



2004
Annual Reports
Town of Windham, NH

ANNUAL REPORTS

OF THE

OFFICERS, TRUSTEES, AGENTS AND COMMITTEES

OF THE

TOWN OF WINDHAM

NEW HAMPSHIRE



FOR THE YEAR

2004

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ON THE COVERS



Most years, you'll find the cover(s) of the Annual Report displaying the results of a single, major project or event from the previous year. As 2004 was full of such a wide range of projects and achievements, we instead offer smaller snippets of just a few.



Acoustic tiles hid the beauty in the West room of the Searles before renovations began.



The renovation is a success!



An exterior view of the room.



Kim McPherson updated the beach building and Recreation arranged for new landscaping. (Photo courtesy of Tom Case)



The refurbished Memorial Kiosk was re-dedicated. (Photo courtesy of Tom Case)



The Town Hall (and Planning and Admin) received a fresh coat of paint.



The Senior Center was cramped and in need of a facelift.



The completed addition offers ample room for activities.



The new room is light, open and airy, with lots of space.



The completed Griffin Park building. (Photo courtesy of WBSL)



The new tennis and basketball courts are very popular. (Photo courtesy of Tom Case)



Employees pitched in to buy a commemorative bench - enjoy!



Skateboarding may just be the #1 activity at the Park! (Photo courtesy of Tom Case)



The Fire Department's 2004 Open House was the best attended in several years! (Photo courtesy of Bill Duggan)



Demonstrations were held throughout the day. (Photo courtesy of Bill Duggan)



The testing pan purchased thanks to a grant from Wal-mart is tested out. (Photo courtesy of Bill Duggan)

DEDICATION



As of April 1, 2005, Police Chief Bruce Moeckel will don a new uniform - that of an official "retiree". After 32 years of distinctive service, Bruce has decided it's time to embark on a new career; perhaps a less hectic job in the private sector or as the new head of "Relaxation Central!"

Bruce, 54, was raised and educated right here in Windham. He attended Pinkerton Academy in Derry, and after graduation he earned a degree in Criminal Justice from St. Anselm's College in Manchester. He joined the Windham Police Department as a part-time dispatcher in 1973, and his appointment as a full-time Officer followed shortly thereafter. After years of working his way through the ranks, he was ultimately appointed our Chief in 1992.

Throughout his career, Bruce has experienced many changes both in the Department and the Town. In 1973, the Department consisted of five officers operating out of a two-room facility located behind the old Fire Station. The Station had, at the time, one telephone line and no central dispatch system.

Today, Bruce oversees 18 officers in a fully modern facility constructed under his supervision in 1997. During his early years as an officer there existed little diversity in job assignments and Bruce was responsible for handling duties now assigned to a multitude of specific Police personnel, such as dispatch, detective work, prosecution, etc.

From the outset, Bruce was schooled in the art of police work by former Police Chief Willis Low with whom he served two years. It is apparent that Chief Low's techniques had a lasting effect on Bruce, who employs the same philosophy that communication rather than confrontation in many instances resolves issues more effectively, especially in terms of our younger residents.

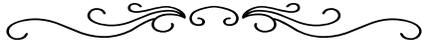
Although the Town has grown in population from 4,000 in 1973 to today's estimate of 14,000, Bruce still seems to favor the belief that the less confrontation the better. He deals with departmental issues, including union negotiations and budget development, bearing a demeanor that belies any internal frustration. Of course, none of this is to say he is a pushover! On the contrary, Bruce has throughout the years been known to be as tenacious as his favorite bulldog sidekick, Bailey, in matters vital to the safety and welfare of his staff and the Town as a whole.

As Chief, Bruce has always maintained an open-door policy to his office, and his welcoming grin is a perfect invitation to sit down and chat. In 31 years, Bruce has rightfully earned the reputation as a gentleman, and may just be the most personable and approachable Chief the residents of Windham have ever had the good fortune to employ. He has been a continuous asset to the Town, and was recognized for his efforts at last year's Town Meeting when he was honored as our "Employee of the Year."

Bruce's wife Sue and his children Barry and Jennifer - and, of course, Bailey - have been very supportive of his dedication to police work and the Town throughout the years, and we hope they all enjoy his limitless free time after April 1. Perhaps they'll even convince him to break out those clubs and sink his first hole-in-one!

On behalf of the Town, the Board of Selectmen is truly proud to dedicate the 2004 Annual Town Report to Police Chief Bruce Moeckel. We wish you good luck, good health, and much happiness as you move into this new phase of your life. You will be greatly missed by all!

IN MEMORIUM



On behalf of the Town, the Board of Selectmen acknowledges with sadness the passing of two of Windham's most active entrepreneurs in 2004.

~ GARY G. ARMSTRONG ~

Gary G. Armstrong, 58, died on August 23rd after a courageous battle with cancer. A lifelong resident of Windham, he was the son of the late George and Dorothy Armstrong and a direct descendent of one of Windham's founding fathers.

Gary was a successful businessman throughout his life. After operating the family business, Armstrong Artesian Well for many years, Gary decided it was time to undertake a new venture. In 1988, he built the Castleton Banquet and Conference Center at the site of the former Dunkin's Beach on Cobbetts Pond. This facility has become well-known throughout New Hampshire and the surrounding states. Prior to construction of Castleton, this particular site was also a very successful public beach under the supervision of the Armstrongs and others. Gary was also well-known on the racing circuit as owner of several harness-racing horses.

While Gary was not a visible politician as were his father and forefathers, he was an active supporter of many Town and school projects and activities. He was an avid sportsman, and enjoyed golfing and spending time with family and friends.

The Town of Windham was fortunate to count Gary G. Armstrong as a native son, whose business ventures were, and will continue to be, assets to the community and its residents.

~ RONALD L. ABDINOOR ~

The Town lost one of its few remaining farmers with the death of Ronald L. Abdinoor on October 26th. Ronnie, 47, was a victim of Lou Gehrig's disease, and passed away while in Beijing, China, where he had traveled to undergo radical surgery in hopes of slowing the progress of this debilitating disease.

Ronnie was the owner and operator of "Lakeview Farm" on Range Road, which had been a favorite destination of many residents in search of fresh vegetables and fruit during the summer months. He welcomed the input and praise of his customers, and endeavored always to be the best farmer with the best products.

Along with farming, Ronnie had many other avocations which reflected his love of the outdoors. Despite much effort, he was unable to fully enjoy his last venture: the dream of reviving the golf course at Lakeview Farm as it once was many, many years ago.

"Ronnie A's" Lakeview Farm stand is, sadly, now a part of history, but the memory of Ronald L. Abdinoor and his presence in Windham will forever reside in the hearts and minds of those who had the pleasure of knowing him.

TOWN OFFICERS FOR THE YEAR 2004



BOARD OF SELECTMEN

Alan Carpenter, Chair - 2005

Christopher Doyle - 2005

Roger Hohenberger - 2006

Bruce Breton - 2006

Galen Stearns - 2007

TOWN ADMINISTRATOR

David Sullivan

FINANCE DIRECTOR

Dana Call

MODERATOR

Peter Griffin - 2005

TOWN CLERK

Joan Tuck - 2006

Sean Boylan, Deputy

TREASURER

Robert Skinner - 2006

TAX COLLECTOR

Ruth Robertson - 2006

Alice Hunt, Deputy

TOWN ASSESSOR

Rex A. Norman, CNHA

CHIEF OF POLICE

Bruce Moeckel

Patrick Yatsevich, Captain

HIGHWAY AGENT

Jack McCartney

FIRE CHIEF/WARDEN/EM DIR.

Don Messier

Thomas McPherson, Deputy

PLANNING & DEVELOPMENT DIR.

Alfred Turner, Jr.

Rebecca Way, Asst.

HEALTH OFFICER

Alfred Turner, Jr.

BUILDING INSPECTORS

Ronald Preble

James Tierney

TRANSFER STATION MANAGER

David Poulson

INFORMATION TECH. DIRECTOR

Eric DeLong

ANIMAL CONTROL OFFICER

Alfred Seifert

Charles Butterfield, Deputy

MAINTENANCE SUPERVISOR

Allan Barlow

LIBRARY DIRECTOR

Carl Heidenblad

Diane Mayr/Lois Freeston, Asst. Dir.

CABLE TV STUDIO COORDINATOR

James Daddona

ROCKINGHAM PLANNING COMMISSION

Alan Carpenter

Peter Griffin - 2005

Annette Stoller - 2006

TOWN OFFICERS FOR THE YEAR 2004

TRUSTEES OF TRUST FUNDS

Mary Johnson, Chair - 2005
Shirley Beaulieu - 2006 Dennis Root - 2007

TRUSTEES OF CEMETERY

Gail Webster, Chair - 2005
Carl Luhrmann - 2007 Jill Moe, Resigned

TRUSTEES OF MUSEUM

Jean Manthorne, Chair - 2007
Dennis Root - 2005 Kim Monterio - 2006

TRUSTEES OF LIBRARY

Shirley Beaulieu - 2005
Patricia Skinner - 2005 Lorraine Bain - 2006
Sharon Scannell - 2006 Mary Lee Underhill - 2007
Christopher Monterio - 2007 Joan Griffin - 2007
Willie Day - Resigned

SUPERVISORS OF THE CHECKLIST

Robert Skinner, Chair - 2008
Gail Webster - 2006 Jill Moe - 2007

PLANNING BOARD

Eileen Maloney, Chair - 2005
Ross McLeod - 2005 Nancy Prendergast - 2006
Pam Skinner - 2006 Walter Kolodziej - 2007
Bruce Breton, BOS - 2005 Philip LoChiatto, Alternate 2005
Ruth Ellen Post, Alternate - 2006 Chris Doyle, BOS Alt. - 2005
Roy Dennehy, Resigned

ZONING BOARD OF ADJUSTMENT

Robert Gustafson, Chair - 2007
Chris Doyle - 2005 Georges Roy - 2005
Anthony Pelligrini - 2007 Kara DiFruscia, Alternate - 2004
Al Souma

CONSERVATION COMMISSION

Jim Finn, Chair - 2007
Bruce Anderson - 2006 Lisa Linowes - 2006
Thomas Seniow - 2005 Pam Skinner - 2005
Rick Adams - 2007 Dennis Senibaldi - 2007
Bernie Roulliard, Alternate - 2006 Theresa Lucas, Resigned

CAPITAL IMPROVEMENTS COMMITTEE

Lee Maloney, Chair - Planning Board Member
Walter Kolodziej - Planning Board Roger Hohenberger - Selectman
Bev Donovan - School Board Galen Stearns - Selectman Alternate
John Hollinger - SB Alternative Jack Mercent - Citizen
Suzanne Jortberg - Citizen Marcia Unger - Citizen

TOWN OFFICERS FOR THE YEAR 2004

RECREATION COMMITTEE

Dennis Senibaldi, Chair - 2004

Carol Fronduto - 2005
Sam Maranto - 2005
Kathy Narkewich - 2006
Barry Goldman - 2007

Lisa O'Neill - 2005
Earl Bartlett - 2006
Ralph Valentine - 2006
Lynn Goldman, Alternate - 2007

Joyce Wong, Resigned

HISTORIC DISTRICT COMMISSION

Patrick Schena, Chair - 2005

Carol Pynn - 2005
Thomas Furlong - 2007

Wayne Bailey - 2006
Miriam Stoltz - 2007

Galen Stearns, Selectman - 2005

WINDHAM CABLE ADVISORY BOARD

Margaret Case, Chair - 2006

Mary Griffin - 2005
Alan Shoemaker - 2006
J. Gross - 2007
Greg Capiello, Alternate - 2006

Leo Hart - 2005
Dave Unger - 2006
John Alosso, Alternate - 2006
Chris Doyle, Selectman - 2005

HIGHWAY SAFETY COMMITTEE

David Sullivan, Chair - Town Administrator

Bruce Moeckel, Chief of Police
Don Messier, Fire Chief

Jack McCartney, Highway Agent
Alfred Turner, Planning Director

Al Barlow, Maintenance Supervisor

HISTORICAL COMMITTEE

Marion Dinsmore & Patricia Skinner, Co-Chairs

Wayne Bailey
Fred Linnemann
Sally D'Angelo
George Dinsmore, Jr.
Thomas Furlong

Elizabeth Dunn
Peter Griffin
Carol Pynn
Carolyn Webber
Willard Wallace

TECHNICAL ADVISORY COMMITTEE

Jacque Borcoche, Chair

Greg Capiello
Eric DeLong, IT Director

J. Gross
Alan Carpenter, Selectman

Dick Forde, Resigned

COMMUNITY STEWARDSHIP COMMITTEE

Peter Griffin, Chair

Sally D'Angelo
Tom Case
Brad Dinsmore
John Goclowski
Tony Pellegrini
Carol Pynn

Wendy Denneen
Marion Dinsmore
Wayne Morris
Geri Pellegrini
David Riese
Margaret Case

TOWN OFFICERS FOR THE YEAR 2004

HOUSING AUTHORITY

Denise Ryan, Chair - 2006

Margo Luhrman - 2005

Grace Marad - 2008

Leo Hart - 2007

Vicky Mason - 2009

MEETING SCHEDULES

The **Board of Selectmen** meet every other Monday evening at 7:00 PM at the Planning and Development Department. Persons interested in meeting with Selectmen should contact the Administrative Assistant at 432-7732.

The **Planning Board** meets the first and third Wednesdays of each month at the Planning and Development Department at 7:30 PM. Persons interested in meeting with the Board should contact the Planning Board Secretary at 432-3806.

The **Zoning Board of Adjustment** meets the second and fourth Tuesdays of each month at the Planning and Development Department at 7:30 PM. Persons interested in meeting with the ZBA should contact the Board of Adjustment Secretary at 432-3806.

The **Conservation Commission** meets the second and fourth Thursdays of each month at the Planning and Development Department at 7:30 PM. Persons interested in meeting with the Commission should contact the Conservation Secretary at 432-3806.

The **Trustees of the Nesmith Library** meet the second Tuesday of each month at the Nesmith Library at 7:00 PM.

The **Trustees of the Cemetery** meet the third Tuesday of each month at various locations.

The **Recreation Committee** meets the third Tuesday of each month at various locations.

The **Windham Cable Advisory Board** meets the third Saturday of each month at the Cable Studio at 10:00 AM.

The **Historic District/Heritage Commission** meets the second Thursday of each month at Town Hall at 4:00 PM.

The **Historical Committee** meets the second Wednesday of each month at the Searles Building at 7:00 PM.

The **Technical Advisory Committee** meets the second Thursday of each month at the SAU Building on Route 111 at 7:00 PM.

The **Local Emergency Planning Committee** meets the second Friday of each month at the Fire Station.

The following boards and/or committees have no regular meeting schedule, rather they meet as is necessary or required: **Trustees of Trust Funds, Trustees of Museum, Supervisors of the Checklist, Capital Improvements Committee, Community Stewardship Committee, and Joint Loss Management Committee.** The **Windham Housing Authority** is currently on hiatus.

ANNUAL SENATE BILL 2 SESSIONS



DELIBERATIVE SESSION

February 7, 2004

Session One of the Annual SB2 Meeting was called to order at 9:00 AM by Moderator Griffin. In attendance were Selectmen Galen Stearns, Roger Hohenberger, Christopher Doyle, Bruce Breton, and Alan Carpenter; Town Administrator, David Sullivan; Town Attorney, Bernard Campbell; Town Clerk, Joan Tuck; Finance Director, Dana Call.

ARTICLE 4. To see if the Town will vote to raise and appropriate the sum of Four Hundred and Ten Thousand, and no 100ths (\$410,000.00) Dollars for the purpose of purchasing a Fire Engine and necessary equipment and materials to place the engine into service and payment of costs associated with the financing of said purchase; any federal, state or private funds made available therefore shall be applied toward the cost of the equipment, and to raise the same by issuance of not more than \$205,000.00 in bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to apply toward the cost any interest earned from the temporary investment of any bond or note; with the balance of \$205,000 to be raised by general taxation and to take any other action as may be necessary to carry out and complete financing of this project.

Motion and second to place Article #4 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 5. To see if the Town will vote to raise and appropriate the sum of \$30,000 to be added to the Earned Time Expendable Trust Fund.

Motion and second to place Article #5 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 6. To see if the Town will vote to raise and appropriate the sum of \$30,000 to be added to the Property Maintenance Expendable Trust Fund.

Motion and second to place Article #6 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 7. To see if the Town will vote to raise and appropriate the sum of \$4,350 to be added to the Town Museum Municipal Acquisition Fund.

Motion and second to place Article #7 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 8. To see if the Town will vote to raise and appropriate the sum of \$21,060 for the purpose of hiring a part-time (30 hour) Recreation Coordinator beginning May 1, 2004.

Motion and second to amend Article #8 to reduce 30 hours to 25 hours. Voted in the NEGATIVE.

Motion and second to place Article #8 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 9. To see if the Town will vote to raise and appropriate the sum of \$13,270 for the purpose of hiring a part-time (30 hour) Maintenance Employee beginning June 1, 2004.

ANNUAL SENATE BILL 2 SESSIONS

Motion and second to place Article #9 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 10. To see if the Town will vote to raise and appropriate the sum of \$27,495 for the purpose of hiring a full time Transfer Station Operator beginning June 1, 2004.

Motion and second to place Article #10 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 11. To see if the Town will vote to raise and appropriate the sum of \$44,740 representing the cost of the increased economic benefits for members of Local Union No. 3657 AFSCME (Police Union) to which they are entitled for the fiscal years 2004-2006 under the terms of the latest tentative collective bargaining agreement entered into by the Selectmen and AFSCME. Said contract to expire on March 31, 2006 with the additional cost for 2005 to be \$50,015, and \$14,970 for 2006.

Motion and second to place Article #11 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 12. To see if the Town will vote to raise and appropriate the sum of \$30,510 representing the cost of the increased economic benefits for members of Local Union No. 2915 IAFF (Fire Union) to which they are entitled for the fiscal years 2004-2006 under the terms of the latest tentative collective bargaining agreement entered into by the Selectmen and IAFF. Said contract to expire on March 31, 2006 with the additional cost for 2005 to be \$31,945, and \$7,990 for 2006.

Motion and second to place Article #12 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 13. To see if the Town will vote to raise and appropriate the sum of \$16,705 representing the cost of the increased economic benefits for members of Local Union No. 1801 AFSCME (Municipal Union) to which they are entitled for the fiscal years 2004-2006 under the terms of the latest tentative collective bargaining agreement entered into by the Selectmen and AFSCME. Said contract to expire on March 31, 2006 with the additional cost for 2005 to be \$24,455, and \$6,230 for 2006.

Motion and second to place Article #13 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 14. Shall the Town of Windham, if Articles #11, 12, or 13, are defeated, authorize the governing body to call one special meeting, at its option, to address Article(s) #11, 12, or 13, cost items only?

Motion and second to place Article #14 on the ballot as written. Voted in the AFFIRMATIVE.

Motion and second to bring forward Article #33. Voted in the AFFIRMATIVE.

ANNUAL SENATE BILL 2 SESSIONS

ARTICLE 33. By petition of Elizabeth Lippold and others “To see if the Town of Windham will raise and appropriate the sum of \$250,000 for the purpose of reconfiguring and reconstructing the Cardinal Road and Oriole Road intersection into the form of a T-intersection including any and all appropriate changes to both Cardinal Road and Oriole Road in order to accomplish this configuration. Redesign is intended to address hazardous traffic flow, excessive speed and safety issues associated with the current unsafe road configuration at this intersection. This will be a non-lapsing account per RSA 32:7,VI and will not lapse for a period of 3 years.”

Motion and second to amend Article #33 to change the sum of \$250,000 to \$0. Voted in the AFFIRMATIVE.

Motion and second to place Article #33 on the ballot as amended. Voted in the AFFIRMATIVE.

ARTICLE 15. To see if the Town will vote to appropriate the sum of \$30,000 for the purpose of making additional improvements to Griffin Park. Said improvements to include but not be limited to completion of the tennis and basketball courts, and the in-line skating area. This will be a non-lapsing account per RSA 32:7, VI and will not lapse for a period of two (2) years.

Motion and second to place Article #15 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 16. To see if the Town will vote to raise and appropriate the sum of \$65,000 for the purpose of purchasing a disposal trailer for the Transfer and Recycling Department. This will be a non-lapsing account per RSA 32:7, VI and will not lapse for a period of two (2) years.

Motion and second to place Article #16 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 17. To see if the Town will vote to raise and appropriate the sum of \$89,705 for the purpose of updating the Town’s Master Plan. This will be a non-lapsing account per RSA 32:7, VI and will not lapse for a period of three (3) years.

Motion and second to place Article #17 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 18. To see if the Town will vote to raise and appropriate the sum of \$75,540 representing the town’s 50% share of the costs associated with developing Engineering Design Plans and other construction documents associated with the repairs and/or replacement of the Castlehill Road Bridge #072/145. The other 50% share of this project will be paid by the Town of Pelham. This project will be submitted under the State of New Hampshire Bridge Betterment Program wherein the towns will be reimbursed up to 80% of their costs. Should this article be approved, but not funded by the voters in Pelham, this article will be considered null and void. This will be a non-lapsing account per RSA 32:7, VI and will not lapse for a period of two (2) years.

ANNUAL SENATE BILL 2 SESSIONS

Motion and second to place Article #18 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 19. To see if the Town will vote to raise and appropriate the sum of \$50,000 for the purpose of making Phase Two repairs to the Bartley House, including but not limited to second floor renovations, new windows, and outside siding and painting. This will be a non-lapsing account per RSA 32:7, VI and will not lapse for a period of two (2) years.

Motion and second to place Article #19 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 20. To see if the Town will vote to raise and appropriate the sum of \$7,000, said amount to be withdrawn from the balance in the previously established Searles Special Revenue Fund for the purposes of paying marketing related costs for operating the Searles Building.

Motion and second to place Article #20 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 21. To see if the Town will vote to raise and appropriate the sum of \$27,000, said amount to be withdrawn from the balance in the previously established Searles Special Revenue Fund for the purposes of renovating and making improvements to the West Room of the Searles Building.

Motion and second to place Article #21 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 22. To see if the Town will vote to raise and appropriate the sum of \$100,000, said amount to be withdrawn from the balance in the previously established Police Contracted Details Special Revenue Fund for the purpose of paying the town police officers to provide contracted detail service.

Motion and second to place Article #22 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 23. To see if the Town will vote to raise and appropriate the sum of \$2,090 for the Conservation Commission, and authorize the Selectmen to transfer all unexpended Conservation Commission funds as of December 31, 2004 to the Conservation Fund in accordance with RSA 36-A:5.

Motion and second to place Article #23 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 24. As authorized under RSA 72:28 (II), shall we modify the Veterans Tax Credit from property tax in the Town of Windham, for qualified taxpayers, from \$100 to \$250.

Motion and second to place Article #24 on the ballot as written. Voted in the AFFIRMATIVE.

ANNUAL SENATE BILL 2 SESSIONS

ARTICLE 25. As authorized under RSA 72:35 (I-a), shall we modify the Tax Credit for Service-Connected Total Disability from property tax in the Town of Windham, for qualified taxpayers, from \$1,400 to \$2,000.

Motion and second to place Article #25 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 26. As authorized under RSA 72:38-b, shall we adopt an Exemption for Deaf or Severely Hearing Impaired Persons, based on assessed value, for qualified taxpayers, in the amount of \$15,000. To qualify, the person must have been a New Hampshire resident for at least 5 years, must occupy the property as his principle place of abode, and own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least 5 years. In addition, the taxpayer must have a net income of not more than \$40,000 or, if married, a combined net income of less than \$50,000; and own net assets not in excess of \$150,000 excluding the value of the person's residence.

Motion and second to amend Article #26 to change \$40,000 to \$75,000; \$50,000 to \$100,000; and \$150,000 to \$300,000. Voted in the NEGATIVE.

Motion and second to amend Article #26 to change \$40,000 to \$60,000 and \$50,000 to \$75,000; assets to stay the same. Voted in the NEGATIVE.

Motion and second to place Article #26 on the ballot as written. Voted in the AFFIRMATIVE.

PRESENTATION: Mr. Sullivan, Town Administrator, presented the Volunteer of the Year Award to Marion Dinsmore and the Employee of the Year Award to Chief Bruce Moeckel.

ARTICLE 27. Shall the town modify an Exemption for the Disabled under the provisions of RSA 72:37-b as follows: the exemption from assessed value for qualified taxpayers shall be \$80,000. To qualify, the person must be eligible under Title II or Title XVI of the federal Social Security Act, must occupy the property as his principle place of abode, must own the property individually or jointly, or if owned by a spouse, they must have been married for at least 5 years, had in the calendar year preceding April 1 a net income from all sources of not more than \$40,000 if single and \$50,000 if married, own net assets not in excess of \$150,000, excluding the value of the persons residence.

Motion and second to place Article #27 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 28. Shall the town modify an Exemption for the Elderly under the provisions of RSA 72:39-a as follows: for a person 65 years of age up to 75 years, \$80,000; for a person 75 years of age up to 80 years, \$100,000; for a person 80 years of age or older, exempt if they qualify. To qualify, the person must have been a New Hampshire resident for at least 5 years and own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least 5 years. In addition, the taxpayer must have a net income of not more than \$40,000 or, if married, a combined net income of less than \$50,000; and own net assets not in excess of \$150,000 excluding the value of the person's residence.

ANNUAL SENATE BILL 2 SESSIONS

Motion and second to place Article #28 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 29. To see if the Town will vote to raise and appropriate the sum of \$25,600 for the purpose of purchasing four - four person vehicle radio headsets and two vehicle mounted radio repeater units for the Fire Department. Further to authorize the Board of Selectmen to accept a grant in the amount of \$23,040 from FEMA for this purchase with the balance of \$2,560 to come from general taxation.

Motion and second to place Article #29 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 30. Shall the Town vote to authorize the Selectmen to execute utility easements for the provision of utility services on the premises on Range Road, known generally as Griffin Park; such easements to include such terms and conditions as are customary for such utility easements.

Motion and second to place Article #30 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 31. Shall the Town vote to authorize the Selectmen to execute utility easements for the provision of utility services on the premises on Range Road, known generally as the Searles Building and Chapel; such easements to include such terms and conditions as are customary for such utility easements.

Motion and second to place Article #31 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 32. By petition of Patricia Kovolyan and others "To see if the Town will vote to have the members of the Zoning Board of Adjustment (ZBA) as appointed non-elected members in the manner provided by RSA 673:3, Par. III."

Motion and second to place Article #32 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 34. By petition of Robert Skinner and others, "Shall we rescind the provisions of RSA 40:13 (known as SB 2) as adopted by the Town Meeting of Windham, NH on March 10, 1998, so that the official ballot will not longer be used for voting on all questions, but only for the election of officers and certain other questions for which the official ballot is required by state law."

Motion and second to place Article #34 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 35. By petition of Kevin Waterhouse and others, "To see if the Town will raise and appropriate the sum of \$10,000 for the purpose of paying the Town of Windham's share of the legal, and other expenses incurred by the Pennichuck Regional Water District Charter committee in its attempt to draft our charter and form the regional water district."

Motion and second to place amend Article #35 to reduce \$10,000 to \$1. Voted in the

ANNUAL SENATE BILL 2 SESSIONS

NEGATIVE.

Motion and second to place Article #35 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 36. By petition of Michael Swider and others, "To see if the Town will vote to authorize the Selectmen to convey the premises known as Lot 16-P-350, 0 Fourth Street, to Michael and Gerri Swider, for the sum of \$4,600 as well as any legal fees for the transfer of the property; said transaction subject to the approval of the Board of Selectmen after receiving comments from the Planning Board and Conservation Commission; and furthermore said conveyance to contain a restriction that this lot not be allowed to be separately developed, except for the installation of a septic system for Lot 16-P-197, known as 9 Fourth Street, and upon other terms and conditions as the Board of Selectmen may determine."

Motion and second to amend Article #36 to increase \$4,600 to \$10,000. Voted in the AFFIRMATIVE.

Motion and second to place Article #36 on the ballot as amended. Voted in the AFFIRMATIVE.

ARTICLE 37. Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$9,446,170. Should this article be defeated, the operating budget shall be \$9,344,005 which is the same as last year, with certain adjustments required by previous action of the town, or by law, or the governing body may hold one special meeting in accordance with RSA 40:13 X and XVI to take up the issue of a revised operating budget only. *

Town Officers' Salaries	\$ 9,790
Administration	389,050
Town Clerk Expenses	161,880
Tax Collector Expenses	106,725
Election and Registration	21,630
Cemeteries	50,300
General Gov't Buildings	337,280
Appraisal of Properties	147,260
Information Technologies	156,840
Town Museum	5
Searles Building	13,480
Legal Expenses	52,400
Retirement	5,000
Insurance	190,830
Contracted Services	0
Police Department	1,711,405
Dispatching	307,630
Fire Department	1,798,775
Emergency Management	11,290
Planning and Development	402,665

ANNUAL SENATE BILL 2 SESSIONS

Town Highway Maintenance	761,830
Street Lighting	10,575
Solid Waste Disposal	787,095
Health and Human Services	48,845
Animal Control	20,105
General Assistance	54,205
Library	794,230
Recreation	115,850
Senior Center	5,200
Cable TV Expenses	72,580
Interest Expenses (TANs)	500
Long Term Debt	600,920
<i>(Principle \$493,400 and Interest \$107,520)</i>	
Capital Outlay - Roads	300,000

Motion and second to amend Article #37 by reducing the Recreation line to \$101,850, and to decrease the bottom line to \$9,432,170. Voted in the AFFIRMATIVE.

Motion and second to place Article #37 on the ballot as amended. Voted in the AFFIRMATIVE.

ARTICLE 38. To transact any other business that may legally come before said meeting.

Mr. Sullivan extended his thanks to the Cable volunteers for their efforts.

Motion and second to adjourn. Voted in the AFFIRMATIVE. Meeting adjourned at 11:30.

Respectfully submitted,

Joan C. Tuck
Town Clerk

ANNUAL SENATE BILL 2 SESSIONS

OFFICIAL BALLOT VOTE, MARCH 9, 2004

The Annual SB2 Election was called to order at 7:00 AM by Town Moderator, Peter Griffin. Ballots were publicly opened by Town Clerk, Joan C. Tuck. Present were: Selectman Bruce Breton, Deputy Clerk, Sean Boylan, Ballot Clerks and the Supervisors of the Checklist.

There were 6,718 names on the checklist. 1,316 votes were cast.

The following were **Duly Elected**:

SELECTMAN for Three Years:

Dennis Senibaldi	532	Votes
GALEN STEARNS	649	

SUPERVISOR/CHECKLIST for Six Years:

JILL MOE	1,020
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CEMETERY TRUSTEE for Three Years:

CARL LUHRMANN	998
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TRUSTEE/TRUST FUNDS for Three Years:

DENNIS ROOT	1,033
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LIBRARY TRUSTEE for Three Years:

MARY LEE UNDERHILL	907
CHRISTOPHER MONTERIO	843
JOAN GRIFFIN	54

LIBRARY TRUSTEE for Two Years:

LORRAINE BAIN	938
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PLANNING BOARD for Three Years:

Philip LoChiatto	393
ROY DENNEHY	555
WALTER KOLODZIEJ	548
Paul Robito	388

BOARD OF ADJUSTMENT for Three Years:

ANTHONY PELLEGRINI	875
ROBERT GUSTAFSON	845

Zoning Petitions:

Article #2:

Petition 1	YES	895	Votes
	No	372	

Zoning Amendments:

Article #3:

Amendment 1	YES	983	Votes
	No	263	
Amendment 2	YES	866	
	No	375	
Amendment 3	YES	798	
	No	431	

ANNUAL SENATE BILL 2 SESSIONS

Remaining Warrant Articles:			Article #21:	YES	859	Votes
Article #4:	Yes	715		No	396	
	*NO	542	Article #22:	YES	717	
				No	531	
			Article #23:	YES	866	
				No	368	
Article #5:	YES	641	Article #24:	YES	1016	
	No	598		No	223	
Article #6:	YES	678	Article #25:	YES	966	
	No	565		No	255	
Article #7:	YES	663	Article #26:	YES	779	
	No	589		No	441	
Article #8:	Yes	576	Article #27:	YES	824	
	NO	680		No	393	
Article #9:	YES	669	Article #28:	YES	937	
	No	572		No	285	
Article #10:	YES	708	Article #29:	YES	901	
	No	529		No	347	
Article #11:	YES	848	Article #30:	YES	967	
	No	406		No	284	
Article #12:	YES	859	Article #31:	YES	976	
	No	389		No	267	
Article #13:	YES	781	Article #32:	Yes	352	
	No	451		NO	816	
Article #14:	YES	686	Article #33	Yes	332	
	No	524		NO	854	
Article #15:	YES	684	Article #34	Yes	240	
	No	568		NO	963	
Article #16:	YES	682	Article #35	Yes	329	
	No	554		NO	873	
Article #17:	YES	624	Article #36	YES	839	
	No	600		No	356	
Article #18:	Yes	791	Article #37	YES	812	
	No	438		No	401	
Article #19:	Yes	597				
	NO	639				
Article #20:	YES	840				
	No	404				

Respectfully submitted,

Joan C. Tuck
Town Clerk

STATEMENT OF APPROPRIATIONS



General Government:

Town Officer's Salaries	\$ 9,790.00
Administration	389,050.00
Town Clerk's Expenses	162,775.00
Tax Collector's Expenses	107,445.00
Election and Registration Expenses	21,630.00
Cemeteries	50,300.00
General Government Buildings	355,390.00
Appraisal of Property	147,260.00
Information Technology	156,840.00
Town Museum	5.00
Searles Building	13,480.00
Legal Expenses	52,400.00
Retirement	5,000.00
Insurance	190,830.00

Public Safety:

Contracted Police Services	0.00
Police Department	1,746,570.00
Dispatching	318,560.00
Fire Department	1,830,190.00
Emergency Management	11,290.00
Planning & Development	403,660.00

Highways, Streets and Bridges:

Town Maintenance	761,830.00
Street Lighting	10,575.00

Sanitation:

Solid Waste Disposal	821,585.00
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Health:

Health and Human Services	48,845.00
Animal Control	20,105.00

Welfare:

General Assistance	54,205.00
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Culture and Recreation:

Library	794,230.00
Recreation	101,850.00
Conservation Commission	2,090.00
Senior Center	5,200.00
Cable TV Expenses	72,580.00

Debt Service:

Long Term Notes (Principal and Interest)	600,920.00
Interest Expense - Tax Anticipation Notes	500.00

STATEMENT OF APPROPRIATIONS

Capital Outlay/Other:	
Road Improvements	300,000.00
Griffin Park Improvements	30,000.00
Castle Hill Bridge Construction	75,540.00
Transfer Trailer	65,000.00
Master Plan Update	89,705.00
Use of Searles Revenue Fund	34,000.00
Use of Police Contracted Details Revenue Fund	100,000.00
Fire Act Grant	25,600.00
Operating Transfers Out:	
Earned Time Trust	30,000.00
Property Maintenance Trust	30,000.00
Museum Trust	4,350.00

Total Appropriations:	\$ 10,051,175.00

2004 TAX RATE COMPUTATION

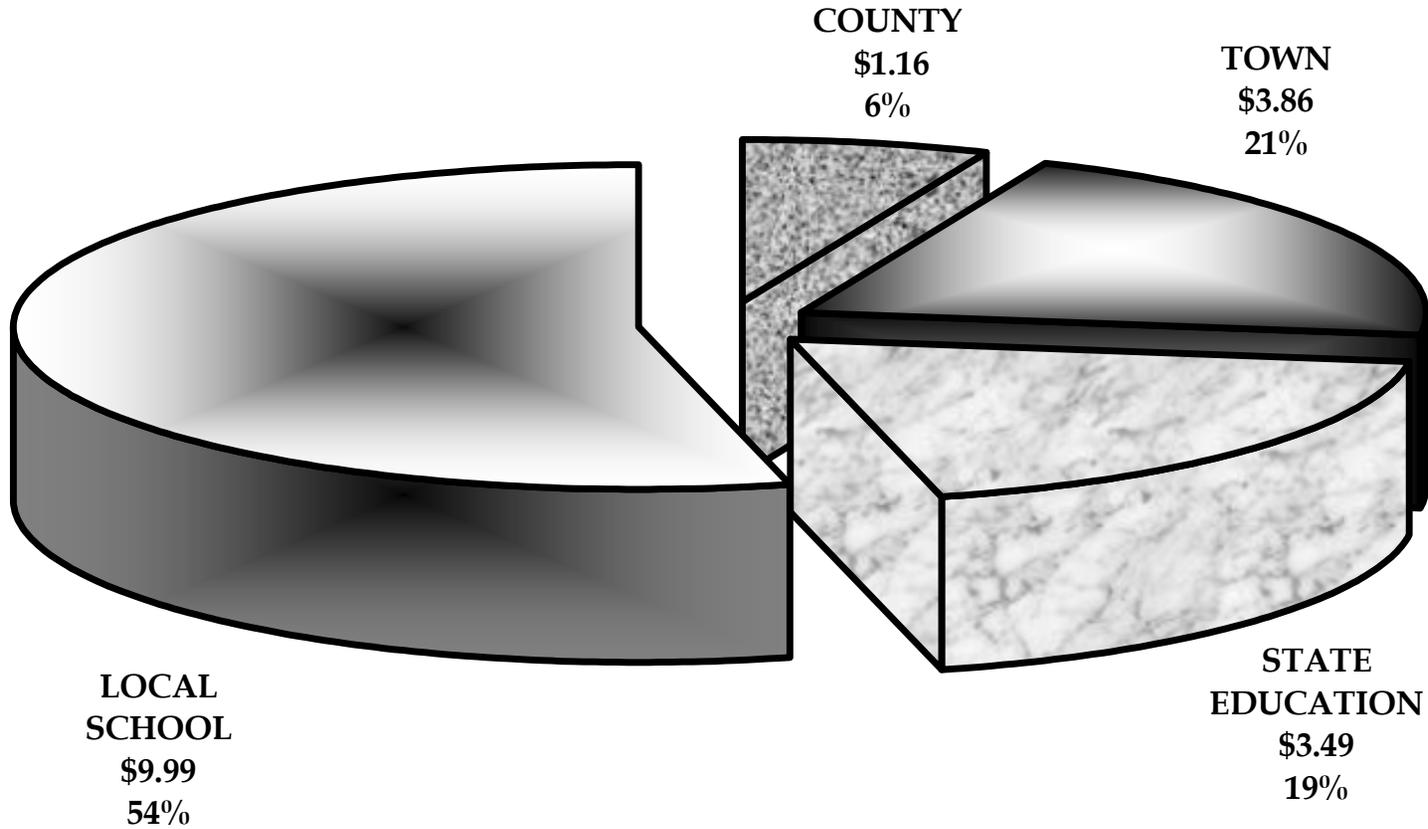
Total Town Appropriations	\$10,051,175.00		
LESS: Revenues	4,710,632.00		
LESS: Shared Revenues	20,383.00		
ADD: Overlay	18,776.00		
ADD: War Service Credits	116,000.00		

Net Town Appropriations	5,454,936.00		
Approved Town Tax Effort		5,454,936.00	
Town Rate:			3.86
Approved School Effort		14,151,117.00	
School Rate:			9.99
State Education Taxes			
Equalized Valuation (no utilities) $\$1,476,301,487 \times \3.33		4,916,084.00	
Divide by Local Assessed Valuation (no utilities) $\$1,406,808,925$			
State School Rate:			3.49
Approved County Tax Effort		1,648,825.00	
County Rate:			1.16

Total of Town, School, State and County		26,170,962.00	
LESS: War Service Credits		(116,000.00)	
ADD: Village District Commitments		10,543.00	

PROPERTY TAXES TO BE RAISED:		\$26,065,505.00	
TOTAL TAX RATE			\$18.50

WHERE THE MONEY GOES... APPORTIONMENT CHART



SUMMARY INVENTORY OF VALUATION



DESCRIPTION OF PROPERTY	2004 VALUATION
VALUE OF LAND ONLY:	
Current Use	\$ 293,400
Residential	578,067,800
Commercial/Industrial	<u>45,597,500</u>
Total of Taxable Land	\$ 623,958,700
VALUE OF BUILDINGS ONLY:	
Residential	\$ 740,324,550
Commercial/Industrial	<u>53,943,050</u>
Total of Taxable Buildings	794,267,600
PUBLIC WATER UTILITY (Privately Owned)	1,355,000
PUBLIC UTILITIES - Gas	1,235,000
Electric	7,070,000
IMPROVEMENTS TO ASSIST PERSONS W/DISABILITIES	<u>(333,375)</u>
VALUATION BEFORE EXEMPTIONS	\$ 1,427,552,925
Blind Exemptions - 4	\$ 60,000
Elderly Exemptions - 81	10,224,000
Permanently Disabled - 10	<u>800,000</u>
TOTAL AMOUNT OF EXEMPTIONS	\$ <u>11,084,000</u>
NET VALUATION ON WHICH TAX RATE IS COMPUTED	\$ 1,416,468,925
LESS: Public Utilities:	<u>(9,660,000)</u>
NET VALUATION ON WHICH STATE EDUCATION TAX RATE IS COMPUTED	\$ 1,406,808,925

COMPARATIVE STATEMENT OF APPROPRIATIONS & EXPENDITURES



	APPROPRIATIONS FORWARDED FROM 2003	APPROPRIATIONS 2004	RECEIPTS AND REIMBURSE.	TOTAL AMOUNT AVAILABLE	EXPENDITURES 2004	BAL UNEXPENDED	ANCES OVERDRAFTS	APPROPRIATIONS FORWARDED TO 2005
GENERAL GOV'T								
Town Officer Salaries*		9,790.00		9,790.00	8,247.27	1,542.73		
Administration		389,050.00	75.00	389,125.00	372,879.03		(17,406.47)	33,652.44
Town Clerk's Expenses		162,775.00		162,775.00	157,141.84	5,633.16		
Tax Collector's Expenses		107,445.00		107,445.00	113,685.62		(6,240.62)	
Election/Registration		21,630.00		21,630.00	17,420.40	4,209.60		
Cemetery		50,300.00		50,300.00	39,443.84	6,606.16		4,250.00
General Gov't Bldgs		355,390.00		355,390.00	355,753.15		(1,013.15)	650.00
Appraisal of Property		147,260.00		147,260.00	138,785.22	8,474.78		
Information Technology	5,000.00	156,840.00		161,840.00	149,012.76	7,477.24		5,350.00
Town Museum		5.00		5.00	-	5.00		
Searles Building		13,480.00		13,480.00	20,849.61		(7,369.61)	
Legal Expenses		52,400.00	2,660.05	55,060.05	32,100.59	22,959.46		
PUBLIC SAFETY								
Police Department	5,600.00	1,746,570.00		1,752,170.00	1,708,180.32	43,602.97		386.71
Contracted Police		-		-	-	-		
Dispatching		318,560.00		318,560.00	289,972.68	28,587.32		
Fire Department		1,830,190.00		1,830,190.00	1,961,659.91		(131,469.91)	
Emergency Mgmt.		11,290.00		11,290.00	10,130.84	1,159.16		
Planning and Dev.	1,400.00	403,660.00		405,060.00	370,110.11	34,949.89		
HWYS/STREETS/BRIDGES								
Town Maintenance		761,830.00	120.00	761,950.00	602,884.02	50,007.98		109,058.00
Street Lights		10,575.00		10,575.00	10,149.60	425.40		
SANITATION								
Solid Waste Disposal		821,585.00		821,585.00	801,948.77	19,636.23		
HEALTH								
Health and Human Services		48,845.00		48,845.00	46,874.65	1,970.35		
Animal Control		20,105.00		20,105.00	15,212.48	4,892.52		
WELFARE								
General Assistance*		54,205.00	12,163.31	66,368.31	62,529.58	3,838.73		

COMPARATIVE STATEMENT OF APPROPRIATIONS & EXPENDITURES

	APPROPRIATIONS FORWARDED FROM 2003	APPROPRIATIONS 2004	RECEIPTS AND REIMBURSE.	TOTAL AMOUNT AVAILABLE	EXPENDITURES 2004	BAL ANCES UNEXPENDED OVERDRAFTS	APPROPRIATIONS FORWARDED TO 2005
CULTURE/RECREATION							
Library	4,768.09	794,230.00	240.00	799,238.09	707,267.77	88,670.32	3,300.00
Recreation	22,750.00	101,850.00	1,979.70	126,579.70	98,168.39	28,411.31	
Conservation Comm.		2,090.00		2,090.00	2,090.00	0.00	
Senior Center		5,200.00		5,200.00	3,419.63	1,780.37	
Cable TV Expenses		72,580.00		72,580.00	70,664.62	1,915.38	
DEBT SERVICE							
Long Term Notes - P + I		600,920.00		600,920.00	600,920.00	-	
Interest - TANS		500.00		500.00	-	500.00	
CAPITAL OUTLAY							
Griffin Park		30,000.00		30,000.00	30,000.00	-	
Castle Hill Bridge Const.		75,540.00		75,540.00	-	-	75,540.00
Digital Mapping	75,000.00	-		75,000.00	-	-	75,000.00
Master Plan Update		89,705.00		89,705.00	39,410.25	-	50,294.75
Transfer Truck	15,000.00	-		15,000.00	-	15,000.00	
Transfer Trailer		65,000.00		65,000.00	42,460.00	22,540.00	
Lowell Road Bike Path	5,000.00	-		5,000.00	-	-	5,000.00
Senior Center Improvements	60,978.00	-		60,978.00	53,150.00	-	7,828.00
Library	2,205.00	-		2,205.00	2,205.00	-	
Road Improvements	263,262.83	300,000.00		563,262.83	805.00	114,007.83	448,450.00
OPER. TRANSFERS OUT							
Capital Reserve Funds		-		-	-	-	
MISCELLANEOUS							
Retirement		5,000.00	35.78	5,035.78	2,349.09	2,686.69	
Insurance		190,830.00	6,877.91	197,707.91	238,059.22	-	(40,351.31)
Use of Searles Revenue Fund		34,000.00	(a)	34,000.00	34,000.00	-	
Use of Police Details Rev Fd		100,000.00	(a)	100,000.00	85,144.07	14,855.93	
Fire Act Grant		25,600.00	(a)	25,600.00	23,149.00	2,451.00	
Other Reimbursable Grants		-	46,865.00	46,865.00	46,865.00	-	
Donations/Gifts		-	6,500.00	6,500.00	6,500.00	-	
Property Maintenance Trust		30,000.00		30,000.00	30,000.00	-	

COMPARATIVE STATEMENT OF APPROPRIATIONS & EXPENDITURES

	APPROPRIATIONS FORWARDED FROM 2003	APPROPRIATIONS 2004	RECEIPTS AND REIMBURSE.	TOTAL AMOUNT AVAILABLE	EXPENDITURES 2004	BAL UNEXPENDED	ANCES OVERDRAFTS	APPROPRIATIONS FORWARDED TO 2005
MISCELLANEOUS, cont.								
Earned Time Trust		30,000.00		30,000.00	30,000.00	-		
Museum Trust		4,350.00		4,350.00	4,350.00	-		
Refunds and Abatements		18,776.00	5,372.70	24,148.70	28,490.52		(4,341.82)	
OTHER GOVT' DIVISIONS								
School (b)	9,018,363.00	19,067,201.00		28,085,564.00	18,318,363.00	-		9,767,201.00
County		1,656,566.00		1,656,566.00	1,656,566.00	-		
TOTALS	9,479,326.92	30,793,718.00	82,889.45	40,355,934.37	29,439,368.85	538,797.51	(208,192.89)	10,585,960.90

* Per vote of the Selectmen, \$1,200 of the unexpended Town Officers Salaries budget was transferred to the General Assistance budget.

(a) Amounts received from other sources for revenue fund appropriations (100%) and the fire act grant (90%) are reflected in the 2004 Expenditures column.

(b) Appropriations forwarded from 2003 includes a \$154,000 deficit appropriation for fiscal year 2004.

TRUSTEES OF TRUST FUNDS

NAME OF TRUST FUND	PRINCIPAL			INCOME				GRAND TOTAL PRINCIPAL & INCOME	
	BALANCE BEGINNING YEAR	NEW FUNDS CREATED	WITH- DRAWALS	BALANCE END YEAR	BALANCE BEGINNING YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR		BALANCE END YEAR
CEMETERIES									
Cemetery-on-Hill	1,189.03			1,189.03	0.00	8.65	8.65	0.00	1,189.03
Perpetual Care	62,090.00			62,090.00	1,067.22	460.41	460.41	1,067.22	63,157.22
Neglected Lots	500.00			500.00	0.00	3.66	3.66	0.00	500.00
Garaphelia Park	1,000.00			1,000.00	0.00	7.29	7.29	0.00	1,000.00
Martha Clark Fund	2,000.00			2,000.00	0.00	14.57	14.57	0.00	2,000.00
Dora Haseltine Fund	500.00			500.00	0.00	3.66	3.66	0.00	500.00
Cemetery-on-the-Plains	17,574.89			17,574.89	5,753.85	569.21	0.00	6,323.06	23,897.95
Cemetery Trustees	0.00			0.00	21,510.26	968.51	0.00	22,478.77	22,478.77
Maintenance Fund	24,550.00	3,900.00	200.00	28,250.00	154.57	188.50	188.50	154.57	28,404.57
LIBRARY									
Public Library Fund	3,000.00			3,000.00	0.00	21.87	21.87	0.00	3,000.00
Library Books	1,000.00			1,000.00	0.00	7.29	7.29	0.00	1,000.00
ARMSTRONG MEM. BLD.	1,157.34			1,157.34	496.96	1,128.18	681.00	944.14	2,101.48
SCHOOLS									
Searles School Repairs	0.00			0.00	390.27	2.82	0.00	393.09	393.09
Eliz. Wilson Fund	1,000.00			1,000.00	0.00	7.29	7.29	0.00	1,000.00
School Dist. 2,3,4,6	4,022.00			4,022.00	0.00	29.31	29.31	0.00	4,022.00
MINISTERIAL FUNDS	1,989.63			1,989.63	0.00	14.50	14.50	0.00	1,989.63
NEEDY PERSONS	1,400.00			1,400.00	4,172.56	40.59	0.00	4,213.15	5,613.15

TRUSTEES OF TRUST FUNDS

NAME OF TRUST FUND	PRINCIPAL			INCOME				GRAND TOTAL PRINCIPAL & INCOME	
	BALANCE BEGINNING YEAR	NEW FUNDS CREATED	WITH- DRAWALS	BALANCE END YEAR	BALANCE BEGINNING YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR		BALANCE END YEAR
REPAIR TOWN BLDGS	1,979.65			1,979.65	0.00	14.43	14.43	0.00	1,979.65
IRENE HERBERT SCHSHIP	14,075.00			14,075.00	993.71	109.80	500.00	603.51	14,678.51
COBBETTS PD VILL. DIST.	12,719.56			12,719.56	447.85	95.93	0.00	543.78	13,263.34
CAPITAL RES. FUNDS									
Fire Apparatus	12,195.00			12,195.00	353.10	91.40	0.00	444.50	12,639.50
Fire Station	0.00			0.00	1,408.53	10.26	0.00	1,418.79	1,418.79
Rte 111/Town Complex	0.00			0.00	5,806.59	42.31	0.00	5,848.90	5,848.90
Fire Station Renovation	1,384.00			1,384.00	3,134.88	32.93	0.00	3,167.81	4,551.81
Nesmith Library	33,252.64	132.77		33,385.41	2,895.34	264.00	0.00	3,159.34	36,544.75
S.D. Repair/Replace Septic	50,000.00	50,000.00		100,000.00	465.54	544.43	0.00	1,009.97	101,009.97
S.D. Land Acquisition-Elem	50,000.00	136,347.00		186,347.00	465.36	850.76	0.00	1,316.12	187,663.12
S.D. Const/Land-Elem/HS	0.00	250,000.00		250,000.00	0.00	885.80	0.00	885.80	250,885.80
S.D. Land Acq-Elem/HS	0.00	50,000.00		50,000.00	0.00	177.16	0.00	177.16	50,177.16
TOTALS	298,578.74	490,379.77	(200.00)	788,758.51	49,516.59	6,595.52	1,962.43	54,149.68	842,908.19

Respectfully submitted for the Trustees,

Mary Johnson
Chairman

SCHEDULE OF TOWN PROPERTY



Description	Value
Town Hall Complex, Land (11A-590)*	\$ 225,000
Town Hall	700,000
Furniture and Equipment	250,000
Planning Department	600,000
Furniture and Equipment	200,000
Armstrong Memorial Building	835,000
Cable TV Studio, Equipment	250,000
Town Museum, Equipment	100,000
Town Complex, Land (16L-100)*	458,000
Police Station	1,300,000
Furniture and Equipment	300,000
Nesmith Library	1,500,000
Furniture and Equipment	750,000
Fire Department	1,965,000
Furniture and Equipment	430,000
Recycling/Transfer Station, Land and Buildings (11A-201)*	978,000
Furniture and Equipment	385,000
Bartley House, Land and Buildings (11C-1300)*	400,000
Furniture and Equipment	50,000
Senior Center, Land, Buildings, and Contents (11C-1200)*	311,000
Searles Building, Land, Buildings, and Contents (18L-525)*	1,650,000
Highway Department, Land and Buildings (3A-955, 3B-998)*	199,000
Equipment	20,000
Cemeteries, Building and Equipment (7A-501, 21U-100, 21W-6)	370,000
Sportsfields/Recreational Lands (1C-2500A, 22R-900, 24F-5205)	677,000
Disposal Site, Land (25R-300)	228,000
Town Beach, Land and Buildings (21H-1A)	283,000
Conservation Land (1C-2500, 3B-910, 8B-6600, 14A-200, 24F-501, 25E-10, 25R-103, 6500, 7025, & 8000)	3,160,000
Water Supply, Land (20D-1000)	219,000
All Lands and Buildings Acquired by Tax Collector's Deeds (see below)	3,860,000
All Properties Gifted to Town (see below)	3,853,000
Other: Purchases, Transfers, Etc. (1B-1095, 1C-2495, 2A-250, 2B-495, 11A-300)	599,000
Schools, Lands and Buildings (20D-800, 24F-2000)	8,836,500
SAU #28 Preschool Services, Land and Buildings (20D-900)	239,900
TOTAL	\$ 36,181,400

NOTE: Those properties marked by an asterisk reflect insured, rather than assessed, value.

SCHEDULE OF TOWN PROPERTY

PROPERTIES ACQUIRED THROUGH TAX COLLECTOR'S DEED

1B-1022	120,000	16P-510	9,000
1B-1025	121,000	16P-520	4,000
1B-1026	118,000	16P-540	83,000
1B-1027	120,000	16P-560	5,000
2A-1325	100,000	16P-1004	91,000
3B-355	156,000	16P-1010	83,000
3B-680	118,000	17I-49	114,000
3B-850-2	3,000	17J-100B	27,000
7A-625	7,000	17J-110A	38,000
8A-52	79,000	17J-134A	10,000
8A-61	4,000	17L-65A	4,000
8B-850	169,000	17M-46A	4,000
8B-900	163,000	19B-701	121,000
8B-4100 (c)	172,000	19B-715	124,000
8B-4300 (c)	37,000	20D-1300	151,000
8B-5800 (c)	58,000	20D-1300A	6,000
8B-6000 (c)	44,000	20D-2500	113,000
9A-652	5,000	20E-350	33,000
11A-634A	5,000	21V-227A	16,000
13J-95	4,000	21V-243J	4,000
13K-30	41,000	21V-255B	4,000
13K-34A	21,000	24A-601	122,000
13K-34B	22,000	24D-600	46,000
14B-2350	28,000	24E-100	129,000
16C-1	47,000	24G-101	182,000
16C-5	23,000	25D-2A	87,000
16F-8A	15,000	25E-481	5,000
16L-50	73,000	25R-6000A (c)	6,000
16P-501	77,000	25R-7010 (c)	212,000
16P-502	77,000		

PROPERTIES GIFTED TO THE TOWN OF WINDHAM

3B-1500 (c)	116,000	14B-2101	81,000
3B-1600 (c)	120,000	14B-2500 (c)	5,000
3B-290A (c)	8,000	20D-1600 (c)	493,000
6C-200	190,000	20D-1800 (c)	183,000
7A-500	120,000	20D-2000 (c)	140,000
8B-3900 (c)	82,000	21W-2	142,000
9A-1600	179,000	21W-15A	4,000
9A-1604	124,000	22L-75 (c)	36,000
11A-298	5,000	22L-77 (c)	36,000
11A-299	6,000	22R-250	4,000
11C-350	36,000	24E-5000	168,000
11C-1700	193,000	24F-500 (c)	33,000
11C-1800	144,000	24F-800 (c)	44,000
11C-1801	145,000	24F-900 (c)	51,000
11C-1802	124,000	24F-950	132,000
11C-3400	115,000	24F-1550	93,000
11C-3600	150,000	24F-1551	87,000
14A-51 (c)	201,000	24F-6100 (c)	37,000
14A-230	7,000	25R-500	5,000
14B-14A	14,000		

2003 INDEPENDENT AUDIT



March 25, 2004

To the Board of Selectmen

Town of Windham, New Hampshire

We have audited the general purpose financial statements of the Town of Windham, New Hampshire as of and for the year ended December 31, 2003, and have issued our report thereon dated March 25, 2004.

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 general purpose financial statements are free of material misstatement.

The management of the Town of Windham, New Hampshire is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with accounting principles generally accepted in the United States of America. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

In planning and performing our audit of the general purpose financial statements of the Town of Windham, New Hampshire for the year ended December 31, 2003, we obtained an understanding of the internal control structure. With respect to the internal control structure, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide an opinion on the internal control structure. Accordingly, we do not express such an opinion.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors and irregularities in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control structure and its operation that we consider to be material weaknesses as defined above.

This report is intended for the information of management and the Board of Selectmen. However, this report is a matter of public record, and its distribution is not limited.

Respectfully submitted,

Vachon, Clukay & Co., PC

Independent Auditing Firm

2003 INDEPENDENT AUDIT

COMBINED BALANCE SHEET

All Fund Types and Account Groups December 31, 2003

	Governmental Fund Types			Fiduciary Fund Types	Account Group	2003 Totals
	General	Special Revenue	Capital Projects	Trust & Agency	Gen. Long- Term Debt	
ASSETS						
Cash	\$ 5,925,388	510,089	111,379	1,236,698		7,783,554
Investments				33,449		33,449
Receivables:						
Taxes, net	7,502,190					7,502,190
Accounts	61,244	14,112				75,356
Due from other funds	3,682	992,476		9,160		1,005,318
Due from other governments	20,000					20,000
Restricted cash	422,741					422,741
Restricted investments	22,889					22,889
Amount to be provided for retire- ment of long-term obligations					2,987,804	2,987,804
Total Assets	<u>\$13,958,134</u>	<u>1,516,677</u>	<u>111,379</u>	<u>1,279,307</u>	<u>2,987,804</u>	<u>19,853,301</u>
LIABILITIES & FUND BALANCES						
Liabilities						
Accounts payable	\$ 33,923	4,908		517		39,348
Accrued expenses	3,056					3,056
Deferred revenues	139,834					139,834
Deposits	445,630			424,797		870,427
Due to other funds	995,973	5,500	3,113	732		1,005,318
Due to other governments	8,864,363			114,143		8,978,506
Tax anticipation note payable	2,500,000					2,500,000
General obligation debt payable					2,356,064	2,356,064
Accrued compensated absences payable					631,740	631,740
Total Liabilities	<u>12,982,779</u>	<u>10,408</u>	<u>3,113</u>	<u>540,189</u>	<u>2,987,804</u>	<u>16,524,293</u>
Fund Balances:						
Reserved for encumbrances	39,518					39,518
Reserved for endowments				168,396		168,396
Reserved for library construction	2,986					2,986
Unreserved:						
Designated for subsequent years' expenditures	417,913	1,197,261	108,266	532,934		2,256,374
Undesignated	514,938	309,008		37,788		861,734
Total Fund Balances	<u>975,355</u>	<u>1,506,269</u>	<u>108,266</u>	<u>739,118</u>	<u>--</u>	<u>3,329,008</u>
Total Liabilities & Fund Balances	<u>\$13,958,134</u>	<u>1,516,677</u>	<u>111,379</u>	<u>1,279,307</u>	<u>2,987,804</u>	<u>19,853,301</u>

2003 INDEPENDENT AUDIT

2004 BALANCE SHEET



The following represents the General Fund balance sheet as of December 31, 2004 as prepared by the Town's Finance Department. This information is presented in draft form and has not been audited or reviewed by the Town's Independent Auditors.

This presentation omits substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included with the General Fund balance sheet, they might influence the user's conclusions about the Town's financial position. Accordingly, this General Fund balance sheet is not designed for those who are not informed about such matters.

GENERAL FUND - DECEMBER 31, 2004

ASSETS	
Cash	\$9,788,092
Taxes receivable, net	1,377,436
Accounts receivable	52,560
Due from other funds	695
Restricted cash - performance bonds	434,907
Restricted cash - other	11,147
Total Assets	\$11,664,837
LIABILITIES & FUND BALANCES	
Liabilities	
Accounts payable	\$ 58,886
Deferred revenues	28,234
Deposits	434,907
Due to village district	10,549
Due to other governments	9,767,201
Total Liabilities	10,299,777
Fund Balances	
Reserved for encumbrances	156,647
Unreserved:	
Designated for subsequent years' expenditures	654,285
Undesignated	554,128
Total Fund Balances	1,365,060
Total Liabilities & Fund Balances	\$11,664,837

Respectfully submitted,

Dana Call

Finance Director

TAX COLLECTOR



DEBIT REPORT

	Levies of	
	2004	Prior
UNCOLLECTED TAXES BEGINNING OF YEAR:		
Property Taxes	\$ 0.00	\$ 7,329,132.68
Land Use Change Taxes	0.00	135,000.00
Yield Taxes	0.00	1,252.27
Village District Taxes	0.00	0.00
TAXES COMMITTED THIS YEAR:		
Property Taxes	26,062,779.31	0.00
Land Use Change Taxes	113,900.00	0.00
Yield Taxes	2,417.84	0.00
Village District Taxes	10,552.04	0.00
OVERPAYMENTS:		
Property Taxes	79,978.90	38,972.14
Miscellaneous	38.00	7.00
INTEREST COLLECTED ON DELINQUENT TAXES:	15,450.72	44,604.12
COLLECTED PENALTIES/FEES	68.00	3,300.00
	-----	-----
TOTAL DEBITS	\$26,285,184.81	\$ 7,552,268.21

CREDIT REPORT

	2004	Prior
REMITTED TO TREASURER:		
Property Taxes	\$ 24,722,061.98	\$ 7,318,307.62
Land Use Change Taxes	90,500.00	120,000.00
Yield Taxes	2,417.84	1,252.27
Interest	15,450.72	44,604.12
Penalties/Fees	68.00	3,300.00
Overpayments/Refunds	79,978.90	38,972.14
Miscellaneous	38.00	7.00
Village District	9,382.83	0.00
ABATEMENTS MADE:		
Property Taxes	5,133.33	10,825.06
Land Use Change Taxes	0.00	0.00
Village District	0.00	15,000.00
UNCOLLECTED TAXES END OF YEAR:		
Property Taxes	1,335,584.00	0.00
Land Use Change Taxes	23,400.00	0.00
Yield Taxes	0.00	0.00
Village District	1,169.21	0.00
	-----	-----
TOTAL CREDITS	\$26,285,184.81	\$ 7,552,268.21

TAX COLLECTOR

SUMMARY OF TAX SALE/LIEN ACCOUNTS

DEBIT REPORT

	2003 Levies	2002 Levies	Prior Levies
UNREDEEMED LIENS:			
Beginning of Year	\$ 0.00	\$ 85,505.45	\$ 31,676.42
LIENS EXECUTED:			
During Fiscal Year	178,724.19	0.00	0.00
INTEREST & COSTS:			
Collected After Execution	5,976.00	12,966.97	11,832.03
	-----	-----	-----
TOTAL DEBITS	\$184,700.19	\$ 98,472.42	\$ 43,508.45

CREDIT REPORT

REMITTANCE TO TREASURER:			
Redemptions	\$134,568.71	\$ 65,501.44	\$ 28,550.23
Interest/Costs	5,976.00	12,966.97	11,832.03
ABATEMENTS:	0.00	0.00	0.00
UNREDEEMED LIENS:			
Balance End of Year	44,155.48	20,004.01	3,126.19
	-----	-----	-----
TOTAL CREDITS	\$184,700.19	\$ 98,472.42	\$ 43,508.45

Respectfully submitted,

Ruth Robertson

Tax Collector

TOWN TREASURER



GENERAL OPERATIONS FUND

Balance on January 1, 2004 **\$ 4,917,542.66**

Sources of Revenue

Town Departments

Tax Collector

2004 Tax Warrants

24,829,398.27

Prior Tax Warrants

7,663,115.33

Town Clerk

2,662,188.46

Planning & Development Dept

305,367.31

Transfer Station

93,171.83

Selectmen's Office

35,558.59

Police Department

15,548.11

Fire Department

242,278.39

Recreation Department

2,349.00

State of New Hampshire

Revenue Sharing

69,298.00

Highway Block Grant

213,692.20

Rooms & Meals

401,096.12

Road Reimbursements

115,741.76

Other

43,721.00

Miscellaneous Revenues

Interest on Deposits

59,560.00

Cable Franchise Fees

110,057.41

Income from Trust Funds

695.75

Fire Grant Funds

68,699.00

Other Grant Funds

5,500.00

Sale of Town Property

10,300.00

Other

9,764.05

2004 Revenues

36,957,100.58

Current Use Collections

213,223.20

Total Funds Available

\$ 42,087,866.44

Less:

Disbursements per Selectmen's Warrants & School District Requests

29,586,551.01

2004 Current Use Transfer

213,223.20

Tax Anticipation Note Repayments

2,500,000.00

Balance on December 31, 2004

\$ 9,788,092.23

TOWN TREASURER

FUNDS

Fund	Balance 01/01/04	Income	Disbursements	Interest	Balance 12/31/04
Recreation Revolving Acct	\$ 2,447.44	\$ 14,964.48	\$ 14,963.96	\$ 10.97	\$ 2,458.93
Cable TV Trust Fund	138,623.48	22,000.00	236.55	1,063.80	161,450.73
Searles Special Revenue	65,789.10	28,530.50	66,215.83	269.13	28,372.90
Expendable Health Trust	181,001.20	104,310.32	150,511.52	1,088.24	135,888.24
Earned Time Trust	110,186.74	30,000.00	0.00	968.11	141,154.85
Property Maint Trust	30,918.06	30,000.00	40,850.00	243.82	20,311.88
Cemetery Operation Fund	67,933.42	4,125.00	0.00	505.71	72,564.13
Conservation Land Trust	1,152,492.23	216,130.76	238,315.15	8,889.86	1,139,197.70
Road Bond Fund	8,482.49	0.00	0.00	61.82	8,544.31
Law Enforcement Fund	902.44	0.00	0.00	6.59	909.03
Town Clerk Special Acct	3,033.33	14,554.50	15,875.50	2.47	1,714.80
Searles Expendable Trust	14.25	0.00	0.00	0.12	14.37
Recreation - LaCrosse	460.49	8,160.00	7,305.38	20.91	1,336.02
Recreation - Yoga	654.85	0.00	0.00	4.79	659.64
Conservation Special	2,007.37	0.00	0.00	14.62	2,021.99
Recreation - Basketball	20,449.79	31,042.03	39,361.15	66.04	12,196.71
Griffin Park Special Grant	11,627.95	0.00	10,318.20	45.44	1,355.19
Nesmith Library Bldg Acct	3,112.46	0.00	3,118.56	6.10	0.00
Recreation - Drama	2,167.96	0.00	0.00	15.80	2,183.76
Recreation - Tennis	1.28	10,757.50	6,789.10	15.99	3,985.67
Conservation - Trails	2,160.02	0.00	0.00	15.73	2,175.75
Police Contracted Services	121,326.57	88,285.00	89,558.32	1,102.74	121,155.99
Subdivision Fees	74,426.32	126,770.77	90,500.61	0.00	110,696.48
Town Museum	2,601.26	4,350.00	1,499.80	39.91	5,491.37
Griffin Park Lighting Donation	0.00	850.00	0.00	1.65	851.65
Misc. (Unknown/Undefined)	1,126.85	0.00	204.96	8.21	930.10
Rte 28 Emgcy Response Fund	32,146.39	38,000.00	0.00	356.56	70,502.95
Rec. Improvements Fund	10,527.15	16,000.00	0.00	127.76	26,654.91
Rail to Trail Fund	0.00	300.00	0.00	0.29	300.29
Searles Bond Account	96,638.21	0.00	96,185.70	247.31	699.82
Grand Total	\$2,143,259.10	\$789,130.86	\$871,810.29	\$15,200.49	\$2,075,780.16

DEVELOPER PERFORMANCE BONDS

As of 12/31/04, the following bonds are held for the completion of projects approved by the Planning Board.

Adelphia (Cable TV)	\$ 150,000.00
Adelphia (Cable TV)	50,000.00
Anderson Subdiv	276,081.80
Candlewood Rd	22,235.11
Canterbury Rd Ext	7,485.87
Castle Hill - London Bridge	15,171.85
Castle Reach Pump House	216,660.00
Castle Reach II	102,384.00
Castle Reach II / Hancock Rd	46,080.00
Castle Reach III	255,447.60
Crestwood Rd	8,392.88
Cristy Rd Ext	49,810.00
D & S Builders	100.00

TOWN TREASURER

DelPozzo Development	506.68
Duston Rd (Spruce Pond)	509,358.00
Fieldstone Woods (Mountain Home Building)	138,382.00
Fieldstone Woods (DHB, Inc)	138,382.00
Flat Rock Rd	13,735.04
Fletcher Rd	59,424.00
Fletcher Rd Ext	70,470.00
Fritschy Site Plan	20,000.00
Glance Rd Ext	26,202.00
Gov Dinsmore Rd (Bedford Design)	6,504.00
Gov Dinsmore Rd (McIntosh Hollow)	320,859.00
Gov Dinsmore Rd (Orchard Blossom)	274,923.00
Jenny's Hill Rd	157,387.00
Jenny's Hill Rd Ext	77,376.00
Lamplighter Village	32,703.35
Lamplighter Village Site #2	2,496.26
Lamplighter Village Site #3	1,663.43
Lamplighter Village Site #4	12,002.16
Lamplighter Village Site #5	20,936.16
Lamplighter Village Site #6	8,293.29
Lamplighter Village Site #7	2,904.23
Lamplighter Village Site #8	49,463.78
Lancelot Rd	4,209.97
8 Ledge Rd	30,000.00
Marblehead Rd	34,200.00
Netherwood Rd	14,600.00
Northland Rd (Spruce Pond)	479,471.00
12 Osgood St	2,022.39
Osgood (Forfeited)	2,353.15
Outlook Rd	232,531.20
Partridge & Quail Rds	2,706.30
Ryans Farm / Heritage Acres	505,161.60
Searles & Mockingbird	130,612.00
Searles Rd	48,444.83
Seavey Rd	8,040.00
Settlers Ridge Rd	38,595.36
Sheffield St	32,194.00
17 Sheffield St	16,259.00
Squire Armour Ext	32,745.60
Stoneywyke II	12,244.17
Stoneywyke Rd (Steve Allen-Forfeited)	5,959.57
Tarbell Rd	6,204.29
Thompson Subdiv	642.86
Timberlane & Heritage Hill	61,417.97
Wall St/International	30,648.03
Westchester Rd	8,019.85
Whispering Pines (Winds)	5,858.62
White Mountain Cable Construction (Cable TV)	20,000.00
Windham Meadows I	46,184.45
Total Performance Bonds	\$4,955,146.70

Respectfully submitted,

Robert Skinner

Town Treasurer

EXPENDABLE HEALTH TRUST



Disbursements								
MONTH	INCOME	HEALTH					MISC.	BALANCE
		INS. TRUST	CLAIMS	ADMINISTRATION	RENEWAL	INTEREST		
								181,001.20
January	1,911.35		7,639.39	1,633.50		126.72		173,766.38
February	11,810.19		15,416.69			114.78		170,274.66
March	9,967.42		11,700.34	1,303.50		101.13		167,339.37
April	8,094.47		18,093.23			89.03		157,429.64
May	6,733.11		19,241.18			85.24		145,006.81
June	10,190.94		7,834.67			84.16		147,447.24
July	12,013.37		10,550.62	1,402.50		86.72		147,594.21
August	8,360.28		18,360.35			81.80		137,675.94
September	10,845.25		7,927.93	1,501.50		79.03		139,170.79
October	6,600.38		6,329.80			81.27		139,522.64
November	13,009.39		13,871.65		650.00	79.70		138,090.08
December	4,774.17		7,054.67			78.66		135,888.24
TOTALS	104,310.32		144,020.52	5,841.00	650.00	1,088.24	0.00	

Prior to 2003, the Expendable Health Trust fund was used to pay both the monthly premiums and the "out of pocket" claims associated with the Town's program of self-insuring the deductibles and coinsurance payments on behalf of its employees. Beginning in 2003, the monthly premium cost was allocated to the general operating budget and the Trust fund was used primarily for the "out of pocket" expenses. Other disbursements from this account include administrative costs and payments made on behalf of retirees who qualify for the Town's post-employment benefits program based on years of service. The income deposited into this fund consists of the employees' co-pay amounts from weekly payroll deductions.

STATEMENT OF BONDED INDEBTEDNESS



Amount of Original Issue	\$4,196,064.00
Date of Issue	July 1999
Purpose	Fire/Police/Library/Griffin Park
Date Payable	Feb & Aug Each Year
Rate	4.5% - 4.7%
Payable at	Citizens Bank

	Year	Principal	Interest		Payment	Balance
						2,256,064.00
2004	2/15/04		51,760.00		51,760.00	2,256,064.00
	8/15/04	485,000.00	51,760.00	4.50%	536,760.00	1,771,064.00
2005	2/15/05		40,847.50		40,847.50	1,771,064.00
	8/15/05	485,000.00	40,847.50	4.60%	525,847.50	1,286,064.00
2006	2/15/06		29,692.50		29,692.50	1,286,064.00
	8/15/06	485,000.00	29,692.50	4.60%	514,692.50	801,064.00
2007	2/15/07		18,537.50		18,537.50	801,064.00
	8/15/07	350,000.00	18,537.50	4.60%	368,537.50	451,064.00
2008	2/15/08		10,487.50		10,487.50	451,064.00
	8/15/08	225,000.00	10,487.50	4.60%	235,487.50	226,064.00
2009	2/15/09		5,312.50		5,312.50	226,064.00
	8/15/09	226,064.00	5,312.50	4.70%	231,376.50	0.00
		\$2,256,064.00	\$313,275.00		\$2,569,339.00	

Amount of Original Issue	\$100,000
Date of Issue	June 2003
Purpose	Searles Building Renovations
Date Payable	June Each Year
Rate	4.00%
Payable at	Banknorth

	Year	Principal	Interest		Payment	Balance
						100,000.00
2004	6/3/04	8,400.00	4,000.00		12,400.00	91,600.00
2005	6/3/05	8,800.00	3,664.00		12,464.00	82,800.00
2006	6/3/06	9,200.00	3,312.00		12,512.00	73,600.00
2007	6/3/07	9,600.00	2,944.00		12,544.00	64,000.00
2008	6/3/08	10,000.00	2,560.00		12,560.00	54,000.00
2009	6/3/09	10,000.00	2,160.00		12,160.00	44,000.00
2010	6/3/10	10,400.00	1,760.00		12,160.00	33,600.00
2011	6/3/11	10,800.00	1,344.00		12,144.00	22,800.00
2012	6/3/12	11,200.00	912.00		12,112.00	11,600.00
2013	6/3/13	11,600.00	464.00		12,064.00	0.00
		\$100,000.00	\$23,120.00		\$123,120.00	

BOARD OF SELECTMEN



On behalf of all those associated with our community, we are pleased to submit our report for 2004. Over the past year the Board, and all of our departments and volunteers, have been involved with a myriad of different issues and, with pride, can say many goals and objectives have been accomplished. It is through the hard work and dedication of all that things are accomplished, and it is with this thought in mind that we extend our appreciation to all of our employees and volunteers for their efforts. It is all of us, working collectively to achieve many common goals, that make Windham the wonderful community it is.

The issues we have all dealt with this past year cover a wide spectrum, and we realize that it is impossible to provide a detailed report on all the projects and issues handled by our staff and volunteers in just a few pages. Therefore, as we have done in the past, our report is intended to focus on the highlights of some of the items that we, our departments, and our committees have taken up in the past year. As is now the norm, our Town Administrator will, in a separate report, discuss the upcoming year and our budget proposals that will be considered at the 2005 Deliberative Session and Ballot Vote.

I-93 and Route 111 Bypass Projects: The Board has remained very aware of any developments and milestones associated with both the I-93 and Route 111 Bypass projects. The NH Department of Transportation has visited the town on two specific occasions to provide the Board with updates and to gather input and comments. Construction has begun on the Route 111 Bypass, specifically on the Salem end of the project. To date, part of the new road that will eventually go around Shadow Lake and intersect at a location farther North on Route 28 than the present five way intersection at Lake Street in Salem has been constructed.

In terms of I-93, the State continues to finalize the designs that will ultimately result in a shifting of the North and South Bound ramps closer together and thus away from both Canobie Lake and Cobbetts Pond. In addition, Route 111 west of Exit 3 will shift further away from Cobbetts Pond. As this project progresses, the Town has worked diligently with the State to ensure that our interests are best protected and that proper mitigation is provided to reflect the amount of land and business that will be effected. To this end, the Selectmen and Conservation Commission are pleased to report that the State of New Hampshire acquired three parcels close to 275 acres of open space land in the Southeast portion of Town. This property is contiguous to land that the Town has acquired through Conservation Land Funds over the past few years. To date, with this land acquired by the State, over 450 acres of land in the southeastern portion of Town is now protected as either open space or by Conservation restrictions.

The Board will continue to monitor the progress of both these very important projects, and will labor diligently to ensure that the interests of Windham are considered.

Griffin Park: The Park continued to grow in 2004 with the addition of six basketball courts, four tennis courts, and a skateboard park, along with the near completion of the multipurpose building. We wish to extend an enormous amount of appreciation and gratitude to the following individuals and groups who made the dream of these facilities a reality: Eric Nickerson, for his generous and selfless donations to help fund the construction of the basketball courts, tennis courts and skateboard park; Windham Baseball and Softball and others, for their commitment and donations towards constructing the multipurpose building that offers a concession area, bathrooms, and beautiful covered seating area with picnic tables for everyone that uses the Park to enjoy, and; Charlie McMahon, for his tireless efforts and

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dedication in overseeing both of these projects, as well as for his foresight in developing a program that, through donations, provided over 40 benches now located throughout the Park. This seating was donated by family and friends of Griffin Park, and each has been engraved with either remembrances of loved ones or simple words of thanks. Many of us can reflect back to the day when Charlie and the then governing Board of Selectmen met with Andy and Mary Griffin to talk about purchasing Tara Farms for a future Town Park Complex. As we look out onto this area today, we can be proud that through the tireless efforts of many, and the commitment of our residents, what was once a simple vision has now become a wonderful reality. We pray everyone will enjoy the facilities for many years to come and take pride in how it eventually came to be.

Strategic Planning: In March of this year, the Board and Department Heads met in a training session to discuss the tools and strategies needed to effectively develop a new Strategic Plan designed to focus on the operational aspects of our community in terms of all our governmental functions. As envisioned, the Plan will serve to compliment the Master Plan presently being developed by the Planning Board. In the simplest of terms, think of the Master Plan as helping to guide and determine the vision of the Town in the future, while the Strategic Plan helps to guide and determine the operational aspects necessary to accomplish that future vision along with financing and delivery of those services.

As we examine the multitude of municipal operations that comprise our local government, we soon realize that there are, right now, many positive aspects to what we are doing. It is our goal to ensure that these things continue in the future as we, too, recognize that there may be new programs, processes, and procedures that would be appropriate for implementation as we chart our course into the future. Finally, we must also carefully address the services offered to our residents and ensure that we have the appropriate physical plant and employees needed to effectively deliver these services within a sound financial plan.

To date, we have continued to gather the necessary background information needed to launch a successful planning effort such as we intend to launch after the 2005 Town Meeting. A seven person Steering Committee will be established to guide the process, comprised of one representative from each of the following groups: School Board, Library staff, School Department management staff, Town management staff, an employee from either the police, fire or municipal union, and a resident.

Road Related Issues: It seems that every so many years, the Board ends up more involved or active in one area more so than is normally the case. 2004 was no exception, as the Board found itself discussing two topics more often than others: road related issues and Board of Health issues. In terms of roads, the Board approved numerous bond releases and accepted Bayberry Road as a Town road. Portions of Pine Hill and Governor Dinsmore roads were also reclassified from Class VI (meaning Town owned but not maintained) to Class V (fully publicly maintained) as a result of petitions filed by developer along these roads. The related costs to improve the roads to Class V status were the responsibility of the developers, although once complete they will become the responsibility of the Town to maintain.

The Board has also been advised by the State that the long-awaited improvements to the intersection of Langdon and Range roads have moved forward, and that a bid has been awarded in the amount of \$373,372. Construction is expected to begin in the spring or summer of 2005.

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As noted in the Highway Safety Committee's report, we have endorsed a new prioritization program established by the Committee to guide us in determining which roads will be reconstructed and improved from year to year. The listing takes into account such variables as the condition of each individual section of a particular road's pavement (PCI), the weighted PCI for the entire road, traffic volume, accident history, and drainage issues. This statistical listing, which will be updated annually, will be invaluable as we deliberate the appropriate improvements to be made.

Building Permits on Private Roads: This year we received eight (8) requests to allow a building permit to be issued on a Class VI, or private road, in accordance with RSA 671:41. This law allows such permits to be issued provided the Board of Selectmen grants its authorization. In determining whether to grant such request, the Board seeks the input of the Planning Board and Police and Fire departments. To date, the Board has required applicants to ensure that any construction not impede the flow of traffic, including emergency apparatus, and that they acknowledge that the Town holds no responsibility to maintain the road that they are building on, given its Class VI status.

Other Areas/Issues in 2004: Some of the other areas or issues that either the Board or specific departments addressed in 2004 include the following:

- **Painting of Town Hall facilities** - The exterior of the Town Hall and Planning and Development Department were repainted in 2004.
- **Fire Department Grants** - The Fire Department was very instrumental in securing several small and large size federal grants, including funds to purchase radio equipment and \$225,000 towards a fire tanker that will be presented as part of the 2005 Town Meeting.
- **Board of Health Issues** - Several requests for waivers from our Health Regulations were considered by the Board, most of which dealt with setback requirements pertaining to wells and septic systems.
- **Transfer Station Hours** - Working with the Transfer Station Manager and his staff, the Board approved new operating hours for the Transfer Station of 8 am to 6 pm, Tuesday through Saturday, on a year round basis. This change was possible given the support of the 2004 Town Meeting to hire an additional operator position, which allows us to open the Station to the residents for an additional ten (10) hours per week.
- **Depot Road Committee** - A Committee was established consisting of the Town Administrator, Highway Agent, Selectmen, a Trails Committee member, and three residents, to develop a master plan for the future of the Depot area. This area was recently designated as a Historic District, and currently houses our Highway Department. The role of the Committee is to develop a plan and recommendation on how this area should be used and protected for the future.
- **Dog Ordinance** - The Board adopted additional animal control regulations, which prohibit any person from bringing a dog onto Town property unless they restrain their animal on a leash no longer than eight feet (8') in length. In addition, dogs are prohibited from Town buildings. These regulations do allow some exceptions, however, such as training activities and Assistance Animals.

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- **Digital Mapping Project** - The Board approved \$75,000 for the Assessing Department to contract with Camp, Dresser and McKee to digitize our tax mapping system, including aerial photographs, as the initial investment in a GIS system for the Town. Once completed, the system will be an invaluable tool for not only the Assessing Department, but many others including Planning, Highway, Fire, and Police.

Personnel: As seems to have been the trend over the last several years, many of our departments were involved with replacing and recruiting several key staff positions. We have highlighted these changes below:

Police Department: Dispatcher Lenny Morgan retired after twenty-three (23) years of dedicated service to the Town. We wish him well, and offer our thanks and appreciation for his loyalty and professionalism over the past two decades. Presently, the Department is recruiting to fill the vacancy with the hope of having someone in place by early spring.

Officer Mark Knight was hired late in the year to fill the patrol vacancy created when Officer Steven Desilets resigned in 2003. Mark had previously served as an officer for us, and we wish to welcome him back "home".

Late in the year, the Board accepted the resignation of Chief Bruce Moeckel, who will retire from the Department after thirty-two (32) years of service on April 1, 2005. Bruce has served the Town with devotion and a keen sense of community from the outset: first as a Police Officer, then Sergeant, and most recently as Chief of the Department, his position for the past twelve (12) years. We wish him nothing but the best in his well-deserved retirement, and extend our gratitude for his service. As we enter into 2005, the Board is actively recruiting a replacement for Chief Moeckel, with the hope of having a new Chief in place by April.

Fire Department: Diana Nault was hired as our new Firefighter/Inspector to fill the vacancy left when Tom McPherson was promoted to the rank of Deputy. We are pleased to welcome Diana to our staff and wish her success and happiness in her new position.

Planning Department: Rebecca Way was hired as the Assistant Planner, filling a vacancy left when Walter Warren resigned and took a similar position in Merrimack. Becky has settled into her role well, and is wished the best from the Board.

Town Clerk: Early on in 2005, the Board hired Nicole Merrill as Assistant Town Clerk. Nicole replaces Kay Keating who left the town in late 2004. We welcome Nicole to our staff and wish her well as she embarks on her new career with the Town.

Transfer Station: The Transfer Station was busy in 2004, hiring two new employees during the year. We welcomed Tim Healy as our new full-time truck driver and Lenard Bussey as a new operator. These positions were as supported at the 2004 Town Meeting, and both individuals have performed well for us since taking joining the staff. We wish them continued success in their positions.

Maintenance Department: With the support of the residents, we added a new position to the Maintenance Department this past year, hiring Russ Gebo as a part-time maintenance person. Russ provides much needed assistance to the Maintenance staff, and has fit in very well. We welcome Russ to our staff, as well, and extend our best wishes for a successful career.

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Awards: At Town Meeting, we recognized Marion Dinsmore as our “Volunteer of the Year” for giving of her time over many years as a member of our Historic Committee. Marion, along with the other members of the committee, is responsible for the oversight of the Searles Building. She has worked tirelessly over the years, and exhibits a tremendous love and passion for the building. Her drive and devotion to the Committee and its role is well appreciated by all. We also presented the “Employee of the Year Award” to Police Chief Bruce Moeckel in recognition of his 32 years of dedicated service to the Town of Windham. As noted above, Chief has served the town with dedication and professionalism throughout his career. Both of these individuals were truly deserving of the honor and, on behalf of the entire community, we once again extend our appreciation and congratulations to both Marion and Bruce for their efforts.

In Conclusion: The past year has seen the Board involved with many different issues and we have tried to make our decisions with the overall interest of the Town in mind. We hope that our actions are satisfactory to the residents of Windham, and also to our employees and volunteers who work tirelessly to ensure that Windham remains a wonderful place to work and live.

As we look forward into 2005, we stand committed to work towards establishing a balanced overall Strategic Plan, and are excited about the interaction and communications that this process will generate amongst ourselves, the Town and School departments, and our residents. Working together, we are confident that our long-range plans will have not only credibility and foresight, but also commitment from us all.

We wish to extend our gratitude to our staff throughout all the departments for their dedication to the Town and for performing well over the past year. Undoubtedly, we have had to make some difficult decisions, but we respect and appreciate the involvement of everyone in discussing the issues and ensuring the Board has the information needed to make informed decisions.

Windham is a wonderful community, and is so due in no small part to the dedicated employees and volunteers who give so much of their time, skills, and knowledge. As your Board of Selectmen, we remain committed to serve Windham as a whole to the best of our abilities and pledge ourselves to all tasks at hand. To the residents of Windham, we thank you for your continued support and understanding. Your government is here is to help and serve you when ever possible. Our doors are open, and we always welcome your input.

Respectfully submitted,

Alan Carpenter
Christopher Doyle
Galen Stearns
Roger Hohenberger
Bruce Breton
Board of Selectmen

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It is my pleasure to submit my Town Administrator's Report for 2004. Over the past twelve months, I have had the pleasure of working with many dedicated and hardworking employees and volunteers, and have seen many accomplishments achieved. I have also had the pleasure of experiencing a great deal of satisfaction in seeing many people expand their knowledge base and grow professionally as they work to deliver a high level of service to the residents of this fine community. On behalf of everyone associated with the Town, I wish to express my continuing deep appreciation and gratitude to all of our employees and volunteers for their efforts this past year and years before. These are the people that make Windham government what it is, and I am proud to be associated with them all.

Similar to the past several annual reports, the following information is intended to focus on the upcoming year, highlighting some of the key issues and costs proposed in our 2005 budget, while the Board of Selectmen report details some of the issues addressed and goals achieved over the past year.

2005 BUDGET DISCUSSION

The overall 2004 tax rate decreased by \$1.55/1000 valuation, or 7.73%, with the Town's portion of the rate reflecting a 13.45% decrease. The overall decrease in the rate was due to a significant increase in the overall valuation of the Town of over \$186 million, of which \$100 million was due to new construction value. As the tax rate moves up and down with the changes in the overall property valuations, the decrease in the 2004 rate from 2003 is more of an indicator of positive valuation changes rather than an absolute decrease. In fact, assuming that valuations did not change, the actual tax rate would have increased approximately \$.73/1000 or 3.7%, which in terms of the past several years, would be a moderate increase. The table below depicts the 2004 tax rate compared to 2003, showing not only the changes in the Town portion, but the school and county portions, as well, to more fully show how the individual components of the Town's tax rate impacted the overall rate adjustment. For "absolute" comparison purposes only, I have included a second table to illustrate what the tax rate would have been if the new valuations had not occurred.

2004 TAX RATE HIGHLIGHTS Assuming Valuation Changes (Real Rate)

	2004 Net Appropriation	2004 Tax Rate	2003 Net Appropriation	2003 Tax Rate	% Increase (Decrease) (2004 - 2003)
Town	\$ 5,454,936	\$ 3.86	\$ 5,492,278	\$ 4.46	(13.45%)
Local School	\$ 14,151,117	\$ 9.99	\$11,348,888	\$ 9.23	8.23%
State School	\$ 4,916,083	\$ 3.49	\$ 6,161,475	\$ 5.05	(30.89%)
County	\$ 1,648,825	\$ 1.16	\$ 1,611,911	\$ 1.31	(11.45%)
Total Property Tax Assessed	\$26,170,962	\$18.50	\$24,614,552	\$20.05	(7.73%)

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2004 TAX RATE HIGHLIGHTS Assuming No Increase in Overall Town Valuations

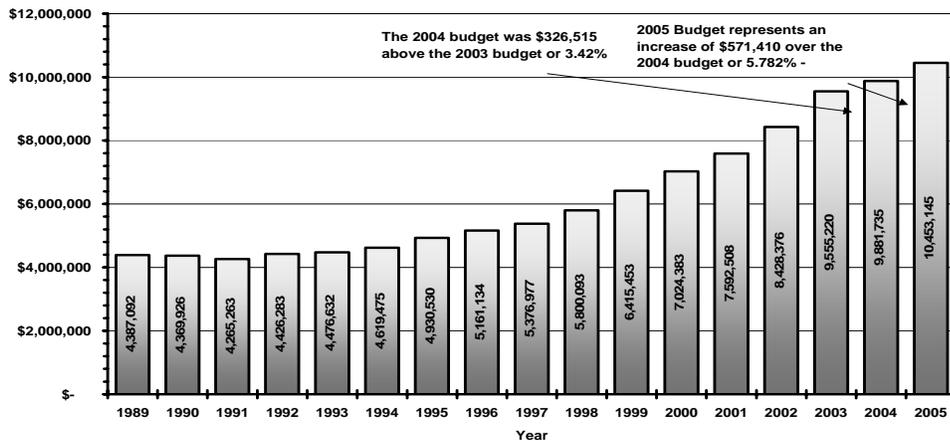
	2004 Net Appropriation	2004 Tax Rate	2003 Net Appropriation	2003 Tax Rate	% Increase (Decrease) (2004 - 2003)
Town	\$ 5,454,936	\$ 4.44	\$ 5,492,278	\$ 4.46	(.57%)
Local School	\$14,151,117	\$11.50	\$11,348,888	\$ 9.23	24.64%
State School	\$ 4,916,083	\$ 3.50	\$ 6,161,475	\$ 5.05	(30.80%)
County	\$ 1,648,825	\$ 1.34	\$ 1,611,911	\$ 1.31	2.32%
Total Property Tax Assessed	\$26,170,962	\$20.78	\$24,614,552	\$20.05	3.61%

Throughout the development of the 2005 Town budget, the staff and Selectmen worked to control the impact that the Town's budget would have on the overall tax rate. We were cognizant of the impact a potential new high school will have on the community and worked diligently to tighten the Town's budgets without sacrificing any services that the residents have come to appreciate and expect.

Our collective efforts resulted in a 2005 budget recommendation for submission to the Deliberative Session that is \$571,410 higher than the 2004 approved budget, or 5.782%. In comparison, the budget recommended by the Board in 2003 was 6.453% or \$616,575 higher than the previous year. Due to the failure of the bond article for a fire truck and a few minor changes, the actual budget ultimately approved by the voters was 3.42% higher than 2003, representing \$326,515 more in spending (see Chart One below). Fifty-six and eighty fifths percent (56.85%) of the proposed increase (\$324,860) is related to personnel expenses, with the balance of forty-three and fifteenths percent (43.15%) or \$246,550 coming from increases in operational expenses across all departments.

CHART ONE

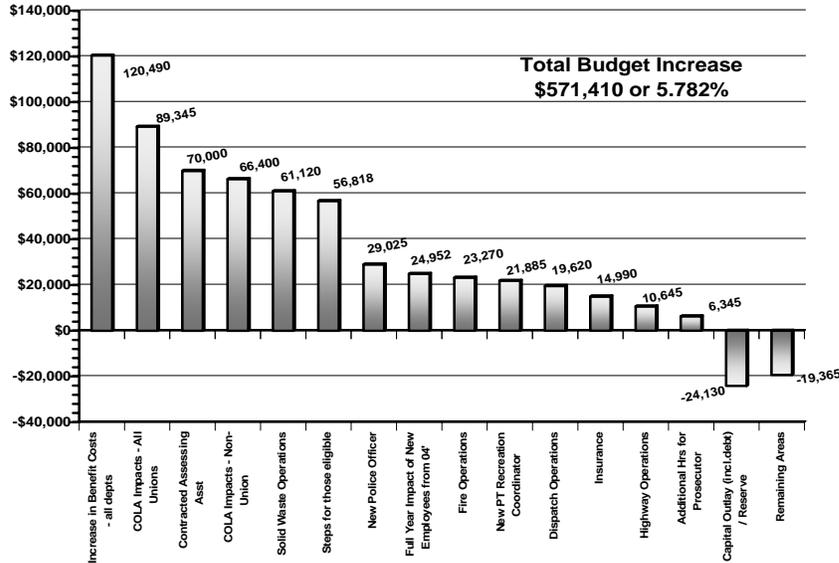
Windham - Town Appropriation History 1989 - 2005



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The next several pages of this report will focus on these two portions of the total increase, highlighting some of the key areas in each. Chart Two shows some of the major areas of increases, many of which are detailed below:

CHART TWO



Personnel “Salaries”: Of the \$324,860 in salary-related increases, 47.94% or \$155,745 is due to a 3.25% across the board wage increase for all eligible non-union and union employees, and 17.49% or \$56,818 due to applicable step increases for these same employees. The increases for union employees represent the approved adjustments in the second year of their contracts that were ratified at the 2004 Town Meeting.

As has been the case in the past few years, we are again requesting support to add new personnel. As originally submitted by all the departments and committees, the number of new personnel requested totaled eight: seven new full-time positions and a request to increase a present part-time position to full-time. Each of these requests was reviewed carefully and received close scrutiny to ensure a need existed for adding staff and to prioritize these needs within a reasonable budget adjustment. After reviewing the requests and weighing our overall needs against the impact to our budget, the final requested budget as submitted to the Deliberative Session includes one (1) new full-time employee for the Police Department and a part-time (30 hr/week) Recreation Coordinator. In addition to these new staff positions, additional hours have been proposed for some of the Library staff and for the Police Prosecutor, to handle increased demand for services and workloads. Positions submitted that are not now a part of the final budget request include new firefighters and a highway laborer. These will be reconsidered in future years, should they be again requested.

Maintenance: Salaries have been increased by the 3.25% noted above, as well as by an additional \$8,310 due to the full year impact of the new employee added in 2004. This new position has certainly proven to be a valuable addition to our maintenance staff and has provided much needed assistance to a department that seems to be pulled in every direction given the multitude of projects and tasks which they are called upon to handle.

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Police: As noted above, one new position being requested this year is that of a Police Officer. For the past few years, the Chief, Highway Safety Committee, and Selectmen have discussed several instances where added traffic enforcement has been needed to better control the speeding on certain roads in Town. Many requests submitted to the Safety Committee have involved the issue of speeding and have resulted in the Board voting to reduce several speed limits to 25 MPH on our local roads. These reduced speed limits are only one facet of a strong traffic enforcement approach. Even with the lower speeds, we still have those that will travel at too high of a rate of speed, causing a potentially hazardous situation for themselves, as well as others on the road. The intent of adding a new officer is not only to provide needed additional staff for the Department in light of the growing demands placed upon it from both community growth and the anticipated road construction impending with the I-93 and Route 111 road projects but, most importantly, to provide the opportunity for the Department to have one of its officers more heavily involved in concentrated traffic enforcement assignments.

The other significant change in the Police Department is to increase the hours of our part-time Prosecutor position by 5 hours per week (20 to 25), in order to afford this individual the time necessary to handle the increased workload seen over the past few years. The numbers of violations and cases presented to the Prosecutor have both increased, in numbers as well as complexity. The cost to add these hours effective April 1st amounts to \$6,345.

Fire: A few of our firefighters are members of the Regional Hazardous Materials Response Team and may be called upon to respond to district-wide incidents. When this occurs, the Town pays our employees for their time and is then reimbursed by the Regional District. Presently, all the revenues generated from these details are returned to the General Fund while the expenses come from the overtime line item in the departmental budget. In most years, this results in an over-expenditure of the overtime account, or at least a reallocation from other accounts to cover the expense. In order to eliminate these after-effects, the 2005 Warrant proposes a separate article to establish a special revenue fund to account for both the expenses and revenues generated from providing the District with these types of responses. This concept has been proven successful through the Searles Revenue Trust and the Police Contracted Detail Trust. We had planned to establish this trust in 2004, however due to timing issues with required public hearings, we retracted the similar article prior to that year's Town Meeting.

Transfer Station: Funds have been budgeted to cover the full year impact (\$12,440) of the new operator position approved in 2004, as well as the increase to a full time truck driver (\$4,200). Both these positions have proven very beneficial to the Station, and have allowed the Town to increase the number of hours the facility is available to the public by ten (10) per week, and to offer more consistent hours throughout the year. Currently, the Transfer/Recycling Station is open year-round from 8 am to 6 pm, Tuesday through Saturday.

Recreation: Funds were included in the 2003 and 2004 budgets to hire a Recreation Coordinator to handle the myriad of recreational activities offered by the Town and to coordinate with volunteer leagues such as the Windham Baseball/Softball and Windham Soccer. Both annual Town Meetings defeated the separate article requesting this position, however, the majority of the Board and Recreation Committee continue to feel that the Town needs a Coordinator and have again requested that the Town hire a part time person (thirty hours/week with no benefits). This position continues to be proposed due to the ongoing need for a dedicated staff member to handle such tasks as: coordinating the various recreational programs offered by the Town, including the Town beach; assisting in the oversight of the maintenance of the Town's sportsfields; coordinating the field usage; overseeing vendors

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regarding bid solicitation and billing concerns; and assisting in the oversight of a budget among other responsibilities. While these duties are currently being performed by both existing Town staff and the volunteers on the Recreation Committee, the Recreation program would benefit from having someone on-staff and available during normal business hours to work with the Committee members and better facilitate the growing recreational needs of the Town.

Operations: Of the \$246,550 in operations-related increases 39.87%, or \$98,295, is due to increased cost for State Retirement, Health Insurance, and Dental Insurance as a result of increases in the rates we pay for all three of these programs. State Retirement rates increased .92% for Fire employees, 1.81% for Police, and .91% for all other Municipal employees. Our premiums for Health insurance increased 9.6% while Dental costs rose 3.6%.

In terms of Health insurance, 2005 reflects the first year in which we as a group are individually rated for premium purposes now that we have over 100 employees. Our rate increase, while close to 10% is much lower than the "pooled" group we once belonged to which received a rate adjustment in excess of 18%. An additional 15%, or \$37,185, of the operational increases is due to increases in some of the other insurance programs provided by the Town, such as worker's compensation, which has shown an increase in the rates used to calculate our cost for the first time in close to ten years. Some of the other notable areas which make up the remaining \$111,070 increase in operating costs include:

Contracted Assessing Technician(s) A separate warrant article recommends appropriating \$70,000 for the purpose of hiring contracted assessing technician(s) for a period of approximately three to six months to assist the Town Assessor in completing a thorough re-assessment of all properties in Town to bring all properties up to 100% value. We envision our Assessor will be able to handle half of the community while, collectively, the hired contractors will be responsible for the balance of the Town. The re-assessment to 100% of value is required as part of the NH Department of Revenue Administration's certification process for all towns. Our community is being re-certified in 2005 and, if we do not pass the re-certification, the State has the right to mandate a complete outside reassessment of all properties. In this case, the process would be overseen by the State, rather than the Town, and would cost us six to seven times more than the proposal.

Dispatch: Proposed operational increase of \$19,620 is due mainly to a \$7,780 increase in our contract with the Town of Derry to provide dispatching services for our Fire Department, and \$4,350 to purchase a new CCTV recorder for our dispatch center.

Highway Department: The proposed Highway Department's operating budget has increased by \$10,645, predominantly due to the increased costs of materials, particularly sand and salt. In addition, we have budgeted an additional \$11,000 for the purpose of purchasing surplus equipment or vehicles that may come available during the year. We have been fairly successful in the past at purchasing used vehicles for plowing, as well as sanders, and are hopeful we can continue to find suitable ones in the future.

Transfer / Recycling Center: The proposed operating budget has increased by \$61,120. This is due to two line items, namely waste removal and demolition removal. Waste removal has increased \$3,500 due to a contractual rate increase of \$2/ton effective August 1st. Demolition removal has increased \$55,125 due to a change in how we "compensate" our vendor for their cost to handle our demolition. This past year, we paid a reduced rate of \$15-16/ton for demolition removal of up to 800 tons of materials, provided we gave our scrap metal in trade, as well, which traditionally has netted the Town about \$45,000 to \$50,000 annually. In reviewing

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our options for 2005, it was decided that, based on the terms of extending the existing demolition contract, in which we would pay a reduced fee for up to 1200 tons and then the prevailing market cost for removal as well as continuing to turn over our scrap metal, we would be better off financially to pay the higher cost to dispose of the demolition and then market our scrap metal ourselves. Due to the requirements of the budget law to “gross” budget our expenses, the Department’s budget has increased, but is mostly offset by a corresponding increase in our estimated revenues derived from selling our scrap metal.

Capital Outlay: The items within the proposed Capital Improvement program, which are supported by the Board of Selectmen, reflect six (6) projects for the Town in addition to the Searles Building and bond payment for the Fire Station, Police Station, Library, and Griffin Park. In total, these following projects represent an overall decrease of (\$24,130) under the funds allocated for Town projects in 2004:

- **\$100,000 for road improvement** - Over the past several years, we have allocated \$300,000 from our Capital Improvement budget to large-scale road improvements. This year, however, the Board reduced the requested amount to \$100,000 due to both a desire to recommend a conservative overall budget, as well as the fact that we will be overseeing two large-scale projects next year: Castle Hill Road and Marblehead Road. The \$100,000 in funding is currently allocated for the purpose of completing additional work on Marblehead Road.
- **\$380,000 for purchase of a new Fire Engine** (\$190,000 will be bonded for one year) - this is to replace Engine 1, which is a 1984 model, in accordance with the Department’s normal replacement schedule;
- **\$50,000 for a new disposal trailer for the Transfer Station** - this is the second trailer being replaced as part of a program to replace the original three disposal trailers; one of the others was replaced in 2004.
- **\$60,000 for a new articulating loader for the Transfer Station** - this will replace a five-year old machine with a high number of logged hours. The existing machine will remain as an emergency backup, given its low trade-in value.
- **\$85,500 for a new forestry truck for the Fire Department** - this will replace our 1987 brush truck, which has experienced serious mechanical problems over the past few years and is no longer suited for service as a forestry truck. \$15,000 of the cost for this truck will be funded from existing funds previously set aside to improve the Town’s emergency response capabilities to the Route 28 area.
- **\$5,000 as the Town’s share of right-of-way and design costs** associated with the proposed bike paths along Lowell Road between Route 111 and the Golden Brook School. The \$5,000 represents the Town’s 20% share of the cost, with the other 80% being funded by the State.
- **\$85,000 to be set aside in a Capital Reserve Fund** for the purpose of paying land and constructing a future salt shed or similar building for the Highway Department.

In addition to the above items that appear as part of the Capital Improvement Program, we are also submitting the following two planned purchases as separate warrant articles. Both of

TOWN ADMINISTRATOR

these projects involve use of grant funds or other revenues which will pay for at least 90% of the costs:

- **\$277,550 for the purchase of a tanker truck for the Fire Department** - this will be a new piece of equipment for the Department. The Town has been awarded a grant from the Department of Homeland Security for \$225,000 toward this purchase, and the balance will come from funds from several Route 28 developments previously collected for the purpose of improving the Town's emergency response capabilities in the Route 28 area.
- **\$85,800 for the purchase of a truck and safety trailer for the Fire Department** - this will also be a new piece of equipment for the Department. We have been awarded a grant from the Department of Homeland Security for \$77,220 toward this purchase, and the balance will come from general taxation.

CONCLUSION

In closing, I would like to acknowledge the residents of our community for their ongoing support and interest in their town. Windham is based on a solid "community spirit" which shows throughout the year, not only formal meetings of board and committees, but at social gatherings such as the Strawberry Festival, Christmas Tree Lighting, Memorial Day Parade, the Senior Picnic, and the myriad of organized sporting games throughout the year.

To my staff, I extend my gratitude and appreciation for their continued support, efforts and professionalism they exhibit each day. As Administrator, I realize how fortunate I am to have such a wonderful staff in the Administrative Offices, as well as a dedicated and experienced group of Department Heads, their staffs, and countless volunteers who give of their time so freely. As a group, all of these individuals make working for the Town of Windham a truly worthwhile experience.

As we move forward into 2005, be assured that we strive to be accessible to the public as much as possible and are committed to our mission "to provide the highest quality public service through professionalism dedicated to excellence".

Respectfully submitted,

David Sullivan

Town Administrator

POLICE DEPARTMENT



During 2004, the Police Department was able to keep pace with the Town's continuing growth. As Windham grows, so too do calls for service increase, thus placing a larger demand on the officer's time in not only responding to calls, but in completing investigations and reports. As a result, patrol time throughout the Town diminishes. As Chief, I have to keep the Departments' needs and the Town's expectation for service in check while remaining fiscally responsible to you, the taxpayer.

As you review the Department's budget comparing appropriations versus expenditures, you will see that our overtime account was over expended by a considerable amount. First, we had an officer out on disability from May to September, and as a result 38 shifts were filled with overtime. Secondly, we ran short of our third midnight officer for the year, and from July to September 21 shifts were similarly filled. These two factors alone cost approximately \$16,000 in overtime. Additional manpower was also allocated for some holidays where added coverage was needed.

While Griffin Park is a great asset to the Town, serving many different groups of individuals, since the skateboard section has been completed the Police in enforcing the rules and regulations set forth by the Selectmen have stopped and spoken to 59 individuals using the skateboard area without helmets. I am happy to report, however, that most of these violations have been by out-of-towners. I ask that parents reinforce with their children the rules of the park to ensure their safety before dropping them off.

As in recent years, our staffing has undergone some changes over the past year. Leonard Morgan, after 27 years of service to the Town, retired from Dispatch in October. Lenny, being the last of the "old regime" to retire, leaves us a "young" group of Dispatchers with our senior dispatcher having a comparatively short four years on the job. Everyone wishes Lenny a long and healthy retirement.

At the end of the year Mark Knight was hired as a full-time Police Officer, replacing Stephen Desilets who left in December of 2003. Mark worked for the Department previously, for three years, and we welcome him back.

The Department's community programs, including Women's and Children's Rape and Assault Defense (RAD) training, Windham Helping Hands, Neighborhood Watch, and distribution of free gun locks remain active and well received by the community. We look forward to continuing to offer these programs in 2005.

After enjoying the honor of serving as your Police Chief for the past twelve years, this 2004 annual report will be my last submittal as, having been a member of the Windham Police for the past 32 years, I will be retiring on April 1st. I would like to take this opportunity to thank each Officer and Department employee for the dedication and professionalism they have displayed throughout the year. I would also like to thank all of our Town officials, departments, and the citizens of Windham for supporting and assisting us in our efforts to make Windham a safer place in which to live.

POLICE DEPARTMENT

2004 IMC DISPATCH & RECORDS STATISTICS

For the year 2004, the Windham Police Department Dispatch generated 9,562 calls for service, with dramatic increases in calls for the following: alarm response (+38), animal control (+35), assault (+7), assist citizen (+31), blasting information (+79), burglary (+12), civil problem (+14), criminal mischief (+83), disturbance (+10), domestic (+18), fraudulent activity (+10), harassment (+18), keep the peace (+12), lost property (+16), message delivery (+19), motor vehicle complaint (+66), noise complaint (+20), park ordinance violation (+59), police information (+19), paper service (+19), sex offenses (+7), suspicious activity (+41), theft from motor vehicle (+25), and traffic control (+25). From the 9,562 total calls, Officers generated 659 Offense Reports, 311 Accident Reports, and 241 Arrest Reports. We completed 23 more Offense Reports in 2004 than we did in 2003 and, while we responded to 49 fewer accidents in 2004 than we did in 2003, we completed 9 more Accident Reports than the previous year.

2004 ARRESTS BY PRIMARY ARRESTING OFFENSE

Aggravated Felonious Sexual Assault	3
Alcohol Offenses	10
Arrest on a Warrant	11
Bench Warrant	7
Burglary	3
Child Pornography	1
Concealed Carry of a Handgun	1
Conduct After an Accident	1
Criminal Mischief	7
Criminal Threatening	2
Criminal Trespass	1
Disobeying an Officer	9
Disorderly Conduct	4
Driving After Suspension	37
Driving While Intoxicated	27
Drug Offenses	8
False Identification	1
False Imprisonment	1
False Report as to Explosives	1
False Reports to Law Enforcement	2
Felonious Sexual Assault	1
Forgery	1
Fugitive from Justice	1
Habitual Offender	2
Harassment	2
Hindering Apprehension	1
Involuntary Admission	1
Issuing Bad Checks	4
Juvenile Offenses	6
Missing Person	1
Negligent Homicide	1

POLICE DEPARTMENT

Obstructing Government Administration	1
Other Traffic Offenses	4
Protective Custody-Adult	33
Receiving Stolen Property	2
Reckless Conduct	1
Reckless Operation	2
Resisting Arrest or Detention	1
Robbery	3
Second Degree Assault	3
Sexual Assault	1
Shoplifting	1
Simple Assault	17
Theft	5
Theft of Motor Vehicle	1
Theft of Services	1
Unsworn Falsification	1
Violation of a Protective Order	5
Violation of Probation	1
Total of Arrests	241

CALLS FOR SERVICE COMPARISON

	<u>2004</u>	<u>2003</u>		<u>2004</u>	<u>2003</u>
Abandoned Vehicle	41	42	Liquor Law Violation	7	2
Alarm Response	1014	976	Lockout Residential	1	1
Animal Control	82	47	Lost Property	39	23
Arson	2	3	Lost or Stolen Plates	5	45
Assault	23	16	Message Delivery	40	21
Assist Citizen	219	188	Missing Person	21	18
Assist Other Agency	240	276	Motor Vehicle Accident	426	479
Attempt to Locate	37	51	MVA Hit & Run	20	16
Bad Check	30	24	Motor Vehicle Complaint	434	368
Blasting Information	355	274	Motor Vehicle Lockout	105	101
Bomb Threat	1	0	Motor Vehicle Pursuit	6	4
Burglary	38	26	Motor Vehicle Stop	2477	2758
Burglary-Attempted	7	5	Motor Vehicle Theft	11	13
Building Check	24	22	Motor Vehicle Recovered	7	4
Civil Problem	37	23	Neighbor Dispute	9	17
Criminal Mischief	249	166	Noise Complaint	106	86
Controlled Substances	4	2	OHRV Accident		2
Criminal Threatening	22	26	OHRV Stop	25	50
Criminal Trespass	8	10	OHRV Complaints	187	211
Disorderly Conduct	4	9	Paperwork Transfer	5	0
Disabled Cruiser	1	13	Parking Complaints	110	194
Disturbance	40	30	Park Ordinance Violation	59	0
Disabled Vehicle	292	414	Pedestrian Check	33	34
Domestic	86	68	Police Information	210	191

POLICE DEPARTMENT

	<u>2004</u>	<u>2003</u>		<u>2004</u>	<u>2003</u>
Domestic Violence Petition	24	22	Paper Service	271	249
DVP Violation	13	9	Private Investigator	16	8
DWI Arrest	16	20	Recovered Stolen Property	6	8
Escort-Bank	54	54	Repossession	16	15
Extra Patrol	70	80	Robbery	3	0
Family Offenses	1	5	Sex Offenses	15	8
Fish & Game	6	7	Soliciting	32	156
Fingerprinting	60	52	SOU Call-out	2	0
Fire Department Response	111	103	Suspicious Person	53	46
Found Property	52	59	Suspicious Activity	151	110
Forgery	3	4	Suspicious Vehicle	195	193
Fraudulent Activity	28	18	Tenant Dispute	5	0
Gas Drive Off	55	55	Traffic Hazard	109	104
Gun Shots	23	24	Theft	73	106
911 Hang-ups	226	261	Theft from Motor Vehicle	48	23
Harassment	70	52	Traffic Control	43	18
Hotfinger Duplicate Calls	6	2	Untimely Death	2	7
Highway Safety	21	8	Unwanted Guest	25	19
Illegal Dumping	21	17	Vacation Patrol Check	135	159
Incapacitated Person	11	9	Vin Verification	80	75
Intoxicated Subject	15	10	Wanted Person	67	70
Juvenile Offenses	32	45	Weapons Discharge	1	4
Keep the Peace	35	23	Well Being Check	62	62
			Grand Total	9562	9705

INCOME STATEMENT 2004

Alcohol Offenses	\$ 1,534.00
Court Witness Fees	2,538.93
Insurance Reports	2,303.00
Parking Violations	2,595.00
Pistol Permits	980.00
Other	1,182.93
Contracted Services*	4,414.25
Total	\$ 15,548.11

* Represents 5% of the money collected and placed into the Special Revenue Fund, which totaled \$88,285.00 in 2004.

Respectfully submitted,

Bruce Moeckel
Chief of Police

FIRE DEPARTMENT



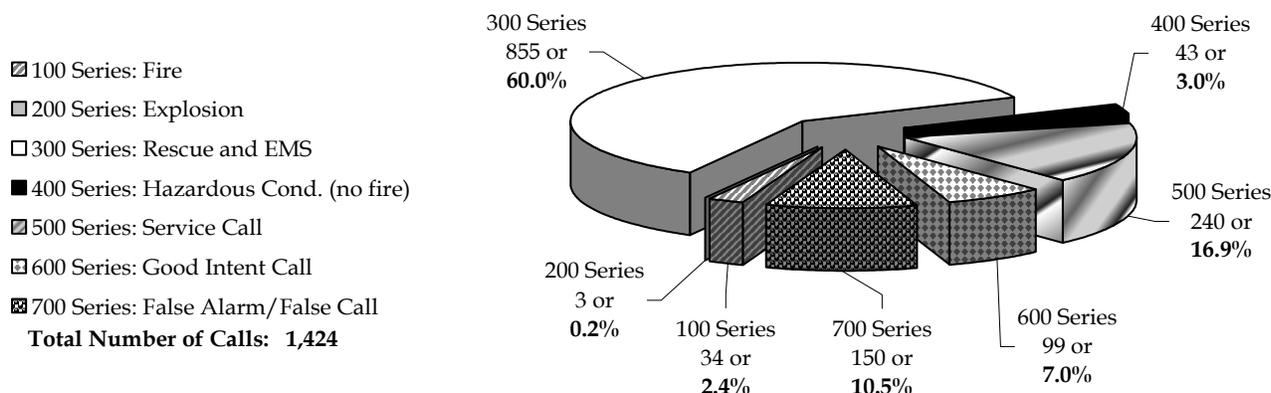
2004 has again been a productive year for the Fire Department. We filled our vacant Firefighter/Inspector position and added four additional Call Firefighters to our staff. Our call volume continues to increase and our members continue to improve their firefighting and EMS skills through many hours of training.

PERSONNEL

In April, Diana Nault came on board to fill the vacant Firefighter/Inspector position. Diana comes to Windham with a strong background in fire prevention, building plan review, fire investigation and public safety education. Diana lives in Candia with her husband John and two children Daryl and Zachary. New members of our Call Firefighter staff include Robert Bagarella, Brad Balise, John Marinelli, and Jason Shikrallah.

OPERATIONAL DEMAND (CALL VOLUME)

Our calls for service have kept our members busy this year including a number of building fires, which I'm happy to report resulted in no loss of life or serious injury to anyone. Our EMS call volume also continues to increase, as we responded to 855 calls and transported 1,098 patients.



Managing the operational demands of the fire service does necessitate a certain amount of overtime expense. Overtime covers pay for all full-time personnel for hours worked in excess of their normal 42-hour workweek. This includes coverage of personnel who have taken earned time, which is time personnel accumulate on a weekly basis for use toward bereavement leave, vacation, sick and personal time. Overtime also includes callback coverage, which occurs when off duty personnel are called back to the Station to provide support to on duty Firefighters, and to staff the Fire Station while the Firefighters are at an emergency call. Callback is the Operational Demand portion of the overtime budget. Other needs for overtime include paying for Staff/Department meetings, Joint Loss Management Committee meetings and any other events that personnel are required to work beyond their normal 42-hour work week.

FIRE DEPARTMENT

All hours for overtime, except for the Operational Demand, are easily planned for because of their ability to be controlled. Because Operational Demand is on an “as needed” basis for emergencies, it is difficult to accurately predict how many emergency calls we will respond to on a yearly basis, and how long each call will last.

Although the Town of Windham has not officially adopted the National Fire Protection Association (NFPA) standards we, as a Department, are guided by these standards which have been written to ensure the safety of the public and Firefighters as they respond to the emergency needs of their communities. Of the many NFPA standards that guide the fire service, NFPA 1710 sets the standard for emergency response times and staffing. NFPA 1710 requires that emergency medical calls be responded to within 4-6 minutes, 90% of the time. It has been proven statistically that when pre-hospital care has been provided within 4-6 minutes for calls such as cardiac arrest, one’s chances for survival are increased and hospital stays are shortened. NFPA 1710 also requires that emergency personnel respond to fires within 4-6 minutes 90% of the time, as well, as a fire will double in size for every minute it continues to burn unchecked. Furthermore NFPA 1710 requires that an ambulance be staffed with at least 2 Emergency Medical Technicians, (EMT’s) and that a Fire Engine be staffed with a minimum of 4 Firefighters. Staffing at the Windham Fire Department currently consists of one Lieutenant and three Firefighters per shift. Each of the four Shifts works a rotating 24 hour schedule, providing constant, round the clock protection for the community.

To meet the NFPA 1710 consensus standards for staffing and response times, our Fire Department relies on off-duty personnel by calling them back during emergencies to ensure that personnel are available to respond to additional emergency calls and are available to assist personnel at ongoing emergencies.

In 2004, the Windham Fire Department responded to 1,424 emergency calls. Statistically, 60% of the Emergency Responses were for Emergency Medical Service (EMS), while 40% were fire-related calls. Of those 1,424 emergency responses, about 40% were simultaneous calls for service. The average duration for an EMS call is approximately 2 hours. This is from the initial dispatch of Emergency Personnel, until the Ambulance is back in service and ready to respond to another emergency. This time frame is only for a single EMS response. The duration may be longer if a simultaneous call is received.

In 2004, our volume of operational demands resulted in a substantial overexpenditure of the overtime account. Moving forward into 2005, the staff has worked to make some procedural changes in how we respond to the operational demands placed on the Department in order to meet the Town’s budgetary goals. For instance, traditionally, when the Department received an emergency call the on-duty Firefighters would respond and off-duty personnel would be called back to answer any additional, simultaneous calls and provide immediate assistance to the on-duty crews. Currently, the On-Duty crew has begun responding to non-emergency calls with no immediate back up from off-duty personnel and no Firefighters back at the Station to answer additional emergencies. Management and staff will continue to monitor this issue and make any operational changes throughout the year to achieve our fiscal goal, while also keeping the safety of the community and Firefighters in mind.

FIRE DEPARTMENT

TRAINING

As always, the Fire Department completed a full training schedule, with EMT and paramedic refresher training continuing to be one of the largest training areas. In addition, refresher training was conducted in areas such as ice/water rescue, blood borne pathogens, self-contained breathing apparatus and Rapid Intervention Team (RIT). In 2004, the Fire Department expanded its RIT training to include Wide Area Search, which enables Firefighters to systematically search larger areas such as schools and commercial buildings. One of the greatest challenges in training is keeping up with the ever-changing regulations. Federal, State and local regulations cover areas such as infectious substances, respiratory protection, hazardous materials, emergency vehicle operations, and structural fire fighting.

GRANT FUNDING

This past year was a very good year for grants. In early January we received 90/10 grant of \$23,040 from the Federal Emergency Management Agency (FEMA) Department of Homeland Security 2003 Assistance to Firefighters Grant Program. This money was used to purchase four sets of vehicle radio/intercom headsets and four vehicle radio repeaters. With the completion of both projects, Firefighters are better able to communicate with each other and with our dispatch center in Derry.

The Fire Department also received two grants in 2004 totaling \$53,865 from the 2003 Homeland I & II non-matching grant program for the purchase of two thermal imaging cameras and one Multi-Gas Meter, and thirteen Vehicle Mounted Knox KeySecure Units and a Zentron Model 6/26 Station Alerting System, respectively. The remaining \$7,000 will be used to purchase additional equipment in 2005. We also received a \$1,000 Community Grant from Wal-Mart of Salem, NH, which purchased a fire extinguisher training pan designed to instruct individuals in the proper use of fire extinguishers.

In addition to the aforementioned grant monies we received in 2004, on December 23, 2004 the Department was notified that it had been awarded \$225,000 from the FEMA Department of Homeland Security 2004 Assistance to Firefighters Grant Program. This 90/10 matching grant will be for the purchase of a 3000 Gallon Tanker Truck if accepted by voters at the Town Meeting in March of 2005.

INCOME STATEMENT

Income Grants:	2003 Fire Act (90% of actual spent)	\$	20,834.00
	2003 Homeland I		26,484.00
	2003 Homeland II		20,381.00
	Wal-Mart		<u>1,000.00</u>
<i>Sub-Total:</i>			68,699.00
Receipts	2003		2004
Ambulance	\$ 161,570.00		\$ 197,277.24
Permit Fees	9,130.00		11,750.00
Copy Fees	192.00		145.00
Haz-Mat District Reimb.	0.00		33,106.15
Miscellaneous	<u>527.00</u>		<u>0.00</u>
Sub-Total	\$ 171,419.00		\$ 242,278.39

FIRE DEPARTMENT

In closing, I want to thank the residents of Windham for the continued support of your Fire Department. Many challenges lie ahead for the Fire Department and I want to assure you that the members of the Department will continue to train and prepare to meet the growing and changing needs of our community while delivering a competent and compassionate service.

As always, if you have any questions or need any information, please do not hesitate to call or stop by the Fire Station.

On behalf of the members of the Fire Department, I hope everyone has a happy and healthy new year.

2004 FIRE PERMITS AND INSPECTIONS

TYPE	PERMITS	INSPECTIONS
Brush, Camp Cooking	538	4
Day Care	6	6
Foster Care	2	2
Heating Systems	127	127
Fuel Tank Install	1	1
Fuel Tank Removal	4	4
In-Service	0	20
Place of Assembly	10	10
Water Supply	10	150
Wood Stoves	5	5
Fire Alarm System	19	19
Sprinkler System	2	2
Fire Drills		12
Construction Inspections		80
TOTALS	724	442

2004 RESPONSE STATISTICS

TYPE OF SITUATION FOUND	TOTAL
100: Fire, other	1
111: Building fire	8
113: Cooking fire, confined to container	4
114: Chimney or flue fire, confined to chimney or flue	3
116: Fuel burner/boiler malfunction, fire confined	6
131: Passenger vehicle fire	4
132: Road freight or transport vehicle fire	1
141: Forest, woods or wildland fire	2
142: Brush, or brush and grass mixture fire	2
143: Grass fire	1
151: Outside rubbish, trash or waste fire	2
251: Excessive heat, scorch burns with no ignition	3

FIRE DEPARTMENT

TYPE OF SITUATION FOUND	TOTAL
321: EMS call, excluding vehicle accident with injury	652
322: Vehicle accident with injuries	168
323: Motor vehicle/pedestrian accident (MV Ped)	1
324: Motor vehicle accident with no injuries	32
361: Swimming/recreational water areas rescue	1
365: Watercraft rescue	1
400: Hazardous condition, other	3
410: Flammable gas or liquid condition, other	1
411: Gasoline or other flammable liquid spill	4
412: Gas leak (natural gas or LPG)	2
413: Oil or other combustible liquid spill	5
424: Carbon monoxide incident	2
440: Electrical wiring/equipment problem, other	3
441: Heat from short circuit (wiring), defective/worn	1
444: Power line down	7
445: Arcing, shorted electrical equipment	13
460: Accident, potential accident, other	2
500: Service Call, other	25
510: Person in distress, other	2
511: Lock-out	5
512: Ring or jewelry removal	2
520: Water problem, other	10
521: Water evacuation	24
522: Water or steam leak	4
531: Smoke or odor removal	17
542: Animal rescue	1
550: Public service assistance, other	2
551: Assist police or other governmental agency	4
553: Public service	12
554: Assist invalid	17
561: Unauthorized burning	17
571: Cover assignment, standby, moveup	98
600: Good intent call, other	34
611: Dispatched & canceled en route	20
621: Wrong location	14
622: No incident found on arrival at dispatch address	2
631: Authorized controlled burning	4
641: Vicinity alarm (incident in other location)	1
650: Steam, other gas mistaken for smoke, other	2
651: Smoke scare, odor of smoke	10

FIRE DEPARTMENT

<u>TYPE OF SITUATION FOUND</u>	<u>TOTAL</u>
652: Steam, vapor, fog or dust thought to be smoke	6
653: Barbecue, tar kettle	1
661: EMS call, party transported by non-fire agency	2
671: Hazmat release investigation w/ no hazmat	3
700: False alarm or false call, other	10
721: Bomb scare - no bomb	1
730: System malfunction, other	12
732: Extinguishing system activation due to malfunction	1
733: Smoke detector activation due to malfunction	12
734: Heat detector activation due to malfunction	3
735: Alarm system sounded due to malfunction	7
736: CO detector activation due to malfunction	2
740: Unintentional transmission of alarm, other	25
741: Sprinkler activation, no fire - unintentional	3
742: Extinguishing system activation	2
743: Smoke detector activation, no fire - unintentional	29
744: Detector activation, no fire - unintentional	24
745: Alarm system sounded, no fire - unintentional	18
746: Carbon monoxide detector activation, no CO	1
Total Number of Incidents:	1,424
Total Number of Incident Types:	71

Respectfully submitted,

Donald Messier

Fire Chief

EMERGENCY MANAGEMENT



Windham's Emergency Management continues to benefit from an active Local Emergency Planning Committee (LEPC) composed of both daytime employees and volunteers who meet to improve our state of preparedness and readiness. This year, we completed an update of the Town's Emergency Operations Plan (EOP) to meet the current State of New Hampshire Office of Emergency Management Emergency Support Function (ESF) requirements.

The Town received two Emergency Management Assistance Grants during 2004 totaling \$23,721. These funds were used to help equip the Emergency Operations Center and office at the Fire Station, as well as to provide funds for the purchase of administrative and shelter supplies, and to complete the Emergency Operations Plan.

We extend an invitation to any resident that would like to volunteer to assist us in such areas as management database integration, logistics, and shelter and communications sub-committees. Interested citizens can contact us at 437-6718.

In closing, we extend our thanks Mary Ann Horaj for her assistance with secretarial support this year. Also, our thanks to all members of Town government for their continued dedication, and to our spirited team of volunteers who have continued to work as a team to improve our planning and overall state of readiness.

Respectfully submitted,

Donald R. Messier

Emergency Management Director

FIRE WARDEN/STATE FOREST RANGER



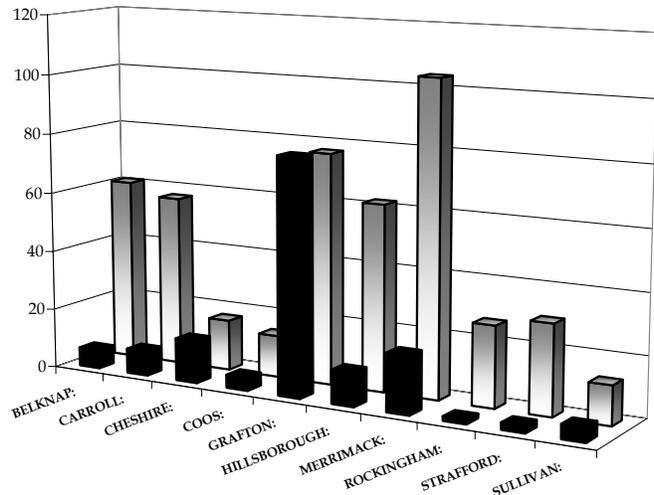
Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests and Lands cooperate to reduce the risk of wildland fires in New Hampshire. To help us assist you, contact your local Forest Fire Warden or Fire Department to find out if a permit is required before doing ANY outside burning. 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 their local fire department or DES at 1-800-498-6868, or visit 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, contact the Division of Forests and Lands (603) 271-2217, or online at www.nhdf.org.

This last year was fairly wet throughout the spring and summer months, however we finished the season with an active fall fire season. In order to meet an increased demand for services, the Forest Protection Bureau was reorganized into three regions with small Forest Ranger Districts and, over the last several years, we have added two Forest Rangers. The fifteen state fire towers were the first to report on many fires throughout the state and they completed many other projects on the low fire danger days. The state implemented a program called Tower Quest to help citizens learn about fire towers and the need to protect New Hampshire's forest resources. The United States celebrated Smokey Bear's 60th birthday in 2004, and celebrations were held throughout the state. Please help Smokey Bear, your local fire department and the state's Forest Rangers by being fire smart and fire safe! **ONLY YOU CAN PREVENT WILDLAND FIRE.**

2004 FIRE STATISTICS ~ REPORTED THROUGH 11/18/2004

Totals by County

BELKNAP:	61 Fires	6.00 Acres
CARROLL:	57 Fires	8.00 Acres
CHESHIRE:	17 Fires	14.00 Acres
COOS:	14 Fires	4.14 Acres
GRAFTON:	77 Fires	78.40 Acres
HILLSBOROUGH:	62 Fires	11.00 Acres
MERRIMACK:	104 Fires	19.11 Acres
ROCKINGHAM:	27 Fires	1.26 Acres
STRAFFORD:	30 Fires	2.10 Acres
SULLIVAN:	13 Fires	4.50 Acres



Causes of Fires Reported

MISCELLANEOUS	163	
<i>(power lines/fireworks/electric fencing/etc.)</i>		
ARSON:	15	
CAMPFIRE:	41	
CHILDREN:	12	
SMOKING:	19	
DEBRIS:	201	
RAILROAD:	1	
EQUIPMENT:	5	
LIGHTNING:	5	

	Total Fires	Total Acres
2004	462	147
2003	374	100
2002	540	187
2001	942	428

SE NH HAZ-MAT MUTUAL AID DISTRICT



The Southeastern New Hampshire Hazardous Materials Mutual Aid District is organized as a regional solution to the hazardous materials response problem. The purpose of the District is to prepare our communities, regionally, for responses to hazardous materials incidents, both with training and equipment. The 16 communities that comprise the district are: Auburn, Atkinson, Candia, Chester, Danville, Derry, East Derry, Hampstead, Hooksett, Litchfield, Londonderry, Pelham, Plaistow, Sandown, Salem, and Windham. Approximately 400 square miles, and a population of approximately 150,000 residents are covered by the district's response area.

The District is managed by an Operations Committee, consisting of a Chief Officer from each member community, who carry out the day-to-day business of the organization; and a Board of Directors, consisting of an elected or appointed member of municipal government in each member community, who provide oversight and fiscal management. The District provides the highest level of response available for Hazardous Materials, Level "A"

District resources include two response trailers; equipped with generators, oil spill and decontamination equipment, chemical reference material, protective suits, communications equipment, and a response truck and trailer equipped for the team. The District trailers and truck are strategically located to respond to any community requesting them. An EMS Mass Casualty trailer is located in Londonderry, available for response to medical incidents with a large number of patients. A new addition this year is a decontamination trailer supplied to the team by the State of New Hampshire, Office of Emergency Management. This trailer is equipped to decontaminate a large number of people affected by a HAZMAT or weapons of mass destruction incident.

TRAINING OVERVIEW 2004

The Hazardous Materials Team has had an active year with over 80 hours of training. The Team participated in full-scale exercises in the towns of Pelham, Salem and Londonderry. In the Londonderry exercise, the Hazmat Team and the Southern NH Special Operations Unit trained together on a scenario that included hazardous chemicals and a criminal threat.

The Team has also trained with other agencies, such as the NH State Police and the FBI. Both agencies provided instruction and training on the identification and safe operating procedures for explosive devices. The Team continues to conduct Weapons of Mass Destruction training with the Army First Civil Support Team from Natick, MA .In addition to this the team continually trains in the area of confined space rescue.

The Team has made several mutual aid alliances, especially with the Souhegan Mutual Aid Response Team (SMART), which includes the city of Nashua. This is a benefit in the event of a large-scale incident, which requires mutual aid.

All sixteen fire departments in the HAZMAT District have completed training in decontamination that was provided by certified instructors on the Team.

THE RESPONSE TEAM

The response team is made up of 40 members drawn from the ranks of the fire departments within the District. The team consists of 30 technician level members (TMs), four communication specialists (CSs) and six technician team leaders (TTLs). In addition to members drawn from a fire department background the team also includes persons from various backgrounds that act as advisors to the team in their specific areas of expertise. These advisors include an industrial chemist, a microbiologist, a medical examiner and a member from the Londonderry Police Department. Activation of the team is made by the request of the local incident commander through the Derry Fire Dispatch Center. The team is then notified to respond via alphanumeric pagers. The team is available to respond to chemical based incidents at one of these three levels:

Level One- single resource response - this is usually a request for a spill trailer to assist a community in containing an unplanned fixed volume hydrocarbon release. A technical team leader will respond with the dispatched resource.

Level Two- team leader response - this is a request by a community for a team leader response to a community to assist in the disposition of an incident involving a known or unknown chemical. This response consists of the entry/command trailer and two team leaders. It is sometimes supplemented by a small group of support technicians.

Level Three- full team response - this is the response of the whole District team including all personnel and mobile equipment.

TEAM TRAINING

Prior to being accepted as a member of the technical team, certain prerequisites must be met. They include passing an occupational physical every two years, completing an approved 80-hour technician level course that covers the competencies outline in CFR 29 1910.120 and NFPA 473. Regularly scheduled Team training is held as a minimum 10 months a year with no training in July and August.

Respectfully submitted for the District,

Paul Hopfgarten

Chairman/Board of Directors

Michael W. Carrier

Chairman/Operations Committee

PLANNING & DEVELOPMENT DEPARTMENT



Overview: The Planning and Development Department had its busiest year since 1986, reviewing and issuing permits, inspecting construction for safety code requirements, inspecting all new road construction for compliance with town and state standards, reviewing and processing subdivision and site plans, meeting with the public and awarding Certificates of Occupancy. Eighteen years ago, in 1986, southern New Hampshire and Windham went through a major building boom that resulted in 174 new single family homes and 44 new multi-family residences, for a total of 218 new family households in Windham. This year, the Planning and Development Department granted Certificates of Occupancy to 70 new single-family homes and 106 new multi-families, for a total of 176 new family households in Windham. The Planning and Development Department had two full-time Building Inspectors in 1986 to handle the required Public Health and Safety duties. Last year, the Building Inspection staff was reduced to two part-time inspectors. The construction plan review and inspection work is more sophisticated today. There are more complicated building and construction codes, new homes are larger and more expensive and the public needs help understanding these codes. The Planning and Development Department will continue to protect the safety of the public and Fire Department personnel by reviewing plans and inspecting new construction to ensure that buildings and road construction are built to code which promotes the continued rise of property values.

Site Plan, Subdivision, Zoning, Building, Health and Other Codes: The Planning and Development staff drafted thirteen Zoning Ordinance amendments for presentation at public hearings. Among the zoning amendments is a revision to the Wetland and Watershed Protection District that would allow commercial construction to encroach on the WWPD under special conditions when state of the art storm water treatments are utilized to clean the storm water before discharge into a stream. Earlier this year, the Planning Board also adopted a number of changes to the Site Plan and Subdivision Regulations that would bring the Town into further compliance with the EPA Stormwater Phase II policies. The administration and review of approximately 115 advertised agenda items for Public Hearing and Discussion led to the approval of 8 new site plans and 7 new subdivisions in Windham. Many of these applications were discussed at multiple hearings leading to 154 of agenda items for the year. The Planning Board also reviewed 15 new sign permits, 13 building permits on private roads, and 10 Special Permits in the WWPD. Significant plans include the Shaw's Supermarket and the discussions of the long-anticipated Village Center District. Four of the approved subdivisions were open space residential developments, contributing to the 730 acres of protected open space that has been preserved through this zoning ordinance (at no cost to the taxpayers). As a result of this year's activity, building inspectors and planning staff will be administering over 200 new dwelling units and will work to continue to insure that Windham is a safe and attractive place to live.

Inspections, Roads, Buildings, and Septic Systems: The department continued its task of inspecting and issuing permits for roads, buildings, pools, daycares, wells, decks, driveways, electrical, plumbing, chimney, signs, blasting and septic systems. Various part-time building inspectors were hired to perform these inspections. A private civil engineering firm is contracted to perform daily road construction inspections at new subdivisions, the cost of which is borne by the developer. These inspections are overseen by the Planning and Development Department. The Department staff conducts construction inspections for performance guarantee releases, spot checks and Town acceptance of new subdivision roads. The developer's

PLANNING & DEVELOPMENT DEPARTMENT

funds are held as a financial guarantee for finishing new roadways. One year after a new road has been completely finished, the project is inspected and the Selectmen vote to release this money back to the developer and accept the road as a Town road.

Code Enforcement: Code enforcement is done primarily on a complaint basis. Owners that fail to comply with Town land use regulations are notified and, after discussions or court action, the properties are brought back into compliance. I would like to extend my thanks to all those individuals who contacted our office with their concerns. We cannot be everywhere, and your calls keep us aware of possible violations. We remind our residents that all such callers' names are kept strictly confidential.

Personnel: I would like to praise the Planning and Development personnel for their efforts during this especially difficult year: Ron Preble and Jim Tierney part-time Building Inspectors; Virginia Gray, Planning Department clerk and receptionist; Nancy Charland, part-time Planning Board Secretary; Pat Kovolyan, part-time Zoning Board of Adjustment/Conservation Commission secretary; Rebecca Way, Town Planner; and our summer intern Margo Logan. My thanks for your dedicated service during the past year.

I would also like to thank John Thorndike, the town surveyor consultant and our Highway Agent, Jack McCartney, for their assistance this year with plan reviews and new road inspections.

Support for Citizen Boards: The department supplies various volunteer boards with staff support. We serve the Planning Board, Board of Selectmen, Capital Improvements Committee, Zoning Board of Adjustment, Board of Health, Historic District/Heritage Commission, and the Conservation Commission.

Volunteers: The Planning and Development Department would like to acknowledge the volunteer contributions of Tom Case again this year, for his input and advise concerning regulations and ordinances.

The Department would also like to thank the cable volunteers for their time and energy in broadcasting all of the Town board and committee meetings. It is through their efforts that the townspeople can see what is going on from the comfort of their own homes.

Special Projects: The Planning and Development Department often provides assistance to the Selectmen and the Town Administrator in managing special Town projects, and 2004 was no exception. The department was involved in the continued construction of Griffin Park, town road improvement permits, the Town's Emergency Management Plan, the 2005 Master Plan update, Pennichuck Water Works proposed sale to a Regional Water District, and working with the NH Highway Department on the Route 93 and Route 111 expansion in Windham.

Private Contractors: Independent contractors, under the supervision of the Planning and Development Department, assist with the review of subdivision and site plans. John Thorndike and Keach Nordstom Associates help review subdivision and site plans for the Planning Board. Drainage plans, when deemed necessary by the Planning Board, are reviewed by the Rockingham County Conservation District. Stone Hill Environmental did well and water quantity studies. URS Engineers did an Aquifer study. Cosello, Lomasney & deNapole, Inc., of Manchester, currently assists the town staff with the daily inspections of new roads. The cost of these outside consultants falls to the developer.

PLANNING & DEVELOPMENT DEPARTMENT

Legal: In the area of code enforcement actions, proposed ordinance reviews, and appeals of Planning and/or Zoning Board decisions, the Planning and Development Department oversees the Town's Attorney, Bernard Campbell. We thank Bernie Campbell for all his help this year and congratulate him on his many successful Superior Court decisions.

2004 YEAR-END STATISTICS

Type of Permit	# Issued	Type of Permit	# Issued
Single Family Dwellings	83	Sheds	44
Accessory Apartments	2	Decks/Porches	48
Multi-Family Units	58	Mail Box Sheds	0
Electric	341	Raze Building	8
Plumbing	257	Retail Office Renovations	7
Chimney	77	Industrial Buildings	2
Well	85	Gazebo/Greenhouse	2
Fence	11	Pump Stations	1
Signs	20	Barn	4
Home Occupations	6	Pool house	2
Alterations/Additions	81	Club House	1
Garages		Driveway	62
Foundation Only	17	Road Permits	18
Above Ground Pools	12	Blasting Permits	71
In-ground Pools	35	Sunday License	22
Septic Systems	126	3 Season Rooms	14
Gas Station/Convenience	0	Finished Basements	20
Construction Trailers	0	Finished Attics	3
Screened Porches	5	Temp. Mobile Homes	1
Hot Tubs	4	Conversions, year around	3
Stop Work Order	8	Stairs	1
Restaurant	1		

MISCELLANEOUS FEES COLLECTED

School Impact Fees - Single Family Dwelling	\$270,900.00
Developers' Contributions to Route 28 Emergency Response Fund	\$38,000.00
Developers' Contributions to Recreational Improvements Fund	\$16,000.00
Developers' Contributions to Rail to Trail Fund	\$300.00
Total	\$325,200.00

PLANNING & DEVELOPMENT DEPARTMENT

FEES STATEMENT

Permit Fees	\$167,724.48	Electrical Fees	\$25,558.00
Planning Board Fees	\$38,777.25	Plumbing Fees	\$19,735.00
Zoning Board Fees	\$4,965.00	Sewage Fees	\$6,270.00
New Road Fees	\$18,902.25	Chimney	\$2,580.00
Sunday Licenses	\$420.00	Well	\$4,450.00
Blasting Fees	\$7,400.00	Fence	\$165.00
Driveway Fees	\$2,160.00	Health	\$510.00
Sign Fees	\$1,474.88	Conversions	\$100.00
Stop Work Orders	\$900.00	Misc. Permit Fees	\$3,030.45
Home Occupation	\$245.00	Total Income (log)	\$305,367.31

CERTIFICATES OF OCCUPANCY

Single family dwellings	70	Accessory Apartments	4	Multi family units	106
Building Inspections	1977			Site/Driveway Inspections	244

Respectfully submitted,

Alfred Turner

Director of Planning & Development

CAPITAL IMPROVEMENTS COMMITTEE



The Capital Improvements Program (CIP) provides long-range financial planning for the Town of Windham's capital projects costing \$50,000 or greater. Through the continued efforts of the CIP, Windham has met the challenges of providing for the growing infrastructure needs of our community, and at the same time has helped to maintain a balanced tax rate.

The Fiscal Year 2005 CIP Committee was comprised of nine highly committed volunteers including:

Lee Maloney, Chairman - Planning Board Member
Marcia Unger, Vice Chairman - Citizen Volunteer
Suzanne Jortberg, Secretary - Citizen Volunteer
Bev Donovan, School Board Member
Roger Hohenberger, Board of Selectman Member
Jack Merchant, Citizen Volunteer
Walter Kolodziej, Planning Board Member
John Hollinger, School Board Member - Alternate
Galen Stearns, Board of Selectmen Member - Alternate

As the town of Windham continues to experience the impact of growth in several areas, that growth translates into a 2004 Town Tax Valuation of \$1,414,135,774. A growth factor of a conservative 2.5% is applied to the 2004 valuation to project the 2005 valuation of \$1,449,489,169 - the basis in the formula for computing available CIP funds. The Committee, in keeping with previous years' CIP rate of \$1.55, applied that rate to the projected 2005 valuation to establish available funding of \$2,246,708.

Of the total projected CIP revenue, \$1,098,203 had already been allocated in 2005 to projects approved in prior years for which the town carries a statutory obligation. These capital projects include payment of the Town Master Bond and the Schools Renovation Bond.

In addition to the CIP projected availability, income of \$257,864 from other CIP contributions is added to CIP availability. After deductions for prior commitments and additions from other CIP revenue sources, (i.e. fees), the total available funds to support department projects amounted to \$1,406,369. The Windham Planning Board voted to accept the 2005 CIP Plan as presented.

The CIP Committee reviewed and prioritized 40 capital projects submitted by 8 separate Town boards, departments and committees. Funding for requested projects were spread out over a multi-year program (2005 - 2012). Various project requests from the following departments were funded in 2005: Fire Department, Selectmen, Highway Agent, Transfer Station and Schools. A complete 2005 CIP plan with accompanying narrative and project descriptions will be posted on the Town's Website.

CAPITAL IMPROVEMENTS COMMITTEE

While the number of projects submitted and reviewed by the Committee has been increasing over the years, the complexity of these projects is also increasing. We wish to extend our thanks to each Town board, department, and committee that participated in this process, and for their considerable time and effort made to help the CIP Committee to understand their needs. In addition, we encourage Windham residents to continue their support of our Capital Improvements Program, as it is the best way to service the Town of Windham's capital needs while maintaining its good financial health.

Respectfully submitted for the Committee,

Lee Maloney

Chairman

CAPITAL IMPROVEMENTS PROGRAM FISCAL YEAR 2005

CIP FY 2005 - 2012 APPROPRIATION CHART (SUMMARY)

Notes	CRF Balances	2005	2006	2007	2008	2009	2010	2011	2012
CIP Projected Availability		\$2,246,708	\$2,269,175	\$2,291,867	\$2,314,786	\$2,337,934	\$2,361,313	\$2,384,926	\$2,408,775
Fixed CIP Obligations									
Town Master Bond	(1)	566,695	544,385	387,075	245,975	236,689			
Schools Renovation Bond	(2)	519,044	504,365	494,974	484,014	475,026			
Searles Bond	(3a)	12,464	12,512	12,544	12,560	12,160	12,160	12,144	12,145
Total Fixed Obligations		\$ 1,098,203	\$ 1,061,262	\$ 894,593	\$ 742,549	\$ 723,875	\$ 12,160	\$ 12,144	\$ 12,145
Effective Availability Other		\$ 1,148,505	\$ 1,207,913	\$ 1,397,274	\$ 1,572,237	\$ 1,614,059	\$ 2,349,153	\$ 2,372,782	\$ 2,396,630
Other CIP Annual Contributions		-	257,864	320,502	303,544	162,560	162,160	162,160	162,144
Net to Annual Appropriations		\$ -	\$ 1,406,369	\$ 1,528,415	\$ 1,700,818	\$ 1,734,797	\$ 1,776,219	\$ 2,511,313	\$ 2,534,926
Annual Appropriations									
FIRE DEPARTMENT	-	275,500	338,800	275,000	157,500	157,500	157,500	275,000	275,000
SELECTMEN	-	5,000	187,990	92,000	0	50,000	0	0	0
HIGHWAY AGENT	-	408,204	385,000	405,000	325,000	325,000	325,000	397,000	325,000
LIBRARY	-	0	0	0	0	0	0	0	0
CONSERVATION	1,171,700	0	0	0	0	0	0	0	0
TRANSFER STATION	-	110,000	50,000	125,000	433,000	250,000	50,000	0	0
PLAN. & DEV. DEPARTMENT	-	0	0	75,000	0	0	100,000	0	0
RECREATION	-	0	0	0	0	0	0	0	0
SCHOOL DEPARTMENT	891,054	607,665	0	0	0	0	1,332,000	1,291,000	1,291,000
Total Annual Appropriations		\$ 1,406,369	\$ 961,790	\$ 972,000	\$ 915,500	\$ 782,500	\$ 1,964,500	\$ 1,963,000	\$ 1,891,000
Variance		\$ 0	\$ 566,625	\$ 728,818	\$ 819,297	\$ 993,719	\$ 546,813	\$ 571,926	\$ 667,774

CAPITAL IMPROVEMENTS PROGRAM FISCAL YEAR 2005

CIP FY 2005 - 2012 APPROPRIATION CHART (DETAILS)

	Notes	CRF Balances	2005	2006	2007	2008	2009	2010	2011	2012
Effective Availability Other			\$ 1,148,505	\$ 1,207,913	\$ 1,397,274	\$ 1,572,237	\$ 1,614,059	\$ 2,349,153	\$ 2,372,782	\$ 2,396,630
OTHER CIP ANNUAL CONTRIBUTIONS										
Searles Trust Fund	(3b)*	25,476	12,464	12,512	12,544	12,560	12,160	12,160	12,144	12,144
School Impact Fee Funds	(4)		217,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Rte 28 Emergency Fund	(5)*	60,424			141,000					
Rec. Improvement Fund	(6)*	22,635								
Castle Hill Bridge - state reimbursement	(7)		28,400	157,990						
Library CRF	**	36,148								
Total Other contributions			\$ 257,864	\$ 320,502	\$ 303,544	\$ 162,560	\$ 162,160	\$ 162,160	\$ 162,144	\$ 162,144
Net to Annual CIP Appropriations			\$ 1,406,369	\$ 1,528,415	\$ 1,700,818	\$ 1,734,797	\$ 1,776,219	\$ 2,511,313	\$ 2,534,926	\$ 2,558,774
ANNUAL APPROPRIATIONS										
FIRE DEPARTMENT										
Engine 1 Replacement			190,000	190,000						
Forrestry Truck Replacement			85,500							
Substation					275,000					
Ambulance 2 Replacement				148,800						
Engine 3 Replacement									275,000	275,000
Engine 2 Replacement										
Tanker - Addition						157,500	157,500			
Ambulance 1 Replacement								157,500		
Sub-Total		\$ -	\$ 275,500	\$ 338,800	\$ 275,000	\$ 157,500	\$ 157,500	\$ 157,500	\$ 275,000	\$ 275,000
SELECTMEN										
Lowell Rd Bike Paths (attached to funding)			5,000	30,000	92,000					
Castle Hill Bridge (50% share before state reimb)				157,990						
Bartley House								50,000		
Sub-Total		\$ -	\$ 5,000	\$ 187,990	\$ 92,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENTS PROGRAM FISCAL YEAR 2005

HIGHWAY AGENT											
Road Improvements		-	323,204	300,000	325,000	325,000	325,000	325,000	325,000	325,000	325,000
Salt Shed, Mtc. Facility & Land			85,000	85,000	80,000						
Front end loader										72,000	
Sub-Total		\$ -	\$ 408,204	\$ 385,000	\$ 405,000	\$ 325,000	\$ 325,000	\$ 325,000	\$ 397,000	\$ 325,000	-
LIBRARY											
Arch Design & Management	(a)										
Construction Clerk of Works, Furn.											
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CONSERVATION											
Land Fund	*	\$ 1,171,700									
Sub-Total		\$ 1,171,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER STATION											
Trailer Replacement			50,000	50,000				50,000			
Facilities Imp./Renovation					125,000	125,000		100,000	50,000		
Articulating Loader Replace			60,000								
Conveyor System Renovation								100,000			
Skid Loader Replacement							58,000				
Baler Replacement							250,000				
Sub-Total		\$ -	\$ 110,000	\$ 50,000	\$ 125,000	\$ 433,000	\$ 250,000	\$ 50,000	\$ -	\$ -	-
PLAN. & DEV. DEPARTMENT											
Master Plan Update									100,000		
Aerial Photogrammetric Corrections					75,000						
Sub-Total		\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ 100,000	\$ -	\$ -	-
RECREATION											
Sub-Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
SCHOOL DEPARTMENT											
School Land		50,000									
HS & Elem School Land Facilities		500,000	562,372								
School Septic Replacement		154,707	45,293								
Elementary School Facilities		186,347						1,332,000	1,291,000	1,291,000	
Sub-Total		\$ 891,054	\$ 607,665	\$ -	\$ -	\$ -	\$ -	\$ 1,332,000	\$ 1,291,000	\$ 1,291,000	-
TOTAL ANNUAL APPROPRIATIONS											
			\$ 1,406,369	\$ 961,790	\$ 972,000	\$ 915,500	\$ 782,500	\$ 1,964,500	\$ 1,963,000	\$ 1,891,000	-
VARIANCE											
			\$ 0	\$ 566,625	\$ 728,818	\$ 819,297	\$ 993,719	\$ 546,813	\$ 571,926	\$ 667,774	-

CAPITAL IMPROVEMENTS PROGRAM FISCAL YEAR 2005

CIP FY 2005 - 2012 FOOTNOTES

Fixed Obligations

- (1) Represents 10 year bond (2000-2009), of \$4,196,064 at 4.57% covering Fire Station, Police Station, Library, and Griffin Park Phase I projects.
- (2) Represents 10 year bond (2000-2009) for schools renovation of \$5,992,000 at 4.65%. Use CRF and Impact fees to reduce total annual payments. Payment includes 30% state funding.
- (3a) Represents 10year bond (2004-2010) of \$100,000 at 4.5% for renovations of Searles Chapel west room.

CIP Contributions

* The Capital Reserve Funds (CRF's), managed by the Trustees of the Trust Funds, are in the Town's "Concentraton Acct." earning 0.7% interest as of 10/31/04

** The Library Capital Reserve Fund, managed by the Trustees of the Trust Funds balance as of 12/31/03

(3b)* Represents projected rental revenue from Searles Chapel.

(4) Impact fees collected per year, above a \$50,000 standing reserve, are to be applied to the school bond payment. Fee collection is projected at \$150,000 per year.

(5)* Fees collected by the Planning Dept. will offset part of the cost of the new Fire Department Substation

(6)* Fees collected by the Planning Dept. for recreational improvements

(7) Funds from State of NH will offset the state's portion of the Castle Hill bridge cost. Anticipated receipt of funds - 2005

(a) Library request for \$250K deferred while awaiting the detailed assessment report.

TAX VALUATION PROJECTION

PROPERTY VALUATION	%	YEAR	PROJECTED CIP TAX RATE	\$
				AVAILABLE
\$1,414,135,775		2004	\$1.55	\$2,191,910
\$1,449,489,169	2.5	2005	\$1.55	\$2,246,708
\$1,463,984,061	1.0	2006	\$1.55	\$2,269,175
\$1,478,623,902	1.0	2007	\$1.55	\$2,291,867
\$1,493,410,141	1.0	2008	\$1.55	\$2,314,786
\$1,508,344,242	1.0	2009	\$1.55	\$2,337,934
\$1,523,427,685	1.0	2010	\$1.55	\$2,361,313
\$1,538,661,961	1.0	2011	\$1.55	\$2,384,926
\$1,554,048,581	1.0	2012	\$1.55	\$2,408,775

*** Based on Tax Assessor's Valuation for tax year 4/1/2004-3/31/2005

PLANNING BOARD



2004 proved to be another very busy and productive year for the Windham Planning Board. During the year, plans for Windham's first supermarket (a Shaw's) were brought before the Board, providing an economic springboard for the Town. The Board also seized the opportunity to update the Town's 2000 Master Plan that will help guide Windham's future development.

Throughout the year, the Board met nearly every week, and sometimes twice a week, conducting public hearings, holding workshops and attending site-walks. Public hearings continued to be held every first and third Wednesday evenings of the month, with an occasional extension into a following Thursday evening. During the course of the year, the Planning Board heard from 23 applicants covering 7 subdivisions, 2 multi-family developments, 4 commercial plans, and 10 special permits.

Every second and fourth Wednesdays were reserved for workshops designated toward updating the Master Plan, addressing legislative issues facing the Town, and fine-tuning the zoning ordinances.

The Planning Board welcomed new faces during the year. In February, the Board welcomed new, but seasoned planner, Rebecca Way, to Board meetings. March proved to be an eventful month, with the election of two new Planning Board members (Ms. Pam Skinner and Mr. Roy Dennehy). Also in March, and for the first time in Board history, a sitting Board member was censured by a unanimous ballot vote. September brought the appointment of Phil LoChiatto (formerly an Alternate) as a Regular member, filling the vacancy created by the resignation of Mr. Dennehy. Finally, in December, Ms. Ruth-Ellen Post joined the Board as an Alternate.

Your Planning Board members serving Windham in 2004 include:

Lee Maloney, Chairman	Nancy Prendergast, Vice Chairman
Ross McLeod, Administrative Assistant	Bruce Breton, Selectmen's Representative
Walter Kolodziej, Regular Member	Pam Skinner, Regular Member
Phil LoChiatto, Regular Member	Ruth-Ellen Post, Alternate
Christopher Doyle, Selectman's Alternate	Roy Dennehy (departed in June)

A key initiative of the Planning Board this year was to update the 2000 Master Plan. This key update to our Town's Master Plan incorporated several key elements including a new chapter on economic development and chapters addressing land use, housing, community facilities, utilities, natural resources and open space, recreation and transportation. To ensure the Master Plan meets and addresses the desires of Windham's residents, several visioning sessions were conducted throughout the year involving strong citizen participation.

For this year, we have updated zoning ordinances, addressed WWPDP issues, impact fee computations, fine-tuned "housing" definitions, and various overlay districts that will be brought to Public Hearing and onto the Town warrant for citizen approval.

In summary, the 2004 Windham Planning Board worked diligently to promote the rights and desires of local developers, keeping an eye on our open space, water quality, and the overall character of our Town. It has been a pleasure to serve the Town as Chairman of the Windham Planning Board for the 2004 year.

Respectfully submitted on behalf of the Board,

Lee Maloney
Chairman

ZONING BOARD OF ADJUSTMENT



The Zoning Board of Adjustment consists of five members: Rob Gustafson as Chairman, Christopher Doyle as Vice Chairman, Georges Roy as Secretary, and Al Souma and Tony Pellegrini as Regular members. There is also one alternate member of the Board: Kara DiFruscia.

During the year of 2004 the Zoning Board of Adjustment (ZBA) has seen a few changes. In 2003, the voters of Windham approved the petition to make the ZBA an elected board and in March of 2004, Rob Gustafson and Tony Pellegrini ran unopposed and were the first members to be elected to the Board. They have been elected to fill their previous seats on the Board to another three-year term each.

One more member will be elected in March 2005. After the election, the Board will have a majority of members that are elected and will then be considered an elected rather than appointed board. Until the Board becomes a majority elected Board, the Board of Selectmen appoints all Alternate Members. Once the Board is considered an elected Board, then the ZBA can appoint their own Alternates.

Also during 2004, the Court redefined the hardship test required for a variance creating separate tests for area variances from use variances (see *Boccia v. City of Portsmouth* and *Simplex Technologies v. Town of Newington*). Accordingly, the Board has updated the applications for each type of variance.

In December, the Board learned of the pending resignation of Kara DiFruscia, the only Alternate Member of the Board. The Board appreciates the time Kara gave in service to the Board, and wishes her well in her future endeavors.

The Board would like to thank Pat Kovolyan, Board Recording Secretary, for her efforts and dedication in recording the minutes of the Board and transacting business, and Jim Tierney, Building Inspector, for his time and effort in preparing the cases and providing information to the Board. The Board also thanks Tom Case and the Windham Cable Committee for taping and televising the public meetings.

END OF YEAR 2004 REPORT Accountability of Cases

Variances

Granted	_____	47
Denied	_____	5
Denied without prejudice	_____	1
Dismissed	_____	0

Special Exception

Granted	_____	0
Denied	_____	0

ZONING BOARD OF ADJUSTMENT

Appeal of an Administrative Decision

Granted _____ 0

Denied _____ 0

Appeal from an Administrative Decision

Granted _____ 0

Denied without prejudice _____ 0

Request for Re-Hearing

Granted _____ 0

Denied _____ 1

Equitable Waiver

Granted _____ 2

Denied _____ 0

Cases Withdrawn _____ 2

Cases Continued to 2005 _____ 0

Total # of Cases _____ 58

Respectfully submitted for the Board,

Rob Gustafson

Chairman, Zoning Board of Adjustment

TAX ASSESSOR



The Town of Windham's property assessment tax base expanded further this year, primarily due to residential development. Several subdivisions were approved, adding 265 building lots to the inventory. Two large parcels, which had the Current Use Assessment classification, were subdivided and developed providing penalty tax revenue of \$210,500 to the Town Conservation Fund. Condominium developments, with two catering to 55+ residents were constructed this year, and are selling at a rapid pace. The new parcels help spread out the tax burden, however, development and population growth furthers the strain on limited Town resources.

Windham experienced over 700 transfers of property ownership this year and verified 451 valid sales. As directed by the Department of Revenue, each sale must be qualified and a determination made for the State Equalization process. The average sale price of a single family home was \$436,000 and the average new construction rose to \$592,800!

The Department of Revenue continued its statewide program monitoring Assessing practices. The Town of Windham is scheduled for certification of property tax assessments in the tax year beginning April 1, 2005. The Town must meet criteria for accuracy and proportionality, and have assessment statistics between 90% and 110% of market value. The Town's current assessment ratio is 74.8%. In anticipation of this review, the Assessing Department made adjustments to all property assessments for tax year 2004. This update was necessary to correct the disproportionality in valuations and represents roughly 75% of "Market Value". For example, if your assessment is \$300,000, the indicated Market Value (the selling price) would be about \$400,000. This update and other changes added nearly \$185 Million to the Net Valuation on which the tax rate is set.

The assessment update is a computer-generated valuation that relies on the information gathered during property inspections. In many cases, this information is well over five years old. New construction and remodeling activity has postponed the planned "quartering" inspection program (inspection of 1/4 of the town each year). The plan was to inspect and review 1200 properties per year, thus, seeing all properties every four years. However, due to the explosive growth within our Town, this program has not kept with its initial goal. The Town will vote in March to give assistance to the Assessor for a town-wide re-inspection planned for 2005.

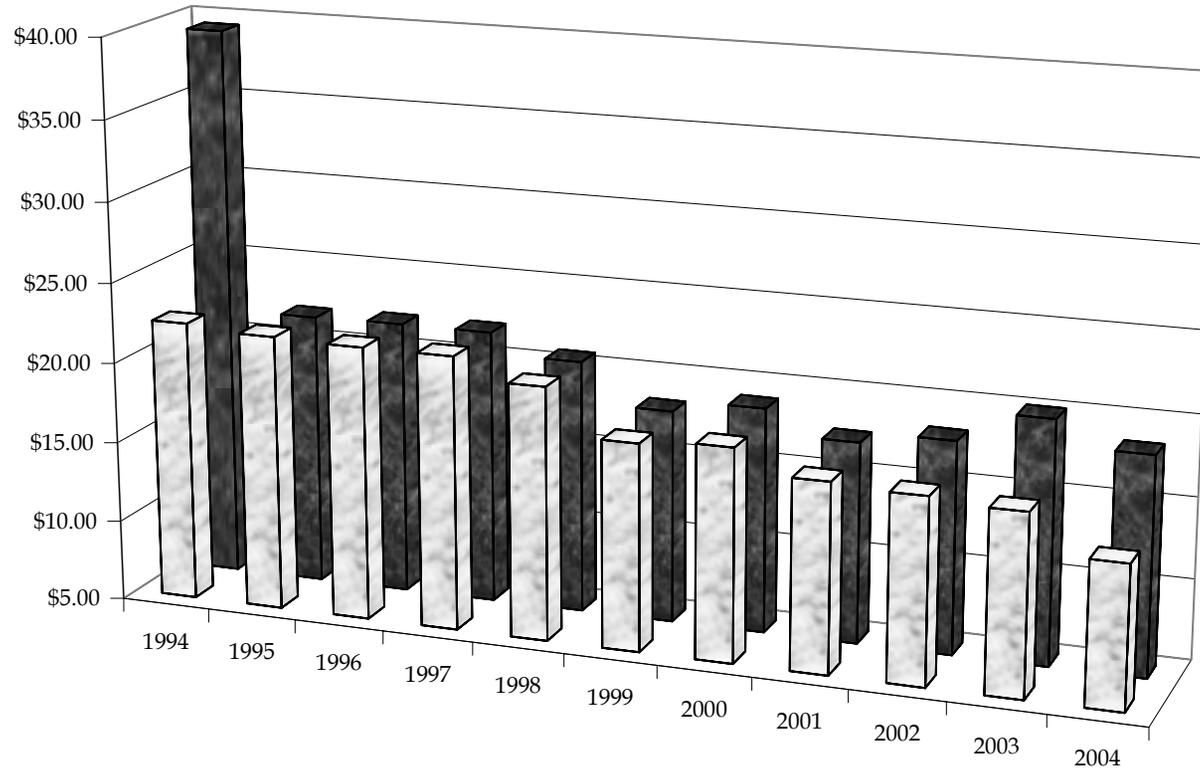
Tax Credits and exemptions available by State Law are offered to all eligible residents: qualified Veterans; elderly, disabled, or blind taxpayers; and for improvements to assist persons with disabilities. Interested persons should inquire in the Assessing office to see if they qualify. In 2004, the Town had 408 homeowners qualify for a credit, and 81 residents receiving an exemption.

Current Use property owners enjoyed significant tax savings this year. The program does have a cost however; taxpayers who develop land that is in Current Use must pay a one-time penalty tax, which is 10% of the land market value. Owners with vacant parcels over 10 acres should contact the Assessor for more information on this program.

Respectfully submitted,

Rex Norman, CNHA
Tax Assessor

TAX RATE PERSPECTIVE



	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004
□ Effective Tax Rate	\$22.43	\$22.12	\$22.00	\$22.00	\$20.70	\$17.84	\$18.19	\$16.75	\$16.52	\$16.22	\$13.84
■ Nominal Tax Rate	\$39.35	\$21.90	\$22.00	\$22.00	\$20.70	\$18.20	\$18.95	\$17.45	\$18.15	\$20.05	\$18.50

The "Nominal" tax rate is that shown on your bill each year. The "effective" rate is calculated by factoring in the State assessment ratio, and reflects what the "nominal" would be, were the Town at 100% of market value.

HEALTH OFFICER



This year has been a busy one for the Health Officer. Several cottage owners were sent notices of violation for the illegal conversion of their property to year-round homes without the required permits. We currently have these cases in court, and we expect several more in the next year. If you have a cottage and want to convert it to year-round use, please obtain the required permits to avoid expensive court appearances. If you have any questions about these conversions, please call me at 432-3806 or e-mail me at aturner@windhamnewhampshire.com.

The Windham community water supply that serves the buildings around Town Hall was tested throughout the year and had good water quality results. Water testing for bacteria at our ponds and lakes was continued this year, including spot tests at the Cobbetts Pond beach area.

Once again, the Town saw no reported cases of rabies; however, calls were received about dead birds and West Nile Virus. Residents are, as always, cautioned to avoid recently deceased birds, and care must be taken not to touch or remove them. Instead, call the State toll-free number 1-866-273-NILE (6453), where information can be found on what to do if you discover a dead bird, how to reduce mosquitoes (carriers of the Virus), and other informative data about the Virus. Residents may also contact our office at 432-3806 for assistance.

The New Hampshire Department of Health and Human Services has established a toll free Influenza hotline 1-866-273-6453, (8:00am to 4:30pm) 1-800-852-3345, (all other hours). This hotline will have information about the flu and its symptoms, treatment, and prevention.

Local daycare facilities, as well as foster care homes, were once again inspected by the Health Department as required by law. The Department checks for the facilities' adherence to health and safety codes, cleanliness, and water quality.

Throughout the year, we receive reports from different environmental testing companies for certain sites in town. Previously contaminated sites are showing a marked decrease in VOC (Volatile Organic Compounds). The Department of Environmental Services (DES) continues to monitor all of these sites, and several water discharge permits were issued to businesses where contaminated water was being treated.

The Health Officer visited industries and businesses to check that hazardous materials are utilized properly and Best Management Practices (BMP) are followed in the handling and disposal of all hazardous materials around Canobie Lake watershed. David Poulson, Storm Water Committee Chairman, has helped manage this operation.

The Windham Board of Health, comprised of the Health Officer and the Selectmen, held public hearings on well and septic system waivers as necessary 2004. The Board also convened four times during the year to consider waivers of the Windham Health Ordinance. Inspections, reviews, and/or permits issued included the following:

- Test Pits Viewed 5
- Septic System Inspections 274
- Septic Plans Reviewed 131
- Septic Permits Issued 126

HEALTH OFFICER

Spring will soon be upon us and I again would like to remind our residents of the importance of refraining from feeding the waterfowl that frequent our lakes and ponds. Such attention encourages their presence, and increases the risk of contamination to our water resources.

In closing, I again would like to thank the staff of the Planning and Development Department for their ongoing support and assistance in enabling the Health Department to run smoothly and efficiently.

Respectfully submitted,

Alfred Turner
Deputy Health Officer

TRANSFER & RECYCLING STATION



At the risk of being redundant, the Transfer and Recycling Station's ongoing mission remains to provide the best solid waste disposal service for the Town of Windham. This is done through the "teamwork" approach and dedication to improvement.

Beyond the everyday disposal and recycling of our diversified solid waste streams, we standardized and expanded our operational hours by two hours per day, or ten hours per week, to 8:00 AM to 6:00 PM, Tuesday through Saturday. These expanded hours should afford the residents more time to come to the Station, and reduce the pressure on Saturdays. We also expanded our Yard Waste Program by two hours on each dedicated Saturday, now 10:00 AM to 4:00 PM, and ran the program for an additional month (November).

We continue to endeavor to upgrade the site through new signage, property maintenance products, and updated Standard Operating Procedures including the requirement that children aged six and under must remain in the vehicle while at the Station to avoid injury.

We welcomed two new staff members to our team, Lenard Bussey as a full-time Operator I and Tim Healey as a driver. We also have a new commercial hauler, Ideal Disposal, utilizing the Station.

As always, I would like to thank the Station staff for their hard work, dedication, and service to the community. I would also like to thank residents for their ongoing support, cooperation, and their adherence to the Station policies. We all have a vested interest in the success of the Station.

2005 GOALS

1. Secure the best disposal and recycling rates for the Station.
2. Continue to upgrade the facility and grounds.
3. Enhance team-building and strategic planning.
4. Conduct feasibility studies on options for the future solid waste disposal needs of the Town, including the development of the adjacent, eastern owned property.

2004 YEAR-END STATISTICS

Municipal Solid Waste (Garbage)	4,000 Tons	2.0% Increase
Demolition	1,200 Tons	8.0% Increase
Recycled Material	1,700 Tons	3.5% Increase
Recycling Revenue	\$75,000	13.0% Increase

Respectfully submitted,

David Poulson

Transfer Station Manager

ANIMAL CONTROL OFFICER



After much debate and input from the residents, the Selectmen adopted a set of Dog Regulations in 2004, which pertain specifically to Town owned or leased property. These regulations essentially require that leashes be used at locations such as the common areas of Griffin Park, and prohibit dogs from athletic fields. Residents should be aware that the Dog Regulations are meant to supplement the requirements of New Hampshire RSA 466:30-a as adopted by the Town. This statute, the Dog Control Law, requires that owners keep their dogs within sight or hearing distance at all times, and ensure that the animal does not roam off the owner's property. Copies of both these animal regulations can be found on the Town website (WindhamNewHampshire.com) or by visiting the Administrative Offices at 4 North Lowell Road.

As always, residents are reminded that all dogs, cats, and ferrets three months of age and older must be vaccinated against the rabies virus, and all dogs must be licensed with the Town Clerk's Office by three months of age. All dogs currently registered in the Town are due for re-registration annually by April 30. Residents are urged to obtain their licenses prior to this date, to avoid paying fines/late fees.

All animal related questions, complaints, or concerns should be reported to the *non-emergency* number of the Police Department, 434-5577. Messages will then be relayed to us by the dispatchers for response.

ANIMAL CONTROL STATISTICS

	2004	2003
Number of dogs picked up	62	55
Number of dog bites reported	10	17
Number of dogs hit by automobiles	7	8
Number of dogs euthanized	0	1
Number of animals adopted out	8	12
Fish and Game calls	48	55
Number of cat issues	39	37
Total warnings issued	85	241
Total calls logged	638	746
Total hours worked	808	854
Total miles traveled	5,505	6,123
Total Assessed Penalties	\$2,550	\$3,275

Respectfully submitted,

Al Seifert

Animal Control Officer

HIGHWAY AGENT



Well, another year has passed, and we hope all is well with you and your families. For the Highway Department, it has been a somewhat difficult year. There have been shortages of contractors due to a very busy private sector; several new rules and regulations have come into effect; and this year's budget sessions were lengthy and more closely monitored than in previous years.

For the year, we did no total reconstruction projects, although several attempts were made. Several paving projects were completed, however, including portions of Londonderry and Kendall Pond Roads, all of Linda and Cynthia streets, and a portion of Karen Road, as well. In addition, several basins and culverts were repaired or replaced across Town.

The usual routine maintenance was ongoing throughout the year including: sanding, plowing, cold patching, sign work, basin cleaning, street sweeping, line striping, and our Stormwater Management Practices.

We have several projects scheduled for 2005, some new and some remainders from 2004. These include paving projects and two total reconstruction projects, for which bids have already been awarded.

As mentioned earlier, our budget workshops were difficult this year, and several hundred thousand dollars were cut from our Capital Improvement program. We still hope to complete several projects, however, and are looking forward to 2005.

We would like to thank our many contractors and vendors, the residents of Windham, and the many other departmental staff members that work with us and support our efforts. Best of luck to all in 2005 from the Highway Department.

Respectfully submitted,

Jack McCartney
Highway Agent

HUMAN SERVICES



Financial assistance is provided, by the Town, to residents when situations happen in their lives which make them unable to meet their basic needs. The Town, as directed by State law, is the safety net for its residents until their situation improves or until aid can be procured through other means. Assistance is granted, based on eligibility, for shelter, food, utilities, medical needs and/or any other necessities. This assistance is of a temporary nature and may be provided directly by the Town or by referral to appropriate Federal, State or local agencies.

The Town also contributes to social and service agencies in the local area which provide valuable help to our residents. These agencies include the Shepherd's Pantry, Visiting Nurse/Hospice, Center for Life Management, Community Caregivers, AIDS Response, A Safe Place, Rape & Assault Services, Big Brothers/Sisters of Greater Nashua, Community Health Services, Rockingham Community Action Program and Meals on Wheels. The Town and these agencies work cooperatively to provide the most appropriate assistance for our residents. If persons applying are in need of employment, they are referred to the Department of Employment Security for help with their job search or additional training if required.

The Town of Windham assisted 35 families in 2004, which is a decrease from the previous year. However, the total cost of this assistance was \$53,152.15, which reflects an increase of \$7,731.15. The primary needs continue to be housing, food and utilities. Increases this year were again for food, shelter (which is extremely high in our area) and the most significant increase was for medications. The Town received \$12,163.31 in reimbursement from previously assisted residents.

This year, holiday efforts and the Back to School Clothing Drive were again coordinated through Windham's Helping Hands. Residents and businesses were extremely generous this year, both with gifts and donations. I extend sincere thanks and appreciation to our residents, on behalf of the families assisted, for your caring and willingness to help your neighbors. It is truly appreciated by those experiencing difficult times.

Again this year, special thanks go to the van drivers for their many hours of service to our residents who need transportation to doctors, pharmacies and grocery stores. We have had new drivers volunteer and we truly welcome and need them. We have lost some drivers due to personal time constraints and we sincerely thank them for their service over the years. This program could not exist without the volunteers who are so giving and caring. If anyone would be interested in volunteering as a driver, please call me at 432-7732.

The weekly shopping trip to Wal-Mart is truly enjoyed and relied upon by many residents. The Wal-Mart trip is Wednesday mornings and anyone wishing to go can call my office at 432-7732 to sign up.

Again we remain hopeful that our residents will all have a better year but we will remain ready to provide temporary assistance as needs arise in a timely, compassionate and confidential manner.

HUMAN SERVICES

The following represents a breakdown of the assistance granted in 2004.

Food Vouchers	\$ 5,551.96
Shelter Vouchers	25,450.94
Mortgage Assistance	12,393.45
Electricity Vouchers	856.25
Fuel Vouchers	1,404.88
Medical	5,052.97
Telephone	143.54
Gasoline	138.70
Miscellaneous	909.46
Funeral Assistance	750.00
Donation to Shepard's Pantry	<u>500.00</u>
Total	\$53,152.15

Respectfully submitted,

Kathleen M. Davis
Administrative Assistant

INFORMATION TECHNOLOGIES



The past year has been a time when every effort was made to insure continuous uptime on all of our systems. With the replacement of numerous workstations and of older/improper wire, this has been a very good year with very little down time. The primary server and Internet Server have been joined by an Assessing Systems Server and Police Systems Server. These additions have contributed greatly to a more efficient support operation and safer data storage, as well as, better and faster data retrieval. Additionally, wireless devices have been set up to make system location in the more crowded offices less of an issue, as well as providing lightning isolation.

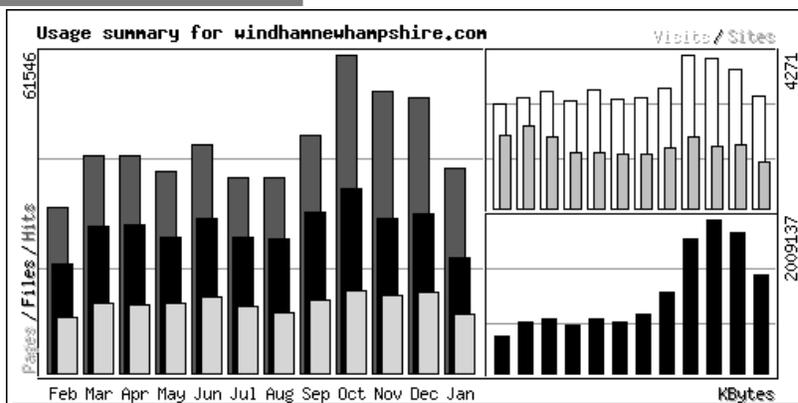
Working with all departments, and in particular with the Planning and Development staff, I have been making sure our systems are ready for implementation of the new Geographic Information System (GIS). For anyone interested, more information on the workings and uses of GIS, visit www.GIS.com. There are also numerous resources available at the Towns Library.

This also ends the first year of complete usage data on the Town's official web site. Shown below is graph and statistics report on usage. October and November appear to have been very active months, with over 4,000 hits each. A thank you to everyone that has contributed to the Town Web Site. We receive compliments regularly on the design and content, which is due in no small part to interest and contributions of all. My thanks also to the Town staff for their continuing support of my efforts throughout the year.

Respectfully submitted,

Eric DeLong
Information Technology Director

Summary by Month										
Month	Daily Avg				Monthly Totals					
	Hits	Files	Pages	Visits	Sites	KBytes	Visits	Pages	Files	Hits
Dec 2004	1713	991	499	124	1767	1842277	3851	15469	30740	53132
Nov 2004	1818	994	502	139	1734	2009137	4172	15087	29844	54547
Oct 2004	1985	1144	513	137	1963	1759368	4271	15920	35475	61546
Sep 2004	1529	1034	469	111	1681	1046244	3345	14072	31024	45891
Aug 2004	1214	838	376	99	1522	775242	3081	11666	26007	37662
Jul 2004	1217	850	418	98	1484	659267	3040	12972	26353	37737
Jun 2004	1471	995	485	109	1564	709872	3273	14557	29875	44149
May 2004	1254	846	436	96	1567	628614	2979	13531	26238	38902
Apr 2004	1402	956	437	108	1964	703945	3257	13128	28702	42088
Mar 2004	1355	917	431	99	2279	662579	3071	13361	28433	42014
Feb 2004	1103	726	373	100	2009	474230	2918	10819	21059	32000
Totals						11867332	38671	155696	324203	508656



MAINTENANCE DEPARTMENT



At the 2004 Town Meeting, voters approved the addition of a new part time position for the maintenance department. In June of 2004, the Department welcomed Russ Gebo as our newest employee. His help has been greatly appreciated. During November, we temporarily lost long-time employee Wendy Lorentzen, however, with the arrival of Andrew James Lorentzen, she has taken on the new role of "MOM". The entire department wishes Wendy, her husband Chris and little A.J. a life full of happiness. We also look forward to Wendy returning back to work.

Last year, I predicted our involvement at Griffin Park would increase in 2004, however, I underestimated just how much. Some of our involvement/projects at the Park have been:

- The maintenance staff accepted delivery of and assembled 62 park benches and 8 picnic tables. While this may not appear to be a major involvement, please consider that the total project involved 3856 parts weighing approximately 13916 pounds.
- In November 2004 we winterized the multipurpose building by draining the water systems, dismantling plumbing fixtures, pumping out the plumbing traps and adding non toxic antifreeze where appropriate.
- With the opening of the skateboard park we were forced to provide daily policing of a high volume of litter in the area.
- The staff assisted in the assembly of storage racks in the multipurpose building.

Along with the above and numerous other maintenance issues, we have been involved with repairs to the Park's irrigation system controls as a result of a lightning strike; we located and repaired a drain for the wells; and we were involved in the leveling and resetting of the electrical transformer and pad.

In addition to our normal daily routines of cleaning and maintaining the Town facilities, the following is a partial list of other accomplishment for 2004:

- Preparation of the Searles School and Chapel for ongoing events.
- Replacement of the Town Common Bridge over Collins Brook.
- Addition of stairs at the Planning and Development Building.
- Rebuilding of the sign at the Armstrong Building.
- Re-lamping and repairing of light fixtures in the Fire Station engine bays.
- Installation of the pillars at the front entrance to the Bartley House.
- Disassembling the raft at the Town beach and arranging for repair of the pontoons.
- Soundproofing a wall in the interview room at the Police Station.

I want to extend my appreciation to the maintenance staff: Bruce Montgomery, Joanne Garabedian, Bob Porter, Wendy Lorentzen, and Russ Gebo: for their dedication and ability to adapt to changing conditions, and to the other Town departments and the residents for their ongoing support of the Maintenance Department.

Respectfully submitted,

Allan Barlow

Maintenance Supervisor

WCTV CABLE COORDINATOR



2004 was an extremely productive year at Windham Community Television. WCTV continued to grow and expand its programming, volunteer base, and awareness throughout the Town of Windham.

2004 saw a continued expansion of new programming. As of this report, Channel 21 produced 155 programs and Channel 20 covered approximately 120 meetings, for a total of around 600 hours of original programming in 2004. WCTV21's regular roster of programming continues to grow, as evidenced by the following list of regular volunteer produced shows:

- *"Reading Reflections"* takes a topic and recommends books that relate to it.
- *"Cooking with Nancy"* is a monthly cooking show.
- *"Focus on the Issues"* deals with issues concerning Windham.
- *"The Woof Woof Show"* is a program dealing with dog training and other related topics.
- *"The Slimsational Kitchen"* is a monthly cooking show.
- *"Blues After Sunset"* is a monthly music program featuring local blues bands
- *"A Time for Animals"* is a monthly show featuring animals for adoption at the Salem Animal Rescue League
- *"Windham Watch"* is WCTV's longest running regular show featuring guests from the world of politics, entertainment, and local interest. It is hosted by Windham's Mary Griffin.
- *"New England Rock TV"* is a show produced by local teens featuring rock band performances
- *"Book Beat"* is a monthly show highlighting book reviews by Windham Middle School students
- *"Town Talk"* is a monthly program featuring various Town officials.

As always, WCTV covered numerous Town events including the Strawberry Festival, Senior Picnic, Tree Lighting Ceremony, 4th of July Celebration, Candidates Night, the Windham Fire Department Open House, Water Rescue Safety Drills at Cobbett's Pond, the Cobbett's Pond Water Ski Show, two Windham Community Band Concerts, and the Golden Brook School Holiday Concert. In February, WCTV cablecast LIVE from Golden Brook School the School and Town deliberative sessions.

In addition, due to the dedicated work of volunteers Tom Case and Barbara Coish, WCTV Channel 20 continues to cablecast Selectmen, Planning Board, ZBA, Conservation Commission, and CIP meetings on a regular basis.

Among other special programming produced during 2004 were the monthly School Board meetings, which will be of particular interest to residents as the new Windham High School proceeds. WCTV also produced a series of programs focusing on local candidates during election season (from August through November).

WCTV CABLE COORDINATOR

“Windham Watch” was the primary show where candidates appeared. We focused on the State Representative, County Commissioner, and State Senator races. WCTV21 was, and will continue to be, a great source for Windham residents to stay on top of local politics.

In November, WCTV, in conjunction with the Windham Community Band, produced the Windham Community Band Holiday Concert. The concert was covered live to tape with 4 cameras, and was a great success.

In December, WCTV hosted the 3rd Annual “Santa is Coming to Town Special”. Windham welcomes Santa to the WCTV21 studios where local children can come to meet him and ask for presents. The show is shown LIVE on WCTV21 and has become an annual holiday tradition in Windham. Special recognition should go to volunteer Belinda Sinclair (The Woof Woof Show) for putting this together, and to Delahunty’s Nursery and Florist who provide and arrange the set decorations.

WCTV continued to welcome new volunteers to the station. This year we added 12 new volunteers. In May, long time volunteer Belinda Sinclair was recognized with a Programming Appreciation award for her outstanding work producing “The Woof Woof Show” and “Santa is Coming to Town”.

In 2004, WCTV continued to upgrade its facilities with purchases of new wireless microphones for field production, new wireless headsets for better communication on location, a new graphics computer to upgrade WCTV’s on-air graphics, and a new non-linear editor with greater hard drive capacity, rendering speed, and Ethernet capabilities.

One of the biggest things to happen at WCTV in 2004 was the recognition given to the station by the Northeast Region of the Alliance for Community Media. On November 6th, WCTV was honored to be recognized for “Outstanding Achievement in Public Access ” in the Northeast by the Alliance. This award recognizes the work of the volunteers at WCTV who produce the programming and take care of the technical “behind the scenes work”. Windham should be proud to have such a valuable asset in Town.

In addition, volunteer Richard Pelletier won 1st place in the Arts Programming category for his show “Blues After Sunset”. Congratulations, Dick!

2004 has been a very productive and positive year at WCTV. I would like to thank all of our volunteers once again for all of their good work. WCTV is here to serve the town of Windham and is only as good as the volunteers who produce and work on all of its programming.

I look forward to another year of growth and success at WCTV.

Respectfully submitted,

Jim Daddona

WCTV Cable Coordinator

NESMITH LIBRARY DIRECTOR



2004 proved to be a very successful year for your library, with some very significant and positive changes.

New Staff:

- Lori Morse joined the staff in January. Lori heads up Youth Services for the Library and is responsible for planning and presenting programs for children and teens. She also is responsible for selecting and purchasing books and other library materials for young people.
- Carl Heidenblad returned to the Nesmith Library in February, again taking on the position of Library Director, which he previously held from 1984 to 1994.
- Beth Davis, Maureen Kingsley and Cynthia Saad joined the staff in August, as part time employees.

Changes in duties:

- In September, the Nesmith Library Board of Trustees appointed Lois Freeston and Diane Mayr to serve as Assistant Library Director(s). Both Diane and Lois are long-term Nesmith Library employees.

Diane Mayr began her employment with the library in 1986 as children's librarian and has served most recently as acquisitions librarian and head of adult services, duties that she will retain in addition to her new responsibilities as Assistant Director. Diane holds a Master of Library Science degree from Columbia University.

Lois Freeston began her employment with the library in 1987 as a member of the library general staff. Her interest in library reference service led her to obtain her Master of Library Science degree from Syracuse University in 1996, and she served as the Nesmith Library reference librarian from that year forward. She will continue to serve as reference librarian in addition to her new role as Assistant Director.

Diane and Lois jointly served as Acting Library Directors from the fall of 2003 through the first part of this year until the appointment of Carl Heidenblad as Director in February of 2004.

New Services: In September, the library began opening on Sunday afternoons from 1 to 5 pm. Beth, Maureen and Cynthia were hired primarily to staff the library on Sunday hours. They make it possible for the library to offer the convenience of Sunday hours and have been very successful at making a trip to the library on a Sunday afternoon a pleasant experience. Initial response from the public has been most positive.

New Look: The Friends of the Library of Windham decorated and equipped an area of the library and created a young adult center. Bean bag chairs, board games, and a computer set up for gaming make this area attractive for Windham's teens. This project was brought to its successful (and most attractive) conclusion by Kathy Loomis, Sharon Scannell, Lori Morse, Patricia Barstow, Beth Strauss, Rhenea Regan, Sue Gerstenberger, and Diana Greenleaf, Windham School District Librarian.

NESMITH LIBRARY DIRECTOR

New Fun: The Friends of the Library held their first “Pumpkin Festival” this fall on October 16th. This proved to be entirely a fun afternoon, with children wearing their Halloween costumes, decorating pumpkins and playing a variety of games.

Always Fun: This year the annual Strawberry Festival was the biggest and perhaps the best ever! Strawberry Festival Chairperson Melinda Davis and the Friends of the Library made arrangements for a perfect day - including some of the finest weather of the summer. All had an outstanding time, and this event was another example of the Friends of the Library of Windham taking on an extremely challenging event or project and having fun doing it!

These new features enhanced a “menu” of programs and services that continues to be well received by Windham residents. The “menu” includes:

- Children’s story hours and an extremely popular summer reading program for children. 325 readers and listeners enjoyed this year’s summer reading program - “Check out a hero” for children ages 2 up! Almost 6000 books were enjoyed this summer as part of the summer reading program!
- Children’s Programs (planned and coordinated by Lori Morse) offered throughout the year included:
 - Story time for children ages 3 to 6
 - Toddler story time
 - Kinder music
 - Party in honor of Dr. Seuss' Birthday
 - Storyteller and puppeteer Martha Dana
 - NH Children’s author Roberta Baker
 - Drop in crafts
 - Singing story time with Sara Jane Nelson
 - Science magic
 - Clay works
 - Bug works
 - Sing-alongs with Penny Kohut
 - Karate demonstrations
 - Dragons on a stick
 - Do you Haiku?
 - Musician Marcus Gale
- Adult Programs (planned and coordinated by Diane Mayr) included a variety of entertaining, informative and genuinely fun programs such as:
 - Early awareness, college Costs
 - Dr. Ruocco - Scheduling a better life
 - Travels with Mary Lou Linneman
 - My life as a jockey, Teresa Desrosiers
 - Drum circle
 - AKC pet safety with Belinda Sinclair.

NESMITH LIBRARY DIRECTOR

Hypnotist Thomas Nicoli

Poetry in wartime

Job-hunting in the electronic age

4th annual Zucchini Festival

Talk like a pirate day

Story Lines New England with NH Public Radio

Coffee tasting and seminar with Barry Goldman

What's cooking in Mesopotamia?

Meet the authors and illustrators - local authors' night.

Ring in the holidays - First Congregational Church of Pelham Bell Choir

- Chinese Celebrations (planned and coordinated by Yi-Ching Chen Mallett)
 - Chinese New Year Celebration
 - Chinese Moon Festival
- And we don't want anyone to forget two library favorites -
 - The Nesmith Monthly Potluck, held at noon on the fourth Friday of every month.
 - Nesmith's reading / discussion group which meets every third Wednesday at 7:30 pm in the multipurpose room at the library.

It is important to take this opportunity to thank all those who make it possible for us to provide excellent service to the residents of Windham:

- An exceptionally talented and hard working library staff.
- Our dedicated Board of Trustees.
- Mr. Al Barlow and the maintenance department of the Town of Windham for keeping our facility clean and in fine repair.
- Lois Freeston for making our website the "wealth of information" that it is.
- The Friends of the Library of Windham
- Windham Helping Hands
- Jacques Borcoche, Greg Capiello, Eric Delong, J. Gross and Paul Keller for their invaluable assistance in keeping our technology current, working well, and in helping us plan for the future.
- Patricia Gill of Easter Seals and her team of David, Julie and Susan who faithfully dust for us and shelve our video returns.
- All who provide the many entertaining and informative programs the library has been able to offer this year.
- Our volunteers who assist us through the year, donating valuable time from schedules that are full and lives that are busy!

Thank you!

NESMITH LIBRARY DIRECTOR

It's been a great year! A few days from year's end, we have already loaned over 142,000 items, 8,000 more than last year! As you will see from our brief table of statistics, library use continues to grow at a brisk pace!

It has been our pleasure to serve you, your families, friends and neighbors in 2004. We hope to see you often in 2005!

INCOME STATEMENT

Fines	\$ 7,455.73
Lost or Damaged Books	1,542.66
Replacement Cards	83.00
Non-resident cards	500.00
Copies	601.73
Donations	530.81
Other - Disc	6.00
Other - SRP	250.00
Other - Flow	3,195.78
Total:	\$14,165.71

2004 YEAR-END STATISTICS

Registered Patrons	8820
Books Added	7334
Total Number of Titles in Collection	70,221
Items Circulated	144,455
Library Visits	87137
Program Attendance	5121
Multi Purpose Room Bookings	419
Internet Uses	3334
Volunteer Hours	1543

Respectfully submitted,

Carl Heidenblad

Library Director

NESMITH LIBRARY TRUSTEES



2004 has been a very good year for the Nesmith Library.

In February, Carl Heidenblad returned to Windham to assume duties as the Director of the Nesmith Library. The Board was very pleased that a candidate of his professional skills and experience accepted the position as our director. It was a smooth transition due in great part to Lois Freeston and Diane Mayr, acting Co-Directors. Lois and Diane were later appointed to serve as Assistant Library Directors. The Staff all gave their usual high quality of service. What a team!

The Children's Reading Programs with Lori Morse were well-attended and enthusiastically received, although some programs had to be limited by space restrictions. Early programs are important in childhood development, so we provide for the very young as well as for the older child. Children who used the library during the year learned that the library has excellent sources for study and provides for an enriching experience with materials for recreational reading.

The quality and variety of the Adult Programs with Diane Mayr was to be commended. She brought many fine speakers and musicians to enhance the library as a cultural center for our community. The Chinese Celebrations with Amy Mallett had standing room only audiences. The Board received many compliments on these programs from townspeople.

Our townspeople mostly commute to employment. We recommend audio books and music to make the journey more pleasant, but it was often difficult for commuters to use the library during regular hours. Responding to many requests, the library began offering Sunday hours. Three part-time librarians were hired to staff Sundays. The response has been positive, and library use continues to increase.

The Board met with Beverly Donovan and Marcia Unger regarding plans for Windham High School. Marcia, Carl Heidenblad, and Trustee Mary Lee Underhill met with the Director of Salem's Kelley Library to plan for the impact of high school students on our library.

Nancy Colbert, consultant for Taintor and Associates, met with the Board to discuss the Windham Master Plan, and plans for the future needs of the library. Our town has doubled since the plans for our present facility were drawn. Three thousand square feet were cut from the plans when the library was built. It is the responsibility of the Board to provide space for books and programs, and, as good citizens of Windham, we wish to work with the town in planning for growth. In order to do so, we will be revising our Needs Assessment Study.

Many thanks to all the members of F.L.O.W. who volunteer their time and talent to enhance our library.

Respectfully submitted for the Trustees,

Shirley Beaulieu
Chairman

CEMETERY TRUSTEES



We begin with a special thank you to the Boy Scouts and Legion Post #109 members who spent several hours in October of 2004 cleaning up and clearing out Graphelia Park. This area, located adjacent to the hearse house at the Cemetery on the Plain, was certainly in need of some attention, and the hard work of all who were present is greatly appreciated.

In addition to overseeing maintenance of the cemeteries, sale of lots, and interments, the Trustees were able to see some of their anticipated projects for 2004 come to fruition, as well. These included:

- Replacement of two sections of fencing at the Cemetery on the Hill. A third section in the rear was also cleared of stone, brush, and trees to prepare for the installation of 100' of new fencing early in 2005.
- Work around the flagpole at the Cemetery on the Plains was completed.
- Work on the cemetery records and maps continued throughout the year.

As always, we cannot let our report go to print without thanking all of the youth involved in our local scouting organizations. Members of the Boy/Girl/Cub Scouts and the Brownies assist us each year by replacing all of our veteran gravesite flags in preparation for our Memorial Day ceremonies. They also continue to be involved in our "Adopt an Ancestor" program. Such dedication in our youngsters is wonderful to see, and their efforts are always greatly appreciated.

Looking ahead to 2005, the Trustees hope to successfully undertake the hydro-seeding project at all the cemeteries, which was scheduled for 2004, but not completed. Additionally, the roadways of the cemeteries will be inspected, and any corners suffering from cuts or tire damage will be dug out, defined, and protected through installation of granite pavers.

In closing, we offer our sincere thanks to the residents of Windham for their ongoing support of our efforts. Our goal remains to serve the people of Windham to the best of our ability in all circumstance, and we look forward to doing so in 2005.

Respectfully submitted for the Trustees,

Gail Webster

Chairman

CONSERVATION COMMISSION



The Windham Conservation Commission had another active and successful year. In total, we added 30 acres to our conservation land holdings, including the 20-acre Bayberry parcel located in Windham's southeast abutting other conservation lands, and the 10-acre Wilson land immediately adjacent to the Windham Depot between the railroad beds. Throughout 2004, the Commission also worked closely with the State of New Hampshire Department of Transportation in an effort to see the acquisition of 274 acres in Windham's southeast as mitigation for wetlands lost to the expansion of I-93. The Commission is pleased to report that, as of this writing, the State's purchase of the mitigation has been completed and that land will now be permanently preserved. With this important purchase by the State, Windham has successfully finalized implementation of its 2003-04 plan to preserve a large, contiguous tract leading from Range Road to the Pelham-Salem line; a total of 575 acres.

The Conservation continues to identify land parcels that meet several important criteria, the most important being proximity to existing Town-owned conservation land. Cost per acre is always an important factor, as well. The Commission acquired 30 acres for a total of \$194,000, an average price of around \$6500 per acre.

While the benefits of preserving our open space are multifold, the Conservation Commission seeks to promote the use and enjoyment of these public lands. To this end, in 2004 the Commission pledged to supply matching funds in the amount of \$4000 over a two-year period in support of the Trails Program Grant submitted by the Trails Committee.

The Conservation Commission has also been active in completing its other duties including:

- Our review and comment on applications before the Planning Board including the Shaw's Supermarket, Bear Hill and Castle Reach subdivisions, and Windham Meadows.
- Investigation and review of several Dredge and Fill Applications and the associated environmental impacts pertaining to these applications.
- Comment on ZBA cases where impacts to the environment were noted.
- Assistance in organizing community out-reach sessions including a discussion by EPA before the Board of Selectmen on salt contamination in our brooks, streams, and ponds.
- Debate and advocacy of specific positions on a number of important cases before the Town, including a proposal to upgrade Pine Hill Road to a Class V subdivision road, restoration of the Hopkins Road trail and other road construction projects that impacted our most sensitive wetlands and wildlife corridors.
- Annual monitoring walks of Deer Leap and the Landry Family Conservation easement.

CONSERVATION COMMISSION

As we look to the New Year, the Commission has a number of important land acquisitions under consideration throughout the Town of Windham. The Commission will also be working on a possible Prime Wetlands ordinance for the Town.

This year, we are pleased to welcome back a prior member of the Conservation Commission, Mr. James Finn. We also, with regret, accepted the resignation of Ms. Terri Lucas.

Finally, we wish to take this opportunity to thank the members of our Board of Selectmen for their guidance and unwavering support as we worked through some difficult land purchases. We also extend a very special thanks to our fellow residents for their continued support.

Respectfully submitted for the Commission,

James Finn
Chairman

RECREATION COMMITTEE



The Windham Recreation Committee would like to thank all of the volunteers who helped organize and run the many programs offered by the Recreation Committee. We would also like to thank the large number of Windham residents who participated in and attended these functions, without which these events could not have been as successful.

As we enter 2005, the Recreation Committee has once again packed the calendar with many family-oriented and fun filled events, some being annual traditions here in Town and some newly offered. Between the annual Easter Egg Hunt, Fourth of July Parade, Concert on the Commons, etc., and the new expanded Tennis program (headed by Committee members Lynn and Barry Goldman), Blues Concerts series, and summer craft programs, there's sure to be something for all to enjoy in the coming year.

The New Year presents us the opportunity to not simply provide these programs to the residents, but to build upon them, as well. With the population of the Town increasing, the Committee is in unanimous support of the hiring of a Recreation Director. It has long been our hope to offer many more programs, which has not been possible through volunteerism alone. The duties of a Recreation Director would extend beyond organizing and overseeing various recreational programs. He or she would be available to coordinate and schedule field use between the different programs, to supervise all the sub-contractors hired for field maintenance, and to create a rotational field maintenance program to curb costly repairs and/or replacement of fields due to overuse. With the multi-purpose building at Griffin Park expected to be fully available in early March of 2005, the Recreation Director would also administer all the rules and regulations set forth by the Town officials, and work cooperatively with all of the various volunteers to see the Park to 100% functional completion.

Again, the Windham Recreation Committee would like to extend our heartfelt thanks to all of our volunteers who work tirelessly toward the success of our programs. Also, I would personally like to thank my fellow Recreation Committee members, Sam Maranto, Earl Bartlett, Barry Goldman, Kathy Narkewich, Ralph Valentine, Lynn Goldman, and Carol Fronduto-Dirksen, for all of their time and hard work in the past year.

The Committee looks forward to your continued support of our efforts to provide a diversified and enjoyable selection of programs to you, the residents of Windham, as well as a wide range of well-maintained facilities for your use.

Respectfully submitted for the Committee,

Dennis Senibaldi
Chairman

JOINT LOSS MANAGEMENT COMMITTEE



The Joint Loss Management Committee is delegated the responsibility of overseeing various health and safety issues as mandated by the New Hampshire Department of Labor and the Town of Windham Health and Safety Policy. The Committee is comprised of management and labor representatives, who are dedicated to collaborating as a team to ensure the health and safety interests of the Town's workforce.

During 2004, the JLMC has tried to define its role within Windham's Town government organization. We established a health and safety action plan defining our program into two levels: Level I being the "high-risk" programs, and Level II the "low-risk".

Our first goal as a Committee was to promote the Town-wide commitment to health and safety by energizing our workforce through the individual departmental committee representatives. Our action plan is simple: to protect the health and safety of our workforce through ongoing audits, and to meet the requirements of the NH Department of Labor. As we move forward into 2005 and beyond, the Committee will strive to enhance their work of 2004.

Respectfully submitted for the Committee,

David Poulson

Chairman

HISTORIC DISTRICT/HERITAGE COMMISSION



The Historic District/Heritage Commission is responsible for reviewing and approving construction projects in the Town of Windham's historic districts and, more broadly, with protecting and preserving the Town's historic assets. In 2004, our work included the review of projects both within the districts and throughout the town. In addition we were engaged in several other matters directly or indirectly related to Windham's historic structures. We provide a brief review below.

Town Hall Fire: Regrettably, in August 2004, the Commission and the Town were faced with a fire in the Town Hall. This was particularly disconcerting and highlighted the vulnerability of our historic sites, particularly those working sites that must serve the needs of the Town's citizens each day. Thankfully, due to the quick response of fire and police units, damage was held to a minimum. Nonetheless, the Commission is committed to working with other Town departments to minimize the risk to these key assets and to insure their continued safe use by all.

Town Hall and Town Buildings Painting: Also concerning the Town Hall, as well as the Planning Department building and the Bartley House, the Commission recommended guidelines for painting and related building maintenance. The Town selected and contracted with a vendor and work was performed. Following up on the work in a walk-through phase of the project, the Commission identified a series of issues that were reported to the vendor for satisfactory completion. At year-end, this matter unfortunately remains open, to be resolved in the spring 2005.

Depot Advisory Committee: Management in the Windham Depot area remains an important matter for the Commission. Previously, the area was designated an historic district and early in 2004, following on the heels of its earlier work, the Commission sought the establishment by the Board of Selectmen of an advisory committee to begin the work of establishing a long-range plan for the site. The Selectmen agreed to this request, and the Advisory Committee was organized and began its work in the autumn.

Searles School and Chapel Restoration: Maintenance and restoration work continued during the year on the Searles School and Chapel. Various repairs and other changes were made, including the removal of an installed drop ceiling, replacement of selected windows, and structural repairs, all on the west wing of the building. The Commission was kept abreast of the work being undertaken and was pleased that it was conducted with due care to restore and preserve the historic character of the building.

Town Pound: The Commission has embraced Eagle Scout initiatives that have targeted the restoration of Town historic sites. The excellent work restoring the Simpson Cellar Hole was one such project. In 2004, a second project was completed by Jon Wain, which resulted in the clearing and limited restoration of the Town Pound located in the Town Center historic district. The project deliverables were reviewed and approved by the Commission in advance, and the work was performed in the autumn under the direction of Mr. Wain. The Pound is now properly identified and visible for all to enjoy.

Respectfully submitted for the Commission,

Patrick J. Schena
Chairman

HIGHWAY SAFETY COMMITTEE



The Highway Safety Committee, which is comprised of the Town Administrator, Planning Director, Police and Fire chiefs, Highway Agent, and Maintenance Supervisor, exists to promote highway safety through the use of road signage, literature, and/or educational media. The Committee accomplishes this mission in two main ways. First, we review all plans submitted to the Planning Board and comment on any issues that are related to Highway Safety such as road widths, signage, and access and egress points. Second, we review all requests from our residents and employees for such items as speed limit, stop, and yield signs, and other traffic related sign installations.

Over the course of the year, we reviewed fourteen (14) site plans and submitted applicable comments to the Planning Board. The Committee maintained its standard policy of recommending new roads be constructed with a minimum pavement width of twenty-eight (28) feet with curbing and closed drainage systems on all applicable applications. Of the fourteen (14) plans reviewed, the Committee offered highway safety comments on thirteen (13), with the remaining plan requiring none, as the Committee felt it met or exceeded any highway safety concerns.

The Committee was also very active in reviewing residents' requests for signage, particularly for speed limits signs and no parking signs (see Table One below). Each request is reviewed carefully and recommendations are made to the Board of Selectmen with the overall objective being to ensure safety on the roads, while avoiding installing signs simply for the sake of a sign. This philosophy has resulted in some requests being denied by the Committee due to the particular signs being unenforceable by our Police Department.

If any one has a recommendation or request for a highway safety measure, we encourage them to submit it to us using the "Highway Safety Request Form", which may be obtained from the Town Administrator's Office. Once received, we will review the issues presented and make a recommendation to the Board of Selectmen to either approve or deny the request.

Aside from performing the traditional functions of the Committee, we also developed and submitted a "Priority Listing of Road Improvements" report to the Board of Selectmen for use annually as a guide in determining the roads to be considered for repairs and maintenance. The model outlined in the report to rank order roads for potential improvements takes into consideration the following factors: (1) *Pavement Condition*, known as the PCI on each section of a road, (2) the *weighted PCI*, which considers the average pavement condition for the entire length of a road, (3) *traffic volume* - assigned from low to heavy, (4) *accident history* - over the previous four year period, and (5) *drainage and other infrastructure* issues associated with the road. Collectively, these factors result in an overall numeric rating for each section of road maintained by the town. The lower the overall score, the higher the resultant priority ranking which is used annually when the Highway Agent, Town Administrator, and Board of Selectmen develop the road budget.

In closing, I wish to offer the Committee's appreciation to the residents for their interest and involvement over the past year. We are encouraged by the interest shown and look forward to working with all in our continued pursuit to promote highway safety within Windham. To the Committee members themselves, I offer my gratitude for their involvement and commitment to meeting our mission.

HIGHWAY SAFETY COMMITTEE

ITEMS TAKEN UNDER CONSIDERATION

	# Considered by HSC	# Approved by BOS	# Denied by BOS	# Still Pending	# Referred to State
New Signage					
Stop Signs	2	1	1	0	0
Slow Children Signs	3	0	3	0	0
No Parking Signs	1	1	0	0	0
No Thru Trucking	1	0	1	0	0
Curve Signs	2	1	0	0	1

	# Considered by HSC	# Approved by BOS	# Denied by BOS	# Still Pending	# Referred to State
Speed Limit Signs Added	3	2	1	0	0
Lower Speed Limit	3	2	0	1	0
Eliminate No Parking	0	0	0	0	0
Street Light	1	0	1	0	0
Site Distance Concerns*	1	1	0	0	0
Road Striping	2	2	0	0	0

*Note: After review by the Committee, any confirmed brush clearing is performed by the Highway Agent.

Respectfully submitted for the Committee,

David Sullivan

Town Administrator/Chairman

HISTORIC COMMITTEE



This was a very important year at the Searles School and Chapel! Many things happened:

- The West room was completed, on time, in June; the first event was held in the beginning of July; and the room has been rented most weekends since. George Dinsmore, Fred Linnemann, and Bill Wallace from our Committee volunteered and worked full-time with Fulcrum Associates of Amherst, NH. George served as Clerk of the Works for the project, and working with the Fulcrum crew was a unique and enjoyable experience for all.
- An exciting gift was given to the Searles by the Salem Cooperative Bank in memory of Robert Thorndike. Bob was a former Selectman, Town Engineer, Historian, and a supporter of the Searles. The gift presented was the stained glass window over the front entrance. We encourage you to take time to notice this beautiful window as you pass by the building. The Salem Cooperative Bank and Ann Lally have always been very generous, and their contributions are certainly appreciated.
- The formal dedication was held on a lovely, July evening. We were very pleased to have so many people attend.
- Finally, Brad Dinsmore wrote "Images of Windham", a pictorial history of the Town., and very generously donated all the income and royalties to the Searles renovations. To anyone who does not have a copy of the book and would like one, they are still available.

Barring no unforeseen events, the Searles should be a profitable, income producing property for the Town; paying for the bond and other expenses, as well as turning a profit.

Our planned projects for 2005, to be funded from the earned income, include landscaping of the back yard, addition of more parking, waterproofing the tower, and repairs to the slate roof.

As always, rental of the building is impossible without Coordinator Jeanette McMahon, as well as Maintenance Supervisor Allan Barlow and his pleasant, cooperative crew. For more information or to schedule use of the building for your special occasion, please call Jeanette at (603) 890-6259. If you would like to purchase a copy of "Images of Windham" or for information on donating to the "Stained Glass Window Fund", please call (603) 893-2490.

Our thanks to you all for giving us the privilege of working at the Searles School and Chapel.

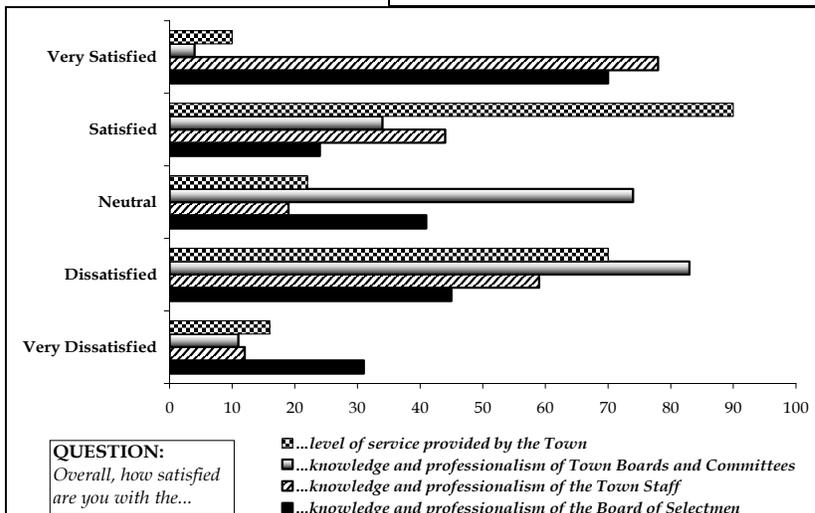
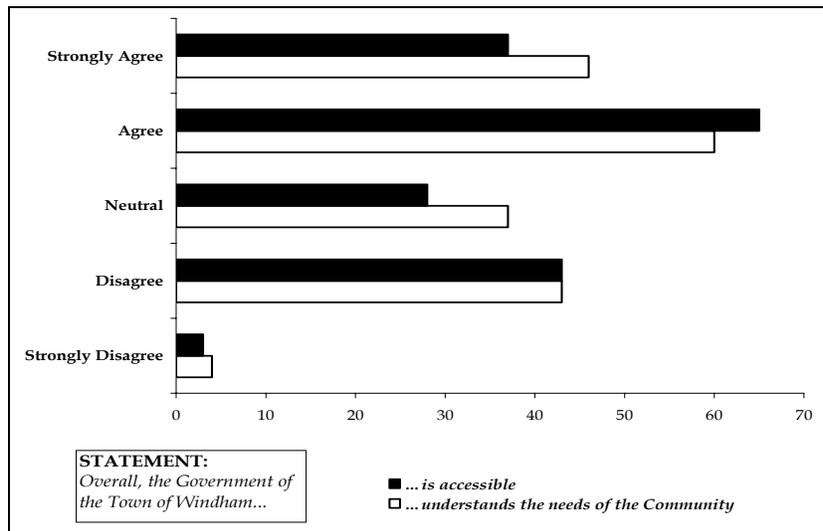
Respectfully submitted for the Committee,

Marion Dinsmore
Chairman

PUBLIC RELATIONS COMMITTEE



Public relations is an ongoing process to gain the trust of the public we serve and toward that end, during 2004, the Committee implemented a public survey to solicit information on the performance of our Town government. The results, a sample of which is shown below, have aided us in establishing a base-line of strengths and weaknesses. In response to these statistics, the Committee is considering a follow-up survey with more issue-specific inquiries in 2005.



Other projects the Committee looks forward to in 2005 are the hosting of a “Workforce Appreciation Day”, development and placement of signage at key entries to Windham promoting our Town Slogan, and increased utilization of our local access channel to afford residents a better understanding of the inner workings of our departments.

Respectfully submitted for the Committee,

David Poulson
Chairman

TECHNICAL ADVISORY COMMITTEE



In 2004, the Technical Advisory Committee concentrated on expanding the Nesmith Library's cable network to create Windham's first wireless hot spot. The TAC also helped the Library Staff upgrade its Follett circulation system, and fixed several problems within the Nesmith infrastructure that further improved over all performance and availability.

Extending the Library's existing broadband Internet access via cable provided additional speed without incurring any additional monthly charges. In addition, more patron workstations were enabled by the Library's acquisition of several new Library Desktop Computers. These significant improvements to the Library's Internet access and machine response time performance for library patrons and staff were achieved at a very modest cost.

Work at the library will continue into 2005, and will include updating documentation, technical procedures, and the Library's technical master plan. Continuing technical assistance and support will also be provided for the extended capabilities.

It has been a distinct pleasure on the TAC's part to support and work with the Nesmith Library Director and his Staff in creating the Town's first wireless "hot spot". We now have a progressive, fully technology-enabled Library. A township facility, that rivals what our neighboring townships (and Barnes & Noble or Starbucks) have. Visit and have a look for yourself.

The TAC remains willing to support any and all aspects of Windham's use of technology. We enthusiastically welcome your participation in our activities.

Respectfully submitted for the Committee,

Jacques Borcoche
Chairman

STORMWATER MANAGEMENT COMMITTEE



As of May, 2003, the US Environmental Protection Agency implemented the Phase II Stormwater Regulation. This regulation is intended to mandate small communities, like Windham, to ensure the environmental integrity of its urbanized stormwater conveyance systems through a Stormwater Management Plan. The ongoing function of the Committee is to ensure that all the requirements of the Plan are adhered to during the term of this 5-year Stormwater Permit.

During 2004, the Stormwater group submitted our first annual program status report to the US Environmental Protection Agency for their review. Our Committee members also continued to work on their individual program tasks, as outlined within our Stormwater Plan.

Windham has joined a Southeast Regional Committee, consisting of towns within our area, designed to network and assist each other with the topics related to this EPA regulation.

The Committee continues to monitor our dedicated outfalls to Canobie Lake and Cobbetts Pond, including all sources of rainwater discharge points within the urbanized area of Windham.

During the five-year permit cycle, we will continue to enhance our public outreach programs and work to promote a state-wide approach to this ongoing issue.

Respectfully submitted for the Committee,

David Poulson
Chairman

WINDHAM COMMUNITY BAND



Now in its eighth year, the Windham Community Band (WCB) continued to fulfill its role as a community-based musical organization in 2004. It provided opportunities for personal musical growth to its sixty or more volunteer musicians who participated actively throughout the year in the organization's three performing groups: the Concert Band, the Swing Band and the Flute Ensemble. The Band contributed more than ever in 2004 to the musical entertainment and cultural vitality of Windham and surrounding communities.

2004 saw the first change in musical leadership for the WCB. After seven years as the organization's Musical Director, and conductor of the Concert and Swing Bands, founder Bruce Lee left the band in October. Rob Daisy, who had been our Assistant Conductor for the last two years, took over as Musical Director. The transition was smooth. Everyone associated with the WCB was sorry to have to say good-bye to Bruce who did so much to get this organization started and moving in the right direction. Knowing Rob Daisy as fellow musician and assistant conductor, the band leadership and members welcomed him as our new director. He is an excellent musician, teacher, active performer, and conductor.

The Windham Community Band's core performing group since the beginning has been the Windham Concert Band. The concert band continued its active concert schedule in 2004 with appearances at the following events and locations: the Sixth Annual WCB Fundraiser at Castleton, the Windham Strawberry Festival, Nashua's Greeley Park, Lowell's Sampas Pavilion, the annual Concert on the Common in Windham, the Hampton Beach SeaShell, Haverhill's Washington Square, the Methuen Senior Center 20th Anniversary, the Evening of Giving at the Mall at Rockingham Park, the Derry Holiday Parade, and the Windham Tree Lighting Ceremony. The band also taped a holiday concert at Pinkerton Academy's beautiful Stockbridge Theater. This program was aired on Windham Cable TV and other local cable TV stations.

In its seventh year, the 20-member Windham Swing Band was very active during 2004. Consisting of musicians who love to play jazz and swing, the Swing Band brings to life Big Band music from the Swing Era up to the present day. It played the following events and locations in 2004: the Warner Town Hall, the annual WCB fundraiser, the Windham Strawberry Festival, the World War II Dance at Windham Middle Schol, the Stage Door Cafe in Manchester, Londonderry Common, the Windham Helping Hands Fundraiser, Lowell's Sampas Pavilion, the Windham Concert on the Common, Haverhill's Washington Square, Nashua's Greeley Park, the Hampton Beach SeaShell, Newburyport's Yankee Homecoming, Manchester's Gill Stadium, North Andover Common, Nobody's Children Fundraiser, and the Evening of Giving at the Mall at Rockingham Park.

Also in its seventh year, the nine-member Windham Flute Ensemble, under the direction of David Howard, maintained a very active concert schedule. The Flute Ensemble played at the following events and locations: the Greater Derry Arts Council's Art Show at Adams Memorial Opera House, the Salem Garden Club Tea, the WCB annual fundraiser, the Windham PTA Art Auction fundraiser, the Methuen Congregational Church Ladies Tea, the SalemHaven Volunteer Recognition Dinner, the Salem Animal Rescue League Auction fundraiser, the fall craft fair at St. Peter's Episcopal Church in Londonderry, the opening of DerryFest, St. Peter's Episcopal Church, Hunt Retirement Community in Nashua, the Salem Historical Society,

WINDHAM COMMUNITY BAND

Nobody's Children Fundraiser, Windham Terrace, a holiday concert at Derry Public Library, Kelley Library's Holiday Reception, and Northeast Rehab Hospital's holiday party. The Flute Ensemble's appearances at Kelley Library and the Salem Historical Society were taped by Salem Cable TV and aired on local cable access channels.

The band wishes to thank their families, friends, audiences, faithful followers, the WCB Executive Board, the Friends of Windham Arts and Recreation, and everyone who does so much to make this organization a success. We thank town and school officials, as well as the many individual and business contributors, for their support. We look forward to another successful year, and will continue to be musical ambassadors for Windham everywhere we perform.

Respectfully submitted,

David Howard
Community Band

2004 EMPLOYEE WAGES AND BENEFITS



DEPARTMENT/ NAME	POSITION	REGULAR SALARY	SHIFT DIFF'L	OV. TIME	HOLIDAY	CONTRACT SVCS	INCENIVE PAY	OT/HOL. RECALC.	OTHER	2004 TOTAL GROSS PAY	2004 BENEFITS	2004 SALARY & BENEFITS
<u>TOWN OFFICERS</u>												
Breton, Bruce	Selectmen	-	-	-	-	-	-	-	-	-	-	-
Carpenter, Alan	Selectmen	1,300.00	-	-	-	-	-	-	-	1,300.00	99.46	1,399.46
Doyle, Christopher	Selectmen	1,200.00	-	-	-	-	-	-	-	1,200.00	91.80	1,291.80
Hohenberger, Roger	Selectmen	1,200.00	-	-	-	-	-	-	-	1,200.00	91.80	1,291.80
Johnson, Mary	Trustee of T. Fund	350.00	-	-	-	-	-	-	-	350.00	26.78	376.78
Skinner, Robert	Treasurer	2,500.00	-	-	-	-	-	-	-	2,500.00	191.25	2,691.25
Stearns, Galen	Selectmen	1,200.00	-	-	-	-	-	-	-	1,200.00	91.80	1,291.80
<u>ADMINISTRATION</u>												
Call, Dana	Finance Director	58,241.30	-	-	-	-	-	-	4,575.64 (ad)	62,816.94	22,276.12	85,093.06
Davis, Kathleen	Human Resources	46,562.82	-	1,460.73	-	-	-	-	39.60 (a)	48,063.15	13,067.68	61,130.83
Devlin, Wendi	Admin Assistant	40,217.95	-	3,074.68	-	-	-	-	-	43,292.63	22,903.45	66,196.08
Sullivan, David	Tn. Administrator	80,566.89	-	-	-	-	-	-	52.80 (a)	80,619.69	30,400.89	111,020.58
<u>INFORMATION TECH</u>												
DeLong, Eric	Tech Director	68,564.96	-	-	-	-	-	-	37.20 (a)	68,602.16	27,909.64	96,511.80
<u>TOWN CLERK</u>												
Boylan, Sean	Dep. Town Clerk	31,127.29	-	1,270.35	-	-	-	-	-	32,397.64	11,555.04	43,952.68
Merrill, Nicole	Asst Town Clerk	21,606.56	-	600.14	-	-	-	-	-	22,206.70	8,361.48	30,568.18
Tuck, Joan	Town Clerk	77,442.95	-	-	-	-	-	-	-	77,442.95	5,509.36	82,952.31
<u>TAX COLLECTOR</u>												
Hunt, Alice	Deputy Collector	27,890.58	-	7,919.25	288.33	-	-	-	-	36,098.16	19,010.36	55,108.52
Keefe, Elaine	Asst PT Tax Coll.	3,182.16	-	-	-	-	-	-	-	3,182.16	243.41	3,425.57
Robertson, Ruth	Tax Collector	44,042.84	-	4,672.74	-	-	-	-	-	48,715.58	6,162.67	54,878.25
<u>MAINTENANCE</u>												
Barlow, Allan	Maint. Director	47,105.29	-	-	-	-	-	-	1,025.80 (acgh)	48,131.09	25,824.33	73,955.42
Dinsmore, George	Temp Lbr - Searles	1,381.44	-	-	-	-	-	-	-	1,381.44	105.68	1,487.12
Garabedian, Joanne	Custodian	30,220.03	-	343.55	-	-	-	-	400.00 (c)	30,963.58	11,344.74	42,308.32
Gebo, Russell	PT Custodian	11,117.51	-	25.07	-	-	-	-	-	11,142.58	697.80	11,840.38
Linnemann, Fred	Temp Lbr - Searles	1,452.45	-	-	-	-	-	-	-	1,452.45	111.12	1,563.57
Lorentzen, Wendy	Custodian	28,093.89	-	1,236.86	-	-	-	-	3,212.33 (cd)	32,543.08	11,212.55	43,755.63

2004 EMPLOYEE WAGES AND BENEFITS

DEPARTMENT/ NAME	POSITION	REGULAR SALARY	SHIFT DIFF'L	OV. TIME	HOLIDAY	CONTRACT SVCS	INCENIVE PAY	OT/HOL. RECALC.	OTHER		2004 TOTAL GROSS PAY	2004 BENEFITS	2004 SALARY & BENEFITS
Montgomery, Bruce	Custodian	30,754.90	-	2,255.98	-	-	-	-	400.00	(c)	33,410.88	11,690.67	45,101.55
Porter, Robert	PT Custodian	15,085.41	-	45.78	-	-	-	-	-	-	15,131.19	1,914.11	17,045.30
Wallace, Willard	Temp Lbr - Searles	1,420.83	-	-	-	-	-	-	-	-	1,420.83	108.69	1,529.52
<u>ELECTIONS</u>													
Griffin, Peter	Moderator	600.00	-	-	-	-	-	-	-	-	600.00	45.90	645.90
Moe, Jill	Supervisor	1,260.00	-	-	-	-	-	-	-	-	1,260.00	96.39	1,356.39
Skinner, Robert	Supervisor	1,274.00	-	-	-	-	-	-	-	-	1,274.00	97.47	1,371.47
Webster, Gail	Supervisor	595.00	-	-	-	-	-	-	-	-	595.00	45.51	640.51
<u>ASSESSING</u>													
Norman, Rex	Assessor	57,808.54	-	-	-	-	-	-	8,871.83	(ad)	66,680.37	27,411.14	94,091.51
Zins, Jennifer	Admin Asst	33,807.95	-	260.56	257.66	-	-	-	-	-	34,326.17	23,780.69	58,106.86
<u>POLICE</u>													
Bliss, Bryan	Patrolman	40,396.28	1,714.25	11,587.56	2,665.39	5,480.52	-	689.00	750.00	(c)	63,283.00	13,604.59	76,887.59
Caron, Michael	Sergeant	54,852.90	862.78	14,401.50	3,778.86	5,683.77	1,374.20	739.39	766.80	(ac)	82,460.20	27,713.58	110,173.78
Clark, Daniel	Patrolman	40,746.52	666.30	12,031.62	2,680.88	1,972.86	-	244.02	750.00	(c)	59,092.20	13,223.56	72,315.76
Colvin, Oscar	Prosecutor	30,607.00	-	-	-	-	-	-	-	-	30,607.00	2,341.44	32,948.44
Comeau, David	Patrolman	46,577.70	2,129.17	13,782.67	3,938.32	13,635.87	2,347.36	1,664.72	756.00	(ac)	84,831.81	15,773.10	100,604.91
Cryts, Laura	Secretary	33,394.67	-	729.53	-	-	-	-	-	-	34,124.20	23,821.06	57,945.26
Fedele, Edward	Patrolman	48,131.74	270.81	11,938.54	3,318.40	6,400.10	1,208.88	469.69	757.56	(ac)	72,495.72	26,684.67	99,180.39
Flynn, Jessica	Patrolman	41,789.06	380.91	6,522.34	2,892.49	1,227.38	-	84.56	750.00	(c)	53,646.74	12,716.08	66,362.82
Foley, Wendy	Patrolman	48,632.77	128.35	11,681.67	2,388.49	156.92	2,417.77	725.89	383.40	(ac)	66,515.26	26,059.57	92,574.83
Lodise, Michael	Patrolman	46,848.52	267.85	4,556.20	3,041.20	473.98	2,347.36	430.63	756.00	(ac)	58,721.74	19,418.39	78,140.13
Malisos, Greg	Patrolman	46,848.55	945.89	15,806.57	3,577.20	13,137.57	2,347.36	1,360.72	756.00	(ac)	84,779.86	27,775.85	112,555.71
Moeckel, Bruce	Chief	76,730.62	-	-	-	-	-	-	860.40	(ac)	77,591.02	26,571.00	104,162.02
Moltenbrey, Steven	Patrolman	46,577.69	204.27	16,432.32	2,872.00	2,632.78	2,347.36	1,048.87	1,116.00	(acg)	73,231.29	26,699.52	99,930.81
Occhipinti, Chuck	Sergeant	54,535.78	596.06	5,667.87	3,976.98	1,122.27	2,748.41	564.78	788.64	(ac)	70,000.79	25,563.17	95,563.96
Palermo, Louis	Patrolman	46,577.70	501.25	6,459.91	3,396.64	2,173.04	2,347.36	580.68	775.80	(ac)	62,812.38	19,740.28	82,552.66
Record, Glen	Sergeant	50,261.78	2,168.18	14,819.79	2,566.31	11,051.20	2,616.81	1,700.05	780.36	(ac)	85,964.48	27,943.07	113,907.55
Rogers, Scott	Patrolman	46,577.69	1,224.94	23,890.15	2,877.68	11,010.98	2,347.36	2,021.96	305.40	(ac)	90,256.16	28,286.20	118,542.36
Ryan, Norma	Records Clerk	16,587.18	-	178.52	-	-	-	-	-	-	16,765.70	1,389.66	18,155.36
Wagner, Carl	Sergeant	54,535.77	540.17	5,826.27	3,560.80	1,744.16	2,748.41	553.37	766.80	(ac)	70,275.75	26,603.86	96,879.61
Yatsevich, Patrick	Captain	63,876.38	-	-	-	-	-	-	2,026.13	(acd)	65,902.51	26,206.70	92,109.21

DISPATCHING

2004 EMPLOYEE WAGES AND BENEFITS

DEPARTMENT/ NAME	POSITION	REGULAR SALARY	SHIFT DIFF'L	OV. TIME	HOLIDAY	CONTRACT SVCS	INCENIVE PAY	OT/HOL. RECALC.	OTHER		2004 TOTAL GROSS PAY	2004 BENEFITS	2004 SALARY & BENEFITS
Denman, Deanna	Dispatcher	33,842.98	360.78	1,927.18	2,578.83	-	-	44.88	1,495.00	(cd)	40,249.65	19,361.34	59,610.99
Gallant, Jason	Dispatcher	29,852.85	451.72	11,991.42	2,149.83	-	-	209.25	387.78	(c)	45,042.85	13,087.97	58,130.82
Lelievre, Kathleen	Dispatcher	37,607.18	346.56	9,618.99	2,600.98	-	-	111.38	400.00	(c)	50,685.09	25,981.00	76,666.09
Morgan, Leonard	Dispatcher*	8,263.39	-	-	-	-	-	-	17,074.87	(cde)	25,338.26	8,692.82	34,031.08
Mullaney, Diane	PT Dispatcher	11,972.94	-	1,700.04	-	-	-	-	-	-	13,672.98	1,045.99	14,718.97
Whittemore, Paul	Dispatcher	30,277.83	1,264.60	1,373.21	2,128.09	-	-	137.56	400.00	(c)	35,581.29	11,919.39	47,500.68
<u>FIRE DEPARTMENT</u>													
Bagarella, Robert	Call firefighter	9,443.78	-	2,018.60	-	-	-	-	-	-	11,462.38	876.85	12,339.23
Balise, Brad	Call firefighter	3,806.55	-	1,863.64	-	-	-	-	-	-	5,670.19	433.79	6,103.98
Brown, James	Lieutenant	49,676.42	-	16,998.19	2,693.02	309.53	901.35	564.98	996.44	(caf)	72,139.93	17,622.70	89,762.63
Brown, William	Lieutenant	49,676.45	-	47,879.03	2,949.81	4,520.40	1,502.24	2,493.78	1,246.44	(caf)	110,268.15	29,677.36	139,945.51
Campbell, Gordon	Firefighter	40,322.98	-	20,677.48	2,376.95	2,840.52	1,708.12	1,104.22	476.14	(c)	69,506.41	25,004.78	94,511.19
Cizmadia, Louis	Call firefighter	583.42	-	241.45	-	152.23	-	-	-	-	977.10	74.74	1,051.84
Curran, Joseph	Call firefighter	1,341.91	-	249.82	-	-	-	-	-	-	1,591.73	121.77	1,713.50
Curtin, James	Call firefighter	7,221.94	-	283.09	-	56.62	-	-	-	-	7,561.65	578.57	8,140.22
Decker, Lisa	Call firefighter	10,278.27	-	1,780.91	-	726.95	-	-	-	-	12,786.13	978.17	13,764.30
Delaney, Scott	Lieutenant	45,401.70	-	20,971.65	2,500.42	-	3,405.08	1,605.68	9,164.93	(acd)	83,049.46	29,952.59	113,002.05
Delaney, William	Call firefighter	283.43	-	282.38	-	-	-	-	-	-	565.81	43.26	609.07
Demarco, Ralph	Firefighter	43,823.60	-	25,029.79	2,284.21	876.00	4,064.11	2,621.71	452.40	(ac)	79,151.82	31,634.26	110,786.08
Dunn, Timothy	Firefighter	43,463.22	-	12,419.56	2,266.82	-	2,032.06	693.38	451.92	(ac)	61,326.96	16,921.29	78,248.25
Hanlon, Jennifer	Firefighter	43,823.60	-	12,127.56	2,219.03	1,589.73	3,799.06	1,389.90	452.40	(ac)	65,401.28	17,553.34	82,954.62
Hildebrandt, Eric	Firefighter	40,256.16	-	22,025.86	2,286.85	-	2,391.36	1,448.50	450.00	(c)	68,858.73	29,506.37	98,365.10
Johnson, Wilfred	Call firefighter	12,932.91	-	405.81	-	-	-	-	-	-	13,338.72	1,020.48	14,359.20
Kurgan, Gary	Firefighter	39,574.91	-	13,771.84	1,821.28	349.26	1,195.68	484.41	1,815.00	(cd)	59,012.38	28,336.27	87,348.65
Marinelli, John	Call firefighter	228.94	-	240.53	-	-	-	-	-	-	469.47	35.92	505.39
McPherson, Tom	Deputy Fire Chief	59,230.62	-	-	-	-	-	-	24.00	(a)	59,254.62	28,059.12	87,313.74
Merrill, William	Firefighter	40,058.73	-	18,591.53	2,016.56	671.93	1,451.90	778.66	450.00	(c)	64,019.31	29,291.04	93,310.35
Messier, Donald	Fire Chief	66,971.58	-	-	-	-	-	-	68.20	(ac)	67,039.78	30,223.56	97,263.34
Mistretta, Michael	Firefighter	37,027.44	-	4,423.50	2,399.62	-	2,473.81	383.37	4,647.99	(acd)	51,355.73	26,844.84	78,200.57
Moltenbrey, Jay	Lieutenant	49,676.42	-	11,416.42	2,500.42	619.02	4,907.33	1,442.54	459.72	(ac)	71,021.87	30,509.89	101,531.76
Nault, Diana	FF/Inspector	30,787.84	-	4,182.17	205.38	61.62	-	-	450.00	(c)	35,687.01	18,529.34	54,216.35
Norton, David	Call firefighter	7,506.39	-	623.45	-	-	-	-	-	-	8,129.84	621.95	8,751.79
Ramsden, Patricia	Secretary	34,571.91	-	-	-	-	-	-	900.00	(b)	35,471.91	5,038.09	40,510.00
Richards, Kimberly	Call firefighter	4,143.79	-	1,043.58	-	-	-	-	-	-	5,187.37	396.85	5,584.22
Savard, Scott	Firefighter	43,823.61	-	7,281.81	2,602.30	1,329.28	3,534.01	901.26	451.92	(ac)	59,924.19	28,291.90	88,216.09
<u>FIRE DEPARTMENT</u>													
Shikrallah, Jason	Call firefighter	142.01	-	162.28	-	-	-	-	-	-	304.29	23.28	327.57

2004 EMPLOYEE WAGES AND BENEFITS

DEPARTMENT/ NAME	POSITION	REGULAR SALARY	SHIFT DIFF'L	OV. TIME	HOLIDAY	CONTRACT SVCS	INCENIVE PAY	OT/HOL. RECALC.	OTHER		2004 TOTAL GROSS PAY	2004 BENEFITS	2004 SALARY & BENEFITS
Specian, Michael	Call firefighter	13,372.64	-	851.48	-	-	-	-	-		14,224.12	1,088.15	15,312.27
Taylor, Robert	Firefighter	38,231.64	-	9,005.12	2,058.47	-	983.98	296.18	450.00	(c)	51,025.39	22,154.43	73,179.82
Tieland, Steven	Call firefighter	1,763.26	-	276.31	-	-	-	-	-		2,039.57	156.04	2,195.61
Worthington, Don	Firefighter	44,531.13	-	24,581.74	2,148.93	3,755.20	3,268.96	2,205.44	455.52	(ac)	80,946.92	31,901.56	112,848.48
Zins, Scott	Firefighter/Mech	44,823.62	-	22,369.37	2,439.84	-	3,153.92	2,099.43	453.24	(ac)	75,339.42	31,084.99	106,424.41
<u>PLANNING/DEV.</u>													
Charland, Nancy	Plng Bd Secretary	13,380.88	-	-	-	-	-	-	-		13,380.88	1,692.76	15,073.64
Gray, Virginia	Plng Dpt Secretary	34,492.40	-	-	-	-	-	-	-		34,492.40	18,828.37	53,320.77
Kovolyan, Patricia	ZBA/CC Secretary	15,474.83	-	-	-	-	-	-	-		15,474.83	1,957.73	17,432.56
Logan, Margo	Intern	6,120.00	-	30.00	-	-	-	-	-		6,150.00	470.51	6,620.51
Preble, Ron	PT Inspector	34,070.32	-	416.11	-	-	-	-	10.01	(c)	34,496.44	4,363.75	38,860.19
Tierney, James	PT Inspector	32,753.69	-	273.79	-	-	-	-	1.63	(c)	33,029.11	2,526.74	35,555.85
Turner, Alfred	Planning Direct.	73,076.69	-	-	-	-	-	-	180.60	(a)	73,257.29	29,414.05	102,671.34
Way, Rebecca	Asst Planner	40,104.01	-	4,161.14	-	-	-	-	99.05	(c)	44,364.20	13,342.70	57,706.90
<u>SOLID WASTE</u>													
Bell, Lesley	Operator 1	37,187.61	-	108.12	1,144.23	-	-	-	356.02	(c)	38,795.98	19,390.09	58,186.07
Bleeker, Kevin	Truck Driver*	12,021.36	-	-	-	-	-	-	-		12,021.36	919.66	12,941.02
Bussey, Lenard	Operator 1	17,746.91	-	45.28	583.79	-	-	-	200.00	(c)	18,575.98	10,731.92	29,307.90
Dobson, Robert	Operator 2	39,340.02	-	754.44	1,216.22	-	-	-	110.01	(c)	41,420.69	24,874.97	66,295.66
Healey, Timothy	Truck Driver	14,104.91	-	115.00	490.60	-	-	-	200.00	(c)	14,910.51	9,994.76	24,905.27
Holm, Wayne	Supervisor/Driver	45,759.04	-	989.47	1,407.99	-	-	-	407.20	(ac)	48,563.70	13,144.36	61,708.06
Lorentzen, Chris	Operator 1	37,082.89	-	54.06	1,144.23	-	-	-	200.94	(c)	38,482.12	12,440.35	50,922.47
Parsons, Ralph	Laborer	31,764.41	-	46.70	964.78	-	-	-	-		32,775.89	11,602.49	44,378.38
Poulson, David	Transfer Mgr.	66,270.47	-	-	-	-	-	-	559.96	(ac)	66,830.43	25,153.34	91,983.77
<u>ROADS</u>													
Hindes, Steven	Highway Laborer	34,479.51	-	4,213.65	-	-	-	-	400.00	(c)	39,093.16	19,342.30	58,435.46
McCartney, John	Highway Agent	67,702.30	-	-	-	-	-	-	1,498.03	(acg)	69,200.33	28,781.93	97,982.26
<u>ANIMAL CONTROL</u>													
Butterfield, Charles	Dep. AC Officer	614.36	-	-	-	-	-	-	-		614.36	862.64	1,477.00
Seifert, Alfred	AC Officer	11,274.37	-	-	-	-	-	-	-		11,274.37	47.02	11,321.39

RECREATION

2004 EMPLOYEE WAGES AND BENEFITS

DEPARTMENT/ NAME	POSITION	REGULAR SALARY	SHIFT DIFF'L	OV. TIME	HOLIDAY	CONTRACT SVCS	INCENIVE PAY	OT/HOL. RECALC.	OTHER	2004 TOTAL GROSS PAY	2004 BENEFITS	2004 SALARY & BENEFITS
Alosso, Jodie	Beach Staff	5,669.09	-	-	-	-	-	-	-	5,669.09	433.69	6,102.78
Caten, Holly	Beach Staff	1,967.75	-	-	-	-	-	-	-	1,967.75	150.55	2,118.30
Gallagher, Brian	Beach Staff	2,997.30	-	-	-	-	-	-	-	2,997.30	229.28	3,226.58
Harland, Jason	Beach Staff	2,686.00	-	-	-	-	-	-	-	2,686.00	205.49	2,891.49
Maroon, Bethany	Beach Staff	5,629.40	-	-	-	-	-	-	-	5,629.40	430.66	6,060.06
Moser, Kerri	Beach Staff	1,886.65	-	-	-	-	-	-	-	1,886.65	144.31	2,030.96
Moser, Kristin	Beach Staff	2,555.95	-	-	-	-	-	-	-	2,555.95	195.53	2,751.48
Quinlan, Kate	Beach Staff	1,624.37	-	-	-	-	-	-	-	1,624.37	124.24	1,748.61
Reed, Nicole	Beach Staff	1,447.97	-	-	-	-	-	-	-	1,447.97	110.76	1,558.73
Samsel, Abigail	Beach Staff	2,057.00	-	-	-	-	-	-	-	2,057.00	157.37	2,214.37
Stearns, Dwight	Beach Staff	2,108.00	-	-	-	-	-	-	-	2,108.00	161.30	2,269.30
<u>LIBRARY</u>												
Barrett, John	Library Director*	-	-	-	-	-	-	-	4,768.09	(e) 4,768.09	588.86	5,356.95
Chen, Yi-Ching	Circ. Svcs Lib	27,031.69	-	136.36	-	-	-	-	-	27,168.05	17,750.20	44,918.25
Davis, Beth	Library Assistant	2,546.46	-	-	-	-	-	-	-	2,546.46	194.84	2,741.30
Day, Jena	Librn Admin Asst	21,715.24	-	160.26	-	-	-	-	-	21,875.50	1,673.48	23,548.98
Freeston, Lois	Co-Asst Director	47,873.18	-	103.60	-	-	-	-	25.80	(a) 48,002.58	25,812.49	73,815.07
Frey, Karen	Library Assistant	4,769.32	-	-	-	-	-	-	-	4,769.32	364.89	5,134.21
Heidenblad, Carl	Library Director	54,831.30	-	-	-	-	-	-	60.72	(a) 54,892.02	23,564.79	78,456.81
Kingsley, Maureen	Library Assistant	2,855.72	-	-	-	-	-	-	-	2,855.72	218.48	3,074.20
Marietta, Terrie	Library Assistant	27,650.19	-	123.12	-	-	-	-	-	27,773.31	10,921.83	38,695.14
Mayr, Diane	Co-Asst Director	34,788.52	-	1,392.56	-	-	-	-	-	36,181.08	12,143.32	48,324.40
McCue, Angela	Asst. Youth Lib	32,595.29	-	-	-	-	-	-	-	32,595.29	11,602.89	44,198.18
Miloro, Michael	Library Assistant	10,096.31	-	-	-	-	-	-	-	10,096.31	772.40	10,868.71
Morse, Lori	Youth Service Lib.	38,466.81	-	-	-	-	-	-	-	38,466.81	12,455.50	50,922.31
Nagle, Barbara	Library Assistant	19,660.04	-	-	-	-	-	-	-	19,660.04	1,504.07	21,164.11
Rittenhouse, Elaine	Tech Services Lib	40,528.28	-	-	-	-	-	-	-	40,528.28	24,733.34	65,261.62
Saad, Cynthia	Library Assistant	1,780.55	-	-	-	-	-	-	-	1,780.55	136.25	1,916.80
Shea, Carolyn	Tech Services Lib	42,549.59	-	-	-	-	-	-	-	42,549.59	19,915.22	62,464.81
Strauss, Elizabeth	Youth Service Lib*	341.04	-	-	-	-	-	-	-	341.04	26.09	367.13
<u>EMERGENCY MGT</u>												
Horaj, Mary	Secretary	1,575.85	-	-	-	-	-	-	-	1,575.85	120.54	1,696.39
<u>CABLE</u>												
Daddona, James	Coordinator	42,572.96	-	1,186.15	-	-	-	-	-	43,759.11	20,064.66	63,823.77

2004 EMPLOYEE WAGES AND BENEFITS

DEPARTMENT/ NAME	POSITION	REGULAR SALARY	SHIFT DIFF'L	OV. TIME	HOLIDAY	CONTRACT SVCS	INCENIVE PAY	OT/HOL. RECALC.	OTHER	2004 TOTAL GROSS PAY	2004 BENEFITS	2004 SALARY & BENEFITS
		3,964,558.63	15,024.84	544,475.32	102,257.11	95,761.69	67,971.61	33,894.84	85,612.46	4,909,556.50	1,732,080.94	6,641,637.44

* - Individual who terminated employment with Town during 2004

(a) refers to non-cash payment representing employees factored portion of their life insurance policy over \$50,000

(b) refers to payment for waiver of health insurance benefits - \$75/month

(c) refers to taxable portion of clothing allowance

(d) refers to disability pay from insurance company

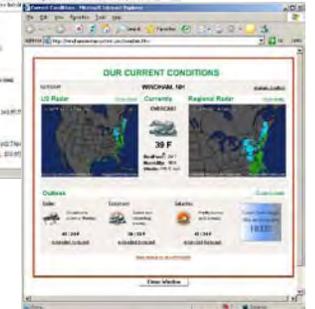
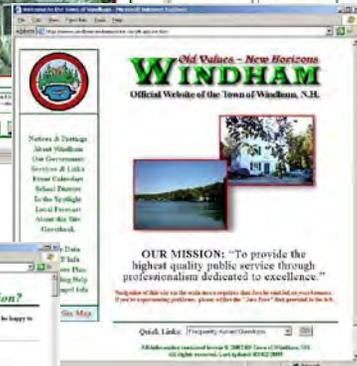
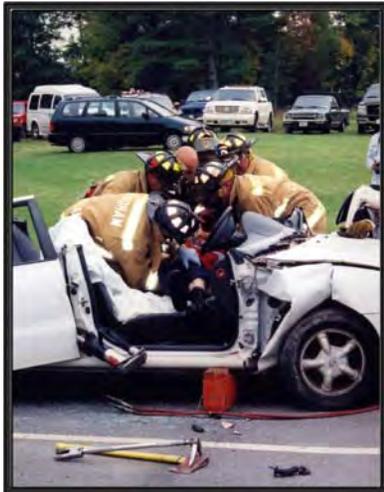
(e) refers to earn time buyout at time of termination

(f) refers to longevity pay

(g) refers to non-cash payment for taxable fringe benefits

(h) refers to payment for taxable mileage stipend

Note: The total benefit column includes cost associated with insurances, retirement, medicare, and FICA taxes.



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