324,338	974,338
2014	650,000	298,538	948,538
2015	650,000	272,637	922,637
2016-2020	2,915,000	983,894	3,898,894
2021-2025	1,650,000	539,250	2,189,250
2026-2030	800,000	273,040	1,073,040
Thereafter	<u>800,000</u>	<u>103,200</u>	<u>903,200</u>
Total	<u>\$ 9,415,000</u>	<u>\$ 3,520,371</u>	<u>\$ 12,935,371</u>

The general fund has been designated as the sole source to repay the governmental-type general obligation long-term debt outstanding as of December 31, 2010:

### C. Changes in General Long-Term Liabilities

During the year ended December 31, 2010, the following changes occurred in long-term liabilities (in thousands):

	Total Balance <u>1/1/10</u>	<u>Additions</u>	<u>Reductions</u>	Total Balance <u>12/31/10</u>	Less Current Portion	Equals Long-Term Portion <u>12/31/10</u>
<u>Governmental Activities</u>						
General obligation debt	\$ 10,065	\$ -	\$ (650)	\$ 9,415	\$ (650)	\$ 8,765
Compensated absences	206	15	-	221	(22)	199
Capital lease	984	-	(208)	776	(216)	560
Other post-employment benefits	118	125	-	243	-	243
Totals	<u>\$ 11,373</u>	<u>\$ 140</u>	<u>\$ (858)</u>	<u>\$ 10,655</u>	<u>\$ (888)</u>	<u>\$ 9,767</u>

### 13. Restricted Net Assets

The accompanying entity-wide financial statements report restricted net assets when external constraints from grantors or contributors are placed on net assets.

Permanent fund restricted net assets are segregated between nonexpendable and expendable. The nonexpendable portion represents the original restricted principal contribution, and the expendable represents accumulated earnings which are available to be spent based on donor restrictions.

### 14. Reserves of Fund Equity

"Reserves" of fund equity are established 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 following types of reserves are reported at December 31, 2010:

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

Reserved for Perpetual Funds - 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.

### 15. General Fund Undesignated Fund Balance

The undesignated general fund balance reported on the balance sheet is stated in accordance with generally accepted accounting principles (GAAP), which differs in respect to how undesignated fund balance is reported in accordance with the budgetary basis for reporting for the State of New Hampshire for tax rate setting purposes. The major difference is the State of New Hampshire considers revenues in connection with property tax

receivables to be available to liquidate liabilities when billed rather than received.

The following summarizes the specific differences between GAAP basis and budgetary basis of reporting the general fund undesignated fund balance:

GAAP basis balance	\$ 486,346
Deferred revenue	<u>900,055</u>
Tax Rate Setting Balance	<u><u>\$ 1,386,401</u></u>

## 16. Subsequent Events

### A. Debt

Subsequent to December 31, 2010, the Town has incurred the following additional debt:

	<u>Amount</u>	<u>Interest Rate</u>	<u>Issue Date</u>	<u>Maturity Date</u>
Tax anticipation note	\$ 4,000,000	1.60%	05/05/11	12/31/11

This is a draw down line of credit which the Town currently has not used.

## 17. Commitments and Contingencies

Outstanding Lawsuits - There are certain 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.

## 18. Post-Employment Health Care and Life Insurance Benefits

### Other Post-Employment Benefits

The Town implemented GASB Statement 45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*. Statement 45 requires governments to account for other post-employment benefits (OPEB), primarily healthcare, on an accrual basis rather than on a pay-as-you-go basis. The effect is the recognition of an actuarially required contribution as an expense on the statement of revenues, expenses, and changes in net assets when a future retiree earns their post-employment benefits, rather than when they use their post-employment benefit. To the extent that an entity does not fund their actuarially required contribution, a post-employment benefit liability is recognized on the Statement of Net Assets over time.

#### A. Plan Description

In addition to providing the pension benefits described, the Town provides post-employment health care benefits for retired employees through the Town's plan. The benefits, benefit levels, employee contributions and employer contributions are governed by RSA 100-A:50. As of January 1, 2009, the actuarial valuation date, approximately 4 retirees and 55 active employees meet the eligibility requirements. The plan does not issue a separate financial report.

#### B. Benefits Provided

The Town provides medical, prescription drug, and mental health/substance abuse to retirees and their covered dependents. All active employees who retire from the Town and meet the eligibility criteria will receive these benefits.

#### C. Funding Policy

Non-union and union retirees with less than 20 years of service contribute 100% of the cost of the health plan, as determined by the Town. Union retirees with over 20 years of service pay the same as active employees. The Town contributes the remainder of the health plan costs on a pay-as-you-go basis.

#### D. Annual OPEB Costs and Net OPEB Obligation

The Town's fiscal annual OPEB expense is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost per year and amortize the unfunded actuarial liability over a period of thirty years. The following table shows

the components of the Town's annual OPEB cost for the year ending December 31, 2010, the amount actually contributed to the plan, and the change in the Town's net OPEB obligation based on an actuarial valuation as of January 1, 2009.

Annual Required Contribution (ARC)	\$ 129,551
Interest on net OPEB obligation	4,710
Adjustment to ARC	<u>(4,914)</u>
Annual OPEB cost	129,347
Contributions made	<u>(3,929)</u>
Increase in net OPEB obligation	125,418
Net OPEB obligation - beginning of year	<u>117,750</u>
Net OPEB obligation - end of year	<u>\$ 243,168</u>

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation were as follows:

<u>Fiscal year ended</u>	<u>Annual OPEB Cost</u>	<u>Percentage of OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
2010	\$ 129,347	3.0%	\$ 243,168
2009	\$ 121,515	3.1%	\$ 117,750

The Town's net OPEB obligation as of is recorded as a component of the "other long-term liabilities" line item.

*E. Funded Status and Funding Progress*

The funded status of the plan as of January 1, 2009, the date of the most recent actuarial valuation was as follows:

Actuarial accrued liability (AAL)	\$ 527,066
Actuarial value of plan assets	<u>-</u>
Unfunded actuarial accrued liability (UAAL)	<u>527,066</u>
Funded ratio (actuarial value of plan assets/AAL)	<u>0%</u>
Covered payroll (active plan members)	<u>\$ 2,811,308</u>
UAAL as a percentage of covered payroll	<u>19%</u>

Actuarial valuations of an ongoing plan involve estimates of the value of reported amount and assumptions about the probability of occurrence of events far into the future. Examples included assumptions about future employment, mortality, and the healthcare cost trend. Amounts deter-

mined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multiyear trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

*F. Actuarial Methods and Assumptions*

Projections of benefits for financial reporting purposes are based on the plan as understood by the Town and the plan members and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the Town and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the January 1, 2009 actuarial valuation the projected unit credit cost method was used. The actuarial value of assets was not determined as the Town has not advance funded its obligation. The actuarial assumptions included a 4% investment rate of return and an initial annual health-care cost trend rate of 9% which decreases to a 5% long-term rate for all healthcare benefits after four years. The amortization costs for the initial UAAL is a level percentage of payroll for a period of 29 years, on a closed basis. This has been calculated assuming the amortization payment increases at a rate of 4%.

**19. Risk Management**

The Town 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.

**20. Self-Insurance**

The Town self-insures against claims for employees' health coverage. Annual estimated requirements for claims are provided in the Town's annual operating budget.

### Health Insurance

The Town contracts with an insurance carrier for excess liability coverage and an insurance consultant for claims processing. Under the terms of its insurance coverage, the Town is liable for claims up to \$ 30,000 per individual. The claims liability represents an estimate of claims incurred but unpaid at year end, based on past historical costs and claims paid subsequent to year end.

Changes in the aggregate liability for claims for the year ended December 31, 2010 are as follows:

	<u>Health Coverage</u>
Claims liability, January 1, 2010	\$ 101,376
Claims incurred/recognized in fiscal year 2010	936,624
Claims paid in fiscal year 2010	<u>(977,333)</u>
Claims liability, December 31, 2010	<u>\$ 60,667</u>



**TOWN OF HOLLIS, NEW HAMPSHIRE**  
**SCHEDULE OF FUNDING PROGRESS**  
**REQUIRED SUPPLEMENTARY INFORMATION**

**December 31, 2010**  
**(Unaudited)**

<b>Other Post-Employment Benefits</b>						
Actuarial Valuation <u>Date</u>	Actuarial Value of Assets <u>(a)</u>	Actuarial Accrued Liability (AAL) - Entry Age <u>(b)</u>	Unfunded AAL (UAAL) <u>(b-a)</u>	Funded Ratio <u>(a/b)</u>	Covered Payroll <u>(c)</u>	UAAL as a Percent- age of Covered Payroll <u>[(b-a)/c]</u>
01/01/09	\$ -	\$ 527,066	\$ 527,066	0.0%	\$ 2,811,308	19%

## Selectmen's Report

To say the least, 2011 was an event filled year for the Board of Selectmen and the Town. In addition to personnel changes, several building and construction projects and budgetary debates, the Town also experienced a hurricane and an early snowstorm that reeked havoc throughout the region. Following is a summary of events, accomplishments, challenges and issues that the Board dealt with in 2011 and a look forward to 2012.



The 4<sup>th</sup> Annual Volunteer Appreciation Coffee was held at the Lawrence Barn on March 5<sup>th</sup>. Board members were on hand to thank volunteers for their dedication and service to the Town. Thanks to Brookdale Fruit Farm for furnishing the centerpieces for the welcome table and the dining tables. Catering for the event was provided by the Marketplace Diner.

Volunteerism is very important to the governance of the Town. This year, the Town lost several members of our past and current volunteer community. Evangeline "Van" Eresian served on both the Historic District Commission and the Heritage Commission. She is best known for her extensive research efforts, which culminated in the creation of the historical website "*Windows on Hollis Past*." The Conservation Commission lost two former members and one current member in 2011. Claire Goulder and Vaughan Pitman served on the Conservation Commission for twenty-one and twenty-two years

respectively. Lynne Simonfy was a past Chairman of the Historic District Commission and prior to her death, was an active member of the Conservation Commission. Lynne also was the former editor and publisher of "*The Hollis Times*". To commemorate volunteers who have passed away, the Selectmen have commissioned a memorial plaque, which will be hung in the Community Room at Town Hall.

The 2011 Town Elections were held for the first time at the Lawrence Barn on March 8<sup>th</sup>. Voters re-elected Frank Cadwell and Vahrij Manoukian for three-year terms. Board membership has not changed since 2008. For the second year in a row, Board members elected David Petry and Frank Cadwell to the offices of Chairman and Vice Chairman respectively.

Town Meeting was held on March 9<sup>th</sup> at the Hollis Brookline High School. Hollis native Shirley Cohen was honored as the Citizen of the Year by the VFW. Shirley is an active supporter of conservation efforts in Town, a legacy she has continued from her father Jeff Smith, who along with Hollis Nichols founded Beaver Brook Association in 1964. Shirley is the 17th resident to receive this award.

Under the direction of Town Moderator James "Jim" Belanger, Town meeting went very smoothly. The most controversial issues were the future use of the Farley Building and a petition warrant article submitted by residents to reduce the 50% portion of the land use change tax that goes to the Conservation Commission to 0%. The options presented for the future use of the Farley Building were to restore, demolish and sell or lease the building. Though the majority of those at the meeting were in favor of demolishing the building, the Selectmen received negative feedback from residents regarding the limited options presented and agreed to investigate the question further by establishing a Farley Building Committee. This committee, an extension of the Facilities Study Committee, was tasked with studying and coming up with alternatives for the building. The petition warrant article to reduce the Conservation Commission's portion of the land use change tax was defeated by a wide margin.

In February, the Board signed a long-term lease agreement with Adrien LaVoie, LaVoie Farms, for farming the Town-owned Woodmont Orchard property. There have been big changes in the appearance of the property this year as Adrian removes the no longer productive apple trees in order to prepare the land for row crops, fruit trees, Christmas trees and berry bushes, in accordance with his approved plan. Following the removal of the farm buildings in December of 2010, the Board approved the reconstruction of the gambrel barn on the Woodmont property. The Heritage Commission selected David Tremblay as the contractor. Unfortunately, construction work has been delayed because the existing foundation had to be rebuilt.



In May, the Town changed from self-funded health insurance to insurance provided through the Local Government Center. Without this change, the cost of employee health insurance would have doubled in 2011.

There were several personnel changes in 2011. The Library Trustees hired Lucinda Mazza as the new Library Director in June. Lucinda “Cindy” replaces Gaye Kulvete Kurmas who relocated to South Carolina. Deborah Padykula was hired by the Selectmen in July as the Town’s Finance Officer. Deb replaces Doug Smith, who served in this position temporarily following the resignation of Paul Calabria in December of 2010. Lisa Petralia resigned as Recreation Program Director, but volunteered to continue to serve in this position until a replacement is hired.



**CHAIRMAN PETRY AND LT. SARTELL DISCUSS  
POLICE CHIEF RUSSELL UX’S RETIREMENT  
ANNOUNCEMENT**

A long-time employee retired this year. After thirty years of service to the Town of Hollis, in positions ranging from Dog Catcher to Dispatcher, Patrol Officer to Lieutenant and finally to Police Chief, Russell Ux announced his retirement from the Police Department effective June 1<sup>st</sup>. Russell was honored by the Selectmen and Town residents at a very well attended open house at the Lawrence Barn on May 25<sup>th</sup>. Russell was succeeded by his second in command, Lieutenant James “Jay” Sartell at a ceremony held at Town Hall on May 31<sup>st</sup>.

The Board oversaw several construction projects in 2011. The structural repairs and minor renovations to the Town Hall were completed in June. The Board voted in December to allow the remaining funds of approximately \$136,000 to lapse back into the general fund. In July, the sometimes controversial, often debated Ash Street Sidewalk project was finally completed to the delight of Ash Street businesses and those who prefer to walk the business district. In late fall work began on a brand

new copper roof for the Hollis Social Library. The roof is expected to be completed early in 2012. The Selectmen held a public hearing in May on the proposed reconstruction of Dow Road. After hearing the concerns of the public, the Selectmen agreed to a “hybrid” approach to the reconstruction. The result was a road that meets standards and also preserves the rural character of this scenic road.

In November, the Farley Building Committee presented their final report to the Board. Of the four options presented, the one unanimous vote was to pursue grants and donations toward the assessment, mothballing or renovation of the building. Committee member Richard Brown generously donated \$2,000 to patch the Farley Building roof to prevent further water damage to the interior. Mr. Brown hopes to recoup some of this money through private donations. The patch job was completed in December by Deary and Sons Construction, LLC. The Board expects that the fate of the Farley Building will be a topic of discussion again in 2012.

Preliminary 2012 budget discussions began in August and continued through December and on into February of 2012. Increased rates to the New Hampshire Retirement System, increases in electricity costs, vehicle and heating fuel costs and the ever - escalating costs of health, dental and Town insurance, all made meeting the Budget Committee’s guidance an exercise in perseverance and penny-pinching. Keeping in mind the state of the economy and our obligation to the taxpayers, the Board examined each budget line by line. If the need for the requested funds was not proven, the line item was cut. After many meetings and discussions, the Board presented a bare bones budget to the Budget Committee.

This year, due to the increasing cost of healthcare and the lack of an agreement with the police and fire union, the Board decided to vary from the Town’s policy of treating union and non-union personnel equally with regard to benefits. The Board formed a personnel committee in April consisting of the Town Administrator, Public Works Director and representatives for the non-union employees, the Board of Selectmen and the Budget Committee. This committee was tasked with producing an acceptable proposal for non-union employee healthcare. The Committee presented their recommendation to the Board in November. Following this presentation the Selectmen decided to offer non-union employees an alternative plan in addition to the current insurance plan. If a non-union employee chooses to stay with the current plan the cost share would increase from 3% to 12.5 % in the first year. To help offset this increase, the Board granted non-union employees a one-time, 3% wage adjustment effective January 1, 2012 .

The Town’s Tax rate was set by the Department of Revenue Administration in November. The rate actually decreased by \$0.51 to \$20.91/\$1,000. This decrease was mainly attributed to a reduction of \$600,000.00 in the schools’ appropriation.

Weather had a big impact on the Town in 2011. Hollis escaped the worst of Hurricane Irene in August only to get hammered by an early snowstorm on Saturday, October 29<sup>th</sup>. The heavy wet snow began to fall in mid-afternoon and by early evening 95% of the Town was without power. Downed power lines and trees made Town roads impassable. The Public Works Department worked tirelessly to clear trees from the roadways. The slow response of PSNH added to the frustration of residents. Since the storm, over 50 permits for generators have been approved by the building department.



**DISASTER STRIKES IN OCTOBER**

The Selectmen look forward to the challenges of 2012 and have set the following goals:

- To resolve union issues by coming to an amicable agreement that would benefit both the Town and the employees
- To have an independent contractor appraise the public utilities for taxation purposes
- To reconfigure the lot line between the Farley Building and the Hollis Brookline Middle School
- To settle the issue of the disposition of the Farley Building
- To fill the vacant position of Recreation Coordinator
- To investigate the possibility of constructing a municipal well, independent of the school district, to supply water to several municipal buildings

The Selectmen's meetings are open to the public and at the beginning of each meeting time is set aside for public comment. The Board encourages residents to attend these meetings or contact the Town Administrator's office with questions and concerns.


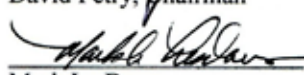
As always, we, the Selectmen, would like to extend our heartfelt thanks to all of the volunteers, Department Heads and Town employees for their hard work and dedication to the Town.

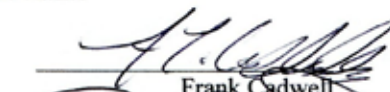

Respectfully submitted,



**HOLLIS BOARD OF SELECTMEN**

**FROM LEFT TO RIGHT: MARK LE DOUX, VAHRIJ MANOUKIAN,  
PETER BAND, DAVID PETRY, FRANK CADWELL**

  
David Petry, Chairman  
  
Mark Le Doux

  
Frank Cadwell  
  
Peter Band

  
Vahrij Manoukian

# Town Administrator's Report

## Town Administrator's Report

Although the recession was still impacting the United States, 2011 was a busy year for me, the Board of Selectmen and employees. The Town Hall Structural Repair and Minor Renovation project, approved at the 2010 Annual Town Meeting, was completed on time and under budget at a final cost of \$263,614.00. The old roofing shingles were removed and new plywood, copper flashing, shingles and gutters were installed on the original Town Hall building and Clock Tower. The most important work was completed inside. The timber frame of the Clock Tower and Town Hall roof trusses were reinforced with steel beams and tension rods. New columns were installed in the basement to provide additional frame support. Unfortunately, due to the economy and budget concerns, additional work has been delayed for at least another year. Hopefully, in 2013 funds will be appropriated to install new energy efficient windows and doors and to repair the deteriorating exterior of the building.



A SECTION OF THE ASH STREET SIDEWALK

Another major accomplishment was the completion of the Ash Street Sidewalk. After approximately 10 years of planning the project was completed in the fall. The sidewalk is approximately 1,800 feet long and provides safe travel for pedestrians from the Four Corners Intersection (Routes 130/122) to the U.S. Post Office. The project was awarded a grant from the New Hampshire Department of Transportation (NHDOT) in the early 90's but local funding was not approved until 2008 and 2009. As Town Administrator my job was to administer the grant, work with the engineering firm hired by the Town to oversee the project and report to the Selectmen on the status of the construction. The project did not go as smoothly as planned due to unforeseen circumstances. Six change orders were approved by the Board of Selectmen for additional utility and drainage work, repair of the signal loop at the Four Corners intersection that was accidentally cut, and modification of the curbing at the Four Corners. The project will not be officially signed off on by NHDOT until spring 2012; however, the total project cost should be approximately \$360,000.00. The Town is required to pay 20% of the project cost or \$72,000.00.

As a member of the Hollis Energy Committee, I worked with consultants, school personnel and committee members on the high efficiency lighting project and the selection of a company to complete the municipal and school building energy audits. Voters approved funding from the American

Recovery and Reinvestment Act (ARRA) in 2010 to complete this work. The grant program paid, along with PSNH rebates, 100% of the project cost. The installation of the high efficiency lighting was completed by early summer and should result in an annual savings of \$55,332.00 for the School and \$7,683.00 for the Town. The building energy audits will be completed in 2012 and will help to identify areas that need improvement, which will further reduce energy costs.

Along with the usual items, I prepared meeting agendas and material for the Board of Selectmen's meetings, participated in union negotiations, assisted the Town Moderator, Town Clerk and Supervisors of the Checklist with Federal, State and Town elections, scheduled safety committee meetings and training sessions and assisted Department Heads, Boards, Committees and Citizens.

With the resignation of our Interim Finance Officer, Doug Smith, I began the search for his replacement. I was fortunate to receive over 25 résumés from highly qualified candidates resulting in the hiring of Deborah Padykula. Deborah has a strong background in both private and public sector. Unfortunately, when she started, the 2010 audit was incomplete and there were several unresolved financial issues. In addition, the 2012 budget season was just beginning. Deb worked



FINANCE OFFICER DEBORAH  
"DEB" PADYKULA



many long days and numerous weekends to get caught up and resolve the issues. She has proven herself to be a great asset. Her attention to detail and comprehensive budget summaries have enhanced and facilitated the budgeting process.

The Board of Selectmen received positive financial news in the fall. The New Hampshire Department of Revenue Administration decreased the tax rate from \$21.47 to \$20.91 and Melanson and Heath, Town Auditors informed the Board of Selectmen that the undesignated fund balance actually increased for the first time in many years from \$155,030.00 to \$486,346.00.

Some of the upcoming projects that I will be working on in 2012 include working with an appraiser to assess the utilities (telephone, electricity and cable) for taxation purposes and working with a consultant to obtain a more up to date phone system for Town Hall and the Hollis Social Library. Hopefully, I will have time to update the personnel policy, safety policy and purchasing policy and continue working on preliminary plans to construct a multi-purpose athletic field at Silver Lake State Park. Also in 2012, the Town expects to enter into a contract with an alternate electricity supplier, which should result in additional energy cost savings. Discussions will continue regarding the Hollis School District water system that currently serves the Hollis School District and several Town buildings and private residences.

This year the Budget Committee again asked the Town to present a flat budget. I worked with the Finance Officer and Department Heads to present a budget for the Selectmen to review and approve. In order to meet guidance each line item in the Town budget had to be scrutinized. In the end, the Budget Committee and Board of Selectmen approved a recommended budget. We were fortunate to maintain service levels by identifying different ways to reduce costs such as changing our insurance carriers and health insurance benefit plans, which resulted in over \$75k in savings. However, it is becoming extremely difficult to maintain existing services without budget increases. I'm not sure if Department Heads will be able to accomplish this task again next year.

In closing, I want to thank Town staff for all the work they do throughout the year. Many have taken on additional responsibilities and extra work loads due to budget constraints but continue to serve with great dedication and commitment.

I encourage anyone to contact me at [ta@hollisnh.org](mailto:ta@hollisnh.org) or 603-465-2780 if you have questions, concerns or suggestions.

Respectfully submitted,

Troy Brown  
Town Administrator



**TOWN ADMINISTRATOR TROY BROWN**

**PHOTOS: CATHY HOFFMAN**

## **Assessor's Office Report**

The Assessing Office is responsible for a variety of duties, with the primary focus on:

- Appraising and assessing all real estate in the Town;
- Maintaining Property Record Cards;
- Annually updating all Town Tax Maps;
- Administering the Current Use Program;
- Property Tax Exemptions and Credits.

As of September 1, 2011, the Town's gross taxable value was determined to be \$1,248,927,270. This consists of 3,373 taxable properties containing 14,661 acres.

Overall, the 2011 Tax Year has been a relatively normal year for the Assessing Office. Joseph Lessard Jr., CNHA, and Richard Dorsett, CNHA, of Municipal Resources Inc., our contracted Assessors, have been spending the last year handling Abatement requests, Credit and Exemption Applications, and the like, and getting to know the Town better. They have done a great job of taking over the Assessing duties for the Town, as I'm sure that anyone who has met Mr. Lessard and Mr. Dorsett will attest to. In addition to normal functions for the Assessing Office, they have begun gearing up for the Town's next Assessment Review, which will take place in 2013.

Annually, the Assessing Office receives requests for abatement from property owners who wish to have their assessment reviewed. This can be for a variety of reasons; the most common are given as valuation of a property or physical data listed incorrectly on the property record card. The annual deadline to appeal your property assessment is March 1<sup>st</sup>, per NH RSA 76:16. For the 2011 Tax Year; this date would be Thursday, March 1, 2012.

Additionally, the Assessing Office conducts annual visits to properties when it becomes known that a change may have occurred that could affect the property's value. This could be for many reasons, but it is usually because a property owner has filed for a building permit. Starting in winter and continuing through spring, representatives of the Assessing Office can be found visiting these properties to determine if a value change is necessary. In 90% of the cases, a property error is listed because the property owner did not allow an interior inspection. Without conducting these inspections, the Town cannot ensure that no one property owner bears more than their fair share of the property taxes necessary to provide Town Services.

The Assessing Office encourages all property owners to review their property record card at least once a year, to ensure that your property records are accurate, and to notify us of any changes or possible discrepancies to your assessment. We are more than happy to provide a copy of your card for review, either by visiting the office or by mailing your request with a self-addressed stamped envelope.

The Assessing Office also administers Property Tax Exemptions and Credits. These exemptions and credits provide tax relief to qualified property owners, including the Veterans Credit, in the amount of \$500 annually to qualified Veterans; and the Elderly Exemption, available to seniors aged 65 years or over. Additional Exemptions are available for the Blind, Disabled Persons who have made modifications to their home for wheelchair accessibility, and Solar and Wind Energy systems. A full list of the Credits and Exemptions, and the qualifications for each, is available either online or in the Assessing office.

For the 2012 State Legislative Session, there have been a number of proposed changes to the Current Use program. This program allows property owners with 10 or more undeveloped acres to enroll their property in the program, with the benefit of receiving a reduced assessment on those acres which qualify. The Town currently has about 420 properties that have qualified for this program. At this time, the proposed changes do not appear to affect the qualifications for the program; we will notify owners of any changes that may affect their Current Use status.

### **Deadlines to Remember**

For the 2011 Tax Year, the last day to file for abatement is March 1, 2012.

For the 2012 Tax Year, the last day to file for a Credit or Exemption is April 15, 2012.

The Assessing Office welcomes any and all enquiries in regards to property valuations, qualifying for Credits or

Exemptions, the Current Use program, Timber and/or Gravel taxation, or any other Assessing Matter. Please contact the Assessing Office at (603) 465-9860, Monday through Friday, 8:00 am to 3:00 pm.

Respectfully submitted,

Connie Cain  
Assistant to the Assessor

## Assessment Statistics

### 2011 PROPERTY VALUE SUMMARY

Residential Land & Buildings	\$1,117,283,800
Residential Condo Units	49,732,800
Residential Mobile Homes	5,074,300
Residential Vacant Land	13,070,300
<b>Total all Residential Properties</b>	<b>\$1,185,165,500</b>
Percentage of Town Total Value	94.93%
Commercial/Industrial Land & Buildings	\$53,667,200
Commercial/Industrial Vacant Land	2,174,100
Public Utilities	6,763,400
<b>Total all Commercial/Industrial/Utilities</b>	<b>\$62,147,800</b>
Percentage of Town Total Value	4.98%
<b>Vacant Land under the Current Use Program Total</b>	<b>\$1,157,070</b>
Percentage of Town Total Value	0.09%
<b>Gross Total Taxable Assessed Value</b>	<b>\$1,248,470,370</b>

### Top Ten Taxpayers for 2011

	NAME*	TYPE OF BUSINESS	ASSESSED VALUATION	2011 PROPERTY TAXES
1.	PUBLIC SERVICE OF NH	PUBLIC UTILITY	\$6,405,000	\$133,929
2.	OXFORD HOLLIS LLC	INDUSTRIAL UNITS	\$5,367,000	\$112,224
3.	PRIVATE	RESIDENTIAL	\$3,258,800	\$68,142
	(INDIVIDUALLY & UNDER TRUSTS)			
4.	DIAMOND CASTING	MANUFACTURING	\$3,130,100	\$65,450
5.	P & B REALTY TRUST	INDUSTRIAL UNITS	\$2,755,600	\$57,620
6.	MARELD CO INC	INDUSTRIAL UNITS	\$2,583,700	\$54,025
7.	D P T INC	OVERLOOK GOLF COURSE	\$2,581,100	\$53,971
8.	BROOKDALE FRUIT FARM	AGRICULTURAL	\$2,193,734	\$45,871
9.	PRIVATE	RESIDENTIAL	\$2,174,135	\$45,461
10.	PRIVATE	RESIDENTIAL	\$2,170,529	\$45,386

\*INCLUDES ALL PROPERTIES UNDER THE SAME OWNERSHIP



## Building Department

The Hollis Building Department issued a total of 417 permits for the year 2011 and performed 665 inspections. This year Hollis has seen a decrease in the number of single family residences constructed. A total of 6 permits were issued for new single family homes. The trend continues with homeowners renovating or adding onto their existing homes, rather than purchasing new.

As a result of the effects of the tremendous tree damage from the October 2011 snowstorm, which left most residents without power for up to a week, many Hollis homeowners are installing emergency generators. For your safety, before installing an emergency generator please consider the following:

- Make sure the generator is the right size for your needs.
- Always have a qualified electrician install the transfer switch to connect the generator to your home's wiring, and a licensed gas fitter to install any gas lines.
- The generator must be properly placed and appropriately vented away from the building and should never be refueled while operating.
- Building permits and inspections are required for the installation of any generator.

Remember – Improper installation of any sized generator can result in house fires or feeding electricity back into utility lines, endangering the lives of repair crews.

As always, the Building Department would like to impress upon all residents of Hollis the importance of obtaining permits for all construction projects; from simple sheds or renovations to additions or new homes. The permitting process allows for a thorough review of the building plans, verifying that all pertinent building codes are being met, and that the project complies with the terms of the Hollis Zoning Ordinance. The permit fees cover the expense of the plan review, document handling and all necessary inspections that are performed by the town. The inspection process field verifies that the actual construction has met all building codes and that the structure is safe to be occupied. This also helps to protect the homeowner from shoddy work being performed by contractors. Remember, all construction projects require at least 1 inspection – even sheds.

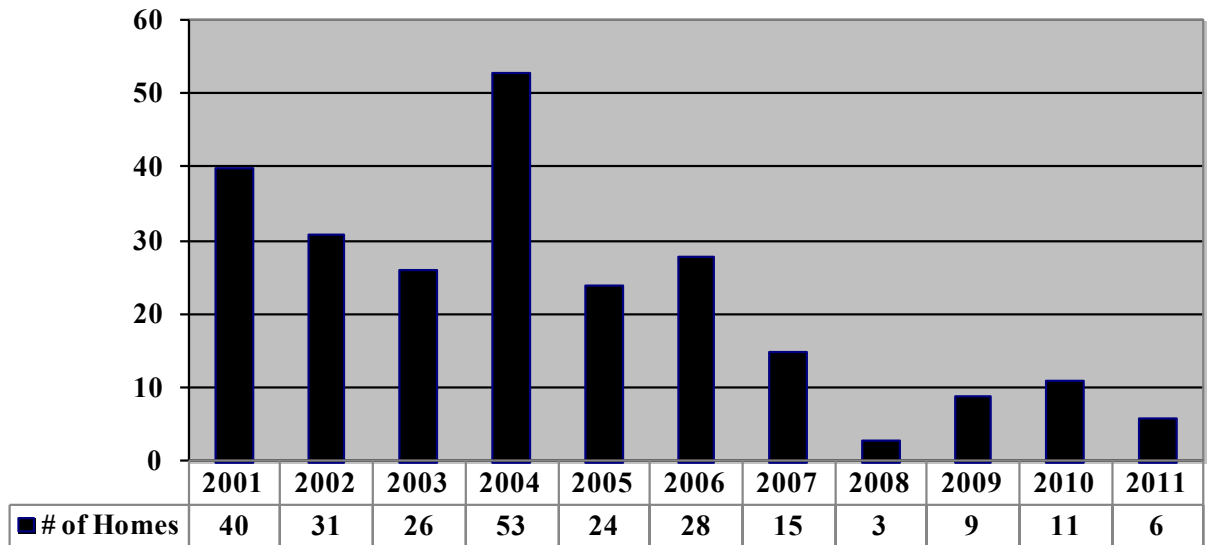
Respectfully submitted,

Donna Lee Setaro, Building and Land Use Coordinator

<b><u>Year-to-Year Comparison</u></b>									
	<b>Single Family</b>	<b>Duplex</b>	<b>Elderly Housing Units</b>	<b>Accessory Dwelling Units</b>	<b>Mobile Home</b>	<b>Other Permits</b>	<b>Total Building Permits</b>	<b>Total Permit Fees</b>	<b>Total Building Value</b>
2011	6	0	0	6	0	405	417	\$51,069.82	\$ 7,143,608
2010	11	0	0	5	0	308	324	47,176.49	6,431,173
2009	9	0	0	1	0	311	321	41,138.86	6,349,850
2008	3	0	0	2	0	251	256	25,383.00	5,408,800
2007	15	0	0	5	0	268	288	41,256.13	9,450,900
2006	28	0	0	0	0	255	283	54,511.69	13,402,600
2005	24	0	6	4	0	237	271	58,262.11	18,212,700
2004	53	1	12	4	2	253	325	91,509.53	25,446,300
2003	26	1	26	5	0	226	284	66,859.53	16,089,300
2002	31	0	38	1	2	224	296	77,493.58	18,853,700
2001	40	0	24	4	0	261	329	72,295.77	17,937,850

## Building Department-cont.

### Single Family Residence Permits Issued



## Department of Public Works

As usual, Mother Nature threw us a curve again this year! Even though 2011 had above average rain fall, our work schedule was progressing as planned- that is until October 29<sup>th</sup> and 30<sup>th</sup>. Hollis received 20 inches of heavy, wet snow. With the many trees that had not yet dropped their leaves, the town received a tremendous amount of downed trees and tree damage. The DPW responded with all its resources and by the end of the day on the 30<sup>th</sup> all town roads that could be opened were opened and plowed. Access to several roads was limited due to downed power lines. We continued to devote all of our resources to the storm cleanup efforts and by the end of December we had picked up all of the large trees and brush piles and cut most of the large overhanging branches. We will continue to clean up the smaller debris and anything that was missed in the town's right of way. The cleanup efforts will likely last well into the spring of 2012.



**WRIGHT ROAD AFTER THE OCTOBER  
SNOWSTORM**

The New Year started off slowly. For the first time in 5 years, the DPW crew was able to celebrate New Year's Eve and New Years Day at home instead of plowing, sanding and salting, but that break ceased on the 8<sup>th</sup> of January, when winter began in earnest. The siege of winter weather continued through April 1<sup>st</sup> as the snow gradually turned to rain.

Our biggest project this year was the rebuilding of Dow Road, which began on June 20<sup>th</sup>. Ditches were dug out, culverts replaced and shoulders were graded and sloped. The road was ground up from house number 124 to 174. We added gravel and geotextile fabric as needed, then regraded and compacted this section. Base asphalt was laid from number 124 to 174. The remaining road was shimmed. The shoulders were graveled and all disturbed areas were loamed, seeded and mulched. Finish asphalt and any other remaining work will be completed in 2012.

Road Work: After the DPW installed a steel plate as a temporary fix, the culvert and head walls near the fire pond on Cameron Drive were replaced by a contractor. The DPW completed many small drainage / ditching projects all over town. We assisted the contractor on the Ash Street Side Walk Project whenever possible. We repaired the guard rail at 243 Wheeler Road. We repaired culverts on Twiss Lane, Snow Lane and French Mill Road. The shoulders on all newly paved roads were graveled. We removed rocks and patched the parking area at the cell tower off Hayden Road, supplied loam to finish off the sidewalk project, repaired the water line and sidewalk on Depot Road, picked up trees and repaired washouts from Tropical Storm Irene. The entire staff took Stevens Advanced Drivers Training Course at the New Hampshire Motor Speedway.

### Paving Projects:

- A section of Arbor Lane received 575 tons of 1 ½" asphalt overlay.
- Bell Lane got 115 tons of 1 ½" overlay.
- Brookfield Drive and Abbe Lane got 71.83 tons of 1 ¼" overlay.
- Two sections of Crestwood Drive, received 1 ½" asphalt overlay.
- Dalkeith Road received 439.45 tons of 1 ½" overlay.
- Hayden Road received 1 ½" shim coat of asphalt at various locations.
- Mendelssohn Drive and Shipley Drive were overlaid with 1 ½" of asphalt.
- Jewett Lane was shimmed and overlaid with 2 ½" of asphalt.
- Dow Road was shimmed for about 7,200 feet and the remaining 2,800 feet was base coated at a 2 ½' thickness.

Approximately 5,500 tons of new asphalt was applied to about 5 miles of road in 2011. The town maintains about 82 miles of road.

The following roads were crack sealed:

- French Mill Road.
- Hannah Drive from Rideout Road to the cul-de-sac.
- Hillside Drive.
- Twiss Lane.
- Rideout Road from Hillside Drive to Depot Road.
- Wright Road from #98 to Depot Road.
- South Merrimack Road from Farley Road to Nevins Road.

Our normal on-going everyday or periodic projects consist of: equipment maintenance, sign repair- replacement and installation, crushing metal at the Transfer Station, removing ashes and tires at the Transfer Station, patching pot holes, tree and brush removal (includes storm damaged ,dead and hazardous trees as well as over grown trees and brush), traffic control for all jobs performed in the road ways, transferring used oil from the Transfer Station to the DPW Garage, cold patching, pushing up the compost and brush piles and crushing the demolition materials at the Stump Dump, digging out catch basins and storm drains after snow storms or when plugged by leaves and debris, filling pot holes on the dirt roads with gravel in the winter, in the summer grading of all dirt roads in town (There are 14.64 miles of town dirt roads that are graded between 2 and 8 times per year), removal of beaver dams that cause flooding and damage to roads and property , cleaning out the runoffs on dirt roads, accompanying the street sweeper and transporting the sweepings to the Stump Dump, raising the ramp and rebuilding and cleaning up the demolition disposal area at the Stump Dump, installed a new storage container at the transfer station for metal storage, periodic cleaning of the storm water retention areas at the Transfer Station, spraying at various locations around town including the sidewalks for weeds, roadside mowing, snow plowing – removal and responding to emergency calls 24-7.

On-going license, permits, inspections etc: CDL physical exams at least every 2 years, random drug & alcohol testing as required by Federal DOT, monthly storage tank inspections, storm water records and reports, fire alarm inspections, sprinkler system inspections, fire extinguisher inspections, generator testing, DES reports and inspections and annual chain inspections.

The DPW assisted the following Boards, Commissions & Departments:

Conservation Commission: We returned logs to block the entrance to town land on Rocky Pond Road and installed large rocks to prevent entrance to land across from Morin's Landscaping on Depot Road,

Lawrence Barn: In January, we repaired the uneven floor, by hand planing, and then treated it with oil. In March, we set out to improve the surface conditions in the parking lot. We started by performing ditch work for water runoff. Then we had 3 tractor trailer loads of 1 ½" stone delivered to the parking lot. We mixed the stone with the existing gravel to help to stabilize the base. The base needed to be repaired because the recent 2 ¼" of rain combined with the frost / thaw cycle to turn the parking lot to mud, jeopardizing the use of the parking lot for the election. The parking lot was graded and rolled making it usable for the elections. Later in March, we assisted in the removal of the ice rink. In April, we replaced the batteries in the thermostats and reset the units. In May, after the ground thawed, we added 3 loads of gravel and mixed it with the existing stone and then regraded the parking lot to add the finishing touches to the job. In July, the sprinkler system line ruptured and we made the necessary repairs. In November the Threshing floor was refinished.

Woodmont: We coordinated and oversaw the demolition and disposal of several of the old farm buildings. After disposal, we hauled compost from the Stump Dump to the area where buildings had been removed. We graded and raked the compost, then seeded and mulched the area. In May, we created a sign for Woodmont, set out delineators, and installed a post for the sign.

Fire Department: We salted and sanded to provide safe access for a structure fire, plowed after every snow event to provide access to all fire ponds and cisterns. In July we assisted in the modification and installation of new Knox Boxes (for emergency access) at 5 Town Buildings. We removed a load of scrap metal from the fire station that was created by some maintenance work.



Town Hall: In January, we moved tables and chairs for new carpet installation in the community room. Several times we had to perform repairs, replace parts and wire the bell control to a timer on the clock in the bell tower. Each time repairs are made we need to go back several times to make sure that the time and striking mechanism are in sync, (We also had to reset the clock whenever the time changed or there was a power outage). We blocked off the old chimney flue in the Finance Office, and installed plastic on the windows. We made some adjustment to the heating units in the auditorium. In July, we repaired the concrete handicap ramp. In August, we did some more repair work on the Tower Clock.

Elections: We moved voting booths in February to the schools for a mock election. We moved school desks for March election and set up the voting booths and removed them after the election. We assisted the election officials as necessary.

Farley Building: In March, upon inspection, we found the sump pump disconnected, and spraying up in the air. It was repaired, reinforced and tested.

Hollis Social Library: In January, we assisted with the placement of Lexan windows in the front of the building. In February, we shoveled the snow from the roof, because of ice dams and leaking. In March, we installed an additional sump pump in the basement to allow water to be drained away from the basement. In May, we sprayed the stone wall we share with the church for poison ivy. We also jacked up and leveled the storage shed and performed general building maintenance.

Police Station: In February, we removed icicles blocking an exterior camera. In July we removed several overgrown birch trees that were next to the building,

Lighting upgrades in all Town Buildings: We assisted upon request with staging, opening ceilings, etc.

Cemetery Commission: We performed 8 full and 8 cremation burials during 2011. Our work also included marking out future graves, seeding and mulching as needed. In May, we cleaned and reset the stones at the flagpoles at 4 cemeteries for planting of geraniums. In June, we removed the brush at the Pine Hill Cemetery. We installed, as requested, foot stones and military markers.



**FLINTS POND EROSION CONTROL AT  
NH FISH AND GAME BOAT LAUNCH**

Flint Pond Cleanup: In May, we planted trees and put in stone at the boat launch, to complete the Department of Environmental Services restoration project from 2010.

Old Home Days: We assisted by mounting the big “Old Home Days” advertising sign on a trailer and placed it at the soccer field across from the main event, removing it for storage after the event. We assisted the Transfer Station personnel in acquiring a trailer and setting it up for the Old Home Days parade and field events. We moved the bleachers for the committee. The day of the event, 2 of our staff provided any services necessary, including picking up and removing trash, setting up chairs and tables etc. They also helped with traffic control in Monument Square for the parade.

Miscellaneous: We maintained the Dunklee Dam to DES specifications in March.

#### Projects scheduled for 2012:

We plan to put the finish asphalt on Dow Road and make any drainage adjustments. Then we will gravel the shoulders and loam and seed any disturbed areas. South Merrimack Road from Route 122 to Farley Road is the next road scheduled for major work. We will add and repair drainage, then grind up the road and regrade it. The road will then be repaved. This project may take 2 years, depending on funding and other projects. We will also be paving, chip sealing or a combination of both on several roads. These roads are on a current list of roads to be paved with the order determined by current condition and priority rating.

If funding is approved at Town Meeting we will install a new town well. The new well will be located on conservation land next to recreation fields on Depot Road, also known as the Hardy lot. The new well will supply water to the Lawrence Barn, Town Hall, Library, Always Ready Engine House and the Wheeler House. The Hayden’s Reservoir Dam at the end of Plain Road will be removed per New Hampshire Department of Environmental Services regulations.



**DOW ROAD CULVERT REPLACEMENT**



I would encourage all home owners to call us any time that they wish to perform any work near the roadway (mailboxes, driveways, plantings, walls, etc.). I would much rather work with you while planning your projects as opposed to informing you that your completed project does not meet guidelines, setbacks or regulations.

We encourage you to call the Department of Public Works any time. Our phone is answered 24 hours a day, seven days a week. If no one is in the office, the Hollis Communications center will answer the phone. Please give your name, address and phone number and the reason for your call. They will record it on a work order and fax it to us or page us if it's an emergency. All work orders are reviewed, recorded and assigned to the appropriate personnel. After work orders are completed, they are signed off and kept on file. We may be reached at 465-2246 and our e-mail address is [hollisdpw@hollishnh.org](mailto:hollisdpw@hollishnh.org)

Respectfully,

Jeffrey M. Babel,  
DPW Director

**PHOTOS: WOODMONT, DOW ROAD AND WRIGHT ROAD-JEFF BABEL**  
**FLINTS POND-CATHY HOFFMAN**

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## Transfer Station

We continue to transfer used motor oil from our facility to the DPW Garage. The used oil we collect heats the Transfer Station office and the DPW Garage. Dirt work continues to be done around the facility to make room for improvements and to comply with Storm Water regulations. We will be adding a new cardboard compactor in the spring. The compactor will make cardboard recycling easier and will increase weight per load. Increased weight will reduce trucking costs and will increase revenue per load. The No Picking/No Scavenging rules are being strictly enforced. We had a permanent box set in the ground so that we are able to accept TVs & monitors on a continuing basis. Thank you to Jeff Carrier for donating many signs to the Transfer Station to help in our ongoing education of recycling. A flag pole and flag were donated to the facility from The Gate City Striders. Thank you!

	2010	2011
	Tonnage Revenue	Tonnage Revenue
Newspaper & Magazines	184.16T = \$16,368.90	179.81T = \$20,576.40
Cardboard	127.49 T=\$15,088.50	131.44T = \$16,400.41
Aluminum Cans	7.57T = \$9,638.60	8.38 T = \$12,863.40
Steel Cans	8.61T = \$1,369.25	13.09T = \$2,123.40
Mixed Paper	79.51T = \$4,537.83	80.48 T = \$5,845.43
Plastic	N/A	4.89T = \$1899.80
	2010	2011
	Tonnage Expense	Tonnage Expense
Trash	2503.50T = \$167,734.50	2453.88 T = \$168,090.78
Co-Mingles	47.31T = \$473.10	50T = \$133.80
Glass	202.82 T = \$4,056.20	206.22T = \$4,536.84
Combined Recyclables Revenue	657.46T = \$42,473.78	674.31T = \$55,038.20

In 2010, if the recyclables had been disposed of as trash at the 2010 rate of \$67.00 per ton it would have cost \$44,049.82. By recycling the cost avoidance was \$86,523.60.

In 2011, if the recyclables had been disposed of as trash at the 2011 rate of \$68.50 per ton it would have cost \$46,190.24. By recycling the cost avoidance was \$101,228.44.

This table only reflects items that are disposed of through the Souhegan Regional Landfill District. It is readily noticeable that recycling really pays off. Even if we don't receive revenue from recycled products we avoid the \$68.50 per ton disposal fee at the incinerator. If you want to see your taxes reduced I encourage you to recycle. If you know someone who is not recycling, ask them to participate. The more people that we can get onboard, the more money we can save. Other items like scrap metal, batteries, waste oil, cell phones, anti-freeze, books, propane tanks, refrigerators, fluorescent bulbs, tires, mercury containing devices, vegetable oil and flags are recycled through the town. Of these items, scrap metal is the largest revenue producing item. We recycled 128.58 tons, which produced \$38,857.13 of revenue. This revenue goes directly into the General Fund of the Town of Hollis.

To work at either the Transfer Station or the Stump Dump, one must pass different levels of licensing exams administered by the New Hampshire Department of Environmental Services. The 9<sup>th</sup> member of the DPW staff was licensed this year and 2 more will be licensed in the spring of 2012.

Thank you to all the residents who donated flowers to our facility. They add so much color to our surroundings.

We participated in Old Home Days. We built a float this year and participated in the parade. We constructed a metal figure named Rip Rap to promote metal recycling; he was displayed on our float. Rip Rap is currently located on the lawn at the Transfer Station. We also had community involvement with the float. Homeowners who recycle had their names displayed on the float. We offered a free arts and craft table for all ages. Children and adults made pet rocks.



**RIP RAP THE RECYCLE ROBOT**

Recycling is good for the planet, and helps reduce your taxes. **Reduce, Reuse, and Recycle.**

Respectfully,  
Joan Cudworth  
Facility Manager

Jeffery Babel  
Public Works Director



**PHOTO: CATHY HOFFMAN**

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## Stump Dump

The Stump Dump had many changes this year. A new safety railing and steps were added at the demolition disposal area. The rail will provide a safety barrier for the public when dumping demolition and the steps will provide safe access for employees entering this area. We reclaimed a small area near the demolition area. The area was graded and loamed with our own compost. We then planted grass, trees and flowers. A new shed was built, using mainly recycled materials from the Stump Dump. The shed will house our lawn mowing equipment as well as a few other maintenance items. The stump burial area was moved off the hill to make it easier for the residents to dispose of stumps and to help meet our long term goals for the area. We are also separating out asphalt, rocks, concrete, bricks etc. This hard fill will be ground up to make gravel to be used on other town projects in the future. This process will take a product that we used to bury and recycle it into a new useful product that we currently buy. Recycling will save us future tax dollars. We extended our hours of operation after the Halloween Storm for two weeks to help facilitate the disposal of residential debris from the storm. Thank you to the many residents who donated flowers this year to this facility.

Respectfully,  
Joan Cudworth  
Facility Manager

Jeffrey Babel  
DPW Director

# NRPC Household Hazardous Waste Report

## Introduction

This report highlights the benefits to the Town of Hollis from its participation in the Nashua Regional Solid Waste Management District's (NRSWMD) 2011 Household Hazardous Waste Program. This program was funded by municipal assessments, user fees, and grant funding received by the Nashua Regional Planning Commission from the NH Dept. of Environmental Services. The following charts and figures reflect data from collection events held during the spring, summer, and fall of 2011.

## Collection Overview

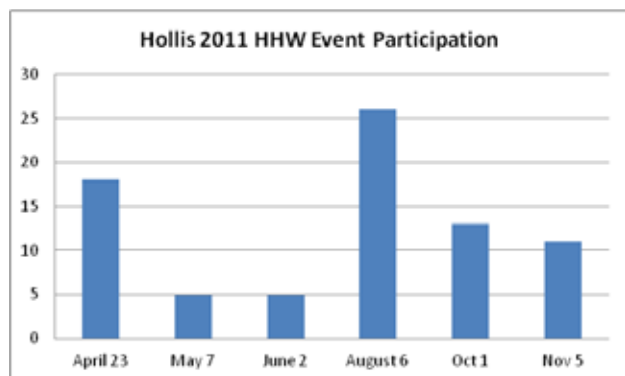
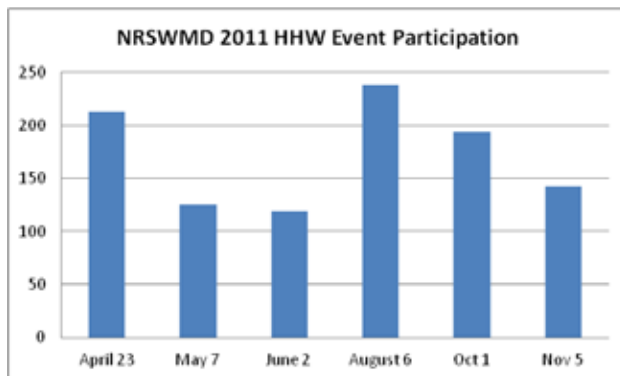
Six collections were held during the 2011 HHW season. Five of the events were located at the Nashua Public Works Garage and one was held in Milford.

Saturday April 23, 8am-12pm, in Nashua	Saturday August 6, 8am-12pm, in Nashua
Saturday May 7, 8am-12pm, in Milford	Saturday October 1, 8am-12pm, in Nashua
Thursday June 2, 3-7pm, in Nashua	Saturday November 5, 8am-12pm, in Nashua

## 2011 Total Participation

In 2011, a total of 1,032 households participated in the HHW collections District-wide; of those, 78 households or 7.56% came from Hollis. According to the 2010 US Census, the population of the NRSWMD region is 212,615. The 2010 US Census population for the Town of Hollis is 7,684, which is 3.61% of the District's total population. Thus, Hollis residents utilize the collection events at a higher rate than expected based on their population.

Households	April 23	May 7	June 2	Aug. 6	Oct. 1	Nov. 5	Total	Percent Participation	Percent Population
Regional Participation	213	125	119	238	194	143	1,032	N/A	N/A
Hollis Participation	18	5	5	26	13	11	78	7.56%	3.61%

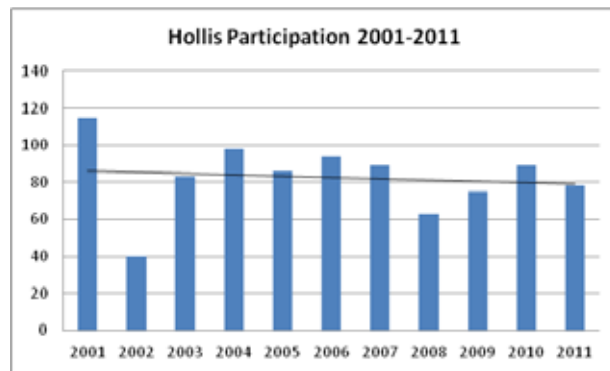
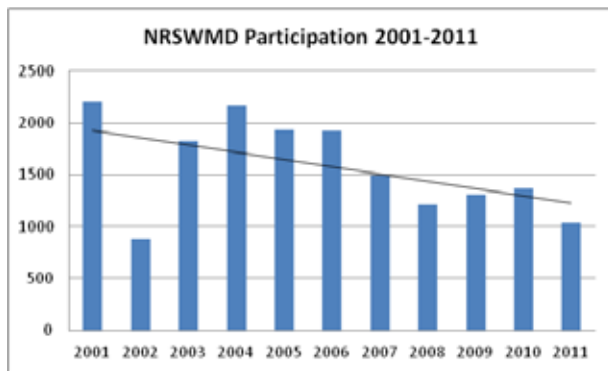


## Historic Participation Trends

The number of households participating in HHW collections has fallen District wide over the past 11 years, but has remained relatively stable in Hollis during that time period.

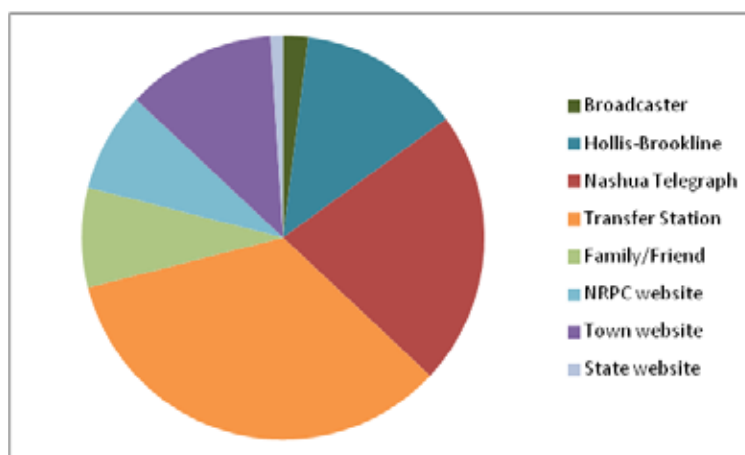
Households	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
Hollis	115	40	83	98	86	94	89	63	75	89	78
District	2208	876	1825	2173	1931	1928	1491	1216	1312	1368	1032
Hollis % of Total	5.21%	4.57%	4.55%	4.51%	4.45%	4.88%	5.97%	5.18%	5.72%	6.51%	7.56%





### Information Sources

By tracking how participants learn about HHW events, we can better target our marketing and outreach. In 2011, most Hollis residents learned about HHW collections through the transfer station (34%), Nashua Telegraph (22%), Hollis-Brookline Journal (13%), and Hollis Town website (12%).

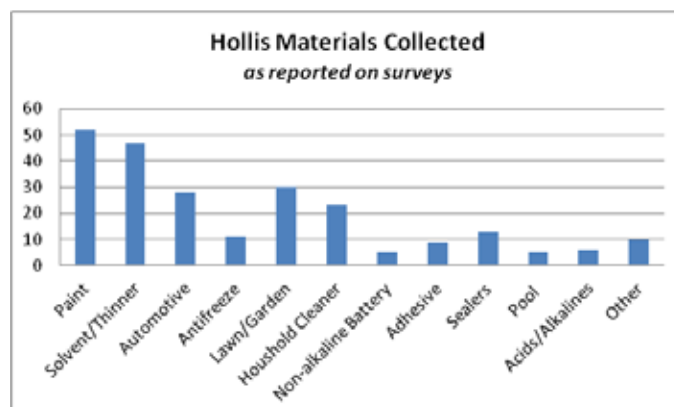


*Hollis Information Sources*

### Materials Collected

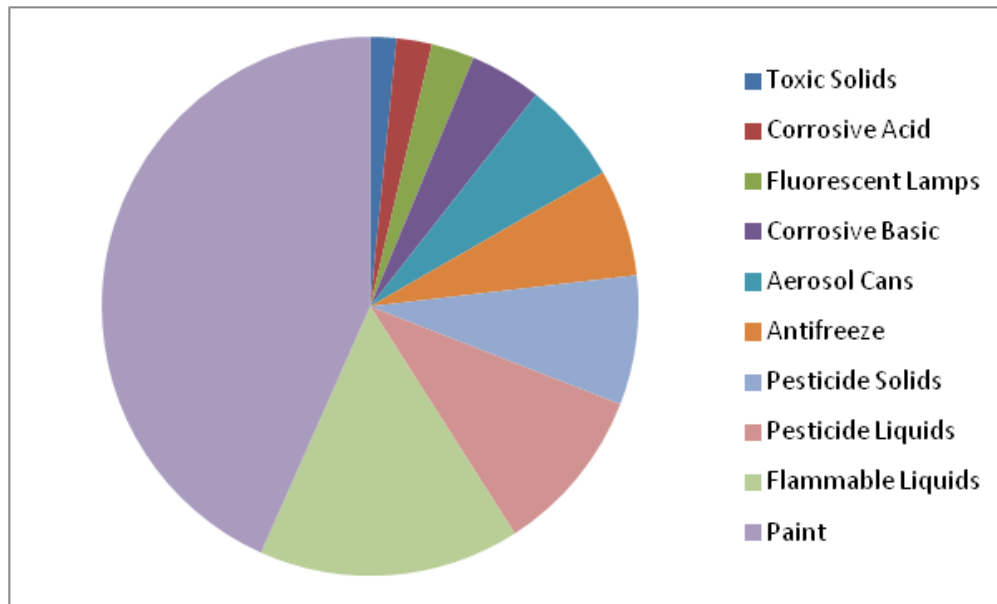
Participant surveys provide an idea of the types of waste being brought in from each municipality. This information can be used to target community-specific outreach and education efforts on the most prominent types of waste.

A total of 71,348 pounds of material was collected during the 2011 Household Hazardous Waste program. Participants brought an average of 73 pounds per vehicle, the highest to-date. Volumes from individual communities are not recorded on manifest forms by the disposal vendor, so it is impossible to know what the total volume of waste is from each municipality. We can only calculate estimates based on the level of participation by each community. In 2011, Hollis residents comprised 7.56% of the total participation, which equates to roughly 5,394 pounds of waste removed from the waste stream.



The composition of total waste manifested through the 2011 HHW Collection Season is shown below. Paint continues to make up the largest volume of material collected at 43%, however, this is the lowest percentage since 2004.

*Materials Collected (by volume) in 2011 Collection Season*



## Fire Department

This year the fire department was presented with many demands and challenges in our efforts to provide professional fire, rescue, and emergency medical service to the community. With budgets remaining flat, we have worked hard to meet the challenges that we have been presented with. While we deal with the hardships that have come with the economic downturn, with the resources given to us, the Hollis Fire Department will continue to deliver the maximum protection that has always been expected of anyone in need.

After a mild December in 2010 we began the winter of 2011 with heavy wet snow, creating many structural failure and structural integrity calls. Cold weather usually makes conditions ripe for building fires and though we had some lucky close calls during the winter, unfortunately we had two house fires. With a quick response I am happy to report that the fires were contained and the buildings repaired. When March arrived, winter shut right down with no more snow but enough rain so that it was not a dry spring. During the summer our good fortune continued with enough rain spaced out so that brush and wildland fires were not such a problem as they have been in some years. In July, we received our new ambulance replacing our 2000 ambulance that served us well. This purchase was at no cost to the taxpayer as it was completely funded from user fees! At the end of August, we received hurricane warnings that put us in the track of Irene. Many hours of preparation were put in by all services; luckily the storm tracked to the west, sparing us the extreme damage our neighbors received. Though we missed a spring snow storm we received the October snow storm, taking out the power in town for most of the week. The department responded to many emergencies during the storm. Fortunately, we did not encounter any life threatening injuries. Unfortunately, many residents sustained costly property damage from fallen trees. November and December which, in some years can produce icy conditions resulting in many accidents, stayed snow free this year.

Many residents burn brush piles after cleaning the winter debris from the yard, or clearing an area for new grass. Any one that burns must remember that they need to obtain a State Fire Permit at the fire station on the day that they burn. The State allows burning only between 5PM and 9AM or during the day if it is raining. The brush must be no more than 5" in diameter, 50' away from any building or utility, must be in small piles that can be extinguished easily and a water source (garden hose) at the fire. All fires must be attended at all times and completely extinguished when done. Unfortunately many homeowners do not extinguish the fire completely, the fire then reignites when no one is home and we are called for a brush fire. Please read all the rules on the permit that you receive before you begin your permit burn. For backyard campfires, you may obtain a seasonal permit that allows you to call in before you burn.

During an emergency there are always unexpected hazards; with advance planning by the homeowner, some hazards can be eliminated. Finding an address can be difficult when the house number is not visible, especially in the winter months. If you do not have a house number at the end of your driveway that can be seen both day and night, consider its value and install one. If you live on a hill, make sure your driveway is clear and sanded. If you have low hanging limbs, please remove them; often we have had to stop and cut limbs in order to bring the fire apparatus or ambulance in to the emergency.

A high priority is placed on providing fire and life safety prevention programs for the community. All the programs are designed to eliminate or mitigate situations that endanger lives, health, property and the environment throughout the year. In June, we held our annual Bicycle Rodeo in the parking lot of the Hollis Primary school. With the assistance of the Fire Department Explorer Post, Hollis Police and community volunteers, members of the department set up stations for the children to interact and learn about bicycle safety and awareness of hazards in the road. Each bicycle was inspected and helmets were checked for proper size and fit. Many thanks to the businesses that donated prizes for all the participants.

September and October are very busy with fire safety prevention programs being held daily in schools and the fire station. Depending on the age group, these programs educate children about electrical safety, misplaced matches, candle safety, escape from a smoke filled home and reporting to a meeting place, as well as clutter left on stairs, misplaced medications, poison prevention and the proper way to call 911. The Fire Safety House, which was purchased and supported through the Hollis Fire Association, is a great asset; all the features it comes with makes the education all the more interesting.

Unfortunately our annual open house that we have in October had to be cancelled due to budget constraints. Hopefully, we will be able to have one this year as it provides families the opportunity to visit the fire station and review their pre-planned escape routes with members of the fire department. Families also visit with Sparky, the fire dog, and Smokey

the Bear, tour the Fire Safety House, and visit several informational booths and demonstrations along with a fire truck ride. Usually we have a large demonstration that has a constructed room that is set on fire to see how fast it goes from nothing to a full room fire, reinforcing the importance of smoke detectors and residential sprinklers.

Under the direction of fire fighter Jen Govostes we are again offering a babysitter safety class twice a year. It is one afternoon a week for ten weeks covering the traditional babysitting class with additional training utilizing the Fire Safety House, infant & child CPR, and having a police officer instruct on the proper way to handle a "stranger at the door." As this class usually has a waiting list, please have your child reserve a space as soon as possible.

Throughout the year we offer CPR & AED classes to the community. The Hollis Fire Department is a certified child car seat check station with fifty five inspections this year. If you need help with an installation, please call and set up an appointment with a technician. We also offer a Vial of Life program. This is a pre-planning tool that is designed to provide your specific medical information for ambulance and hospital staff to utilize in the event of a medical emergency. They are available at the fire station and we would be happy to bring one out to you.

The Hollis Fire Association comprised of all members of the department, continued to work on fundraising. Because of the generous financial donations received from the people of Hollis, we are able to purchase high quality equipment, provide items for the community safety programs, and finance the Explorer program. This year the Association purchased a new hydraulic cot for the new ambulance. The Hollis Fire Association also continues to administer the Warren H. Towne Memorial Scholarship. This year the recipient was Justin Doty majoring in Criminal Justice.

Every year we respond to many accidental fire alarms. 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!

Throughout the year we respond to many carbon monoxide incidents. Carbon monoxide is a tasteless, odorless and colorless gas. It can occur from a blocked chimney, cracked chimney flue, poorly ventilated space heater, car exhaust fumes in a garage, gas range problem, faulty wood burning stove or fireplace, or a problem with a gas or oil furnace, hot water heater, gas dryer or blocked gas vent due to snow or ice. Every home should have a carbon monoxide detector placed on each level of your home. When a carbon monoxide detector activates, call the fire department and vacate your home.

The Hollis Fire 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. I would also like to thank our community for their continued support to our department.

Respectfully submitted  
Richard Towne  
Fire Chief



**2011 OLD HOME DAYS PARADE**

**PHOTO: CATHY HOFFMAN**

## Fire Call Load

Alarm:	Fire-Unintentional	52
	Malfunction	67
Fire:	Building	2
	Brush	2
	Chimney	5
	Electrical	8
	MVA/No Injury	44
	Mutual Aid	16
	Illegal Burn	9
	Pole/Transformer	4
	Rescue	4
	Vehicle	3
	Trash	2
	Other	5
Medical:	Trauma	81
	Medical	294
	MVA/with Injury	21
	Mutual Aid	21
	Medical Alarm	14
Good Intent	Smoke in Building	7
	Smoke Check	13
	Other	21
Hazardous Condition:	CO Incident	10
	Water Problem	6
	Propane Leak	3
	Wires Down	20
	Investigation	23
	Gasoline/Oil Spill	1
	Other	9
Service	Public Assistance	66
	Lift Assist	35
	Lockout	4
	Other	42
TOTAL CALLS:		914

## Report of Forest Fire Warden and State Forest Ranger

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

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

### 2011 FIRE STATISTICS

(All fires reported as of November 2011)

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

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

### CAUSES OF FIRES REPORTED

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

**ONLY YOU CAN PREVENT WILDLAND FIRE**

# Police Department

## *Mission Statement*

*The mission of the Hollis Police Department is to protect life and property, and to maintain order within the Town in a fair and impartial manner.*

*Members of the Hollis Police Department are charged with the mission of:*

- *The protection of life and property*
- *Preserving the peace*
- *Preventing Crime*
- *Detecting and arresting violators of the law*
- *Enforcing all laws coming within the department's jurisdiction*
- *Responding to all public emergencies*
- *Creating and maintaining meaningful and positive relationships with the community*

*Members of the Hollis Police Department, as public officers, are committed to treat all persons with whom we come in contact with respect and dignity. We believe it is our duty to conduct ourselves with truth and honesty at all times. We will be vigilant and courageous in our pursuit of justice, will preserve and defend the constitution, and will enforce all laws with impartiality and compassion.*

*Hollis Police Officers will serve all citizens with pride and commitment and attempt to mirror that nobility in our personal lives.*

On behalf of the Hollis Police Department, it is my privilege to present the Department's 2011 Annual Report.

The department underwent a number of significant changes this past year, not the least of which is the retirement of Chief Russell Ux, who served the department proudly since 1981. I was sworn in to be his successor on May 31<sup>st</sup> and will do my utmost to run the department in a manner consistent with the values of the community.

The state of the economy continues to challenge the delivery of municipal services across the nation, and Hollis is no exception. Costs continue to rise in the areas of energy, equipment and personnel. At the same time, our available funding continues to decrease. FY 2012 will be the fourth consecutive year in which the department's budget was reduced from the year prior. It was particularly challenging this year to absorb these funding reductions without reducing the level of services that we provide. In order to meet budget constraints, we were unable to fund the position left vacant

by retiring Chief Ux, thus reducing our compliment to 14 sworn officers. As many of you are aware, a 15<sup>th</sup> patrol position was approved at the 2008 Town Meeting. This vacancy necessitated cutbacks of patrols at a time when the department realized increases in calls for service (+31%) as well as arrests (+20%). We are able to minimize the impact of patrol cutbacks by assigning supervisors to more patrol duties, utilization of technology, and are hoping to supplement patrols with part time police officers in the near future.

The retirement of Chief Ux resulted in an abundance of personnel moves in the department as well. Sgt. Richard Mello was promoted to Lieutenant. Lieutenant Mello has been a police officer since 1993 and has served our department as patrol officer, detective, and sergeant. Long time School Resource Officer Tracy Dunne and Officer Jonathan Tate were transferred into the Detective Division where they will be assigned criminal investigations. and will share responsibility as our department prosecutors. Officer Richard Bergeron was selected to replace



**VAHRJ MANOUKIAN, LT. JAMES "JAY" SARTELL, DAVID PETRY, CHIEF RUSSELL UX AND MARK LE DOUX AT THE ANNOUNCEMENT OF CHIEF UX'S RETIREMENT AND LT. SARTELL'S APPOINTMENT AS HOLLIS'S 12<sup>TH</sup> POLICE CHIEF**

Detective Dunne at Hollis-Brookline High School, and began serving as School Resource Officer at the beginning of the school year.

Despite the challenges, the department remains committed to providing the effective police services in keeping with our mission. We want to be a part of what makes Hollis so special, and will do our part to maintain the high quality of life we have all come to enjoy. I ask for your continued trust and support as we move forward, and thank you for the opportunity to serve as Chief of Police.

Respectfully submitted,

James P. Sartell  
Chief of Police

**PHOTO: COURTESY OF BOB STEWART  
THE HOLLIS TIMES**



*The call activity numbers below reflect initial calls for service and are NOT the number of crime/incidents investigated by the Hollis Police Department*

<b>Call Reason</b>	<b>2011</b>		<b>Call Reason</b>	<b>2011</b>
Abandoned 911/Hangup	59		Juvenile Complaint	7
Abandoned Motor Vehicle	1		Juvenile Runaway/Missing	1
Alarm/Audible	10		Littering	4
Alarm/Hold-up	11		Loud Noise/Music	27
Alarm/Other	15		Landlord/Tenant Dispute	4
Alarm/Panic	15		Lost Property	28
Alarm/Burglar	413		Missing Person	6
Animal/Domestic	263		Motor Vehicle Accident with Injury	16
Animal/Wildlife	49		Motor Vehicle/No Injury	91
Assault	12		Motor Vehicle/Unknown Injury	46
Assist Other Agency	83		Motor Vehicle Complaint	195
Assist Fire/Medical	616		Motor Vehicle/ Hit and Run	6
Assist Citizen	25		Motor Vehicle/Lockout	58
Bad Check	7		Motor Vehicle Stop	5,268
Burglary in Progress	3		Neighbor Dispute	10
Burglary	17		Notary	21
Business Check	3,525		OHRV Complaint	13
Community Policing	146		Police Information	248
Check Conditions	132		Parking Complaints	43
Criminal Mischief	57		Pursuit	1
Criminal Mischief in Progress	0		Prowler	1
Civil Standby	26		Police Service	64
Criminal Threatening	12		Serve Restraining Order	0
Criminal Trespass	16		Road Rage	3
Debris in Roadway	93		School Bus Complaint	24
Disturbance	26		Sex Offense	5
Directed Patrol	969		Shoplifting	0
Disabled Motor Vehicle	238		Snow Violation	28
Domestic Disturbance	23		Soliciting Complaint	3
Domestic Issue	20		Suspicious MV	273
Fingerprinting	190		Suspicious Person	51
Fireworks	7		Suicide Attempt	7
Forgery	0		Serve Paperwork	191
Found Property	57		Suspicious Activity	197
Fraud	22		Theft	80
Give Advice	156		Theft in Progress	0
Gunshots	22		Traffic Control	37
Harassment	27		Unsecured Premise	128
House Check	4,615		VIN Verification	61
House Check Request	293		Violation of Restraining Order	8
Identity Theft	10		Serve Warrant	55
Juvenile Issue	28		Welfare Check	60
Juvenile Truant	11		<b>Total Calls for Service</b>	<b>19,689</b>
			<b>Arrests</b>	<b>291</b>

# Hollis Communications Center

## *Mission Statement*

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

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

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

<u>Full Time Personnel</u>	<u>Experience</u>
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Assistant Manager John DuVarney	36 years
Supervisor Robert Dichard	26 years
Communications Specialist Matthew Judge	25 years
Communications Specialist Anna Chaput	16 years
Communications Specialist Ross Rawnsley	14 years
Communications Specialist Miguel Nieves	8 years
Communications Specialist Robert Gavin	4 years

<u>Part Time Personnel</u>	
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Communications Specialist Richard Todd	31 years
Communications Specialist Norma Traffic	12 years

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

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

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

The Town of Hollis is now using the **CodeRed** Emergency Notification System, an ultra high-speed telephone service for emergency notifications and distribution of preparedness information essential for life safety. The System allows local Public Safety personnel to rapidly telephone the entire Town, or selected target areas, in an emergency situation requiring action or to give prevention instructions. This System is capable of delivering a local pre-recorded message describing the emergency situation and required action to a house phone, cell phone, answering machine, email, or text devices.

While the System has an established database from most telephone carriers, many cell phones and computer generated phones may not have been captured by the database. If you have not already registered, or have changed telephone numbers or email addresses, you will need to click on the **CodeRed** icon on the Town of Hollis website [www.hollisnh.org](http://www.hollisnh.org) to re-register.

For anyone without computer access, you may call John DuVarney, Assistant Manager, Hollis Communications Center at 603-465-2303 to receive assistance with entering your information. If you have any questions regarding **CodeRed** you could email [hdispatch@hollisnh.org](mailto:hdispatch@hollisnh.org) with the subject **CodeRed**. We would like to thank everyone in the community for their involvement with this program. We began in 2010 with 1,753 listed telephone numbers. With the help of everyone in the community of Hollis, we now have 3,855 telephone numbers, and 951 email addresses, in the **CodeRed** System.

The radio upgrade that was approved at last year's town meeting has been awarded to Two Way Communications Newington NH. This project was started in September, and is expected to be completed by April of this year.

On August 25, Emergency Preparedness Director Don McCoy conducted a briefing with all department heads regarding Tropical Storm Irene. At this time the Emergency Operations Center was prepared and on stand-by mode. On August 28, the Emergency Operations Center was activated for Tropical Storm Irene. The center was staffed with Emergency Preparedness Director Don McCoy, Assistant Director Deane Navaroli, Police Chief James Sartell, Fire Chief Richard Towne and DPW Director Jeff Babel. While the center was activated, there were three Communications Specialists on duty one of them consisting of Supervisor Robert Dichard. The Emergency Operations Center was closed at 1646 hrs. The Communications Center was never compromised because of this storm.

On Saturday October 29<sup>th</sup> at 1800 hrs the Emergency Operations Center was opened for a snowstorm that took out power to the town. The center was again staffed by Emergency Preparedness Director Don McCoy, Assistant Director Deane Navaroli, Police Chief James Sartell, Fire Chief Richard Towne and DPW Director Jeff Babel. The center was closed on November 4<sup>th</sup> at 1107 hrs. During this time, the Communications Center assisted several residences with a variety of situations. The Communications Center was never compromised because of this storm. The **CodeRed** System was found to be very helpful, and was used several times during both of these storms to keep the residents of Hollis informed of any important information.

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

Respectfully submitted,  
John V. DuVarney, Assistant Manager

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

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## Information Technology

The Town's Information Technology Specialist supports, maintains and improves the information systems for all Town departments. This includes support for hardware, software, databases, backups, network and internet connections, email, website and security. This year we changed our email provider to give employees more functionality. We also changed the town domain name to: [www.hollisnh.org](http://www.hollisnh.org).

At Town Hall we upgraded InDesign software used for creating the Town Report. We replaced one desktop, a laptop, and a printer. In the Community Room more microphone lines were added so table microphones can be used as needed to improve sound quality during broadcasted meetings. This will be especially helpful during summer months with fans or air conditioners running.

A new network switch was installed at the Police station. One desktop, a printer and two monitors were also replaced. Two desktops were purchased to replace the dispatch computers. Software and firmware updates are ongoing for records management, dispatch and cruiser laptops.

An additional laptop was purchased for Supervisors of the Checklist for maintaining Voter Checklists and use at elections. GIS software was installed at DPW and one desktop, a printer and monitor were replaced. At the Fire station we replaced two desktops and two printers.

At the Lawrence Barn a projector and screen were installed to have equipment onsite and available to presenters. There is also a wall connection to the sound system to connect mp3 players for music at events. This was funded by the Heritage Commission.

At the Library, the email and domain name were also changed to [www.hollislibrary.org](http://www.hollislibrary.org) and the website got a new look. An online form for Inter Library Loans was created. The library replaced two computers this year as well as updating some versions of office software.

Respectfully submitted,  
Dawn Desaulniers, IT Specialist

## Hollis Social Library

2011 was an exciting year for the Hollis Social Library and the Library is grateful for the ongoing support and participation of our community. This year we circulated approximately 98,000 items to our nearly 5,300 patrons, and delivered more than 375 educational and entertaining programs. We're educating patrons how to take advantage of the eBook collection and have purchased two Nooks for patron use. The Library welcomed a new Director, Lucinda Mazza and is proud of the staff that continues to deliver excellent service to the patrons. The roof repair is complete and a beautiful replacement copper roof stands proudly on our historic building.

### Community Education and Other Programs

This year, a renewed focus was placed on collaborating with community organizations to expand the Library's role as a community center. Many of the 2011 programs reflected this commitment to community, cooperation and involvement. Program attendance was record-setting, with the highest levels of participation in recent years.

The Hollis Social Library hosted 5 Hollis authors at the Old Home Day booth. Our theme, "Tales from Hollis Authors" featured 5 Hollis authors; Robin Beaudette, Marcia Patteson Beckett, Nellie Putur, Michaeline Della Fera and Yvonne Ametller Dunetz. Each author visited the booth selling and signing their books for enthusiastic crowds. We also had several fundraising raffles including a Patriot's fleece, donated by Mary Ann Wesoly, and a framed Library print of Ken Fiery's painting "Library in Spring".

Working with the Hollis Historical Society, the Library co-sponsored Civil War Historian and Author Steven Closs, who spoke to a crowd of 60 people at the Lawrence Barn about his book *Willing Sacrifice: Granite State Valor during the American Civil War 1861-1865*.

The Hollis Woman's Club teamed with the Library to sponsor a 6 part series on wills and estate planning in the Spring and in the Fall offered a series on health care with Dr. James Squires. In the Spring, we held a six part health series program sponsored by Greenhouse Naturopathic Medicine with Dr. Julia Greenspan.

The Library was pleased to support the Hollis Elementary School PTA Silent Auction by offering a unique experience to be "Librarian for the Day". The winner, a lucky third grader, learned how to open the Library, check in books, catalog new material and learn all about the behind the scenes happenings in a Library. The student remarked at the end of the day "I hope they offer this next year and it is for a full week not just one day."

Jonathan Dixon, local author and professional chef, appeared at the Library to discuss his new book *Beaten, Seared and Sauced; On Becoming a Chef at the Culinary Institute of America*. In addition to discussing his book and his unique experience in the CIA, he shared samples of his delicious cooking with attendees.

The Library concluded 2011 with the 1st Annual Holiday Open House, opening the doors to the community to share an evening of Victorian crafts, homemade sweets & beverages and a unique performance of 'Dickens', 'A Christmas Carol' presented by the Pontine Theatre. This was a fun family evening, enjoying a unique theatrical performance, with great food, crafts and hospitality. A special thanks to Lull Farm for donating their homemade cider, Harvest Market for supplying the eggnog and Brookdale Farm for loaning beautiful decorations for the event.

### Children and Young Adult Programs

The cornerstone event for the children's Library is the summer reading program. This year's theme "One World Many Stories" was kicked off with the annual pancake breakfast, served by members of the Hollis Fire Department. Over 170 young readers logged reading time, and participated in 24 summer programs including such favorites as, Steve Blunt, The Bee Lady, a magic show, Critters & Creatures, Monet water colors, Japanese fans and many more.

Additional programs during the year include two weekly Preschool story times, Tiny Tots story time for babies, Fantasy book club for preteens, Craft days, Wii Games, and the very popular Tea Parties with Stories. During 2011 there were over 180 literacy based programs for children and young adults, with almost 1,800 attendees.

### Art Gallery Events

Our Art Gallery was busy this year with a total of 4 exhibits representing 6 local artists, including Christopher Volpe, Kendall Nicosia-Rusin, Rene Bodmer, Karen Bruson, Helene Levasseur and Ken Fiery. Each artist displayed their

work for approximately one month and held a reception inviting patrons to meet the artist.

The Hollis Social Library was fortunate to receive two wonderful paintings from local artists. In commemoration of the Library's 100<sup>th</sup> anniversary, The Hollis Woman's Club donated a painting of the Library, done by member and artist Marilene Sawaf. Local artist Ken Fiery also donated his painting "Library in Spring", in appreciation for the support of the Library early in his career. We are grateful for these wonderful artists who have shared their talent with the Hollis community through the Library.

### **Circulation**

At the close of the 2011, the Hollis Social Library had a total of 5,208 active Library patrons, approximately 68% of the population. Attendance at the Library programs was record setting, with over 2,800 attendees, the highest levels in recent years.

The Hollis Social Library's collection consists of 40,229 items available for checkout from the Library. From this collection we circulated 97,380 items to our Library patrons. The Hollis Social Library also offers its patrons access to over 8,400 downloadable audio books and e-books through the NH Downloadable Books Consortium. Patrons downloaded 2,145 e-books and audio books from the NH Downloadable Books Consortium this year.

### **Technology**

We continue to see steady use of the public computers in the Library and our wireless hotspot has expanded our internet access offerings for those patrons with their own wireless laptops, tablets or smartphones. During the power outages resulting from the October snowstorm, the children's room provided free hot cocoa and hot cider for families that eagerly awaited power to be restored to their homes.

Patron interest in eBooks is growing, and the number of books downloaded doubled this year. To support the patron's interest in this area, the Library staff attended a full day training session sponsored by the NH Downloadable Books Consortium. The Library acquired two Nooks this winter and will integrate them into the circulating collection to benefit our patrons in early 2012.

The Library purchased a new database, *The Learning Express Library*, which includes an online learning platform. This resource provides over 770 current test preparation and skill-building resources to help students and adults prepare for a wide range of academic and career-oriented exams as well as improve basic skills in reading, writing, and math. The Library is partnering with the Hollis schools to purchase these resource materials to compliment and extend what is available to students.

Patrons can keep track of the activities of the Hollis Social Library on line at [www.hollislibrary.org](http://www.hollislibrary.org), on [Facebook](#) at Hollis Social Library and on [Twitter](#) at #HollisSocLib.

### **Staff**

Library staffing underwent several changes during 2011. In May, a new director, Lucinda Mazza, replaced Gaye Kulvete Kurmas, who relocated with family. We are grateful for the contributions Gaye made to the Library, as she brought a sense of community, commitment and a smile to all that visited. Lucinda's adjustment to the Library was seamless, as she grew up in Hollis and currently lives here with her family. She brings great Library education and experience to the role and has made immediate contributions to the programming and operations of the Library.

Amanda Hogue Lavallee, the Children and Young Adult Librarian, continues to expand the collection of materials as well as programs to meet the needs of our young patrons.

The Library is also supported by a staff of Library Pages and Aides. This year, Library Aide, Jill Heslin, left her job at the Library to pursue other opportunities and we thank Jill for her technology skills and patron service. Susan Dumont replaced Jill and brings great expertise as she is working on her Library degree and has a background of technology and readers advisory. A few of our hard working Library Pages left for college in the fall and we've welcomed new students to take their place.

The Library extends a special thanks to Curt Albrecht, who provides custodial support and keeps the Library looking great.

### **Friends of the Library & Volunteers**

The Friends of the Library play an important role supporting the Library. Their generous donations fund the children and young adult summer reading programs, provide museum passes, and support adult programs. The museum pass program doubled in use from 2010. Their primary fundraising sources are the Annual Book Sale and ongoing sale of Hollis Social Library book bags. To contribute, consider donating books for the book sale or joining the Friends.

Volunteers play a valuable role to the Library and the Library is grateful to those that help out on a regular basis. For additional information on the Friends of the Library, or for information on becoming a volunteer, call or email the Library at [helpdesk@hollisLibrary.org](mailto:helpdesk@hollisLibrary.org).

### **Funding Sources**

In 2011, the annual town allocation to the Library was \$282,480, a 4% decrease from 2010. This allocation is used to support the operations of the Library, including salaries, books and materials, utilities and technology infrastructure. Revenue collected from overdue fines is held in a separate account in accordance with NH state law, and is re-invested in the Library's collections and infrastructure.

Throughout the year we are grateful for the support from generous patrons who donate books and money to the Library. The Library was honored to receive a donation from an Illinois family in the name of their parents who live in Hollis as a holiday gift. Each donation is greatly appreciated and put to use in the best possible way for our patrons. The Hollis Social Library is a 503(c) corporation and all donations are tax deductible.

The Trustees are developing a long term plan to determine how to leverage grants and private donations to further enhance the Library.

### **Board of Trustees**

Trustee Mike Dougherty left the Board of Trustees in the Spring of 2011. Mike's support and contribution during his time on the board was greatly appreciated, we thank him for his service to the community. Stephanie Stack was elected to replace Mike and has a diverse background in technology and business.

The Board of Trustees meet the first Tuesday of each month at 7:00 pm in the meeting room at the Hollis Social Library. Meeting minutes are available upon request at the Library circulation desk and on line at <http://www.hollislibrary.org/trustees/minutes.htm>. The Board welcomes input from the community on all aspects of Library services and can be reached at [trustees@hollislibrary.org](mailto:trustees@hollislibrary.org).

Respectfully submitted,

Lucinda D. Mazza, Library Director  
and the

Trustees of the Hollis Social Library:

Bob Bartis, Chair  
Karen Knight, Secretary  
Laurel Lang

Michelle Repp, Vice Chair  
Stephanie Stack

Marcia Beckett, Treasurer  
Jone LaBombard



**PUTTING THE FINISHING TOUCHES ON THE LIBRARY ROOF**

**PHOTO: CATHY HOFFMAN**

## Recreation Department

The Recreation Commission schedules year round recreational programs for residents of all ages. Residents participated in programs, leagues, and special events offered by the Commission last year including:

- Spring and Fall Softball
- Basketball Programs for children in grade K-3, 4-6, 7-9, and 10-12 encompassing coed, boys and girls instructional, recreational and travel teams.
- Tee Ball and Coach Pitch
- Adult Volleyball
- Adult Basketball
- Adult Soccer
- Drama programs
- Hollis Seniors
- Our fields supported many other Hollis sports and activities including Old Home Days, Hollis Cal Ripken, Hollis/Brookline Lacrosse, BHYSL and Cavaliers Soccer as well as several high school athletic teams and various summer camps.

Among the improvements accomplished by the commission in 2011 were the following:

- Upgraded electric panel at Nichols Field
- Replaced the scoreboard in the gym at Hollis Upper Elementary
- Continued repair of the Nichols Field fence along Depot Road

We continue to struggle to find adequate gym space and field space to support our ongoing and growing programs, and will continue to look for additional facilities and fields to enhance what we hope will be a growing offering of diverse programs.

None of our programs would work without the help of many volunteer coaches, schedulers, team managers, and program coordinators. We are grateful for their time and efforts! The Commission also appreciates the support of the Hollis Nichols Trust in funding the general maintenance of Nichols and Little Nichols fields. We are grateful for the help we receive on a regular basis from the Department of Public Works, Fire and Police Departments, the Hollis and Hollis/Brookline school systems and the Selectmen and employees of the Town Hall.

Respectfully submitted,

Lisa Petralia, Recreation Director

Members of the Hollis Recreation Commission

Beth Zingales, Chairman	Virginia Sargent
Jim McCann	David Belanger
Tim Glover	William Angevine
Robbin Dunn	Kathleen Morgan
David Petry, Selectmen's Representative	
Frank Cadwell, Alternate Selectmen's Representative	

# Budget Committee

## Process

Hollis operates as a Municipal Budget Act town, meaning that the citizens have decided to have an elected Budget Committee create budgets for the town and schools. These budgets are presented at 3 annual meetings (Town, Hollis Schools, and Coop Schools) during March, where *the ultimate power to decide lies in the hands of the voters who attend and vote at those meetings.*

The committee draws its authority from NH RSA 32:1. In serving its role, the Budget Committee weighs the perceived needs of the community for public services with the perceived ability of the community to afford those services. The committee tries to strike a balance between the needs for services and affordability, paying particular attention to the long-term impact on the tax rate. The process involves developing budget guidance to be used by the Selectman and School Board based in part on inflation, growth in population, mandated service costs, and perceived demand for service levels and costs to maintain our assets. We leave certain mandated parts of the budget outside of our guidance, such as self-funding programs.

The Selectman and School Board are asked to develop specific budgets within that guidance. In cases where the guidance cannot be met, the Budget Committee decides how to proceed. The budgets are then presented to the public at public hearings where 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 voters at the Town and School District Annual meetings in March for approval or modification by the voters present at those meetings.

The committee seeks and values inputs from the citizens of the town. Our meetings are open to the public, with time provided for public input. During the budget formation process in the fall through early winter, we encourage the public to communicate with Budget Committee members at a meeting, at the public hearings, which are typically in February, or at any time. The public voice is very important to us, and we want to hear from you.

## Data and Commentary

To gauge the real impact of property tax on residents, the Budget Committee has tracked 15 homes for many years (see graphic on next page) which give a good mix of homes in Hollis with about average costs. The average tax bill on these homes has increased over 31% from \$6,616 to \$8,684 in 7 years, but happily declined 3% last year versus the prior year (upper, darker line).

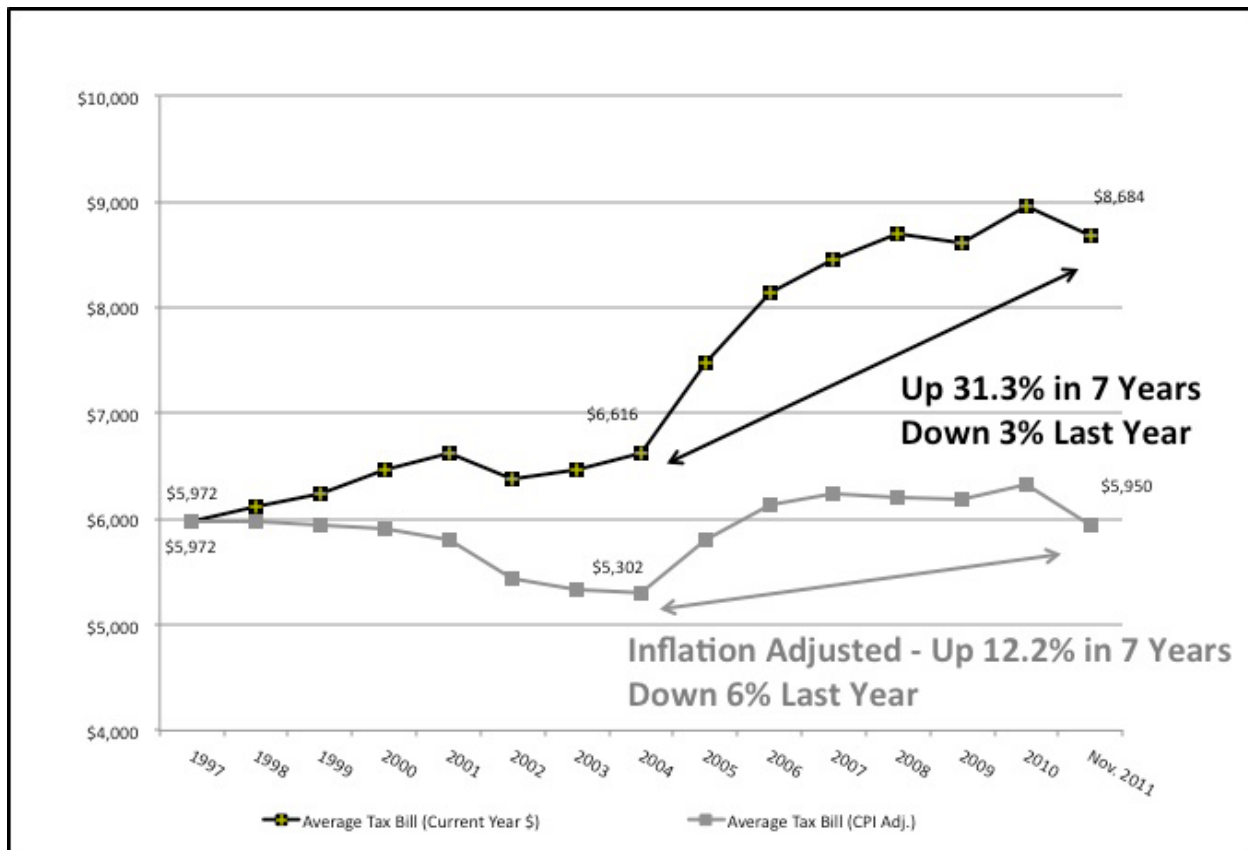
We are also including the lower line, which adjusts this data for the regional inflation rates. When adjusted for inflation, we are still up 12% in 7 years, (which to be fair was the low of the tracking period), but we are about flat to where we were in 1999 when inflation is considered.

There are many factors that have contributed our increased tax impact:

- The increases in employee wage and benefit costs, and number of employees.
- Bonded indebtedness approved by voters in previous years including: Town and School infrastructure and equipment and land acquisitions.
- Declining efficiencies of scale in our schools due to declining student population as well as significantly increased costs and extent of special education services.
- Increased costs to provide high service levels that are perceived to be desired by the public.

For many years, Hollis residents have been rightly proud of the extensive and excellent services provided by our many talented and valued employees and volunteers. Obviously, these services cost money. However just a few years ago, Hollis was in the lowest 1/3 of tax burdens of all towns in the state. That trend changed as voters at annual meetings approved significant increases in employee pay and benefits, bonding, added services and spending which has dramatically increased property taxes, making Hollis one of the most expensive towns in the state. Voters need to remember that decisions that bind future residents, like bonds, capital commitments and collective bargaining agreements, generally have delayed tax impacts, and these effects can be hard to reverse when times are tough. The impacts are real and have placed a significant strain on many Hollis residents.





When our budgets and spending requests are placed within the framework of State and Federal fiscal woes, and the likelihood of reduced revenues and increased shifting of costs down to towns, it's wise for all residents to ask why, how and the real necessity for what we are spending our taxes on, and to ask for redoubled efforts to make sure every dollar is absolutely needed and wisely used.

The Budget Committee's efforts to rein in the unsustainable rate of increase of last decade have been only partially successful. Recently, nearly every dollar in savings has been met with expensive infrastructure maintenance needs, and huge benefit cost increases that are mandated in the prior collective bargaining agreements. This year the Budget Committee has provided guidance to the Town and Schools that are again causing some very difficult decisions by both the Selectman and the School Board. Votes by residents during our 3 district meetings will decide if they want to moderate the tax rate and accept reduced service levels, or continue to increase taxes to maintain our high service levels.

**Ultimately, the choice is up to the voters at annual meetings, which is as it should be.**

Finally, next year there will be a new chair of the budget committee, as I will not seek the chair again, and think that change in leadership is very important and healthy. I've enjoyed serving in this capacity and hope I have brought more analysis and transparency to our decisions. I'd like to thank my fellow Budget Committee members, as well as the Selectmen and Hollis School Board, who as volunteers give tremendous amounts time, effort and concern for the well being of the residents and children of Hollis. We may not always agree, but we respect each other's views and I'm honored to work with each of them.

Respectfully submitted,  
Chris Hyde  
Chair, Hollis Budget Committee

## Cemetery Trustees

The Cemetery Trustees are elected officials charged with overseeing Hollis' six cemeteries. During the summer months, the Trustees meet at each cemetery to assess the condition of roads, monuments and its overall appearance. During the winter months, meetings are held in the Hollis Town Hall, Upper Town Hall Foyer.

Increasingly, the ownership of older lots is unknown or in question. If when the owner of the lot dies they have not transferred ownership of the Right to Inter or the Deed in their will, or listed on the Right to Inter or Deed who may be buried there, the family will have to go to probate court to receive permission to bury someone in the lot. We certainly want to help families avoid this complication and delay. The Trustees recommend that at the time of purchase, the purchaser include interment designations, which is a listing of all those who may eventually be buried in the lot and that they name a successor owner in their will.

Reggie Ouellette, R.L. Ouellette Associates, LLC., has been contracted to update and improve the maps for the Town's cemeteries. As these maps are created they will become available for viewing at Town Hall, on the website, and accessed via a QR code on new signs which will be posted at each cemetery in summer 2012.

The Trustees are in the process of installing a few water spigots in the East Cemetery. The spigots are being added to enable the Department of Public Works (DPW) to water lots when necessary and for visitors to have access to water for filling watering cans. The first phase of the installation is complete. The project will be finished in summer 2012.

All of our six cemeteries, Pine Hill, North, East, Church Yard, South and Lawrence are beautiful places where one may enjoy a walk and read the history of our town on the headstones; we encourage you to explore these beautiful and peaceful places over the upcoming year.

Respectfully Submitted,

Melinda Willis, Chairman, Hollis Cemetery Trustees

Scott Fischer, Vice Chairman

Nancy Bell

Chris Buzzy

Doug Gagne



**PINE HILL CEMETERY IN SUMMER**  
**PHOTO: HEATHER JUSSEAUME**

## Highway Safety Committee

The Highway Safety Committee saw much less of a work load this past year but some major changes were incorporated in the committee's makeup. Mark Piekarski was re-appointed to another three year term by the Selectmen, we welcomed our new Police Chief, Jay Sartell, to replace retired Chief Russell Ux and we no longer have a Selectmen's representative to the committee.

Since the committee acts in an advisory capacity only and all its recommendations need final action by the Board of Selectmen, it was felt that having a selectman as a non voting member was redundant and the committee could better function with an additional member at large from the community. Personal time constraints and the day/time the committee met were huge factors in this decision. Minutes of all meetings are sent to the BOS and the committee has agreed to be represented at any Selectman's meeting when necessary to explain a recommendation. One might feel that an even number of members might result in a tie vote. That would not be an issue in a committee that acts only in an advisory capacity since both sides of any issue are referred to the Board of Selectmen for final disposition and decision making. This new composition of the committee of three Department Heads and three members from the community provides a better balance to address the issues brought by residents. This past year did not produce many of these issues and the number of meetings held was a result of the lack of issues relative to Highway Safety.

Due to the low workload, our first meeting was in held May when the election of a Chair was brought up as a result of the recent election of the current chair as our State Representative. Mr. Bélanger offered to step down and allow another member with less time commitments assume the leadership role. After much discussion, Representative Bélanger conceded that he could and would make time for committee meetings and he continues as the chairman of this committee.

In 2010, the town did a major upgrade to Wright Road in the area of #95 where there had been deterioration to a bridge, which resulted in a Weight Limits with appropriate signs posted on each end of the road in March 1992. The upgrade made weight limits a moot point, especially since a "No Through Trucking" ban was imposed in 1976 and remains in effect. The Committee recommended to the Selectmen that the "Weight Limit" signs be removed.

A citizen request that guardrails be installed at the culvert over Sucker Brook on Twiss Lane was studied and addressed. After tabling the matter for a month to allow on-site inspections and closer study including traffic counts, the Committee took action in June. The investigation resulted in a determination that there was not enough shoulder to support guardrails. Local resident Tom Jambard attended and opined that because people coming from Depot Road have already slowed down to turn onto Twiss Lane, he didn't see much of a problem on that end of the street. It was also noted that guard rails would create a "narrow road" hazard during winter months since snow could not be plowed off the road edges. The outcome was that the DPW Director was asked (and agreed) to install additional delineators and/or markers.

The Wheat Lane Stop sign at the intersection with NH Route 122 was discussed. While there are people who run the Stop sign, there is no record of accidents at that location and nothing to be gained by switching to a Yield Sign even if the State of New Hampshire would permit it.

School buses with long lines of traffic behind them were discussed and the Police Chief indicated he would discuss this subject at his next annual Bus Drivers Meeting. The subject required no decision.

At the reformation of the Committee in 2007, it was stated that the mission of the group was to act in an advisory capacity and make recommendations to the Selectmen on all highway safety issues and not limit the purpose to working on grants.

If any member of the public wishes to point out such issues for review, you are encouraged to do so, in writing, to Chairman Jim Bélanger. Alternately, letters may be submitted to the Selectmen's office at Town Hall.

Respectfully,

James "Jim" Bélanger, Chairman  
Jeffrey Babel, DPW Director  
Mark Piekarski, Citizen at large

Richard Towne, Fire Chief  
Donald Ryder, Citizen at large

James Sartell, Police Chief



## Hollis Energy Committee

The Hollis Energy Committee (HEC) has now completed its second year and continues to make significant strides towards implementing a number of energy efficiency projects. As reported in HEC 2010 Annual Report, HEC competed and won five projects worth nearly \$250,000 in grants in March 2010. All projects have been implemented without any tax burden for Hollis residents.

1. Three deep lighting upgrade projects for all Hollis town and school buildings located in Hollis
2. Two investment grade audit projects on all major buildings located in Hollis (municipal and school districts)

The HEC's initial focus continues to search for energy efficiency improvements to reduce the energy load, resulting in taxpayer savings. By reducing our energy requirements in this first phase, sustainable energy practices can be implemented more cost-effectively in the future.

### Lighting Upgrade Project

The comprehensive lighting upgrade was performed on all municipal and school buildings located in Hollis. LighTec from Merrimack, NH was selected to perform the work and completed the work in May, 2011. Assuming the same lighting usage as the previous two-year average, the projected savings are shown in the following table:

Hollis Entity	Current Lighting Usage (kWh/Yr)	Lighting Savings (kWh/Yr)	Estimated Annual Savings
Town of Hollis	150,575	-49,566	\$6,691
Hollis School District	312,091	-156,320	\$20,061
Hollis-Brookline Coop School District	535,474	-200,662	\$25,083
<b>Hollis Building Totals</b>	<b>998,140</b>	<b>-406,548</b>	<b>\$51,836</b>

The entire program was implemented with no local tax impact by leveraging grants, rebates, and interest-free PSNH Smart Start funds which are repaid purely from the energy savings. Hollis Town buildings did not have to exercise the Smart Start program and will see immediate savings. The school buildings required Smart Start funds based on their size and the cost of the projects and will see savings start between 3 and 45 months depending on the building.

A total of 4596 fixtures were changed as well as 502 occupancy sensors and one time clock were added; approximately 85% of all fixtures have been upgraded to energy-efficient versions. Since some of the lighting fixtures were already failing and required replacing, the timing of this retrofit program helped save the Town of Hollis and School districts the inevitable costs. All removed material was properly recycled. The full final report is available on the HEC website.

### Investment Grade Building Audit Project

The other two project grants awarded in March 2010 allowed Hollis to perform detailed energy investment grade audits on seven Town buildings and all five school buildings located in Hollis. After a formal RFP and evaluation process, Acadia Engineers and Constructors (AEC) from Durham, NH was selected. As of January 2012, the audit process was still under way and is expected to be completed in March 2012. These audits are completely funded by the grant with no local tax impact to Hollis residents.

The audits will be done in accordance with the ASHRAE Level II standards. A detailed site review will be performed to analyze all mechanical systems, building envelope and ventilation systems. Thermal imaging will be performed to identify areas of heat loss, water infiltration and electrical overloads. Computer simulation models will be developed in order to evaluate potential energy efficiency measures. The final detailed reports will allow the various entities to proactively plan for future improvement. All final reports will be available at the Town Hall and will be provided to all entities accordingly.

### Electricity Power Purchase Agreement

An exciting development last year was the signing of a power purchase agreement. The HEC worked with the Nashua Regional Planning Commission (NRPC) to develop a program to reduce electrical costs. A detailed RFP process was

implemented with assistance from the state energy office. Bid responses were received from 10 companies, with Hess Energy selected by the entire NRPC team. The January 2012 energy generation rate from PSNH was 8.39¢/kWh and the new rate from Hess is 5.75¢/kWh for nearly all buildings in Hollis, resulting in a reduction of approximately 2.3¢/kWh. The resulting estimated savings are \$9,258 per year for the Town and \$71,183 per year for the SAU41. Across the entire NRPC, the savings total approximately \$425,000 per year. The NRPC was highly instrumental in the success of this effort. This effort demonstrates the power of collective partnerships which we hope to expand in the future to sustainable energy generation projects.

#### **Energy Efficiency Education and Outreach**

The HEC, in collaboration with its Outreach Subcommittee, has conducted three seminars on Home Energy Efficiency, Solar Hot Water, and Solar Photovoltaic Electricity topics presented by Nashua Energy Options. Hollis was also selected to host one of the Button-Up New Hampshire seminars to talk about simple steps to save energy in our home. All seminars were open to all the residents of Hollis and our neighbors. To learn more about NH energy efficiency programs, visit the My Energy Plan website ([www.myenergyplan.net](http://www.myenergyplan.net)).

The HEC meets the first Monday of each month at 12pm in the Town Hall Community Room (excluding holidays). Active participation is welcome by anyone in our community interested in the HEC's mission and goals. The future plans are exciting to continue the HEC's mission: "*Promoting energy conservation and sustainable energy generation for Hollis*".

Respectfully submitted,  
Christian Heiter,  
Chair, Hollis Energy Committee

#### **Hollis Energy Committee**

Brooke Arthur  
Jeff Babel  
Troy Brown  
Karen Cramton  
Christian Heiter  
Venu Rao

#### **HEC Outreach Subcommittee**

Beth Kosis  
Deanne Martin  
Jennifer MacLeod  
Michelle Repp  
Mary Brown  
Maryanne Shanley



**NEW ENERGY EFFICIENT LIGHTING AT  
TOWN HALL  
PHOTO: CATHY HOFFMAN**

## Hollis Conservation Commission

**Charter:** The purpose of the Hollis Conservation Commission (HCC) is to protect the natural and rural character of Hollis by conserving natural resources. The HCC places emphasis on protection of farm and forest resources, aquifers, surface waters, greenways and scenic views.



CONSERVATION COMMISSION MEMBERS ON A SITE  
WALK OF THE TAYLOR PROPERTY

**Acquisitions:** The Taylor property, located on Route 111, Runnells Bridge Road, includes seventeen forested acres in the southwest corner of Hollis. The property abuts a farm field along the Nashua River and lies above the Flints Pond aquifer. This land was previously subdivided into seven approved house lots. The landowners offered the property to the HCC for a bargain price. Following a public informational session in July and a public hearing in December, the HCC took ownership of the property prior to the end of the year. The final cost, including legal fees, for this purchase was \$183,495.48.

In February, after a long conservation deed negotiation process, the HCC provided \$200,000 in funding for the Beaver Brook Association to purchase the “Whaleback” property, which consists of four parcels of land totaling approximately 77.16 acres in the Rural Lands Zone. This property is highly valued for its wildlife habitat and for maintaining a large tract of unfragmented land in

the western section of Town. The Beaver Brook Association owns the controlling interest in the property with the Town of Hollis receiving an executory interest.

**Funding:** The Conservation Commission’s major source of funds is the 50% of the Land Use Change Tax (LUCT) penalty that is assessed on lots that are removed from current use status for development. The amount of LUCT that the HCC received in February of 2011 was \$24,000.00. The HCC continues to pursue potential grants-federal, state and private- in order to reduce the costs of conservation land purchases.

At the 2011 March Town Meeting a petition warrant article called for elimination of the HCC’s LUCT funding. After discussion and amendment attempts, the article was defeated by an overwhelming vote of support from those attending the meeting.

**Regulations:** New subdivision and site plans are presented to the HCC as part of the Planning Board process. In an advisory capacity, the HCC reviews design plans, conducts site walks, and makes recommendations to the Planning Board. The HCC continues to review and comment on wetland impact (dredge and fill) permits.

The HCC attended the site walk on the Orde property off of Depot Road. This 30-acre property is under review by the Planning Board for a conditional use permit for a landscape materials yard. This site is of particular interest to the HCC because of its proximity to the Nashua River and location over the Flints Brook aquifer. The HCC also participated in the site plan review for the Montessori School on South Merrimack Road. The HCC’s concern was that the existing access to the Duncklee Pond property, which is located on the school property, would be denied. School representatives agreed to allow Town access, but not public access for security reasons.

The HCC continues to monitor the illegal dumping that takes place on the Hartwell property on Depot Road.

**Stewardship:** One of the yearly tasks for the HCC is the monitoring of Town conservation properties and easement. Areas that require annual monitoring are the Ranger-Rideout Property, the High School easement, the Gardner easement on South Merrimack Road and the Glover easement on Nevins Road.

A portion of the Flints Brook trail crosses private property. The landowner came to the HCC with a complaint about the widening of the trail without permission. The Chairman met with the landowner on site and following a discussion with the Trails Committee, the trail was relocated entirely onto the conservation land.



**Community Involvement:** Under the direction of member Thom Davies, the HCC held two roadside cleanup events, in the spring and fall of 2011.

The HCC also participated in Old Home Days again this year, sharing the booth with representatives from the Nashua Regional Planning Commission, who supplied us with maps and other information for display. Daffodil bulbs were distributed to those who signed up for the roadside cleanup events.

Lynn Quinlan represented the HCC at the annual meeting of New Hampshire conservation commissions in November.

Peter Baker represented the HCC at the "Rollin and Strollin" Freedom's Way Heritage tour of Hollis on September 24<sup>th</sup>. Based at the Lawrence Barn, Peter had on display maps that featured agricultural lands, historic places, scenic walking trails and forest habitats for attendees to explore.

**Membership:** The HCC welcomed new members Lynn Quinlan and Heather Jusseume. Heather is our youngest member at 18. She is currently attending Plymouth State University, but comes to our meetings when she is on break.

Conservation Commission members and Town residents were very saddened in 2011 by the deaths of one current and two former HCC members.

Lynne Simonfy was first appointed to the HCC in 2000. Her writing and journalism expertise was invaluable to the HCC. She passed away on June 7<sup>th</sup>. Lynne was devoted to conservation and was instrumental in encouraging students to initiate a recycling program at the high school. She will be missed.

Before his retirement from the HCC in 1999, Vaughan Pitman, during his twenty-two years on the HCC served in various positions and was instrumental in the negotiation of numerous land acquisitions. He passed away on October 9<sup>th</sup>.

Claire Goulder was a member of the HCC from 1970 to 1991 and was most notably the Secretary and keeper of the Conservation Commission archives. She passed away on January 9<sup>th</sup>.

The HCC is currently considering various options for memorializing these individuals who dedicated so much of their time and energy to preserving Hollis's rural character through conservation.

The Hollis Conservation Commission holds meetings on the first and third Wednesdays of the month at 7 PM in the Town Hall Community Room. These meetings are open to the public.

If you are interested in becoming a member of the Hollis Conservation Commission, please contact Chairman Tom Dufresne at 465-2361, or visit the Town website at [www.hollisnh.org](http://www.hollisnh.org) and fill out a Volunteer Interest form.

Respectfully submitted,

Richard Brown, Secretary  
Tom Dufresne, Chairman  
Sue Durham, Vice Chairman  
Thom Davies, Treasurer

Lynn Quinlan  
Cathy Hoffman  
Peter Baker (Alt)  
Heather Jusseume (Alt)

Staff: Connie Cain

**PHOTOS: CATHY HOFFMAN**



**THOM DAVIES TAKES A  
BREAK FROM MANNING THE  
CONSERVATION COMMISSION'S  
BOOTH AT OLD HOME DAYS TO  
JUDGE THE APPLE PIE CONTEST**

## Land Protection Study Committee

### Our Mission

In 2000, the Hollis Selectmen created the Land Protection Study Committee (LPSC). Our goal is “To preserve the natural heritage and rural character of Hollis” by helping the Town to permanently protect selected lands which meet specific criteria, such as: visual appeal, agricultural value, water resources, trails potential, flora/fauna, woodlands and connection to existing conservation lands. This mission was supported by the town survey conducted by the Strategic Planning Committee, which overwhelmingly confirmed the townspeople’s desire to preserve our rural character.

Our mission is to work with landowners to help them achieve their long term goals for protecting their land. If you are interested in preserving your land, just contact one of our members or Connie Cain at Town Hall (465-2209). We can provide information on the alternative methods available, and if you would like, we can work with you to make it easier to achieve your goals. Thanks to the commitment of some members of our committee to land protection in Hollis, we can usually cover the legal fees associated with permanently protecting your land.

### Our Accomplishments

Our committee is now 12 years old, and over this time we have worked with landowners and the Town to protect 11 parcels, totaling 652 acres, at an average net cost of \$14k per acre, far below market value. Much of this land has trails that allow access to beautiful woods, fields, orchards and views for everyone’s enjoyment. Some of this land, such as Woodmont West, has preserved the rural character of Hollis along the roads we travel frequently. Parcels saved forever include:

Land bordering Dunklee Pond	21 acres
Land bordering Parker Pond	32 acres
Hall farm on Dow/Depot Roads	39 acres
Glover property (Nevins Rd.)	46 acres
Walker Tree Farm (Farley Rd.)	41 acres
Melva Wright Forest (Wheeler Rd.)	60 acres
Hall farm on Blood/Pepperell Roads	37 acres
Gelazauskas Preserve (Nartoff Rd.)	116 acres
Siergiewicz Forest	80 acres
Woodmont West (rte. 122)	180 acres
Hills Farm on Pine Hill Road.	42 acres

These lands have been preserved either through outright purchase or the purchase of restrictive rights, such as conservation easements or development rights, which are carefully monitored by the Nichols-Smith Land Trust and/or the Hollis Conservation Commission. Funding has been provided by long-term bonds, government grants and, in some cases, collaboration with the Hollis Conservation Commission. Some Hollis landowners have offered their land at prices much below market value, for which we and the citizens of Hollis are very grateful.

### Our Goal

By protecting selected parcels of land, we preserve our rural character while protecting our natural resources from harm and degradation. As an added benefit, protected land ultimately reduces taxes by limiting growth of services the town pays for, such as schools, police and roads, while preserving our quality of life and the value of all homes.

The members of the committee are appointed by the Selectmen. At our monthly meetings we work on land protection opportunities and seek funding sources other than property taxes. If you are interested working with us, please talk with one of our members to learn more, or visit Connie Cain at Town Hall to pick up more information.

Respectfully submitted,

Roger Saunders, Chairman

Peter Baker (Hollis Conservation Commission, Land Stewardship Committee); Taylor Caswell (NH Nature Conservancy Board); Thom Davies (Hollis Conservation Commission); Katherine Drisko (Secretary); Paul Edmunds (Beaver Brook and Nichols-Smith Land Trust Boards); Gerry Gartner (NH Nature Conservancy Board); David Gilmour; Mark LeDoux (Selectmen’s Representative); June Litwin (Beaver Brook Association Trustee); Peter Proko (Nashua River Watershed Association)





**WOODMONT IN AUTUMN**  
**PHOTO: CATHY HOFFMAN**

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## **Agricultural Commission**

The Hollis Agricultural Commission has been chartered by the Hollis Board of Selectmen to provide a voice for farmers, preserve rural character, promote agriculturally-based economic activities, and assist in the protection of agricultural lands within the Town of Hollis.

2011 accomplishments include the following:

- In March, the lease for Woodmont West orchard, which had been drafted and negotiated by representatives of the Hollis Agricultural Commission, was approved and signed by the Board of Selectmen and the lessee, Adrien Lavoie.
- In June, the Hollis Agricultural Commission's website, [www.hollisag.org](http://www.hollisag.org), went live. In addition to directory listings for town agricultural businesses, the website promotes local agricultural activities and acts as an educational resource on agricultural and land protection issues.
- In July, the first issue of a regular news column, titled Down on the Farm, was published in The Nashua Telegraph under the Hollis Agricultural Commission byline. Some issues of the column have also been picked up and published in The Hollis-Brookline Journal.

The column, which now appears regularly on the third Thursday of each month, addresses topics of general interest in support of local agriculture. Columns to date have focused on issues related to locally-available farm products such as corn, peaches, apples, pumpkins, winter squash, and Christmas trees.

The Hollis Agricultural Commission experienced some turnover in membership in 2011, as Trevor Hardy replaced Chris Lalmond as a regular member.

Respectfully submitted,

Dan Harmon, Chair

Agricultural Commission Members:

Stephen Jambard	Mark Post	Randall Clark
Trevor Hardy	Doug Gagne	David Petry

## Trails Committee

The Hollis Trails Committee is a volunteer group that maintains and preserves the many miles of trails on Conservation and Town Forest lands.

In the spring the trails were closed for two weeks for mud season to horses and mountain bikes. This was the first time this was done to prevent the erosion and deep ruts caused by the horses and bikes. We will continue to close the trails every spring from now on, as it worked very well and cut down on a lot of repair work.

The Trails Committee welcomed Lorie Clark as the newest member. She replaced Art Kinsley. Art will be missed. He worked tirelessly helping us GPS all the trails and setting up our website with information and maps.

New map boards provided by the Nor'Easters Snowmobile Club were posted by Amos White. The new map boards are made of weather resistant plastic and are more accurate than the previous maps.

The Trails Committee had a booth at Old Home Days to provide information to the public. We received much praise from the residents who use the trails on how well they are maintained.

The Flints Brook trail was rerouted to ensure that the trail was located on Town-owned conservation land and not on private property.

At the Annual Fall Trails Day in October volunteers worked on the trails in the Town Forest.

The snowstorm at the end of October left the trails impassable and in the worst condition ever. Amos White coordinated efforts to get the trails cleared. Countless hours were put in by volunteers from the Trails Committee, the Town Forest Committee and especially members of the Nor'Easters Snowmobile Club, who contributed the largest number of volunteers to the clean up effort. Within two weeks time the trails were cleared and open for use. The Hollis Trails Committee greatly appreciates all of the hard work done by the Nor'Easters.

If you enjoy the trails in Hollis, please volunteer to help us maintain them.

Submitted by  
Sherry Wyskiel, Chairman

Hollis Trails Committee Members:	Lorie Clark	Doug Cleveland	Mary Ferguson
	Tom Jeffery	Dan Teveris	Sherry Van Oss
	Amos White		



**VOLUNTEERS GATHER AT SILVER LAKE STATE PARK ON TRAILS DAY**  
**PHOTO: COURTESY OF THE TRAILS COMMITTEE**



**RIDERS ENJOY THE TOWN  
TRAILS  
PHOTO: SHERRY WYSKIEL**



**CLEARING BEGINS ON  
WOODMONT WEST  
PHOTO: HEATHER  
JUSSEAUME**



**TOWN FOREST TRAIL  
(PHOTO: HEATHER JUSSEAUME)**

## **Town Forest Committee**

No timber was harvested in the Town Forest in 2011. With luck, areas that are infected with what is believed to be Calliscopeopsis canker in the White Pine will be selectively harvested in 2012. This problem has been affecting many of the pine stands in Hollis and is especially prevalent on dry sites.

The Hollis Town Forest was recertified as a Tree Farm in 2011. An inspection is conducted every five years to ensure that sustainable forest practices are being used as required by the National Tree Farm program.

As in previous years, the beaver have returned to flood the causeway road. Again the beaver were removed and the dam was cleared.

The Halloween snow storm of 2011 produced plenty of work for the Trails and Town Forest Committees to remove fallen trees and limbs before winter. Thanks to the Nor' Easters Snowmobile Club and the Trails Committee for their efforts in keeping the trails open for recreation.

Respectfully submitted:  
Ted Chamberlain  
Craig Birch  
Bill Burton  
Spencer Stickney  
Gary Chamberlain

## Heritage Commission

The goal of the Hollis Heritage Commission is to preserve the cultural and historical aspect of our great community. The Commission consists of volunteers who are committed to educating and bringing forth a balance of preservation and responsibility. The historical preservation of our town and its resources are our main focus.



**GAMBREL BARN FOUNDATION**  
**PHOTO: CATHY HOFFMAN**

In 2011, the Heritage Commission started off the year with a “recognition article” in New Hampshire Magazine for our effort to preserve the historical aspect of the Woodmont Farm Buildings site. Although the buildings were removed due to safety concerns, the Gambrel Barn will be rebuilt this year. The foundation of the barn was preserved and restored with donated funds and soon the barn will be duplicated, and with the ice house, will restore some of the iconic beauty of the site.

The Heritage Commission was honored with an award given by The Freedom’s Way National Heritage Association. The “Crystal Award” was given to the Heritage Commission, and three other local organizations, including the Hollis Historical Society and Beaver Brook Association, for their joint efforts for the “Strollin & Rollin” Hollis event. This event took visitors throughout the town visiting the many historical and natural resources the town has preserved over the years with much dedication.

Working together with the Beaver Brook Association, the Heritage Commission hosted Curt Laffin of the American Chestnut Foundation with a presentation of the efforts to restore the American Chestnut tree, which has almost disappeared from the United States over the last 80 years. The event was well attended at the Lawrence Barn and all who attended came away with a new sense of how important this effort is.

The Heritage Commission’s annual participation in the Hollis Old Home Day event highlighted the many Cooper Shops that once dotted the community. Our main focus was the Noah Dow Cooper Shop that until 2006 sat on the corner of Broad Street and Van Dyke Road and is now disassembled, awaiting donated funds for its rebuilding, at the Woodmont Orchard site near the ice house and gambrel barn.

2011 marked an important year for the old Hollis High School now more commonly referred to as “The Farley Building”. This historic building has been the topic of many discussions, and after a vote at last year’s Town Meeting proved unclear as to what should be done to the building, A committee was formed to study possible uses and costs to restore the building. In conjunction with the Farley Building Committee’s work, the Heritage Commission was also busy working to bring recognition to the building as well. Our Commission applied for and was awarded the “Seven to Save” nomination by the New Hampshire Preservation Alliance. This award recognizes historic places in our state that should be saved from demolition. The Farley Building was selected based on the historical significance the building has within our community and the possible future reuse the building has to offer, which once demolished is lost forever. Please vote to “Save the Farley Building -- Keep our Options Open”

Over the course of the year the Heritage Commission made note of buildings scheduled by application to be demolished. Each subject is photographed and documented to provide an account of what buildings, or part thereof, were here originally and will be lost. We conducted our Stewardship walk in December to note the inventory of the historical sites that we as a Commission are charged with and found them to be in good condition.

The Heritage Commission seeks new members and welcomes input from the community. If you or someone you know, would be interested in serving on this commission, please contact any of the members listed below, or stop in to Town Hall for information.

Respectfully submitted,

The Hollis Heritage Commission  
David Sullivan, Chairman  
Honi Glover, Mary Ann Wesoly, Doris Roach, Josey MacMillan

## Historic District Commission

The Historic District Commission (HDC) continued its role as a regulatory Board for all demolition, remodeling, and new construction within the Historic District. During 2011 the HDC heard a total of 27 applications; of these, 24 appeals were granted and 3 cases were tabled by the Board. Nine of the applications were for business signs. Of the remainder, several applications were for alterations/additions or new construction and dealt with siding materials, architectural components (doors and windows) and roofing materials.

### ***HDC Members***

The Commission membership is comprised of Spencer Stickney, Chairman, Jan Larmouth, Vice-Chairman, William Lavery, Clerk, and Dawn Jonis, regular members; Dennis Gallant, alternate member. Frank Cadwell is the representative of the Board of Selectmen, with Mark Le Doux as his alternate. Donna L. Setaro serves as the HDC secretary and liaison with Town Hall.

The HDC welcomes any resident who has a special interest, education and/or experience in historic preservation and would like to serve their community by becoming a member.

Many thanks to the Town Hall staff for their continued support.

Finally, thank you to the volunteers who serve on the Commission for your time and dedication to preserving the heritage and charm of the Historic District.

Respectfully Submitted,

Spencer Stickney, Chairman  
Jan Larmouth, Vice-Chairman  
William Lavery, Clerk  
Dawn Jonis  
Dennis Gallant  
Frank Cadwell, Selectmen's Representative  
Staff: Donna L. Setaro, Building and Land Use Coordinator

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## Hollis Historic District Commission Cases-2011

### HEARING

<u>DATE</u>	<u>CASE#</u>	<u>LOCATION</u>	<u>PROJECT</u>	<u>DECISION</u>
1/6/2011	2011-01	2 MAIN STREET	To replace all existing signs and awnings for Dunkin Donuts located at 2 Main Street.	Tabled
1/6/2011	2011-02	2 MAIN STREET	The exterior painting and exterior lighting for Dunkin Donuts	Granted
1/6/2011	2011-03	10 PROCTOR HILL ROAD	The construction of a 672 square foot addition to existing home.	Granted
2/3/2011	2011-01	2 MAIN SREET	To replace all existing signs and awnings for Dunkin Donuts located at 2 Main Street.	Tabled
3/3/2011	2011-01	2 MAIN STREET	To replace all existing signs and awnings for Dunkin Donuts located at 2 Main Street.	Granted

## Historic District Commission Cases - cont.

HEARING				
DATE	CASE#	LOCATION	PROJECT	DECISION
3/3/2011	2011-04	4 MARKET PLACE, UNIT 3	The replacement of an existing sign.	Granted
4/7/2011	2011-05	5 PROCTOR HILL ROAD, UNIT B	The replacement of an existing sign.	Granted
6/2/2011	2011-06	71 MAIN STREET	The demolition of existing 30' x 20' garage and the construction of a new 40' x 24' garage.	Granted
6/2/2011	2011-07	43 MAIN STREET	The replacement of roof shingles.	Granted
6/2/2011	2011-08	30 PROCTOR HILL ROAD	The construction of a 12' x 16' shed located 300 feet behind the house.	Not in Public View
6/2/2011	2011-09	43 MAIN ST.	Paint Registration - the existing house will be re painted white.	Registration
6/2/2011	2011-10	28 MAIN ST.	Roof Registration - shingles will be replaced with Timberline 30 year charcoal gray architectural shingles.	Registration
6/2/2011	2011-11	29 MAIN STREET	Paint Registration- Front door at property will be painted saturn red.	Registration
7/7/2011	2011-12	8 SILVER LAKE ROAD	The repairs to a split rail fence to include attaching a green wire mesh fence to the back of the split rail.	Not in Public View
8/4/2011	2011-13	27 PROCTOR HILL ROAD	The installation of a new true divided light entry door with matching side	Granted
8/4/2011	2011-14	6 ASH STREET	A new business sign.	Granted
8/4/2011	2011-15	2 CLEASBY LANE	A new permanent sign.	Granted
8/4/2011	2011-16	12 DRURY LANE	A new school sign.	Granted
9/1/2011	2011-18	27 BROAD STREET	Paint Registration - structure to be painted providence olive, trim to be painted navajo white and doors to be painted portsmouth spice	Registration
10/6/2011	2011-17	3 MARKET PLACE, UNIT H	A new business sign.	Granted
10/6/2011	2011-20	16 BROAD STREET	Roof Registration - restoring shingles back to the original color of black.	Registration
11/3/2011	2011-17-1	3 MARKET PLACE, UNIT H	A new business sign.	Granted
11/3/2011	2011-19	5 MARKET PLACE	A new business sign.	Tabled

## Historic District Commission Cases - cont.

HEARING				
<u>DATE</u>	<u>CASE#</u>	<u>LOCATION</u>	<u>PROJECT</u>	<u>DECISION</u>
12/1/2011	2011-21	3 MARKET PLACE, UNIT G	A new business sign.	Granted
12/1/2011	2011-22	8 SILVER LAKE ROAD	Construct a 3' 5" X 7' 6" side vestibule entrance to candy shop and install two double hung windows on each side of vestibule.	Granted
12/1/2011	2011-23	8 BROAD STREET	To replace existing kitchen window and install new masonry chimney for a wood stove.	Not in Public View
12/1/2011	2011-24	8 SILVER LAKE RD	Roof Registration - changing old roof shingles to GAF charcoal gray architectural shingles to match the existing barn and house.	Registration
<b>TOTAL CASES:</b>		27		



## Old Home Days

### "HOLLIS TOWN TALES"



From September 15th through 17th, 2011, Hollis held its annual Old Home Days celebration. This year's town party was a great success, including old and new traditions from the Rotary's Cow Pattie Bingo and ReMAX' tethered balloon rides, to a brand new petting zoo, courtesy of Hollis' own Acapella Alpaca. In keeping with our theme, the Hollis Social Library rounded up 5 published, Hollis authors who signed books and met with neighbors to discuss their very own 'Tales'.

The weather was mild and brilliant in a way that only mid-September, fall weather can feel; this contributed to the large gathering of young and

old at Nichols field on Saturday. The kick-off parade included a rare appearance from our most senior citizen, Hilda Hildreth, who graced Dave Sullivan's antique roadster at 104 years young! There were antique fire engines, riders from the Hollis Equestrians and the return of the marching 'Pet Parade'.



Both the family bracelet night Amusement rides and the much anticipated Teen Dance went a long way in continuing our tradition of carving out fun times for every demographic in Hollis, to share, laugh and learn. This year's event placed emphasis on Field Games and the Fireman's muster on the southern half of Nichols Field, bringing children and families together for some community playtime. The Granite State Canines were added to the field program this year offering an impressive display of release and retrieval. The rock climbing wall, introduced in 2010, was brought back in 2011, providing entertainment for teens and adventurous adults interested in an athletic challenge and a high flying perspective!

Members of Hollis' own Happy Hookers were on hand to display their beautiful hooked rugs and to share their expertise with interested neighbors. Community businesses and individuals contributed to the candy-bar campaign and Silent Auction and bought Old Home Days merchandise, to help us

fund this beloved event. On Saturday, during the main day of activities, we moved the Entertainment tent closer to the Lawrence Barn and found a good home for both our performers and the temporary flag pole used in kick-off and closing ceremonies. This year, the entertainment extended into the BBQ tent, where a blue grass band helped give patrons some merriment as they enjoyed their apple wood grilled chicken dinners. The BBQ sold every last dinner contributing to our most profitable outcome since we skipped OHD in 2007. The closing event, the annual fireworks display, was truly stellar and rounded out another fun-filled and memorable Hollis Old Home Days.



Respectfully submitted,  
Kathy McGhee, Chairperson

#### Members of the 2011 Old Home Day Committee:

Carolyn Madden, Vice Chairperson

Dolores Ballou, Treasurer

Nancy Bell, Barbecue

Margaret Brender, Sponsorship

Judy Mahoney, Secretary/Silent Auction

Peter White, Publicity

Wayne Ciarcia, Field Games

Randy Forgaard, Webmaster

George King, Silent Auction

Steve Luce, BBQ/Dance

Mark Piekarski, Parade

Donna Cormier, Silent Auction

Honi Glover, Balloon

Barbara Kowalski, Vendors

Mike O'Neil, Parking

Thelma Pollard, Girl Scouts

PHOTOS : COURTESY OF THE OLD HOME DAYS COMMITTEE



## Planning Board

From cell towers to chocolate shops it has been an eventful year for the Hollis Planning Board. Interesting years are not without controversy, and this year the Board found itself in the middle of several cases with strong opinions on both sides. It is the Board's job to apply the Town's ordinances and regulations and make an informed decision based on the evidence presented by the applicant, abutters, expert witnesses and consultants. The more complex cases can involve multiple public hearings and take many meetings to decide. The following cases illustrate the variety of issues that have come before your planning board during the past twelve months.

In January Tom Enright appeared on behalf of the Co-op School Board to discuss construction of new football fields at the high school. Testimony from abutters revealed a number of concerns with this proposal. While municipal projects do not technically require Planning Board approval, the Board appreciates the school's willingness to appear, thereby providing a forum for the issues to be discussed.

In March the Board began a lengthy review for Florida Tower Partners' application to construct a 103-foot cell tower off Howe Lane. The Board enlisted the assistance of consultant David Maxson, who helped the Board in 1999 for the review of the "fire watch tower" cell facility on Birch Hill. To assist in evaluating the visual impact of the Howe Lane tower, a "balloon test" was conducted on May 7. Approval for a conditional use permit for a 149-foot tower camouflaged as a fire tower was issued in October, and construction is due to begin in the near future. The Board allowed for the additional height so the facility could be located further back in the woods and accommodate several collocations.



**BALLOON TEST FOR FLORIDA PARTNERS  
CELL TOWER OFF OF HOWE LANE**



**PLANNING BOARD MEMBERS CHECK OUT  
SITE DISTANCE FOR THE PROPOSED  
MONTESSORI SCHOOL ON SOUTH  
MERRIMACK ROAD**

During the summer, the Board reviewed and approved a minor site plan for a chocolate/candy shop in an existing building on Silver Lake Road near Four Corners. The application recently received approval from the Historic District Commission and we look forward to the opening of a new business in town center.

The Hollis Montessori School will soon be constructing their new building at the site of the old "pie factory" off S. Merrimack Road near Woodmont Orchards. Following receipt of a special exception from the ZBA to operate a school at this location, the applicants submitted their site plan to the Planning Board in May, with final approval granted in the Fall. Board members met at the site in September with the applicant's engineers and Police Chief Jay Sartell to

observe and evaluate traffic patterns and driveway locations.

The review of the Hollis Construction application for a conditional use permit for a Landscape Materials Yard off Depot Road is ongoing. The Board held two well-attended public hearings, and received numerous letters both in favor and against this application. Board members walked the site in July to evaluate existing and proposed conditions, and to try and gain a full understanding of the scope of the operation.

In an unusual move, the Planning Board was presented with an application to reverse a previously-approved subdivision. The subject parcel is the Catherine Taylor property located off Runnells Bridge Road (Rt. 111). Originally approved as a seven-lot subdivision, this parcel has now been



**DEMONSTRATION OF THE SIFTER AT WORK  
DURING THE ORDE PROPERTY SITE WALK**

## Planning Board - cont.

consolidated to allow for purchase of approximately 17 acres of land by the Hollis Conservation Commission.

The Planning Board held eleven meetings and conducted two site walks during 2011. Meetings are held on the third Tuesday of the month, and are televised on the local cable access channel.

Respectfully submitted,

Ed Makepeace, Chairman

On behalf of the entire Planning Board and staff. Ed Makepeace, Chairman; Doug Gagne, Vice Chairman; Bill Beauregard; Doug Cleveland; Rick Hardy; Cathy Hoffman; David Fite (Alternate); Donna Cooksey (Alternate); David Petry, Ex-Officio for Selectmen. Staff: Virginia Mills, Asst. Planner; Mark Fougere, Planning Consultant.

**PHOTOS: CATHY HOFFMAN**

### Planning Board Activity

<u>MONTH</u>	<u>NAME</u>	<u>PROJECT</u>	<u>ACTION</u>
<b>January</b>	No Meeting		
<b>February</b>	Citizens of Main Street	High School Athletic Fields	Discussion
	Florida Tower Partners	Cell Tower, Howe Lane	Review
	Sky Orchard Realty Trust	12-Lot Subdivision	Design Review
	Pustizzi	Lot Line Relocation	Approve
	Trenholm/Cattiaux	Lot Line Relocation	Approve
<b>March</b>	Scenic Road Hearing	PSNH-Richardson Road	Approve
	Sky Orchard Realty Trust	12-Lot Subdivision	Design Review
	Florida Tower Partners	Cell Tower, Howe Lane	Review
<b>April</b>	NE Garden Center	Amend Site Plan	Approve
	Florida Tower Partners	Cell Tower, Howe Lane	Review
<b>May</b>	Scenic Road Hearing	PSNH and Town of Hollis	Approve
	Florida Tower Partners	Cell Tower, Howe Lane	BalloonTest/Review
<b>June</b>	Florida Tower Partners	Cell Tower, Howe Lane	Review
	DePaulis	Site Plan-Chocolate Shop	Approve
	Hollis Construction	Landscape Materials Yard	Design Review

## Planning Board Activity-cont.

<u>MONTH</u>	<u>NAME</u>	<u>PROJECT</u>	<u>ACTION</u>
<b>July</b>	Hollis Construction	Landscape Materials Yard	Design Review/Site Walk
	Florida Tower Partners	Cell Tower, Howe Lane	Review
	Hollis Montessori	Site Plan - School	Public Hearing
	Rais-Prol	5-Lot Subdivision	Conceptual
	Third Edition	3-Lot Subdivision	Public Hearing
<b>August</b>	Scenic Road Hearing	Federal Hill Road Cistern	Approve
	Hollis Construction	Landscape Materials Yard	Design Review
	Florida Tower Partners	Cell Tower, Howe Lane	Review
	Hollis Montessori	Site Plan - School	Review
	Rais-Prol	5-Lot Subdivision	Conceptual
	Taylor	Consolidation/Lot Line Relocation	Public Hearing
<b>September</b>	Florida Tower Partners	Cell Tower, Howe Lane	Public Hearing
	Third Edition	3-Lot Subdivision	Review
	Hollis Montessori	Site Plan - School	Approve
	Rais-Prol	5-Lot Subdivision	Public Hearing
<b>October</b>	Third Edition	3-Lot Subdivision	Approve
	Florida Tower Partners	Cell Tower, Howe Lane	Approve
	Flaherty Trust	Lot Line Relocation	Approve
	Archer/Dufoe	Lot Line Relocation	Approve
<b>November</b>	Planning Board	Revised Subdivision Regulations	Public Hearing
	Planning Board	Zoning Amendments	Discussion
<b>December</b>	Planning Board	Zoning Amendments	Public Hearing
	Sky Orchard Realty Trust	Amended Plan (2 Lot Subdivision)	Approve
	Hollis Construction	Landscape Materials Yard	Public Hearing



## Stormwater Management Committee

2011 marks the ninth year of the Town's participation in the Environmental Protection Agency's (EPA) Phase II Stormwater Program as a MS4 (Municipal Separate Storm Sewer System) community. The reporting year for this program runs from April 1<sup>st</sup> through April 30<sup>th</sup> of the next year.

The Stormwater Management Committee (SMC) held six public meetings in 2011. This committee is composed of representatives from the following municipal departments: administration; building and zoning; planning; and public works. One member is an appointed volunteer from the community. The SMC consults with specialists in an effort to stay informed of changes in regulations at the state and federal levels. During the year the SMC completed compliance tasks and implemented new initiatives.

Following is a summary of the SMC's efforts during the 2011 calendar year.

**Public Education/Outreach:** The SMC continues to provide a variety of written and visual resource materials to educate and inform the public regarding stormwater and other water quality issues. *"The Tempest"*, is the SMC's newsletter. This newsletter is published quarterly and covers a wide range of timely topics. The March issue, titled "Stormwater Run-off Pollution-The Battle is About to Begin" offered guidelines to prevent stormwater run-off pollution through the proper use of pesticides and fertilizer on residential lawns. The June issue gave readers an update on the SMC's activities. The September issue was a special tri-fold brochure on Flints Pond and the efforts that the Town and residents have undertaken to improve the water quality in this 49-acre water body, which is on the State list of impaired waters. An additional report from the Flints Pond Improvement Association follows the SMC report. The final December issue of *"The Tempest"* focused on Low Impact Development strategies. All newsletters and meeting minutes are posted on the Town's website at [www.hollisnh.org](http://www.hollisnh.org).

**Public Participation:** All meetings of the SMC are open to the public. Questions and input are welcome.

The SMC works closely with community organizations and other Town boards, committees and commissions to encourage public participation.

In conjunction with the Hollis Conservation Commission (HCC), the SMC again helped promote and participated in two roadside cleanup events, which were very successful. In addition, the SMC shared a booth at Old Home Days with the HCC. Copies of *"The Tempest"*, as well as other handouts on water quality and conservation, were on display and made available to the public. This year our neighbors at the Old Home Days event included the Flints Pond Improvement Association fishing booth, the Hollis Energy Committee's exhibit and the Public Works Department's recycling display, which features a robot made totally out of recycled materials.

**Illicit Discharge Detection and Elimination (IDDE):** This regulation has been in effect since December of 2009. The IDDE fills a major compliance requirement of the Town's permit.

In September, SMC member Cathy Hoffman conducted dry weather outfall monitoring in the MS 4 area around Flints Pond and also on Crestwood Drive. No discharges were detected. One questionable pipe from a residence was determined to be a floor drain.

**Construction Site Run-off Control/Post Construction Run-off Control:** The SMC works with the Planning Board and the Building Department to ensure that stormwater management practices are included in the building permitting, subdivision and site plan review processes. The Town's engineering consultant and site inspector are involved in every phase of the process. Site inspections for compliance are conducted on a regular basis. In 2011, the Town passed an ordinance change allowing landscaping materials yards in the Residential and Agricultural Zone. A proposal for a conditional use permit for this use is currently under review by the Planning Board. SMC members have been providing input to the Planning Board regarding the site plan in order to address any potential stormwater issues.



ORDE SITE  
MAINTENANCE SHED

**Municipal Good Housekeeping:** The Town's transfer station is inspected yearly and the water quality monitored quarterly. The Public Works Department has done an excellent job promoting recycling and implementing measures to reduce the impact of stormwater runoff. The Public Works Department also oversees annual Town-wide drainage maintenance and street sweeping programs. Public Works employees participate in training courses and workshops throughout the year. SMC members attend workshops and conferences sponsored by the Local Government Center, the New Hampshire Department of Environmental Services (NHDES) and the American Groundwater Trust. These workshops are educational and informative and provide practical guidance regarding the protection of surface and groundwater.



**STORAGE SHED AT THE TRANSFER STATION**

The SMC would like to thank the residents of Hollis for their assistance and cooperation in the Town's efforts to address stormwater issues. Please remember that pollution from untreated stormwater can have many adverse affects on plants, animals and humans. Protecting water resources through stormwater pollution prevention ensures a clean water supply for future generations.

Respectfully submitted,  
The Stormwater Management Committee:

Cathy Hoffman, Coordinator  
Don Ryder, Volunteer  
Virginia Mills, Assistant Planner  
Mark Fougere, Planning Consultant  
David Gagnon, Building Inspector/Code Enforcement Officer  
Jeff Babel, Director of Public Works  
Dennis LaBombard, Engineering Consultant

**PHOTOS: CATHY HOFFMAN**

## Zoning Board of Adjustment

There are four groups involved with adopting and administering a zoning ordinance.

1. **Planning Board** – is responsible for proposing the initial zoning ordinance, recommending future amendments and holding public hearings to discuss their recommended amendments as well as any petitioned amendments.
2. **Local Legislative Body (Voters at town meeting)** – adopts the original ordinance and approves any future changes that are proposed by ballot vote.
3. **Administrative Official** – any local official, zoning administrator, building inspector or board of selectmen who administers and enforces the ordinance as it is written.
4. **Board of Adjustment** – hears appeals from any order, requirement, decision or determination made by an administrative official and administers special provisions in the ordinance dealing with variances and special exceptions.

Each of these groups can act only within the statutory authority granted it by the enabling legislation: RSA's 672 - 678. The Planning Board cannot adopt or enforce the zoning ordinance. The local legislative body must follow statutory procedures in enacting the ordinance. The administrative official must apply the ordinance as it is written and cannot waive any provisions. The Board of Adjustment may grant variances, where justified, but cannot amend the zoning ordinance. The ZBA is established to provide for the resolution of many of these situations without burdening the courts.

The ZBA has no authority over decisions made by the Board of Selectmen or enforcement official on whether or not to enforce the ordinance. However, they do have the authority to hear administrative appeals if it is alleged that there was an error in any order, requirement, decision or determination made by the official. The Board of Adjustment also has the authority to hear administrative appeals of decisions made by the planning board, when the decision is based on their interpretation of the zoning ordinance.

The Hollis ZBA meets on the 4th Thursday of each month. It convenes to decide on presented cases with an occasional 2<sup>nd</sup> meeting, depending on the number of applications. During 2011 the ZBA heard a total of 26 applications; of these, 16 appeals were granted, 2 appeals denied, 6 cases were tabled by the Board. Two cases were withdrawn by the applicant.

### Hollis Zoning Board of Adjustment – Membership

John Andruszkiewicz, Chairman  
Jim Belanger, Member  
Gerald Moore, Member  
Rick MacMillan, Alternate  
Susan Durham, Alternate

Brian Major, Vice-Chairman  
Cindy Tsao, Member  
Paul Cain, Alternate  
Ken Bonn, Alternate  
David Gibson, Alternate

Respectfully submitted,  
Donna L. Setaro, Secretary

## Zoning Board of Adjustment Cases

<i>Case #</i>	<i>Hearing Date</i>	<i>Decision</i>	<i>Location</i>	<i>To Permit</i>
<b><u>Appeal from an Administrative Decision</u></b>				
2011-04	1/27/2011	<i>Tabled</i>	112 RIDEOUT RD	Application was tabled until 02/24/2011.
2011-04	2/24/2011	<i>Tabled</i>	112 RIDEOUT RD	Application was tabled until 03/04/2011.
2011-04	3/4/2011	<i>Denied</i>	112 RIDEOUT RD	Pursuant to RSA 676:5, III, Residents Defending Their Homes (RDTH) appeal the following Planning Board's decisions as they relate to the Planning Board's decision to approve the Lone Pine Hunter's Club, Inc. site plan. The appeals states 1) The Site Plan, as the Planning Board approved it, violates XI of the Town of Hollis Zoning Ordinance, which prohibits the handling, storage and disposal of hazardous or toxic materials in the Aquifer Protection Overlay Zone. 2) The Planning Board should have submitted the Site Plan to the Zoning Board of Adjustment because it had changed materially and may have rendered the existing special exception inapplicable to the Property and 3) The Planning Board failed to enforce the conditions imposed upon the Site Plan by the ZBA when it approved the existing special exception. The subject property is located at 112 Rideout Road, Map 15 Lot 71 and is located in the R & A and Recreation
<b><u>Motion for Rehearing</u></b>				
2011-04	4/28/2011	<i>Tabled</i>	112 RIDEOUT RD	Motion for Rehearing for case 2011-04 to appeal the Zoning Board of Adjustment decision made on March 4, 2011. Relative to Residents Defending Their Homes (RDTH) appeal of the Planning Board's decision to approve the Lone Pine Hunter's Club, Inc. site plan. The subject property is located at 112 Rideout Road, Map 15 Lot 71 and is located in the R & A and Recreation
2011-04	5/26/2011	<i>Denied</i>	112 RIDEOUT RD	Application was tabled on April 28, 2011 - Motion for Rehearing for case 2011-04 to appeal the Zoning Board of Adjustment decision made on March 4, 2011. Relative to Residents Defending Their Homes (RDTH) appeal of the Planning Board's decision to approve the Lone Pine Hunter's Club, Inc. site plan. The subject property is located at 112 Rideout Road, Map 15 Lot 71 and is located in the R & A and Recreation
<b><u>Special Exception - Accessory Dwelling Unit</u></b>				
2011-01	1/27/2011	<i>Granted</i>	69 DEACON LN	A 686 square foot Accessory Dwelling Unit (ADU) located in the basement.
2011-05	5/26/2011	<i>Granted</i>	29 SHIPLEY DR	The construction of a 795 square foot accessory dwelling unit.
2011-14	8/25/2011	<i>Granted</i>	78 RANGER RD	The use of a existing 880 square foot Accessory Dwelling Unit

## Zoning Board of Adjustment Cases-cont.

<i>Case #</i>	<i>Hearing Date</i>	<i>Decision</i>	<i>Location</i>	<i>To Permit</i>
<b><u>Special Exception - Extend Regulations of R&amp;A Zone to the RL Zone</u></b>				
2011-16	10/27/2011	Granted	146 FEDERAL HILL RD	The extension of the R & A Zone Regulations into the RL Zone for the purpose of the operation of a riding academy.
<b><u>Special Exception - Home Based Business</u></b>				
2011-08	5/26/2011	Tabled	103 NARTOFF RD	The operation of a business to test and monitor energy efficiency products.
2011-08	6/23/2011	Withdrawn	103 NARTOFF RD	The operation of a business to test and monitor energy efficiency products.
<b><u>Special Exception - Nonconforming Lot</u></b>				
2011-03	1/27/2011	Granted	10 PROCTOR HILL RD	The construction of a 24' x 24' addition.
<b><u>Special Exception - Nonconforming Lot &amp; Structure</u></b>				
2011-12	7/28/2011	Granted	100 CRESTWOOD DR	The Construction of a 14' X 11' attached deck.
<b><u>Special Exception - Nonconforming Lot &amp; Variance -Setbacks</u></b>				
2011-10	7/28/2011	Tabled	257 HAYDEN RD	The installation of a 16' X 32' inground gunite swimming pool.
<b><u>Special Exception - Nonconforming Structure</u></b>				
2011-06	5/26/2011	Granted	111 WHEELER RD	The construction of a 37.4' x 14.8' addition located within the 100 foot scenic setback, proposed addition will be 80.3' feet from Wheeler
<b><u>Special Exception - Permitted Use</u></b>				
2011-07	5/26/2011	Tabled	103 NARTOFF RD	The operation of a farm stand.
2011-07	6/23/2011	Withdrawn	103 NARTOFF RD	The operation of a farm stand.
2011-17	10/27/2011	Granted	146 FEDERAL HILL RD	The operation of a riding academy.
<b><u>Variance</u></b>				
2011-15	9/22/2011	Granted	3H MARKET PL	A directional sign with a business name and arrow, located inside the Hollis Village Market Place on the right hand side.
<b><u>Variance - Changed to a Dimensional Equitable Waiver</u></b>				
2011-13	8/25/2011	Granted	78 RANGER RD	The use of a existing 880 square foot Accessory Dwelling Unit
<b><u>Variance - Permitted Use</u></b>				
2011-19	12/22/2011	Granted	1 A OLD RUNNELLS BRIDGE RD	To permit the operation of a fitness/personal training facility (located in a existing building)
<b><u>Variance - Setbacks</u></b>				
2011-02	1/27/2011	Granted	18 ALSUN DR	The construction of a 20' x 38' foot addition.
2011-09	7/28/2011	Granted	23 PIERCE LN	The Construction of a 28' X 34" garage.



## Zoning Board of Adjustment Cases-cont.

<i>Hearing</i>		<i>Decision</i>	<i>Location</i>	<i>To Permit</i>
<i>Case #</i>	<i>Date</i>			
2011-10	8/11/2011	<i>Granted</i>	257 HAYDEN RD	The installation of a 16' X 32' inground gunite swimming pool.
2011-11	7/28/2011	<i>Granted</i>	100 CRESTWOOD DR	The Construction of a 14' X 11' attached deck.
2011-18	12/22/2011	<i>Granted</i>	38 BROAD ST	A eight foot enlargement of an existing truck bay, that would encroach the side yard setback by two feet. (required setback is 15 feet)
<i>Total Cases for 2011:</i>			26	



## Supervisors of the Checklist

Every 10 years, the supervisors of the checklist in each city and town in the State of New Hampshire are required to conduct a purge of the voter checklist. Any voter that did not vote in any election in the past 4 years received a notice from the Supervisors that they would be removed from the checklist if they are no longer domiciled in Hollis. The voters are then required to reregister if they still live in Hollis, NH. After every election every person that voted is scanned into a computer report for the election. The computer also maintains an election history of each voter. On June 4, 2011, the Supervisors purged 340 voters from the Hollis Checklist.

The remaining part of the year was spent checking on all registered voters. A letter is sent to people who are no longer domiciled in Hollis, NH. It is called a 30-day letter because a voter has 30 days to respond to the Supervisors if they have not moved. On August 2, 2011, 70 people were removed from the Checklist by the 30-day letter process. On November 28, 22 more voters were removed from the Checklist by the same process.

On February 28, 2011, there were 5,651 registered voters listed on the Hollis Checklist. On December 19, 2011, 5,214 voters were listed. This list was made up of 2,463 Undeclared; 1,044 Democrats and 1,707 Republicans.

On November 9, 2011, the Supervisors of the Checklist received the official notification from William M. Gardner, Secretary of State that the PRESIDENTIAL PRIMARY was set for January 10, 2012.

Margaret M. Corban “Peggy”  
Julia L. McCoy “Judy”  
Lydia L. Schellenberg



**PHOTO: COURTESY OF DON MCCOY**

## Vital Statistics

### Births, Marriages and Deaths in 2011

#### Hollis Births

Date	Child's Name	Father's Name	Mother's Name	Place of Birth
2/9/2011	Tiya Miglani	Jitender Miglani	Ritu Miglani	Nashua
2/18/2011	Jenni Zhenyi Hu	Ying Hu	Yanling Liao	Nashua
3/8/2011	Ali Kasmieh	Ahmad Kasmieh	Nesrin Kasmieh	Nashua
4/17/2011	Arabelle Anne Rines	Nathan Rines	Danica Rines	Manchester
4/25/2011	Audrey Eileen Lavoie	Adrien Lavoie	Nadine Vokey Lavoie	Nashua
8/11/2011	Oliver James Rose	David Rose	Catherine Loughlin	Nashua
8/11/2011	Leonardo Grigory Mendolia	Gregory Mendolia	Zhanna Mendolia	Nashua
8/25/2011	Seras Victoria Louis-Charles	Sherad Louis-Charles	Amanda White	Nashua
8/29/2011	Tyler John Edwards	Barry Edwards	Lori Edwards	Nashua
9/10/2011	Haralambos Rock Kehaias	Theoginis Kehaias	Meredith Kehaias	Nashua
9/19/2011	Colbie Ann McElroy	James McElroy, Jr	Roisin McElroy	Nashua
9/23/2011	Grant Weston Feeney	Bryant Feeney	Kyla Feeney	Nashua
10/11/2011	Sofia Joy Stanizzi	Matthew Stanizzi	Bernice Lopez-Stanizzi	Nashua
11/19/2011	Rylan Marie Curran	Michael Curran	Jamie Curran	Nashua
12/23/2011	Linnea Margaret Natalie Bergeron	Christopher Bergeron	Britta Bergeron	Nashua

#### Hollis Marriages

Date	Person A's Name	Person A's Residence	Person B's Name	Person B's Residence
4/23/2011	Tyler Braddock	Wake Forest, NC	Jessica Rattin	Hollis, NH
5/14/2011	Brian Ciofrone	Nashua, NH	Jessica Huard	Nashua, NH
6/18/2011	Robert Batherwich	Dracut, MA	Kelly Purdon	Dracut, MA
7/9/2011	Darlene Cote	Hollis, NH	Elizabeth Worker	Hollis, NH
7/9/2011	Scott Danby	Clinton, MA	Christine Cavanaugh	Clinton, MA
7/9/2011	Royal Gibbons, Jr	Clinton, MA	Lias McLellan	Clinton, MA
7/16/2011	Stephen Galucki	Attleboro, MA	Christine Manaseh	Attleboro, MA
8/5/2011	Richard Grant III	Hollis, NH	Jessica Fraser	Brookline, NH
8/13/2011	Matthew Campano	Hollis, NH	Sarah Clancy	Hollis, NH
8/13/2011	Matthew Hart	Hollis, NH	Allison Albridge	Hollis, NH
8/13/2011	Nicholas Esposito	Hollis, NH	Kady Woodford	Hollis, NH
8/13/2011	John Day	Fort Collins, CO	Janelle Radzavich	Fort Collins, CO
8/21/2011	Joshua Suchman	Chelsea, MA	Deborah Gregg	Chelsea, MA
8/21/2011	Mark Lishansky	Hollis, NH	Teresa Port	Hollis, NH
8/30/2011	Thomas Allen	Hollis, NH	Terese Althouse	Hollis, NH
9/3/2011	Marc Squires, V	Hollis, NH	Jennifer Hampton	Hollis, NH
9/17/2011	Andrew Moore	Exeter, NH	Brandi Wylie	Exeter, NH
9/23/2011	Thomas Bohling	Hollis, NH	Denaie Rich	Hollis, NH
9/24/2012	Kenneth Cleveland	Hollis, NH	Jessica Pipis	Hollis, NH

### Hollis Marriages - cont.

Date	Person A's name	Person A's Residence	Person B's Name	Person B's Residence
10/10/2011	Bryce Remesch	Arlington, MA	Katherine Stebbins	Arlington, MA
11/5/2011	Robert Hughes, III	Maynard, MA	Kristina Rowell	Maynard, MA

### Hollis Deaths

Date	Decedent's Name	Place of Death	Father's Name	Mother's Maiden Name
1/3/2011	Joseph Fremont-Smith	Merrimack	Maurice Femont-Smith	Harriet Bateman
1/15/2011	June Bacon	Nashua	Emil Demars	Madora Riel
1/27/2011	Lucy Bosowski	Nashua	Benjamin Bosowski	Albina Kosc
2/15/2011	Janet Fimbel	Merrimack	Alfred Chandler	Marion Herbert
3/12/2011	Donal O'Bryant	Bedford	George O'Bryant	Nellie Mundy
3/12/2011	Steven Prest	Hollis	Thomas Prest	Muriel Stein
3/16/2011	Zelda Szklanka	Bedford	Henoch Liberman	Chany Niwinskich
4/11/2011	Sarah Whittemore	Hollis	Harold Whittemore, Jr	Virginia Giles
4/17/2011	Anthony Destefano	Merrimack	Michael Destefano	Suzetta Paisani
4/24/2011	Raymond Garon	Nashua	Wilfrid Garon	Rose Caron
5/23/2011	Horace Perrin	Milford	Llewellyn Perrin	Mable Chancellor
6/17/2011	Gabriel Masry	Manchester	Albert Masry	Nancy Safdi
6/30/2011	Richard Bonati	Nashua	Angelo Bonati	Tosca Fontana
7/6/2011	Joanne Digiovanni	Hollis	John Delisio	Emily Dabrowski
7/6/2011	Margaret Nagle	Hollis	William Hennessy	Eileen Hennessy
7/21/2011	Alan Moksou	Hollis	Walter Moksou	Evelyn Mac Leod
7/22/2011	James Emanouil	Hollis	Stephanos Emanouil	Theodora Katsikas
8/4/2011	Douglas Bristol	Nashua	James Bristol, Sr	Dorothy Wheeler
9/13/2011	Oscar Leclerc	Bedford	Antoine Leclerc	Dorilla Laroche
9/17/2011	Raymond Simoneau	Nashua	Delphis Simoneau	Leda Soucy
9/28/2011	Glenn Lavergne	Hollis	Jean Lavergne	Juliette Barriault
10/2/2011	Vaughn Pitman	Merrimack	Charles Pitman	Mildred Keasor
10/4/2011	Katherine Chilton	Nashua	David Hart	Katherine Warren
10/21/2011	John Barnard, Sr	Nashua	Alfred Barnard	Gertrude Wild
10/31/2011	Timothy Orcutt	Hollis	Richard Orcutt	Mildred Pollard
11/1/2011	Celia Russell	Nashua	William Hyde	Constance Russell
11/3/2011	Charles Shackleford	Hollis	Virgil Shackleford	Tisha King
11/3/2011	Armande Richard	Hollis	William Richard	Claudia Boucher
11/6/2011	Robert Broden	Hollis	George Broden	Glyde McRoberts
11/7/2011	Corinne Bartkovick	Nashua	Harold Knox	Gertrude Crowther
11/10/2011	Harold Alpaugh	Nashua	Harold Alpaugh	Harriet Cowper
11/16/2011	Raymond Moore	Nashua	Edward Moore	Alma Jalbert
11/24/2011	Rita Hurd	Concord	James MacAllister	Sarah Gallagher
11/26/2011	Alice MacDonald	Nashua	Freeman Horncastle	Josephine Unknown
12/18/2011	William Day	Merrimack	Charles Day	Lucy Giddings
12/21/2011	Robert Walker	Merrimack	Robert Walker	Mary Allen

## **Nashua Regional Planning Commission**

### **2011 Report for the Town of Hollis**

The Nashua Regional Planning Commission is formed by the thirteen member communities of Pelham, Hudson, Litchfield, Merrimack, Nashua, Amherst, Hollis, Brookline, Milford, Mont Vernon, Lyndeborough, Wilton, and Mason.

NRPC serves as a resource to support and enhance local planning, provides a forum for communities to coordinate land use, environmental and transportation planning at the regional level, and provides a clear voice for the region at the state and federal levels. Our core planning programs are transportation, land use, environment, and mapping. NRPC is also the designated Metropolitan Planning Organization (MPO) for the region and is responsible for developing and maintaining the region's official transportation planning program for transportation projects that are funded through Federal or State sources.

In 2011, NRPC provided the assistance summarized below directly to Town Departments, land use boards and commissions and the Board of Selectmen. Town officials staff and board members also have access to the many training and educational programs NRPC offers and may request customized services through NRPC programs.

#### **TRANSPORTATION**

NRPC is responsible for developing the region's portion of the State's Transportation Improvement Program (STIP), maintaining the regional traffic model, and performing required air quality analyses. In addition, NRPC MPO funds are used to provide municipal technical assistance on transportation issues.

**Traffic Data Collection** – NRPC completed traffic counts throughout the region including within the Town of Hollis to support the Highway Performance Monitoring System (HPMS). All traffic counts are available for use by the Town and NRPC can conduct special counts upon request. The count data is available to anyone through the NRPC website using the Google Maps feature and more detailed data from each count is available upon request.

**Transportation Improvement Program** – As the designated MPO for the region, NRPC maintains the Transportation Improvement Program (TIP). The TIP is a document required under federal transportation regulations that shows that there are sufficient resources to fund the proposed projects. All federally funded highway improvements must be included in the region's TIP in order to receive federal funding.

NRPC is responsible for the development and maintenance of the TIP so that federal highway transportation dollars are available to Hollis and the rest of the region. Throughout 2011, NRPC carefully monitored the status of the Ash Street Sidewalk Project in the TIP to ensure that project information and changes initiated by NHDOT were communicated to the Town planning and community development staff.

**Congestion Mitigation Air Quality (CMAQ) Program** - The CMAQ program provides funding opportunities for communities to address transportation needs that have a direct and beneficial impact on air quality in the region. Typical projects include intersection signalization improvements and improvements to transit service.

**NH Capitol Corridor Passenger Rail Project** – During the course of 2011 NRPC continued to work toward the development of the NH Capitol Corridor project. Activities this year included participation on the New Hampshire Rail Transit Authority, the operating entity for the rail project, and a study of the land use and zoning in North Merrimack for the possible development of a rail station.

**Souhegan Valley Transportation Collaborative (SVTC)** – NRPC, in cooperation with the SVTC communities, NRS, and NHDOT, has transitioned this service from a pilot program to a more permanent and sustainable service. NRPC was awarded federal transit administration funds to expand the operation of the service. This grant allowed SVTC to expand existing service to 5 days per week (Monday through Friday) and increase the available hours of operation per day to up to 10 (8:00 AM to 6:00 PM) and /or additional buses depending on passenger demand and community needs. It also provided the flexibility to increase the number of destinations served by the service.

**Human Service Transit Coordination** – The NRPC has been the leader in the state in this process and was recognized as the first Regional Coordinating Council. In the coming years it is anticipated that this project will lead to increased transit service throughout the NRPC region and help meet the transportation needs of many seniors and disabled adults without transportation options.

**Safe Routes to Schools Program** - The Safe Routes program encourages children to bike or walk to school through education and incentives that remind children how much fun biking and walking can be. The program also addresses

the safety concerns of parents by encouraging greater enforcement of traffic laws, exploring ways to create safer streets, and educating the public about safe biking, walking, and driving practices. NRPC continues to pursue Safe Routes to School funding for communities and school districts in the region.

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

**Regional Traffic Model** – NRPC is updating the regional traffic model in conjunction with the release of new U.S. Census data and regional employment and journey to work data. This update will also allow NRPC to provide morning and afternoon peak hour traffic forecasts, as well as more accurately model traffic signalization and intersection issues. This will allow NRPC to provide more specific information to the town when assessing the impact of traffic from new development. This capability is available for town use whenever there is interest, without cost, and the town staff has utilized NRPC traffic expertise on several occasions to help study critical intersections and development issues.

**Long Range Transportation Plan** – During 2010, NRPC updated the region's Long Range Transportation Plan, Transportation Improvement Program and Air Quality Conformity Analysis. These documents identify transportation priorities for the region and each of the municipalities are required to receive funding for transportation improvement projects.

**Population Projections** – In the absence of updated projections from the NH Office of Energy and Planning State Data Center, NRPC staff have developed population projections for the Town of Hollis that will aid in community planning through 2040. The projections are based upon the 2010 existing male and female population, broken down in 5 year age cohorts, and projected in 5 year increments through 2040; allowing the town to plan for its future demographic composition including school age, workforce and senior populations. Incorporated into the projection model are recent birth rates, standard survival rates, and an estimate of the future migration that considers known and anticipated future economic development, housing construction, and recent trends. Additionally, NRPC is developing similar projections for all towns in the region as is the Southern NH Planning Commission, allowing Hollis to track its future in comparison with neighboring communities.

**Metropolitan Transportation Plan (MTP)** – During 2011, NRPC began a major update to the region's Metropolitan Transportation Plan. The purpose of this document is to identify the long term transportation needs of the region. It provides a mechanism for the communities of the region to have a voice in the transportation planning process and decisions. NRPC staff worked closely with Town of Hollis staff to identify local transportation improvements that benefit the Town. Including these projects in the MTP will provide the opportunity for future funding through the states Ten Year Plan Process.

## **LAND USE AND ENVIRONMENT**

**NRPC Energy Program** – In 2011, NRPC continued to provide technical assistance to increase municipal energy efficiency in the Nashua region through the Energy Technical Assistance and Planning program (ETAP). ETAP is funded by the American Recovery and Reinvestment Act and is being administered through the NH Office of Energy and Planning. Through this program, NRPC helped Hollis to conduct an energy inventory and walk-through audits of its municipal buildings. Using funding from the Energy Technical Assistance and Planning program, NRPC staff also worked with the Town of Hollis along with 10 additional towns and 6 school districts to form an aggregation for electricity supply. As a result of a successful bidding process, the Town will see a substantial savings on its municipal energy bills.

**Resources and Training** – Through the iTRaC (Integrating Transportation and Community Planning) program the NRPC provided a wide array of resources to town boards and staff. Fact sheets were developed on Transit Oriented Design, Overlay Districts, Bike and Pedestrian Planning, Performance Zoning and the Sustainability Series Overview. Two Planning Board and Zoning Board trainings were also offered as well as a workshop on roundabouts.

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

**Hazard Mitigation Program** – In March of 2011, NRPC staff in conjunction with town staff began updating the existing Hollis Hazard Mitigation Plan, originally approved in 2006. Hazard mitigation plans identify critical facilities and areas of concern throughout the town, analyze potential hazards and risks to these facilities, and prioritize mitigation

measures to address the hazard. The Disaster Mitigation Act of 2000 encourages natural disaster planning to reduce property damage costs and injuries. Completion of a Hazard Mitigation Plan and participation in the National Flood Insurance Program enables a community to apply for fully funded hazard mitigation grants. Staff from numerous town departments participated in three meetings to collect data, update sections and review maps. The draft plan is in the final stages of review. Once conditional approval has been received from FEMA, a public hearing will be scheduled with the Board of Selectmen for final approval.

**Household Hazardous Waste Program** – Household Hazardous Waste (HHW) comes from everyday products used in the home, yard, or garden. By definition, they are corrosive, flammable, toxic, or reactive. Non-latex paint, solvents, oven cleaner, pool chemicals, pesticides, drain opener, and auto chemicals are just a few examples. The Nashua Regional Planning Commission holds HHW Collections each year to allow residents to properly dispose of these products. During these events, participants can also recycle unwanted electronics.

The Nashua Regional Solid Waste Management District held six collections during the 2100 Household Hazardous Waste season. In 2011, a total of 1,032 households participated in the HHW collections District-wide; of those, 75 households came from Hollis. A total of 71,348 pounds of material was collected in 2011. Hollis residents comprised 7.27% of the total participation, which equates to roughly 5,187 pounds of waste removed from the waste stream.

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

**General Mapping and Spatial Data Maintenance** – The GIS staff at NRPC continues to maintain a diverse collection of mapping information and databases including local roads, real property parcels, zoning, land use, and environmental conditions. This data is applied extensively to provide mapping and analysis for local and/or regional projects. NRPC continued its quarterly updates to the town parcels layer, using the Registry of Deeds database to update the town digital parcel map to include all changes to property data. This item is a critical component of many projects conducted in the town and is always available to the town from NRPC free of charge. NRPC also worked with the assessing department to acquire the latest set of land use and housing data to join geographically for improved mapping and data analysis.

**Census Data** – NRPC collected and synthesized hundreds of datasets from the 2010 U.S. Census and the ongoing American Community Survey estimate program. Data is available at several geographic levels, from the State and Town all the way down to small Census Blocks. NRPC has presented local and regional data at several meetings throughout the year and even created an online tutorial on how to access even more data using American Fact Finder, the Census's official website. This data has been, and will continue to be, extremely important in planning efforts and decision making for Hollis. Updated numbers in categories such as population, race, language, employment, and housing can now be used in local plans, and will be the inputs to the updated travel demand model.

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

NRPC also took the lead on the rural addressing project, which will map every household in a rural census block throughout the state. NRPC began organizing this project in 2011, analyzing where points will need to be collected, including qualifying blocks in Hollis.

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



## **Souhegan Valley Transportation Collaborative**

### **“Souhegan Valley Rides”**

The **Souhegan Valley Transportation Collaborative** (SVTC) organized, implemented and oversees the **Souhegan Valley Rides** community transit bus service. The Collaborative is a grassroots organization of area residents, either appointed or supported by their Boards of Selectmen, who represent the participating communities of Hollis, Brookline, Amherst and Milford. All participating communities are guaranteed representation on the SVTC Board of Directors and a voice in guiding the evolution of this regional transportation service. SVTC’s efforts represent proactive planning to address a documented need for affordable, wheelchair-accessible transportation in our region.

SVTC works closely with the Nashua Regional Planning Commission in their capacity as our fiscal agent and as the lead agency for the District 7 Regional Coordinating Council for Community Transportation. Additionally, SVTC purchases transit services from the Nashua Transit System (NTS) for the buses, drivers and call center operations. This arrangement was determined to be the most cost effective and efficient way to bring a dial-a ride type service to the Souhegan Valley without duplicating assets already on the ground.



NTS buses feature low-floor stepless entry for ease of passenger use, increased safety and more effective service.

Often referred to as “The Blue Bus”, Souhegan Valley Rides (SVR) is a dial-a-ride type curb-to-curb bus service where passengers share rides within the four towns and to/from Nashua. The buses are wheelchair-accessible, feature step-less entry, and seat approximately 14 passengers. Registration is required but this can be done easily over the phone. Riders must call at least 48 hours in advance on weekdays to schedule a ride, and at least 24 hours in advance on weekdays to cancel a ride. There is a \$2 fare per passenger each way but medically necessary companions, personal care attendants and children under age 5 ride free. A free fare program is available for residents in greatest need and can be requested when scheduling a ride. For ease of use, registration, scheduling and cancelation can be done by calling one number at the NTS call center - 880-0100 then dial extension 1.

As of December 31, 2011, Souhegan Valley Rides had provided *5680* rides to residents of Hollis, Brookline, Amherst and Milford. In 2011, with support from the four communities and assistance from the Nashua Regional Planning Commission, SVTC secured federal funding that allowed the service to expand to 5 days per week and add new types of trips and destinations. Based on those two facts, 2011 was a very successful year for the Souhegan Valley Rides bus service!

### **Accomplishments and Rolling Forward**

SVTC established an Advisory Board of local volunteers to assist the board of directors in promoting the bus service, making Souhegan Valley Rides a “household name”, and strengthening the service to ensure continued operation and success in meeting community transit needs.

In February 2011, SVTC received a substantial grant from the Arthur L. Keyes Memorial Trust to fund the administrative expenses of providing the bus service. Throughout the year, SVTC received generous financial and in-kind donations which helped SVTC complete some special marketing initiatives, including recognition of the 5000<sup>th</sup> ride, and fund the free fare program.

### **2011 Contributors**

Arthur L. Keyes Memorial Trust ~ The Marathon Bridge Ladies of Hollis  
Fitch’s Corner Farm Stand & Orchards ~ Lull Farm of Hollis & Milford  
LongHorn Steakhouse ~ Walmart ~ Centrix Bank

**Many Thanks to All!**



In October 2010, SVTC was selected by the Regional Coordinating Council for Community Transportation to work with the Nashua Regional Planning Commission (NRPC) on an application for federal funding allocated to the region by the NH Department of Transportation. SVTC and NRPC leveraged federal funding under the Federal Transit Administration 5310 program to benefit Souhegan Valley Rides and the four participating communities. The 2011 municipal appropriations for the bus service were used to meet the federally required 20% local funding match. The federal funding became available on July 1, 2011 and allowed SVTC to, at least on a trial basis, provide additional access to transportation for healthcare appointments and other essential activities by expanding the bus service to include more days, hours and places. The expansion plan included features based on community requests and observed travel patterns:

- Increased days and hours of operation from 3 eight-hour days (Tue, Wed, Thu) to 5 ten-hour days (Mon through Fri)
- While maintaining an emphasis on non-emergency healthcare transportation, SVTC added more “approved” destinations or types of rides:
  - Municipal offices including Town Halls and local libraries in the participating towns
  - Local community dining locations sponsored by St Joseph Community Services (i.e. Milford VFW and Lawrence Barn in Hollis)
  - Local senior activity locations including the Milford Area, Hollis and Brookline Seniors, the Parkhurst Place Community Room, and the Nashua Senior Activity Center and Nashua YMCA
- Added a second day when rides for shopping are available and a fifth shopping location:
  - Added Monday shopping to the well established Thursday shopping rides
  - In addition to Lorden Plaza/Shaw’s, Market Basket and Stop & Shop in Milford, and Walmart in Amherst, added the Hannaford Supermarket on Coliseum Ave in Nashua in response to travel patterns by Hollis residents.
  - Now on Mondays *and* Thursdays folks can use the bus for shopping in addition to all the other types of rides provided.

As part of the ongoing goal to make Souhegan Valley Rides a “household name” and to “get the word out” about the expansion, SVTC representatives conducted an intensive marketing campaign. These actions included: articles in local newspapers; ads on local public access television; postings on the SVTC website; poster and brochure placement at key community locations and at potential referral sources; and hosting informational presentations at community meetings and events such as the local senior centers, the Hollis Old Home Days and the Southern New Hampshire Expo.

SVTC and NRPC believe that the 5310 program grant will be refunded for another year in 2012, in which case SVTC will need to meet the required 20% local match again. However, there are no guarantees. Without substantial funding from federal transit programs, the local communities would not be able to afford the 50 hours per week of bus service under the current model. Thus the current proposal is for the participating communities to appropriate sufficient funding for 30 hours per week of service in FY 2012-2013 (July 2012-June 2013). This would keep Souhegan Valley Rides rolling at an effective level while SVTC seeks additional funding sources. Hollis’s share of the budget would come from the capital reserve fund established in conjunction to the motor vehicle registration fee implemented in 2009 by affirmative vote at Town Meeting.

<b>Proposed 2012-2013 Budget Summary</b>	
<b>Direct Services expenses =</b>	<b>\$ 73,710</b>
<b>Administrative expenses* =</b>	<b>\$ 8,328</b>
<b>Total proposed budget =</b>	<b>\$ 82,038</b>
* All administrative expenses are funded through foundation grants or private donations; includes \$1000 for free fare program.	

<b>To provide 30 hours per week of service</b>	
Direct Services (NTS & Fiscal Agent)	\$73,710
Projected FY11/12 carryover	\$37,000
Projected funds needed	\$36,710

<b>Community Shares Requested for FY12/13</b>	
Amherst	\$4800
Brookline	\$1100
Hollis	\$4400
Milford	\$26,500

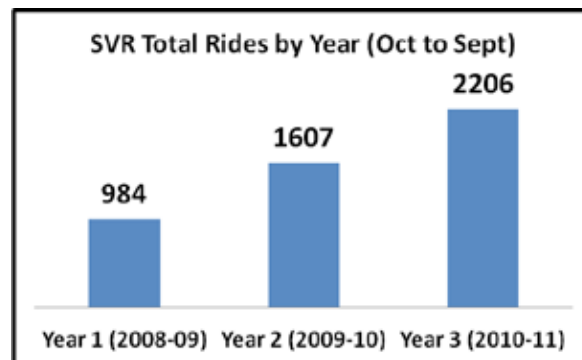
SVTC is pursuing continued federal funding, preferably through programs that allow us to maximize eligibility and minimize paperwork, and will continue to seek private grants and donations to fund its administrative expenses and the free fare program.

### Measures of Success

Although Souhegan Valley Rides had been experiencing increased ridership prior to July 2011, SVTC expected to see some lag time in the start up of the expansion – this did not happen. Current and new passengers immediately jumped on the bus to use the expanded features and destinations. The following highlights and graphs demonstrate how the service has grown and how it is used by residents riding the bus.

- Average monthly ridership for the six months before and after July 1<sup>st</sup> increased by approximately 84%, from 159 rides per month for January 2011–June 2011 to 292 per month for July 2011–December 2011.
- Each month new riders are registering to use the service. On average, 7-8 residents register for the service each month. New passengers are from all four towns with the largest increases in 2011 being among Amherst and Milford residents.
- Reflecting the bus service’s primary focus, 76% of the total rides have been for healthcare related appointments, 18% for shopping, 4% for social service appointments and the balance for rides to town or community facilities.
- Around 67% of all the rides involved a destination in Nashua, 26% in Milford, 6.7% in Amherst and the balance in Hollis.
- Among rides used by Hollis residents, approximately 83% involved a destination in Nashua, 10% in Milford, 5% in Amherst and 2% in Hollis.

Average number of rides per month	
Year 1 (Oct 2008 to Sept 2009)	82
Year 2 (Oct 2009 to Sept 2010)	134
Year 3 (Oct 2010 to Sept 2011)	184
Year 4 (YTD - Oct 2011 to Dec 2011)	294



- **Year 4** of bus service operations began on October 1, 2011. During October, November and December 2011, area residents used 883 rides or 40% of the total rides provided in Year 3. Based on these figures, Souhegan Valley Rides is on track to provide 3500 rides this year.

Souhegan Valley Rides provides an invaluable service to residents who, either temporarily or permanently, are unable to drive and need help with transportation. The availability of this service allows residents to age in place more easily and provides support to caregivers. It is the type of transportation infrastructure that helps improve access to essential services and adds to the overall “livability” of our communities.

For more details about how to use the bus service, please visit [www.SouheganRides.org](http://www.SouheganRides.org), pick-up a brochure at Town Hall or your local library, contact SVTC at [Info@SouheganRides.org](mailto:Info@SouheganRides.org), call the NTS office at 880-0100 ext.1, or contact any SVTC community representative.

**SVTC Board of Directors**

Carolyn Mitchell - Amherst  
Dennie Townsend - Brookline  
Stanley Swerchesky - Hollis

Marcia Nelson - Milford  
Janet Langdell - Milford

Respectfully submitted,  
*Stanley J Swerchesky Jr, Treasurer*  
*Souhegan Valley Transportation Collaborative*

**PHOTOS COURTESY OF**  
**THE SOUHEGAN VALLEY TRANSPORTATION COLLABORATIVE**

## Flints Pond Improvement Association



**FLOATING ISLAND ON FLINTS POND PRIOR TO  
HYDRO-RAKING**

Flints Pond looks forward to its third year in the New Hampshire Department of Environmental Services' Long Term Management Plan. Great improvements have been made, reducing the amount of milfoil that plagues the local pond. The first phase, hydro-raking during the summer of 2010, made the pond more accessible to fishing, kayaking and canoeing enthusiasts. The hydro-raking also increased the outflow of the pond by removing floating islands obstructing the ponds outlet to Flints Brook. The second phase, completed in the summer of 2011 included an herbicide application to 30 of the pond's 50 acres, which significantly reduced the growth of the milfoil. The expenses associated with the restoration work to date have been funded by the Flints Pond Restoration Capital Reserve Fund, The Flint Pond Improvement Association, a \$10,675 *Invasive Aquatic Species Control Grant* from the NHDES, and \$9,800 from the Hollis Conservation Commission for the 2010 hydro-raking.

Efforts for reclaiming Flints Pond in 2012 will continue to be led by the Flint Pond Improvement Association (FPIA), a 501(c)3 charitable organization. The group has received \$6,500 in *Invasive Aquatic Species Control Grant* funding from the NHDES to be used for an additional herbicide treatment should it be needed and/or for Diver Assisted Suction Harvesting (DASH).

Thank you to all of our local friends and neighbors that participated in fundraising efforts to continue improvements to Flints Pond. In 2011 money was raised with the Flints Pond Improvement Association Fishing Booth at the Hollis Old Home Days, through a Kayak Raffle held by FPIA, and FPIA's second Annual Fair Share Event at Shorty's Mexican Roadhouse in Nashua.

Water quality monitoring and sampling will continue on Flints Pond. Volunteers from FPIA began participating again in the Volunteer Lake Assessment Program (VLAP) run by the NHDES during the 2011 summer and will do so again in 2012. Water samples are collected once per month during June, July, and August. Testing is done to determine phosphorus and chlorophyll- a levels, conductivity, alkalinity, turbidity and transparency. 2012 may involve sampling at two Flints Pond locations instead of one. Volunteers are needed. If you would like to participate in the VLAP program please contact [president@flintspond.org](mailto:president@flintspond.org).

Flints Brook was also used as a water quality sampling site for the first time in many years. A volunteer for the Nashua River Watershed Association took water samples during the months of July through October. Next year the site will be monitored April through October, samples will measure dissolved oxygen levels, temperature, and conductivity at the Flints Brook culvert on Broad Street. These indicators are important for assessing water quality and trout habitat sustainability.



**WATER SAMPLING FOR THE VOLUNTEER  
LAKES ASSESSMENT PROGRAM (VLAP)**

Flints Pond is accessible to the public from the State Right of Way located off of Nartoff Road and is a piece of Hollis's natural beauty for you and your family to enjoy.

Respectfully submitted,  
Beth Flagler, President of the Flints Pond Improvement Association

**PHOTOS: CATHY HOFFMAN**

## Hollis Seniors Association

In line with our charter we have provided socialization, education, entertainment, food and introductions to places, services, and subjects of interest to our members, guests and the public.

Our general meals are from Meals on Wheels, or members can bring their own lunches. We serve birthday cake and attend a school luncheon monthly. We also hold an annual ice cream social, picnic and Christmas Dinner. We often hold pot luck luncheons and dinners or have pizza parties. Occasionally we meet at a local restaurant.

We urge members to socialize and tell us their biography, as we strive to know each other. This year we heard stories of Madelyn Monohan's life, Donna Wardlow's life in the United States and foreign countries and Bob Fiero's life on aerial photo missions. We learned of Nancy Bell's teaching experiences and her hobby of quilting. Bill Defoe repairs clocks as a hobby. Don and Sheryl Ryder dig for and collect gemstones in New Hampshire.

Langdon Place served us lunch, explained their services and presented a program on strokes. Hunt Home served us a lunch and a dietitian presented a program on nutrition. Hunt Home also explained their "Stay in Your own Home" service. Beltone provided a delicious ice cream social with multiple choices for toppings. They also cleaned, serviced and tuned our hearing aids and offered free hearing tests to all members.

Our annual picnic was sponsored by Langdon Place. We were offered a chance to play with the Boot Stomping Boomer's as they entertained us.

Our programs included: Eric Nickerson, a hot air balloon pilot; a presentation by Veterinarian Dr. Jim Belanger on pet care; Heidi Cadwell's presentation on carding and spinning wool and hair; Officer Tracy Dunne's talk on home and drug safety; Jasmine Harris from Service Link on Medicare benefits, housing and drug programs; Lucy Desroches on sewing doll clothes; Stan came twice to explain the added services of the Blue Bus; Ellen Davison gave us an art lesson in water colors; Bill Andrews spoke to us about the Geodon Tours; Jacobsen spoke about identity theft and a business that prevents a thief from using your credit cards and restores your credit; Andy Seremeth taught an AARP safe driving course. Free blood pressure screening is offered on the first Thursday of each month from 11AM-12PM. The school partnered with the Hollis Brookline Rotary and gave us homemade Christmas cookies.

Our bus trips this year included an Otis Chocolate factory tour with lunch at the Cotton's; lunch at Castle in the Clouds; and a trip to Foxwood's Casino.

The Christmas party was held at the Crowne Plaza. The food was excellent.

We would like to thank all of our members, the schools, organizations, departments and businesses who have helped to make this a good year for the Seniors.

All are welcome to attend our meetings or become members. Membership rates are Age 55 to 85, \$10.00. 85+, free for life. We look forward to seeing you.

Honi Glover, President  
Donna Wardlow, Vice President  
Bob Fiero, Secretary  
Basil Mason, Treasurer  
Andy Seremeth, Editor/Photographer  
Nancy Bell, Programs  
June Madeira, Correspondence



SENIORS GET DOWN WITH THE "BOOT SCOOTIN BOOMERS"

PHOTO COURTESY OF THE HOLLIS SENIORS



***2011 ANNUAL REPORT  
OF THE  
HOLLIS SCHOOL DISTRICT***

## Officers and Administration

HOLLIS SCHOOL DISTRICT  
For the Year Ending June 30, 2011

### SCHOOL OFFICERS 2011

#### Hollis School Board

Mr. Robert Mann, Chair	Term Expires 2013
Mr. William Beauregard	Term Expires 2012
Mr. Richard Manley	Term Expires 2012
Mr. Frank Giudici	Term Expires 2014
Mrs. Deborah Pucci	Term Expires 2014
Mrs. Diane Leavitt, Clerk	Term Expires 2012
Mrs. Claudia Dufresne, Treasurer	Term Expires 2012
Mr. Drew Mason, Moderator	Term Expires 2012

#### SAU #41 Administration

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

#### Hollis Elementary Schools

Hollis Primary School  
Mrs. Elizabeth Allen  
Mrs. Ruth Tuttle, Asst. Principal-SpEd. Coordinator

Hollis Upper Elementary School  
Mrs. Candice Fowler, Principal  
Mrs. Amy Bottomley, Asst. Principal-SpEd. Coordinator



## 2012 Hollis School District Warrant-Elections

SCHOOL WARRANT  
The State of New Hampshire

Polls Open at 7:00 AM - Will not close before 7:00 PM

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

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

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

Given under our hands and seals at said Hollis, New Hampshire on this 7th day of February, 2012.

Robert Mann, Chair  
William Beauregard  
Frank Giudici  
Richard Manley  
Deborah Pucci  
SCHOOL BOARD

A true copy of the warrant - Attest:

Robert Mann, Chair  
William Beauregard  
Frank Giudici  
Richard Manley  
Deborah Pucci  
SCHOOL BOARD

# 2012 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 **LAWRENCE BARN, 28 DEPOT ROAD**, IN SAID DISTRICT ON THE **THIRTEENTH DAY OF MARCH, 2012** AT SEVEN O'CLOCK IN THE MORNING, TO ACT UPON THE FOLLOWING SUBJECTS.

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

1. Election of two members of the School Board for the ensuing three years.
2. Election of a School District Treasurer for the ensuing year.
3. Election of a School District Clerk for the ensuing year.
4. Election of a Moderator for the ensuing year.

**Article 1A.** (By Petition) Shall we adopt the provisions of RSA 40:13 (known as SB 2) to allow official ballot voting on all issues before the Hollis School District on the second Tuesday of March? The budget committee **does not** recommend this article. The school board has not taken a position on this article.

YOU ARE HEREBY NOTIFIED TO MEET AT THE **HOLLIS BROOKLINE MIDDLE SCHOOL**, IN THE HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT ON THE **NINETEENTH DAY OF MARCH**, AT SEVEN O'CLOCK IN THE EVENING TO ACT UPON THE FOLLOWING SUBJECTS.

**Article 2.** To see whether the Hollis School District, pursuant to RSA 273-A:12, (III), (a), will vote to accept the findings and recommendation made by the Fact Finder in the matter between the *Hollis Education Association - NEA NH* and the *Hollis School Board*, summaries of the recommendation related to the four (4) issues being set forth below, a full copy of said Fact Finder's Report being available at the offices of SAU 41:

### **Issue # 1: Compensation**

Fact Finder recommends parties agree to a two-year contract commencing July 1, 2012 and that:

At the beginning of the **2012-2013 school year** there be:

- A 2% across-the-board-increase; and,
- Teachers eligible for step increase should receive a step increase at that time; and,
- On the first paycheck after February 1, 2013, teachers employed during the 2010-2011 school year who would have been eligible for a step increase but did not receive a step increase should advance an additional step.

At the beginning of the **2013-2014 school year** that there be:

- A 2.5% across-the-board-increase; and,
- Teachers eligible for step increase receive a step increase at that time; and,
- On the first paycheck after February 1, 2014, those teachers who were employed during the 2011-2012 school year who would have been eligible for a step increase but did not receive a step increase should advance an additional step.

The parties add language to the Agreement that teachers that have received all "distinguished" ratings in their evaluations shall receive a \$500 bonus.

Parties should establish a joint labor management committee to discuss and review performance pay prior to negotiations for the next collective bargaining agreement.

### **Issue # 2: Health Insurance:**

For the first year of this new Agreement the District increase the cap amount by \$50.00 per month for those teachers electing 2-person coverage, and \$100 per month for those teachers electing family coverage. For the second year of the Agreement the District should again increase the cap amount by \$50.00 per month for those teachers electing 2-person coverage, and \$100 per month for those teachers electing family coverage.

The parties should also agree to establish a joint labor management committee to review insurance options.

**Issue # 3: Reduction in Force:**

The Fact Finder recommends that no change be made in the current policy and that the Board's proposal to modify this policy not be implemented.

**Issue # 4: Management Rights and Just Cause**

The parties should agree to add the amended management rights provision proposed by the Board (*for the lengthy text see full Report*). In return, the parties should agree to the following just cause/disciplinary provisions: 1. No teacher shall be disciplined without just cause. Discipline is defined as written warnings, suspensions, non-renewals, and dismissals. However, just cause shall not extend to the non-renewal of a probationary teacher (See RSA 189: 14-A). Counseling shall not be considered a disciplinary action. 2. Any staff member shall be entitled to have present a representative of the Association during any meeting, which involves or may involve disciplinary action.

And to approve the cost items necessitated by the aforementioned items which calls for the following increases in salary and benefits:

Year	Amount
7/1/12 - 6/30/13	\$ 218,899
7/1/13 - 6/30/14	\$ 275,540

and, further, to raise and appropriate the sum of **\$218,899** for the 7/1/12 to 6/30/13 fiscal year, said sum representing the additional cost attributable to the increase in salaries and benefits over those paid in the prior Fiscal Year? (This appropriation is in addition to Article 9, the Operating Budget). The budget committee **does not recommend** this appropriation. The school board **does not recommend** this appropriation.

**Article 3.** To see if the school district will vote to raise and appropriate a sum of **\$38,525** to fund the increase in cost items relative to support staff salaries and fringe benefits for the 2012-2013 school year which resulted from good faith negotiations with the support staff, and which represents the negotiated increase over last year's salaries and fringe benefits. This is the first year of a two year contract. The budget committee **does recommend** this appropriation. The school board **does recommend** this appropriation.

**Article 4.** Shall the Hollis School District, if Article 3 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 4 cost items only? The budget committee **does not recommend** this article. The school board **does recommend** this article.

**Article 5.** To see if the school district will vote to raise and appropriate up to the sum of **\$8,000** to be added to the previously established MAINTENANCE FUND FOR ADMINISTRATIVE AND ASSOCIATED STRUCTURES at 4 Lund Lane in Hollis, Map 56, Lot 2, from rental proceeds and unexpended maintenance funds to be received from SAU 41 available for transfer on July 1 of this year. The budget committee **does recommend** this appropriation. The school board **does recommend** this appropriation.

**Article 6.** To see if the school district will vote to raise and appropriate up to the sum of **\$290,483** to be added to the previously established SCHOOL BUILDINGS MAINTENANCE FUND from the Hollis School District's June 30, 2012 unanticipated revenues (unreserved fund balance), available for transfer on July 1, 2012. The budget committee **does recommend** this appropriation. The school board **does recommend** this appropriation.

**Article 7.** Shall the voters of the Hollis School District adopt a school administrative unit budget of **\$ 1,338,732** for the forthcoming fiscal year in which **\$ 371,440** is assigned to the school budget of this school district? This year's adjusted budget of **\$ 1,357,646**, with **\$ 376,688** assigned to the school budget of this school district, will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. The budget committee **does recommend** this appropriation. The school board **does recommend** this appropriation.

**Article 8.** To see if the school district will vote to raise and appropriate a sum of **\$9,840,825** for the support of schools, for the payment of salaries for the school district officials and agents and for the payment of statutory obligations of the district. This appropriation does not include appropriations voted in other warrant articles. The budget committee **does recommend** this appropriation. The school board **does recommend** this appropriation.

**Article 9.** To see if the school district voters will authorize the Hollis School District to access future year state and federal catastrophic aid funds in the event that special education costs exceed budget limitations. The budget committee **does recommend** this appropriation. The school board **does recommend** this appropriation.

**Article 10.** 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 **7th day of February, 2012.**

Robert Mann, Chair  
William Beauregard  
Frank Giudici  
Richard Manley  
Deborah Pucci  
SCHOOL BOARD

A true copy of the warrant - Attest:

Robert Mann, Chair  
William Beauregard  
Frank Giudici  
Richard Manley  
Deborah Pucci  
SCHOOL BOARD

# **2011 Hollis School District Annual Meeting**

**Hollis Middle School, Hollis, NH  
14 March 2011**

## Hollis School District Board

William Bearegard, Chair  
Susan Benz  
Rosemary Mezzocchi  
Robert Mann  
Richard Manley  
  
Harry Haytayan, Moderator  
Claudia Dufresne, Treasurer  
Diane Leavitt, School District Clerk

## Hollis School District Budget Committee

Christopher Hyde, Chair  
Mike Harris, Vice Chair  
Tom Jambard  
Frank Whittemore  
Raymond Valle  
Tom Gehan  
Peter Band, Ex-Officio, Selectman  
Susan Benz, Hollis School Board Representative

## SAU #41 Administration

Susan Hodgdon	Superintendent of Schools
Betsey Cox-Buteau	Associate Superintendent of Schools
Mark McLaughlin	Business Administrator
Jeanne Saunders	Director of Special Education
Marcy Kelley	Asst. Director of Special Education
Richard Raymond	Network Administrator

## Hollis Elementary Schools

Elizabeth Allen	Hollis Primary School Principal
Ruth Tuttle	Asst. Principal-SpEd Coordinator
Candice Fowler	Hollis Upper Elementary School Principal
Amy Bottomley	Asst. Principal-SpEd Coordinator

The meeting was called to order at 7pm by Moderator Harry Haytayan at the Hollis Middle School.

The National Anthem was sung by Hollis Upper Elementary School 6<sup>th</sup> grader Maddie Kuchta.

The Moderator recognized our State Representatives Jim Belanger and Carolyn Gargasz.

Chris Hyde, Budget Committee Chair introduced the Budget Committee members and thanked Ray Valle for his valuable contributions to the Budget Committee.

Bill Bearegard, School Board Chair introduced the School Board members.

Moderator Haytayan introduced Diane Leavitt, School District Clerk and Bill Drescher, School District Attorney.  
Bill Bearegard, School Board Chair introduced Susan Hodgdon, Superintendent of Schools who introduced the SAU office.

Moderator said a few words and a moment of silence for two former School board members who lost their lives to cancer, Linda Walsh and Eileen Fucile.

Moderator went over the rules of the meeting.

**Article 1.** 8 March 2011, Election Results:

Moderator (1 yr term):	Drew Mason
School Board (3 yr term):	Frank Giudici
School Board (3 yr term):	Debbie Pucci
Treasurer (1 yr term):	Claudia Dufresne
Clerk (1 yr term):	Diane Leavitt
Budget Committee (3 yr term):	Frank Whittemore
Budget Committee (3 yr term):	Susan Benz

Motion by Chris Hyde to hear election results in Article 1. Seconded by Mike Harris. CARRIED.

Rob Mann, School Board presented Susan Benz and Rosemary Mezzocchi with a plaque and gift certificate for their service on the School Board.

**Article 2.** To see if the school district will vote to raise and appropriate up to the sum of \$8,000 to be added to the previously established MAINTENANCE FUND FOR ADMINISTRATIVE AND ASSOCIATED STRUCTURES at 4 Lund Lane in Hollis, Map 56, Lot 2, from rental proceeds and unexpended maintenance funds to be received from SAU 41 available for transfer on July 1 of this year.

The School Board recommends this appropriation.

The Budget Committee recommends this appropriation.

Bill Beauregard motioned to bring Article 2 to the floor. Seconded by Rob Mann.

Chris Hyde, Budget Committee gave a presentation.

Bill Beauregard, School Board gave a presentation.

Basil Mason motioned to amend Article 2 as follows: "This article shall be contingent on the school board deciding that it will continue to own and utilize the building until the end of fiscal year 2012". Seconded by John Anderson.

Moderator brought amendment to Article 2 to a vote. YES - 68 NO - 60 CARRIED.

Moderator brought Article 2 as amended to a vote. YES - 71 NO - 65 CARRIED.

Mike Harris motioned to restrict reconsideration of Article 2. Seconded by Basil Mason. CARRIED.

Iris Realmuto motioned from the floor for a sense of the meeting to see if the floor supports the SAU moving out of current building. NOT CARRIED.

**Article 3.** To see if the school district will vote to raise and appropriate up to the sum of \$4,000 to be added to the previously established SCHOOL BUILDINGS MAINTENANCE FUND from the Hollis School District's June 30, 2011 unanticipated revenues (unreserved fund balance surplus), available for transfer on July 1, 2011.

The School Board recommends this appropriation.

The Budget Committee recommends this appropriation.

Chris Hyde motioned to bring Article 3 to the floor. Seconded by Frank Whittemore.

Chris Hyde, Budget Committee gave a presentation.

Bill Beauregard, School Board gave a presentation.

Chris Hyde made a motion to amend Article 3 from \$4000 to \$50,000. Seconded by Mike Harris.

Moderator motioned to bring amendment to Article 3 to a vote. NOT CARRIED.

Moderator motioned to vote on Article 3 as written. CARRIED.

**Article 4.** To see if the school district will vote to raise and appropriate a sum of \$10,677,678 for the support of schools, for the payment of salaries for the school district officials and agents and for the payment of statutory obligations of the district. This appropriation does not include appropriations voted in other warrant articles.

The school board recommends this appropriation.

The budget committee recommends this appropriation.

Chris Hyde motioned to move Article 4 to the floor. Seconded by Mike Harris.

Basil Mason made a motion to amend Article 4 to change appropriated sum from \$10,677,678 to \$9,677,678. Seconded by Al Fulchino.

Iris Realmuto requested a review of how the budget committee numbers were developed, the Moderator motioned to suspend the rules of the meeting to allow a presentation. CARRIED by voice vote.

Presentation given by Chris Hyde, Budget Committee and Bill Beauregard, School Board.

Dan Peterson motioned to move the question. Second by Mike Harris. CARRIED by 2/3 card vote.

Moderator brought the amendment to Article 4 to a vote. NOT CARRIED.

Elaine Nortolf motioned to amend Article 4 to increase by \$46,668 bringing the new number to 10,724,346. Seconded by Donna Lapierre.

Ray Valle motioned to move the question. Seconded by Mike Harris. CARRIED by 2/3 card vote.

Moderator brought the amendment to Article 4 to a vote. NOT CARRIED.

Steve Pucci made a motion to amend the budget by reducing \$390,271 bringing the new budget to \$10,287,407. Seconded by John Anderson.

Steve Simons motioned to move the question. Seconded by Mike Harris. CARRIED by 2/3 card vote.

Moderator motioned to bring amendment to Article 4 to a vote. NOT CARRIED.

Mike Harris motioned to move the question. Seconded by Chris Hyde. CARRIED.

Moderator stated that there was a petition by 5 voters for a ballot vote on Article 4 as written. Polls opened for 10 minutes for yes/no ballot vote. YES – 127 NO – 47 CARRIED by ballot vote.

Mike Harris motioned to restrict reconsideration of Article 4. Seconded by Chris Hyde. CARRIED.

**Article 5.** To see if the school district voters will authorize the Hollis School District to access future year state and federal catastrophic aid funds in the event that special education costs exceed budget limitations.

The School Board recommends this article.

The Budget Committee recommends this article.

Bill Beaugard motioned to bring Article 5 to the floor. Seconded by Rob Mann.

Moderator motioned to bring Article 5 to a vote. CARRIED.

**Article 6 (by Petition).** We the undersigned voters of the Hollis School District do hereby request, pursuant to the Laws of the State of New Hampshire, the following warrant article be inserted into the warrant for the district for consideration at the 2011 district annual meeting the following:

The Hollis School District is hereby authorized to hold a special meeting to consider adoption of any tentative collective bargaining agreement reached between the Hollis School Board and the Hollis Education Association or any tentative collective bargaining agreement between the Hollis School Board and the Hollis Education Support Staff Association.

Bill Dresher, School District Attorney spoke to this warrant explaining that it would be illegal.

Dr. Jim Squires motioned to table Article 6. Seconded by Mike Harris.

Moderator brought motion to table Article 6 to a vote. CARRIED.

**Article 7 (by Petition).** “Shall the voters of the Hollis school district within school administrative unit 41 adopt the provisions of RSA 194-C:9-b to allow for insertion of the school administrative unit budget as a separate warrant article at annual school district meetings?”

The budget committee recommends this article.

The school board recommends this article.

Chris Hyde motioned to bring Article 7 to the floor. Seconded by Ray Valley.

The Moderator explained that all three school districts would be voting on this article.

Each School District Moderator collects the votes and reports the results to the Secretary of School Administration Unit Board who will collect the votes for all the school districts, the Secretary of the School Administration Unit Board shall announce the results to the Department of Revenue Administration. Moderator motioned to vote by yes/no ballot vote. UNDISCLOSED at this time.

**Article 8.** To transact any other business which may legally come before said meeting.

Mike Harris has motioned to adjourn meeting. Seconded by Chris Hyde.

Meeting adjourned: 11:25

Respectfully submitted,

Diane Leavitt  
School District Clerk

## Budget

ACCOUNT DESCRIPTION		BUD COMM		
		ACTUALS FY2011	ADOPTED FY2012	PROPOSED RECOMMENDED FY2013
1100-1199	Regular Programs	\$3,000,792	\$3,200,551	\$2,986,713
1200-1299	Special Programs	1,510,117.17	1,306,959	1,210,848.88
2000-2199	Student Support Services	772,495.65	825,964	716,057.86
2200-2299	Instructional Staff Services	313,643.19	338,324	334,418.76
2310 840	School Board Contingency	-	95,000	95,000
2310-2319	Other School Board	53,947.53	36,449	37,199
2320-310	SAU Management Services	414,342	399,934	-
2400-2499	School Administration Service	479,819.94	499,358	658,319.31
2600-2699	Operation & Maintenance of Plant	1,154,648.16	891,327	899,964.78
2700-2799	Student Transportation	456,754.07	437,788	393,900
2800-2999	Support Service Central & Other	1,694,921.15	1,898,169	1,772,137.05
5110	Debt Service - Principal	181,164.75	175,322	169,870.45
5120	Debt Service - Interest	204,912.75	205,008	204,664.55
5220-5221	To Food Service	325,000	204,000	214,231
5222-5229	To Other Special Revenue	148,768	163,525	147,500
TOTAL		\$10,711,326	\$10,677,678	\$9,840,825
Various	SPECIAL WARRANT ARTICLES		12,000	298,483
Various	INDIVIDUAL WARRANT ARTICLES			409,965
GRAND TOTAL		\$10,711,326	\$10,689,678	\$10,549,273



## Revenue

	APPROVED BY DRA 2010 - 2011	PROPOSED 2011-2012	APPROVED BY DRA 2011-2012	RECOMMENDED 2012-2013
<b>REVENUE &amp; CREDITS</b>				
<b>REVENUE FROM LOCAL SOURCES</b>				
TUITION	22,500	\$31,380	\$31,380	\$32,000
EARNINGS ON INVESTMENTS	2,884	1,500	1,500	3,876
FOOD SERVICE SALES	302,622	210,000	210,000	191,853
OTHER LOCAL SOURCES	52,544	8,000	8,000	8,000
<b>REVENUE FROM STATE SOURCES</b>				
SCHOOL BUILDING AID	63,681	61,928	61,928	52,795
CATASTROPHIC AID	82,867	54,732	54,732	32,510
CHILD NUTRITION	2,558	2,275	2,275	2,558
OTHER STATE SOURCES		8,764	8,764	
<b>REVENUE FROM FEDERAL SOURCES</b>				
FEDERAL GRANTS	40,809	33,573	33,573	18,000
CHILD NUTRITION	19,820	23,548	23,548	19,820
DISABILITY PROGRAMS	107,959	137,197	137,197	129,500
MEDICAID DISTRIBUTION	28,904	40,000	40,000	35,000
OTHER FEDERAL SOURCES		51,779	51,779	
UNRESERVED FUND BALANCE	288,407		467,878	
VOTED FROM FUND BALANCE	71,000		4,000	
<b>SUBTOTAL OF REVENUES</b>	<b>\$1,086,555</b>	<b>\$664,676</b>	<b>\$1,136,554</b>	<b>\$525,912</b>
DISTRICT ASSESSMENT	\$7,891,365	\$7,983,899	\$7,512,022	\$7,797,160
ADEQUACY AID - TAX	1,400,376	1,114,633	1,114,633	1,299,705
ADEQUACY AID - GRANT	963,193	926,469	926,469	926,496
<b>TOTAL REVENUES AND CREDITS</b>	<b>\$11,341,489</b>	<b>\$10,689,677</b>	<b>\$10,689,678</b>	<b>\$10,549,273</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$11,341,489</b>	<b>\$10,689,677</b>	<b>\$10,689,678</b>	<b>\$10,549,273</b>

# Financial Reports

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

	General	Grants	Other Governmental Funds	Total Governmental Funds
<b>REVENUES</b>				
School district assessment	\$7,856,430	\$-	\$-	\$7,856,430
Other local	41,444	-	218,014	259,458
State	2,643,273	-	5,650	2,648,923
Federal	79,381	168,424	30,702	278,507
Total revenues	10,620,528	168,424	254,366	11,043,318
<b>EXPENDITURES</b>				
Current:				
Instruction	4,688,197	146,839	13,290	4,848,326
Support services:				
Student	772,496	860	2,070	775,426
Instructional staff	392,122	20,725	-	412,847
General administration	55,772	-	-	55,772
Executive administration	414,342	-	-	414,342
School administration	482,581	-	-	482,581
Operation and maintenance of plant	1,251,495	-	-	1,251,495
Student transportation	456,754	-	-	456,754
Central	-	-	167	167
Other	1,694,921	-	-	1,694,921
Non-instructional services	-	-	215,718	215,718
Debt service:				
Principal	181,165	-	-	181,165
Interest	204,913	-	-	204,913
Facilities acquisition and construction	95,769	-	-	95,769
Total expenditures	10,690,527	168,424	231,245	11,090,196
Excess (deficiency) of revenues				
over (under) expenditures	(69,999)	-	23,121	(46,878)
Other financing sources (uses):				
Transfers in	136	-	-	136
Transfers out	-	-	(136)	(136)
Total other financing sources and issues	136	-	(136)	-
Net change in fund balances	(69,863)	-	22,985	(46,878)
Fund balances, beginning	746,503	-	27,273	773,776
Fund balances, ending	\$676,640	\$-	\$50,258	\$726,898

# Balance Sheet

HOLLIS SCHOOL DISTRICT  
Balance Sheet  
Governmental Funds  
June 30, 2011

	General	Grants	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>				
Cash and cash equivalents	\$477,277	\$-	\$70,063	\$547,290
Investments	469	-	-	469
Receivables:				
Accounts	2,156	-	1,798	3,954
Intergovernmental	225,925	120,483	8,957	355,365
Interfund receivable	125,742	-	-	125,742
Inventory	-	-	3,981	3,981
Prepaid items	2,295	-	-	2,295
Total assets	\$833,814	\$120,483	\$84,799	\$1,039,096
<b>LIABILITIES</b>				
Accounts payable	\$122,498	\$8,345	\$227	\$131,070
Accrued salaries and benefits	33,170	-	-	33,170
Intergovernmental payable	1,506	-	160	1,666
Interfund payable	-	112,138	13,604	125,742
Deferred revenue	-	-	20,550	20,550
Total liabilities	157,174	120,483	34,541	312,198
<b>FUND BALANCES</b>				
Non-Spendable:				
Endowment	-	-	4,982	4,982
Inventory	-	-	3,981	3,981
Restricted for:				
Instruction	-	-	1,464	1,464
Committed for:				
Support Services	123,980	-	-	123,980
Capital outlay	-	-	8,628	8,628
Assigned to:				
Instruction	28,775	-	2,906	31,681
Support Services	68,650	-	4,614	73,264
Non-instructional Services	-	-	23,683	23,683
Capital Outlay	7,157	-	-	7,157
Return to Town	448,078	-	-	448,078
Total fund balances	676,640	-	50,258	726,898
Total liabilities and fund balances	\$833,814	\$120,483	\$84,799	\$1,039,096

# Special Education Expenditure Report

## HOLLIS SCHOOL DISTRICT

### ACTUAL EXPENDITURES FOR SPECIAL EDUCATION PROGRAMS & SERVICES

PER RSA 32:11a

<b><u>EXPENSES:</u></b>	<b><u>FY2010</u></b>	<b><u>FY2011</u></b>
SALARIES	\$1,805,866	\$1,722,704
BENEFITS	544,333	505,934
CONTRACTED SERVICES	138,816	183,582
TRANSPORTATION	85,663	145,958
TUITION	226,732	241,383
MATERIALS	14,408	14,679
EQUIPMENT	8,226	30,944
OTHER	164	
SUBTOTAL	<u>\$2,824,208</u>	<u>\$2,845,183</u>
 <b><u>REVENUE:</u></b>		
CATASTROPHIC AID	\$62,681	\$105,171
MEDICAID DISTRIBUTION	61,613	44,446
IDEA	139,138	86,860
PRESCHOOL	4,967	2,583
SUBTOTAL	<u>\$268,399</u>	<u>\$239,060</u>
 <b>NET COST FOR SPECIAL EDUCATION</b>	<b><u><u>\$2,555,809</u></u></b>	<b><u><u>\$2,606,123</u></u></b>

## Teacher Roster

### HOLLIS PRIMARY SCHOOL

Name		Assignment	College	Degree
Elizabeth	Allen	Principal	SUNY Oswego & Rivier	M.S. & CAGS
Ruth	Tuttle	Asst. Principal-Special Ed. Coord.	UNH	M.Ed.
Allison	Annand	Preschool Teacher	Wheelock College	B.S.
Gregory	Ashley	Grade 3	Antioch New England	M.Ed.
Pamela	Banks	Speech/Language Pathologist	U. Conn.	M.A.
Mary Lee	Barnard	Guidance	Rivier	M.Ed.
Nancy	Bernard	Reading Specialist	Lesley Univ.	M.Ed.
Maureen	Chorma	Preschool Coord.-S/L Pathol.	William Paterson Univ.	M.S.
Carol	Cornell-Smith	Grade 2	Castleton	B.A.
Jessica	Cue	Grade 1	Fairfield Univ.	M.A.
Elizabeth (Penny)	Currier	Grade 2	UNH	M.Ed.
Sarah	DeLisle	Grade 2	Keene State	B.A.-B.S.
Joan	Fuller	Reading Recovery	Boston Univ.	Ed.M.
Brenda	Golia	Special Education	Plymouth State	M.Ed.
Catherine	Hale	Grade 2	Keene State	B.S.-B.A.
Ruth	Hinde-Moura	Nurse, Preschool/Kindergarten	Fitchburg State	B.S.N.
Dennis	Kane	Kindergarten	Fitchburg State	M.Ed.
Elizabeth	Keegan	Grade 3	UNH - Franklin Pierce	B.S.
Christina	Langley	Special Education	St. Anselm College	B.A.-B.S.
Susan	LaRocque	Computer	So. NH Univ.	B.S.
Ellen	Lencsak	School Nurse	Rivier	BSN
Susan	Lewis	Grade 1	Millersville Univ.	M.Ed.
Sandra	Lindquist	Spanish	Univ. of New England	M.Ed.
Karen	Marinaccio	Special Education	U. Mass., Lowell	M.Ed.
Mary Jo	Naber	Grade 1	Towson Univ.	B.S.
Heather	Nelson	Reading Specialist	SUNY, Oneonta	B.A.
David	Olszewski	Physical Education	Rivier	M.Ed.
Marian	Pickowicz	Reading Recovery	North Adams State	B.S.
Marie	Pimley	Extended Day Kindergarten	Lesley	M.Ed.
Sarah	Proulx	Grade 3	UNH	M.Ed.
Amye	Renaud	Grade 2	Rivier	B.A.
Leslie	Russell	Art	RI School of Design	M.A.T
Judith	Schibanoff	Media Generalist	So. Conn. State	B.L.S.
Julie	Somorostro	Grade 3	Roanoke College	B.A.
Caitlin	Tocci	Grade 1	Rivier	B.A.
Nicole	Tomaselli	Environmental Science	Northeastern	M.Ed.
Rosemary	Turner	Music	Appalachian State Univ.	M.A.
Sandra	VanSciver	Grade 1	San Diego State	M.A.

## Teacher Roster - cont.

### HOLLIS PRIMARY SCHOOL

Name		Assignment	College	Degree
Liza	Varanese	COTA	Westfield State	B.A.
David	Ward	Grade 3	U. Mass., Boston	B.A.
Amy	Young	Kindergarten	Boston Univ.	M.Ed.
<b>District-wide Positions</b>				
Susan	Caron	Math Support Teacher	Fitchburg	B.S.
Lynn	Lutz	School Psychologist/SAIF	Rivier	CAGS
M. Frances	McBee	ESL Specialist	Notre Dame College	M.A.
Anna	McLaughlin	Occupational Therapy	UNH	M.S.

### HOLLIS UPPER ELEMENTARY SCHOOL

Name		Assignment	College	Degree
Candice	Fowler	Principal	Antioch Graduate School	M.Ed
Amy	Bottomley	Asst. Principal-Special Education Coordinator	New England College	M.Ed
Karen	Amber	Grade 5	Rivier	M.Ed.
Gail	Ansaldo	School Nurse	Keene State	B.A.
Meghan	Bamford	Reading Specialist	Univ. Nottingham, England	M.Ed./ MS Ed
Richard	Bothmer	Environmental Science	North Texas State	M.Ed.
Samantha	Boudreau	Computer Integration Specialist	Univ. of Phoenix	M.Ed.
Lesha	Colthart	Music	Western Conn. State	B.S.
Raymond	Daneau	Guidance	Boston Univ.	M.Ed.
Karen	Fischer	Grade 6	SUNY, New Paltz	M.S.T.
Jamie	Gough	Grade 4	U. Maine, Fort Kent	B.S.
Ana	Grant	Spanish	Shenandoah Univ.	M.Ed.
Susan	Hoyt	Grade 5	American Intl. College	M.Ed.
Karen	Kelley	Grade 6	Antioch New England	M.Ed.
Nancy	Kring-Burns	Special Education	Simmons	M.S.
Paula	Lockard	Grade 5	UNH	M.Ed.
Betty	Marshall	Special Education	UNH/Rivier	M.Ed./ SAIF
Mary	Martin	Special Education	Simmons/Rivier	M.A.T./ LD
Colleen	McBride	Grade 6	Boston College	M.Ed.
Caryn	Miller	Grade 5	Anna Maria College	M.Ed.
Nicholasa	Moreau	Grade 4	Keene State/Antioch	B.S./ M.Ed.
Susan	Morelli	Speech/Language Pathologist	Northeastern	M.S.

## Teacher Roster - cont.

Name		Assignment	College	Degree
Brenda	Nickerson	Library Media	Lesley	M.Ed.
MaryLou	Noonan	Grade 6	Keane College/ Plymouth State	M.Ed.
Robert	Pooler	Grade 4	UNH	M.Ed.
Alexander	Pope	Art	UNH	M.A.T.
Kari	Raiano	Reading Specialist	Simmons	M.S.
Jonathan	Rubin	Grade 4	Antioch New England	M.Ed.
Lisa	Stone	Grade 4	UNH	M.Ed.
Elizabeth	Thorpe	Music	U. Lowell	M. Music
Melanie	White	Grade 5	UNH	M.Ed.
Thomas	Williamson	Physical Education	Springfield College	B.S.



**PRIMARY SCHOOL READING WORKSHOP**



**VETERAN'S DAY AT THE  
UPPER ELEMENTARY SCHOOL**

# Hollis Elementary School Community Administrative Team Report

2011-2012

**Hollis Primary School**  
36 Silver Lake Road

**Hollis Upper Elementary School**  
12 Drury Lane

Respectfully submitted by Elizabeth Allen, Candice Fowler, Ruth Tuttle and Amy Bottomley

## **Mission Statement**

*"Hollis Elementary School is dedicated to educating the whole student. It is our goal to nurture students and help them become well-rounded, self-respecting, friendly, and sensitive individuals. We seek to provide a challenging curriculum with flexibility to meet the needs of each student. We recognize and respect different learning and teaching styles. Our high expectations for academic achievement are balanced with giving students a broader sense of the world and the desire to perform service to others."*

This year, our district is continuing its work on the SAU-wide technology plan update, the SAU-wide writing committee, and our SAU-wide curriculum-mapping project. The implementation of our mapping software allows staff to capture core concepts to ensure a solid foundation for all learners. Our work on our SAU 5-year plan is ongoing in collaboration with Brookline and the Co-Op Districts. Through these initiatives, we anticipate a more unified educational journey for our PK – 12 students in both Hollis and Brookline. Our curriculum-mapping project will span several years as teachers in Hollis and Brookline work together to create common implementation plans, common assessments, and common essential learning goals.

## **Going Green**

The Hollis Schools are proud to showcase their continued efforts in becoming more environmentally friendly. This year, we've limited backpack mail and are now posting our calendar of events online. We continue to use our notification system called Alert Now. This system allows us to email letters instead of printing out hardcopies each time the school needs to share information with families. We are teaching our students to reduce, reuse and recycle whenever possible.

## **District Schools**

Instructional leadership is provided by our administration team in each building and consists of a Principal and an Assistant Principal/Special Education Coordinator at each building. The Hollis Primary School serves students in preschool through third grade and the Hollis Upper Elementary School serves students in fourth grade through sixth grade. Administrators work together to support a dynamic educational experience for all Hollis students. We work collaboratively with our PTA to foster strong home/school connections for the success of all learners. Once again, the Hollis School Community has earned the Blue Ribbon Award for our outstanding volunteer program. We pride ourselves on having an open door policy and always welcome community involvement.

## **Academics**

"Teachers play a variety of roles in their work – instructor, coach, advocate, and learner – but they also act as scientists in several ways. As they make the important decisions about what and how to teach, they must evaluate the claims associated with educational strategies and programs. And in the classroom, they must constantly assess and reassess the value of programs and their impact on students." - National Institute for Literacy

The Hollis School District believes that to teach one must know what is already learned. Assessment of known and learned skills is achieved in a variety of ways. Data is collected on an on-going basis and utilized to drive instruction, evaluate the effectiveness of programs, and assist in decision-making. NWEA (Northwest Evaluation Association – measures of academic progress) tests produce scores that make it possible to monitor student growth and are given to students three times a year. Teachers assist students in setting goals, which help them to become responsible learners. Students in grades 4-6 have participated in one additional NWEA assessments – Language Usage. All students in grades three through eight are also assessed each year by the State of NH. This assessment is the New England Common Assessment Program (NECAP) and it assesses students on their knowledge of concepts based on grade level expectations (GLE's). NECAP results are categorized into four levels of achievement: substantially below proficient, partially proficient, proficient, and proficient with distinction.



Please take a moment to review the data chart below....by following the groups down and to the right you can see how the same groups of students are doing over time.

NECAP	2005	2006	2007	2008	2009	2010
<b>Reading</b>	% proficient	% proficient	% proficient	% proficient	% proficient	% proficient
3	78%	81%	84%	97%	96%	
4	81%	83%	80%	75%	91%	88%
5	82%	85%	84%	85%	86%	97%
6	86%	94%	86%	92%	85%	88%
7					92%	72%
NECAP	2005	2006	2007	2008	2009	2010
<b>Math</b>	% proficient	% proficient	% proficient	% proficient	% proficient	% proficient
3	85%	87%	89%	93%	92%	
4	84%	77%	79%	83%	91%	96%
5	85%	87%	80%	85%	84%	95%
6	91%	91%	88%	88%	88%	88%
7					85%	85%

74% of our 5<sup>th</sup> graders are proficient or above in writing on the 2010 NECAP assessment

### Student Clubs & Activities

Students continue to participate in numerous opportunities to broaden their horizons, learn new skills, and have fun. Examples of student opportunities are: yearbook committee, track, band, ski program, lunch-time concert series, Destination Imagination, Math Olympiad, First Lego League, Parks & Recreation team sports, Read Across America Week, Summer Academic Camps, Literacy Around the World, strings program, recess options, Spelling Bee, Student Leadership Council, PTA Reflections Program, Pizza Night, Story Night, Jump Rope for the Heart, PTA Science Fair, and the Presidential Physical Fitness Program. We enjoy celebrating cultural diversity and work closely with our supportive PTA to provide many enriching activities/assemblies and family events.

We hope you have enjoyed reading about the Hollis Schools and some of the exciting events that support our efforts to engage and challenge Hollis Elementary School students. We continue to be very proud of the efforts of our superior staff that distinguish the Hollis Schools as positive learning communities with a culture of energized learning, collaboration, and respect.



CANDICE AND AMY



ELIZABETH AND RUTH

PHOTOS COURTESY OF THE HSD

## Superintendent's Report

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

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

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

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

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

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

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

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

In March 2011, we held a day-long open house at the SAU Office, inviting the public who might not have had a previous occasion to visit the SAU Office in to meet the staff who work there, to have a guided tour, and to enjoy refreshments prepared by the staff. It was an opportunity for many of us in the office to connect with members of the public. While the number of our visitors was lower than we had hoped, it was a great way to hear different perspectives on the office.

As we closed out the school year in June, the Senior Leadership Team said goodbye to two of its members: Mark McLaughlin, Business Administrator, and Marcy Kelley, Assistant Director of Special Education. By the summer's end, we welcomed Eric Horton to the Team as our new Business Administrator and Lisa Gifford joined us as the

Out of District Coordinator. We took the opportunity to relocate some of the offices to improve the work flow and to provide work spaces that afforded an improvement in the safekeeping of confidential information. Most recently, we said goodbye to Janet D'Amore, our Administrative Assistant for Student Services, but welcomed Samantha Smith in Janet's place.

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

#### **In Summary**

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

In sincere appreciation and thanks; submitted with respect,

Susan E. Hodgdon  
Superintendent of Schools

## Associate Superintendent's Report

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

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

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

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

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

This is an iterative process. In other words, teachers try out each part of the process, gather data on student learning, and make changes based upon the data, over and over with the ultimate goal of 100% of the students mastering all of the core curriculum standards in all subject areas or in the course.

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

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

Respectfully submitted,  
Dr. Betsey Cox-Buteau

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

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

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

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

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

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

Respectfully submitted,

Jeanne Saunders, M.Ed.  
Director of Special Education

## **SAU 41 Technology Report 2011-2012**

The Technology Department continues to be busy as the technology needs in SAU 41 grow and change.

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

A website committee made up of staff, school board, and community members has been formed to review and update the sau41.org website. The end result will be a web presence allowing the community easier navigation and access to information. Part of this process will also migrate the SAU 41 to an offsite hosting service. For a minimal fee this eliminates the expense of maintaining a web server.

In the upcoming year, SAU 41 will start the migration to the Windows 7 operating system. Microsoft has stopped supporting older operating systems and is phasing out support for Windows XP Pro. The updates will be phased in as older computers are replaced and the new units come with Windows 7 licensing.

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

Richard Raymond,  
Network Administrator  
1/15/2012

***2011 ANNUAL REPORT  
OF THE  
HOLLIS BROOKLINE COOPERATIVE  
SCHOOL DISTRICT***

## **Officers and Administration**

for the  
Year Ending June 30, 2011

### **Hollis Brookline Cooperative School Board**

Mrs. Janice Tremblay, Chair	Term Expires 2014*
Mr. Thomas Solon	Term Expires 2012*
Mr. Thomas Enright	Term Expires 2012
Mr. Fred Hubert	Term Expires 2013
James O'Shea, MD	Term Expires 2013
Mr. Stephen Simons	Term Expires 2013
Mr. William Beauregard, Jr.	Term Expires 2014
Mr. James Murphy	Term Expires 2013
Mrs. Julie Simons, Treasurer	Re-Appointed 2011
Mrs. Diane Leavitt, School District Clerk	Appointed 2008

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

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

### **SAU #41 Administration**

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

### **Hollis Brookline Middle School**

Mrs. Patricia Lewis Goyette, Principal  
Mr. Stephen Secor, Assistant Principal  
Ms. Patricia Rhodes, Special Education Coordinator

### **Hollis Brookline High School**

Mrs. Cynthia L. Matte, Principal  
Mr. Richard Barnes, Assistant Principal  
Mr. Robert Ouellette, Assistant Principal  
Ms. Heather Haas, Special Education Coordinator

\*Chair Tremblay resigned, effective end of December, 2011. Vice Chair Thomas Solon served as Chair until the March elections.



## 2012 Hollis/Brookline School District Warrant-Elections

### SCHOOL WARRANT The State of New Hampshire

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

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

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

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

Given under our hands and seals at said Hollis, New Hampshire on this 8<sup>th</sup> day of February, 2012.

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

A true copy of the warrant attest:

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

# **2012 Hollis/Brookline Cooperative School District Warrant**

## **HOLLIS/BROOKLINE COOPERATIVE SCHOOL DISTRICT WARRANT**

### The State of New Hampshire

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

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

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

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

**Article 1A.** (By Petition) Shall we adopt the provisions of RSA 40:13 (known as SB 2) to allow official ballot voting on all issues before the Hollis/Brookline Cooperative School District on the second Tuesday of March?

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

A true copy of the warrant – Attest:

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

# **2011 Hollis Brookline Cooperative School District Annual Meeting**

**Hollis Brookline High School, Hollis, NH  
16 March 2011**

## Hollis Brookline Cooperative School Board

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

James Murphy, Moderator  
Julie Simons, Treasurer  
Diane Leavitt, School District Clerk

## Hollis Brookline Cooperative Budget Committee

Greg McHale, Chair  
Douglas Davidson  
Forrest Milkowski  
Raymond Valle  
Stephen Pucci  
James Solinas  
Darlene Mann

## SAU #41 Administration

Susan Hodgdon	Superintendent of Schools
Betsey Cox-Buteau	Associate Superintendent of Schools
Mark McLaughlin	Business Administrator
Jeanne Saunders	Director of Special Education
Marcy Kelley	Asst. Director of Special Education
Richard Raymond	Network Administrator

## Hollis Brookline Middle School

Patricia Lewis Goyette	Principal
Stephen Secor	Assistant Principal

## Hollis Brookline High School

Cynthia L. Matte	Principal
Richard Barnes	Assistant Principal
Robert Ouellette	Assistant Principal
Grace Liliberte	Special Education Coordinator

The meeting was called to order at 7pm by Moderator James Murphy at the Hollis Brookline High School.

The Moderator started the meeting with the Pledge of Allegiance followed by the National Anthem sung by the High School Honors Choir, Haley Hursch, Grace Howard, Dillon Maloney, and Tom Quinlan.

The Moderator recognized those who have served in the military and thanked them for their service.

The Moderator requested a moment of silence to remember loved ones lost from as far away as Japan or as close as the house next door.

Janice Tremblay, School Board Chair introduced the School Board and gave a special thanks to Dan Peterson for 5+ years of service and presented him with a token of appreciation.

Susan Hodgdon, Superintendent of Schools introduced the SAU staff.

Greg McHale, Budget Committee chair introduced the Budget Committee, recognized and thanked Forrest Milkowski for retiring after 10 years on the Budget Committee.

Moderator introduced Bill Drescher, School District Attorney and Diane Leavitt, School District Clerk.

Moderator went over the rules of the meeting. Rules as proposed by moderator. **Motion CARRIED** by card vote.

**Article 1.** 8 March 2011, Election Results:

School Board (3 yr term):	William Beauregard, Jr.
School Board (3 yr term):	Janice Tremblay
Budget Committee (3 yr term):	Douglas Davidson
Budget Committee (3 yr term):	Valerie Ogden

**Article 2.** To see if the school district will vote to raise and appropriate a sum of **\$36,649** to fund the increase in cost items relative to professional staff salaries and fringe benefits for the 2011-2012 school year which resulted from good faith negotiations with the professional staff, and which represents the negotiated cost of living increase for those staff members that are off the salary table. This is the second year of a three year contract.

**The Budget Committee does not recommend this appropriation.**

**The School Board recommends this appropriation.**

Steve Simons motioned to bring Article 2 to the floor. Seconded by Tom Enright.

Dan Peterson, School Board gave a presentation.

Greg McHale, Budget Committee gave a presentation.

The Moderator opened the floor to questions.

Discussions ensued.

Moderator motioned to the floor to allow Attorney Drescher to speak to a question. **Motion CARRIED** by card vote.

Beth Lukovits motioned from the floor to move the question. Seconded by Mike Harris. **Motion CARRIED** by 2/3 card vote.

Moderator brought Article 2 to a vote. YES - 124 NO - 202 **Motion NOT CARRIED** by a card vote.

Greg McHale motioned to reconsider Article 2. Seconded by Steve Pucci. **Motion NOT CARRIED** by a card vote.

John Andruszkiewicz motioned to restrict reconsideration of Article 2. Seconded by Ray Valle. **Motion CARRIED** by card vote.

**Article 3.** Shall the Hollis Brookline Cooperative School District, if Article 2 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 2 cost items only?

Steve Simons motioned to bring Article 3 to the floor. Seconded by Fred Hubert.

Dan Peterson, School Board gave an explanation for a special meeting.

Discussions ensued.

Eric Power motioned to move the question. Seconded by Mike Harris. **Motion CARRIED** by 2/3 card vote.

Moderator brought Article 3 to a vote. **Motion NOT CARRIED** by a card vote.

Mike Harris moved to restrict reconsideration of Article 3. Seconded by Robert Mann. **Motion CARRIED** by card vote.

**Article 4.** To see if the school district will vote to raise and appropriate a sum of **\$14,376** to fund the increase in cost items relative to support staff salaries and fringe benefits for the 2011-2012 school year which resulted from good faith negotiations with the support staff, and which represents the negotiated cost of living increase for those staff members that are off the salary table. This is the second year of a three year contract.

**The budget committee does not recommend this appropriation.**

**The school board recommends this appropriation.**

Steve Simons motioned to bring Article 4 to the floor. Seconded by Tom Enright.

Dan Peterson, School Board gave a presentation.

The Moderator opened the floor to questions.

Discussions ensued.

Moderator brought Article 4 to a vote. YES - 152 NO - 196 Motion **NOT CARRIED** by card vote.

Greg McHale motioned to restrict reconsideration to Article 4. Seconded by Ray Valle. **Motion CARRIED** by card vote.

**Article 5.** Shall the Hollis Brookline Cooperative School District, if Article 4 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 4 cost items only

Janice Tremblay motioned to pass over Article 5. Seconded by Fred Hubert. **Motion CARRIED** by 2/3 card vote.

**Article 6.** To see if the school district will vote to raise and appropriate a sum of **\$18,780,000** for the support of schools, for the payment of salaries for the school district officials and agents and for the payment of statutory obligations of the district. This appropriation does not include appropriations voted in other warrant articles.

**The budget committee recommends this appropriation.**

**The school board does not recommend this appropriation.**

Greg McHale motioned to bring Article 6 to the floor. Seconded by Steve Pucci.

Greg McHale, Budget Committee gave a presentation.

Dan Peterson, School Board motioned to amend Article 6 to \$19,523,750. Seconded by Steve Simons.

Dan Peterson, School Board gave a presentation.

Discussions ensued.

Doug Cleveland motioned to move the question. Seconded by Mr. Mokowski. **Motion CARRIED** by 2/3 card vote.

Moderator brought the amendment to Article 6 to a vote. YES – 177 NO – 186 **Amendment NOT CARRIED** by card vote.

Jeff Aulbach motioned to amend Article 6 to \$19,250,000. Seconded by Rosemary Mazzochi.

Moderator opened the floor to questions.

Ray Valle motioned to move the question. Seconded by Steve Pucci. **Motion CARRIED** by 2/3 card vote.

The Moderator brought the amendment to Article 6 to a vote. Moderator Murphy stated that a recount was needed because the vote was too close and there was a question as to whether one of the tables had been counted.

The Moderator brought the amendment to Article 6 to another vote. YES - 193 NO - 187 **Amendment CARRIED** by card vote.

Spencer Stickney motioned to move amended Article 6. Seconded by Theresa Ash. **Motion CARRIED** by a 2/3 card vote.

Moderator stated that there was a petition for a secret ballot vote on Article 6 as amended. Moderator gave specific instructions on how to vote. Must circle yes/no ballot do not tear it.

Moderator read amended Article 6 and opened the polls. YES - 230 NO - 186 **Motion CARRIED** by ballot vote.

Spencer Stickney motioned for reconsideration of Article 6. Seconded by Theresa Ash.

Point of order from the floor that the speaker must indicate which side he was on the prevailing side or the losing side of Article 6. **Motion NOT CARRIED** by card vote.

Moderator brought reconsideration of Article 6 to a vote. YES – 116 NO - 192 **Motion NOT CARRIED** by card vote.

Mike Harris motioned to restrict reconsideration to Article 6. Seconded by someone from the floor. **Motion CARRIED** by 2/3 card vote.

Forrest Milkowski motioned to take up non fiscal articles while Article 6 voting was ongoing. Seconded by Ray Valle. **Motion CARRIED** by 2/3 vote.

**Article 9.** To see if the school district will authorize the Hollis Brookline Cooperative School District to access future year state and federal catastrophic aid funds in the event that special education costs exceed budget limitations.

**The school board recommends this article.**

John Anderson motioned to move Article 9 to the floor. Seconded by Mr. Partridge.

No discussions.

Steve Simons motioned to move the question. Seconded by Tom Enright.

Moderator brought Article 9 to a vote. **Motion CARRIED** by card vote.

**Article 7.** To see if the school district will vote to create an expendable trust fund under the provisions of RSA 198:20-c, to be known as the Hollis-Brookline Cooperative District Maintenance Fund, for the purpose of providing funds to address unanticipated emergency expenditures that occur after the fiscal year budget is approved. Furthermore, to raise and appropriate up to the sum of \$50,000 from the H-B Cooperative School District's June 30, 2011 unreserved fund balance, available for transfer on July 1, 2011, and to name the Co-op School Board as agents to administer said fund. Upon identification of a requirement for funds to be expended, the Board will collaborate with the Co-op Budget Committee. A public hearing will be held prior to expending monies from the fund.

**The budget committee does not recommend this appropriation.**

**The school board recommends this appropriation.**

Dan Peterson motioned to pass over Article 7. Seconded by Ray Valle. **Motion CARRIED** by 2/3 card vote.

**Article 8.**

To see if the school district will vote to create an expendable trust fund under the provisions of RSA 198:20-c, to be known as the Hollis-Brookline Cooperative District Special Education Fund, for the purpose of providing funds to address unanticipated special education expenditures that occur after the fiscal year budget is approved. Furthermore, to raise and appropriate up to the sum of \$50,000 from the H-B Cooperative School District's June 30, 2011 unreserved fund balance, available for transfer on July 1, 2011, and to name the Co-op School Board as agents to administer said fund. Upon identification of a requirement for funds to be expended, the Board will collaborate with the Co-op Budget Committee. A public hearing will be held prior to expending monies from the fund.

**The budget committee recommends this appropriation.**

**The school board recommends this appropriation.**

Dan Peterson motioned to pass over Article 8. Seconded by Tom Enright. **Motion CARRIED** by 2/3 card vote.

**Article 10 (by Petition).** "Shall the voters of the Hollis Brookline Cooperative School District within school administrative unit 41 adopt the provisions of RSA 194-C:9-b to allow for insertion of the school administrative unit budget as a separate warrant article at annual school district meetings?"

**The budget committee recommends this article.**

**The school board recommends this article.**

Chris Hyde motioned to bring Article 10 to the floor. Seconded by Mike Harris.

Chris Hyde gave a presentation

Discussions ensued.

Eric Power motioned to move the question. Seconded by Ann Dumont. **Motion CARRIED** by 2/3 card vote.

Moderator brought Article 10 to a vote. Polls opened for secret yes/no ballot vote. Majority of combined votes across the 3 districts wins. **Motion UNDISCLOSED** at this time.

**Article 11.** To transact any other business which may legally come before said meeting.

Peter Band made a motion to bring forward the following petition for consideration. Seconded by Doug Davidson.

We, being registered voters of the Town of Hollis, New Hampshire, respectfully petition the Hollis Brookline Cooperative SAU to delay further site preparation and/or construction of the high school football field relocation project until all issues have been heard, considered, vetted and approved by the Planning Board, as was the Coop's previous efforts on the Love Lane Field. Specifically, the voters would like an accounting of all funds expended and planned to be expended, including the sources of such funds. Further, the voters request the following:



- 1) A comprehensive site plan showing the location, evaluation and public way views of all planned facilities/buildings/structures.
- 2) A presentation of all alternative sites and plans previously considered and still under consideration.
- 3) An impact statement regarding possible requirements mandated by state, safety, and environmental concerns such as fencing, irrigation, drainage, buffers, shelters, security lights, etc.
- 4) An estimate of all incremental recurring costs such as maintenance, utilities, temporary and permanent staff.
- 5) A site walk open to abutters and concerned residents.

Discussions ensued.

Brandon Buteau motioned to move the question. Seconded by someone of the floor. **Motion CARRIED** by 2/3 card vote.

Moderator brought the petition for consideration to a vote. **Motion CARRIED** by a card vote.

Steve Simons motioned to adjourn the meeting. Seconded by Tom Enright. **Motion CARRIED** by a card vote.

Meeting adjourned at 12:30am

Respectfully submitted,

Diane Leavitt  
Hollis Brookline School District Clerk

## Budget

### HOLLIS-BROOKLINE COOPERATIVE SCHOOL DISTRICT ACTUAL AND BUDGETED EXPENDITURES

ACCOUNT DESCRIPTION		BUD COMM			
		ACTUALS FY2011	ADOPTED FY2012	PROPOSED FY2013	RECOMMENDED FY2013
1100-1199	Regular Programs	\$5,448,043.50	\$5,287,515.00	\$5,297,742.53	\$5,400,000.00
1200-1299	Special Programs	2,072,749.54	2,500,695.00	2,593,996.68	2,350,000.00
1300-1399	Vocational Programs	133,380.82	108,933.00	140,942.00	108,933.00
1400-1499	Other Programs	465,769.93	440,570.00	442,199.54	390,000.00
2000-2199	Student Support Services	1,126,987.09	1,120,425.00	1,183,696.46	1,050,425.00
2200-2299	Instructional Staff Services	465,663.34	485,550.00	472,211.39	485,550.00
2310 840	School Board Contingency	0.00	0.00	0.00	0.00
2310-2319	Other School Board	58,360.55	37,429.00	50,334.10	40,000.00
2320-310	SAU Management Services	673,179.96	673,466.00	0.00	0.00
2400-2499	School Administration Service	758,303.06	783,684.00	751,746.16	751,746.16
2600-2699	Operation & Maintenance of Plant	1,082,263.45	1,141,812.00	1,150,803.77	1,150,803.77
2700-2799	Student Transportation	701,900.00	698,772.00	816,178.00	725,000.00
2800-2999	Support Service Central & Other	3,149,396.38	3,196,361.00	3,398,694.37	3,027,817.32
5110	Debt Service - Principal	893,729.06	901,005.00	885,550.61	885,550.61
5120	Debt Service - Interest	999,575.94	1,001,518.00	1,010,829.39	1,010,829.39
5220-5221	To Food Service	549,341.00	536,754.00	499,114.00	474,055.94
5222-5229	To Other Special Revenue	335,511.00	335,511.00	235,000.00	223,201.81
<b>TOTAL</b>		<b>18,914,154.62</b>	<b>19,250,000.00</b>	<b>18,929,039.00</b>	<b>18,073,913.00</b>
Various	SPECIAL WARRANT ARTICLES				
Various	INDIVIDUAL WARRANT ARTICLES			770,961.00	721,937.00
<b>GRAND TOTAL</b>		<b>18,914,154.62</b>	<b>19,250,000.00</b>	<b>19,700,000.00</b>	<b>18,795,850.00</b>

## Revenue

### HOLLIS-BROOKLINE COOPERATIVE SCHOOL DISTRICT STATEMENT OF REVENUES & APPROPRIATIONS

	APPROVED BY DRA 2010 - 2011	PROPOSED 2011-2012	APPROVED BY DRA 2011-2012	RECOMMENDED 2012-2013
<b>REVENUE &amp; CREDITS</b>				
<b>REVENUE FROM LOCAL SOURCES</b>				
TUITION	\$14,868		\$21,867	
EARNINGS ON INVESTMENTS	3,170		3,171	3,171
FOOD SERVICE SALES			466,844	459,131
OTHER LOCAL SOURCES	11,895			
<b>REVENUE FROM STATE SOURCES</b>				
SCHOOL BUILDING AID	395,323		396,021	395,638
CATASTROPHIC AID	119,331		130,979	205,352
CHILD NUTRITION			3,744	3,500
OTHER STATE SOURCES	3,087			
<b>REVENUE FROM FEDERAL SOURCES</b>				
FEDERAL GRANTS			15,718	15,000
CHILD NUTRITION			36,635	36,483
DISABILITY PROGRAMS			226,419	220,000
MEDICAID DISTRIBUTION	91,863		85,000	68,000
OTHER FEDERAL SOURCES	101,115		108,017	
UNRESERVED FUND BALANCE	512,409		177,921	
VOTED FROM FUND BALANCE				
TRANSFERS IN	4,033			
<b>SUBTOTAL OF REVENUES</b>	<b>\$1,253,061</b>	<b>\$-</b>	<b>\$1,672,336</b>	<b>\$1,406,275</b>
DISTRICT ASSESSMENT	\$12,758,594	\$10,689,677	\$17,577,664	\$12,335,086
ADEQUACY AID - TAX	2,114,640			2,135,945
ADEQUACY AID - GRANT	2,787,860			2,918,544
<b>TOTAL REVENUES AND CREDITS</b>	<b>\$18,914,155</b>	<b>\$10,689,677</b>	<b>\$19,250,000</b>	<b>\$18,795,850</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$18,914,155</b>	<b>\$10,689,677</b>	<b>\$19,250,000</b>	<b>\$18,795,850</b>

# Financial Report

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

	<u>General</u>	<u>Food Service</u>	<u>Grants</u>	<u>Permanent</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>REVENUES</b>						
School district assessment	\$12,023,021	\$-	\$-	\$-	\$-	\$12,023,021
Other local	29,933	454,454	-	46,144	14,674	545,205
State	5,613,083	3,744	-	-	3,750	5,620,577
Federal	192,978	51,843	376,657	-	-	621,478
<b>Total revenues</b>	<b>17,859,015</b>	<b>510,041</b>	<b>376,657</b>	<b>46,144</b>	<b>18,424</b>	<b>18,810,281</b>
<b>EXPENDITURES</b>						
Current:						
Instruction	8,418,533	-	346,295	1,497	19,414	8,785,739
Support services:						
Student	1,133,477	-	4,214	-	-	1,137,691
Instructional staff	475,086	-	16,006	-	-	491,092
General administration	58,361	-	-	-	-	58,361
Executive administration	673,180	-	-	-	-	673,180
School administration	767,153	-	-	-	-	767,153
Operation and maintenance of plant	1,199,048	-	-	-	-	1,199,048
Student transportation	703,582	-	-	-	-	703,582
Other	3,149,396	-	-	-	10,452	3,159,848
Non-instructional services	-	450,625	-	-	-	450,625
Debt service:						
Principal	893,729	-	-	-	-	893,729
Interest	999,576	-	-	-	-	999,576
Facilities acquisition and construction	-	-	10,142	-	32,177	42,319
<b>Total expenditures</b>	<b>18,471,121</b>	<b>450,625</b>	<b>376,657</b>	<b>1,497</b>	<b>62,043</b>	<b>19,361,943</b>
Excess (deficiency) of revenues over (under) expenditures	(612,106)	59,416	-	44,647	(43,619)	(551,662)
Other financing sources (uses):						
Transfers in	4,033	-	-	-	1,092	5,125
Transfers out	-	-	-	(5,125)	-	(5,125)
<b>Total other financing sources and uses</b>	<b>4,033</b>	<b>-</b>	<b>-</b>	<b>(5,125)</b>	<b>1,092</b>	<b>-</b>
Net change in fund balances	(608,073)	59,416	-	39,522	(42,527)	(551,662)
<b>Fund balances, beginning</b>	<b>824,715</b>	<b>142,597</b>	<b>-</b>	<b>261,384</b>	<b>90,737</b>	<b>1,319,433</b>
<b>Fund balances, ending</b>	<b>\$216,642</b>	<b>\$202,013</b>	<b>\$-</b>	<b>\$300,906</b>	<b>\$48,210</b>	<b>\$767,771</b>

**Hollis-Brookline Cooperative School Board**  
**Balance Sheet**  
**Governmental Funds**  
**June 30, 2011**

	General	Food Service	Grants	Permanent	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>						
Cash and cash equivalents	\$245,776	\$204,354	\$-	\$-	\$48,442	\$498,572
Investments	7,798		-	-	-	7,798
Receivables:						
Accounts	487	1,429	-	-	-	1,916
Intergovernmental	17,041	3,012	230,293	300,906	-	551,252
Interfund receivable	195,924	-	-	-	-	195,924
Inventory	-	9,250	-	-	-	9,250
Prepaid items	1,500	45	-	-	-	1,545
Total assets	<u>\$468,526</u>	<u>\$218,090</u>	<u>\$230,293</u>	<u>\$300,906</u>	<u>\$48,442</u>	<u>\$1,266,257</u>
<b>LIABILITIES</b>						
Accounts payable	\$167,411	-	\$29,709	\$-	\$232	\$197,352
Accrued salaries and benefits	58,112	1,077	5,797	-	-	64,986
Intergovernmental payable	26,361	45	-	-	-	26,406
Interfund payable	-	1,137	194,787	-	-	195,924
Deferred revenue	-	13,818	-	-	-	13,818
Total liabilities	<u>251,884</u>	<u>16,077</u>	<u>230,293</u>	<u>-</u>	<u>232</u>	<u>498,486</u>
<b>FUND BALANCES</b>						
Nonspendable:						
Endowments	-	-	-	232,544	-	232,544
Inventory	-	9,250	-	-	-	9,250
Restricted for:						
Instruction	-	-	-	68,362	-	68,362
Assigned to:						
Instruction	15,984	-	-	-	48,210	64,194
Support services	31,988	-	-	-	-	31,988
Non-Instructional services	-	192,763	-	-	-	192,763
Return to Towns	168,670	-	-	-	-	168,670
Total fund balances	<u>216,642</u>	<u>202,103</u>	<u>-</u>	<u>300,906</u>	<u>48,210</u>	<u>767,771</u>
Total liabilities and fund balances	<u>\$468,526</u>	<u>\$218,090</u>	<u>\$230,293</u>	<u>\$300,906</u>	<u>\$48,442</u>	<u>\$1,266,257</u>

## Special Education Expenditures

HOLLIS-BROOKLINE COOPERATIVE SCHOOL DISTRICT  
ACTUAL EXPENDITURES FOR SPECIAL EDUCATION PROGRAMS AND SERVICES  
PER RSA 32:11a

<b><u>EXPENSES:</u></b>	<b><u>FY2010</u></b>	<b><u>FY2011</u></b>
SALARIES	\$1,941,583	\$1,798,039
BENEFITS	601,872	609,960
CONTRACTED SERVICES	210,918	342,237
TRANSPORTATION	224,632	267,534
TUITION	624,825	494,030
MATERIALS	11,993	43,372
EQUIPMENT	4,477	138,462
OTHER	1,104	
SUBTOTAL	<u>\$3,621,404</u>	<u>\$3,693,635</u>
 <b><u>REVENUE:</u></b>		
CATASTROPHIC AID	\$82,736	\$119,331
MEDICAID DISTRIBUTION	122,871	91,863
IDEA	269,164	126,124
ARRA		205,142
SUBTOTAL	<u>\$474,771</u>	<u>\$542,459</u>
 <b>NET COST FOR SPECIAL EDUCATION</b>	<b><u><u>\$3,146,633</u></u></b>	<b><u><u>\$3,151,175</u></u></b>

# Hollis Brookline Cooperative Teacher Roster

## TEACHER ROSTER HOLLIS BROOKLINE MIDDLE SCHOOL

Name		Assignment	College	Degree
Patricia Lewis	Goyette	Principal	UNH	M.Ed.
Stephen	Secor	Assistant Principal	Northern Arizona Univ.	M.Ed.
Patricia	Rhodes	Special Education Coordinator	Loyola Marymount Univ.	M.A.
Claudia	Banks	Spanish	Superior en Lenguas Vivas No. 1 de Rosario (Argentina)	B.A.
David	Bond	Science	U. Mass.	M.A.
Gayle	Bottcher	Physical Education	U. Bridgeport	M.S.Ed.
Amy	Bouchard	English	UNH	M.A.T.
Stephen	Capraro	Social Studies	St. Anselm College	B.A.
Jennifer	Christman	Special Education	Keene State	B.S.-B.A.
June	Cloutier	French	Anna Maria College	B.A.
Susan	Connelly	Social Studies	NYU	M.A.
Nancy	Cook	School Psychologist	Notre Dame College	M.Ed.
Karen	Coutu	English Language Arts	Rivier	M.Ed.
Laura	DeRosa	Social Studies	UNH	M.A.
Lynn	DiZazzo	English Language Arts	Fairfield Univ.	B.A.
Susan	Doyle	Special Education	Rivier	M.Ed.
Michael	Dubois	Guidance	Rivier	M.Ed.
Claudia	Dufresne	Reading	Fitchburg State	M.Ed.
Janice	Ellerin	Science	Montclair State Univ.	M.A.
			Rutgers	M.A.
Carolyn	Evans	Science	Boston Univ.	B.S.
Leonid	Gershgorin	Reading	Rivier	M.A.T.
Christine	Grieff	Guidance	American Grad. School Intl. Mgmt.	M.A.
			Plymouth State	M.Ed.
Pamela	Griffith	Special Education	SUNY, Potsdam	B.A.
Joseph	Gruce, III	Computer	Duquesne Univ.	M.A.
Katrina	Hall	Mathematics	Rivier	B.A.
William	Hinkle	Music	Rivier	B.Music
Carolyn	Jahns	Media	Plymouth State	M.Ed.
Dean	Jahns	Mathematics	Rivier	M.Ed.
Ronald	Johnston	Physical Education	UNH	M.S.
Janet	Lash	Spanish	Regis College	B.A.
Barry	Lyle	Social Studies	Framingham State	M.A.
Melanie	Madden	Special Education	Rivier	M.Ed.
Sheila	Mandragouras	School Nurse	Fitchburg State	BSN
Patricia	Marquette	Algebra	UNH	B.S.

<b>Name</b>		<b>Assignment</b>	<b>College</b>	<b>Degree</b>
Lynne	Ouellette	Art	Keene State	B.S.
Christine	Page	Special Education	Fitchburg State	M.Ed.
Paul	Picariello	Technology Education	Fitchburg State	M.Ed.
Kerbert	Porter-Elliott	English Language Arts	Harvard Univ.	M.A.
Teresa	Rossetti	Mathematics	Rivier	M.A.
Caitlin	Silveria	Life Skills	Rivier	M.Ed.
Patricia	Smith	Science	Mississippi State	M.S.
Nancy	Spencer	Music	U. Conn	M.M.
Kirsten	Werne	Mathematics	Rivier	M.A.T.
Erin	White	Health-Wellness	UNH	B.S.

**TEACHER ROSTER**  
**HOLLIS BROOKLINE HIGH SCHOOL**

<b>Name</b>		<b>Assignment</b>	<b>College</b>	<b>Degree</b>
Cynthia	Matte	Principal	Rivier	M.Ed., CAGS
Richard	Barnes	Assistant Principal	Northeastern Univ.	M.Ed.
Robert	Ouellette	Assistant Principal	NH College	M.B.A.
Heather	Haas	Special Education Coordinator	St. Bonaventure	M.S.Ed.
Rhon	Rupp	Athletic Director	Univ. North Carolina	B.A.
Rebecca	Balfour	Social Studies	Univ. of New England	M.S.Ed.
Dorothy	Ball	Mathematics	Nova Southeastern Univ.	M.A.
Alexander	Basbas	Spanish	UNH	M.Ed.
Sandra	Bent	Guidance	Rivier	M.Ed.
Donald	Boggis	Phys. Ed./Wellness	Plymouth State	B.S.
Barbara	Boucher	Media-Library	URI	M.L.S.
John	Boucher	Physics/Physical Science	U. Mass, Lowell	M.Ed.
Christina	Brown	Mathematics	Rivier	M.Ed.
Rodney	Brown	Mathematics	Boston College	M.B.A.
Cathy	Burbee	School Nurse	Univ. of Southern Maine	B.S.N.
Kelly	Burishkin	Chemistry	Univ. of Texas at Austin	M.A.
Nerissa	Calo	English	Mt. Holyoke	B.A.
Rodney	Clark	Biology	Fitchburg State	M.Ed.
Kimberly	Coughlin	Social Studies	Rivier	M.Ed.
Jillian	Hegarty	504 Coordinator	Rivier	M.Ed.
Catherine	Cray	SAP Counselor	Rivier	M.A.
Kelly	Cummings	English	Rivier	M.Ed.
Amanda	Delaney	Special Education	Rivier	M.Ed.
Bonnie	Del Signore	Mathematics	Brown Univ.	B.A.
Kristen	Desborough	Job Developer	Univ. of Missouri	B.A.
Elizabeth	Dragoumanos	Spanish	Holy Cross	B.A.
Trevor	Duval	Social Studies	Austin State Univ.	M.Ed.
Katherine	Emerson	Physical Science	Stonehill College	B.S.



Name		Assignment	College	Degree
Lara	Evans	Latin	Georgetown Univ.	B.S.
Julie	Formidoni	Music	Plymouth State	B.S.
Heidi	Foster	English	Harvard and Rivier	M.T.S. & M.A.T.
Michael	Fox	English	Middlebury	M.A.
Kerry	Gangemi	Guidance	Notre Dame College	M.Ed.
Timothy	Girzone	Physical Education-Wellness	UNH	M.Ed.
Jennifer	Given	Social Studies	Antioch New England	M.Ed.
Tracy	Gray	Physical Education	Keene State	B.S.
Christine	Haight	Special Education	Rivier	M.Ed.
Candice	Hancock	Family and Consumer Science	Keene State	B.S.
Susan	Hay	Technology	UNH	M.B.A.
Christine	Heaton	English	Antioch New England	M.A.
Robert	Huckins	Social Studies	Rivier	M.Ed.
Lin	Illingworth	English	UNH	M.A.T.
Mark	Illingworth	Mathematics	Savannah College of Art & Design	M.A.
Timothy	Kelley	Mathematics	Univ. of Lowell	M.S.
Kathleen	Kirby	Social Studies	Middlebury	M.P.A. & M.A.T.
Linda	Lannin	Occupational Therapist	Florida International Univ.	M.S.
Adriana	Linn	Spanish	Universidad Externado de Colombia	B.A.
Tammy	Leonard	Mathematics	Univ. Mississippi	M.A.
Brigitte	MacMillan	Art-Photography	Rivier	B.A.
Deborah	Maloney	Chemistry	URI	M.S.
Kathleen	Maynard	Guidance	Rivier	M.Ed.
Amber	Mayville	LD Case Manager	Rivier	B.A.
Judith	McDaniel	Mathematics	Rivier	M.B.A.
Samantha	McElroy	English	Temple Univ.	B.S.
Ann	Melim	English	UNH	M.A.
Susan	Mooers	Mathematics	Univ. Southern Maine	M.S.
Catherine	Orzech	Biology/Physical Science	Univ. of Notre Dame	M.Ed.
Susan	Patz	School Nurse	Univ. of San Francisco	B.S.
Lina	Pepper	Art	Plymouth State	B.S.
Alison	Piec	Mathematics	Keene State	B.A.
Stacey	Plummer	Mathematics	Univ. Rochester	B.A.
Milton	Robinson	Special Education	Rivier	M.Ed.
Maryanne	Rotelli	Biology/Chemistry	Worcester Poly Tech.	M.S.
Kristen	Roy	Spanish	SUNY Albany	M.Ed.
Annie	Roy-Faucher	French	Rivier	M.A.
Megan	Rushford	English	Franklin Pierce College	M.Ed.
Michelle	Sacco	Special Education	Oakland Univ.	M.A.
Maria	St. Pierre	Health Education	Univ. of Lowell	B.S.
Mariealana	Salamone	English	Rivier	M.A.

<b>Name</b>		<b>Assignment</b>	<b>College</b>	<b>Degree</b>
Lisa	Smagula	English	Univ. of New Hampshire	M.A.T.
Jennifer	Staub	Social Studies	Tufts Univ.	M.A.T.
Julie	Sullivan	Guidance	Antioch New England	M.A.
George	Taliadouros	Chemistry	American International College	M.Sc.T.
Michael	Tenters	French	Keene State	B.A.
Trudi	Thompson	Biology	Clemson	B.S.
Francis	Tkaczyk	Special Education	Notre Dame College	M.Ed.
Elyse	Tomlinson	English-Theatre Arts	Univ. of Santa Clara	M.A.
David	Umstead	Instrumental Music	Univ. of Louisville	M.M.
Nathan	Warren	Social Studies	Hampshire College	B.A.
Richard	Winslow	Guidance	UNH & Keene State	M.A.& M.Ed.
Lucas	Woods	Social Studies	UNH	M.Ed.
Ann	Young-Gendreau	Special Education	Fitchburg State	M.Ed.
Robert	Zimmerman	Psychotherapist	Salem State	M.S.W.
Cora	Zingales	Special Education	UNH	B.A.

# Hollis Brookline Middle School

## ADMINISTRATIVE REPORT 2011-2012

With tremendous pride and enthusiasm I submit this annual report to the citizens of Hollis and Brookline.

Hollis Brookline Middle School is an exemplary middle school. As Principal I can confidently make that statement based on the actual day-to-day events. Teachers, paraprofessionals, parents, support staff and community members work tirelessly for the sole purpose of providing a quality, comprehensive education for the young adolescents of Brookline and Hollis. Our assistant principal, Steve Secor has served to positively enhance our program. I value his skills and knowledge. Together we have formed an effective partnership.

Building initiatives and subsequent accomplishments are described in the following text.

**ROCK** In 2004, the Best Schools Leadership Initiative group worked diligently to create an advocacy program for our students. I am pleased to report that the program continues today and has become a tradition. ROCK is the acronym for reading, organization, communication and knowledge. Students begin the first 20 minutes of each day in small groups of 8-10 with an advisor. Research continues to support the claim that *academic achievement increases when adolescents have a connection with an adult.*

**MIDDLE LEVEL TEAMING** The heart of any middle school is the creation of smaller learning communities. Hollis Brookline Middle School has four such communities called teams, each housing 110+ students with five core teachers. The primary difference between junior high schools of the 50's and 60's and our present structure of teaming is the ability for staff to communicate, to plan, to monitor student achievement, to conference and to know students better. Our teams are unique as they integrate one specialist per quarter (art, technology education, and health). The Family and Consumer Science Program was eliminated for the 11-12 school year. In its place Middle School 101 was created. The curriculum included transition support, study skills, HBMS resources, data bases, computer account set ups, bullying and a portion of the comprehensive guidance curriculum. High School 101 for the eighth grade students will focus on transition to the HS, bullying and successful completion of the ICT portfolio.

**SPECIALISTS** In addition to the four specialists just described, the HBMS student is offered choices in music (band, chorus, and general music), foreign language (Spanish, French), reading (remedial, developmental) as well as physical education every other day all year. The library media specialist is extremely valuable to students individually and a valuable resource to content teachers. We are extremely proud of the balance afforded each student. The core rigor balanced with life skills specialty areas provide our young adolescents with developmentally sound experiences.



*Winter Concert – Grade 8 band and chorus students perform under the direction of Mr. Bill Hinkle and Mrs. Nancy Spencer.*

*Fischer Cats Game – 8<sup>th</sup> grade chorus members sing the National Anthem.*



**BLOCK SCHEDULING** As a direct result of one team's effort, the entire school is presently scheduled into blocks. Research positively supports larger blocks of instructional time for many reasons, some include fewer transitions, increased instructional time, and longer periods allowing teachers time to introduce, apply/practice and assess understanding. In addition, there are positive effects with overall organization and homework completion. The success of block scheduling is due to the teachers' skill and time in redesigning traditional 45-minute periods.

**ACADEMICS** Rigor and relevance describe the connection between all areas of the curriculum. Science is only one example of such rigor and relevance. The seventh grade curriculum focus is life science and 8<sup>th</sup> grade earth and space science. Science at HBMS is a hands on approach, not text book driven.



*Life science identifying paramecium by using a Dichotomous Key.*

**EXTRA CURRICULAR OPPORTUNITIES** Part of our mission in providing a comprehensive, quality education is the opportunity for all students to become involved in school beyond the academic day. Yearbook, Art Club, Drama, intramural and interscholastic sports are some, but not all of the offerings. The Trash Talkers, our recycling group have been very active over the years. Collections of batteries and ink cartridges and contributions to the Dian Fossey International Gorilla Fund and the Humane Society have been large accomplishments. Students meet frequently with their advisor, Martha Bousquet to brainstorm and implement strategies to raise awareness.



*Recycling efforts by one ROCK group.*

Our girls' volleyball team competed in the finals and the girls' Soccer Team was announced as the Tri County League Champions with an undefeated season.

*HBMS Tri County Girls' Soccer Champions*



**TECHNOLOGY** With the addition of wireless access to 80% of HBMS last year, there is more flexibility for students and staff to complete Information and Communication Technology (ICT) projects without necessarily moving to one of the three "fixed" labs. Students continue their cumulative ICT work until spring of their 8<sup>th</sup> grade year at which time they create a portfolio demonstrating proficiency in word, spreadsheets, webpages and presentations.

Teachers for the 2011-2012 school year were greeted with new laptops. It has made using the new Google Mail/Document system and PowerSchool much more efficient. The new Google Mail/Document system is allowing staff to share and collaborate on ideas with their teams, subject area colleagues, as well as between schools. Mrs. DiZazzo and Mrs. Hall have embraced the functionality of various Web 2.0 tools as the next generation in learning. Their

thoughtful approach to incorporating these tools into their curriculum has truly engaged our students and contributed to their conceptual understanding.

**PROFESSIONAL LEARNING COMMUNITIES** While HBMS staff has worked collaboratively as departments and interdisciplinary teams for many years, the clear focus on student learning has been the subtle yet powerful shift with Professional Learning Communities. Three succinct questions guide our work:

What do we want our students to learn?

How will we know they have learned it?

What will we do if they have not learned it?

Core teachers have been meeting weekly to articulate the 8-10 essential outcomes of each unit and have created common assessments. The work continues to benefit both students and staff.

**STUDENT ACHIEVEMENT** HBMS recognizes students on a quarterly basis. The High Comprehensive Honor Roll is awarded to students who receive all A's in every subject; Comprehensive Honor Roll, all A's and B's. On average 70 percent of our students receive such status.

*Fall Recognition Assembly honoring Honor Roll students and all fall sport participants. We are proud to have many parents join us regularly in the celebration.*

NECAP results continue to rate our students far above the State average in reading, math and writing and slightly above in science.

As mentioned earlier, writing is a major focus. Students annually participate in essay contests including DAR, VFW Patriot's Pen, Fleet Reserve, Scholastic Alliance for Young Writers and the Library of Congress Letters about Literature. We have three winners in the Patriot's Pen who will be publicly announced in June.



The Mathcounts Team competes in the Regional Mathcounts Competition in February. Eighteen schools compete for the top three positions to go to the State Competition. Our team has been selected and has begun preparation for the Regional Competition. Congratulations to the Math Counts Team: S. Anderson, M. Bonnette, C. Daigle, K. Fox, M. Garside, J. Lindstrom, V. Nithipalan, T. Okada, M. Partridge, K. Roberts, M. Spooner.

**LITERACY** We recognize Claudia Dufresne (grade 8 reading) and Karen Coutu (grade 8 English) for their continued work with literacy. Four years ago we attended a two day summit on literacy. The result was a three year timeline describing professional development. Beyond providing practical ideas for incorporating more reading strategies across all content areas, we have focused heavily on writing. A portion of every staff meeting has been devoted to sharing writing samples and their accompanying rubric. We believe the heavy emphasis on writing has positively affected our NECAP writing scores. Our present focus is on note taking; best practices to promote learning.

**COMMUNITY** At Hollis Brookline Middle School we stress the value of community and each individual's role and responsibility within the environment. Service to community has grown significantly within the curriculum, through Student Council, and within ROCK groups.

The PTSA enhances our learning community in a most positive manner. The members, whether officers, committee chairs, in-school volunteers or home support, all have special roles that fulfill diverse needs. We are blessed with our parent involvement in all aspects of the middle school program.

The HBMS male teachers participated in Janu-hairy to raise money for prostate cancer. For the entire month of January they refrained from shaving. All participants are recognized for their commitment to a most worthy cause. The goal this year is to surpass last year's total of one thousand dollars. Our partnership with local veterans remains strong. The annual



Veterans' Day Assembly has become the staff and student favorite. At that time a character award is announced given in memory of Robert Kelly who was instrumental in connecting local veterans with grade 8 students. That award is presented in June to one 8<sup>th</sup> grade student who most closely resembles the character of Mr. Kelly. Prior to the Washington, DC trip, veterans meet with students to talk about the conflicts and wars in which they served. Students gain a much better understanding of issues which translates into a greater appreciation of the trip in general and our country specifically.



*Flag folding protocol demonstrated by 8<sup>th</sup> grade students.*

*Annual Veterans' Day Ceremony.*



To the citizens of Hollis and Brookline, I have announced my retirement date of June 30, 2012. Special thanks are extended to all who have sent me messages. I have thoroughly enjoyed my experience as Principal of HBMS. Your support of Hollis Brookline Middle School has been the foundation of our success. I have no doubt the great traditions that have been established will continue.

Respectfully submitted,

Patricia Lewis Goyette, Principal HBMS



# Hollis Brookline High School

## ADMINISTRATIVE REPORT 2011-2012



Hollis Brookline High School has a proud tradition of providing excellence in education for its students. Year after year, graduates return with accolades for their former teachers, thanking them for how well prepared they were for college and beyond. We set high standards and help and encourage our students to succeed. Administration, teachers and staff are all committed to meeting the goals of our Mission Statement. “We believe that our mission is to inspire lifelong learning and achievement. We will provide a broad range of experiences which will encourage students to strive for their maximum intellectual, artistic, emotional, social and physical development. We value the individuality of each member of the community and believe that an atmosphere of mutual trust and respect is essential to the educational process.”

We are very proud of the academic successes of our students and would like to highlight several individual accomplishments. The 2011 National Merit Commended Scholars include: Christopher Baryames, Max Hengeveld, Cooper Hewes, Bridget Keehan, Jake Kobylarz, Erik Nikander, Danielle Putur, Christopher Redus, and Sarah Roberts. We are also pleased to again have six students named as National Merit Semifinalists. They are Maggie Borkowski, Elise Daly, Gregory Partridge, Lauren Pratt, Emily Rowe, and Lauren St. Hilaire. In addition, in December we recognized 13 students who received a perfect score of 800 on one or more of their SAT Tests and ACT tests as well as 30 students who received perfect scores on their Advanced Placement tests many with multiple perfect scores. The juniors also performed well on the NECAP's (New England Common Assessment Program). We continue to be impressed with how well our students consistently perform on these tests.



### SAT SCORES

Class of 2007	CR557	M565	W558	# tested 160
Class of 2008	CR567	M569	W564	# tested 194
Class of 2009	CR574	M573	W568	# tested 160
Class of 2010	CR567	M585	W576	# tested 186
<b>Class of 2011</b>	<b>CR593</b>	<b>M592</b>	<b>W588</b>	<b># tested 201</b>
<b>NH State Mean</b>	<b>CR 523</b>	<b>M525</b>	<b>W511</b>	<b># tested 12,044</b>

### NATIONAL MERIT SCHOLARSHIP QUALIFYING TEST

Class of 2007	Semifinalists	5	Commended Students	6
Class of 2008	Semifinalists	3	Commended Students	10
Class of 2009	Semifinalists	6	Commended Students	12
Class of 2010	Semifinalists	3	Commended Students	13
Class of 2011	Semifinalists	6	Commended Students	13
<b>Class of 2012</b>	<b>Semifinalists</b>	<b>6</b>	<b>Commended Students</b>	<b>9</b>

The Special Education Department was able to provide a climbing wall and new elements for the Ropes Course through ARRA Funding. These elements are instrumental in helping students with physical skill development and are used during Physical Education classes.



Climbing Wall

Our Guidance Department was instrumental in bringing the New Hampshire Scholars program to Hollis Brookline High School. Last June we congratulated 96 seniors who graduated as New Hampshire Scholars from HBHS. This program encourages students to take a rigorous course of study in high school in preparation for the workforce and the college admissions process. It prompts students to think more about their future and helps them to see the relevance of the classes they take in high school and provides incentives, motivation and encouragement for all students. We are looking to expand this program by partnering with local business leaders to enhance the resources available to our students including career exploration and critical 21<sup>st</sup> century skills.

Our annual Fall Recognition Assembly was also an opportunity to highlight other academic successes in our building. Fifty-two students were inducted into the National Honor Society in October, the girls varsity volleyball team has again, for the eleventh year in a row, been presented with an award by the New Hampshire Volleyball Coaches Association for maintaining a team average of over 3.0 for the year. This year's team's average was a 3.73. Gregory Partridge was announced as the 7<sup>th</sup> place winner in the Richard E. Lomax National Trig-Star Competition. He placed 7<sup>th</sup> in the nation in the 3<sup>rd</sup> and final round of this national competition. Strengthening our curriculum has been a priority and we continue to strive to improve all aspects of the learning process at HBHS.

The teaching staff continues to be committed to the Professional Learning Community initiative that began last year. Their collaborative efforts have made a significant impact on curriculum and the learning process for our students. Mutual trust and respect are key elements of a safe environment; our goal is to meet each and every student where s/he is and encourage his or her success. To help meet our goal for a safe environment, all staff members have received Red Cross First Aid training and many have become CPR certified as well. Our guidance department, under department chair Mrs. KC Maynard, has instituted new protocols to address safety issues such as suicide, harassment and bullying. They continue to go above and beyond developing parent programs to inform families about the college process, writing essays and accessing financial aid.

Technology is a very important tool for today's education, and student and teacher access to technology is a priority. VLAN – wireless access was made available within the building at the beginning of the 2011-12 academic year. Students and staff may use their own technology such as laptops, and iPads, to access the internet anywhere within the building. The wireless filters are in place as if they are on a school computer, so students' access to the internet is limited to appropriate sites.

Also to facilitate communication, we use the Alert Now System. Alert Now is a self-managed site (parents may log into the system to make changes in their contact information) used to send newsletters, important information and announcements such as school closings and delays home to families. We continue to strive to communicate



effectively and often with parents and the community.

Our students' successes go far beyond the academic environment of the classroom. Teachers and staff give many hours outside the classroom to help our students succeed in many venues. Many exciting things are happening. We have over one hundred clubs, organizations and sports teams advised by Hollis Brookline High School staff ranging from chess and writing to Improv and climbing clubs, community outreach and government groups and a wide range of sports. There is a place for every student who wishes to be involved.

We have continued with the tradition of our annual Trebuchet day held at the end of October. This much anticipated physics project requires students to build trebuchets and launch water balloons at their teachers, Mr. John Boucher and Mr. George Taliadouros. This project incorporates knowledge of physics, skills in application and collaboration and is a high point in the physics curriculum.



The Civics classes, during the week of Veteran's Day, under the guidance of Mrs. Kim Coughlin and Mr. Trevor Duval, invited local veterans in to speak to their classes. With the inspiration of student Haley Barbour, a veteran's Wall of Honor was created to showcase veterans and inspire discussion within the building regarding this day and its meaning. Each star highlighted a veteran.

In the English department's new course Memoirs and Biographies, taught by Mrs. Ann Melim, students read the book *Zeitoun* which told the story of a Hurricane Katrina survivor. As a follow up to that story, Mrs. Melim and 16 students traveled to New Orleans in November to work with Habitat for Humanity to help build a new home. Their efforts made a significant impact on one family's life and the students came home with a renewed sense of commitment to their fellow man. Travel is an added dimension that Hollis Brookline High School is pleased to be able to support. The World Languages department traveled to Spain and Quebec last winter and will be traveling to Toronto this February. Being submersed in the culture and language is a true benefit for student learning.

The Music department under the direction of Mr. Dave Umstead and new chorus teacher Ms. Julie Formidoni, continues to showcase the many talents of our students in concerts, the musical and assemblies. They also travel for competitions and to showcase their talents. This year we had a record number of students accepted to participate in All State vocal and instrumental events. And our Performing Arts department under the direction of Ms. Elyse Tomlinson outdid themselves with last spring's brilliant performance of *The King and I* and this fall's moving performance of *The Diary of Anne Frank*. Currently students in both departments are fully involved with this year's musical production of *Legally Blonde* to be presented in March.

In the FACS department, students have been busy baking, competing in the Apple Pie Contest for Old Home Day in Hollis and making the annual Gingerbread Houses for the holiday season! Several alumni who have gone on to culinary schools have come back to help out and express their appreciation for all they have learned at HBHS.

In the athletic arena, we continue to shine. It was another banner year for HBHS athletics. In the spring of 2011 all of the sports teams qualified for the play-offs. The Girls Softball team advanced all the way to the finals where they lost a close one and finished as the Division II State Runner-ups. In addition, the Girls Lacrosse team qualified for the Division I play-offs in their first year in this division. The spring season also saw the Boys Volleyball team in action for the first time as the latest sport to be offered here at HBHS. The Fall sports season saw the Football team once

again make the Division III play offs and the Boys Soccer team advance all the way to the Division II semi - finals. The Girls Volleyball team won the Division I State Championship in addition to having senior Kelsey Berry named as the NH Gatorade Player of the Year.

Not only do our staff members give of themselves outside the classroom for academic reasons, they also give many hours for club activities and community service. We strive in all areas to encourage students to think beyond themselves to others and the environment. Many of our clubs have outreach events. Student Council advised by Mrs. Jennifer Given and Mrs. Kate Emerson encourages collaboration, participation and the spirit of healthy competition with the annual Penny War for charity held the week prior to Spirit Week , which last year raised \$2000 for NH Gateways Fuel Assistance. Spirit Week also includes events such as the can sculpture contest – last year over 500 cans were taken to a local food pantry and over 1500 books were donated to the New Hampshire Book Drive. Student Council has also begun an annual 5K Walk for charity held each spring.

Interact, under the direction of Mrs. Cathy Cray working in collaboration with Rotary, spends many hours volunteering time at the Nashua Soup Kitchen and making cookies for the elderly. Interact also sponsored the first White Out Bullying Dance last year with huge success. Due to its success, many other schools in the area held similar dances. Mrs. Cray has also been instrumental in bringing guest speaker Travis Roy in to speak with our students about making choices.

Congratulations to the First Robotics Team 1073 who won 2<sup>nd</sup> place out of 58 at the Connecticut Regional in Hartford, last spring. Additionally, they won the Excellence in Engineering Award for their software development of a robot simulator autonomous functions and touch panel robot controls as well as the overall designed robot. Our students also volunteered to help out three other teams who were having technical difficulties with their robots. That is just like our students... helping the opponent. The team is advised by technology teacher, Sue Hay, and many mentors from BAE and the community. At the Granite State Regional, advisor Sue Hay was selected from 48 nominated mentors to receive the Woodie Flowers Award. This team has also won all of its off season events and we are looking forward to what they will bring to the competition this year! Team 1073 has been chosen by FIRST to create a map indicating all teams registered for the 2012 season to be presented to Dean Kamen at the Kickoff on January 7<sup>th</sup> 2012.

Let's not forget Science Olympiad. This statewide science competition, founded by HBHS teachers John Boucher and Gina Bergskaug , has grown so much over the past couple years that it is now being held at St. Anslem's College. Last spring, HBHS came home with one gold, one silver and four bronze medals.

The Freshmen Destination Imagination Team placed 3<sup>rd</sup> at the April NH State DI Tournament in Nashua. Five chemistry students competed against first and second year chemistry students from all over New England and Gregory Partridge came in 9<sup>th</sup> place qualifying to sit for the United States National Chemistry Olympiad. He is among the top 950 students nationwide. The Math Team, under the direction of advisors Mrs. Stacey Plummer and Mrs. Susan Mooers, once again proudly brought home the State and League Championships for the third year in a row and finished their season for the 6<sup>th</sup> year in a row as League Champions! Our Debate Team and advisor Kathy Kirby continue to be very active in the State Youth and Government program and the Model UN Competitions and will be attending the Harvard National United Nations Conference in Boston this January.

Last February over 140 seniors traveled to the Hampshire Dome for a day of team and leadership building activities with Project Adventure trainers. This was a terrific day for students and staff as part of an ongoing initiative called SaLT (Students as Leaders Together). We are continuing to build on this initiative and hope to expand it to include shortened activities for underclassmen as well.

Some of our community service events include Red Cross Blood Drives sponsored by the Red Cross Club. This December our blood drive was a Stop and Give Blood Drive, a new initiative through the American Red Cross initiated by H-B alumna Laurie Gorham and her husband Pete to promote safe driving habits. Last year, Laurie was the victim of a hit and run accident and has worked with the Red Cross to give back for all that was given to help her recover.

Every year HBHS puts up a Giving Tree between Thanksgiving and the holiday break and every year we are impressed with the generosity of our students, staff and families as they continually reach out to those less fortunate and provide gifts to fulfill the wishes of many. This year, all wishes were filled and the gifts were distributed to the Shepherd's Fund and the Nashua Soup Kitchen.

As the 2011 year comes to a close and we look toward 2012, we continue to be committed to provide an excellent and a well-rounded education for the students at Hollis Brookline High School.

Respectfully submitted  
Cynthia L. Matte, Principal

# **2012 Hollis-Brookline Cooperative School Budget Committee Report**

## **Summary**

The members of the Budget Committee have put hundreds of man-hours into evaluating the entire budget on a line-by-line basis over the last three years. During that time, our first concern has always been to maintain and improve the quality of education in our community. We strive to achieve this in a fiscally responsible manner, utilizing a zero-based budgeting approach, and by trying to identify reasonable savings in areas that will not impact front line classroom education.

Our COOP student enrollment has now dropped back to 2005 levels, and is projected to continue to decline by over 20% as experienced by our primary schools. As a result, responsible reductions in the SAU staff, building administration and employees may be needed over this trend, but nothing drastic, nor anything that requires the elimination of key programs. We have worked hard and diligently to find ways to avoid major changes, and know with certainty, and through hard and detailed analysis, that such options exist and can be found in our multi-year work product.

## **Process**

The Hollis-Brookline Cooperative School District operates under the Municipal Budget Act, meaning that the citizens have decided to have an elected Budget Committee, rather than the School Board, create the budget for approval by the co-op's district meeting. This budget is presented at the annual meeting in March, where the ultimate power to decide lies in the hands of the voters who attend and vote at that meeting. Thereafter, the School Board has full authority to expend the approved money as they see fit consistent with the law.

The committee draws its authority from NH RSA 32. In performing its role, the Budget Committee weighs the needs of the community for public services and seeks to find ways to secure those services at the lowest reasonable cost to the communities. The committee tries to strike a balance between the needs for services and affordability, always mindful of the need to maintain or improve educational services. The process involves analyzing actual line by line budget numbers based in part on inflation, growth in population, changes in student enrollment, tax impact, costs to maintain our assets, proven techniques for cost containment, and demand for quality service levels as well as guidance from the School Board and Administration.

A budget is presented to the public at a public hearing where the citizens of Hollis and Brookline have the opportunity, and are encouraged, to voice their positions on the balance between the suggested services and the cost of those services. Weighing citizen comments at the public hearing, the points brought forward by the School Board and Administration, proven business practices in non-educational areas, and affordability in the proposed budget, the Budget Committee establishes a recommended budget, which is then presented to the voters at the School District Annual Meeting in March. At this meeting, the voters have the right to approve or modify the Budget Committee's proposed budget.

The committee seeks and values ideas from the citizens of both towns. Our meetings are open to the public, with time provided for public questions and comments. Additionally our meetings, held on the third Thursday of every month at 6PM, are televised on channel 12.

The Budget Committee, following the recommendations of the Hollis Board of Selectman and in a desire to achieve maximum transparency, operates a Yahoo! Group, which can be accessed at <http://groups.yahoo.com/groups/hbcoopbudcom>. At this site, all documents, minutes, e-mails and data used or distributed by the Budget Committee can be accessed by members of the public. Additionally, members of the public can send e-mail to the Budget Committee via the Yahoo! Group site or by sending an e-mail to [hbcoopbudcom-owner@yahooogroups.com](mailto:hbcoopbudcom-owner@yahooogroups.com).

## **Data and Commentary**

The following table represents a comparison of student population, total budget, and cost per student over the last several fiscal years.

<b>Fiscal Year</b>	<b>Student Population</b>	<b>Total Budget</b>	<b>% Change</b>	<b>Cost/Student</b>
2004 -2005	1273	\$14,375,000		\$11,292.22
2005-2006	1336	\$15,815,378	10.02%	\$11,837.86
2006-2007	1354	\$17,206,722	8.80%	\$12,708.07
2007-2008	1355	\$18,130,339	5.37%	\$13,380.32
2008-2009	1364	\$18,686,485	3.07%	\$13,699.77
2009-2010	1376	\$18,919,628	1.25%	\$13,749.73
2010-2011	1337	\$18,858,097	-0.33%	\$14,104.78
2011-2012	1341	\$19,250,000	2.08%	\$14,354.96
2012-2013	1282	\$19,765,000	2.68%	\$15,417.32
<b>Differences from 2004-2005</b>		<b>+ \$5,390,000</b>	<b>+ 37.50%</b>	<b>+ \$4125.09</b>

\*Projected enrollment and School Board proposed budget as of publication deadline, subject to actual enrollment and voter approval

Despite a projected similar student enrollment between 2004-2005 and 2012-2013, our district costs have increased ~38% in the same time period. These increases can be attributed to a few key areas:

- Increases in employee wage, health insurance, and retirement costs.
- Increase in total number of employees.
- Increases in costs related to Special Education, both in-district and out-of-district.

The Budget Committee believes the Cooperative school district has already passed its tipping point of financial sustainability. The flexibility of our operating budget is significantly hampered by perpetually increasing salaries and benefits costs which are the result of collective bargaining, the lack of federal funding for Special Education, and the presence of a pension style retirement system as handed down by the state of New Hampshire. As a result of these issues, we operate in an environment where we must pay significantly higher taxes for the same level of service, bypass infrastructure needs we cannot afford to attend to, and delay the replenishing and renewal of core resources such as textbooks and technology.

Over the past two years, the budget has been kept relatively flat due to realigning costs back to known levels in non-core or non-educational areas, and removing excesses that have crept into the budget over the big growth years up through 2008. However, since approximately 80% of the budget is allocated towards salaries, benefits and special education, we must constructively evaluate options or alternatives in these areas to balance fiscal responsibility and quality of service. In this difficult economy, continued unemployment levels, pay freezes or pay reductions for our private sector and senior citizens, and expected reductions in State/Federal funding, there is only so much that can be accomplished in working on 20% of the budget. Decisions must be made now to ensure that less dramatic measures will have to be taken in the near future should those decisions be postponed.

With regard to salaries and benefits, there are a few common practices that will define the current and future budgets, ultimate tax rates, and the quality of service provided. The availability of affordable benefit packages and the consumption of medical services/benefits will affect all of our districts, and most other districts across the state and nation. Optimizing affordable health benefit options must be a primary goal or growing budgets and taxes will automatically result in:

- Pay increases that are not tied to improved quality of service
- Premium Medical Plan offerings costing \$24,000 / yr for a family plan
- Low employee contribution rates for all benefits

The following table represents all professional staff employees (46) that were fulltime with the district from 2004-2005, and still with the district today. It utilizes the ACTUAL base pay received by each employee back in 04/05 and today.

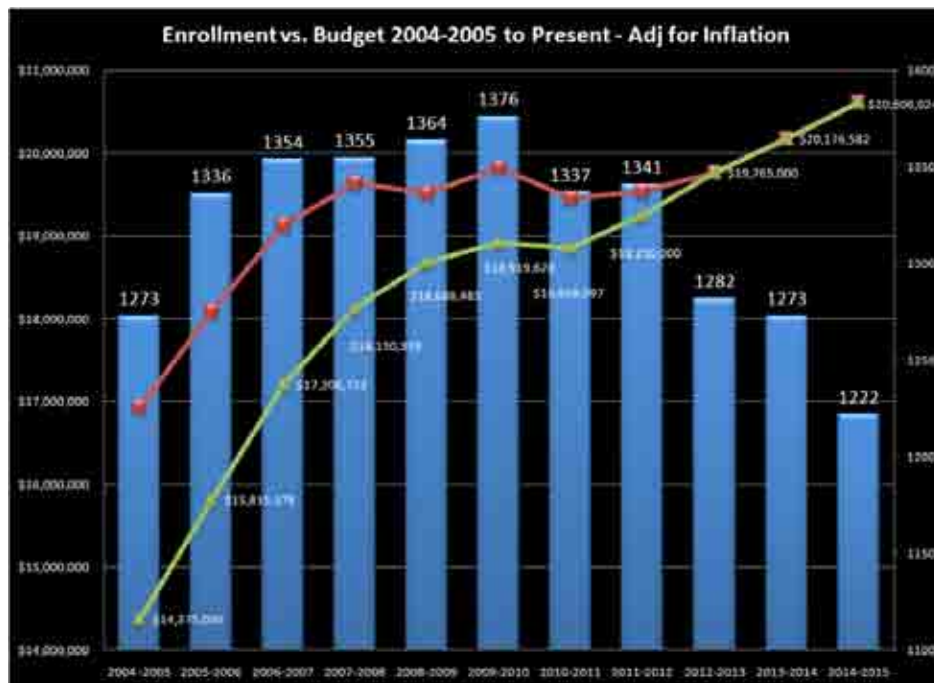
Overall:	46 prof staff employees: full time from FY05 - FY13				
	Actual base salaries				
Range of salary increases <b>received per year:</b>				1.9% - 6.9%	
<b>Average salary increase received per year:</b>				<b>3.70%</b>	

We are aware that the cost of medical benefits has been growing rapidly over this time, and has a direct impact on the actual take-home pay of our employees. We modeled the impact to take-home pay if we factored in the cost increase to the employee of the standard Blue Cross or “driver” family plan over this same 04/05 to today. In addition, we modeled factoring in if the employee selected the Lumenos HSA plan. Note that “family” plan costs were used (instead of single or dual) to represent the biggest cost impact.

With medical plan cost increases factored in					
ALL employees: family Blue Cross					
<b>Take-home pay increase per year:</b>				<b>2.10%</b>	
ALL employees: family Lumenos					
<b>Take-home pay increase per year:</b>				<b>3.60%</b>	

This summary shows that the employee choice of medical plans is very important, and can significantly affect their amount of take-home pay per year. We believe there is a win-win path forward through obtaining up-to-date plans, better education on selecting the appropriate medical plan, enabling more take-home pay for the employee, and saving money for the district. After little progress over the past 2 years from the joint task force, the School Board and employee union must find a way to work together to enable a better medical benefits program immediately, and to curtail the unsustainable cost trend.

This next table represents the student enrollment compared to the actual budget each year (with and without adjustments for inflation). If past increases associated with salaries, benefits, and special education are continued forward, and if nothing is done to change the unsustainable trends, we can see where the budget will result in future years.



At district meeting voters have the opportunity to decide on a budget. It is important that they recognize there are a few major components of that budget which fall into the category of unfunded and/or poorly funded mandates:

- Our Special Education budget services 18 out of district placement students whose needs total ~\$1,300,000 annually. The Federal Government outlined a maximum funding level of 40% of per-pupil costs in the Individuals with Disabilities Education Act (IDEA), but has historically never provided more than 30%, often covering only 15% or less.

**Our legislators need to modify the Special Education laws such that school districts are not required to provide services for which they receive little to no financial support.**

- The New Hampshire State Retirement System (NHRS) operates pension and medical subsidy funds that have unfunded liabilities in excess of \$4.75 billion. We know from several real-world case studies that pension systems eventually fail because they require an infinite supply of money to succeed (General Motors, among others). In the 2012-2013 budget, our state retirement obligations have increased \$181,000 from last year to a total of approximately \$810,000. This represents ~\$6,100 per teacher in retirement contributions.

**Our state legislature needs to revamp the retirement system into something solvent, sustainable, and fair to our public employees.**

It has been a pleasure working on behalf of the voters in our district as well as serving with my fellow Budget Committee members. This year has brought many spirited discussions, late nights, complex spreadsheets, and ultimately a budget proposal that represents countless hours of volunteer effort. We hope the information we have provided allows you to make informed decisions at district meeting, and we look forward to seeing you there.

Respectfully submitted,

Steve Pucci, Chair, Hollis-Brookline Cooperative Budget Committee

## 2011 Hollis Brookline High School Awards

### **Alan Frank Memorial Scholarship Book Award**

Jacklyn Clement

### **American Federation of Musicians**

Erin Hansen

### **Amherst Orthodontic Scientific Woman's S.**

Sara Heard

### **Army Reserve National Scholar/Athlete Award**

Hanna Mazzola

Matthew Kozsan

### **Athlete Citizen Scholar Award**

McHale Perkins

Brian Liamos

### **Atrium Dodds Scholarship**

Zachary Werne

### **BAE System (US First) Scholarship**

Genevieve Beaulieu

Evan Udelsman

### **Austin C. Scholarship (Frank T. Scholarship)**

Brandon Wiseman

### **Athletic Booster Club Scholarships**

McHale Perkins

Kaitlyn Sliger

Hanna Mazzola

Brian Liamos

Gaeton Ciot

### **Brookline Historical Society Book Award**

Krista Thorp

### **Brookline Women's Club**

Kurt Ferrell

### **Cavalier of the Year Award**

Kaitlyn Sliger

### **Charles Zylonis Memorial Scholarship**

Steven Griffin

### **Coach Korcoulis Scholarship**

Sarah McDaniel

### **Colonial Garden Club**

Devin Longland

### **Community of Caring Scholarship**

Benjamin Jacoby

Cameron Johnson

### **Director's Award for Band**

Kellie Dickerson

### **Dollars for Scholars**

Kellie Dickerson

Sara Heard

Aimee Lia

### **Ed Berna Memorial Award for Track**

Ansel Renner

### **Fred Waring Director's Award**

Delia O'Shea

### **Future Business Leaders of America**

Laura Andreola

### **Hollis Brookline Rotary Club College Scholarship**

Kellie Dickerson, Steven Griffin, Nina Hawxhurst,

Melanie Hedlund, Zachery Wallin, Zachery Werne,

C. Brooks Willis, Christopher Billings,

### **Hollis Historical Society Book Award**

Alex Marinaccio

### **Hollis Women's Club Valedictorian Award**

Sara Heard

### **Hollis Women's Club Scholarship**

Laura Andreola

Alexander Marinaccio

### **James Jacoppi Memorial Scholarship**

Korissa Blinn

### **Laurie Harris Memorial Scholarship**

Connor Devlin

### **Louis Armstrong Jazz Award**

Jonathan Trull

### **Nancy Archambault Ratta Scholarship**

Nicholas Campbell

Brandon Wiseman

### **National Honor Society Seniors (41)**

Laura Andreola, Maura Angel, Caroline Barrett, Nick

Barrett, Spencer Black, Alyssa Cappelletta, Jacklyn

Clement, Connor Devlin, Kellie Dickerson, Matt

D'Intino, Annabelle Eliopoulos, Morgan

Elliott, Marissa Falcone, Jonathan Gual, Nina

Hawxhurst, Sara Heard, Ben Jacoby, Elizabeth

Kowalik, Kelsey Krupp, Nick LaJeunesse, Katie

Langley, Melissa Lavey, Aimee Lia,

Alex Marinaccio, Hanna Mazzola,

Sarah McDaniel, Jennifer Naylor, Delia O'Shea, Justin

Page, Monique Poisson, Ian Powell, Missy Putur, Ansel

Renner, Victoria Rines,

Stephanie Shoults, Emily Stone, Olivia Sulin, Bridget

Sullivan, Zachary Wallin, Zachary Werne, C. Brooks

Willis



**National Merit Scholarship**

Jonathan Bower

**National Merit Scholarship Finalists**

Jonathan Bower

Steven Griffin

Sarah McDaniel

Daniel Pallies

Lasya Thilagar

**National School Choral Award**

Tom Quinlan

**NH Coaches Assoc. (3 sports for 4 years)**

Jennifer Naylor

Sarah McDaniel

Julia Stopera

Sam Mangano

**New Hampshire Scholars**

Bernadette Abt, Jillian Ackerly, Laura Andreola, Maura Angel, Arnie Bantz, Alyssa Barlow, Caroline Barrett, Katherine Barrett, Nicholas Barrett, Lisa Batbouta, Emma Bates, Garlande Beckett, Ryan Bentall, Ben Bivins Jonathan Bower, Nicholas Bradshaw, Nicholas Campbell Alyssa Capetta, Donald Carper, Jeffrey Chappell, Gaetan Ciot, Jacklyn Celment, Katrian Campagna, Tyler Cutler, Pareena Deva, Kellie Dickerson, Matthew D'Intino, Annabelle Eliopoulos, Morgan Elliott, Marissa Falcone, Amanda Gerlitz, Natalie Giudici, Kenneth Glover, Matthew Grant, Steven Griffin, Jonathan Gual, Nina Hawxhurst, Melanie Hedlund, Shelby Hines, Haley Hirsch, Connor Howard, Benjamin Jacoby, Cameron Johnson, Alyssa Kagenski, Megan Knecht, Elizabeth Kowalik, Matthew Kozsan, Kelsey Krupp, Katharine Langley, Rachel Lewandoski, Casey L'Heureux, Aimee Lia, Brian Liamos, Devin Longland, Emily Mandragouras, Samuel Mangano, Alexander Marinaccio, Hanna Mazzola, Sarah McDaniel, Kelsey Musto, Delia O'Shea, Justin Page, Daniel Pallies, David Parr, David Patz, McHale Perkins, Monique Poisson, Benjamin Post, Ian Powell, Melissa Putur, Samantha Razzaboni, Ansel Renner, Marissa Ricard, Victoria Rines, Alexander Roberts, Sarah Rollmann, Stephanie Shoults, Kaitlin Sliger, Justin Spitz, Emily Stone, Julie Stopera, Olivia Sulin, Bridget Sullivan, Luis Suter, Heather Thyng, Corbin Tulley, Evan Udelsman, Zachary Wallin, Brittany Walsh, Edward Walsh, Zachary Werne, C. Brooks Willis, Alicia Wilson, Julia Wilson, James Zapp

**NHIAA Scholar Athletes**

Nicholas Barrett, Nicholas Campbell, Ken Glover, Jonathan Gual, Matt Kozan, Taylor Landry, Brian Liamos, Sam Mangano, Justin Page, Ansel Renner, Nathan Russell, Justin Spitz

**Nicholas Jennings Memorial Scholarship**

Bridgette Sullivan

Ian Powell

**Nor' Easters Snowmobile Club**

Justin Doty

**NH State Elks Association Scholarship**

Laura Andreola

**NH State Mathematics Scholarship**

Lasya Thilagar

**Rhode Island School of Design**

Jonathan Currier

**Ruth E. Wheeler Scholarship**

Sarah McDaniel

**Salutatorian Book Award**

Delia O'Shea

**Senior Determination Award**

Brittany Walsh

**STEAM for Youth Scholarship**

Victoria Rines

**Student Council Scholarship**

Nicholas Campbell

**Team Player of the Year**

Jennifer Naylor

Sam Mangano

**Tri M Honor Society**

Maura Angel, Noelle Bourquard, Sara Heard, Haley Hirsch, Ben Jacoby, Naomi Jefferson, Melinda Johnson, Deila O'Shea, Ben Post, Luis Suter, Jonathan Trull, Edward Walsh, Julia Wilson

**US Marine Corps Distinguished Athlete Award**

Julia Stopera

Taylor Landry

**US Marine Corps Scholastic Excellence Award**

Sara Heard

Zachary Werne

**US Marine Corps Semper Fidelis (Music Award)**

Julia Wilson

Benjamin Jacoby

**Warren Towne Memorial Scholarship**

Justin Doty

**Wendy's High School Heisman Award**

Sara Heard

West Point

Benjamin Jacoby

**William & Lorraine Dubben Scholarship**

Julia Wilson

**William & Lorraine Dubben Scholarship  
(Renewal)**

Katelyn Martin (2009)

## Colleges and Universities Accepting Class of 2011 Students

Albany College of Pharmacy	University of Colorado at Boulder
Alfred University	University of Colorado at Colorado Springs
American Jewish University	Colorado School of Mines
American University	Colorado State University
Appalachian State University	Concordia University - Montreal
Arizona State University	University of Connecticut
The Art Institute of Boston at Lesley University	The Corcoran College of Art and Design
Assumption College	Daniel Webster College
Austin College	Dartmouth College
Babson College	University of Delaware
Barry University	University of Denver
Bates College	DePaul University
Bennington College	Dickinson College
Bentley University	Drexel University
Berklee College of Music	University of Edinburgh
Binghamton University	Elmira College
Boston College	Elon University
Boston University	Embry-Riddle Aeronautical University - FL
Bowdoin College	Emmanuel College
Brandeis University	Endicott College
Brigham Young University, Idaho	The Evergreen State College
University of British Columbia	Fairfield University
Brown University	Fairleigh Dickinson University, Madison
Bryant University	Fisher College
Butler University	Fitchburg State University
University of California at Davis	Florida Institute of Technology
University of California at Santa Barbara	Florida State University
University of California at Santa Cruz	Fordham University
California Polytechnic State, San Luis Obispo	Franklin Pierce University
Camberwell College of Arts	Franklin W. Olin College of Engineering
Carnegie Mellon University	Furman University
Castleton State College	George Mason University
The Catholic University of America	The George Washington University
University of Central Florida	Global College at Long Island University
Champlain College	Gordon College
College of Charleston	Green Mountain College
Chester College of New England	Hamline University
Chestnut Hill College	University of Hartford
University of Cincinnati	High Point University
Clark University	Hofstra University
Clarkson University	University of Illinois at Chicago
Colby College	University of Illinois at Urbana-Champaign
Colby-Sawyer College	Iona College

Ithaca College	New Hampshire Institute of Art
James Madison University	University of New Hampshire
Johns Hopkins University	University of NH, Thompson School
Johnson & Wales University	University of New Haven
University of Kansas	New York University
Keene State College	Newbury College
Lafayette College	NHTI - Concord's Community College
Lasell College	Nichols College
Le Cordon Bleu College of Culinary Arts Boston	University of North Carolina at Greensboro
Lesley University	Northeastern University
Lipscomb University	University of Northern Colorado
Louisiana State University	Norwich University
University of Louisiana	Onondaga Community College
Loyola University Chicago	Peabody Institute, Johns Hopkins University
Loyola University Maryland	Pennsylvania State University, Harrisburg
Lycoming College	Pennsylvania State University, University Park
Lyndon State College	Philadelphia University
Maine College of Art	University of Pittsburgh
University of Maine	Plymouth State University
Marquette University	Pratt Institute
University of Maryland, College Park	Providence College
Marymount Manhattan College	Purdue University
Massachusetts College of Art and Design	Quinnipiac University
Mass. College of Pharmacy & Health Sciences	Rensselaer Polytechnic Institute
Massachusetts Institute of Technology	University of Rhode Island
Massachusetts Maritime Academy	University of Richmond
University of Massachusetts, Amherst	Rivier College
University of Massachusetts, Boston	Roanoke College
University of Massachusetts, Dartmouth	Roberts Wesleyan College
University of Massachusetts, Lowell	Rochester Institute of Technology
McGill University	University of Rochester
Merrimack College	Roger Williams University
Messiah College	Rutgers University
University of Miami	Sacred Heart University
University of Michigan	Saint Anselm College
University of Minnesota, Twin Cities	Saint Joseph's College-ME
Montana State University, Bozeman	Saint Joseph's University
Montserrat College of Art	Saint Michael's College
Mount Holyoke College	Salem State University
Mount Saint Mary College	Salve Regina University
Nashua Community College	University of San Diego
Nativ	San Francisco Art Institute
New England College	Santa Clara University
University of New England	Savannah College of Art and Design
University of New Hampshire at Manchester	School of the Museum of Fine Arts

School of Visual Arts  
Seattle University  
Simmons College  
Slippery Rock University of Pennsylvania  
Smith College  
University of South Carolina  
University of South Florida, Tampa  
University of Southern Maine  
Southern New Hampshire University  
Springfield College  
State University of New York at Albany  
Stonehill College  
Stony Brook University  
Suffolk University  
Suffolk University  
SUNY College at Cortland  
Susquehanna University  
Syracuse University  
The University of Tampa  
University of Toronto - Victoria College  
Towson University  
Tufts University  
Tulane University  
Union College  
United States Military Academy  
Ursinus College  
Utah State University  
Vanderbilt University  
University of Vermont  
Villanova University  
University of Virginia  
Wake Forest University  
Washington University in St. Louis

University of Washington  
Wellesley College  
Wentworth Institute of Technology  
Wesleyan University  
West Virginia University  
Western New England University  
Worcester Polytechnic Institute  
Xavier University  
York College of Pennsylvania



## Frequently Called Numbers

Emergency (Police, Fire, Ambulance) .....	911
Town Hall.....	465-2209
Town Hall Fax .....	465-3701
Animal Control Officer.....	465-2303
Assessing Office .....	465-9860
Building Inspector.....	465-2514
Charter Communications (push 0 at each prompt, ignoring messages).....	1-866-472-2200
Communications Center.....	465-2303
Department of Public Works .....	465-2246
Finance Department .....	465-6936
Fire Department (non-emergency).....	465-6001
Health Officer.....	465-6001
Hollis Post Office .....	1-800-275-8777
Hollis Social Library.....	465-7721
Information Technology .....	465-2209
Planning Department.....	465-3446
Police (non-emergency) .....	465-7637
PSNH.....	1-800-662-7764
Recreation Department .....	465-2671
Selectmen's Office .....	465-2780
Stump Dump.....	465-2143
Tax Collector.....	465-7987
TDS Telecom.....	465-9911
Town Clerk .....	465-2064
Transfer Station.....	465-3299
Welfare Assistance.....	465-2780

*Visit the Town's Web page at [www.hollisnh.org](http://www.hollisnh.org)*

## Schools

Hollis Primary School.....	465-2260
Hollis Upper Elementary School .....	465-9182
Hollis Brookline Middle School .....	465-2223
Hollis Brookline High School .....	465-2269
SAU 41.....	465-7118
Hollis Brookline Superintendent's Office .....	465-7118

