

2002



WINDHAM, NH ANNUAL TOWN REPORTS

ANNUAL REPORTS
OF THE
OFFICERS, TRUSTEES, AGENTS AND COMMITTEES
OF THE
TOWN OF WINDHAM
NEW HAMPSHIRE



2002

FRONT COVER PHOTO: Aerial photo taken by Eric A. Barlow, CFI, a resident of Windham and Certified Flight Instructor at Eagle East Aviation, Andover, MA.



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**“TO PROVIDE THE HIGHEST QUALITY PUBLIC
SERVICE THROUGH PROFESSIONALISM
DEDICATED TO EXCELLENCE.”**

With the philosophy of teamwork as its foundation,
the Town will uphold the following goals in fulfilling its
Mission:

- Translate the myriad of community and municipal needs into a fiscally stable government;
- Embrace and implement advances in technology and modern business practices and strive, always, to expand our municipal knowledge base;
- Acknowledge and respect the varied opinions and suggestions of citizens, employees, business community, and visitors, and exhibit fairness and equity in all our dealings;
- Maintain a desirable quality of life through all appropriate and available means, and by fostering the natural, cultural, historical, and recreational aspects of our community;
- Work to recruit, train, develop, and retain staff capable of adapting to an ever-changing society while providing courteous and professional service;
- Openly encourage volunteerism in our community, not only by our actions, but also by our support of and gratitude for volunteer endeavors;
- Recognize that the trust and support of our endeavors by our community must be continuously earned, through leadership, integrity, innovation, and communication; and
- Keep paramount, above all else, the health, safety, and welfare of our citizens and employees.



DEDICATION



On November 15, 2002, a large group of us gathered at Harris' Pelham Inn to celebrate a new phase in the life of one of our most dedicated employees as she retired from her duties. A fantastic time was had by all, and we extend our thanks to those who attended.

In 1957, Elaine (Zins) (Haegle) Keefe was appointed Deputy Town Clerk of the Town of Windham. Thus began a career spanning nearly 5 decades in which this native Windham-ite served the Town on a part time basis, not only as Deputy Town Clerk, but at various times as Deputy Tax Collector, and Secretary to the Building Inspector, Health Officer, Fire Chief, and Planning Board. In 1976, Elaine accepted her first full-time position, as Secretary to the Board of Selectmen. That title stayed with her until 1987, when she became an Administrative Secretary with the hiring of our Town Administrator. As well, the secretarial duties of the Tax Assessor were generally handled by her on a daily basis. It is safe to say that Elaine is, unquestionably, a prime example of multi-tasking!

Elaine's professional skills are easily gleaned from the very length of her service. More difficult to quantify are the personal relationships that are established in such a time. Although she moved out of Town several years ago, Elaine possessed a strong interest in the activities of our community, and had an uncanny ability to remember even the slightest details of governmental events in Town and the actions taken, whether occurring last week or 30 years ago. Her presence as part of the Town's Administration was seen by all as a foundation on which others learned and built upon. To those working with her daily, she was affectionately known as the "Matriarch", not only for her years of service, but for the vast knowledge she possessed of Windham as a whole.

An individual thinker from the start, Elaine was never shy in questioning new laws, regulations, or procedures but, to her credit, would endeavor to do her best to implement advances in technology and thinking as the years passed. Although fond of saying "you can't teach an old dog new tricks", Elaine seemed to, in fact, view change as a challenge; a challenge she nearly always conquered.

There is no better opportunity than this for those of us who worked with Elaine, or had the pleasure of dealing with her as a customer to the Town offices, to extend the warmest of wishes for a wonderful retirement, and to sincerely thank her for esteemed service to our community.

Therefore, it is with tremendous pride that we dedicate our 2002 Annual Town Report to Elaine Keefe, who gave of her heart and soul to the Town of Windham for nearly 50 years. We have been blessed by her devotion and presence, and are thankful to know her.



TOWN OFFICERS FOR THE YEAR 2002



BOARD OF SELECTMEN

Margaret Crisler, Chair – 2003

Christopher Doyle – 2005

Alan Carpenter – 2005

Roger Hohenberger - 2003

Galen Stearns – 2004

TOWN ADMINISTRATOR

David Sullivan

FINANCE DIRECTOR

Dana Call

MODERATOR

Peter Griffin - 2005

TOWN CLERK

Joan Tuck - 2003

Laurie Hobbs, Deputy

TREASURER

Robert Skinner - 2003

TAX COLLECTOR

Ruth Robertson - 2003

Alice Hunt, Deputy

TOWN ASSESSOR

Rex A. Norman, CNHA

INFORMATION TECH. DIRECTOR

Eric DeLong

CHIEF OF POLICE

Bruce Moeckel

Patrick Yatsevich, Captain

FIRE CHIEF/FOREST FIRE WARDEN

Steven Fruchtman, Resigned

Don Messier, Deputy / Acting Chief

PLANNING & DEVELOPMENT DIR.

Alfred Turner, Jr.

Walter Warren, Assistant Planner

MAINTENANCE SUPERVISOR

Allan Barlow

HIGHWAY AGENT

Jack McCartney

LIBRARY DIRECTOR

John Barrett

TOWN SURVEYOR

Robert Thorndike

BLDG INSP. / HEALTH OFFICER

Bruce Flanders

ANIMAL CONTROL OFFICER

Alfred Seifert

Charles Butterfield, Deputy

CABLE TV STUDIO COORDINATOR

James Dadonna

EMERGENCY MANAGEMENT DIR.

Don Messier, Acting Dir

ROCKINGHAM PLANNING COMMISSION

Alan Carpenter – 2004

Peter Griffin – 2005

Annette Stoller - 2006

TRUSTEES OF TRUST FUNDS

Mary Johnson, Chair – 2005

Shirley Beaulieu – 2003

Dennis Root – 2004

TRUSTEES OF CEMETERY

Gail Webster, Chair - 2005

Jill Moe – 2003

Carl Luhrmann - 2004

TRUSTEES OF MUSEUM

Jean Manthorne, Chair - 2004

Kim Monterio – 2003

Dennis Root - 2005

TRUSTEES OF LIBRARY

Mary Lee Underhill, Chair - 2004

Richard Koeck - 2003

Holly Eddy – 2003

J. Gross- 2004

Murray Levin - 2004

Patricia Skinner - 2005

Shirley Beaulieu - 2005

SUPERVISORS OF THE CHECKLIST

Robert Skinner, Chair - 2008

Jim Moe - 2004

Gail Webster - 2006

PLANNING BOARD

Ross McLeod, Chair - 2005

Lisa Linowes – 2003

Russ Wilder - 2003

Wayne Morris – 2004

Walter Kolodziej - 2004

Eileen Maloney - 2005

Nancy Prendergast, Alternate - 2004

Roger Hohenberger, BOS – 2003

Roy Dennehy, Alternate 2005

Alan Carpenter, BOS Alt. - 2003

ZONING BOARD OF ADJUSTMENT

Bruce Breton, Chair - 2003

Robert Gustafson – 2003

Alfred Souma - 2004

Chris Doyle – 2005

Jack Gattinella, - 2005

Richard Drummond, Alternate – 2003

Tony Pelligrini , Alternate – 2005

Robert O’Loughlin – Resigned

CONSERVATION COMMISSION

James Finn, Chair - 2004

Lisa Linowes – 2003

Gerald Capron – 2003

Diana Fallon, - 2004

Thomas Seniow – 2005

Pam Skinner – 2005

Bernie Roulliard, Alternate – 2003

Rick Adams, Alternative – 2004

Theresa Lucas, Alternate – 2005

Cheri Howell, Resigned

Christie Davis – Resigned

CAPITAL IMPROVEMENTS COMMITTEE

Lisa Linowes, Chair – Planning Board Member

Lee Maloney - Planning Board

Marcia Unger – School Board

Roger Hohenberger - Selectman

Daphne Kenyon – School Board Alternate

Galen Stearns - Selectman Alternate

Ron Coish – Citizen

Jack Mercent – Citizen

Dick Gumbel - Citizen

RECREATION COMMITTEE

Sam Maranto, Chair - 2004

Frank Farmer – 2003

Jodi Coppetta – 2004

Earl Bartlett – 2003

Carol Fronduto – 2005

Dennis Butterfield – 2003

Lisa O’Neill – 2005

HISTORIC DISTRICT COMMISSION

Patrick Schena, Chair - 2005

Wayne Bailey – 2003
Miriam Stoltz – 2004

Thomas Furlong – 2004
Carol Pynn – 2005

Chris Doyle, Selectman – 2003

WINDHAM CABLE ADVISORY BOARD

Margaret Case, Chair - 2003

Dave Unger – 2003
J. Gross – 2004
Leo Hart - 2005

Alan Shoemaker – 2003
Mary Griffin – 2005
Steve Dirksen, Alternate

Chris Doyle, Selectman – 2003 Carl Heinz, Alternate

HIGHWAY SAFETY COMMITTEE

David Sullivan, Chair – Town Administrator

Bruce Moeckel, Chief of Police
Don Messier, Acting 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.

Elizabeth Dunn
Peter Griffin
Carol Pynn
Carolyn Webber

Thomas Furlong

TECHNICAL ADVISORY COMMITTEE

Dick Gumbel, Chair

Greg Capiello
Eric DeLong, IT Director
Dick Forde

J. Gross
Jacques Borcoche
Margaret Crisler, Selectman

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

JOINT LOSS MANAGEMENT COMMITTEE

Jay Moltenbrey - Chair

Chris Doyle, Selectman
Allan Barlow
David Poulson

John Barrett
Glenn Record
Laura Cryts

Steve Fructhman, Resigned

HOUSING AUTHORITY

Denise Ryan, Chair - 2006

Grace Marad – 2003
Margo Luhrman – 2005

Vicky Mason - 2004
Leo Hart - 2007

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 Assistant to the Administrator 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 and fourth Monday 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 Tuesday 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 9, 2002

Session One of the Annual SB2 Meeting was called to order at 9:10 AM by Moderator Griffin. In attendance were Selectmen Carolyn Webber, Margaret Crisler Galen Stearns, Christopher Doyle, and Roger Hohenberger; Town Administrator, David Sullivan; Town Attorney, Bernard Campbell; Town Clerk, Joan Tuck. Bruce Moeckel, Chief of Police and Steven Fruchtmann, Fire Chief, led the salute to the flag.

Moderator Griffin requested that non-voters be allowed to remain, but not participate in, the proceedings. Voted in the AFFIRMATIVE.

ARTICLE 4. To see if the Town will vote to raise and appropriate the sum of Three Hundred Thousand, and no 100ths (\$300,000.00) Dollars for the purpose of completing Phase Two of Griffin Park. Said completion is to include but not be limited to some or all of the following as funds will allow: playground equipment, six tennis courts, four basketball courts, a skateboard/roller-blading area, horseshoe pits, conduits for possible future lighting, improvements to the wooded nature trail and associated security measures, and payment of costs associated with the financing of said construction; said sum to be in addition to any federal, state or private funds made available therefore, and to raise the same by issuance of not more than \$300,000.00 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; 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 One Hundred Thirty One Thousand, Two Hundred Fifty and no 100ths (\$131,250.00) Dollars for the purpose of purchasing a new ambulance for the fire department, and payment of costs associated with the financing of said purchase; said sum to be in addition to any federal, state or private funds made available therefor, and to raise the same by issuance of not more than \$54,854.00 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; and further to authorize the withdrawal of \$18,800 from the Fire Apparatus Capital Reserve Fund established for such purpose, with the balance of \$57,596 to be raised from 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 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 Eighty Five Thousand, and no 100ths (\$85,000.00) Dollars for the purpose of purchasing a new loader for the Highway Department, and payment of costs associated with the financing of said purchase; said sum to be in addition to any federal, state or private funds made available therefor, and to raise the same by issuance of not more than \$41,463.00 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 \$43,537 to be raised from 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 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 Ninety Nine Thousand and no 100ths (\$99,000.00) Dollars for the purpose of renovating the West Room of the Searles Building and purchasing equipment, materials and furnishings of a lasting nature for said construction and payment of costs associated with the financing of said project; said sum to be in addition to any federal, state or private funds made available therefor, and to raise the same by issuance of not more than \$82,706.00 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 \$16,294 to be withdrawn from the Searles School Special Revenue Fund 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 7 on the ballot as written. Voted in the AFFIRMATIVE.

ARTICLE 8. To hear the reports of auditors, agents and other committees heretofore chosen and pass any votes relating thereto.

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 \$6,035 for the Conservation Commission, and authorize the Selectmen to transfer all unexpended Conservation Commission funds as of December 31, 2002 to the Conservation Fund in accordance with RSA 36-A:5.

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 \$21,015 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 2002-2004 under the terms of the latest collective bargaining agreement entered into by the Selectmen and AFSCME. Said contract to expire on March 31, 2004 with the additional cost for 2003 to be \$22,805, and \$8,905 for 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 \$60,500 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 2002-2004 under the terms of the latest collective bargaining agreement entered into by the Selectmen and IAFF. Said contract to expire on March 31, 2004 with the additional cost for 2003 to be \$30,680, and \$6,345 for 2004.

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

ARTICLE 12. Shall the Town of Windham, if Articles #10, and/or #11 are defeated, authorize the governing body to call one special meeting, at its option, to address Article(s) #11, and/or #12, cost items only?

Motion and section to amend Article 12 by replacing the words “Article(s) #11, and/or #12” with the words, “Article(s) #10, and/or #11”. Voted in the AFFIRMATIVE.

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

ARTICLE 13. To see if the Town will vote to raise and appropriate the sum of \$15,000 representing the town’s 50% share of the costs associated with conducting an Engineering Study on the Castle Hill Road Bridge to assess the condition of the bridge and to develop alternative replacement or repair proposals along with associated costs. The other 50% share of this project will be paid by the Town of Pelham, who has a similar article before its voters this town meeting. 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 defeated 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 until the study is completed or for a period of two (2) years, whichever is less.

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

ARTICLE 14. To see if the Town will vote to raise and appropriate the sum of \$25,000 for the purpose of purchasing and certifying a used ladder truck for the fire department.

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

PRESENTATIONS: Selectman Crisler presented retiring Selectman Webber with an engraved weather station on behalf of the Members and the Town of Windham for two terms of dedicated service.

Mr. Sullivan presented the “Employee of the Year” Award to Chiefs Moeckel and Fruchtman as representatives of the Windham Police and Fire Departments, both of which were recipients of this year’s honor in recognition of their continuing efforts to preserve the safety of the residents.

The annual “Volunteer of the Year” Award was presented to the recently discharged members of the Griffin Park Committee as a whole, to acknowledge several years of tireless volunteer service toward the development and construction of Griffin Park.

Maureen Homsey, President of the Windham Women’s Club, presented Town Clerk, Joan Tuck, with a Certificate of Appreciation for her continuing cooperation in support of the efforts of the Women’s Club.

ARTICLE 15. To see if the Town will vote to raise and appropriate the sum of \$23,000 for the town’s 20% share of the engineering costs associated with the construction of bike paths along Lowell Road from Route 111 to the Golden Brook School or portions thereof based on final funding available. The Town has been approved to receive a State grant to pay for 80% of the project cost scheduled to begin in FY 2004 pending the town approving its 20% share beginning in that year. This will be a non-lapsing account per RSA 32:7, VI and will not lapse until the study is completed or for a period of three (3) years, whichever is less.

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 \$5,000, said amount to be withdrawn from the Searles Special Revenue Fund for the purposes of paying marketing related costs for operating the Searles Building.

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 \$475,000 to be added to the Health Insurance Expendable Trust Fund.

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 \$30,000 to be added to the Earned Time Expendable Trust Fund.

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 \$35,000 to be added to the Property Maintenance Expendable Trust Fund.

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 discontinue a portion of Governor Dinsmore Road, presently a class VI road, running through lot 13-C-1 and lot 13-C-25 in an Easterly direction from Searles Road for a distance of 500+ feet in accordance with RSA 231:43. Said section serves as the driveway to Apple Acres and to further authorize the Selectmen to convey said discontinued section, to Sam and Jeanne Nasser and other abutters equally in front of their respective properties for the payment of all costs associated with conveyance including the cost of surveying and legal expenses (estimated to be approximately \$1,000), and upon such other terms and conditions as may be acceptable to the Board of Selectmen.

Motion and second to amend Article 20 by replacing the words “to discontinue a portion of Governor Dinsmore Road, presently a class VI road”, with the following: “to discontinue an unnamed class VI road”. Voted in the AFFIRMATIVE.

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

ARTICLE 21. TO BE VOTED BY BALLOT. Shall we modify the elderly exemptions from property tax in the Town of Windham, based on assessed value, for qualified taxpayers, to be 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 \$30,000 or, if married, a combined net income of less than \$40,000; and own net assets not in excess of \$150,000 excluding the value of the person’s residence.

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

ARTICLE 22. “Shall we adopt the provisions of RSA 31:95-c to restrict 95% of the revenues from income derived from *providing police contracted details* to expenditures for the purpose of *paying the police officers to provide contracted detail service*? Such revenues and

expenditures shall be accounted for in a special revenue fund to be known as the *Police Contracted Details Special Revenue* fund, separate from the general fund. Any surplus in said fund shall not be deemed part of the general fund accumulated surplus and shall be expended only after a vote of the legislative body to appropriate a specific amount from said fund for a specific purpose related to the purpose of the fund or source of the revenue.”

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 authorize the Board of Selectmen to grant a twenty (20) year Historic Preservation Easement on the land and buildings located at 4 North Lowell Rd, and known generally as the Bartley House, to the New Hampshire Land and Community Heritage Investment Program (LCHIP) or similar organization as determined by the Board of Selectmen. This easement is required as part of the conditions imposed by LCHIP who is providing grant funds to assist in the building’s renovations. The easement requires the town to insure the buildings continued maintenance, repair, and administration so as to preserve the architectural, historical, archaeological, and cultural integrity of its features, materials, appearance and workmanship.

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

ARTICLE 24. To see if the Town will vote to authorize the Board of Selectmen to grant a Conservation Easement to the Windham Conservation Commission to approximately 8.15 acres of the rear portion of Lot 22-R-900, known as Griffin Park, and as shown on a plan entitled “Site Plan of Griffin Park” by E.N. Herbert Assoc. dated July 2000. Said easement area is required as a condition of a State permit received as part of the park development and shall be maintained in perpetuity as open space without there being conducted thereon any industrial or commercial activities, with uses limited to wetland enhancement and limited recreation.

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

ARTICLE 25. To see if the Town will vote to create an expendable general fund trust fund under the provisions of RSA 31:19-a, meaning that the principle and interest may be appropriated and expended, to be known as the Town Museum Municipal Acquisition Fund, for the purpose of acquiring items for the town museum, and to appropriate the sum of \$4,350 towards this purpose; and furthermore to appoint the Board of Selectmen as agents to expend these funds.

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

ARTICLE 26. By petition of Jay Moltenbrey and others, “To see if the Town will vote to raise and appropriate the sum of \$45,000 for the purpose of hiring four (4) additional full-time permanent fire fighters for the fire department, said sum represents the cost of providing benefits to these employees during the 2002 budget year.”

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

ARTICLE 27. To see if the Town will vote to authorize the Selectmen to enter into an Option to Lease Agreement with the Windham Housing Authority for approximately ten (10) acres of the rear portion of the town municipal complex land, known as Lot 16-L-100, and as shown on the 1995 complex plans developed by the Turner Group, for the sum of One (\$1.00) Dollar, and upon such other terms and conditions as may be acceptable to the Board of

Selectmen. Said piece will be used by the Housing Authority to develop elderly housing for the community. This authorization shall continue for a period of five years.

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

ARTICLE 28. To see if the Town will vote to ratify the acceptance of parcel 25-R-500 (located off of Marblehead Road) which has been offered to the Town as a donation.

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 authorize the Selectmen, to convey the premises known as Lot 8-A-54, 21 Seavey Pond Road, to Patrick and Rita Calderone, for the sum of \$ 8,500; and furthermore to require that said conveyance contain a restriction that this lot be consolidated with adjoining lot 8-A-56 and not be allowed to be separately developed, and upon other terms and conditions as the Board of Selectmen may determine.

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

ARTICLE 30. By petition of Brian Harvey and others, “To see if the Town will vote to discontinue that portion of Bissell Camp Road commencing at a point opposite the northerly end of the Leeman dwelling at Lot 3-B-105 and running northerly to the westerly line of Rockingham Road near Lot 3-B-250; also a branch road running westerly through Lot 3-B-265 and northerly to a point opposite the dwelling owned by Harold DiPietro on Lot 3-B-270. These roads were discontinued “subject to gates and bars” at the Town Meeting held on March 16, 1979 (Article 34).”

Motion and second to amend Article 30 by replacing in its entirety with the following: By petition of Brian Harvey and others, “To see if the Town will vote to discontinue a portion of Bissell Camp Rd. and its branch through lots 3B-200 and 3B-265, presently discontinued to gates and bars, provided that the owners of lots 3B-200 and 3B-265 shall at its own expense build a new road connecting the westerly side of route 28 to the line of Bissell Camp Rd. to the north. Said road to be built to specifications of the planning board and further provided that such new road shall be accepted by the Town as a public road.” Voted in the AFFIRMATIVE.

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

ARTICLE 31. By petition of Sam Nasser and others, “To ask the voters of the Town of Windham, NH, if the occasion arises, to authorize the Board of Selectmen to petition the New Hampshire Department of Transportation for a public crossing of the discontinued Manchester and Lawrence right of way approximately 4000’ North of the existing Roulston Rd grade crossing. The exact location of the crossing and technical details of construction are to be defined by the NH Department of Transportation and Town of Windham authorities, boards and commissions as their interest and responsibilities allow. The intent of the public crossing is to allow a dedicated public way to provide access to lot 8-C-300 which is 78 acres and currently landlocked.”

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

ARTICLE 32. 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

ANNUAL SENATE BILL 2 SESSIONS

purposes set forth therein, totaling \$7,708,880.28. Should this article be defeated, the operating budget shall be \$7,290,398.28 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	\$ 9,100	Fire Department	1,207,695
Administration	303,045	Emergency Management	17,280
Town Clerk Expenses	81,785	Planning and Development	307,650
Tax Collector Expenses	72,365	Town Highway Maintenance	653,600
Election and Registration	15,250	Street Lighting	10,375
Cemeteries	61,400	Solid Waste Disposal	637,490
General Gov't Buildings	211,975	Health and Human Services	49,545
Appraisal of Properties	65,640	Animal Control	18,935
Information Technologies	161,280	General Assistance	53,860
Town Museum	5	Library	541,990
Searles Building	13,155	Recreation	127,080
Legal Expenses	51,000	Senior Center	5,000
Retirement	296,685	Cable TV Expenses	53,380
Insurance	272,495	Interest Expenses (TANs)	5
Contracted Services	125,000	Long Term Debt	752,175.28
Police Department	1,133,620	(Principle \$599,182 - Interest \$152,993.28)	
Dispatching	199,020	Capital Outlay	200,00

***Note:** Warrant Article 32 (operating budget does not include appropriations proposed under any other warrant articles).

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

There being no other business brought forward per Article 33, the meeting was adjourned at 12:30 PM.

Respectfully submitted,

Joan C. Tuck
Town Clerk

OFFICIAL BALLOT VOTE, MARCH 12, 2002

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. Those present included Selectman Hohenberger, Ballot Clerks, and Supervisors/Checklist.

There were 6,159 names on the checklist. 1,902 votes cast (26% of voters).

The following were **Duly Elected**:

SELECTMAN for Three Years:

Bruce Breton	903 Votes
ALAN CARPENTER	1,124 Votes
CHRISTOPHER DOYLE	988 Votes

TOWN MODERATOR for Two Years:

PETER GRIFFIN	1,478 Votes
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CEMETERY TRUSTEE for Three Years:

GAIL WEBSTER (write-in)	238 Votes
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PLANNING BOARD for Three Years:

EILEEN MALONEY	1,096 Votes
Theodore Maravelias	477 Votes
ROSS MCLEOD	1,188 Votes

TRUSTEE/TRUST FUND for Three Years:

MARY JOHNSON	1,400 Votes
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SUPERVISOR OF THE CHECKLIST for Six Years:

ROBERT A. SKINNER	1,452 Votes
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LIBRARY TRUSTEE for Three Years:

SHIRLEY BEAULIEU	1,336 Votes
PATRICIA SKINNER	1,336 Votes

Zoning Petitions:

Article #2:	Petition 1	Yes	666
		NO	1,153
	Petition 2	YES	1,076
		No	760
	Petition 3	Yes	671
		NO	1,151
	Petition 4	YES	1,293
		No	518
	Petition 5	Yes	563
		NO	1,224

Zoning Amendments:

Article #3: Amendment #1	YES	1,233	Amendment #16	YES	1,054
	No	523		No	648
Amendment #2	YES	1,296	Amendment #17	YES	1,332
	No	462		No	368
Amendment #3	YES	1,252	Amendment #18	YES	1,331
	No	487		No	356
Amendment #4	YES	1,267	Amendment #19	YES	1,185
	No	415		No	496
Amendment #5	YES	1,253	Amendment #20	YES	1,268
	No	434		No	418
Amendment #6	YES	1,220	Amendment #21	YES	1,362
	No	455		No	303
Amendment #7	YES	1,268	Amendment #22	YES	1,270
	No	414		No	413
Amendment #8	YES	1,234	Amendment #23	YES	1,325
	No	431		No	329
Amendment #9	YES	1,254	Amendment #24	YES	1,124
	No	416		No	530
Amendment #10	YES	1,261	Amendment #25	YES	1,252
	No	401		No	437
Amendment #11	YES	1,233	Amendment #26	YES	1,347
	No	390		No	335
Amendment #12	YES	1,323	Amendment #27	YES	1,318
	No	368		No	325
Amendment #13	YES	1,265	Amendment #28	YES	1,367
	No	438		No	306
Amendment #14	YES	1,165	Amendment #29	YES	1,278
	No	530		No	406
Amendment #15	YES	1,276	Amendment #30	YES	983
	No	439		No	715

Remaining Warrant Articles:

Article #4:	Yes	1,053	Article #18:	Yes	859
	NO	803		NO	880
	<i>(Defeated - Required 1114 to pass)</i>				
Article #5:	YES	1,205	Article #19:	YES	988
	No	635		No	753
Article #6:	Yes	939	Article #20:	YES	1,210
	NO	883		No	481
	<i>(Defeated - Required 1093 to pass)</i>				
Article #7:	Yes	893	Article #21:	YES	1,518
	NO	932		No	298
Article #8:	YES	1,276	Article #22:	YES	1,294
	No	398		No	453
Article #9:	YES	1,284	Article #23:	YES	1,326
	No	486		No	426
Article #10:	YES	1,234	Article #24:	YES	1,450
	No	570		No	332
Article #11:	YES	1,309	Article #25:	YES	1,023
	No	497		No	736
Article #12:	YES	1,187	Article #26:	YES	1,053
	No	595		No	756
Article #13:	YES	1,339	Article #27:	YES	1,212
	No	472		No	545
Article #14:	Yes	900	Article #28:	YES	1,610
	NO	920		No	137
	<i>(Recount requested & held on 3/20/02 Results: Yes: 895/NO: 924/Blank: 83)</i>				
Article #15:	Yes	892	Article #29:	YES	1,413
	NO	941		No	294
Article #16:	YES	1,102	Article #30:	YES	1,171
	No	694		No	467
Article #17:	YES	895	Article #31:	YES	1,091
	No	865		No	576
			Article #32:	YES	1,167
				No	559

Respectfully submitted,

Joan C. Tuck

Town Clerk



STATEMENT OF APPROPRIATIONS

**General Government:**

Town Officer's Salaries	\$ 9,100.00
Administration	306,380.00
Town Clerk's Expenses	83,605.00
Tax Collector's Expenses	73,785.00
Election and Registration Expenses	15,250.00
Cemeteries	61,400.00
General Government Buildings	215,070.00
Appraisal of Property	65,640.00
Information Technology	161,280.00
Town Museum	5.00
Searles Building	13,155.00
Legal Expenses	51,000.00

Public Safety:

Contracted Police Services	125,000.00
Police Department	1,134,835.00
Dispatching	199,020.00
Fire Department	1,266,815.00
Emergency Management	17,280.00
Planning & Development	310,175.00

Highways, Streets and Bridges:

Town Maintenance	653,600.00
Street Lighting	10,375.00

Sanitation:

Solid Waste Disposal	643,815.00
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Health:

Health and Human Services	49,545.00
Animal Control	18,935.00

Welfare:

General Assistance	53,860.00
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Culture and Recreation:

Library	541,990.00
Recreation	127,080.00
Conservation Commission	6,035.00
Senior Center	5,000.00
Cable TV Expenses	53,380.00

Debt Service:

Long Term Notes (Principal and Interest)	752,175.00
Interest Expense - Tax Anticipation Notes	5.00

STATEMENT OF APPROPRIATIONS

Capital Outlay:

Road Improvements	200,000.00
Castle Hill Bridge Engineering	15,000.00
Ambulance	131,250.00

Operating Transfers Out:

FICA, Retirement and Pension Contributions	299,345.00
Insurance	272,495.00
Health Trust	475,000.00
Property Maintenance Trust	35,000.00
Petition for Four Firefighters	45,000.00
Use of Searles Revenue Fund	5,000.00
Museum Trust	4,350.00

Total Appropriations:	\$ 8,507,030.00
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2002 TAX RATE COMPUTATION

Total Town Appropriations	\$ 8,507,030.00	
LESS: Revenues	4,359,444.00	
LESS: Shared Revenues	20,383.00	
ADD: Overlay	94,525.00	
ADD: War Service Credits	46,800.00	
	4,268,528.00	
Net Town Appropriations	4,268,528.00	
Approved Town Tax Effort	4,268,528.00	
Town Rate:		3.57
Approved School Effort	9,655,217.00	
School Rate:		8.07
State Education Taxes		
Equalized Valuation (no utilities) $\$1,071,402,480 \times \5.80	6,214,134.00	
Divide by Local Assessed Valuation (no utilities) $\$1,186,513,510$		
State School Rate:		5.24
Approved County Tax Effort	1,522,053.00	
County Rate:		1.27
	21,659,932.00	
Total of Town, School, State and County	21,659,932.00	
LESS: War Service Credits	(46,800.00)	
ADD: Village District Commitment(s)	12,507.00	
	\$21,625,639.00	
PROPERTY TAXES TO BE RAISED:		
TOTAL TAX RATE		\$18.15



SUMMARY INVENTORY OF VALUATION



DESCRIPTION OF PROPERTY

2002 VALUATION

VALUE OF LAND ONLY:

Current Use	\$	257,745.00
Residential		505,699,900.00
Commercial/Industrial		21,405,200.00

Total of Taxable Land			\$	527,362,845.00
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VALUE OF BUILDINGS ONLY:

Residential	\$	617,050,000.00
Commercial/Industrial		50,277,040.00

Total of Taxable Buildings				667,327,040.00
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PUBLIC WATER UTILITY (Privately Owned)				1,354,750.00
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PUBLIC UTILITIES -					
Electric				7,070,300.00	
Gas					1,235,000.00

IMPROVEMENTS TO ASSIST PERSONS W/DISABILITIES				-333,375.00
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VALUATION BEFORE EXEMPTIONS			\$	1,204,016,560.00
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Blind Exemptions -	2	\$	30,000.00
Elderly Exemptions -	61		7,638,000.00
Permanently Disabled -	5		175,000.00

TOTAL AMOUNT OF EXEMPTIONS			\$	7,843,000.00
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NET VALUATION ON WHICH TAX RATE IS COMPUTED			\$	1,196,173,560.00
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LESS: Public Utilities:				-9,660,050.00
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NET VALUATION ON WHICH STATE EDUCATION TAX RATE IS COMPUTED			\$	1,186,513,510.00
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COMPARATIVE STATEMENT OF APPROPRIATIONS & EXPENDITURES



	APPROPRIATIONS		RECEIPTS			BALANCES		APPROPRIATIONS
	FORWARDED	APPROPRIATIONS	AND	TOTAL AMT.	EXPENDITURES	UNEXPENDED	OVERDRAFTS	FORWARDED
	FROM 2001	2002	REIMBURSE.	AVAILABLE	2002			TO 2003
GENERAL GOVERNMENT								
Town Officer's Salaries		9,100.00		9,100.00	8,850.00	250.00		
Administration		306,380.00	37.00	306,417.00	294,492.45	8,924.55		3,000.00
Town Clerk's Expenses	800.00	83,605.00		84,405.00	81,374.95	1,372.05		1,658.00
Tax Collector's Expenses		73,785.00		73,785.00	72,101.33	1,683.67		
Election and Registration		15,250.00		15,250.00	15,451.64		(201.64)	
Cemetery	6,450.00	61,400.00		67,850.00	61,806.74	6,043.26		
General Gov't Bldgs	700.00	215,070.00		215,770.00	199,474.92	13,895.08		2,400.00
Appraisal of Property		65,640.00		65,640.00	65,179.65	460.35		
Information Technology		161,280.00		161,280.00	102,557.04		(3277.04)	62,000.00
Town Museum		4,350.00		4,350.00	4,350.00	0.00		
Searles Building		13,155.00		13,155.00	9,556.09	3,598.91		
Legal Expenses		51,000.00		51,000.00	34,939.14	16,060.86		
PUBLIC SAFETY								
Police Department		1,134,835.00		1,134,835.00	1,119,309.00	15,526.00		
Contracted Police		125,000.00		125,000.00	116,038.79	8,961.21		
Dispatching		199,020.00		199,020.00	224,869.96		(25849.96)	
Fire Department	3,010.00	1,266,815.00		1,269,825.00	1,315,026.74		(51868.74)	6,667.00
Emergency Management		17,280.00		17,280.00	13,623.33	3,656.67		
Planning and Development	3,300.00	310,175.00		313,475.00	290,041.48	23,433.52		
HWYS, STREETS, BRIDGES								
Town Maintenance	14,000.00	653,600.00		667,600.00	659,824.01	3,030.99		4,745.00
Street Lights		10,375.00		10,375.00	10,595.90		(220.90)	
SANITATION								
Solid Waste Disposal	7,000.00	643,815.00		650,815.00	635,255.57	15,559.43		
HEALTH								
Health and Human Services		49,545.00		49,545.00	44,661.36	1,289.64		3,594.00
Animal Control		18,935.00		18,935.00	15,573.96	3,361.04		
WELFARE								
General Assistance		53,860.00		53,860.00	57,229.57		(3369.57)	

COMPARATIVE STATEMENT OF APPROPRIATIONS & EXPENDITURES

CULTURE / RECREATION								
Library		541,990.00		541,990.00	525,953.78	16,036.22		
Recreation		127,080.00	450.00	127,530.00	118,627.64	8,902.36		
Conservation Comm.		6,035.00		6,035.00	6,035.00	0.00		
Senior Center		5,000.00		5,000.00	3,175.85	1,824.15		
Cable TV Expenses		53,380.00		53,380.00	47,425.08	5,954.92		
DEBT SERVICE								
Long Term Notes - P + I		752,175.28		752,175.28	752,175.28	0.00		
Interest - TANS		5.00		5.00	-	5.00		
CAPITAL OUTLAY								
Ambulance		131,250.00		131,250.00	131,063.44	186.56		
Castle Hill Bridge Engineering		15,000.00		15,000.00	3,887.00	0.00	11,113.00	
Langdon / Range Road Imp	65,000.00			65,000.00	30,000.00	0.00	35,000.00	
Library	2,205.00			2,205.00	-	0.00	2,205.00	
Police Station	686.00			686.00	-	686.00		
Road Improvements	100,364.00	200,000.00		300,364.00	152,548.97	147,815.03	147,815.03	
OPERATING TRANS. OUT								
Capital Reserve Funds				0.00		0.00		
MISCELLANEOUS								
Retirement	5,000.00	299,345.00	521.70	304,866.70	294,166.02	10,700.68		
Insurance		272,495.00	3,049.23	275,544.23	262,754.03	12,790.20		
Petition for Four Firefighters		45,000.00		45,000.00	29,511.10	15,488.90		
Use of Searles Revenue Fund		5,000.00		5,000.00	5,000.00	0.00		
LCHIP Grant-Bartley Expenses		20,000.00		20,000.00	20,000.00	0.00		
Refunds and Abatements		94,525.00	112,228.21	206,753.21	144,695.21	62,058.00		
Health Trust		475,000.00		475,000.00	475,000.00	0.00		
Property Maintenance Trust		35,000.00		35,000.00	35,000.00	0.00		
Earned Time Trust				0.00	-	0.00		
OTHER GOVT'L DIVISIONS								
School	5,349,202.00	15,869,351.00		21,218,553.00	13,249,202.00	0.00	7,969,351.00	
County		1,529,794.00		1,529,794.00	1,529,794.00	0.00		
TOTALS	5,557,717.00	26,020,695.28	116,286.14	31,694,698.42	23,268,198.02	409,555.25	(84,787.85)	8,249,548.03



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	16.50	16.50	0.00	1,189.03
Perpetual Care	62,090.00			62,090.00	1,067.22	876.44	876.44	1,067.22	63,157.22
Neglected Lots	500.00			500.00	0.00	6.95	6.95	0.00	500.00
Garaphelia Park	1,000.00			1,000.00	0.00	13.88	13.88	0.00	1,000.00
Martha Clark Fund	2,000.00			2,000.00	0.00	27.44	27.44	0.00	2,000.00
Dora Haseltine Fund	500.00			500.00	0.00	6.96	6.96	0.00	500.00
Cemetery-on-the-Plains	17,574.89			17,574.89	5,086.40	392.47	0.00	5,478.87	23,053.76
Cemetery Trustees	0.00			0.00	17,949.27	3,462.13	0.00	21,411.40	21,411.40
Maintenance Fund	16,300.00	3,400.00		19,700.00	154.57	251.94	251.94	154.57	19,854.57
LIBRARY									
Public Library Fund	3,000.00			3,000.00	0.00	41.65	41.65	0.00	3,000.00
Library Books	1,000.00			1,000.00	0.00	13.88	13.88	0.00	1,000.00
ARMSTRONG MEM. BLD.	1,157.34			1,157.34	480.45	687.93	678.04	490.34	1,647.68
SCHOOLS									
Searles School Repairs	0.00			0.00	381.53	5.29	0.00	386.82	386.82
Eliz. Wilson Fund	1,000.00			1,000.00	0.00	13.88	13.88	0.00	1,000.00
School Dist. 2,3,4,6	4,022.00			4,022.00	0.00	55.80	55.80	0.00	4,022.00
MINISTERIAL FUNDS	1,989.63			1,989.63	0.00	27.63	27.63	0.00	1,989.63
NEEDY PERSONS	1,400.00			1,400.00	4,047.62	75.59	0.00	4,123.21	5,523.21

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	27.47	27.47	0.00	1,979.65
IRENE HERBERT SCHSHIP	14,075.00			14,075.00	1,637.72	218.03	500.00	1,355.75	15,430.75
COBBETTS PD VILL. DIST.	6,719.56		2,500.00	4,219.56	243.24	84.56	0.00	327.80	4,547.36
CAPITAL RES. FUNDS									
Fire Apparatus	14,910.00		14,910.00	0.00	4,010.99	220.88	3,890.00	341.87	341.87
Community Center	30,000.00			30,000.00	10,685.79	564.50	0.00	11,250.29	41,250.29
Fire Station	0.00			0.00	1,376.96	19.11	0.00	1,396.07	1,396.07
Rte 111 / Town Complex	0.00			0.00	5,676.43	78.73	0.00	5,755.16	5,755.16
Fire Station Renovation	1,384.00			1,384.00	3,033.65	61.22	0.00	3,094.87	4,478.87
Nesmith Library	48,000.00			48,000.00	1,818.98	691.26	0.00	2,510.24	50,510.24
S.D. Repair/Replace Septic	0.00	50,000.00		50,000.00	0.00	18.49	0.00	18.49	50,018.49
S.D. Land Acquisition	0.00	50,000.00		50,000.00	0.00	18.49	0.00	18.49	50,018.49
TOTALS	231,791.10	103,400.00	17,410.00	317,781.10	57,650.82	7,979.40	6,448.76	59,181.46	376,962.56

Respectfully submitted for the Trustees,

Mary Johnson

Chairman



SCHEDULE OF TOWN PROPERTY



Description	Value
Town Hall Complex, Land (11A-590)*	\$ 95,100
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	50,000
Town Complex, Land (16L-100)*	310,000
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	433,000
Recycling/Transfer Station, Land and Buildings (11A-201)*	800,000
Furniture and Equipment	384,945
Bartley House, Land and Buildings (11C-1300)*	200,000
Senior Center, Land, Buildings, and Contents (11C-1200)*	225,000
Searles Building, Land, Buildings, and Contents (18L-525)*	1,050,000
Highway Department, Land and Buildings (3A-955, 3B-998)*	40,000
Equipment	20,000
Cemeteries, Building and Equipment (7A-501, 21K-150, 21U-100, 21W-6)	64,200
Sportsfields/Recreational Lands (1C-2500A, 22R-900, 24F-5205)	679,200
Disposal Site, Land (25R-300)	75,500
Town Beach, Land and Buildings (21H-1A)	166,800
Conservation Lands (1C-2500, 20D-1600, 20D-1800, 25E-10)	387,300
Water Supply, Land (20D-1000)	163,900
All Lands and Buildings Acquired by Tax Collector's Deeds (<i>see below</i>)	1,284,000
All Properties Gifted to Town (<i>see below</i>)	483,600
Other: Purchases, Transfers, Etc. (1B-1095, 1C-2495, 2A-250, 2B-495, 8A-54, 11A-300)	40,400
Schools, Lands and Buildings (20D-800, 24F-2000)	8,836,500
SAU #28 Preschool Services, Land and Buildings (20D-900)	239,900

TOTAL	\$ 24,679,345

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	48,300	16P-502	1,900
1B-1025	48,800	16P-510	4,000
1B-1026	47,700	16P-520	3,000
1B-1027	48,200	16P-540	2,700
2A-1325	50,600	16P-560	4,000
3B-355	7,300	16P-1004	3,200
3B-375 (c)	7,300	16P-1010	3,000
3B-680	4,600	17I-49	4,700
3B-850-2	2,300	17J-100B	14,200
7A-625	5,800	17J-110A	15,000
8A-52	42,000	17J-134A	14,100
8A-61	3,300	17L-65A	2,500
8B-850	122,200	17M-46A	0
8B-900	120,600	19B-701	60,100
8B-4100 (c)	7,900	19B-715	61,600
8B-4300 (c)	8,400	20D-1300	7,000
8B-5800 (c)	10,500	20D-1300A	4,300
8B-6000 (c)	9,200	20D-2500	87,500
9A-652	2,000	20E-350	7,700
11A-634A	31,700	21V-227A	0
13J-95	2,800	21V-243J	3,100
13K-30	27,000	21V-255B	14,300
13K-34A	14,000	24A-601	6,000
13K-34B	15,400	24D-600	6,700
14B-2350	7,700	24E-100	6,500
16C-1	38,500	24F-400 (c)	7,700
16C-5	3,200	24G-101	66,800
16F-8A	0	25D-2A	3,200
16L-50	6,100	25E-481	0
16P-350	4,000	25R-6000A (c)	6,500
16P-501	2,000	25R-7010 (c)	113,300

PROPERTIES GIFTED TO THE TOWN OF WINDHAM

3B-1500 (c)	5,200	14B-14A	6,100
3B-1600 (c)	4,900	14B-2101	2,000
3B-290A (c)	7,300	14B-2500 (c)	4,300
6C-200	8,200	20D-2000 (c)	7,700
7A-500	61,100	21C-130	1,300
8B-3900 (c)	9,600	21W-2	61,000
9A-1600	7,900	21W-15A	2,200
9A-1604	4,800	22L-75 (c)	27,000
11A-298	2,800	22L-77 (c)	26,500
11A-299	3,800	22R-250	5,000
11C-350	12,200	24E-5000	8,200
11C-1700	8,200	24F-500 (c)	7,700
11C-1800	6,400	24F-800 (c)	9,200
11C-1801	6,400	24F-900 (c)	10,000
11C-1802	4,800	24F-950	55,100
11C-3400	5,800	24F-1550	3,000
11C-3600	6,700	24F-1551	2,700
14A-51 (c)	64,000	24F-6100 (c)	8,400
14A-230	6,100		

NOTE: Those properties marked by a (c) are currently utilized as, or were gifted as, Conservation lands.



2001 INDEPENDENT AUDIT



May 8, 2002
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, 2001, and have issued our report thereon dated May 8, 2002.

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, 2001, 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.

However, we noted certain matters involving the internal control structure and its operation that we have reported to the management of the Town of Windham, New Hampshire in a separate letter dated May 8, 2002.

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

2001 INDEPENDENT AUDIT

**COMBINED BALANCE SHEET
All Fund Types and Account Groups
December 31, 2001**

	Governmental Fund Types			Fiduciary	Account	2001 Totals
	General	Special Revenue	Capital Projects	Trust & Agency	Gen. Long- Term Debt	
ASSETS						
Cash	\$ 5,284,886	1,189,115	196,935	1,597,163		8,268,099
Investments		21,370		34,459		55,829
Receivables:						
Taxes, net	970,167					970,167
Accounts	43,037					43,037
Due from other funds	17,059	13,004	5,433			35,496
Due from other governments	77,599					77,599
Restricted cash and investments	494,745					494,745
Amount to be provided for retire- ment of long-term obligations					3,853,412	3,853,412
Total Assets	<u>\$ 6,887,493</u>	<u>1,223,489</u>	<u>202,368</u>	<u>1,631,622</u>	<u>3,853,412</u>	<u>13,798,384</u>
LIABILITIES & FUND BALANCES						
Liabilities						
Accounts payable	\$ 15,787	428	13,761	574		30,550
Retainage payable			25,198			25,198
Deferred revenues	48,734					48,734
Deposits	494,745			698,271		1,193,016
Due to other funds	13,540	4,026	12,281	5,649		35,496
Due to other governments	5,349,202			7,151		5,356,353
General obligation debt payable					3,340,246	3,340,246
Accrued compensated absences payable					513,166	513,166
Total Liabilities	<u>5,922,008</u>	<u>4,454</u>	<u>51,240</u>	<u>711,645</u>	<u>3,853,412</u>	<u>10,542,759</u>
Fund Balances:						
Reserved for encumbrances	40,510					40,510
Reserved for endowments				161,156		161,156
Reserved for library construction	12,280					12,280
Unreserved:						
Designated for subsequent years' expenditures	167,569	1,051,217	151,128	722,402		2,092,316
Undesignated	745,126	167,818		36,419		949,363
Total Fund Balances	<u>965,485</u>	<u>1,219,035</u>	<u>151,128</u>	<u>919,977</u>	<u>- -</u>	<u>3,255,625</u>
Total Liabilities & Fund Balances	<u>\$6,887,493</u>	<u>1,223,489</u>	<u>202,368</u>	<u>1,631,622</u>	<u>3,853,412</u>	<u>13,798,384</u>

2001 INDEPENDENT AUDIT

To the Board of Selectmen, Town of Windham, New Hampshire

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, 2001, we considered the Town's internal control structure to determine our auditing procedures for the purpose of expressing an opinion on the general purpose financial statements and not to provide assurance on the internal control structure.

However, during our audit we became aware of several matters that are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions regarding those matters. We previously reported on the Town's internal control structure in our report dated May 8, 2002. This letter does not affect that report or our report on the general purpose financial statements dated May 8, 2002.

We have already discussed these comments and suggestions with various Town personnel, and we will be pleased to discuss them in further detail at your convenience, to perform additional study of these matters, or to assist you in implementing the recommendations.

The purpose of this letter is to provide constructive and meaningful recommendations to you.

COPS FAST GRANT

Observation: As previously reported, the police department still has an outstanding receivable of \$36,750 from a COPS Fast grant award. This reimbursement from the federal government is the result of expenditures that were incurred in accordance with the grant agreement during the year ended December 31, 1999. We noted that a request for payment has been submitted, but the Town has yet to be reimbursed.

Implication: Internal controls are weakened, as there is not system to ensure that grant reimbursements are received in a timely manner.

Recommendation: We recommend that all grant activity be closely monitored in the future. Correspondence should be sent to the federal government to determine when the monies can be expected to be received on the above receivable.

POLICE BILLINGS

Observation: During the year-end audit, we requested to see documentation that supported the various deposits on behalf of the police department. The majority of receipts are the result of outside police detail performed by the Town's employees and billed to the various companies. We were informed that once payment has been received from the company, the copy of the billed invoice is thrown away.

Implication: Internal controls over cash are weakened. Currently, there is no system in place to track outstanding receivables in the general ledger. As a result, the Town is exposed to an increased risk that funds could be lost or misplaced.

Recommendation: We recommend that all supporting documentation be retained. This documentation should include copies of the invoices that are billed for services rendered and copies of the checks that are received for payment.

Respectfully submitted,

Vachon, Clukay & Co., PC
Independent Auditing Firm



2002 BALANCE SHEET



The following represents the General Fund balance sheet as of December 31, 2002 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, 2002

ASSETS	
Cash	\$7,737,567
Receivables:	
Taxes, net	882,579
Accounts	54,398
Due from other funds	16,459
Restricted cash - performance bonds	483,228
Restricted cash - other	9,394
Total Assets	\$9,183,625
LIABILITIES & FUND BALANCES	
Liabilities	
Accounts payable	\$ 5,278
Deferred revenues	4,834
Deposits	483,228
Due to village district	2,153
Due to other governments	7,969,351
Total Liabilities	8,464,844
Fund Balances	
Reserved for encumbrances	84,064
Reserved for library construction	12,280
Unreserved:	
Designated for subsequent years' expenditures	196,133
Undesignated	426,304
Total Fund Balances	718,781
Total Liabilities & Fund Balances	\$9,183,625

Respectfully submitted,

Dana Call

Finance Director



TOWN CLERK



As has been the case for several years, the Town Clerk's office continues to offer a full-range of services to our residents beyond the required vehicle/dog/voter registration and vital record assistance including: boat and off-road vehicle registrations, hunting and fishing permits, and notary public/justice of the peace services. In 2001, we increased our service level once again, as we went fully on-line with the State of NH's motor vehicle database. In addition to passenger, motorcycle and tractor/trailer plates, this direct link allows us to issue vanity and moose plates and to complete registrations with a GVW of up to 26,000lbs as opposed to 8,000lbs, saving a large number of residents a trip to the Salem Registry.

As always, residents are encouraged to contact us at 434-5075 with any questions or concerns they may have before making the trip to our office. Ensuring that you have the proper documentation in hand is not only a tremendous time saver, but allows our staff to better serve each of our customers.

DEBIT REPORT

Motor Vehicle Permits Issued: 14,681		\$ 2,312,234.00
Mail-in Registrations:		11,186.00
Dog Licenses Issued:		
1,777 Licenses	\$ 13,564.00	
Less: Fees	- 1,777.00	
	-----	11,787.00

		\$ 2,335,207.00
Income from Dog Officer		3,240.00
Sale of Town Information		4,838.17
Boats		10,226.68

TOTAL		\$2,353,511.85

CREDIT REPORT

Remittances to Treasurer:		
Motor Vehicle Permits	\$ 2,323,420.00	
Dog Licenses	11,787.00	
Dog Officer	3,240.00	
Total Miscellaneous	4,838.17	
Boats	10,226.68	

TOTAL	\$2,353,511.85	

Respectfully submitted,

Joan C. Tuck

Town Clerk



TAX COLLECTOR



DEBIT REPORT

	2002	Levies of Prior
UNCOLLECTED TAXES BEGINNING OF YEAR:		
Property Taxes	\$ 0.00	\$ 895,490.60
Land Use Change Taxes	0.00	55,400.00
Yield Taxes	0.00	3,210.95
Village District Taxes	0.00	0.00
TAXES COMMITTED THIS YEAR:		
Property Taxes	21,666,717.91	0.00
Land Use Change Taxes	242,800.00	0.00
Yield Taxes	0.00	0.00
Village District Taxes	12,507.25	0.00
OVERPAYMENTS:		
Property Taxes	109,775.54	2,494.46
Miscellaneous	253.75	0.00
INTEREST COLLECTED ON DELINQUENT TAXES:		
	10,875.64	31,543.28
COLLECTED PENALTIES/FEES		
	305.00	4,133.00
	-----	-----
TOTAL DEBITS	\$22,043,235.09	\$ 992,272.29

CREDIT REPORT

	2002	Prior
REMITTED TO TREASURER:		
Property Taxes	\$ 20,759,964.69	\$ 830,760.56
Land Use Change Taxes	231,300.00	55,400.00
Yield Taxes	0.00	3,210.95
Interest	10,875.64	31,543.28
Penalties/Fees	305.00	4,133.00
Overpayments/Refunds	109,775.54	2,494.46
Miscellaneous	253.75	0.00
Village District	10,354.69	0.00
ABATEMENTS MADE:		
Property Taxes	71,680.87	64,730.04
Land Use Change Taxes	11,500.00	0.00
Village District	0.00	0.00
UNCOLLECTED TAXES END OF YEAR:		
Property Taxes	835,072.35	0.00
Land Use Change Taxes	0.00	0.00
Yield Taxes	0.00	0.00
Village District	2,152.56	0.00
	-----	-----
TOTAL CREDITS	\$22,043,235.09	\$ 992,272.29

TAX COLLECTOR

SUMMARY OF TAX SALE/LIEN ACCOUNTS

DEBIT REPORT

	2001 Levies	2000 Levies	Prior Levies
UNREDEEMED LIENS:			
Beginning of Year	\$ 0.00	\$ 75,869.68	\$ 40,929.34
LIENS EXECUTED:			
During Fiscal Year	217,995.20	0.00	0.00
INTEREST & COSTS:			
Collected After Execution	8,869.60	10,468.87	13,826.58
	-----	-----	-----
TOTAL DEBITS	\$226,864.80	\$ 86,338.55	\$ 54,755.92

CREDIT REPORT

REMITTANCE TO TREASURER:			
Redemptions	\$131,888.02	\$ 40,176.46	\$ 38,301.92
Interest/Costs	8,869.90	10,468.87	13,826.58
ABATEMENTS:	1,522.36	1,302.64	1,248.82
UNREDEEMED LIENS:			
Balance End of Year	84,584.82	34,390.58	1,378.60
	-----	-----	-----
TOTAL CREDITS	\$226,864.80	\$ 86,338.55	\$ 54,755.92

Respectfully submitted,

Ruth Robertson

Tax Collector



TOWN TREASURER



BALANCE ON JANUARY 1, 2002 **\$ 5,271,615.30**

Sources of Revenue

Town Departments

Tax Collector

2002 Tax Warrants 21,122,829.31

Prior Tax Warrants 1,171,073.79

Town Clerk 2,353,511.85

Building Department 191,627.41

Transfer Station 106,638.81

Selectmen's Office 89,641.34

Police Department 62,673.47

Fire Department 166,061.35

Recreation Department 2,280.00

State of New Hampshire

Revenue Sharing 103,569.24

Highway Block Grant 193,085.69

Rooms & Meals 327,537.59

Other 32,368.51

Miscellaneous Revenues

Interest on Deposits 56,082.90

Cable Franchise Fees 84,794.89

Income from Trust Funds 752.14

Bond Proceeds 54,854.00

LCHIP Grant Funds 20,000.00

Police Station Bond Interest 49,495.09

Capital Reserve Funds 18,800.00

Tax Anticipation Notes 0.00

Other 10,810.82

2002 Revenues 26,218,488.20

Prior Year Grant Funds Receivable 36,750.00

Total Funds Available \$ 31,526,853.50

Less:

Disbursements per Selectmen's Warrants & School District Requests 23,481,193.22

2002 Current Use Transfer 288,075.14

2001 Current Use Transfer 9,663.12

2002 Village District Transfer 10,354.69

BALANCE ON DECEMBER 31, 2002 **\$ 7,737,567.33**

TOWN TREASURER

FUNDS

	Balance				Balance
Fund	01/01/02	Income	Disbursements	Interest	12/31/02
Recreation Revolving Acct	\$ 4,910.46	\$ 19,258.10	\$ 21,775.15	\$ 22.71	\$ 2,416.12
Cable TV Trust Fund	96,838.42	22,000.00	0.00	1,748.42	120,586.84
Searles Special Revenue	42,478.30	17,965.00	5,000.00	690.66	56,133.96
Expendable Health Trust	280,790.44	566,585.66	632,603.83	6,781.37	221,553.64
Earned Time Trust	143,378.59	0.00	36,230.00	2,036.53	109,185.12
Property Maintenance Trust	85,231.69	35,000.00	61,335.00	1,579.58	60,476.27
Cemetery Operation Fund	68,711.82	1,900.00	0.00	998.17	71,609.99
Conservation Land Trust	1,011,157.66	299,065.86	600.00	15,350.24	1,324,973.76
Road Bond Fund	8,286.07	0.00	0.00	119.32	8,405.39
Law Enforcement Fund	881.55	0.00	0.00	12.68	894.23
Town Clerk Special Acct	34.88	20,207.32	20,207.32	4.06	38.94
Searles Expendable Trust	13.88	0.00	0.00	0.25	14.13
Recreation – LaCrosse	(762.77)	3,550.00	2,120.00	8.37	675.60
Recreation – Yoga	400.91	240.00	0.00	7.99	648.90
Conservation Special	972.57	1,000.00	0.00	16.55	1,989.12
Recreation - Basketball	33,935.90	29,205.00	28,771.64	283.96	34,653.22
Griffin Park Special Grant	11,358.65	0.00	0.00	163.59	11,522.24
Nesmith Library Bldg Acct	7,533.58	0.00	2,346.00	98.89	5,286.47
Recreation - Drama	2,117.80	0.00	0.00	30.46	2,148.26
Recreation - Tennis	4,033.90	3,370.00	2,530.00	60.24	4,934.14
Conservation - Trails	2,110.02	0.00	0.00	30.36	2,140.38
Police Station Bond (Int.)	48,833.70	0.00	49,495.09	661.39	0.00
Police Contracted Services	0.00	119,298.75	5,963.00	476.26	113,812.01
Subdivision Fees	29,807.46	94,545.37	93,499.81	0.00	30,853.02
Town Museum	0.00	4,350.00	520.00	40.14	3,870.14
Misc. (Unknown/Undefined)	590.37	45.00	0.00	10.99	646.36
Grand Total	\$1,883,645.85	\$1,237,586.06	\$962,996.84	\$31,233.18	\$2,189,468.25

DEVELOPER PERFORMANCE BONDS

As of 12/31/02, 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
Bayberry Rd (Cay Corp)	14,613.34
Beacon Hill/Tarbell Road	1,685.71
Bear Hill Rd (Soule Trust & DMG)	72,000.00
Candlewood Rd	25,992.95
Carr Hill Rd	29,837.80
Castle Hill - London Bridge (Everett Ryan)	14,925.13
Castle Reach Pump House	216,660.00
Castle Reach II (Castle Reach Development LLC)	1,882,274.25
Crestwood Rd (Herbert Assoc)	8,256.43
D & S Builders	100.00

TOWN TREASURER

Easy St (Ed Cooper)	15,862.27
Fieldstone Woods (Mountain Home Bldg Contractors)	138,382.00
Fieldstone Woods (DHB, Inc)	138,382.00
Flat Rock Rd (H&B Homes)	54,555.10
Fletcher Rd	569,257.00
Fritschy Site Plan	20,000.00
Glance Rd Ext	26,202.00
Gov Dinsmore Rd (Bedford Design)	6,504.00
H&B Homes - Route 28 Emergency Response Fund	4,004.11
Hawthorne & Chestnut (Eric Nickerson)	41,428.00
Heritage Hill Trails	1,446.75
Jenny's Hill Rd (Bedford Design)	157,387.00
Lancelot Rd (Herbert Assoc)	11,509.03
Lexington Rd (MHF Design)	4,789.44
Marblehead Rd	128,948.00
Moeckel Rd	3,585.10
Morrison Rd/Hancock Rd	50,311.20
Netherwood Rd (Bedford Design)	14,600.00
Osgood St	37,818.99
Partridge & Quail Rds (Mitchell Pond Estates)	2,662.28
Pennichuck Water Works	10,000.00
Rocky Ridge Site Plan	4,271.42
Searles & Mockingbird (Bedford Design)	130,612.00
Searles Rd	27,535.00
Seavey Rd (Dunlap Woods Development Corp)	69,059.40
Settlers Ridge Rd	38,595.36
Sheffield St (Bedford Design)	31,474.00
Shoreline Realty - Traffic Lights 111/111A	4,342.12
Squire Armour Rd (Eric Nickerson)	32,647.74
Stoneywyke II	11,507.00
Stoneywyke Rd (Steve Allen-Forfeited)	5,893.07
Tarbell Rd	6,103.41
Thompson Subdiv (Carl Thompson)	632.39
Timberlane & Heritage Hill (Everett Ryan)	84,341.69
Wall/International (Robert & Linda Winmill)	30,149.68
Westchester Rd	7,500.00
Whispering Pines (Winds)	20,961.60
White Mountain Cable Construction (Cable TV)	20,000.00
Windham Presbyterian Church	14,980.00
Yorkshire Rd (Yorkshire Realty LLC)	15,798.21
Total Performance Bonds	\$4,460,383.97

Respectfully submitted,

Robert A. Skinner

Town Treasurer



WINDHAM EXPENDABLE HEALTH TRUST



----- Disbursements -----

-

MONTH	INCOME	HEALTH					MISC.	BALANCE
		INS. TRUST	CLAIMS	ADMINISTRATION	RENEWAL	INTEREST		
								280,790.44
January	3,611.80	39,694.59	0.00			650.00	389.76	244,447.41
February	2,774.20	40,155.72	0.00		858.00		260.94	206,468.83
March	5,001.75	40,155.72	12,289.09				208.58	159,234.35
April	6,782.78	39,884.47	36,154.55		1,105.50		162.33	89,034.94
May	6,145.90	39,884.47	11,279.54				24.15	44,040.98
June	26,768.44	40,957.24	11,853.12				41.04	18,040.10
July	7,806.88	41,450.83	11,167.80		1,138.50		23.97	(27,886.18)
August	462,225.28	41,722.08	8,642.02				257.79	384,232.79
September	6,470.89	87,224.11	9,298.80		1,221.00		434.85	293,394.62
October	8,034.60	0.00	7,049.48				336.77	294,716.51
November	6,443.43	43,430.93	5,399.98			650.00	4,459.08	256,138.11
December	24,519.71	43,558.56	15,727.73				182.11	221,553.64
TOTALS	566,585.66	498,118.72	128,862.11		4,323.00	1,300.00	6,781.37	0.00



STATEMENT OF BONDED INDEBTEDNESS



Amount of Original Issue	<u>\$4,196,064.00</u>
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
						3,226,064.00
2002	2/15/02		73,585.00		73,585.00	3,226,064.00
	8/15/02	485,000.00	73,585.00	4.50%	558,585.00	2,741,064.00
2003	2/15/03		62,672.50		62,672.50	2,741,064.00
	8/15/03	485,000.00	62,672.50	4.50%	547,672.50	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
		\$3,226,064.00	\$585,790.00		\$3,811,854.00	

Amount of Original Issue	<u>\$54,854</u>
Date of Issue	September, 2002
Purpose	Ambulance Purchase
Date Payable	September, 2003
Rate	2.19%
Payable at	Banknorth N.A.

	Year	Principal	Interest		Payment	Balance
						54,854.00
2003		54,854.00	1,201.30	2.19%	56,055.30	0.00
		\$54,854.00	\$1,201.30		\$56,055.30	



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Early this year the Board adopted a new mission statement as recommended by a joint management / labor committee comprised of our department heads and representatives from most of the town departments. The Mission Statement reads: “To provide the highest quality public service through professionalism dedicated to excellence”. Tied directly to this mission is a set of value statements that set out our beliefs and actions that, if followed, will in our minds result in excellence. These value statements spell out the word TEAMWORK that serves as the mission’s cornerstone.

In the past twelve months, each of our departments and committees have continued their tireless effort to deliver the services and activities expected and deserved by the residents of Windham. We commend all of our employees and volunteers for their efforts and applaud their many varied accomplishments for 2002. We realize daily how important these individuals are to our community’s success, and understand Windham is a wonderful town due in great part to these dedicated and passionate individuals and groups.

As in past reports, we know it would be impossible for us to discuss all the work of these people, so we have attempted to highlight some of the more major events, accomplishments, and issues which we, our departments and committees have dealt with in the past year. In a separate report, our Town Administrator writes about the upcoming year and our budget proposals that will be considered at the 2003 town meeting.

Griffin Park: Phase one of Griffin Park was officially completed in 2002, and to mark this event two memorable ceremonies were held to celebrate the town’s accomplishment. First, in the spring, the Windham Baseball/Softball Association dedicated one of the three baseball fields in honor of Don Zimmer, former baseball player, manager and present bench coach of the New York Yankees. Mr. Zimmer, father of Donna Mollica who is a town resident and very active member of the Baseball/ Softball Association, has assisted the baseball league for years through his generous donations of baseball memorabilia that have raised funds for the league, some of which were used in building these fields. Mr. Zimmer was honored with a monument, which stands at the base of the field’s backstop, complete with a bronze plaque that contains a raised bust of his face similar to the plaques used by the Baseball Hall of Fame. The monument stands in front of the fields backstop. The day long celebration included a “competitive” softball game between the coaches and leaders of the baseball league and the members of the town’s fire department, augmented by members of the police department and town staff. Other events included a performance by the Salem Marching Band, as well as a pitching clinic and girl’s softball clinic.

In the summer, the two soccer fields were completed. Through a generous donation from the Windham Soccer Association, the fields were sodded, rather than seeded, and the capacity of the irrigation system was improved. On behalf of the residents who will find many years of enjoyment using these fields, we wish to extend our appreciation and gratitude to the Soccer League for their assistance and support.

In the early fall, with all of phase one complete, the Board had the privilege of honoring Andrew Griffin, former owner of the land on which Griffin Park is built, in a day long celebration. Andrew, who passed away in 1997, sold his land to the Town rather than see it developed into homes so the land could remain open and be used as a place for the residents and children of Windham to enjoy. To commemorate the event, Mary Griffin, Andrew’s widow, was

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presented with proclamations and other forms of recognition from the Governor, State Legislature, and town, with the defining moment being the unveiling of a bronze plaque, mounted on a large rock that Andrew had requested be used in the Park in some fashion, to officially name the facility Griffin Park. The plaque reads:

GRIFFIN PARK

So named in honor of

ANDREW J. GRIFFIN

(1912 – 1997)

Who farmed and loved this land for the enjoyment of all.

May this Park embody his desire that the Joy endure.

Other events throughout the day included a “fun” softball game between the Baseball league and town officials, soccer games on the newly finished fields, balloon rides; and music by the Windham Community Band. The Boy Scouts fed everyone’s appetite with hotdogs, popcorn, and drinks. We are confident that Andy would have been proud and enjoyed all the activities throughout this wonderful day. Griffin Park will endure for a long time and remain a lasting tribute to the Griffins. We hope all residents enjoy the park and look forward to its continued development as we strive to complete the final phases, which will include tennis, basketball, and inline skating courts.

Dispatching: The Board and public safety departments faced a major challenge this past year in addressing how to best dispatch our fire department responses. For years, the police dispatchers have been responsible for dispatching both the police and fire departments. However, in 2002, with many changes in dispatch personnel, the fire chief expressed concern that dispatching from the police dispatch center may no longer be in his department’s best interest, given the complexities of their responses and the feeling that more extensive training in fire calls was needed for the dispatch employees.

This summer, Chief Fruchtman recommended the town contract with the Town of Derry to provide fire dispatching services at an annual price of \$20,000, the cost of which would not increase more than 4% annually. After many meetings with our Town Administrator, Police Chief and Fire Chief, the Board agreed to contract with the Town of Derry but, at the same time, tasked these individuals with the responsibility to study what was needed in terms of equipment, staff, and training in order to resume dispatching our fire department through the police dispatchers at some time in the future. The contract signed with Derry allows either community to terminate the agreement providing an eighteen (18) month notice period is given. We will closely monitor the success of this relationship while our staff has time to prepare its recommendations.

I93 and Route 111 Bypass Projects: Throughout the past year, the Board and staff have continued to monitor the I93 and Route 111 Bypass projects. Each will cause major changes and once begun will expose our town to road construction for eight to ten years. Representatives from the Board, along with the Planning Board and Conservation Commission have held several meetings with both State and Federal officials to discuss the impacts to Windham. We have consistently insisted that the Town be compensated for the large economic impacts and loss of land to our community. We have presented the State officials with a listing of properties in both the Route 28 area and Southeast Lands area of town that we feel should be acquired as part of a

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mitigation package. In the fall we attended the I93 public hearings held by the State and testified as to how the town will be affected and submitted a written response to the State's draft EIS (Environmental Impact Statement). We will continue to keep the town's concerns at the forefront as these projects move closer to final design.

Parking at Windham Depot/ATV Ordinance: Throughout the summer, the Board held several meetings with residents in the Depot Road area, along with the local ATV club, officials from the State Department of Resources and Economic Development, and the Police Chief to discuss the use of the Rockingham Recreational Trail and the parking area at the Windham Depot by ATV users. The residents brought concerns to the Selectmen that the use of the trail and parking area caused noise and dust problems along with other assorted issues, seriously impacting their lives. They requested that the parking area be limited through regulation and also that the State hold a public hearing to consider closing a portion of the trail which runs from the parking area across Depot and Frost Roads to its end at North Lowell Road. The State agreed to hold the public hearing, scheduled for January, and the Board has voted to support the closure of this 600' portion to ATVs.

Upon review by both town and state staffs, it was determined that over half of the parking area was owned by the State, and therefore could not be unilaterally managed or limited by the town. We held several meetings with the State attempting to find a mutually agreeable plan that better organized the parking area by establishing a set number of spaces in a defined area. A preliminary plan has been drawn, however no further action will be taken until after the public hearing.

On a parallel track, the Board adopted a new ordinance, effective March 30, 2003, that prohibits the use of any wheeled vehicles, including ATVs, on any town property, except for roads, driveways, parking areas, and other areas where these vehicles are normally used. In addition, public safety vehicles were exempted from this prohibition. The Board adopted this ordinance as a proactive way to protect all of our town properties, including those already regulated, such as the conservation lands.

As we move forward, the Board is committed to this issue and will continue to work with all concerned to protect the interest of the town and its resources.

Storm Water Management: Members of our management staff, including our Town Administrator, Planning Director, Maintenance Director, Highway Agent, and Transfer Station Manager have been working with our consultant, CLD Engineers, to develop a five (5) year Storm Water Management Plan under the Federal NPDES Phase II Storm Water program. This program requires all municipalities situated within all, or a portion of, a designated MS 4 metropolitan area to implement programs and practices to control polluted storm water runoff. A community's plan must be written and submitted no later than March 2003 and be fully implemented within a five-year period. The plan must address six areas: (1) Public Education and Outreach, (2) Public Participation and Involvement, (3) Illicit Discharge Detection and Elimination, (4) Construction Site Runoff Control, (5) Post-Construction Runoff Control, and (6) Pollution Prevention/Good Housekeeping. Within these six areas, the plan must address specific minimum control measures such as sweeping of streets, cleaning of catch basins, and the like.

The final cost to implement our plan is unknown at this time, however it could be in the range of \$150,000 - \$300,000 over the course of five years. Fortunately our town and its departments

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and volunteer boards have been proactive over the years and are already doing many of the suggested “best management practices” and “minimum control measures”. We are confident as the plan is finalized and the functions we are already performing are documented, that our implementation cost will be towards the lower end of the projected range.

As we look ahead, we are committed to working with staff and our consultants to fully understand our responsibilities and to phase our plan over time to avoid creating an undue burden in any given year.

Castle Hill Bridge Study: Given the affirmative vote of the 2002 Town Meeting to proceed, we have engaged the services of SEA Consultants to provide the town with an engineering study on the replacement of the wooden timber bridge over Beaver Brook on Castle Hill Road that is jointly owed by Pelham and Windham. The project has been approved under the State’s Bridge Replacement Program, ensuring an 80% reimbursement of the cost to replace the bridge, assuming both communities agree to proceed. Once the study is complete, staff will begin meeting with Pelham officials to determine if there is mutual agreement in terms of the replacement structure to be used and the cost to construct. Assuming agreement, we will continue to work within our Capital Improvements Plan to fund the project sometime around 2005.

Bartley House – LCHIP: The renovations to the Bartley House began in the fall of 2002 and should be completed by early April. The project, partially funded through a \$40,000 grant from the Land and Community Heritage Investment Program (LCHIP), includes structural repairs to the building as well as renovating the first floor space for use by the Administrative Offices of Town Hall. A future phase of the building’s renovations, to be funded from the Capital Improvements Program, will include renovations to the second floor as well as replacement of the vinyl siding with historically correct clapboard siding. The renovations are being completed by Yesteryear Restorations of Pelham.

Church Road Culvert: The much anticipated culvert replacement under Church Road has been postponed until the summer of 2003 due to coordination delays among the developer and utility companies. Once the spring flows subside, and Collins Brook is at a low point, the existing four (4) foot culvert will be replaced with a 12’ X 5’ concrete structure. Once completed, we will seek reimbursement from the State through its Bridge Betterment Program for up to 80% of the project costs. Based on preliminary discussions with DOT representatives, we are hopeful that such funding will be approved.

Personnel: As has been the trend over the last few years, the Town again faced the task of replacing and recruiting staff in several departments, logging long hours in an effort to select personnel who most closely fit our needs.

Administration: The Town welcomed Dana Call, local resident and CPA, to the administrative staff as our first Finance Director in July. Dana previously served as a Senior Manager with KPMG in Boston. Responsible for assisting the Town Administrator with the financial matters of the town, Dana works closely with the Treasurer as well as all departments to ensure that our financial affairs are in order. Over the past six months, she has proven her worth not only in her financial abilities, but also by allowing the Administrator to focus his energies on other matters including contract negotiations, personnel matters, long range strategic planning, and special projects such as the Storm Water Management Program and the I93

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project. We are pleased to see how our Finance Director, Treasurer and Town Administrator have evolved into a strong, cohesive financial team in the past six months and look forward to a positive future in this area.

In October, Elaine Keefe, who served in many different capacities over a forty-six year career as a town employee, retired from service. Elaine began her employment in 1957 as Deputy Town Clerk and over a distinguished career worked as Secretary to the Planning Board, Secretary to the Fire Chief and Health Officer, Deputy Tax Collector, Selectmen's Secretary, and for the past fifteen years as Administrative Secretary to the Administrator, assigned recently to handle the Administrative duties of the Assessing department. Elaine had a long and varied career with the Town and, in all her duties, exhibited a sense of pride in her accomplishments and an amazing memory for events and information. Elaine was a loyal employee who took a sincere interest in Windham and its government, and was never afraid to express her opinion. She will certainly be missed, and will always be remembered. For these years of dedicated, professional, and loyal service we say "Thank You" to Elaine and extend the Board's congratulations on many jobs well done. In honor of her service to the town, we are proud to dedicate this year's annual town report in her name. We feel this honor is especially appropriate as Elaine herself was responsible for the development of each year's annual report for many of the years she served in both the Selectmen's and Administrator's office.

Assessing: In October, the Tax Assessor welcomed Jennifer Zins as the department's first full time Administrative Assistant. With Mrs. Keefe's retirement, the Administrative Offices were reorganized with one of the Administrative Assistants to the Administrator being reassigned to the Assessing department. We feel this positioning provides much needed support to the Assessor without negatively affecting the Administration staff, particularly in light of hiring a Finance Director.

Maintenance Department/Transfer Station: The end of 2002 saw a lot of movement in a few positions in both the maintenance and transfer station departments. First, Wendy (Gendron) Lorentzen, who held the position of joint Maintenance/Transfer Station laborer, was reassigned full time into the maintenance department. At the same time, Bob Porter, our part time staff member in the maintenance department, reduced his hours by five per week. For 2003, we have budgeted additional hours for Ralph Parsons, our part time transfer laborer to bring him to full time to replace the hours lost with Mrs. Lorentzen's transfer. Assuming approval at town meeting in March, the maintenance staff will have 11 more staff hours in 2003 than 2002, while the transfer station will have 3 less hours.

Police Department: The past year was especially busy for the police department in terms of personnel changes. First off, Mark Knight resigned to pursue other employment opportunities, while the department hired the following officers to fill vacancies created with retirements and resignations in 2001, as well as one new position authorized by the 2002 town meeting: Jessica Flynn, Bryan Bliss, Daniel Clark, and Steve Desilets. Further, Officer Glenn Record was promoted to the rank of Sergeant filling the vacancy left with the retirement of Sgt. Watson the previous year. We wish Mark the best of luck in his future endeavors and congratulate Glenn, while welcoming Jessica, Brian, Daniel, and Steve to our staff and wishing them well in their new positions.

Dispatch: Dispatcher Cindy Tuck resigned from the department to take a position with the Londonderry Police Department and Beth Talbott resigned to pursue other opportunities. Paul

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Whittemore and Jason Gallant were hired to fill these two positions and have begun to settle into their new responsibilities. We wish Cindy and Beth the best of luck and say welcome to Paul and Jason.

Fire: The 2002 Town Meeting approved a petition to hire four new firefighters, bringing the total number of firefighters to twelve (12), with an additional four (4) Lieutenants. We are very pleased that the four new firefighters were all existing call firefighters, clearly exhibiting the benefits of having trained call firefighters available for possible promotions from within the department. We congratulate William Merrill, Eric Hildebrandt, Gordon Campbell, and Gary Kurgan on their appointments, and wish them continued success as they further their fire careers by serving the Town of Windham.

In October, Steve Fruchtman resigned as Chief of the Department. Steve accepted a position with a private company involved with hazardous materials response and homeland security in the State of Virginia. Steve served the town with professionalism and character for fifteen years, making his way up the ranks within the department from firefighter, lieutenant, deputy chief, and chief. Under Steve's leadership, the town expanded its fire service and become one of the more respected departments in the area. We will certainly miss his enthusiasm and dedication, but wish him the best in his new surroundings. We have begun the process of filling the void left by Steve's departure and are confident that we will have a new Chief in place by early spring.

Planning Department: Walter Warren assumed the position of Assistant Planner in April, replacing Eric Twarog, who had resigned in 2001. Walter has many years of experience in both the private and public sectors in the field of planning and development. Since his arrival, Walter has proven to be a valuable asset to the department.

Roads: The Highway Department welcomed its second employee when Steve Hides was hired as a full time laborer. Steve provides our Highway Agent, Jack McCartney, with much needed assistance throughout the year. We extend our warm welcome to Steve as he joins our staff.

Cable Studio: Our Cable Studio welcomed Jim Dadonna as Cable Coordinator in February, replacing Wally Kenison, who had previously resigned to pursue other ventures. Jim has fit in well with the town staff and cable committee, and brings a wealth of experience to our station.

Awards: At Town Meeting, we recognized the Griffin Park committee as Volunteer of the Year for giving of their time and energies over several years in designing and overseeing the development of Griffin Park. Many long hours were expended by each member of the Committee who are most worthy recipients of this honor. We also presented the Employee of the Year Award to the Windham Police and Fire employees, in recognition of all they do to protect and preserve the lives and property of our residents. Their untiring devotion to their careers is well recognized and deserving of this honor. On behalf of the entire community, we once again extend our appreciation and congratulations to these individuals and staff for their efforts.

This past year has certainly been a busy one in terms of personnel changes as evidenced above. Nearly every town department saw change in one form or another. As the Town grows and the complexities of town government expand, we understand that changes in our staff will be unavoidable both in adding new positions as well as filling vacancies for those who retire or move on to other challenges in their own professions. As alluded to in our mission statement, we are ever mindful of the need to maintain a well-trained and adequate staff to provide for the

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needs of our residents, while conscious that the added growth must be managed in order to work within a stable fiscal plan.

In Conclusion: The next year looks to be as busy as the past. The Board will continue to involve itself with the I93 and Route 111 projects, understanding the Storm Water Program, recruiting a new Fire Chief and undoubtedly handling other personnel changes. In addition, the Board will be involved with new projects such as looking at ways to attract more businesses to our community, particularly to our new Business and Technology Districts. As your Board of Selectmen, we remain committed to serve the residents of Windham to the best of our abilities and pledge ourselves to all tasks at hand. Windham is a wonderful place to live and raise a family and we pledge ourselves towards working with all employees, volunteers, and residents to do what we can do to promote our community and continue to foster its attributes. We welcome the involvement of our residents in the operations of town government and encourage comments and suggestions, both positive and negative, as we endeavor to best serve the needs of our residents.

As evidenced throughout the previous pages, these past twelve months have been quite active for all of us who serve the Town of Windham. As your Board of Selectmen we know that any task or project accomplished in 2002 did not occur in a vacuum, or by anyone individual alone. As we do our jobs, we need the support and cooperation of all town residents and the efforts and commitment of our employees and volunteers. Over the years we have been fortunate to have not only dedicated and capable employees, but also loyal and passionate volunteers who serve on the many boards and committees needed to effectively run the community. We wish to extend our gratitude and appreciation to all those who are either employed by the town or who give of themselves as volunteers for their continued dedication, effort, and professionalism, in serving to make Windham the town which it has become. To our residents, we express our heartfelt gratitude for all your interest and support as we work through all the various issues and tasks presented to each and every one of us in local government.

Respectfully submitted,

Margaret Crisler

Galen Stearns

Roger Hohenberger

Christopher Doyle

Alan Carpenter

Board of Selectmen



TOWN ADMINISTRATOR



On behalf of my staff, who serve as a constant support throughout the year both in terms of their efforts as well as friendship, I am pleased to submit my Town Administrator's Report for 2002. Not unlike any of the past several years, 2002 kept everyone very busy and challenged with more projects and tasks, brought on by new laws and regulations as well as the normal changes associated with a growing community.

As noted in our Selectmen's Report, this year the Board supported the employee's recommendation to adopt a new mission statement to "Provide the highest quality public service through professionalism dedicated to excellence." I am proud of the accomplishments made by each of our departments and am encouraged by our employees continued commitment to "service excellence." In the Selectmen's report we highlight our activities and accomplishments over the past year, while this report concentrates on the upcoming year, placing particular emphasis on the proposed 2003 annual budget, as well as dealing with some of the specific items we will be addressing in the upcoming twelve months.

2003 Budget Discussion: The overall 2002 tax rate increased by \$.70/1000 valuation or 4.01%, although the town's portion of the rate actually decreased (\$.07/1000) or (1.92%). In terms of actual tax dollars, this increase reflects \$210 in additional taxes paid by the average taxpayer living in a home assessed at \$300,000. Overall, I was pleased with this relatively small increase, particularly compared to increases in neighboring communities. However, as we developed the 2003 recommended budget, we remained cognizant of the impact this increase may have had on some residents, particularly the elderly, and have tried to balance the needs of all our departments against the impact these needs may have on our residents. While admittedly the recommended budget reflects a sizable increase, some of the increased costs are due to increases in mandatory programs such as state retirement, or are a result of decisions made at the 2002 town meeting such as hiring new employees that now have a full year impact on the budget.

In total, the 2003 budget recommendation, not including petitioned articles, as submitted to the Deliberative Session was \$1,181,609.02 higher than the 2002 approved budget, or 14.019%. In comparison, the approved budget for 2002 was \$835,868 higher than 2001 or 11.01%. Fifty-two and eighty-six percent (52.86%) of the proposed increase (\$624,650) is related to personnel expenses with the balance of forty-seven and fourteen hundredths percent (47.14%) (\$556,959.02) coming from increases in the operational expenses across all departments. 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.

Personnel "Salaries": Of the \$624,650 in salary-related increases, 25.38%, or \$158,595, is due to a 4.0% cost of living increase and applicable step increases for all eligible non-union and municipal union employees and a 3.75% increase and steps for members of the fire union. In addition, \$182,630, or 29.24%, reflects a proposed two-year contract for the police union, including a 4.3% cost of living increase retroactively for 2002 and an estimated 3% for 2003 (actual increase to be based on the annualized Boston CPI as of 12/31/02), applicable step increases and comparability wage adjustments for eligible employees. The comparability adjustments are proposed in an effort to bring our police wages in line with those wages paid to other police employees in area communities and those across the State of New Hampshire for similar sized communities in order that we may remain competitive in this area. Comparability adjustments were granted to the fire employees last year.

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Once every five years or so, due to how the payroll calendar rotates, we have to budget one extra payroll week for all employees. For 2003 this extra week accounts for 10.79% of the increase in salaries or \$67,370. Seven new employees were hired in 2002, including a finance director, highway laborer, police officer, and four firefighters. All seven have worked out very well and have nicely addressed the needs for which they were hired. The payroll cost for these individuals were reflective for only a portion of 2002, therefore as we budget for 2003, we must now reflect a full year of compensation. Of the overall salary increase, 19.13% or \$119,490 has been added to cover the full year net impact of the four firefighters (net meaning that the overall increased salary cost of \$164,490 for the firefighters is offset by a \$45,000 reduction in cost associated with call firefighters). The other three new hires from 2002 represent \$63,000 or 10.09% of the salary increases. In total the above costs represent 94.63% of the salary increases or \$591,085.

The remaining 5.37% or \$33,565 of our total proposed salary increases reflect additional cost associated with new employees proposed for 2003 as explained below, offset by some savings in certain salary line items throughout all budgets. Requests for additional employees are reviewed carefully and receive close scrutiny to ensure the need exists for adding staff and to prioritize these needs within reasonable budget parameters. As highlighted below, we have proposed hiring three (3) new staff members in 2003, as well as adding additional hours to a few employees to handle increased demand within their respective departments.

Tax Collector: Presently the Tax Collector's office is staffed by a full-time Collector, and a part time (25 hr) Deputy Collector. Over the past several years we have seen this office experience an increased workload due to more bills processed, as well as new tax regulations and the addition of village district taxes. Last year we added hours to the Tax Collector and for 2003 we are proposing adding five (5) hours per week to the Deputy position. We are confident that these additional hours will provide the time needed to handle the additional workload.

Police: Funds have been proposed to hire a new records clerk position for the department beginning in April. This position will provide a dedicated person to handle the myriad of records processed by the department. This function is presently being done by both the Police Secretary and Captain, therefore taking time away from them doing their primary functions, which we feel is not in the best interest of the department operationally.

The 2002 town meeting approved our request to create a special revenue fund for the purposes of accounting for and funding police contracted services. As of 12/31/02, the account balance in this fund had accumulated to over \$118,000. For 2003, we have proposed using \$80,000 of this account to fund a portion of the \$125,000 needed this year for police contracted services, with the balance of \$45,000 to come from the operating budget. By utilizing the revenue fund, we can reduce the operating budget by \$80,000 in this line item, thus in essence having the service, at least partially, fund itself and relieve the annual pressure on the operating budget.

Due to new staff over the past few years as well as present leave time balances, we have found it necessary to increase the overtime budget by approximately \$11,000. This is the first time in many years that we have had to increase this budget by any significant amount.

Fire: As mentioned above, the salaries in the fire budget have seen a large increase due to the addition of four new firefighters in 2002. In addition, the budget reflects the cost to

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implement the second year of the fire union contract approved last year, and an additional \$14,600 in overtime funds. These costs are partially offset by a \$45,000 reduction in call firefighter salaries, as we do not anticipate as many call back responses from the call department now that we have the additional full time firefighters.

Transfer Station: Funds have been budgeted to hire a permanent 28-hour per week truck driver to handle the majority of our solid waste disposal trips. Presently, the department's supervisor spends a great deal of his time driving the disposal truck, removing him from the station, taking not only his physical presence away, but also removing a supervisor. We are confident that a permanent driver, dedicated to this function, is best for the operations of the department and will allow us to continue to haul our solid waste with staff rather than contract the service out, possibly at a much higher cost.

Recreation: Funds have been budgeted to hire a full time recreation coordinator beginning in June. With the amount of participants in such activities as basketball, drama, tennis, along with the scheduling of the fields usage, the recreation committee as well as a majority of the Board feel that the time has come to add a recreation coordinator to our staff. The volunteers who have run the recreation programs have done a wonderful job over the years, however, the amount of time it takes to handle the programs and coordinate the field usage has become excessive for a few volunteers who have their own careers and responsibilities. We envision this person not only coordinating the recreation activities in terms of sports, but also will at some point assist or handle the senior activities and our community van.

Operations: As with salaries, the overall operational side of the town budget has been affected by the increased needs in departments that are to be expected in a growing community. The overall operating costs have increased \$556,959.02, of which \$110,990 (20% of the operating increase) is due to increases in retirement costs brought on by not only the expected salary increases, but more importantly large increases in the actual contribution rates which the town is required to pay into the state retirement system. Normally, the rate increases, if any, are slight in any given year. However, as of July 2003, the present rates of 5.33%, 6.66%, and 4.14% for Police, Fire, and all other employees respectfully, will increase to 7.87%, 13.44%, and 5.90%.

Increases in costs for dental, life and disability, workers compensation, and liability insurances reflect an additional \$64,795 or 11.67% of the operating increase. These costs are in line with the annual increases shown in these areas for the past few years and are expected based on the number of employees as well as our exposures in terms of buildings, vehicles, and equipment which have been added over this time period. Some of the other notable areas, which have been affected, include:

Health Insurance Trust: Our partially self-insured health program continues to accomplish its stated intent of providing our employees with quality health insurance while maintaining as level and as reasonable an impact to the taxpayers. Started in 1994, this program was level funded at \$275,000 through 2000, even though we had added twelve (12) new employees in that same time period. In 2001, we made the decision to begin annual adjustments to our appropriation to reflect the additional cost of these new employees as well as those anticipated in the future. The appropriation was set at \$375,000 for 2001, with anticipated increase of \$50,000 annually planned for the next few years. Unfortunately, due to an unprecedented 27.5% increase

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in rates for 2002 as well as the addition of new employees, we found ourselves faced with increasing the budget to \$475,000.

The rates for 2003 have increased a more reasonable 5%, but with the addition of eight (8) new employees hired in 2002, we again find ourselves needing to make more of an adjustment than we had planned and have recommended a budget of \$525,000 while planning to increase an additional \$50,000 in each of 2004 and 2005, prior to making any adjustments needed should additional employees be hired in those years. While it is true that the budget has seen a 91% increase since 2000 (from \$275,000 to \$525,000), this is not only due to rate increases, but more importantly reflects the increase in the number of employees covered from 52 in 1994 to 77 at the end of 2002.

Over the past nine years we have not only increased the town's contributions, but have also increased the employees contributions from a flat rate, equivalent to between 5-7% of contributions in 2000, to 10% of the premiums paid by the town. We believe the program remains cost effective, even though we have had to make sizable adjustments over the past few years. Had the program not been adopted in 1994, and the town assumed some of the risk, our premiums to provide a comparable level of insurance as in 1994 would now be in excess of \$975,000.

Highway Department: The proposed highway department's operating budget has increased by \$10,115, half of which is to continue the development of our town's Storm Water Management Program. This program is required as part of the federal government's National Pollution Discharge Elimination System (NPDES) which mandates municipalities within certain metropolitan areas take appropriate measures to control harmful runoffs into the storm water systems that may cause harm to our country's water bodies. The remaining \$5,000 increase is attributable to summer maintenance needs.

Assessing: For 2003 we have proposed an operational increase of \$27,755. Under new assessing standards, adopted by the State Department of Revenue Administration, each community's assessing practices must pass a certification process every so many years, for Windham this happens in 2005. As of that date, all of our assessments, including residential, commercial, and utilities must be at full market value and reflect all improvements made. In addition, our abatement practices, how we handle elderly exemptions, and standard office procedures must meet the standards. Although we feel our assessing department is well run, the simple fact that we have only one person doing the data collection and valuations necessitates that we consider contracting some temporary assistance to provide support to the assessor in both data collection and utility appraisals. For 2003 we have budgeted \$25,000 to contract with an outside consultant to update all of our utility appraisals. This field of assessing is somewhat specialized and requires someone who is knowledgeable of utility assessments and the ability to support their results before legal proceedings. Our town assessor will work closely with the hired specialist to ensure the data is accurate and valid. In 2004 we will consider the need for and cost associated with contracting for some data collection assistance to ensure we have the information and data completed prior to our certification testing.

Solid Waste Department: An overall increase of \$36,235 is due mostly to higher cost associated with waste disposal, up \$15,365 due to actual tonnage disposed of as well as an increase of \$2/ton. Scrap metal removal costs have also increased by \$4,785 due to the cost/ton as well as types and amounts of scrap metal being disposed.

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New equipment costs for the transfer station facility have been increased \$7,010 to purchase new or updated safety equipment such as eye wash and shower units, as well as an upgrade to our sorting line conveyor magnet and new motors for our overhead doors. As the facility ages, we find the need to complete these upgrades as well as other major repairs to the building in order that it continue to best serve our community. The budget includes \$10,000 to begin structural improvements to the facility including \$5,000 to repair damaged door sills and \$5,000 to improve our storage areas for propane and batteries. Future repairs and modifications are being scheduled as part of an overall improvement plan for the facility that is presently being developed for possible inclusion in the town's capital improvement program.

Police: An operational budget increase of \$36,960 is due mainly to cruiser purchases and costs associated with establishing a new trails enforcement program. Each year we normally purchase two new cruisers and rotate our fleet to maximize each vehicle's usable service life. In 2002, due to increases in other areas of the police budget and the need to hire an additional police officer, we decided to purchase only one cruiser. For 2003, we once again plan to purchase two vehicles, and therefore a resultant increase for this line item.

Recently, the Board of Selectmen passed an ordinance which prohibits, with very few exceptions, the use of wheeled vehicles, including ATVs, on town owed property. The police department has been designated as the enforcement agency for this new regulation, effective March 30, 2003. Funds have been incorporated into the police budget to not only train officers, but also to cover the overtime costs associated with detailing officers on to and around the trails to ensure compliance with the new regulation. In addition to our town trails, our officers will monitor the State owed trails, particularly the Rockingham Recreational Trail which begins behind the Old Depot off of North Lowell Road. The State does have grant funds available for reimbursing towns for some of the cost associated with monitoring the state trails. We intend to submit a grant application and are hopeful that we will realize at least some return on our investment. Our commitment is to ensure that the town's ordinance is followed and that users of the State Trail do so in accordance with established policies so that their enjoyment is properly balanced with the concerns of the residents who abut or are in close proximity to the trails.

Dispatch: This past year, after considerable thought and discussion among the public safety departments and Selectmen, it was decided we would contract with the Town of Derry to provide dispatch services for our fire department, rather than continue to dispatch these services from our present police dispatch center. With considerable turnover in the dispatch area over the past few years as well as the fire department's desire to have our dispatchers given additional training specific to dispatching fire service response, the Board agreed to contract with Derry for the immediate future while the departments had time to analyze the needs and cost to reinstitute fire emergency dispatch services from within town at some future date. The cost for these services is \$20,000 annually and has been added to the dispatch budget as a new line item for 2003.

Recreation: This budget reflects an operational increase of \$24,840 due mainly to: (1) additional costs associated with grounds and field maintenance for Griffin Park now that the facility is operational for a full season; (2) equipment purchases for the beach and Griffin Park, namely a new ladder for the beach dock, and trash receptacles respectfully.

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Earned Time Trust: Although this budget reflects a \$25,000 increase, the requested funding is actually \$5,000 less than the previous seven plus years. We had requested \$30,000 in 2002, however the voters defeated this. The Trust was established as a savings account which funds our employees accumulated leave balances that are paid upon their resignation or retirement from the town. As opposed to paying employees from the annual operating budget in the year they leave the town's employ, we created this trust to provide a more consistent funding mechanism for these costs which, when taken over time, better balances the tax burden. Why this request was defeated last year is unclear, given that the same funding level had been overwhelmingly supported for many previous years. We continue to believe that the trust is the most prudent approach to fund this cost over time and hope the voters will once again endorse this concept by supporting our request at the 2003 town meeting.

Capital Outlay: Some of the items within the proposed Capital Improvement Program reflect eight (8) projects for the town in addition to the master bond payment for the Fire Station, Police Station, Library, and Griffin Park. In total, these projects represent an increase of \$213,174 over the funds allocated for town projects in 2002:

\$75,250 for purchasing a loader for the Highway Department, \$119,000 for fire SCBA gear, \$125,000 to make repairs to the west room of the Searles Building (\$100,000 of costs to be bonded over seven years with the funds to be paid from the Searles Revenue Fund), \$300,000 for finishing Griffin Park (all of which to be bonded), \$10,000 for a Library Building Needs Study (funds to come from capital reserve funds), \$75,000 for digitizing our assessing maps which will serve as the base maps for a future GIS system for use by all town departments, \$20,100 for repairs to the roadways within the town cemeteries, and \$15,000 for purchasing a replacement vehicle for the transfer station.

Separate Warrant Articles: In addition to the operating and capital budget increases above, we have included four (4) individual monetary warrant articles. They include: \$23,000 for engineering costs associated with building bike paths along Lowell Road, \$99,000 for improvements to the senior center building, with \$40,750 of town funds from a capital reserve fund being matched by funds donated from the Senior Citizens Incorporated, \$10,000 for construction of a fence at the cemetery (funds to be withdrawn from the cemetery operations fund), and \$15,000 towards improvements to Griffin Park, funding to come from the interest already earned from the original bond taken to develop phase one. These articles are in addition to any petitioned articles that may be submitted by the residents.

Issues to be Addressed in 2003: The year 2003 looks to be as busy as the past several years for each of our departments and Selectmen. With the approval of the voters, we will be busy recruiting new employees as noted above; working towards the completion of Griffin Park; renovating the Senior Center and Searles building; and continuing our work towards compliance with the new storm water regulations and accounting policies as mandated by GASB 34, among many other projects throughout the community.

Conclusion: In closing, I would like to express my appreciation and sincere gratitude to all of our dedicated employees and volunteers to the various committees, commissions, and boards for their efforts over the past year. It seems that no matter the task, all those who are involved with Windham government, regardless of position, exert a tremendous amount of energy and effort to

TOWN ADMINISTRATOR

provide the residents of our community with quality service, which I am confident many times meets our mission of “excellence”.

To the Department Heads, I offer my congratulations for a job well done and wish them the best as we look to the future. To my immediate staff, including Kathy Davis, Wendi Devlin, and Dana Call, I wish to express my heartfelt appreciation for being such a committed and dedicated group. They are always there for me in both the good times and the tough times, and a simple thank you seems not enough. One thing I am sure of in this job is that I would be hard pressed to find a better group to work with and to have as a team. To Elaine Keefe, who worked with me for the past fifteen years up until her retirement this past October, I offer my gratitude and thanks for providing me her dedication, loyalty, and knowledge over all these years. May she have a wonderful retirement and remember all the fun and laughs we shared. All of these individuals, as well as their staffs, deserve our respect and gratitude for what they give back to the Town of Windham. We all may not agree with each other and the decisions we all make, however in the end, each person serves an important part of our organization’s success.

To the residents of Windham, I would like to express my continued appreciation for your support and involvement in town affairs. I hope we have served you well this past year and welcome your comments. Local government and those who serve in it take pride in delivering a quality service. We will continue to strive to exhibit our mission of “service excellence” and will endeavor to continue to excel in what we do well and to improve in any areas of need. Remember, our doors are always open so take a moment when doing business with our staff to say hello.

Respectfully submitted,

David Sullivan

Town Administrator



POLICE DEPARTMENT



For the second year in a row the overall operation of the department has been affected by personnel changes. During the year, two of our full time dispatchers and one police officer resigned. Dispatcher Cindy Tuck worked part time prior to becoming full time, and left after five and a half years service to take another dispatching position in Londonderry. Dispatcher Beth Talbott also worked part time prior to becoming full time and left after two years service to enter the field of education. Officer Mark Knight left the department after serving two years for work in the private sector. We wish them well in their new ventures and thank them for their years of service with the department.

During the year, we hired four new police officers, one of whom was a certified police officer and three who attended and graduated from the Police Academy. Two of the officers were assigned shifts prior to the end of the year, while two will complete their field training program in early 2003. We welcome our new officers: Bryan Bliss, Daniel Clark, Stephen Desilets and Jessica Flynn. We also hired two full time dispatchers who, after considerable training, were assigned shifts near year's end. We welcome Jason Gallant and Paul Whittemore.

A major and emotional issue we dealt with this year, at the fire department's request was the separation of dispatching the fire department emergency calls. The Town confirmed this request and contracted with Derry Fire to dispatch all emergency and 911 fire calls while keeping business and other calls with local dispatch. The resolution to this issue will be worked on mutually by both departments this coming year, pending confirmation of financial support at Town Meeting.

A second issue we dealt with this year was that of off highway recreational vehicle (OHRV) use and enforcement, and the Rockingham Trail System at Windham Depot. As a result of this, I have proposed a new program in 2003 for OHRV enforcement throughout the town in addition to Windham Depot.

2002 IMC DISPATCH & RECORDS STATISTICS

For the year 2002, the Windham Police Department Dispatch generated 8249 calls for service. 7335 were Police related, and 914 were Fire related (not including motor vehicle accidents). Of the 914 Fire related calls, the Police responded to 192. Eleven of the 8249 calls for service were duplicate calls.

We saw an increase in service for the following call reasons: abandoned vehicles (+23), assist citizen (+54), attempt to locate (+26), 911 hang-ups (+39), juvenile offenses (+10), keep the peace (+19), motor vehicle accidents (+32), noise complaints (+25), OHRV complaints (+37), police information (+29), paper service (+46), and well being checks (+13).

From the 7335 Police calls, the Officers generated 605 offense reports, 305 accident reports, and 181 arrest reports. We completed 29 more offense reports in 2002 than we did in 2001, 45 more accident reports, and one more arrest report.

Below, we are providing a breakdown of arrests by primary arresting offense, as well as a comparison to the year 2001 in calls for service.

POLICE DEPARTMENT

2002 ARRESTS BY PRIMARY ARRESTING OFFENSE

Aggravated Felonious Sexual Assault	2
Alcohol Offenses	4
Arrest on a Warrant	9
Attempt to Commit Abduction	1
Bench Warrant	3
Burglary	5
Burglary-Conspiracy to Commit	3
Conduct After an Accident	3
Criminal Mischief	2
Criminal Trespass	2
Disobeying an Officer	4
Disorderly Conduct	5
Domestic Violence Act	4
Driving After Suspension	16
Driving While Intoxicated	22
Drug Offenses	12
False Reports to Law Enforcement	1
Forgery	1
Fraudulent Use of Credit Card	1
Fugitive from Justice	1
Habitual Offender	1
Hindering Apprehension	1
Involuntary Emergency Admission	8
Issuing Bad Checks	3
Juvenile Offenses	4
Other Offenses	3
Other Traffic Offenses	2
Protective Custody-Adult	20
Receiving Stolen Property	3
Resisting Arrest or Detention	1
Robbery	3
Robbery-Conspiracy to Commit	2
Runaway Juvenile	2
Second Degree Assault	1
Simple Assault	14
Theft	4
Theft by Deception	1
Theft of Services	1
Violation of a Protective Order	6
<i>Total of Arrests</i>	<i>181</i>

POLICE DEPARTMENT

CALLS FOR SERVICE, 2002 vs 2001

	2002	2001		2002	2001
Abandoned Vehicle	52	29	Liquor Law Violation	9	14
Alarm Response	1007	1033	Lost Property	22	26
Animal Control	58	72	Lost or Stolen Plates	21	37
Arson	2	1	Message Delivery	20	21
Assault	28	22	Missing Person	18	31
Assist Citizen	184	130	Motor Vehicle Accident	437	405
Assist Other Agency	257	302	MVA Hit & Run	23	15
Attempt to Locate	39	13	Motor Vehicle Complaint	347	338
Bad Check	25	28	Motor Vehicle Lockout	104	101
Blasting Information	178	148	Motor Vehicle Pursuit	4	*
Burglary	29	35	Motor Vehicle Stop	1128	1750
Burglary-Attempted	12	11	Motor Vehicle Theft	14	11
Building Check	22	18	Motor Vehicle Recovered	5	8
Civil Problem	26	29	Neighbor Dispute	12	16
Criminal Mischief	145	180	Noise Complaint	89	64
Controlled Substances	5	8	OHRV Accident	4	6
Criminal Threatening	22	14	OHRV Complaints	94	57
Criminal Trespass	10	18	Other	32	119
Disorderly Conduct	17	*	Parking Complaints	119	162
Disturbance	31	62	Pedestrian Check	31	29
Disabled Vehicle	308	305	Police Information	176	147
Domestic	63	78	Paper Service	207	161
Domestic Violence Petition	14	21	Private Investigator	15	5
DVP Violation	8	7	Recovered Stolen Property	9	3
DWI Arrest	13	15	Repossession	17	9
Escort-Bank	56	49	Robbery	4	0
Extra Patrol	84	63	Sex Offenses	8	5
Family Offenses	4	3	Shoplifting	1	2
Fish & Game	1	3	Soliciting	130	156
Fire Department Response	914	993	Suspicious Person	52	50
Found Property	45	57	Suspicious Activity	140	145
Forgery	2	4	Suspicious Vehicle	168	181
Fraudulent Activity	39	25	Traffic Hazard	72	*
Gas Drive Off	40	46	Theft	83	87
Gun Shots	28	24	Theft from Motor Vehicle	30	29
911 Hang-ups	215	176	Traffic Control	30	15
Harassment	51	71	Untimely Death	4	3
Hotfinger Duplicate Calls	11	17	Unwanted Guest	15	22
Highway Safety	3	16	Vacation Patrol Check	151	135

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Illegal Dumping	24	21	Vin Verification	97	99
Incapacitated Person	9	*	Wanted Person	49	43
Intoxicated Subject	6	*	Weapons Discharge	5	2
Juvenile Offenses	59	49	Well Being Check	62	49
Keep the Peace	45	26			
			Grand Total	8249	8754

Note: (*) Indicates that this is a new category created for 2002. We also retired some categories that were too broad in nature.

INCOME STATEMENT 2002

Alcohol Offenses	\$ 1,224.00
Contracted Services*	53,748.00
Court Witness Fees	2,954.47
Insurance Reports	2,161.00
Parking Violations	900.00
Pistol Permits	1,070.00
Other	616.00
<i>Total</i>	<i>\$ 62,673.47</i>

*This figure under Contracted Services includes 5% (\$5,963.00) of the remaining collected Contracted Services under the Special Revenue Fund, which was voted in at the 2002 Town Meeting. Contracted Service money collected and placed into the Special Revenue Fund during the year was \$ 119,298.75, including the 5% that was transferred into the General Fund.

Respectfully submitted,

Bruce Moeckel

Police Chief



FIRE DEPARTMENT



The year 2002 proved to be extremely busy for the department. As I look back upon the year there are a number of significant events that come to mind. First, and most notably to both the department and the Town, was the loss of the Windham Country Store (Klemm's Corner) during the early morning of April 17. This spectacular, three-alarm fire brought in firefighters and equipment from ten (10) surrounding communities. Due to the hard work of all those involved with extinguishing this large fire, they were able to save half of the building with no loss of life and no injuries to anyone.

Second, was the addition of a 1981 100-foot Thibault ladder truck. Although this truck was placed in the March Town Meeting Warrant and failed, it was through a generous anonymous donation that this vital piece of fire fighting apparatus was added to the department's fleet. In addition to the ladder truck, the Department received delivery of a 2002 Horton Ambulance, which replaced a 1994 Horton Ambulance.

Finally, I want to extend my heartfelt thanks to everyone who came to the station on September 11, 2002 to help us remember those who lost their lives in the attacks on the World Trade Center in New York City and the Pentagon in Washington DC, and in Pennsylvania, and to be part of our dedication of the department's new ladder truck in memory of the brave firefighters who gave their lives on that tragic day.

Along with new apparatus, four (4) new full-time Firefighters here added to the rank of the department, which has increased our shift staffing level to four (4), which has proven to be a great asset. Not only have we improved firefighter safety, we have also improved our ability to continue to provide quality, caring service to the community we serve with pride every day of the year. I should also mention that, in October, Chief Steve Fruchtman left the employment of the town to pursue a new career in the private sector. Steve will be missed by the members of the department that he proudly served for 14 years; starting as a call firefighter and working his way through the ranks to Chief for the last three years. From all the members of the Windham Fire Department we wish Steve and his family the best of luck in his new venture in life.

This past year has also brought about a change in the way the Fire Department is dispatched. Starting December 2, 2002 the Derry Fire Department Dispatch Center began answering and dispatching all emergency calls for the department.

We finished the year with 1363 incidents, a decrease of 3% over the 2001 incident total of 1405. Of significant note, however, is the number of simultaneous incidents, when more than one call happens at the same time. Over 30% of our 2002 calls occurred simultaneously.

On the medical side, I am pleased to state that we have purchased two new Life-Pack 12 Defibrillator/Monitors. These new state of the art monitors help to ensure that the level of care, which we provided our residents, is the highest level of pre-hospital care available. This year, we have treated 1018 patients, which is also an increase of 3% over last year's total of 987 patients.

The department personnel have had a busy year providing public safety and education programs including CPR, First Aid, OHRV safety in conjunction with NH Fish & Game, and boater safety in conjunction with NH Marine Patrol. Our Fire Prevention Week open house in October was again a great success. Thanks to all who attended.

Two special programs to make note of are the child safety seat inspection program and the personal floatation device (life jacket) loan program. Many town residents have had their car

FIRE DEPARTMENT

seats inspected and have been shown how to properly install the seats in their cars. We have also had good participation in the PFD loan program. Anyone who is going out onto the water in Windham can stop by the fire station and borrow a PFD from infant to XXXL adult for the day.

The year 2002 was, as always, a busy year with personnel changes. Four (4) call firefighters were promoted to Full-time status. Our first promotion was Eric Hildebrandt in April, Gordon Campbell and Gary Kurgan in June, and William Merrill in May. The department also added three (3) new call firefighters to our staff; James Curtin, Michael Specian and Steven Tieland. It will take two (2) years for Michael and Steven to complete the necessary fire and EMS training and become certified to operate our equipment. To all, I say welcome aboard and thanks for looking to the Windham Fire Department to pursue your fire service career.

As a charter member of the Southeastern New Hampshire Hazardous Materials Mutual Aid District, our department and Town receive the benefits of a highly trained and competent response team. The team covers an area of approximately 350 square miles, and serves a population of over 150,000. Members of the Windham Fire Department serve on the team as team leaders and communication specialists. As part of our commitment to this team, the department houses a 24-foot response/command trailer at our station.

The full time staff, supplemented by the call members, have been busy answering the increased call volume while continuing the rigorous training needed to stay in compliance with local, state, and federal certification requirements. It is a constant challenge to recruit and retain call firefighters. The hundreds of hours of initial training coupled with department required training and response to calls has taxed our current staff. Once hired, it takes 2 years to complete the necessary fire and EMS training and become certified to operate our equipment.

In a continued effort to improve the professional status of the department, Firefighters Ralph DeMarco and Scott Savard completed a rigorous three-week Company Officer I & II program offered through the New Hampshire Fire Academy. Thirteen members of the department also completed Aerial training for the new Ladder truck. All four of the new full-time firefighters attended a two-week residency Recruit School held at the New Hampshire Fire Academy.

Throughout the year members of the department continue to hone their skills in areas of Ice/Water Rescue, Vehicle Extrication, Haz-Mat Decon Operations and hours upon hours of Emergency Medical Training and review. This training will allow the department to provide the residents of Windham with the highest level of pre-hospital care available. Firefighter safety and survival was also an important training topic. Department members learned how to better utilize lifesaving rescue techniques to rapidly find victims, including trapped firefighters, and remove them from the building as quickly and safely as possible with the many hours of Rapid Intervention Team "RIT" training.

Our training room has been used over 100 times this year by local scouting organizations, local, state, and federal agencies, community groups and by after school activity groups. If you are interested in using the room, please stop by the station for information.

In addition to use by community organizations, our training room is the Towns Emergency Operations Center (EOC) in the event of a town-wide emergency. The Town Emergency Management (EM) team is made up of full-time staff plus a dedicated group of volunteers who have worked extremely hard over the last year to plan for potential town-wide emergencies. The town has a comprehensive emergency management plan including sections for communications,

FIRE DEPARTMENT

detour routes, and emergency sheltering. In addition, the EM team has developed a number of brochures to help residents prepare for winter storms and what to do in case you have to evacuate to a shelter. Working with the NH Office of Emergency Management, the town has received grant monies for items such as communications equipment, radios, detour equipment, shelter equipment and most recently, an EM trailer to deploy equipment in a timely fashion.

Windham was one of only a handful of communities that had developed a comprehensive all-hazards emergency plan and we received some of the highest grant awards distributed by the state. One of this year's grants was a special multi-agency drill, which was held at the Golden Brook School and included the US Army Civil Support Team out of Natick, MA, NH Office of Emergency Management, Windham Police Department, Windham Fire Department, Windham Emergency Management volunteer staff, and representatives of the Southeastern New Hampshire Hazardous Materials Mutual Aid District.

Although we hope to never need the emergency plan, it is reassuring to know that one is in place. If you are interested in participating on the emergency management team, please call or stop by the fire station.

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 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 station.

On behalf of the members of the fire department, I wish all a happy and healthy new year.

2002 FIRE PERMITS AND INSPECTIONS

<i>Type</i>	<i>Permits</i>	<i>Inspections</i>
Brush, Camp Cooking (<i>used 682 times</i>)	459	15
Day Care	6	6
Foster Care	2	2
Heating Systems	299	288
Fuel Tank Install	118	115
Fuel Tank Removal	8	8
In-Service	0	227
Place of Assembly	4	4
Water Supply	18	150
Wood Stoves	4	4
Fire Alarm Systems	5	5
Sprinkler Systems	1	1
Fire Drills		12
Construction Inspections		85
<i>Totals</i>	<i>924</i>	<i>922</i>

Plans Review – 126
Prosecutions – 0

Fire Investigations – 4
Contractor Meetings – 130

FIRE DEPARTMENT

INCOME STATEMENT

<i>Receipts</i>	<i>2001</i>	<i>2002</i>
Ambulance	\$130,763.29	\$155,751.75
Permit Fees	7,185.00	9,875.00
Copy Fees	115.00	276.00
Misc.	829.72	157.60
<i>Totals</i>	<i>\$138,893.01</i>	<i>\$166,060.35</i>

2002 FIRE SERVICE STATISTICS

<i>Type of Situation Found</i>	<i>Total Incidents:</i>
100 Fire, other	1
111 Building fire	10
112 Fires in structures other than in a building	3
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	2
130 Mobile property (vehicle) fire, other	1
131 Passenger vehicle fire	10
132 Road freight or transport vehicle fire	1
141 Forest, woods or wildland fire	4
142 Brush, or brush and grass mixture fire	5
143 Grass fire	1
151 Outside rubbish, trash or waste fire	2
162 Outside equipment fire	1
300 Rescue, emergency medical call (EMS) call, other	6
321 EMS call, excluding vehicle accident with injury	532
322 Vehicle accident with injuries	195
323 Motor vehicle/pedestrian accident (MV Ped)	2
341 Search for person on land	1
352 Extrication of victim(s) from vehicle	2
354 Trench/below grade rescue	1
360 Water & ice related rescue, other	1
362 Ice rescue	2
381 Rescue or EMS standby	1
<i>Type of Situation Found</i>	<i>Total Incidents:</i>
400 Hazardous condition, other	4
410 Flammable gas or liquid condition, other	1

FIRE DEPARTMENT

411 Gasoline or other flammable liquid spill	3
412 Gas leak (natural gas or LPG)	4
413 Oil or other combustible liquid spill	7
420 Toxic condition, other	1
421 Chemical hazard (no spill or leak)	2
422 Chemical spills or leaks	2
424 Carbon monoxide incident	2
440 Electrical wiring/equipment problem, other	5
442 Overheated motor	1
443 Light ballast breakdown	2
444 Power line down	49
445 Arcing, shorted electrical equipment	13
451 Biological Hazardous, confirmed or suspected	1
460 Accident, potential accident, other	6
500 Service Call, other	37
511 Lock-out	9
520 Water problem, other	10
522 Water or steam leak	7
531 Smoke or odor removal	26
541 Animal problem	7
542 Animal rescue	4
550 Public service assistance, other	1
551 Assist police or other governmental agency	9
552 Police matter	1
553 Public service	10
554 Assist invalid	3
561 Unauthorized burning	17
571 Cover assignment, standby, move up	83
600 Good intent call, other	46
611 Dispatched & canceled en route	10
621 Wrong location	15
650 Steam, other gas mistaken for smoke, other	3
651 Smoke scare, odor of smoke	13
652 Steam, vapor, fog or dust thought to be smoke	3
700 False alarm or false call, other	13
710 Malicious, mischievous false call, other	1
714 Central station, malicious false alarm	1
<i>Type of Situation Found</i>	<i>Total Incidents:</i>
730 System malfunction, other	13
732 Extinguishing system activation due to malfunction	1

FIRE DEPARTMENT

733 Smoke detector activation due to malfunction	9
734 Heat detector activation due to malfunction	4
735 Alarm system sounded due to malfunction	9
736 CO detector activation due to malfunction	6
740 Unintentional transmission of alarm, other	14
741 Sprinkler activation, no fire - unintentional	1
743 Smoke detector activation, no fire - unintentional	13
744 Detector activation, no fire - unintentional	27
745 Alarm system sounded, no fire - unintentional	16
746 Carbon monoxide detector activation, no CO	6
800 Severe weather or natural disaster, other	1
911 Citizen complaint	1
<hr/>	
Total Number of Incidents:	1,363
Total Number of Incident Types:	78

Respectfully submitted,

Donald Messier

Acting Fire Chief



FOREST FIRE WARDEN/STATE FOREST RANGER



Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests and Lands cooperate and coordinate to reduce the risk of wildland fires in New Hampshire. To help us assist you, contact your local Forest Fire Warden or Fire Department to find out if a permit is required before doing ALL outside burning. Fire permits are mandatory for all outside burning unless the ground where the burning to be done (and surrounding areas) is complete covered with snow. Violations of RSA 227-L:17, the fire permit law and the other burning laws of the State of New Hampshire are misdemeanors punishable by fines of up to \$2,000 and/or a year in jail, plus suppression costs.

A new law effective January 1, 2003 prohibits residential trash burning (RSA 125-N). Contact New Hampshire Department of Environmental Services at (800) 498-6868 or www.des.state.nh.us for more information.

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

ONLY YOU CAN PREVENT WILDLAND FIRES

2002 FIRE STATISTICS

(All fires reported thru November 10, 2002)

<i>Totals by County</i>	<i>Fires</i>	<i>Acres</i>	<i>Causes of Fires Reported</i>	
Belknap	52	13.5	Arson/Suspicious	43
Carroll	80	10.5	Campfire	31
Cheshire	39	17	Children	32
Coos	3	2.5	Smoking	32
Grafton	53	21	Rekindle of Permit	3
Hillsborough	108	54.5	Illegal	7
Merrimack	94	13.5	Lightning	36
Rockingham	60	25.5	Miscellaneous*	356
Strafford	31	23	* (Misc: powerlines, fireworks, railroad.	
Sullivan	20	6	ashes, debris, structures, equipment, etc.)	

	<i>Total Fires</i>	<i>Total Acres</i>
2002	540	187
2001	942	428
2000	516	149

Respectfully submitted for the State of NH,

Donald Messier

Acting Fire Chief/Local Fire Warden



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 15 communities that comprise the district are: Auburn, Atkinson, Chester, Danville, Derry, East Derry, Hampstead, Hooksett, Litchfield, Londonderry, Pelham, Plaistow, Sandown, Salem, and Windham. We are pleased this year to welcome the Town of Sandown as a new member.

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 Hazmat, 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.

The State has also supplied the team with a chemical agent monitor, the same type used by the 1st Army Civil Support Team. In June, the District participated in a joint training exercise with State, Local, and Federal agencies to test interagency operability, a key factor in all responders working and communication together.

The team also trained member departments in weapons of mass destruction response, and decontamination. With the training and equipment the District possesses, the team has the ability to detect and field test for chemical and biological agents.

The team is also trained in confined space rescue for HAZMAT incidents and has purchased the equipment necessary for this vital role.

The District this year has received a State of New Hampshire Emergency response Committee Grant of \$11,843.75, and a Weapons of Mass Destruction Grant of \$16,000.00.

Your Fire Department and local officials continue to make progress in providing the most cost effective manner of responding to hazardous materials incidents.

Respectfully submitted for Bd. of Directors,

Paul Hopfgarten

Councilor, Town of Derry

Respectfully submitted for Operations Comm.,

Alan J. Sypek

Chief, Londonderry Fire Department



The Planning and Development Department has become the place to meet at night for most Town Boards. The Cable Advisory Board has created a state of the art video broadcasting and recording facility in a room adjacent to the meeting room to record and broadcast all the meetings held in our building. We thank all the Cable volunteers for their efforts to broadcast these meetings. Eric Twarog, the department's Assistant Planner resigned last March to work closer to his home in western Massachusetts. After a thorough search and extensive interviews, we hired Walter Warren from Nashua as our Assistant Planner. Walter has worked for the Nashua Regional Planning Commission and ran the Center for Economic Development in Nashua.

Site Plan, Subdivision, Zoning, Building, Health and Other Codes: The Planning and Development staff assisted in the drafting of seven Zoning Ordinance amendments, including the proposed retail Gateway District at exit 3, revisions to the Elderly Housing Ordinance, Historic District Ordinance, and Open Space Ordinance for presentation at public hearings. Among the zoning amendments were several zoning map changes along Route 111 and 111A.

Inspections, Roads, Buildings, and Septic Systems: The department continued its task of road, building, and septic system inspections. A private civil engineering firm is contracted to perform daily construction inspections at new subdivisions, the cost of which is borne by the developer. These inspections are supervised 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 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 and thank the current Planning and Development personnel: Bruce Flanders, Building Inspector/Health Officer; Virginia Gray, Building Dept. Clerk and Receptionist; Nancy Charland, part-time Planning Board Secretary; Pat Kovolyan, part-time Zoning Board of Adjustment and Conservation Commission Secretary; Eric Twarog (resigned in March), Walter Warren, Assistant Planner; Ed Madigan, part-time Building Inspector, and our summer intern Margo Logan for their dedicated service during the past year. I would also like to thank Robert Thorndike, our Plan Review 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 Jack Gattinella and Tom Case again this year, for their input into and review of the proposed site, subdivision, and zoning regulation amendments. 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 provides assistance to the Selectmen and the Town Administrator in managing special town projects, and 2002 was no exception. The Department was involved in the supervision of the construction of Griffin Park, the new post office, blasting permits, town road improvement permits, the Town’s Emergency Management Plan, Adelphia Cables installation of new fiber optic cable all over town, Tennessee Gas Pipeline additions, Pennichuck Water Works waterline improvements and the proposed sale to Philadelphia Suburban 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, help with the review of subdivision and site plans. Robert Thorndike helps review all 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. Additional plan review consultants are contracted when needed. Costello, Lomasney & deNapole, Inc., of Manchester, currently assists town staff with the daily inspections of new roads. The cost of these outside consultants falls to the developer.

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 is assisted by the Town’s Attorney, Bernard Campbell.

2002 YEAR-END STATISTICS

<i>Type of Permits</i>	<i># Issued</i>	<i>Type of Permits</i>	<i># Issued</i>
Single Family Dwellings	89	Sheds	41
Accessory Apartments	5	Decks/Porches	52
Electric	328	Raze Buildings	8
Plumbing	209	Retail Office Renovations	4
Chimney	53	Industrial Buildings	1
Well	70	Gazebo/Greenhouse	3
Fence	11	Pump Stations	2
Signs	8	Barns	0
Multi Unit Housing	22	Pool House	2
Alterations/Additions	79	Club House	0
Garages	36	Driveway	80
Foundation Only	16	Road Permits	8
Above Ground Pools	10	Blasting Permits	28
In Ground Pools	26	Sunday License	17
Septic	135	Canopy	1
Gas Station/McDonalds	1	Day Care	1
Office Buildings	2		
		Total	1348

SCHOOL IMPACT FEES COLLECTED

\$207,500.00

INCOME STATEMENT

Permit Fees	\$117,997.58	Electrical Fees	\$ 16,305.83
Planning Board Fees	22,659.40	Plumbing Fees	8,043.25
Zoning Board Fees	3,113.00	Sewage Fees	6,725.00
New Road Fees	3,113.75	Chimney	1,400.00
Sunday Licenses	380.00	Well	2,130.00
Blasting Fees	725.00	Fence	180.00
Driveway Fees	1,720.00	Health	80.00
Sign Fees	524.00	Conversions	150.00
Misc/Copies/Legal Fees	6,180.60	Master Plan sales	200.00
		Total Income	191,627.41
		Total Expenditures	<u>-290,041.48</u>
		Dept. Cost to Town	\$ 98,414.07

Respectfully submitted,

Alfred Turner

Director of Planning & Development



CAPITAL IMPROVEMENTS COMMITTEE



The Capital Improvements Program (CIP) provides the long-range financial planning for the Town of Windham's capital projects costing \$50,000 and 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 2003 CIP committee was comprised of nine, highly committed volunteers including:

Lisa Linowes, Chairman – Planning Board Member.
Roger Hohenberger, Vice Chairman – Board of Selectmen Member.
Lee Maloney, Secretary – Planning Board Member
Ron Coish – Citizen Member
Dick Gumbel – Citizen Member.
Jack Merchant – Citizen Member
Marcia Unger – School Board Member
Daphne Kenyon – School Board Alternate Member
Galen Stearns – Board of Selectmen Alternate Member

Following the 2001 revaluation of Windham, the town experienced continued growth throughout fiscal year 2002 with our net valuation increasing by \$47.6 million to \$1,196,173,560. At the CIP rate of \$1.55 per thousand, the committee projected Fiscal Year 2003 CIP revenues of \$1,900,421. Of the total projected CIP revenue, \$1,207,529 had already been allocated in 2003 to CIP projects approved in prior years for which the town carries a statutory obligation. These capital projects include the Town Master Bond and School Renovation Bond.

The CIP committee reviewed and prioritized 45 capital projects from 12 separate town boards, departments, and committees. The spreadsheet that accompanies this report itemizes the projects that were funded, the year in which each funded project receives money, and the amount of each allocation. The full plan, with detailed explanations of the projects, has been posted on the Windham Town Web Site. The Windham Planning Board voted unanimously to accept the 2003 CIP plan as prepared.

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 the considerable time and effort made to help the committee to understand their needs. And we encourage Windham's residents to continue their support of our Capital Improvements Program, as it is the best way to service the town's capital needs while maintaining Windham's financial health.

Respectfully submitted for the Committee,

Lisa Linowes
Chairman

CAPITAL IMPROVEMENTS PROGRAM FY 2003

CIP FY 2003-09 APPROPRIATION CHART (SUMMARY)

	Notes	CRF Balances	2003	2004	2005	2006	2007	2008	2009
CIP Projected Availability			\$1,900,421	\$1,919,425	\$1,938,619	\$1,958,005	\$1,977,585	\$1,997,361	\$2,017,335
Fixed CIP Obligations									
Town Master Bond	*(1)*		610,345	588,520	566,695	544,385	387,075	245,975	236,689
SAU Building	*(5)*		10,725	2,437	<< final payment				
Schools Renovation Bond	*(6)*		530,404	521,799	512,044	504,365	494,974	484,014	475,026
Ambulance final payment			56,055						
Total Fixed Obligations			\$1,207,529	\$1,112,756	\$1,078,739	\$1,048,750	\$882,049	\$729,989	\$711,715
Effective Availability Other			\$692,892	\$806,669	\$859,880	\$909,255	\$1,095,536	\$1,267,372	\$1,305,620
Other CIP Annual Contributions		-	210,000	164,675	506,050	118,375	117,700	117,025	116,350
Net to Annual Appropriations		\$ -	\$ 902,892	\$ 971,344	\$ 1,365,930	\$ 1,027,630	\$ 1,213,236	\$ 1,384,397	\$ 1,421,970
Annual Appropriations									
FIRE DEPARTMENT		-	131,195	294,000	225,000	141,750	162,500	162,500	273,000
SELECTMEN		89,569	0	64,675	309,050	68,375	17,700	17,025	16,350
HIGHWAY AGENT		100,364	375,250	350,000	300,000	300,000	300,000	480,000	500,000
LIBRARY		45,071	10,000	0	0	0	0	0	0
CONSERVATION		1,251,841	0	0	0	0	0	0	0
CEMETERY		-	20,100	0	0	30,000	0	0	0
TRANSFER STATION		-	55,000	80,000	315,836	65,836	190,836	65,836	65,836
PLAN. & DEV. DEPARTMENT		130,000	75,000	0	0	125,000	0	0	0
RECREATION		-	0	44,025	52,150	50,350	53,550	51,525	54,500
SCHOOL DEPARTMENT		100,000	236,347	150,000	150,000	195,000	250,000	320,000	320,000
Total Annual Appropriations			\$ 902,892	\$ 982,700	\$ 1,352,036	\$ 976,311	\$ 974,586	\$ 1,096,886	\$ 1,229,686
Variance			(\$0)	(\$11,356)	\$13,894	\$51,319	\$238,650	\$287,511	\$192,284

CIP FY 2003-09 APPROPRIATION CHART (SUMMARY)

	Notes	CRF Balances	2003	2004	2005	2006	2007	2008	2009
Effective Availability Other			\$ 692,892	\$ 806,669	\$ 859,880	\$ 909,255	\$ 1,095,536	\$ 1,267,372	\$ 1,305,620
OTHER CIP ANNUAL CONTRIBUTIONS									

School Impact Fee Funds	*(7)*		200,000	150,000	150,000	100,000	100,000	100,000	100,000
Library CRF	*(10)*		10,000						
Searles Trust Fund	*(9)*			14,675	19,050	18,375	17,700	17,025	16,350
State Roads Reimbursement	*(11)*				232,000				
Developers Fees	*(12)*				105,000				
Total Other contributions			\$210,000	\$164,675	\$506,050	\$118,375	\$117,700	\$117,025	\$116,350
Net to Annual CIP Appropriations			\$902,892	\$971,344	\$1,365,930	\$1,027,630	\$1,213,236	\$1,384,397	\$1,421,970
ANNUAL APPROPRIATIONS									
FIRE DEPARTMENT									
Fire Apparatus	*(2)*		131,195	294,000		141,750	162,500	162,500	273,000
Substation					225,000				
Sub-Total		-	131,195	294,000	225,000	141,750	162,500	162,500	273,000
SELECTMEN									
Community Center		40,686			290,000				
Castle Hill Bridge									
Bartley House				50,000		50,000			
Searles Chapel	*(3)*	48,883		14,675	19,050	18,375	17,700	17,025	16,350
Sub-Total		89,569	0	64,675	309,050	68,375	17,700	17,025	16,350
HIGHWAY AGENT									
Road & Bridge Improvements		100,364	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Apparatus	*(16)*		75,250	50,000				90,000	95,000
Land & Buildings								90,000	105,000
Sub-Total		100,364	375,250	350,000	300,000	300,000	300,000	480,000	500,000
LIBRARY	*(1)*	45,071							
Bldg-Needs Assessment	*(10)*		10,000						
Sub-Total		45,071	10,000	0	0	0	0	0	0
CONSERVATION									
Land Fund	*(8)*	1,251,841							
Sub-Total		1,251,841	0	0	0	0	0	0	0

CIP FY 2003-09 APPROPRIATION CHART (SUMMARY)

	Notes	CRF Balances	2003	2004	2005	2006	2007	2008	2009
CEMETERY									
Roads			20,100						
Stone Wall						30,000			
Sub-Total		-	20,100	0	0	30,000	0	0	0
TRANSFER STATION									
Apparatus	*(15)*		55,000	80,000	250,000		125,000		
Facilities Renovation	*(13)*				65,836	65,836	65,836	65,836	65,836
Sub-Total		-	55,000	80,000	315,836	65,836	190,836	65,836	65,836

PLAN. & DEV. DEPARTMENT									
Aerial Photo Base Map			75,000			125,000			
Langdon Road		130,000							
Master Plan Update	*(14)*								
Sub-Total		130,000	75,000	0	0	125,000	0	0	0
RECREATION									
Griffin Park Phase II	*(4)*			44,025	52,150	50,350	53,550	51,525	54,500
Sub-Total		-	0	44,025	52,150	50,350	53,550	51,525	54,500
SCHOOL DEPARTMENT									
Elementary School Facilities		50,000	136,347	100,000	100,000	125,000	250,000	320,000	320,000
School Land Needs			50,000						
School Septic Replacement		50,000	50,000	50,000	50,000				
In-District Lunch Facilities						70,000			
Sub-Total		100,000	236,347	150,000	150,000	195,000	250,000	320,000	320,000
TOTAL ANNUAL APPROPRIATIONS			\$902,892	\$982,700	\$1,352,036	\$976,311	\$974,586	\$1,096,886	\$1,229,686
VARIANCE			(\$0)	(\$11,356)	\$13,894	\$51,319	\$238,650	\$287,511	\$192,284

CIP FY 2003-09 FOOTNOTES

**** The CRF's, managed by the Trustees of the Trust Funds, are invested in a Money Market account earning 1.37% interest as of 11/15/02

(1) Represents 10 year bond of \$4,196,064 at 4.57% covering Fire Station, Police Station, Library, and Griffin Park Phase I projects.

(2) Yearly cumulative funding for Fire Department equipment into a CRF:

- a. SCBA gear replacement (\$119,000) in 2003
- b. Engine #1 replacement (\$294,000) & Forestry Truck in 2004
- c. Ambulance #1 replacement (\$141,750) in 2006
- d. Engine #3 new (\$325,000) in 2008
- e. Tanker new (\$273,000) in 2009

CIP FY 2003-09 FOOTNOTES CONTINUED

(3) Represents 7 year bond of \$100,000 at 4.5% for renovations of Searles Chapel west room.

(4) Represents 7 year bond of \$300,000 at 4.5% for Griffin Park Phase II

(5) Represents 10 year note for SAU building of \$250,000 at 6%. Payment includes 30% state funding. Refinanced at lower rate in 1999.

(6) Represents 10 year bond 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.

(7) 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 \$100,000 per year.

(8) Conservation land fund comes from the Current Use tax

(9) Annual town bond payment for Searles Chapel renovations will be reimbursed from the Searles rental revenues

(10) Use money from Library CRF to pay for building needs-assessmen

(11) Funds from State of NH will offset the state's portion of the Castle Hill bridge cost

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

(13) Represents 7 year bond of \$400,000 at 5% for renovations and expansion of the Transfer Station

(14) To be funded in years subsequent to 2003

(15) Yearly cumulative funding for Transfer Station equipment into a CRF:

- a. Rack truck replacement (\$55,000) in 2003
- b. Articulating Loader replacement (\$80,000) in 2004
- c. Baler replacement (\$250,000) in 2005
- d. Skid Steer Loader replacement & security fencing (\$50,000&\$75,000) in 2007

(16) Yearly cumulative funding for Highway Agent equipment into a CRF:

- a. Loader (\$75,250) in 2003
- b. 1-ton Dump Truck (\$50,000) in 2004
- c. 5-ton Dump truck replacement (\$90,000) in 2008
- d. Pickup truck & crack sealing replacement (\$95,000) in 2009

TAX VALUATION PROJECTION

PROPERTY VALUATION	% Increase	YEAR	PROJECTED CIP TAX RATE	\$
				AVAILABLE
\$1,196,173,560	***	2002		
\$1,226,077,899	2.5	2003	\$1.55	\$1,900,421
\$1,238,338,678	1.0	2004	\$1.55	\$1,919,425
\$1,250,722,065	1.0	2005	\$1.55	\$1,938,619
\$1,263,229,285	1.0	2006	\$1.55	\$1,958,005
\$1,275,861,578	1.0	2007	\$1.55	\$1,977,585
\$1,288,620,194	1.0	2008	\$1.55	\$1,997,361
\$1,301,506,396	1.0	2009	\$1.55	\$2,017,335

*** Based on Tax Assessor's Valuation for tax year 4/1/2002-3/31/2003



PLANNING BOARD



After elections, annual Board re-organization, and appointment of a new alternate, the Planning Board currently stands at:

- Ross McLeod Chairman
- Wayne Morris Vice-Chairman
- Lee Maloney Secretary
- Roger Hohenberger Ex-Officio (Board of Selectmen)
- Walter Kolodziej
- Lisa Linowes
- Russ Wilder
- Roy Dennehy Alternate
- Nancy Prendergast Alternate
- Alan Carpenter Ex-Officio (Board of Selectmen)

2002 was another busy year for the Planning Board, as we not only had Public Discussions and Hearings on the first and third Wednesday of each month, but we also tackled several legislative issues in workshops on the second and fourth Wednesdays.

Specifically, we started the year off by completing work on several amendments related to Route 28. That work, once approved by the voters in March, received two awards: from the Office of State Planning, and from the State's "Grow Smart" program.

For this year, we have brought to Public Hearing legislation for a new Gateway Commercial District at Exit 3 of I-93 as we try to optimize commercial development and mitigate our tax revenue losses from the forthcoming I-93 impact in this key transportation area. This is proactive planning that will responsibly promote commercial development. Elderly Housing, which is seeing increased demand recently, has been revamped as we seek to encourage development of this type to include particular features. Finally, in anticipation of the commercial turnover that will likely be taking place along Routes 111 and 28, the sign ordinance is being adjusted. The distinctive feature will be a table that summarizes the quantitative information, making things much easier to understand and work with in the future, and also adjusting some numbers as we seek to protect our sense of place.

In other areas, we actively engaged the Board of Selectmen and the Conservation Commission with respect to the I-93 project, held joint meetings in Town, and met with State officials in Concord. I would like to personally thank Margaret Crisler and James Finn (respective Chairpersons) for their efforts on the Town's behalf. The spirit of cooperation and concern for the Town enabled us to have a stronger voice than if we had pursued our own, unique agendas with the State.

We regretfully bid farewell early in the year to Assistant Planner Eric Twarog and his significant contributions, as he moved on to another planning job. Fortunately, his successor, Walter Warren, has stepped right in with an impressive level of support for the board. The Town is fortunate to have such solid staff support: Al Turner and Nancy Charland have provided the Board with invaluable assistance throughout yet another full year for the board.

PLANNING BOARD

I have truly been grateful for the opportunity to serve as Chairman. In my brief tenure, I have had the distinct pleasure of following in the recent footsteps of Chairmen Russ Wilder and Alan Carpenter; two individuals who helped set a positive tone for vision, commitment, effort, and passion. A passion to serve the Town that is shared by every single member of the board.

Respectfully submitted for the Board,

Ross McLeod

Chairman

“Growth is inevitable..., but destruction of community character is not. The question is not whether your part of the world is going to change. The question is how.” --Edward T. McMahon, The Conservation Fund



ZONING BOARD OF ADJUSTMENT



The Zoning Board of Adjustment currently consists of five members: Chairman Bruce Breton, Vice-Chairman Robert Gustafson, Secretary Jack Gattinella, and regular members Al Souma and Chris Doyle. Tony Pellegrini and Dick Drummond are alternate members of the Zoning Board.

The Board of Adjustment hears appeals from any order, requirement, decision or determination made by an administrative official and administers special provisions in the ordinance dealing with variances and special exceptions. The Zoning Board of Adjustment heard a total of 44 cases in 2002.

A *variance* is a waiver or relaxation of particular requirements of an ordinance when strict enforcement would cause undue hardship because of circumstances unique to the property.

A *special exception* is a use of land or buildings that is permitted, subject to specific conditions that are set forth in the ordinance.

An *Equitable Waiver* of Dimensional Requirement is a tool, which the ZBA uses when a lot, or other division of land, or structure thereupon, is discovered to be in violation of a physical layout or dimensional requirement. The Zoning Board of Adjustment shall upon application by and with the burden of proof of the property owner, grant an equitable waiver from the dimensional requirements, if and only if the board makes all the findings outlined in RSA 674:33-a.

The Board also has the power to hear appeals on decisions made by the administrative officer involving what the ordinance says and means are appealable. This includes situations such as a decision by the board of selectmen to issue (or deny) a building permit because of their belief that the proposed use is permitted (or not) in a particular zone. The same applies to decisions by the planning board or any other "administrative officer" regarding the terms of the ordinance.

The Zoning Board of Adjustment would like to thank the Planning & Development staff, Windham Cable Committee, Mr. Tom Case and Mrs. Barbara Coish for their time and dedication.

ACCOUNTABILITY OF CASES

<i>Variances</i>		<i>Appeal from Admin. Decision RSA 674:41</i>	
Granted _____	27	Granted _____	1
Denied _____	5	<i>Request for Re-Hearing</i>	
Denied without prejudice _____	1	Granted _____	1
<i>Special Exception</i>		Denied _____	2
Granted _____	2	<i>Equitable Waiver</i>	
<i>Appeal of an Administrative Decision</i>		Granted _____	1
Granted _____	1	<i>Cases Withdrawn</i> _____	1
Denied _____	2	<i>Cases Continued to 2003</i> _____	0

Respectfully submitted for the Board,

Bruce Breton
Chairman



TAX ASSESSOR



The Assessing Department has seen the end of an era with the retirement of Elaine Keefe. Elaine worked for the Town for over 46 years and most recently for the Town Assessor. We appreciate her years of loyal service and wish her all the best in her retirement!

This year, the Department of Revenue has implemented a new statewide program monitoring Assessing practices. DRA Auditors have visited four times in 2002 and reviewed our current assessing program, plans, and practices. Their review included recommendations for minor improvements to our procedures, and they also validated our inspection program and valuation update schedule. The Town of Windham was selected for certification of property tax assessments for the tax year beginning April 1, 2005. The Town must meet certain criteria and have assessment statistics between 90% and 110% of market value.

The combination of low interest rates and favorable investment history in real estate has fueled considerable activity in Windham. Many residents have profited from the strong real estate market and moved up within Town. The average selling price on a new single family home is \$440,000! The number of taxable parcels increased by 145 to 5,093. The Net Valuation on which the tax rate is set increased nearly \$50 Million. This increase was primarily a result of new construction and renovation. With increasing values, many property owners refinanced and remodeled their homes to add extra room or further increase its value. Between tax years 2001-2002 our assessment ratio was 91%.

The assessing office has recorded over 500 transfers of ownership this year and reviewed 453 valid sales. As directed by the Department of Revenue, each sale must be qualified and a determination made for the State Equalization process. The Assessor has inspected over 1,000 properties this year. Between new construction, sale verification, and the existing property data verification program, the assessing department has been playing catch up all year. We appreciate your patience in this continuing story.

The Town of Windham offers tax credits and exemptions available by State law to all eligible residents, including qualified Veterans, the elderly, disabled, or blind, and to those having improvements to assist persons with disabilities. Interested persons should inquire in the assessing office to see if they qualify. In 2002, the Town had 365 homeowners qualify for a credit and 68 residents receiving an exemption.

Current Use property owners enjoyed significant tax savings this year. Through this conservation program, participants who placed their vacant land into Current Use saved \$58,000.in taxes! 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. The Town collected \$286,700 of land use change taxes in 2002. Owners with vacant parcels over 10 acres should contact the Assessor for more information on this program.

Respectfully submitted,

Rex A. Norman, CNHA
Town Assessor



HEALTH OFFICER



The Town’s community water supply was tested throughout the year and had only good quality results. Water testing for bacteria of Seavey Pond, Shadow Lake, Rock Pond, and spot testing on Cobbetts Pond was accomplished with only high-quality results, as well.

Once again, the Town saw no reported cases of rabies; however, calls were received about dead birds and, unfortunately, one did turn up with a positive result for West Nile Virus. Residents are, as always, cautioned to avoid recently deceased birds, and care must be taken not to touch or remove dead birds. 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.

Local daycare facilities 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 Board of Health convened twice during the year to grant waivers of the Windham Health Ordinance. Inspections, reviews, and/or permits issued included the following:

Test Pits Viewed	56
Septic Inspections	270
Septic Plans Reviewed	56
Septic Permits Issued	135

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,
Bruce Flanders
Health Officer



TRANSFER/RECYCLING STATION



As we close the book on 2002, many changes have taken place during the year with the intention of improving the efficiency and effectiveness of the Station.

Our 2002 municipal solid waste was transported to the waste-to-energy facility in Penacook, NH. Our construction/demolition debris were transported to a process facility in Salem. We continue to market and transport our recyclables to a variety of source-select facilities throughout the region, recognizing the best economic return for each of our recycled materials.

We continue to ensure the environmental integrity of our out-of-service landfill site through annual post-closure monitoring activities. Our residential yard waste program is located at the landfill site, providing a location for yard waste and to produce compost for community use.

Our ongoing mission is to continue to enhance the overall performance of the Station, and to set goals of improvement year to year. The Station's management and staff are dedicated to the success of the Station and to providing the best service to the Windham residents.

A thank you goes to the Station's staff for their hard work, dedication, and service to the community. We would like to thank the residents of Windham for their ongoing support, cooperation, and adherence to Station policy.

2003 GOALS

1. Continue to phase-in our five (5) year strategic plan.
2. Develop a formal operational plan for the Station, including best management practices and capital improvements.
3. Enhance teaming concept with staff.
4. Continue to upgrade facility.

2002 STATISTICS

Municipal Solid Waste: (increased 4%)	3763 tons
Demolition Waste: (decreased 14%)	736 tons
Recyclables: (decreased 2%)	1987 tons
Municipal Solid Waste Disposal Cost:	\$234,167
Demolition Waste Disposal Cost:	51,410
<i>Recyclable Revenue Earned:</i>	<i>\$ 62,154</i>

Respectfully submitted,

David Poulson
Manager



ANIMAL CONTROL OFFICER



I am pleased to note decreases in canine activities in Animal Control, which can only be attributed to the owners of our four-legged friends. The number of dogs hit by vehicles has dipped sharply, which we are always pleased to see, as have the number of dogs running at large. A major contributing factor in these decreases is, in all likelihood, the correct installation and utilization of “invisible” fencing, a very popular method of personal animal control in the Town of Windham. As growth continues in the community, however, we again take this opportunity to remind all resident pet owners that while the Town of Windham does not have a “leash law”, it does adhere to the requirements of RSA 466:30-a, Dog Control Law, which provides that owners must keep their dogs within sight or hearing distance at all times, and must ensure that the animal does not roam off the owner’s property.

Also to new residents: 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, which is fast approaching. Residents are urged to obtain their licenses prior to this date, to avoid paying fines/late fees.

In closing, residents are reminded that 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

	2002	2001
Number of dogs picked up	64	106
Number of cats picked up	36	22
Number of dog bites reported	13	11
Number of cat bites reported	2	0
Number of dog on dog attacks reported	0	3
Number of dogs hit by automobiles	4	8
Number of dogs euthanized	0	5
Number of animals adopted out	13	6
Fish and Game calls	49	16
Number of birds picked up	*	28
Number of birds transported to State lab	*	4
Total warnings issued	71	74
Total calls logged	703	658
Total hours worked	905	912
Total miles traveled	6,237	6,361
Total Assessed Penalties	\$3,340	\$4,260

**Note: Bird related activity in 2002 is included under Fish & Game calls.*

Respectfully submitted,

Alfred Seifert

Animal Control Officer



HIGHWAY DEPARTMENT



2002 is behind us, and winter doesn't look like it's going to leave us anytime soon.

In the past year, the Highway Department gained recognition as a "Highway Department", hired an additional, full-time employee, and accomplished many undertakings.

Major projects included the reclamation of Horseshoe and Farmer roads, and the rebuilding of Rock Pond Road from Lowell Road to the bridge at Golden Brook. Several smaller accomplishments included basin cleaning, street sweeping, and crack sealing, which were continued in an effort to comply with new regulations. Hopefully, these will become regularly scheduled, routine maintenance.

Cold patch work, brush work, basin and culvert repair/replacement, beaver dam issues, roadside mowing, shoulder graveling, tree work, and sign replacement also continue to keep us busy, along with the winter maintenance we've recently been swamped with.

The only large project incomplete as the year closed was the replacement of the Church Street culvert. Utility line problems hampered work, however they should now be finished, thus allowing work to commence as soon as water levels drop, most likely in late spring or early summer.

Several projects are being reviewed for 2003, and specifications should go out to bid in early spring. Continued routine maintenance, as previously described, is expected to go smoothly as we pay particular attention to repeat problem areas. With the help of our new employee and all of our sub-contractors, who again have been there for us both in emergency situations and during everyday work scenarios, we hope to experience a smooth year of operations in 2003, and to accomplish several intended projects as time and monies will allow.

We would like to thank the residents for their cooperation, and for assistance from many on past projects. We look forward to continuing to work with them in 2003. As always, we can be reached at 765-5367 with any questions or concerns.

Respectfully submitted,

Jack McCartney

Highway Agent



MAINTENANCE DEPARTMENT



It is difficult to believe that another year has gone by so quickly. I think the entire maintenance crew would agree that no two days are alike when it comes to maintaining the Town's facilities. Whether removing snow and ice from walkways or responding to off-hours requests for service, 2002 was a year of continuing change for the Maintenance Department.

For the first time since the Department was created, we have a place to call our "shop". The department is now located in the former ambulance bays of the former fire station (below the relocated Planning and Development Department). During 2002, we constructed an office for the Highway Agent, as well as a work area and office for ourselves.

Also in 2002, and in addition to our normal duties, the crew assisted in preparing Griffin Park for its formal dedication in the fall, prepared the Bartley House for restoration by removing all of the stored material from the basement and second floor areas, moved Town records from temporary storage in the former fire station bays to the new Town vault, and constructed a break area for the Transfer Station employees.

As always, the Department wishes to thank the various departments, officials and employees of the Town of Windham for their continuing cooperation and support of our efforts.

Respectfully submitted,

Allan Barlow

Maintenance Supervisor



HUMAN SERVICES



State law directs the Town of Windham to provide financial assistance to our residents when situations occur in their lives making it impossible for them to meet their basic needs. The Town is the safety net for its residents until their situation improves or until other agencies assist. The Town, based on eligibility, will assist residents with 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 referring them to appropriate Federal, State or local agencies.

The Town also contributes to social and service agencies in the local area that provide valuable help to our residents. These agencies include 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 together 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.

The Town of Windham assisted 46 families in 2002, which is a slight increase from the previous year, at a total cost of \$51,015.64, which reflects an increase of \$11,083.65. The primary needs continue to be housing, food and utilities. In 2002, increases were primarily for housing, which is so expensive in this area. The Town received \$4737.79 in reimbursements from residents previously assisted.

In a year when the economy was down, the generosity of Windham's residents was truly amazing. This year the town worked with FLOW and the school counselors on two projects. This was the first year there was a Back to School Clothing Program that was a huge success and will continue next year. As always, our residents were so giving at Christmas. The number of families we assisted this year was the largest ever, and through your generous donations all were able to have a wonderful holiday. The families assisted extend their thanks for your help. They were all so appreciative.

I also want to extend heartfelt thanks 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 of their time to help as a driver, please call and volunteer.

This year, a weekly shopping trip to Wal-Mart was instituted, and proved to be an enormously popular service as quite a large number of residents ventured out each Wednesday morning, rain or shine. Unfortunately, towards the end of 2002, we found ourselves without a driver to handle the trip, and were forced to suspend the service. We continue to work towards lining up a new volunteer, and hope to announce the resumption of this weekly excursion early in 2003. Please keep an eye on the Windham Independent for more information.

Again we remain hopeful the economy will improve in 2003, but we will remain ready to provide temporary assistance as needs arise in a timely, compassionate and confidential manner.

The following represents a breakdown of the assistance granted in 2002:

HUMAN SERVICES

Food Vouchers	\$ 3,978.08
Shelter Vouchers	32,212.73
Mortgage Assistance	7,799.78
Electricity Vouchers	2,650.70
Fuel Vouchers	1,673.35
Medical	1,648.31
Telephone	82.98
Transportation Needs	104.44
Miscellaneous	365.27
Donation to Shepard's Pantry	500.00
<i>Total</i>	<hr/> \$51,015.64

Respectfully submitted,

Kathleen Davis

Human Resource Coordinator



INFORMATION TECHNOLOGIES



The rush of computers into our lives has finally slowed down as nearly every employee in town has access to a computer. What hasn't slowed, however, is the pace of change when it comes to software. The town uses several different software platforms to operate, covering Financial management, car registration, Fire and Police applications and Library management. I have continued to support and encourage the integration of all of our systems, with benefits like single point data storage and back-up.

This effort also includes plans to bring together all of our telecommunication needs, thereby reducing costs in all departments.

In addition to the grand design, the town suffered another set back when our Telephone system failed due to an electrical spike (Lightning). The result of which has been a long awaited installation of new phone equipment, (known to some as a PBX), voice mail and additional lines.

From the perspective I hold, this is all "business as usual", and my personal efforts to reduce costs have met with great success in several key areas. Our costs associated with the telephone system should fall by at least 25% next year and, with the current implementation, not seeing an increase in cost for at least 2-4 years. Downtime for computers when they do fail is averaging less than a day as many of the older systems have been replaced with newer and more stable equipment.

Our Financial System, known in the Town Hall as "Munis", is also seeing several major upgrades in the Tax Office and Planning and Development.

Another new application being installed for 2003 is the Assessor's software, which will greatly increase the efficiency and accuracy of that department.

On a final note, I would just like to say something to everyone for their support and warm thoughts in the last few months, which have been for me at a personal level the most trying of my life. Thank you.

Respectfully submitted,

Eric DeLong

I. T. Director



It's my pleasure to report to the residents of Windham that the state of the Nesmith Library is robust. I want to express my deep appreciation to the dedicated and professional library staff, the responsible and committed elected library trustees, the strong and cooperative working relationship with Town Hall, the continuing generosity and loyalty of the Friends of the Library of Windham, and to all town residents and businesses for their support.

The library remains open to the public sixty hours a week, ten months of the year. The library employs ten full-time staff and four part-time staff. Based on a typical forty-hour workweek there are 7.0 FTEs or full time equivalents. Presently, there are thirty volunteers among whom six have been with the program since it started in 1998, four high school students and eleven senior citizens. The senior citizens log sixty-three percent of the volunteer hours. These are reported monthly to the Rockingham County branch of the Retired Seniors Volunteer Program. Since its inception, the Library Volunteer Program has logged over 5,300 hours. In 2002, Yi-Ching Mallett replaced Mary Lee Underhill as coordinator of the LVP when Mary Lee Underhill assumed the position of Chair, Board of Library Trustees.

One of our objectives is to replace twenty-five percent of our computer equipment to reduce users' frustrations with slow connections. The role of technology in the delivery of library services is acknowledged as mainstream among libraries nationwide. Library users have high expectations for the categories of information libraries can provide them. We continue to increase the number of licensing agreements for electronic resources. The library offers access to encyclopedic, periodical, financial, genealogical, and readers' advisory databases in addition to popular educational software for children. Our cardholders have the capability to access the library catalog and links to a number of these electronic resources from the remote location of their home or workplace.

Reference Librarian and Webmaster, Lois Freeston, has spent considerable time assisting library users with Internet use, with online database use, and word processing instruction. The library homepage took on a new look in 2002 as a result of Mrs. Freeston enrolling in courses at New Horizons in Nashua to enhance her professional skills. The Library Trustees and the Director strongly support the training and continuing education of library staff and have made a firm commitment to do so within budgetary limitations. The library website now offers several online forms: **Comments and Suggestions**, **Ask a Question**, **Order an Interlibrary Loan**, **Reconsideration of Material**, and **Request for an Item for Purchase**. The library's monthly newsletter and the minutes of the monthly Board meetings are also available to read online. Continue to keep an eye on the library's website over the coming months for frequent program updates and more public use.

The New Hampshire State Library has a new automated system that greatly benefits all public and school libraries in the state. When this system becomes fully functional in 2003, and all Nesmith Library titles are made available statewide, we expect a significant increase in the number of interlibrary loans to other libraries. The number of book discussion groups has doubled. There are now six different groups meeting at the library including a father and son group and an afternoon group for senior citizens. In New Hampshire we are very fortunate to have libraries of all types that participate in resource sharing. Without a belief in this core value of library service, many items would be unavailable or extremely costly to the general public.

The music collection, which was started in 2001, is running out of shelf space. The library's current collection stands at 594. There is a wide range of music to choose from including rock & pop, soul, jazz, blues, humor, original cast Broadway shows and movie soundtracks, country, classical, opera, children's, and international. Suggestions from our library cardholders are always welcome. 3,066 titles were added to the adult and reference collections, 2,044 titles to the juvenile and young adult collections, and a total of 1,371 non-print materials were added to the entire collection. DVDs and audio books on CD were added at the request of many library users. An intensive ongoing weeding project began in August in an effort to keep our collections current and to make room for new items.

The library continues to play an active role in providing quality programming for adults. Adult Services Librarian Diane Mayr leads one of the monthly book discussion groups. Programs for adults included "Food Memories" with local TV chef, Anna Marie Carriero; "College is Possible" for parents of middle school students; a talk and a book signing by a former Windham teacher, Andrea Goldthwaite; "Images of a Blue Planet" lecture by UNH Professor John Aber; the 2nd Annual Nesmith Zucchini Festival with a musical performance by Ken Sheldon; and a performance by the English Handbell Choir of the First Congregational Church of Pelham. In 2002 the library display case featured topics such as physical fitness; the underground railroad; the 100th anniversary of Peter Rabbit; pollination; Winnie the Pooh's 100th birthday; vegetable harvest time; attempted censorship of books protected under the First Amendment; flamingoes; and car care. Unique bibliographical aids at the main circulation desk will assist library users in discovering books about mystery in New England; non-fiction books for fiction readers; and books to warm the heart.

The Youth Services area has seen a significant increase in part as a result of the Children's Room Enhancement Project of 2001. There is a comfortable sitting area where parents gather while their children attend story hour sessions. Literacy Kits and the First Teachers Collection are shelved nearby. Children's videos have been relocated to shelves in the Youth Services area. Youth Services Librarian Beth Strauss and Assistant Youth Services Librarian Jane McCue have a larger workspace with the expansion of original desk furniture. Mrs. Strauss and Mrs. McCue produce scheduled story times, music, and craft programs for toddlers and preschoolers. An active High School Advisory Board has undertaken many community service projects. The HSAB produced poetry nights, cooking nights, Dr. Seuss Day, band night, and a tour of the Boston Public Library and a visit to Fanueil Hall. 321 young library users read 6,130 books during the 2002 Summer Reading Program. The Middle School Advisory Board was very helpful maintaining book logs, assisting in craft workshops, and generally keeping things neat in the Youth Services area and the Multipurpose Room. The SRP was lots of fun for everyone. All summer long there were programs highlighting music, science, and math. There was a movie night, too. The closing party was held unexpectedly down at the Windham Fire Department due to extreme heat. There were rides in a fire engine and a tour of the station. Many thanks to Windham's firefighters for hosting the party, and expressions of gratitude to the many area businesses and local residents who donated prizes for the Summer Reading Program to encourage youth to read. Throughout 2002, there were many other memorable events that took place at the library, in the schools and with other town agencies that celebrated the youth of Windham.

The Nesmith Library received several grants this year, which served to enhance both the children's collection and to meet the needs of the diverse adult population in the community. The NHDOE Best Schools Initiative granted us \$750.00 to initiate the Nesmith Library's role in the First Teachers Project; Wal-Mart gave \$1,000.00 for literacy initiatives undertaken by the Nesmith Library; and a federal grant from the Library Services and Technology Act, administered through the New Hampshire State Library, contributed \$1,500.00 to initiate an adult foreign-language collection at the library. Most of the books purchased with the grant are Chinese, with a smaller proportion going toward purchasing Russian language books.

The Friends of the Library of Windham (FLOW) continue to contribute to the success of the Nesmith Library. With the enthusiasm of co-chairs Denise Dolloff and Carrie Reny, the Annual Apple Festival held at Golden Brook School was evidence of good things to come. A workshop was organized for Friends groups from across the state to share the dynamic, energetic, and productive ideas F.L.O.W. has generated. More than seventy-five people attended the workshop and many of them left energized and with renewed hope. The annual *Strawberry Festival* was held for the first time on the grounds of the Nesmith Library. All who came to delight in the games, the entertainment, the book sale and, of course, the delicious food, had a fabulous time. The *Giving Tree* was an overwhelming success again during the Holiday Season as was the annual *Holiday Crafts*. To the F.L.O.W. Board and the organization's entire membership, I express my sincere gratitude and appreciation.

The residents of Windham are extremely fortunate to have seven elected trustees serving on the library's governing board who advocate for a library that will serve the interests of all community residents and who oversee the library's yearly appropriation responsibly. I always admire the initiative taken by the Nesmith Library Trustees to become involved in the issues facing the New Hampshire library community and who take a sincere interest in library issues affecting library users nationwide. It continues to be a rewarding experience for me as the administrator of library operations to work with these people. Each of these individuals is dedicated to serving the Windham community and to fulfilling the mission of the Nesmith Library.

I would be remiss in my role as director not to thank the entire library staff that serves you so well. I am especially thankful to Assistant Director/Information Technology Librarian Marija Sanderling and to Library Administrative Assistant Jena Day for their support. I am proud to work with all my colleagues who take their work seriously, who are accountable for their actions, who know their first priority is customer service, who have a sense of humor, and who can put a smile on the director's face.

In 2003 the library will continue to expand outreach services, further our efforts to work with our counterparts in the local schools and community organizations, explore opportunities with WCTV, and make every effort to maintain the integrity of the library building and grounds.

Lastly, it is a pleasure to serve the Windham community as director of the Nesmith Library. I look forward to greeting those who come to the library. Many thanks to the library benefactors who donate money, books, and other library materials, to Joyce Wilt who publishes and edits our monthly library newsletter, to members of the Windham Garden Club who donate time and money to beautify the library grounds, to the members of the Windham Women's Club who seek the library's cooperation with the good deeds they perform, to the Windham Historic Society for

joining with the library to promote genealogical research, to the Selectmen, the Town Administrator, the Town Treasurer, the Town Department Supervisors, and all Town employees for their cooperation and assistance. Remember to visit your library in person or online frequently, and discover a place where one can read, write, think, learn and dream.

2002 YEAR END STATISTICS

Registered patrons	7,438
Books added to the collection	6,481
Titles in the collection	58,237
Internet uses	1,765
Items circulated	128,652
Library visits	82,137
Program Attendance	3,960
Multipurpose Room Events	304

INCOME STATEMENT

(RSA 202-A:11 111. RSA 202-A:11-a)

Fines; Lost/Damaged Books; Income Generating Equipment (Photocopier); Non-Resident Cards; Donations	\$14,513.72
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Respectfully submitted,

John C. Barrett, MLIS
Director



NESMITH LIBRARY TRUSTEES



The Nesmith Library Board of Trustees is proud of the accomplishments of the Director and Staff, the expansion of programs and holdings, and the inter-relationship with the community, town officials, patrons, and FLOW during the year 2002.

We are particularly proud that:

- The New England Library Association honored New Hampshire and Windham at its October conference by electing Nesmith Library Director John Barrett as President-elect of the association.
- The New Hampshire Library Trustees Association honored a member of the Nesmith Library Board of Trustees for the second year in a row. Dr. Murray Levin was named Trustee of the Year at the NHLTA annual conference.
- The New Hampshire Library Association awarded our newest staff member, Yi-Ching “Amy” Mallett, with a Norris Scholarship towards her graduate studies at Simmons College.

The Library received three (3) grants this year:

- A Library Services and Technology Act grant in the amount of \$1,500 to expand the foreign language section,
- the Best Schools Initiative Grant of \$750 in support of the First Teacher’s Project, and
- a grant of \$1,000 from Wal-Mart, Salem, for Continuing Education of Literacy Projects.

The Board devoted most of its time to writing and revising policies for Borrowing Privileges, Collection Development, Internet Access and Appropriate Use, the Multipurpose Room, and Acceptance of Gifts. The Personnel Committee wrote an entirely new policy for Staff Development and Academic Reimbursement.

The survey designed by the Long-Range Planning Committee, with input from the staff and community representatives, and approved by the Board was sent to all Windham residents in April. Respondents said that they found the library staff helpful, friendly and courteous; the atmosphere comfortable and pleasant; and the collections, programs and layout convenient. Many new initiatives and improvements have been implemented as a result of this survey as noted in the Director’s Report. Rich Koeck, Chair of the Committee, and John Barrett were interviewed about the survey on WCTV’s “Focus on the Issues” program in November.

The Board and staff are eager to make the library as meaningful and accessible as possible to every person in Windham. We need and value suggestions and comments from all our residents.

Respectfully submitted,

Mary Lee Underhill

Chairperson



CEMETERY TRUSTEES



2002 proved very productive for the Trustees, as we were able to address many of our ongoing projects including:

- Begun in 2001, in an effort to stop sinking, the installation of foundations for our flat stone markers was completed.
- Headstone cleaning project, also started in 2001, continued through 2002 and is now 80% completed.
- The Geo Survey, an imaging of grave lots being conducted to update our mapping system and ease the winter burial process, also moved forward and is now 90% completed. Once finished, the Trustees will work with this information and cross over to our maps.

As ever, the youth of our community are one of the Trustees' greatest assets. With the help of the Eagle Scouts, in particular, a number of projects were completed including arrangement and reinforcement of the Veterans' markers to bring them to same height and better protect them from the elements. Also, our "Baby's Rest" area was formally dedicated at the new wall in the infants' section. In addition, the Boy/Girl/Cub Scouts and the Brownies assisted us, as always, by replacing all of our veteran gravesite flags in preparation for our Memorial Day ceremonies. We are always heartened by such dedication, and their efforts are truly appreciated.

Looking ahead to 2003, our anticipated projects include: landscaping around our flagpoles, repaving of the roadways, repairs to the stone walls, and loaming and re-seeding of various sections of our cemeteries. As well, we hope to find office space for our record-keeping and meetings sometime in the new Year.

Again, we extend a huge "thank you" to all who have assisted us in providing a service to our fellow townspeople, and we look forward to continuing such service in the year 2003.

Respectfully submitted for the Trustees,

Gail Webster
Chairman



CONSERVATION COMMISSION



The Commission has purchased the Windham portion of the Ingersoll family lands. This property is one of the last remaining tree farms in southern New Hampshire. The Windham land constitutes approximately 32 acres and abuts the existing Andrews Town Forest. The Commission is working with the Society for the Protection of New Hampshire Forests and the Towns of Londonderry and Hudson in their efforts to acquire the remaining property. The Commission has participated in LCHIP and Water Supply Land Grant (DES) applications related to these properties.

The Commission is actively pursuing the acquisition of other land parcels. These efforts are in various stages of negotiation. A land agent is also being brought on board to work with the Commission in their efforts to acquire more open space.

The Commission has been heavily involved with the I-93 widening project. Significant time has been spent working with the New Hampshire DOT regarding mitigation and preservation. Areas of town and specific land parcels have been identified and submitted to the DOT for consideration.

Two Eagle Scout projects were completed. A bluebird house trail, consisting of eight houses, was installed at Griffin Park. A new trail was recently completed in the Gage lands.

A walk in the Gage lands was sponsored this summer. The Commission also had an informational booth at the Windham Apple Festival that was very well attended.

The Commission conducted the annual monitoring of Deer Leap and the easement monitoring of the Landry Family Conservation easement.

Respectfully submitted,

James Finn

Chairman



WCTV CABLE COORDINATOR



2002 was an extremely productive year at Windham Community Television. I was hired in February and over the last ten months, with the help of our roster of volunteers, I have seen a remarkable growth and vitality return to WCTV.

Back in February, WCTV produced LIVE coverage of the Board of Selectmen, ZBA, and Planning Board meetings, as well as, three regular shows “Windham Watch”, “Town Talk”, and “Anna Marie’s Euro Kitchen”. Much of this lack of activity was due to not having a full-time cable coordinator in place. Since February we have added ten new regularly produced monthly shows and will be adding four more in the next month. In addition we are still producing “Windham Watch” and “Town Talk”. The following is a brief description of some of our new regular shows:

- **A Time For You** is a half hour program dealing with relaxation techniques and hypnosis.
- **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. Recent shows have dealt with the high school survey and the Nesmith Library.
- **The Woof Woof Show** is a program dealing with dog training and other related topics.
- **Health, Wealth, and Fitness** focuses on alternative and unique ways to stay fit
- **Yoga with Mimi** is a yoga show. Pretty self-explanatory.

We also have new shows beginning this month and next. They include:

- **Lawyers On Call** a LIVE half hour call-in show dealing with topics relating to the law.
- **Book Beat** will have five center school students discussing a particular book each month. It will be hosted by a school librarian.
- **An Untitled Cooking Show** This show will be hosted by a chef/nutritionist and will focus on healthy cooking and eating.
- **An Untitled Show with the Nesmith Library** This program will deal with issues facing the library and talk about books.

We did lose one of the longest running shows on WCTV when Anna Marie Carreiro moved away. Her cooking show was a staple on the channel and we are still running a “Best of Anna Marie”.

WCTV covered numerous town events including the “Easter Bunny”, “Little League Opening Day”, the “Don Zimmer Field Dedication”, “Strawberry Festival”, “Senior Picnic”, “September 11th ceremony”, “Apple Fest”, “Griffin Park Dedication”, and the “Tree Lighting Ceremony”. And one final programming note. On December 23rd, WCTV produced the first “Santa Is Coming To WCTV” LIVE at our studio. We got over fifty children in a span of an hour and a half. Special recognition should go to volunteer Belinda Sinclair (The Woof Woof Show) for putting this together. This will be an annual event.

WCTV instituted a new programming line-up that emphasizes consistent time slots for our regular shows. The intention is for residents to get to know when a show will be on, and hopefully get them to watch WCTV on a regular basis and become interested in volunteering. Another avenue I have been using to reach this goal is the weekly press releases about upcoming shows and new programming that Mrs. Carpenter has let me submit to the Independent. The more people are aware of WCTV the more they may watch and want to become involved.

WCTV welcomed fifteen or so new volunteers to the station and all of them have given what time they have to help produce this varied roster of programming. In May, Greg Truhlar was given a Volunteer Appreciation award for his long standing service taking care of the community bulletin board. Greg has left to study at Tufts University. Anna Marie Carreiro was presented with a special award for her many years of great cooking shows. In addition, we produced a special final show where Anna Marie interviewed many of the volunteers who helped her produce the show and many extremely funny out takes were shown as well.

WCTV upgraded its playback system while planning for a “digital future”. In November, we purchased, with the support and approval of the Cable Board, four DVD players and two DVD recorders. The four players have doubled our number of playback machines from four to eight. We now have four DVD players and four SVHS players. The SVHS decks are still needed because we do get programming (Army News etc...) that only comes on SVHS. All of the programming that we produce at the studio or in the field is now recorded and played back on digital media. In addition, we have the option to play back eight programs instead of four. WCTV also purchased an analog/digital video switcher for the control room which will improve our production capabilities, as well as, give us the flexibility to convert to digital when we upgrade future equipment.

Speaking of upgrade, Adelpia has almost completed the upgrade for the town regarding cable service and two-way internet access. The feedback I am getting from people who now have the two-way service is very positive.

And finally, I would like to thank all of the volunteers, the Cable Advisory Board, and everyone at Town Hall for making my first year as the “Cable Guy” a fun and productive one. Special thanks to two people in particular. Tom Case and Barbara Coish are WCTV and they have been nothing but helpful and generous with their time in answering my questions and getting me up to speed.

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

Respectfully submitted,

Jim Daddona

WCTV Cable Coordinator



In 2002, the Historic District/Heritage Commission continued its work overseeing restoration, construction, and land use in the Town of Windham's historic districts and supporting the protection and preservation of the town's historic assets.

In the Town Center Historic District this past year, the Commission worked with representatives of the Windham Presbyterian Church to approve an architectural design and plan for the renovation and expansion of the Church site. Construction was recently completed on the project with final landscaping scheduled for the Spring. Also, in the Town Center, renovation work began on the Bartley House and continues as of this writing. The preservation work necessitated the removal of several trees adjacent to the building. Landscaping, scheduled for 2003, will add plantings back to the site. In the Simpson Cellar Hole Historic District, a major clean-up was undertaken by Boy Scout and Windham resident, Kevin Cole, as partial fulfillment of his Eagle Scout requirements. Under Kevin's direction, the site was cleared of brush and trash; key features of the site were marked; and a large sign, identifying the site as a historic district, was placed in clear view from Marblehead Road. The Commission again expresses its sincere appreciation to Kevin Cole and those who assisted him for their excellent work.

In the Searles School and Chapel District, the Commission joined late in 2001 with the Historic Commission and David Sullivan's office to submit an LCHIP grant application to restore the interior of the Searles School and Chapel. Unfortunately neither this nor a subsequent submission was accepted. However, the Commission remains committed to pursuing LCHIP and other grant opportunities to fund restoration of this unique property.

The Commission has for several years been concerned with the deterioration of the Windham Depot site, once a key commercial center of the Town. With attention being directed on the site in 2002 as a result of its association with the Rockingham Recreational Trail, the Commission took initial steps toward designating state and town-owned property in the Windham Depot area as the Town's fifth historic district. The Commission views this action as important in preventing continued deterioration of the buildings and surrounding woodlands and as a demonstration of the Town's commitment to preserving this site.

A major project with potentially injurious effects on Town historic properties is the proposed expansion of I-93. The Commission has monitored the New Hampshire Department of Transportation's work on the project and, with other Town Committees, made concrete recommendations and provided constructive input on the DOT's project plans and proposed mitigation. Town historic assets potentially affected include the two former Armstrong houses and barn that constitute the current Common Man site, the Dinsmore (stone) house on Rt. 111, and Indian Rock, with the former three buildings directly threatened by the proposed change in the roadway. In order to accelerate the resolution of mitigation for these buildings, the Commission coordinated a meeting with Mr. Alex Ray, representing the Common Man, and the Town. Based on that meeting, a recommendation emerged to move the Common Man complex further east along 111A. The recommendation was presented to the DOT in a meeting in September. Representatives of the DOT, that included Commissioner Carol Murray were receptive to the recommendation and agreed to work with Mr. Ray toward a plan to acquire land east of the current Common Man site to which the buildings would be moved and reestablished.

HISTORIC DISTRICT/HERITAGE COMMISSION

In addition to its project work related immediately to land use, the Commission also seeks to educate and inform the citizens of Windham on matters related to the Town's history and heritage. Toward this end, the Commission is studying the establishment of a historic markers program that would facilitate the identification of historic homes and other structures in Windham, including the historic districts.

Finally, in its administrative work, the Commission developed and has proposed a revision of the Historic District Ordinance that would provide detailed review guidelines for projects in historic districts.

Respectfully submitted for the Commission,

Patrick J. Schena

Chairman



HISTORIC COMMITTEE



Many, many people in Town were very disappointed last March when the majority of the voters in Windham defeated the Article to obtain funding for completion of the West Room at Searles School. The voters evidently didn't understand that we were not requesting money, but rather permission to apply for a mortgage to do the work. The Searles School earns approximately \$25,000 annually via rental of the East Room for functions, which is more than enough to cover the payments on the loan. Completion of the West Room will serve to increase this annual income.

As such, we are once again this year asking you to vote YES for the CIP approved article for the Searles School. Remember, this not a money article, only approval for the Town to acquire funding.

The other article requiring a yes vote on the upcoming warrant, which also concerns the Searles Building, grants the Committee permission to withdraw money from the Searles Trust. All revenue produced by the Searles School is deposited into this trust, which was formed to facilitate restoration of the building. The Committee cannot, however, withdraw any of these funds without the approval of the voters. Currently, there is over \$50,000 in the Trust, and we ask that you remember to vote yes on this article as well.

None of the above funding, however, will restore the stained glass windows. If anyone feels they would like to make a donation towards the windows, or would like to purchase a memorial window, please contact the Windham Historic Committee at (603) 898-2490.

The Searles School is a beautiful building, of which the Town of Windham should be proud. It is a facility that supports itself, but also serves the Town by providing meeting rooms for Town functions and committee meetings. As always, Jeanette McMahon and Al Barlow and his crew work tirelessly to ensure each function runs smoothly. Their efforts are very much appreciated!

The Committee thanks you in advance for your support of the Searles School articles on the ballot in March, 2003.

Respectfully submitted for the Committee,

Marion Dinsmore

Co-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 seventeen (17) 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 seventeen (17) plans reviewed, the Committee offered highway safety comments on eight (8), with the remaining nine (9) plans requiring none, as the Committee felt they 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. 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 not putting up signs for the sake of installing a sign. This philosophy has resulted in some request for signage 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 requests 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.

In closing, I wish to extend our continued 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.

ITEMS TAKEN UNDER CONSIDERATION

	# Considered by HSC	# Approved by BOS	# Denied by BOS	# Still Pending	# Referred to State
New Signage					
Stop Signs	1	0	1	0	0
Slow Children Signs	2	0	2	0	0
Stop Ahead Signs	1	1	0	0	0
No Parking Signs	3	1	1	1	0
Blind Drive Signs	0	0	0	0	0
One Way Signs	0	0	0	0	0

HIGHWAY SAFETY COMMITTEE

	# Considered by HSC	# Approved by BOS	# Denied by BOS	# Still Pending	# Referred to State
Speed Limit Signs	4	1	3	0	0
Street Name Signs	1	0	0	0	0
Eliminate Signage					
Eliminate No Parking	0	0	0	0	0
Eliminate Passing Zone	1	0	0	0	1
Other					
Street Light	1	1	0	0	0
Install Traffic Light	0	0	0	0	0
Site Distance Concerns*	2	0	0	0	0

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

Respectfully submitted for the Committee,

David Sullivan

Town Administrator/Chairman



TECHNICAL ADVISORY COMMITTEE



The Technical Advisory Committee brought several projects to successful completion during 2002. Our mission continues to focus on enhancing our existing technologies to work in a more integrated fashion throughout every town department. A key ingredient of this synergy is the emphasis on communication across an expanding network and database infrastructure. The town now benefits from a high speed Internet access and an integrated telephone system that has been extended to all major departments.

Working together (IT Director, Library, and TAC), the town high-speed Internet access was provided by pooling resources and sharing connections with the Library. Access for email and Internet is now instantaneous. This resulted in lower cost, better reliability and faster access for the town.

Building on the existing fiber optic network that was activated among all town buildings last year, the town phone system will be upgraded to use a T1 to further reduce cost and provide additional features such as caller ID and Direct Dial digital ID's.

The town web site:

www.town.windham.nh.us

continues to expand its content with committee reports and budget information not easily available in any other format. The Webmaster also maintains a town-wide activity schedule. We welcome suggestions on what you would like to see on your town web site.

Nesmith Library Internet access bandwidth increased as a result of the integration with the town network infrastructure.

The Town's IT Director, working closely with the TAC continues long-range planning for integrating servers, networks, backups, and software usage.

The TAC remains heavily involved in all aspects of Windham's use of technology. We enthusiastically welcome your participation in our activities.

Respectfully submitted for the Committee,

Jacques Borcoche

Chairman



WINDHAM COMMUNITY BAND



Now in its sixth year, the Windham Community Band (WCB) continued to fulfill its role as a community-based musical organization. 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 2002 to the musical entertainment and cultural vitality of Windham and surrounding communities with the inauguration of two new musical traditions: the Concerts on the Common, held in July and August at Windham Common, and the "Swing's the Thing" dances, held in October and November at the Center School.

Under the musical leadership of Music Director Bruce Lee, the Concert Band continued to mature as a symphonic band and the Swing Band to raise its capabilities as a dance band. Bruce continues to provide both groups with an ever-expanding repertoire which is interesting and challenging to the players as well as stimulating and entertaining to audiences. Musical leadership of the band was strengthened this year by the addition of Rob Daisy as Assistant Conductor. Drawing on his background as a music educator and professional woodwind player, he has assisted Bruce in preparing Concert Band performances and served as conductor for the Derry Parade and Windham Tree Lighting.

The Windham Community Band's core performing group since the beginning has been the Windham Concert Band. Consisting of musicians of all ages, varied musical backgrounds, and many walks of life, the Concert Band continued to expand its repertoire, grow musically, attract new members, and entertain larger audiences. The 2002 concert schedule included the following events: the Windham Strawberry Festival, the opening concert in the first season of the Downtown Haverhill Association's summer concert series, two Concerts on the Common in Windham, the opening of Griffin Park, the Windham Apple Festival, the Evening of Giving at the Mall at Rockingham Park, the Derry Holiday Parade, and the Windham Tree Lighting Ceremony.

In its fifth year, the 20-member Windham Swing Band was more active than ever. 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. In addition to its monthly rehearsal/performances at the Stage Door Cafe in Manchester, the band played the following events in 2002: the fourth annual World War 2 Dance at the Windham Middle School; private events at Greeley Park in Nashua and DiBurro's Restaurant in Haverhill; a concert in the Downtown Haverhill Association's summer series; the Windham Apple Festival; the Lowell Elks Club benefit dance; the Halloween Masquerade Ball at Searles School; an event in Vermont; and the Evening of Giving at the Mall at Rockingham Park.

Also in its fifth year, the seven-member Windham Flute Ensemble, under the direction of David Howard, maintained a very active concert schedule. The Flute Ensemble was proud to play for the 90th Anniversary reception held by the Windham Woman's Club at Searles School. Other events included: the Trustee's Tea and Art Show at Salem's Kelley Library, the Windham Strawberry Festival at Nesmith Library, the opening of Derry Fest, and holiday concerts at Salem Haven Nursing Home, Hillcrest Terrace Retirement Community (Manchester), Kelley Library's Holiday Reception, and Windham Terrace Assisted Living.

All three groups performed at the Windham Community Band's annual "Evening of Music" at Castleton on March 23, 2002. We are preparing for another great year, beginning with our fifth annual Pops concert and swing dance on March 22, 2003 at Castleton and continuing with a full summer concert season.

The band wishes to thank their families, friends, audience and faithful followers. 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,

Roanne Copley

General Manager

David Howard

Assistant Manager



2002 EMPLOYEE WAGES AND BENEFITS



DEPARTMENT/ NAME	POSITION	REGULAR SALARY	SHIFT DIFFRN'L	OVER- TIME	HOLI- DAY	* CONT. SVCS.	INCENT. PAY	OT/HOL RECALC.	OTHER	TOTAL '02 GROSS PAY	** '02 BENEFITS	2002 SALARY & BENEFITS
<u>TOWN OFFICERS</u>												
Carpenter, Alan	Selectmen	1,100.00	-	-	-	-	-	-	-	1,100.00	84.16	1,184.16
Crisler, Margaret	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	Trstee/Tr 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	25,404.70	-	-	-	-	-	-	7.20 (a)	25,411.90	8,051.06	33,462.96
Davis, Kathleen	Adm Assistant	41,797.03	-	2,833.60	-	-	-	-	-	44,630.63	10,806.05	55,436.68
Devlin, Wendi	Adm Sec/Assessor	34,126.80	-	-	-	-	-	-	-	34,126.80	18,696.26	52,823.06
Keefe, Elaine	Adm Secretary	30,367.36	-	244.32	-	-	-	-	10,559.97 (e)	41,171.65	12,889.96	54,061.61
Hubbard, Kara	Intern	110.00	-	-	-	-	-	-	-	110.00	8.42	118.42
Sullivan, David	Town Admin.	75,029.73	-	-	-	-	-	-	41.04 (a)	75,070.77	25,526.58	100,597.35
<u>INFO. TECH.</u>												
DeLong, Eric	Tech Director	57,797.16	-	-	-	-	-	-	22.80 (a)	57,819.96	22,659.77	80,479.73
<u>TOWN CLERK</u>												
Hobbs, Laurie	Dep. Town Clerk	27,610.46	-	877.72	-	-	-	-	-	28,488.18	15,308.12	43,796.30
McCartney, Linda	Asst Town Clerk	24,802.86	-	511.77	-	-	-	-	825.00 (b)	26,139.63	3,581.87	29,721.50
Tuck, Joan	Town Clerk	23,863.29	-	-	-	-	-	-	-	23,863.29	1,500.04	25,363.33
<u>TAX COLLECTOR</u>												
Hunt, Alice	Dep. Tax Coll.	17,846.14	-	4,665.46	-	-	-	-	-	22,511.60	1,722.14	24,233.74
Robertson, Ruth	Tax Collector	41,303.04	-	3,654.72	-	-	-	-	-	44,957.76	5,451.27	50,409.03
<u>MAINTENANCE</u>												
Barlow, Alan	Maint. Super.	38,535.23	-	670.51	-	-	-	-	-	39,205.74	20,953.77	60,159.51
Garabedian, Joanne	Custodian	25,592.75	-	524.34	-	-	-	-	400.00 (c)	26,517.09	19,438.62	45,955.71
Gendron, Wendy	Custodian	15,158.10	-	896.28	178.96	-	-	-	-	16,233.34	8,199.08	24,432.42

2002 EMPLOYEE WAGES AND BENEFITS

DEPARTMENT/ NAME	POSITION	REGULAR SALARY	SHIFT DIFFRN'L	OVER- TIME	HOLI- DAY	* CONT. SVCS.	INCENT. PAY	OT/HOL RECALC.	OTHER	TOTAL '02 GROSS PAY	** '02 BENEFITS	2002 SALARY & BENEFITS
Montgomery, Bruce	Custodian	25,653.22	-	1,523.22	-	-	-	-	153.26 (c)	27,329.70	9,317.83	36,647.53
Porter, Robert	Custodian	17,334.30	-	7.10	-	-	-	-	-	17,341.40	2,193.57	19,534.97
<u>ELECTIONS</u>												
Griffin, Peter	Moderator	-	-	-	-	-	-	-	-	-	-	-
Moe, Jill	Supervisor	815.50	-	-	-	-	-	-	-	815.50	62.40	877.90
Skinner, Robert	Supervisor	794.50	-	-	-	-	-	-	-	794.50	60.79	855.29
Webster, Gail	Supervisor	969.50	-	-	-	-	-	-	-	969.50	74.18	1,043.68
<u>ASSESSING</u>												
Norman, Rex	Assessor	61,159.80	-	-	-	-	-	-	39.60 (a)	61,199.40	23,698.95	84,898.35
Zins, Jennifer	Admin Asst	4,349.20	-	-	-	-	-	-	-	4,349.20	3,241.26	7,590.46
<u>POLICE DEPT.</u>												
Baumann, Cathy	Prosecutor	29,257.80	-	-	-	-	-	-	-	29,257.80	2,238.04	31,495.84
Bliss, Bryan	Patrolman	13,226.01	72.91	188.95	881.73	141.71	-	2.38	-	14,513.69	3,710.02	18,223.71
Caron, Michael	Sergeant	50,001.07	690.97	9,534.39	3,252.89	6,709.07	1,243.75	507.05	709.60 (ac)	72,648.79	21,664.29	94,313.08
Clark, Daniel	Patrolman	16,123.13	82.35	448.74	1,133.65	838.43	-	3.98	-	18,630.28	4,534.20	23,164.48
Comeau, David	Patrolman	37,895.55	1,749.21	14,028.80	2,915.08	33,026.75	1,894.79	1,789.62	469.79 (c)	93,769.59	18,925.67	112,695.26
Cryts, Laura	Secretary	27,011.89	-	392.91	-	-	-	-	-	27,404.80	19,581.25	46,986.05
Desilets, Stephen	Patrolman	13,477.93	435.81	1,110.04	1,007.68	1,558.77	-	28.18	150.00 (b)	17,768.41	1,459.53	19,227.94
Fedele, Edward	Patrolman	37,895.57	909.90	11,847.02	2,769.32	6,709.18	947.39	716.29	700.00 (c)	62,494.67	21,135.98	83,630.65
Flynn, Jessica	Patrolman	24,310.65	213.70	2,013.40	1,511.52	2,078.36	-	23.00	-	30,150.63	6,950.78	37,101.41
Foley, Wendy	Patrolman	37,895.58	107.14	7,598.18	1,166.03	-	1,894.79	462.99	700.00 (c)	49,824.71	20,218.94	70,043.65
Knight, Mark *	Patrolman	12,571.37	130.24	405.95	698.40	104.76	-	3.96	1,342.65 (bce)	15,257.33	1,475.40	16,732.73
Lodise, Michael	Patrolman	37,895.61	351.26	7,467.57	2,332.06	1,079.47	1,894.79	580.81	700.00 (c)	52,301.57	15,366.26	67,667.83
Malisos, Greg	Patrolman	37,895.61	1,104.51	19,376.06	2,623.58	22,901.43	947.39	1,191.19	451.99 (c)	86,491.76	22,777.44	109,269.20
Moeckel, Bruce	Chief	71,456.89	-	-	-	-	-	-	769.00 (ac)	72,225.89	21,378.32	93,604.21
Moltenbrey, Steven	Patrolman	37,895.70	149.41	9,196.11	1,749.05	1,304.93	947.39	314.80	659.80 (c)	52,217.19	20,453.65	72,670.84
Occhipinti, Chuck	Sergeant	49,749.96	607.27	9,651.03	3,826.91	3,166.17	2,487.49	383.41	722.08 (ac)	70,594.32	20,918.42	91,512.74
Palermo, Louis	Patrolman	37,895.58	403.74	7,385.62	2,915.09	3,662.03	1,894.79	624.77	700.00 (c)	55,481.62	15,535.72	71,017.34
Record, Glen	Sergeant	39,966.52	1,436.04	15,468.03	2,945.03	18,660.18	1,275.34	1,466.77	700.00 (c)	81,917.91	22,477.80	104,395.71
Rogers, Scott	Patrolman	37,895.70	1,489.98	15,727.70	2,623.56	11,054.41	1,894.79	1,639.09	700.00 (c)	73,025.23	21,864.43	94,889.66

2002 EMPLOYEE WAGES AND BENEFITS

DEPARTMENT/ NAME	POSITION	REGULAR SALARY	SHIFT DIFFRN'L	OVER- TIME	HOLI- DAY	* CONT. SVCS.	INCENT. PAY	OT/HOL RECALC.	OTHER	TOTAL '02 GROSS PAY	** '02 BENEFITS	2002 SALARY & BENEFITS
Wagner, Carl	Sergeant	49,749.96	623.74	16,413.88	3,252.89	2,879.17	2,487.49	1,229.91	708.64 (ac)	77,345.68	22,374.77	99,720.45
Yatsevich, Patrick	Captain	54,833.14	-	-	-	-	-	-	712.96 (ac)	55,546.10	20,932.82	76,478.92
<u>DISPATCHING</u>												
Belinsky, Glenn *	Dispatcher	1,035.00	-	3,415.50	-	-	-	-	-	4,450.50	340.47	4,790.97
Cormier, Mary Jane*	Dispatcher	-	-	315.68	-	-	-	-	-	315.68	24.15	339.83
Denman, Deanna	Dispatcher	26,995.59	410.80	6,613.42	1,946.60	-	-	131.93	98.00 (c)	36,196.34	16,164.78	52,361.12
Gallant, Jason	Dispatcher	6,210.00	253.59	7,299.99	1,035.00	-	-	35.63	68.50 (c)	14,902.71	3,590.15	18,492.86
Lelievre, Kathleen	Dispatcher	25,875.19	351.07	6,419.97	1,791.36	-	-	111.41	223.00 (c)	34,772.00	20,368.19	55,140.19
Morgan, Leonard	Dispatcher	19,295.12	431.91	4,528.75	924.83	-	-	78.37	11,962.56 (cd)	37,221.54	8,871.28	46,092.82
Mullaney, Diane	Dispatcher	12,106.74	-	3,639.36	-	-	-	-	-	15,746.10	1,204.59	16,950.69
Talbott, Beth *	Dispatcher	16,420.80	142.44	2,043.27	796.16	-	-	15.63	1,148.99 (ce)	20,567.29	13,256.70	33,823.99
Tuck, Cindy *	Dispatcher	9,595.13	145.94	2,189.25	578.02	-	-	13.44	3,852.29 (ce)	16,374.07	3,906.51	20,280.58
Whittemore, Paul	Dispatcher	6,727.50	78.42	7,823.95	1,138.50	-	-	7.42	115.50 (c)	15,891.29	3,693.62	19,584.91
<u>FIRE DEPT.</u>												
Bergeron, Rita *	Secretary	1,339.02	-	-	-	-	-	-	-	1,339.02	102.52	1,441.54
Brown, James	Lieutenant	45,752.99	-	18,059.07	2,217.09	810.40	560.95	373.10	713.80 (caf)	68,487.40	11,310.78	79,798.18
Brown, William	Lieutenant	45,752.97	-	40,263.65	2,602.36	5,578.95	1,121.90	1,706.61	975.80 (caf)	98,002.24	19,156.00	117,158.24
Campbell, Gordon	Firefighter	25,131.46	-	10,470.90	989.80	1,144.51	-	-	-	37,736.67	7,383.73	45,120.40
Cizmadia, Louis	Callfirefighter	4,548.52	-	497.66	-	-	-	-	-	5,046.18	386.01	5,432.19
Curran, Joseph	Callfirefighter	1,156.01	-	169.10	-	-	-	-	-	1,325.11	101.33	1,426.44
Curtin, James	Callfirefighter	1,875.67	-	1,782.71	-	-	-	-	-	3,658.38	279.85	3,938.23
Decker, Lisa	Callfirefighter	9,226.22	-	2,405.41	-	1,605.85	-	-	-	13,237.48	1,012.65	14,250.13
Delaney, Scott	Lieutenant	45,752.95	-	14,515.32	2,131.47	141.11	2,337.38	850.55	455.40 (ca)	66,184.18	21,398.04	87,582.22
Delaney, William	Callfirefighter	1,654.01	-	1,445.42	-	-	-	-	-	3,099.43	237.10	3,336.53
Demarco, Ralph	Firefighter	38,670.98	-	15,375.08	1,969.77	1,037.26	1,594.55	758.30	243.50 (c)	59,649.44	21,662.24	81,311.68
Dunn, Timothy	Firefighter	37,094.65	-	10,739.50	2,041.52	257.36	1,071.64	378.67	450.00 (c)	52,033.34	10,789.97	62,823.31
Fruchtman, Steven *	Chief	54,216.61	-	-	-	-	-	-	25,929.38 (cae)	80,145.99	20,944.91	101,090.90
Gendron, Wendy	Callfirefighter	479.41	-	-	-	-	-	-	-	479.41	36.68	516.09
Goterch, Stephen	Callfirefighter	2.70	-	67.47	-	-	-	-	-	70.17	5.37	75.54
Hanlon, Jennifer	Firefighter	38,040.25	-	10,122.17	1,959.82	113.29	3,051.62	918.17	450.00 (c)	54,655.32	11,080.89	65,736.21

2002 EMPLOYEE WAGES AND BENEFITS

DEPARTMENT/ NAME	POSITION	REGULAR SALARY	SHIFT DIFFRN'L	OVER- TIME	HOLI- DAY	* CONT. SVCS.	INCENT. PAY	OT/HOL RECALC.	OTHER	TOTAL '02 GROSS PAY	** '02 BENEFITS	2002 SALARY & BENEFITS
Hildebrandt, Eric	Firefighter	26,559.05	-	12,023.72	1,109.78	393.67	-	-	450.00 (c)	40,536.22	7,843.72	48,379.94
Hoegen, Ron	FF/Fire Inspect.	42,133.10	-	-	-	-	-	-	457.20 (ca)	42,590.30	19,843.36	62,433.66
Johnson, Wilfred	Callfirefighter	2,723.52	-	552.84	-	64.77	-	-	-	3,341.13	255.60	3,596.73
Kurgan, Gary	Firefighter	22,216.33	-	6,036.00	1,199.75	179.96	-	-	-	29,632.04	13,562.65	43,194.69
McPherson, Tom	FF/Act. Insp.	40,673.72	-	18,126.79	524.79	1,535.86	1,508.77	807.06	385.07 (c)	63,562.06	21,130.07	84,692.13
Merrill, William	Firefighter	19,543.28	-	5,581.84	899.82	157.47	-	-	-	26,182.41	10,487.98	36,670.39
Messier, Donald	Dep./Act. Chief	55,235.84	-	-	-	-	-	-	50.92 (ca)	55,286.76	21,665.16	76,951.92
Mistretta, Michael	Firefighter	39,816.27	-	3,865.70	2,060.56	56.65	2,309.33	350.66	254.61 (c)	48,713.78	20,827.51	69,541.29
Moltenbrey, Jay	Lieutenant	45,752.95	-	16,872.99	2,473.94	545.35	3,739.65	1,606.13	455.40 (ca)	71,446.41	22,762.55	94,208.96
Norton, David	Callfirefighter	9,351.50	-	1,677.64	-	146.37	-	-	-	11,175.51	854.90	12,030.41
Ramsden, Patricia	Secretary	23,950.43	-	6,228.20	-	-	-	-	900.00 (b)	31,078.63	4,382.04	35,460.67
Richards, Kimberly	Callfirefighter	1,763.23	-	823.55	-	-	-	-	-	2,586.78	197.93	2,784.71
Ryan, Thomas	Callfirefighter	442.08	-	95.06	-	-	-	-	-	537.14	41.09	578.23
Savard, Scott	Firefighter	40,438.28	-	6,016.12	2,224.16	929.27	1,402.09	317.06	450.00 (c)	51,776.98	20,651.05	72,428.03
Souhlaris, Matthew	Callfirefighter	10.38	-	-	-	-	-	-	-	10.38	0.79	11.17
Specian, Michael	Callfirefighter	1,585.47	-	1,081.80	-	-	-	-	-	2,667.27	204.03	2,871.30
Taylor, Robert	Callfirefighter	4,065.33	-	1,251.61	-	-	-	-	-	5,316.94	406.69	5,723.63
Tieland, Steven	Callfirefighter	1,186.55	-	1,484.35	-	-	-	-	-	2,670.90	204.29	2,875.19
Tokanel, John	Callfirefighter	642.17	-	140.74	-	-	-	-	-	782.91	59.90	842.81
Vanvoorhis, Steve	Callfirefighter	3,225.94	-	426.01	-	-	-	-	-	3,651.95	279.34	3,931.29
Worthington, Don	Firefighter	40,438.28	-	21,425.01	1,959.82	5,925.41	2,556.76	1,828.31	190.01 (c)	74,323.60	22,899.72	97,223.32
Zins, Scott	Firefighter	39,903.93	-	18,509.26	1,921.22	232.87	1,879.73	982.25	239.00 (c)	63,668.26	22,023.82	85,692.08
<u>PLANNING/DEV</u>												
Brouillet, David	PT Asst Planner	580.00	-	-	-	-	-	-	-	580.00	44.37	624.37
Charland, Nancy	Secretary	11,001.75	-	-	-	-	-	-	-	11,001.75	1,391.67	12,393.42
Flanders, Bruce	Building Inspect.	53,590.25	-	-	-	-	-	-	102.96 (a)	53,693.21	11,869.77	65,562.98
Gray, Virginia	Secretary	28,957.64	-	39.80	-	-	-	-	-	28,997.44	15,458.96	44,456.40
Kovolyan, Patricia	Secretary	12,412.89	-	-	-	-	-	-	-	12,412.89	1,570.20	13,983.09
Logan, Margo	Intern	2,410.00	-	-	-	-	-	-	-	2,410.00	184.37	2,594.37
Madigan, Edward	PT Inspector	11,496.48	-	-	-	-	-	-	-	11,496.48	879.43	12,375.91

2002 EMPLOYEE WAGES AND BENEFITS

DEPARTMENT/ NAME	POSITION	REGULAR SALARY	SHIFT DIFFRN'L	OVER- TIME	HOLI- DAY	* CONT. SVCS.	INCENT. PAY	OT/HOL RECALC.	OTHER	TOTAL '02 GROSS PAY	** '02 BENEFITS	2002 SALARY & BENEFITS
Turner, Alfred	Planning Direct.	68,054.45	-	-	-	-	-	-	69.00 (a)	68,123.45	24,655.55	92,779.00
Twarog, Eric *	Asst Planner	11,005.54	-	1,060.70	-	-	-	-	146.79 (e)	12,213.03	2,983.82	15,196.85
Warren, Walter	Asst Planner	30,399.19	-	4,804.55	-	-	-	-	1.20 (a)	35,204.94	15,047.08	50,252.02
<u>SOLID WASTE</u>												
Bell, Lesley	Laborer	34,561.18	-	532.03	1,063.72	-	-	-	365.06 (c)	36,521.99	16,343.91	52,865.90
Bleeker, Kevin	Truck Driver	6,486.46	-	-	-	-	-	-	-	6,486.46	496.22	6,982.68
Dobson, Robert	Laborer	34,560.51	-	1,401.95	1,192.81	-	-	-	12.42 (c)	37,167.69	20,771.44	57,939.13
Gendron, Wendy	Laborer	11,795.01	-	108.71	337.27	-	-	-	-	12,240.99	1,296.37	13,537.36
Holm, Wayne	Supervisor/Driver	43,077.71	-	943.33	1,310.08	-	-	-	400.00 (c)	45,731.12	16,825.26	62,556.38
Lorentzen, Chris	Laborer	31,754.24	-	11.99	757.32	-	-	-	400.00 (c)	32,923.55	10,047.45	42,971.00
Parsons, Ralph	PT Laborer	20,745.59	-	-	-	-	-	-	-	20,745.59	1,587.08	22,332.67
Poulson, David	Transfer Mgr.	53,251.91	-	-	-	-	-	-	419.32 (ca)	53,671.23	20,072.18	73,743.41
<u>HIGHWAY DEPT.</u>												
Hindes, Steven	Highway Laborer	9,575.63	-	992.58	230.16	-	-	-	-	10,798.37	5,252.32	16,050.69
McCartney, John	Highway Agent	55,151.40	-	-	-	-	-	-	33.12 (a)	55,184.52	23,006.93	78,191.45
<u>ANIMAL CONT.</u>												
Butterfield, Charles	Dep. AC Officer	845.18	-	-	-	-	-	-	-	845.18	64.65	909.83
Seifert, Alfred	AC Officer	11,845.58	-	-	-	-	-	-	-	11,845.58	906.36	12,751.94
<u>RECREATION</u>												
Alosso, Jodie	Beach Staff	2,426.75	-	-	-	-	-	-	-	2,426.75	185.67	2,612.42
Becht, Kori	Beach Staff	4,611.60	-	-	-	-	-	-	-	4,611.60	352.80	4,964.40
Gallagher, Brian	Beach Staff	2,889.00	-	-	-	-	-	-	-	2,889.00	221.00	3,110.00
Gallagher, Colleen	Beach Staff	6,568.40	-	-	-	-	-	-	-	6,568.40	502.49	7,070.89
Lachance, Carolyn	Beach Staff	2,064.00	-	-	-	-	-	-	-	2,064.00	157.88	2,221.88
Maroon, Bethany	Beach Staff	2,754.00	-	-	-	-	-	-	-	2,754.00	210.70	2,964.70
Moser, Kerri	Beach Staff	2,881.50	-	-	-	-	-	-	-	2,881.50	220.42	3,101.92
Moser, Kristin	Beach Staff	2,716.00	-	-	-	-	-	-	-	2,716.00	207.79	2,923.79
Prizio, Kathryn	Beach Staff	314.50	-	-	-	-	-	-	-	314.50	24.07	338.57
<u>LIBRARY</u>												
Barrett, John	Library Director	54,190.05	-	-	-	-	-	-	33.12 (a)	54,223.17	22,899.94	77,123.11

2002 EMPLOYEE WAGES AND BENEFITS

DEPARTMENT/ NAME	POSITION	REGULAR SALARY	SHIFT DIFFRN'L	OVER- TIME	HOLI- DAY	* CONT. SVCS.	INCENT. PAY	OT/HOL RECALC.	OTHER	TOTAL '02 GROSS PAY	** '02 BENEFITS	2002 SALARY & BENEFITS
Chen, Yi-Ching	Library Assistant	11,871.11	-	-	-	-	-	-	-	11,871.11	908.10	12,779.21
Corvi, Alberta	Catalog Librn	33,475.03	-	210.21	-	-	-	-	-	33,685.24	15,536.61	49,221.85
Day, Jena	Librn Admin Asst	13,532.66	-	-	-	-	-	-	-	13,532.66	1,035.21	14,567.87
Freeston, Lois	Reference/ILL	40,237.96	-	183.92	-	-	-	-	-	40,421.88	21,190.70	61,612.58
Frey, Karen	Library Assistant	2,267.31	-	-	-	-	-	-	-	2,267.31	173.42	2,440.73
Mayr, Diane	Adult Svcs/Coll Dev	29,839.08	-	237.59	-	-	-	-	-	30,076.67	10,362.11	40,438.78
McCue, Angela	Asst. Youth Svcs	23,924.56	-	-	-	-	-	-	225.00 (b)	24,149.56	1,792.56	25,942.12
Miloro, Michael	Library Assistant	9,456.40	-	-	-	-	-	-	-	9,456.40	723.38	10,179.78
Nagle, Barbara	Library Assistant	13,819.40	-	-	-	-	-	-	-	13,819.40	1,057.24	14,876.64
Rittenhouse, Elaine	Periodical/Acq Lib.	33,273.56	-	-	-	-	-	-	-	33,273.56	19,884.34	53,157.90
Sanderling, Marija	Asst Library Direct	41,927.43	-	-	-	-	-	-	-	41,927.43	17,459.12	59,386.55
Shea, Carolyn	Audio Visual Librn.	34,776.13	-	143.07	-	-	-	-	-	34,919.20	16,166.64	51,085.84
Strauss, Elizabeth	Youth Service Lib.	26,395.75	-	1,627.09	-	-	-	-	-	28,022.84	20,134.73	48,157.57
<u>EMERGENCY MGT</u>												
Horaj, Mary	Secretary	1,582.53	-	-	-	-	-	-	-	1,582.53	121.06	1,703.59
<u>CABLE</u>												
Daddona, James	Coordinator	31,241.25	-	-	-	-	-	-	750.00 (b)	31,991.25	2,351.88	34,343.13
		<u>3,263,379.56</u>	<u>12,372.35</u>	<u>469,382.77</u>	<u>79,170.93</u>	<u>136,731.20</u>	<u>42,944.56</u>	<u>22,238.90</u>	<u>76,422.30</u>	<u>4,102,642.57</u>	<u>1,292,620.72</u>	<u>5,395,263.29</u>

* - Individual who either retired or resigned from the Town during 2002

(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

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



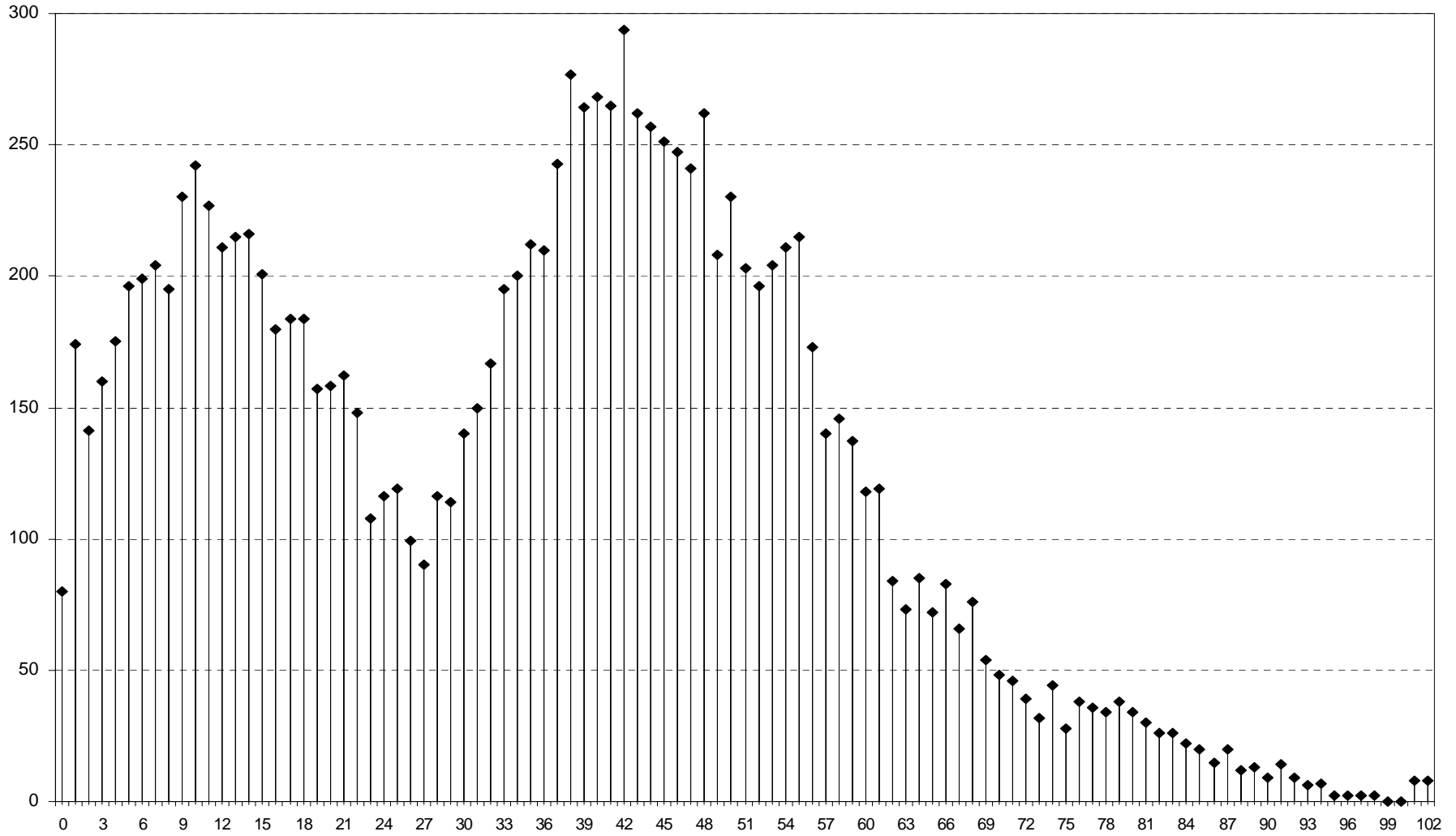
VITAL STATISTICS RECORDED



Currently not available for web viewing.



WINDHAM CENSUS BY AGE AS OF 09/30/2002



Total Population = 13,009

