

TOWN OF HOLLIS  
NEW HAMPSHIRE



2018 ANNUAL REPORT



## Local Government Contact Information

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

### EMERGENCY SERVICES

#### **Fire Department/Rescue Services**

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

#### **Police Department/Communications Center**

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

### PUBLIC WORKS DEPARTMENT

10 Muzzey Road  
Phone: 603-465-2246  
Tod Croteau, Director of Public Works  
Email: [tcroteau@hollisnh.org](mailto:tcroteau@hollisnh.org)  
Beverly Hill, Administrative Assistant  
Email: [bhill@hollisnh.org](mailto:bhill@hollisnh.org)

### SOLID WASTE DISPOSAL

Transfer Station, 10 Rocky Pond Road  
Phone: 603-465-3299  
Hours of Operation: Tuesday and Saturday 8AM-5PM,  
Thursday 12-7PM

Stump Dump, Depot Road  
Phone: 603-465-2143  
Hours of Operation: Wednesday and Saturday 8AM-5PM

### TOWN CLERK'S OFFICE

3G Marketplace  
Phone: 603-465-2064  
Lisa Claire, Town Clerk  
Diane Leavitt, Deputy Town Clerk  
Email: [townclerk@hollisnh.org](mailto:townclerk@hollisnh.org)  
Hours: Monday 1:00PM -7:00PM  
Wednesday 8:00AM-1:00PM  
Friday 8:00AM-1:00PM  
1st Saturday of each month 8:00AM-11:00 AM

### TOWN HALL

7 Monument Square  
Phone: 603-465-2209  
Jackie Hill, Receptionist, ext 111  
[townhall@hollisnh.org](mailto:townhall@hollisnh.org)  
Hours: Monday-Friday 8:00AM-3:00PM

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

Phone: 603-465-2209  
Lori Radke, Town Administrator, ext. 101  
Email: [administration@hollisnh.org](mailto:administration@hollisnh.org)  
Christine Herrera, Assist. Town Administrator, ext. 103  
Email: [Cherrera@hollisnh.org](mailto:Cherrera@hollisnh.org)

### **Assessing Department**

Phone: 603-465-2209 ext. 105  
Connie Cain, Assistant to the Assessor  
Email: [assessing@hollisnh.org](mailto:assessing@hollisnh.org)

### **Building/Zoning/Code Enforcement Department**

Phone: 603-465-2209 ext. 501  
William Condra, Building Inspector/Code Enforcement  
Email: [building@hollisnh.org](mailto:building@hollisnh.org)  
Donna Lee Setaro, Building and Land Use Coordinator  
Email: [zoning@hollisnh.org](mailto:zoning@hollisnh.org)

### **Finance Department**

Phone: 603-465-2209 ext. 110  
Deborah Padykula, Finance Office  
Email: [finance@hollisnh.org](mailto:finance@hollisnh.org)

### **Information Technology**

Dawn Desaulniers, IT Director  
Email: [support@hollisnh.org](mailto:support@hollisnh.org)

### **Planning Department**

Phone: 603-465-2209 ext. 108  
Planning Secretary  
Email: [planning@hollisnh.org](mailto:planning@hollisnh.org)  
Mark Fougere, Town Planner  
Email: [planner@hollisnh.org](mailto:planner@hollisnh.org)

### **Tax Department**

Phone: 603-465-2209 ext. 104  
Camila Devlin Tax Collector  
Email: [tax@hollisnh.org](mailto:tax@hollisnh.org)

### **HOLLIS SOCIAL LIBRARY**

2 Monument Square, PO Box 659  
Phone: 603-465-7721 Fax: 603-465-3507  
Laura Klain, Library Director  
Email: [director@hollislibrary.org](mailto:director@hollislibrary.org)

## Frequently Called Numbers

EMERGENCY (POLICE, FIRE, AMBULANCE) ..... 911

**Town Hall Main Number** ..... 465-2209

**Town Hall Fax Number** ..... 465-3701

Visit the Town's Web Site at [www.hollisnh.org](http://www.hollisnh.org)

Assessing Department .....ext. 105  
Building Department .....ext. 501  
Facility Scheduling (Lawrence Barn, Town Hall) ..... ext. 111  
Finance Department.....ext. 110  
Planning Department .....ext. 108  
Recreation Department.....ext. 115  
Selectmen's Office .....ext. 101  
Tax Collector.....ext. 104  
Welfare Assistance.....ext. 101

**Town Clerk** ..... 465-2064

**Animal Control Officer** ..... 465-2303

**Communication Center** ..... 465-2303

**Police (non emergency)** ..... 465-7637

**Department of public works** ..... 465-2246

Stump Dump..... 465-2143

Transfer Station..... 465-3299

**Fire Department (non emergency)** ..... 465-6001

Health Office ..... 465-6001

**Hollis Post Office** ..... 465-9030

**Hollis Social Library** ..... 465-7721

**Charter Communications** ..... 1-866-472-2200

**TDS Telecom** ..... 1-866-571-6662

**Eversource** ..... 1-800-340-9822

### **SCHOOLS**

Hollis Primary School ..... 324-5995

Hollis Upper Elementary School ..... 465-9182

Hollis Brookline Middle School ..... 465-5997

Hollis Brookline High School ..... 465-2269

Hollis Brookline Superintendent's Office ..... 324-5999

**Annual Report  
for the Town of**

**HOLLIS, NEW HAMPSHIRE**

*for the year*

**Two Thousand Eighteen**

**Annual Reports**



*of the*

**Officers and Committees**

*of the Town of*

**HOLLIS, NEW HAMPSHIRE**

**FOR THE YEAR ENDING DECEMBER 31, 2018**

*with Reports of the*

**Hollis School District**

*and the*

**Hollis/Brookline**

**Cooperative School District**

Town Report compiled and edited by Christine Herrera, Donna Lee Setaro and Jackie Hill  
Cover Artwork "Hollis Common" original watercolor by Elizabeth Whelton (ewhelton@gmail.com)  
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# Dedication

## DR. VAHRIJ MANOUKIAN



The 2018 Annual Town Report is dedicated to the memory of Dr. Vahrij Manoukian in recognition of 33 years of dedicated service to the Town of Hollis and its residents.

Born in Beirut, Lebanon in 1952, Vahrij was one of four children of the late Nazareth and Anouch Manoukian. He immigrated to the United States in 1977 and resided in Boston before moving to New Hampshire in 1980.

Vahrij established the Hollis Pharmacy and General Store that he owned and operated for the past 33 years. He was extremely proud of his store which did not take long in becoming a mandatory stop and landmark for all Presidential Candidates.

A Hollis Selectman for over 15 years, Dr. Manoukian was also a member of the Hollis Brookline Rotary Club, and President of the Board of Pharmacy for the State of New Hampshire. He played a major role in the Armenian Pharmacy Association of New England; Board Member of the Child Advocacy Center, Chairman of the Republican Party of Hillsborough County and member of the Legal Ethics Committee of New Hampshire. He was the recipient of the Town of Hollis Citizen of the Year award in 2015. In addition, he received the award for Citizen of the Year for the State of New Hampshire by the Veterans of Foreign Wars.

In his leisure time, he enjoyed spending time with family and friends and had a passion for cars, motorcycles and the New England Patriots. Additionally, he tirelessly fought to put an end to the opioid crisis and implement the New Hampshire Controlled Drug Prescription Health and Safety Program.

Vahrij was known and loved by not only the Hollis community, but all of those who were fortunate enough to be touched by his presence, and influenced to be better human beings.





## **In Recognition of Retirement**



**THOMAS BAYRD  
DIRECTOR OF PUBLIC WORKS  
1995-2018**

Tom retired as the Director of Public Works in 2018, after working for the Town of Hollis for 23 years. Tom was hired by Arthur LeBlanc as an Equipment Operator/ Laborer where he held that position for 12 years before being promoted in 2007 to a Working Equipment Operator Foreman, responsible for equipment maintenance, building maintenance, gravel road maintenance and ordering of all building and shop supplies. After 6 years as a Foreman, in 2013, he was promoted to the Director of Public Works.

Tom applied all of his experience and knowledge of carpentry, welding and maintenance to his occupation. He took great pride in his work and was always willing to go out of his way to help others. Tom would put forth whatever amount of hours it would take to ensure a task was fulfilled to its entirety. Tom's devotion and caring personality will be greatly missed. We wish him well in his retirement.

***TOWN OF HOLLIS***  
***2019 WARRANT***

## **2019 Town Warrant-Elections**

THE STATE OF NEW HAMPSHIRE  
LAWRENCE BARN COMMUNITY CENTER  
THE POLLS WILL BE OPEN FROM 7:00 AM TO 7:00 PM  
**Tuesday, March 12, 2019**

To the Inhabitants of the Town of Hollis in the County of Hillsborough in said State, qualified to vote in Town Affairs. You are hereby notified to meet at the Lawrence Barn Community Center on Tuesday, march 12, 2019 between the hours of 7:00 Am and 7:00 Pm, for the purpose of choosing town officers elected by an official ballot and other action required to be inserted on said official ballot and, further, to meet at the Hollis Brookline Cooperative High School in said town on, Saturday, march 16, 2019 at 10:00 Am, for the second session of the town meeting for the transaction of all other town business, specifically to act on the following subjects:

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

Given under our hands and seal, this 4<sup>th</sup> day of February, 2019.

### **Board of Selectman, Town of Hollis**

Mark Le Doux, Chairman  
David Petry, Vice Chairman  
Frank Cadwell  
Peter Band  
Paul Armstrong

A true copy of the warrant-Attest:

### **Board of Selectman, Town of Hollis**

Mark Le Doux, Chairman  
David Petry, Vice Chairman  
Frank Cadwell  
Peter Band  
Paul Armstrong



# 2019 Planning Board Ballot

## AMENDMENTS TO THE HOLLIS ZONING ORDINANCE

**1. ARE YOU IN FAVOR OF ADOPTION OF AMENDMENT 1 AS PROPOSED BY THE PLANNING BOARD FOR THE TOWN OF HOLLIS ZONING ORDINANCE AS FOLLOWS?:**

Amend Section XC Zoning Districts, Industrial Zone, 1. Permitted Uses in the Industrial Zone, by adding the following new allowable uses:

- h. indoor sports or fitness businesses, including but not limited to batting cages, health clubs, golf driving ranges, and gymnastic clubs.

**Reason:** to expand permitted uses in the industrial zone given the demonstrated nature of the changes in the uses for an Industrial Zone.

YES  NO

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# 2019 Town Warrant

Annual Meeting, Town of Hollis

Saturday, March 16, 2019

10:00AM Hollis Brookline Cooperative High School

## ARTICLE 1 - Officials Reports

To hear reports of the Board of Selectmen, other Town Officers and Committees.

## ARTICLE 2 – Land Acquisition – Hardy Property

To see if the Town will vote to raise and appropriate the sum of \$750,000.00 (gross budget) to acquire full ownership interest to certain tracts or parcels of land, together with any buildings thereon, in the Town of Hollis and as more particularly specified below, on such terms and conditions as determined by the Board of Selectmen and as more particularly specified below.

Said funding shall be raised as follows:

- Not more than \$80,000, shall be raised hereby through *ad valorem* taxes; and,
- Not more than \$450,000 shall be paid by the Conservation Commission from the conservation fund, on the condition that said Commission (as well as the Board of Selectmen) shall approve such acquisition in the manner required by *RSA 36-A:5, (II)*, prior to concluding the purchase; and,
- Not more than \$200,000, if available, shall be paid from the unassigned fund balance available as of December 31, 2018; and,
- Not more than \$20,000, if available, shall be paid from the Forest Maintenance Fund, as authorized by the Forestry Management Committee, it being a condition of such funding that all or a portion of the property referenced below shall be identified and designated as a ‘Town Forest’, within the meaning of *RSA 31:110-113*, said portion of said property being thereafter subject to the management and maintenance of said Forestry Management Committee.

The Board of Selectmen is also hereby authorized to apply for and accept gifts, grants, or other forms of assistance, from both public and private sources, to offset the raising and appropriating of the funds referenced above. If the gross amount of this appropriation cannot be confirmed as available through one or all of the combination of the foregoing means on or before December 31, 2019, this appropriation shall be rendered void and shall lapse.

This acquisition shall also be subject to the following additional condition:

The property shall be conveyed to the Town subject to suitable conditions and use restrictions that shall insure that the property will be utilized in perpetuity for conservation purposes within the meaning of *RSA 36-A:4*, forestry purposes, within the meaning of *RSA 31:110-113*, and such additional passive recreation purposes as determined by the Board of Selectmen with the consent of the Conservation Commission, Forestry Management Committee and Trails Committee, which property, after such acquisition, shall be managed and maintained jointly by said committees, as the appropriate scope of their respective oversight(s) shall appear. Such restrictions shall be contained in the conveyancing instrument by means of which title to the Town is granted and shall restrict the property in perpetuity. If the said committees and Boards are unable to agree on the terms and conditions of said conditions by December 31, 2019, this appropriation and authorization shall be null and void and shall lapse.

The certain tract or parcel of land which are authorized be purchased hereby, is known as the ‘Hardy Property, and is more particularly, described below:

<i>Tax Map/Lot</i>	<i>Owner (tax records)</i>	<i>Approx. Acreage</i>	<i>Book/Page Hillsborough Registry</i>
31-009	<i>Ernest E. Hardy and Jane E. Hardy Revocable Trust</i>	75.90	2254-0469 excepting 2774-0597

Subject to the conditions set forth above, this will be a non-lapsing appropriation per RSA 32:7, III and will not lapse until the purpose for which the appropriation is made shall be completed. This is a special warrant article pursuant to RSA 32:3 (VI)(b).

Recommended by Selectmen

Recommended by Budget Committee-8-0-0

**ARTICLE 3 – Elderly Exemption Modification**

To see if the Town will vote, pursuant to RSA 72:27-a, to modify RSA 72:39-b, Elderly Exemption from property tax in the Town of Hollis based on assessed value, for qualified full time resident tax payers to be as follows: for a person 65 years of age up to 75 years, \$159,000; for a person 75 years of age up to 80 years, \$190,000; for a person 80 years of age or older \$222,000. To qualify, the person must have been a New Hampshire resident for at least 3 consecutive years preceding April 1<sup>st</sup>, 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 five consecutive years.

In addition, the taxpayer must have a net income, as that term is defined in RSA 72:39-a, in each applicable age group of not more than \$53,000 or, if married, a combined net income of not more than \$60,500 and own net assets not in excess of \$165,000; excluding the value of the person’s actual residence and the land upon which it is located up to the greater of 2 acres or the minimum single family residential lot size specified in the local zoning ordinance.

Recommended by Selectmen

Recommended by Budget Committee-8-0-0

**ARTICLE 4 – Conservation Commission**

To see whether the Town will vote, pursuant to RSA 79-A:25 (IV), to change the action taken at the March Annual Town Meeting of 1999, which action authorized that fifty percent (50%) of funds collected from the Land Use Change Tax (LUCT) be deposited in the Conservation Fund, by increasing said amount to seventy-five percent (75%) that is provided to the Conservation Fund. The vote shall take effect in the tax year beginning April 1, 2019.

Recommended by Selectmen

Not Recommended by Budget Committee-1-7-0

**ARTICLE 5 – Multi-Purpose Dump Truck Lease Purchase**

To see if the Town will vote to authorize the selectmen pursuant to RSA 33:7-e to enter into a five (5) year lease purchase agreement for the sum of \$230,000, for the purpose of lease purchasing one (1) dump truck with equipment and attachments for the Public Works Department, and to raise and appropriate the sum of \$23,000 for the first year’s payment for that purpose. This lease purchase agreement contains an escape clause.

FY19	FY20	FY21	FY22	FY23	FY24	TOTAL
\$23,000	\$46,000	\$46,000	\$46,000	\$46,000	\$23,000	\$230,000

Recommended by Selectmen

Recommended by Budget Committee-7-1-0

**ARTICLE 6 - Pick-Up Truck Lease Purchase**

To see if the Town will vote to authorize the selectmen pursuant to RSA 33:7-e to enter into a five (5) year lease purchase agreement for the sum of \$60,000, for the purpose of lease purchasing one (1) pick-up truck with equipment and attachments for the Public Works Department, and to raise and appropriate the sum of \$6,000 for the first year’s payment for that purpose. This lease purchase agreement contains an escape clause.

FY19	FY20	FY21	FY22	FY23	FY24	TOTAL
\$6,000	\$12,000	\$12,000	\$12,000	\$12,000	\$6,000	\$60,000

Recommended by Selectmen

Recommended by Budget Committee-8-0-0



**ARTICLE 7 – Fire Truck Lease Purchase**

To see if the Town will vote to authorize the selectmen pursuant to RSA 33:7-e to enter into a seven (7) year lease purchase agreement for the sum of \$700,000, for the purpose of lease purchasing one (1) fire truck with equipment and attachments for the Fire Department, and to raise and appropriate the sum of \$50,000 for the first year’s payment for that purpose. This lease purchase agreement contains an escape clause.

FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	TOTAL
\$50,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$50,000	\$700,000

Recommended by Selectmen

Recommended by Budget Committee-8-0-0

**ARTICLE 8 – Fire Pump Truck Repair**

To see if the Town will vote to raise and appropriate the sum of \$130,000 to rebuild the 2005 Spartan fire engine that will replace the 1997 International pump truck. This article is contingent upon the passage of article 7, if article 7 fails; this warrant article will become null and void.

Recommended by Selectmen

Recommended by Budget Committee-8-0-0

**ARTICLE 9 – Asset Management Software**

To see if the Town will vote to raise and appropriate the sum of \$30,000 to purchase Asset Management Software for the Department of Public Works. Said funds to come from the unassigned fund balance as of December 31, 2018, if available. No amount to be raised from taxation.

Recommended by Selectmen

Recommended by Budget Committee-8-0-0

**ARTICLE 10 - Old Home Day Special Revenue Fund**

To see if the Town will vote to raise and appropriate the sum of \$50,000 for the purpose of sponsoring the Old Home Days event and to fund this appropriation by authorizing the withdrawal of said sum from the Old Home Day Special Revenue Fund. This article will not affect the tax rate, as these funds will be raised from fees and donations.

Recommended by Selectmen

Recommended by Budget Committee-8-0-0

**ARTICLE 11 - Compensated Absences Payable Expendable Trust Fund**

To see if the Town will vote to raise and appropriate \$30,000 to be placed in the Compensated Absences Payable Expendable Trust Fund as previously established at the 2002 Annual Town Meeting. Said funds to come from the unassigned fund balance as of December 31, 2018, if available. No amount to be raised from taxation.

Recommended by Selectmen

Recommended by Budget Committee-8-0-0

**ARTICLE 12 - Revaluation Capital Reserve Fund**

To see if the Town will vote to raise and appropriate \$14,000 to be placed in the Revaluation Capital Reserve Fund as previously established at the 1996 Annual Town Meeting. Said funds to come from the unassigned fund balance as of December 31, 2018, if available. No amount to be raised from taxation.

Recommended by Selectmen

Recommended by Budget Committee-8-0-0

**ARTICLE 13 - Municipal Buildings and Facilities Maintenance Expendable Trust Fund**

To see if the Town will vote to raise and appropriate \$100,000 to be placed in the Municipal Buildings and Facilities Maintenance Expendable Trust Fund as previously established at the 2008 Annual Town Meeting and amended by the 2009 Annual Town Meeting. Said funds to come from the unassigned fund balance as of December 31, 2018, if available. No amount to be raised from taxation.

Recommended by Selectmen

Recommended by Budget Committee-8-0-0

**ARTICLE 14 – Establish a Contingency Fund**

To see if the Town will authorize the establishment of a contingency fund under the provisions of RSA 31:98-a for the purpose of funding unanticipated expenses that may arise during the year. Furthermore, to raise and appropriate \$70,000 towards this purpose and appoint the selectmen as agents to expend from said fund. Said funds to come from the unassigned fund balance as of December 31, 2018, if available. No amount to be raised from taxation.

Recommended by Selectmen

Recommended by Budget Committee-8-0-0

**ARTICLE 15 – Pave Wood Lane**

To see if the Town will vote to raise and appropriate the sum of \$130,000, for the purpose of paving Wood Lane. This article is a special warrant article and shall be non-lapsing in accordance with RSA 32:7, V.

Recommended by Selectmen

Not Recommended by Budget Committee-2-6-0

**ARTICLE 16 – Conservation Easement**

To see if the Town will vote to raise and appropriate the sum of \$600,000 (gross budget), to allow the Conservation Commission, in the name of the Town and subject to the approval of the Board of Selectmen, pursuant to RSA 36-A:4, (I), to acquire conservation easements on approximately 39 acres, more or less, consisting of two parcels of land located on Ranger Road, identified in the Town of Hollis Tax Maps as Map 26 - Lot 26 and Map 26 - Lot 80, said funding to be raised as follows:

- Not more than \$200,000, if available, shall be paid from the unassigned fund balance available as of December 31, 2018; and,
- Not more than \$100,000 shall be paid by the Conservation Commission from the conservation fund, on the condition that said Commission (as well as the Board of Selectmen) shall approve such acquisition in the manner required by *RSA 36-A:5, (II)*, prior to concluding the purchase; and,
- Not less than \$300,000, in the form of a federal grant administered through the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) on behalf of the Commodity Credit Corporation (CCC).

It is a condition of this appropriation that this appropriation shall lapse at the end of the fiscal year (December 31, 2019), if any of the above sources of funding have not been confirmed as available for this transaction by that time.

Further, it is understood that the conservation easements shall be identical in terms and conditions to those reached by agreement between the Town (Board of Selectmen) and the Seller.

Recommended by Selectmen

Recommended by Budget Committee-8-0-0

**ARTICLE 17 – Subdivision of Homestead Structure and Lot**

To see if the Town will authorize the Board of Selectmen to take all necessary steps to survey and obtain applicable authorization from the Town of Hollis Planning Board to subdivide the Stefanowicz property, acquired by the Town pursuant to authorization given by the passage of Article 4 at the March 12th, 2016 annual meeting. The authorization to subdivide shall be limited to creating a lot not to exceed five (5) acres (the 'house lot') which would include the existing homestead and appurtenant structures in order to facilitate the sale of said homestead structure and lot and to further authorize the Board to take all steps necessary to enter into any agreements and execute any documents necessary to carry out said sale on such terms and conditions as the Board of Selectmen, in their sole judgment, determine.

**ARTICLE 18 – 2019 Operating Budget**

To see if the Town will vote to raise and appropriate the sum of \$11,157,398.00 which represents the operating budget of the Town for 2019, not including appropriations by special warrant articles and other appropriations voted separately.

Recommended by Selectmen

Recommended by Budget Committee-8-0-0

## **ARTICLE 19 – Petition Article to Pave Fletcher Lane**

Shall the Town vote to direct the Selectmen to pave Fletcher Lane as soon as possible. The full text of the petition is set forth for informational purposes.

We, the undersigned residents of Fletcher Lane in Hollis, NH and other Hollis residents respectfully request that the Town of Hollis pave Fletcher Lane as soon as possible.

We request this for a number of reasons, including but not limited to the following, many of which affect many town residents, in addition to Fletcher Lane residents. Paving Fletcher Lane would benefit far more town residents than just those of us living on Fletcher Lane.

1. The dust and dirt that traveling vehicles raise during dry weather not only is a health issue for anyone breathing in the dust, but enters homes and leaves behind residue and/or prohibits opening windows for fresh air. This is a serious and demonstrable health concern.
2. Rain or melting snow and ice causes long ruts that make steering vehicles difficult and when two vehicles meet, create a potentially dangerous situation.
3. Within a few days of being resurfaced with dirt and stone, the large ruts and potholes reappear, making repeated and frequent resurfacing a waste of time and money that paving would favorably resolve.
4. The large ruts and pot holes cause excessive noise, especially from the large trucks passing between Witches Springs Road and South Merrimack Road as they speed down the road and bounce up and down. The high traffic resulting from being a cut-through road exacerbates the dust, mud, rut and noise issues.
5. The ruts and furrows cause excessive tire wear and frequent front-end alignments to vehicles traveling on this road.
6. Using the dirt/stone mixture to resurface the road causes a great deal of stone to be left in driveways, shrubbery and bark mulch best near the road that is very difficult to remove. It is too large to use a leaf blower on and too small to rake effectively.

Paving Fletcher Lane will relieve the above problems, inconveniences and health issues as well as save the Town money and maintenance issues in the future.

Estimated cost to pave Fletcher Lane: \$130,000 (estimate provided by Todd Croteau, Hollis Public Works Director).

Not Recommended by Selectmen

Not Recommended by Budget Committee-1-7-0

## **ARTICLE 20 – Petition Article to Pave the Dirt Section of Nartoff Road**

Shall the Town vote to direct the Selectmen to pave the dirt section of Nartoff Road as soon as possible. The full text of the petition is set forth for informational purposes.

We, the undersigned residents of Nartoff Road, and other Hollis residents, respectfully petition to have the dirt section of Nartoff Road paved as soon as possible. We state the following reasons:

1. The dirt/rocky road has caused significant vehicle expenses and travel aggravation. The numerous potholes and rocks have caused alignment problems and wear on tires. Driving over large gravel is like riding over old cobblestone. Dirt has accumulated and become frozen on wheel axels and shafts, resulting in steering problems, which in turn cause safety issues. Dust and dirt from the road make it impossible to keep a vehicle clean and they ruin its finish. It is very aggravating to spend \$10 or more at a carwash, only to have a car become filthy after driving home the same day.
2. Residents have safety concerns when the road is dry or wet. The dust from the dirt road literally looks like a desert storm when a small car drives by at the 25-mph speed limit, causing breathing hazards. When a truck goes by, the dust is quite dense and breathing becomes more hazardous. The huge gravel makes the road difficult to walk and jog on, to ride a horse on, and impossible to ride a bike on. Muddy conditions on the road are treacherous, especially for the elementary school bus.
3. Residents on the dirt road are burdened with extra work and frustration. The rocks tossed into yards by snowplows get in the way of snowblowers and lawnmowers. The rocks are too big to rake and be moved by leaf blowers. Dust blowing onto driveways and being tracked into garages requires constant sweeping and removing. Dirt is collecting on houses as well. Residents have complained about sleep



disturbances from the noise created when vehicles drive over the rocks.

4. Maintaining the dirt road has been a hassle for the town, dealing with complaints about potholes, mud, noise and dust storms. Crews have needed to surface the road more than once a month lately. By paving the road, this could be settled once and for all and save the town money and maintenance issues in the future.
5. The cost of maintaining the dirt part of Nartoff Road is estimated at \$14,800 per year. If that amount stayed constant for the next 20 years the maintenance cost would total \$296,000. The cost for paving is approximately \$280,000. Considering the yearly town expense to service Nartoff Road, the total amount residents on Nartoff Road expend because of the above factors described, and the health and safety concerns, the cost for paving the road is justified and makes sense.
6. Years ago, the road may have been described as "scenic," but this is no longer true. The road is nearly full of residences. Fuel, lawn maintenance, dry cleaners, trash removal, Fedex, UPS, and other trucks continuously stir up the rocks, dirt and dust.
7. It is time for us to be allowed to drive and live on a modern road instead of a dirt, or mud or cobblestone one.

Not Recommended by Selectmen

Not Recommended by Budget Committee-0-8-0

**ARTICLE 21- To Transact Any Other Business That May Legally Come Before Said Meeting.**

## 2019 Proposed Budget (MS-737) - Appropriations

### Appropriations

Account	Purpose	Article	Actual Expenditures for period ending 12/31/2018	Appropriations for period ending 12/31/2018	Selectmen's Appropriations for period ending 12/31/2019 (Recommended)	Selectmen's Appropriations for period ending 12/31/2019 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (Not Recommended)
<b>General Government</b>								
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0	\$0	\$0
4130-4139	Executive	18	\$235,066	\$250,463	\$264,278	\$0	\$264,278	\$0
4140-4149	Election, Registration, and Vital Statistics	18	\$141,498	\$147,140	\$152,490	\$0	\$152,490	\$0
4150-4151	Financial Administration	18	\$286,978	\$284,112	\$307,647	\$0	\$307,647	\$0
4152	Revaluation of Property		\$0	\$0	\$0	\$0	\$0	\$0
4153	Legal Expense	18	\$73,013	\$65,000	\$71,000	\$0	\$71,000	\$0
4155-4159	Personnel Administration	18	\$1,963,208	\$2,183,980	\$2,217,340	\$0	\$2,217,340	\$0
4191-4193	Planning and Zoning	18	\$74,186	\$78,138	\$88,922	\$0	\$88,922	\$0
4194	General Government Buildings	18	\$140,390	\$139,651	\$148,601	\$0	\$148,601	\$0
4195	Cemeteries	18	\$47,930	\$44,444	\$50,741	\$0	\$50,741	\$0
4196	Insurance	18	\$203,951	\$206,975	\$218,960	\$0	\$218,960	\$0
4197	Advertising and Regional Association	18	\$8,324	\$8,325	\$8,450	\$0	\$8,450	\$0
4199	Other General Government	18	\$117,549	\$178,300	\$113,480	\$0	\$113,480	\$0
<b>General Government Subtotal</b>			<b>\$3,292,093</b>	<b>\$3,586,528</b>	<b>\$3,641,909</b>	<b>\$0</b>	<b>\$3,641,909</b>	<b>\$0</b>
<b>Public Safety</b>								
4210-4214	Police	18	\$1,426,959	\$1,476,640	\$1,536,258	\$0	\$1,536,258	\$0
4215-4219	Ambulance		\$0	\$0	\$0	\$0	\$0	\$0
4220-4229	Fire	18	\$1,627,883	\$1,668,743	\$1,784,863	\$0	\$1,784,863	\$0
4240-4249	Building Inspection	18	\$116,160	\$124,313	\$128,012	\$0	\$128,012	\$0
4290-4298	Emergency Management	18	\$7,154	\$7,300	\$7,300	\$0	\$7,300	\$0
4299	Other (Including Communications)		\$0	\$0	\$0	\$0	\$0	\$0
<b>Public Safety Subtotal</b>			<b>\$3,178,156</b>	<b>\$3,276,996</b>	<b>\$3,456,433</b>	<b>\$0</b>	<b>\$3,456,433</b>	<b>\$0</b>
<b>Highways and Streets</b>								
4311	Administration	18	\$546,022	\$593,961	\$587,081	\$0	\$587,081	\$0
4312	Highways and Streets	18	\$1,163,763	\$1,174,598	\$1,177,781	\$0	\$1,177,781	\$0

## 2019 Proposed Budget (MS-737) - Appropriations

### Appropriations

4313	Bridges	\$0	\$0	\$0	\$0	\$0
4316	Street Lighting	18	\$19,207	\$19,000	\$20,800	\$20,800
4319	Other		\$0	\$0	\$0	\$0
	<b>Highways and Streets Subtotal</b>		<b>\$1,718,992</b>	<b>\$1,787,559</b>	<b>\$1,785,662</b>	<b>\$1,785,662</b>
	<b>Sanitation</b>					
4323	Solid Waste Collection	18	\$166,205	\$194,863	\$200,663	\$200,663
4324	Solid Waste Disposal	18	\$288,411	\$288,415	\$311,090	\$311,090
	<b>Sanitation Subtotal</b>		<b>\$454,616</b>	<b>\$483,298</b>	<b>\$511,753</b>	<b>\$511,753</b>
	<b>Health</b>					
4411	Administration	18	\$9,100	\$11,800	\$11,800	\$11,800
4414	Pest Control		\$0	\$0	\$0	\$0
4415-4419	Health Agencies, Hospitals, and Other	18	\$39,008	\$39,100	\$39,100	\$39,100
	<b>Health Subtotal</b>		<b>\$48,108</b>	<b>\$50,900</b>	<b>\$50,900</b>	<b>\$50,900</b>
	<b>Welfare</b>					
4441-4442	Administration and Direct Assistance	18	\$1,458	\$9,900	\$9,900	\$9,900
4444	Intergovernmental Welfare Payments		\$0	\$0	\$0	\$0
4445-4449	Vendor Payments and Other		\$0	\$0	\$0	\$0
	<b>Welfare Subtotal</b>		<b>\$1,458</b>	<b>\$9,900</b>	<b>\$9,900</b>	<b>\$9,900</b>
	<b>Culture and Recreation</b>					
4520-4529	Parks and Recreation	18	\$37,650	\$40,750	\$41,850	\$41,850
4550-4559	Library	18	\$305,342	\$305,342	\$309,733	\$309,733
4583	Patriotic Purposes	18	\$3,651	\$6,500	\$6,500	\$6,500
4589	Other Culture and Recreation	18	\$1,000	\$51,000	\$1,000	\$1,000
	<b>Culture and Recreation Subtotal</b>		<b>\$347,643</b>	<b>\$403,592</b>	<b>\$359,083</b>	<b>\$359,083</b>
	<b>Conservation and Development</b>					
4611-4612	Administration and Purchasing of Natural Resources	18	\$0	\$1	\$1	\$1
	<b>Conservation and Development Subtotal</b>		<b>\$0</b>	<b>\$1</b>	<b>\$1</b>	<b>\$1</b>
	<b>Debt Service</b>					

## 2019 Proposed Budget (MS-737) - Appropriations

### Appropriations

4711	Long Term Bonds and Notes - Principal	18	\$1,153,000	\$1,140,000	\$0	\$1,140,000	\$0
4721	Long Term Bonds and Notes - Interest	18	\$274,470	\$201,756	\$0	\$201,756	\$0
4723	Tax Anticipation Notes - Interest		\$0	\$0	\$0	\$0	\$0
4790-4799	Other Debt Service	18	\$0	\$1	\$0	\$1	\$0
	<b>Debt Service Subtotal</b>		<b>\$1,427,470</b>	<b>\$1,341,757</b>	<b>\$0</b>	<b>\$1,341,757</b>	<b>\$0</b>
<b>Capital Outlay</b>							
4901	Land		\$0	\$0	\$0	\$0	\$0
4902	Machinery, Vehicles, and Equipment		\$0	\$0	\$0	\$0	\$0
4903	Buildings		\$0	\$0	\$0	\$0	\$0
4909	Improvements Other than Buildings		\$0	\$0	\$0	\$0	\$0
	<b>Capital Outlay Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Transfers Out</b>							
4912	To Special Revenue Fund		\$0	\$0	\$0	\$0	\$0
4913	To Capital Projects Fund		\$0	\$0	\$0	\$0	\$0
4914A	To Proprietary Fund - Airport		\$0	\$0	\$0	\$0	\$0
4914E	To Proprietary Fund - Electric		\$0	\$0	\$0	\$0	\$0
4914S	To Proprietary Fund - Sewer		\$0	\$0	\$0	\$0	\$0
4914W	To Proprietary Fund - Water		\$0	\$0	\$0	\$0	\$0
4918	To Non-Expendable Trust Funds		\$0	\$0	\$0	\$0	\$0
4919	To Agency Funds		\$0	\$0	\$0	\$0	\$0
	<b>Operating Transfers Out Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Operating Budget Appropriations</b>			<b>\$11,157,398</b>	<b>\$11,157,398</b>	<b>\$0</b>	<b>\$11,157,398</b>	<b>\$0</b>

## 2019 Proposed Budget (MS-737) - Special Warrant Articles

### Special Warrant Articles

Account Purpose	Article	Selectmen's Appropriations for period ending 12/31/2019 (Recommended)	Selectmen's Appropriations for period ending 12/31/2019 (Not Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (Recommended)	Budget Committee's Appropriations for period ending 12/31/2019 (Not Recommended)
4589 Other Culture and Recreation	10	\$50,000	\$0	\$50,000	\$0
<i>Purpose: Old Home Day Special Revenue Fund</i>					
4901 Land	02	\$750,000	\$0	\$750,000	\$0
<i>Purpose: Land Acquisition - Hardy Property</i>					
4901 Land	16	\$600,000	\$0	\$600,000	\$0
<i>Purpose: Conservation Easement</i>					
4909 Improvements Other than Buildings	15	\$130,000	\$0	\$0	\$130,000
<i>Purpose: Pave Wood Lane</i>					
4915 To Capital Reserve Fund	12	\$14,000	\$0	\$14,000	\$0
<i>Purpose: Revaluation Capital Reserve Fund</i>					
4916 To Expendable Trusts/Fiduciary Funds	11	\$30,000	\$0	\$30,000	\$0
<i>Purpose: Compensated Absences Payable Expendable Trust Fund</i>					
4916 To Expendable Trusts/Fiduciary Funds	13	\$100,000	\$0	\$100,000	\$0
<i>Purpose: Municipal Buildings and Facilities Maintenance Exp</i>					
<b>Total Proposed Special Articles</b>		<b>\$1,674,000</b>	<b>\$0</b>	<b>\$1,544,000</b>	<b>\$130,000</b>

**2019 Proposed Budget (MS-737) - Individual Warrant Articles**

**Individual Warrant Articles**

<b>Account</b>	<b>Purpose</b>	<b>Article</b>	<b>Selectmen's Appropriations for period ending 12/31/2019 (Recommended)</b>	<b>Selectmen's Appropriations for period ending 12/31/2019 (Not Recommended)</b>	<b>Budget Committee's Appropriations for period ending 12/31/2019 (Recommended)</b>	<b>Budget Committee's Appropriations for period ending 12/31/2019 (Not Recommended)</b>
4199	Other General Government	14	\$70,000	\$0	\$70,000	\$0
		<i>Purpose: Establish a Contingency Fund</i>				
4902	Machinery, Vehicles, and Equipment	06	\$6,000	\$0	\$6,000	\$0
		<i>Purpose: Pick-Up Truck Lease Purchase</i>				
4902	Machinery, Vehicles, and Equipment	08	\$130,000	\$0	\$130,000	\$0
		<i>Purpose: Fire Pump Truck Repair</i>				
4902	Machinery, Vehicles, and Equipment	05	\$23,000	\$0	\$23,000	\$0
		<i>Purpose: Multi-Purpose Dump Truck Lease Purchase</i>				
4902	Machinery, Vehicles, and Equipment	07	\$50,000	\$0	\$50,000	\$0
		<i>Purpose: Fire Rescue Truck Lease Purchase</i>				
4909	Improvements Other than Buildings	09	\$30,000	\$0	\$30,000	\$0
		<i>Purpose: Asset Management Software</i>				
<b>Total Proposed Individual Articles</b>			<b>\$309,000</b>	<b>\$0</b>	<b>\$309,000</b>	<b>\$0</b>

## 2019 Proposed Budget (MS-737) - Revenues

<b>Revenues</b>						
Account	Source	Article	Actual Revenues for period ending 12/31/2018	Selectmen's Estimated Revenues for period ending 12/31/2019	Budget Committee's Estimated Revenues for period ending 12/31/2019	
<b>Taxes</b>						
3120	Land Use Change Tax - General Fund	18	\$193,270	\$60,000	\$60,000	
3185	Yield Tax	18	\$16,189	\$5,000	\$5,000	
3190	Interest and Penalties on Delinquent Taxes	18	\$66,968	\$93,000	\$93,000	
	<b>Taxes Subtotal</b>		<b>\$276,530</b>	<b>\$158,130</b>	<b>\$158,130</b>	
<b>Licenses, Permits, and Fees</b>						
3210	Business Licenses and Permits	18	\$25	\$25	\$25	
3220	Motor Vehicle Permit Fees	18	\$2,024,266	\$2,000,000	\$2,000,000	
3230	Building Permits	18	\$113,650	\$78,000	\$78,000	
3290	Other Licenses, Permits, and Fees	18	\$64,166	\$57,750	\$57,750	
3311-3319	From Federal Government	16	\$0	\$300,000	\$300,000	
	<b>Licenses, Permits, and Fees Subtotal</b>		<b>\$2,202,107</b>	<b>\$2,435,775</b>	<b>\$2,435,775</b>	
<b>State Sources</b>						
3352	Meals and Rooms Tax Distribution	18	\$400,032	\$400,032	\$400,032	
3353	Highway Block Grant	18	\$229,590	\$230,313	\$230,313	
3356	State and Federal Forest Land Reimbursement	18	\$18	\$18	\$18	
3359	Other (Including Railroad Tax)	18	\$13	\$13	\$13	
	<b>State Sources Subtotal</b>		<b>\$629,653</b>	<b>\$630,376</b>	<b>\$630,376</b>	
<b>Charges for Services</b>						
3401-3406	Income from Departments	18	\$247,764	\$216,955	\$216,955	
3409	Other Charges	18	\$146,016	\$146,000	\$146,000	
	<b>Charges for Services Subtotal</b>		<b>\$393,780</b>	<b>\$362,955</b>	<b>\$362,955</b>	
<b>Miscellaneous Revenues</b>						
3502	Interest on Investments	18	\$122,847	\$106,000	\$106,000	
3503-3509	Other	18	\$89,178	\$90,000	\$90,000	
	<b>Miscellaneous Revenues Subtotal</b>		<b>\$212,025</b>	<b>\$196,000</b>	<b>\$196,000</b>	
<b>Interfund Operating Transfers In</b>						
3912	From Special Revenue Funds	10, 02	\$0	\$70,000	\$70,000	
3916	From Trust and Fiduciary Funds	18	\$10,756	\$14,200	\$14,200	
3917	From Conservation Funds	16, 02	\$0	\$550,000	\$550,000	
	<b>Interfund Operating Transfers In Subtotal</b>		<b>\$10,756</b>	<b>\$634,200</b>	<b>\$634,200</b>	
<b>Other Financing Sources</b>						
9998	Amount Voted from Fund Balance	16, 11, 13, 12, 02, 14, 09	\$0	\$644,000	\$644,000	
	<b>Other Financing Sources Subtotal</b>		<b>\$0</b>	<b>\$644,000</b>	<b>\$644,000</b>	
	<b>Total Estimated Revenues and Credits</b>		<b>\$3,724,951</b>	<b>\$5,061,436</b>	<b>\$5,061,436</b>	



## 2019 Proposed Budget (MS-737) - Budget Summary

### Budget Summary

Item	Period ending 12/31/2018	Selectmen's Period ending 12/31/2019 (Recommended)	Budget Committee's Period ending 12/31/2019 (Recommended)
Operating Budget Appropriations		\$11,157,398	\$11,157,398
Special Warrant Articles	\$264,000	\$1,674,000	\$1,544,000
Individual Warrant Articles	\$227,400	\$309,000	\$309,000
Total Appropriations	\$11,240,245	\$13,140,398	\$13,010,398
Less Amount of Estimated Revenues & Credits	\$3,395,308	\$5,061,436	\$5,061,436
<b>Estimated Amount of Taxes to be Raised</b>	<b>\$7,844,937</b>	<b>\$8,078,962</b>	<b>\$7,948,962</b>

## 2019 Proposed Budget (MS-737) - Supplemental Schedule

### Supplemental Schedule

<b>1. Total Recommended by Budget Committee</b>	<b>\$13,010,398</b>
<b>Less Exclusions:</b>	
2. Principal: Long-Term Bonds & Notes	\$1,140,000
3. Interest: Long-Term Bonds & Notes	\$201,756
4. Capital outlays funded from Long-Term Bonds & Notes	\$0
5. Mandatory Assessments	\$0
6. Total Exclusions ( <i>Sum of Lines 2 through 5 above</i> )	\$1,341,756
<b>7. Amount Recommended, Less Exclusions (Line 1 less Line 6)</b>	<b>\$11,668,642</b>
8. 10% of Amount Recommended, Less Exclusions ( <i>Line 7 x 10%</i> )	\$1,166,864
<b>Collective Bargaining Cost Items:</b>	
9. Recommended Cost Items (Prior to Meeting)	\$0
10. Voted Cost Items (Voted at Meeting)	\$0
11. Amount voted over recommended amount (Difference of Lines 9 and 10)	\$0
<b>12. Bond Override (RSA 32:18-a), Amount Voted</b>	<b>\$0</b>
<b>Maximum Allowable Appropriations Voted at Meeting:</b>	
<i>(Line 1 + Line 8 + Line 11 + Line 12)</i>	
	<b>\$14,177,262</b>

*TOWN mee TING NOTeS*

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## Executive Councilor, District Five Letter

### STATE OF NEW HAMPSHIRE Executive Council

DAVID K WHEELER  
EXECUTIVE COUNCILOR  
DISTRICT FIVE



STATE HOUSE ROOM 207  
107 NORTH MAIN STREET  
CONCORD, NH 03301  
WWW.NH.GOV/COUNCIL  
(603) 271-3632

January 2, 2019

Dear Citizens of Executive Council District 5,

It was my honor to serve the citizens of Milford as their Executive Councilor during 2018. The Executive Council has authority over all state contracts over \$ 10,000 all nominations to State Boards and Commissions, all judicial appointments, department heads, and requests for Pardons.

In July I hosted the Governor and Executive Council meeting at Crotched Mountain in Greenfield, NH. It was a great opportunity to showcase the area and highlight the important work being done there.

On July 11, 2018, the New Hampshire Executive Council voted 4 to 1 to convene a special session of the State Legislature (another one of our many responsibilities) to address the US Supreme Court's decision on the collection of state taxes from Internet businesses.

In the fall I attended Public Hearings of the *Governor's Advisory Commission on Intermodal Transportation* (GACIT) in Nashua, Merrimack, Keene and Peterborough. At the public hearings the Department of Transportation receives and reviews public input on the State's 10-year highway plan. The Council developed a 10-year plan and forwarded it to Governor Sununu for his approval.

In addition to our regularly scheduled meetings, we held hearings on several judicial nominations. The Executive Council confirmed 8 Justices to serve in our court system and elevated Justice Robert Lynn to become the Chief Justice of the New Hampshire Supreme Court.

The Council also confirmed 287 nominations to State Boards and Commissions, many from District Five.

The Executive council approves State Contracts and this year we approved \$1.7 billion in expenditures and \$6.4 Billion in working capital to assure our state meets the needs of our citizens.

On December 5<sup>th</sup> the Executive Council joined Governor Sununu in Representatives Hall of the State House as he administered the oath of office to the 400 newly elected State Representatives and 24 State Senators.

The Council received a request to commute the sentence of Pamela Smart, which was withdrawn at the last minute. A Pardon was granted to Joe Barton, for the unfounded and unjust charge of resisting arrest.

At the December meeting of the Governor and Council my grandson, Caedon Wheeler of Milford, opened the meeting by leading the audience in reciting the Pledge of Allegiance.

Please feel free to reach out to me any time I can be of assistance. It is always a pleasure to lend assistance where needed. My contact information is: 523 Mason Road, Milford, NH 03055

Phone: 603-672-6062.

Sincerely,

A handwritten signature in cursive that reads "Dave Wheeler".

David K. Wheeler

Amherst, Antrim, Bennington, Brookline, Deering, Dunbarton, Fitzwilliam, Frankestown, Greenfield, Greenville, Hillsborough, Hollis, Hudson, Jaffrey, Litchfield, Lyndeborough, Mason, Merrimack, Milford, Mont Vernon, Nashua, New Boston, New Ipswich, Peterborough, Richmond, Rindge, Sharon, Swanzey, Temple, Troy, Weare, Wilton, and Windsor

# Government Leadership and Administration

## ELECTED OFFICIALS OF THE TOWN March 2018-March 2019

### Selectmen, Assessors, Overseers of the Poor

Mark Le Doux, Chairman, 2019  
Frank Cadwell, 2020  
Paul Armstrong, 2019  
Kimberly Galipeau – Resigned  
Staff: Chrissy Herrera, Assist. Town Administrator

David Petry, Vice Chairman, 2021  
Peter Band, 2019  
Vahrij Manoukian, PhD

### Town Clerk

Lisa Claire, 2020

### Treasurer

Barbara Townsend, 2021

### Moderator

Jim Belanger, 2020

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

Tom Gehan, Chairperson, 2019  
Mike Leavitt, Secretary, 2020  
Tom Jambard, 2021  
Tammy Fareed, Ex-Officio, Hollis School Board  
Staff: Deborah Padykula, Finance Officer  
Staff: Christina Winsor, Tax Collector - Resigned

Michael Harris, Vice Chairperson, 2021  
Christopher Hyde, 2019  
Darlene Mann, 2020  
Mark LeDoux, Ex-Officio, Selectman

### Hollis Brookline Cooperative Budget Committee

Darlene Mann, Chairperson, 2019  
James Solinas, 2019  
David Blinn, 2020  
John Cross, School Board Representative

Raul Blanche, Vice Chairperson, 2020  
Brian Rater, 2021  
Lorin Rydstrom, 2021  
Thomas Enright, 2019

### Library Trustees

Robert Bartis, Chairperson, 2021  
Sarah Booth, Treasurer, 2021  
Merle Eisman Carrus, 2020  
Don MacMillan, 2021

Stephanie Stack, Vice Chairperson, 2020  
Jone LaBombard, Secretary, 2019  
Amy Kellner, 2020  
Laura Klain, Library Director

### Supervisors of the Checklist

Mary Thomas, Chairperson, 2020  
Robbin Dunn, 2023

Thomas Davies, 2024

### Trustees of the Trust Funds

F. Warren Coulter, Chairperson, 2019

Donald Brooks, 2021

### Trustees of the Cemeteries

Melinda Willis, Chairperson, 2020  
Raul Blanche, 2021  
Marc Squires, 2019

Amy Armstrong, 2020  
Lisa Schmalz, 2021  
Staff: Beverly Hill, Secretary

## STATE GOVERNMENT

State of New Hampshire Governor	Honorable Chris Sununu
Executive Councilor (District 5)	Honorable David Wheeler
NH General Court - Senate District 12	Honorable Melanie Levesque
Hillsborough District 27 Representative	Honorable James “Jim” Belanger
Hillsborough District 27 Representative	Honorable Michelle St. John
Hillsborough District 40 Representative	Honorable Kat McGhee
District 40 - Hollis, Milford, Mont Vernon, New Boston	District 27 – Hollis

## APPOINTED OFFICIALS OF THE TOWN

### **Agricultural Commission**

Mark Post, Chairperson, 2019	Randall Clark, 2020
Trevor Hardy, 2020	Michael Madden, 2021
Adam Pitarys, 2021	Dan Harmon (Alt), 2021
Charles J. Husk (Alt), 2019	David Petry, Selectmen’s Representative

### **Building Code Board of Appeals**

Paul Armstrong, 2020	Robert Cormier, 2020
John Mahan, 2020	Staff: Bill Condra, Building Inspector

### **Cable Advisory Committee**

Adam Bragg, Chairperson, 2021	Jim Belanger, 2021
Doug Cleveland, 2021	

### **Camera Operator**

Bill Moseley

### **Conservation Commission**

Thomas Dufresne, Chairperson, 2019	LeeAnn Wolff, Vice Chairperson, 2021
Jonathan Bruneau, 2020	David Connor, 2021
Thomas Davies, 2020	Cathy Hoffman, 2020
Mark Post, 2019	Laura Bianco (Alt), 2019
Karen Bridgeo (Alt), 2019	Joseph Connelly (Alt), 2020
Paul Edmunds (Alt), 2020	Cheryl Quaine (Alt), 2019
Peter Band, Selectmen’s Representative	Staff: Connie Cain, Assessing Assistant

### **Deputy Town Clerk**

Diane Leavitt

### **Energy Committee**

Eric Ryherd, Chairperson, 2020	Paul Happy, 2019
Loran “Woody” Hayes, 2020	Peter “Mike” Leavitt, 2021
Venu Rao, 2019	Adam Jacobs (Alt), 2020
Eitan Zeira (Alt), 2019	Peter Band, Selectman’s Representative
Todd Croteau, DPW Director	Kimberly Galipeau - Resigned

### **Emergency Management Director**

Donald McCoy

**Heritage Commission**

Wendy Trimble, Chairperson, 2019  
Honi Glover, 2020  
Jan Larmouth, 2020  
Doug Nye (Alt), 2020  
Agatha Connelly – Resigned  
Paul Armstrong, Ex-Officio, Selectmen

Karla Vogel, Vice Chairperson, 2019  
Judith Aurelia Perry Hooks, 2020  
Josie MacMillan (Alt), 2021  
David Sullivan – Resigned  
Michael Bates, HDC Representative

**Highway Safety Committee**

Jim Belanger, Chairperson, 2019  
Edward “Ted” Chamberlain, 2021  
Paul Miller (Alt), 2019  
Joe Hoebeke, Police Chief  
Todd Croteau, DPW Director  
Paul Armstrong, Selectmen’s Representative

Rebecca Crowther, Vice Chairperson, 2021  
Herman Stickney, 2020  
Don Ryder (Alt), 2020  
Rick Towne, Fire Chief  
Tom Bayrd – Resigned

**Historic District Commission**

Tom Cook, Chairperson, 2021  
Michael Bates, 2020  
Staff: Donna Lee Setaro, Building & Land Use Coordinator

Jessica Waters, Vice Chairperson, 2021  
Peter Jones, 2020  
Frank Cadwell, Selectman’s Representative

**Memorial Day Coordinator**

Jim Belanger

Al Fulchino

**Nashua Regional Planning Commission**

Robert Larmouth, 2021

Venu Rao, 2019

**Old Home Days Committee**

Holly Babcock, Chairperson, 2020  
Barbara Kowalski, 2020  
Nathan Michaels, 2020  
Anne Marie Tucciarone-Mahan, 2021

Donna Duffy, 2019  
Judy Mahoney, 2019  
Laurie Miller, 2019  
Frank Cadwell, Selectmen’s Representative

**Planning Board**

Bill Moseley, Chairperson, 2020  
Cathy Hoffman, 2021  
Jeffrey Peters, 2021  
Richard Hardy (Alt), 2020  
Matthew Hartnett (Alt), 2019  
David Petry, Ex Officio, Selectman

Doug Cleveland, Vice Chairperson, 2019  
Benjamin Ming, 2019  
Chet Rogers, 2020  
Dan Turcott (Alt), 2021  
Brian Stelmack – Resigned  
Staff: Mark Fougere, Planner

**Recreation Commission**

David Belanger Chairperson, 2020  
Robbin Dunn, 2020  
Stephanie Stack, 2019  
Jason Bridgeo (Alt), 2019  
Kyle Gillis, Recreation Coordinator

Jake Balfour, 2021  
Russell Rogers, 2021  
Jayne Belanger (Alt), 2021  
Riley O’Brian (Alt), 2020  
Frank Cadwell, Selectmen’s Representative

**Souhegan Regional Landfill District**

Todd Croteau  
Tom Bayrd - Resigned

Joan Cudworth, 2021

**Souhegan Valley Transportation Collaborative**

Rebecca Crowther, 2020



**Stormwater Management Committee**

Todd Croteau, Director of Public Works  
Reggie Ouellette, Engineering Consultant  
Chrissy Herrera, Assist. Town Administrator  
Bill Condra, Building Inspector/Code Enforcement Officer

Joan Cudworth, Transfer Station  
Mark Fougere, Planning Consultant

**Town Forest Committee**

Edward “Ted” Chamberlain, Chairperson, 2020  
Joseph Brulotte, 2021  
Spencer Stickney, 2019

Craig Birch, 2021  
Gary Chamberlain, 2020  
George R. Burton - Resigned

**Town Photographer**

Robert Heyer

**Trails Committee**

Jeffrey Peters, Co-Chairperson, 2019  
Doug Cleveland, 2019  
Barbara Kowalski, 2019  
Daniel Teveris, 2020  
Harriet “Pixie” Frank (Alt), 2021

Sherry Wyskiel, Co-Chairperson, 2021  
Tom Jeffery, 2020  
Harry Russell, 2020  
Jane Edmunds (Alt), 2020  
Carol Brown - Resigned

**Zoning Board of Adjustment**

Brian Major, Chairperson, 2021  
Susan Durham, 2020  
Cindy Tsao, 2021  
Kathy McGhee (Alt), 2019  
Meredith West (Alt), 2019  
Staff: Donna Lee Setaro, Building & Land Use Coordinator

Jim Belanger, Vice Chairperson, 2020  
Rick MacMillan, 2019  
Drew Mason (Alt), 2019  
Bill Moseley (Alt), 2020  
Staff: Bill Condra, Building Inspector

# Town Meeting - Elections

Hollis Town Meeting-March 21, 2018

The meeting was reconvened by Moderator James Belanger, at 7:00 AM Tuesday, March 13, 2018, for voting on the following subjects:

## Town Officers for the ensuing year

Selectmen	3 years	David Petry
Budget Committee	3 years	Michael Harris and Thomas Jambard
Treasurer	3 years	Barbara Townsend
Trustee of the Trust Fund	3 years	Donald J Brooks
Library Trustee	3 years	Don Macmillan, Bob Bartis, and Sarah Booth
Library Trustee	2 years	Amy Kellner
Cemetery Trustee	3 years	Raul C Blanche and Lisa Schmalz
Supervisor of the Checklist	6 years	Thomas A Davies
Moderator	2 years	Jim Belanger

## Other Business by Official Ballot

### Ballot Questions-Planning Board

Amendment 1	Allow school/day care in A&B zone	Yes- 595	No-224
Amendment 2	Amend section XIV of Sign Ordinance	Yes-712	No-72
Amendment 3	Amend section IV relating to building permits	Yes-677	No-127
Amendment 4	Amend section VIII all structures require a building permit	Yes-421	No-397
Amendment 5	Amend section XIV of Sign Ordinance-agricultural	Yes-635	No-174
Amendment 6	Construction of housing for older persons	Yes-483	No-200
Amendment 7	Aquifer protection overlay zone	Yes-458	No-214
Amendment 8	Adding intent to zoning districts	Yes-550	No-120

## A True Copy of Record-Attest:

Lisa I Claire  
Hollis Town Clerk

# Town Meeting - Minutes

Hollis Town Meeting-Saturday, March 17, 2018

The meeting was convened at 10:00 AM in the Hollis Brookline High School Gymnasium by Moderator James Belanger. The National Anthem was performed by Selectman Mark Le Doux and family.

The Veterans in attendance were honored for their service and dedication to our country.  
Introduction of our Representatives Carolyn Gargas, Keith Ammon, Jim Belanger, and Senator Kevin Avar.

Introduction of Selectmen and staff by Selectmen chair Mark Le Doux.  
Introduction of Budget Committee by chair Tom Gehan.  
Introduction of Town Clerk Lisa Claire, and Town Counsel William Drescher.

Hollis VFW member Andy Seremeth, VFW Quartermaster Chris Lussier, and VFW Chaplain presented the 24th Annual Citizen of the year award for Americanism to Tina Carlson. As a part owner and operator of Carlson Tree Service in Hollis, Tina is very hard-working. She is always available to lend a helping hand to anyone in need. Two years ago Tina saw a video about how our Police, Fire, and Rescue personnel are not fully appreciated while putting their lives at risk on a daily basis. This resulted in her mission, the Blue Ribbon Campaign, to show appreciation for these brave men and women, while trying to raise money to help the cause. Countless hours were spent making and delivering ribbons to anyone who wanted one. Our town was decorated with blue ribbons on trees, posts, and houses!

The first fund raiser and appreciation day was for the Hollis and Brookline Police Departments. Volunteers met for months planning and selling dinner and raffle tickets for the event. The Family Fun Day was a fundraising success. A great time was had by everyone with games, prizes and raffles, dinner, music, comedians, and an auction. Our first responders were shown how appreciated they were. Last year Tina held a similar event for the Town of Bedford which was another success and raised a lot of money for them as well. Plans are in the works for Milford next. Tina exemplifies the hero in all of us. You need not be a Fireman, Policeman, or EMT to be one. Tina Carlson truly is a hero through and through!

Introduction of Assistants and Volunteer Counters  
Assistant Moderator: Drew Mason  
Moderator Assistants: Dr. Jim Squires, Melinda Willis, Andy Seremeth, Vivian Gerard, and Paul Armstrong

## ARTICLE 1 - Officials Reports

Motion by Mark Le Doux to hear reports of the Board of Selectmen, other Town Officers and Committees  
Seconded by floor  
CARRIED by Hand Count

Overview of budget by the Budget Committee Chair Tom Gehan

Motion to amend Article 2 by Dave Petry  
Seconded by Mark Le Doux

After "This article is contingent on the Conservation Commission.....", article should now read, also, the plan for two athletic fields is approved by the Planning Board, a comprehensive traffic study is completed, and a public hearing is conducted after the plan has been reviewed by the Planning Board.

CARRIED by Hand Count

## ARTICLE 2 – Land Acquisition - Playing Field Construction

To see if the Town will vote to raise and appropriate the sum of \$860,000.00 (gross budget), for the following purposes; (1) to acquire full ownership interest in a certain tract or parcel of land in the Town of Hollis, and defray any necessary costs attendant thereto, together with any buildings thereon, more particularly described as Map 47, Lot 44-2, on such terms and conditions as determined by the Board of Selectmen in the amount of \$510,000 with \$100,000 to come from the Conservation Fund, and \$410,000 to come from the unassigned fund balance as of 12/31/17, if available; and (2) to defray the cost of development and construction of playing fields on said property

(once acquired) in the amount of \$350,000, said funds to be withdrawn from the unassigned fund balance as of 12/31/17, if available. No amount to be raised by taxation. This article is contingent on the Conservation Commission and Board of Selectmen approving of the share of funding attributed to the conservation fund, pursuant to RSA 36-A:4, (I) & RSA 36-A:5, (II), as well as the establishment of suitable perpetual conservation restrictions on such portion of the property as may be required to justify the application of the conservation funds portion of this appropriation to this purchase. This article is a special warrant article pursuant to RSA 32:7, (VI), designated as non-lapsing and shall expire no later than December 31, 2020.

Siergiewicz Property

Tract(s) or Parcel(s) of Land  
047-044-022

Size (Approximate)  
19.86 acres

Recommended by Selectmen

Not Recommended by Budget Committee

Motion to bring Article to the floor by Frank Cadwell  
Seconded by Peter Band  
CARRIED by Hand Count

Official Presentation  
Chair

David Belanger, Recreation Committee

Rebuttal  
Chair

Tom Dufresne, Conservation Commission

Rebuttal  
Budget Committee  
Agricultural Commission

Carryl Roy, Resident  
Tom Gehan, Budget Committee Chair  
Mark Post, Agricultural Commission Chair

The Agricultural Commission is unanimously opposed to using the Stefanowicz property as recreational fields.

Motion to move Article 2, residents in line may still speak, but no new people can enter the line, by Aliza Lecour  
Seconded by Dave Belanger  
CARRIED by Hand Count

Motion to Amend Article 2 to not exceed \$250,000.00 by Tony Stanizzi  
Seconded by floor  
OPPOSED by Hand Count

Motion to Amend Article 2 to include, a plan for two athletic fields is approved by the Planning Board, by Joe Garruba  
Seconded by Robert Mann  
CARRIED by Hand Count

In favor 162  
Opposed 270

Motion to hear Article 12 next by Leanne Woolf  
Seconded by floor  
CARRIED by Hand Count

#### **ARTICLE 12 – River Stewardship Plan**

To see if the Town will accept the locally-developed River Stewardship Plan drafted by the Nashua River Wild and Scenic River Study Committee and its recommendation that portion of the Nissitissit River flowing through Hollis be designated a Wild and Scenic River with the understanding it would not involve Federal acquisition or management of lands.

Recommended by Selectmen

Jim Courtney of the National Park Service invited to speak  
CARRIED by Hand Count

**ARTICLE 3 – Fire Rescue Truck Lease Purchase**

To see if the Town will vote to authorize the selectmen pursuant to RSA 33:7-e to enter into a seven (7) year lease purchase agreement for the sum of \$742,000, for the purpose of lease purchasing one (1) fire rescue truck with equipment and attachments for the Fire Department, and to raise and appropriate the sum of \$53,000 for the first year’s payment for that purpose. This lease purchase agreement contains an escape clause.

<b>FY18</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>FY25</b>	<b>TOTAL</b>
\$53,000	\$106,000	\$106,000	\$106,000	\$106,000	\$106,000	\$106,000	\$53,000	\$742,000

Recommended by Selectmen

Recommended by Budget Committee

Motion to bring Article to the floor by Mark Le Doux  
Seconded by Mike Harris  
CARRIED by Hand Count

Dr. Squires, our prior Moderator, took over moderating duties for Article 4

Dr. Squires was recognized by Mark Le Doux

Doctor Squires was the town Moderator from 1986-2010. His other accomplishments include:

- Hollis School District Moderator 1982-2001
- Air Force flight medical officer
- Distinguished surgeon
- Serving two terms in New Hampshire Senate
- Candidate for Governor in 2000
- Named “Citizen of the Year” by Nashua Chamber of Commerce in 2003
- Received Granite State Award from the University of New Hampshire in 2007
- Town of Hollis Annual Town Report Dedication in 2009

The Town of Hollis is indebted to Dr. Squires and thanks him for his dedication and service.

**ARTICLE 4 - Old Home Day Special Revenue Fund** To see if the Town will vote to raise and appropriate the sum of \$50,000 for the purpose of sponsoring the Old Home Days event and to fund this appropriation by authorizing the withdrawal of said sum from the Old Home Day Special Revenue Fund. This article will not affect the tax rate, as these funds will be raised from fees and donations.

Recommended by Selectmen

Recommended by Budget Committee

Motion to bring Article to the floor by Mark Le Doux  
Seconded Mike Harris  
CARRIED by Hand Count

Amendment by Mark Le Doux to change wording on Articles 5, 6, and 7 to include....., said funds to come from unassigned fund balance as of December 31, 2017, if available. No amount to be raised from taxation.

Seconded by floor

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

To see if the Town will vote to raise and appropriate \$100,000, to be placed in the Compensated Absences Payable Expendable Trust Fund as previously established at the 2002 Annual Town Meeting, said funds to come from unassigned fund balance as of December 31, 2017, if available. No amount to be raised from taxation.

Recommended by Selectmen

Recommended by Budget Committee

Motion to bring Article to the floor by Mark Le Doux  
Seconded by Mike Harris  
CARRIED by Hand Count

**ARTICLE 6 - Revaluation Capital Reserve Fund**

To see if the Town will vote to raise and appropriate \$14,000 to be placed in the Revaluation Capital Reserve Fund as previously established at the 1996 Annual Town Meeting, said funds to come from unassigned fund balance as of December 31, 2017, if available. No amount to be raised from taxation.

Recommended by Selectmen

Recommended by Budget Committee

Motion to bring Article to the floor by Mark Le Doux  
Seconded by Mike Harris  
CARRIED by Hand Count

**ARTICLE 7 - Municipal Buildings and Facilities Maintenance Expendable Trust Fund**

To see if the Town will vote to raise and appropriate \$100,000 to be placed in the Municipal Buildings and Facilities Maintenance Expendable Trust Fund as previously established at the 2008 Annual Town Meeting and amended by the 2009 Annual Town Meeting, said funds to come from unassigned fund balance as of December 31, 2017, if available. No amount to be raised from taxation.

Recommended by Selectmen

Recommended by Budget Committee

Motion to bring Article to the floor by Mark Ledoux  
Seconded by Mike Harris  
CARRIED by Hand Count

**ARTICLE 8 – Establish a Contingency Fund**

To see if the Town will authorize the establishment of a contingency fund under the provisions of RSA 31:98-a for the purpose of funding unanticipated expenses that may arise during the year. Furthermore, to raise and appropriate \$70,000 towards this purpose and appoint the selectmen as agents to expend from said fund. Said funds to come from the unassigned fund balance as of December 31, 2017, if available. No amount to be raised from taxation.

Recommended by Selectmen

Recommended by Budget Committee

Motion to bring Article to the floor by Mark Le Doux  
Seconded by Mike Harris  
CARRIED by Hand Count

**ARTICLE 9 - Collective Bargaining Agreement, Local 3657 (Police / Fire / Communications)**

To see if the Town will vote to approve the cost items included in the Collective Bargaining Agreement reached between the Town of Hollis and AFSCME Local 3657, and in doing so, to approve the cost items within said agreement, which calls for the following increases for salaries and benefits over what was raised under any current agreements for the employees of the Union and, further, to raise and appropriate the amount of \$104,400 for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the Collective Bargaining Agreement over those that would be paid at current staffing levels in accordance with the most recent collective bargaining agreement. The 2019 and 2020 costs associated with the agreement will be included in the respective operating budgets.

<b>FY2018</b>	<b>FY2019</b>	<b>FY2020</b>	<b>Total</b>
\$104,400	\$113,100	\$7,700	\$225,200

Recommended by Selectmen

Recommended by Budget Committee

Motion to bring Article to the floor by Mark Le Doux  
Seconded by Mike Harris  
CARRIED by Hand Count

**ARTICLE 10 – 2018 Operating Budget**

To see if the Town will vote to raise and appropriate the sum of \$10,748,845.00 which represents the operating budget of the Town for 2018, not including appropriations by special warrant articles and other appropriations voted separately.

Recommended by Selectmen

Recommended by Budget Committee

Motion to bring Article to the floor by Tom Gehan  
Seconded by Frank Cadwell  
CARRIED by Hand Count

**ARTICLE 11 – Drainage Easement - Woods Subdivision**

To see if the Town will authorize the Board of Selectmen to convey certain drainage easement rights previously granted to the Town as a condition of approval of a subdivision of Map 13, Lot 68, said easement rights being conveyed by a deed dated June 24, 2008, which is recorded in the Hillsborough County Registry of Deeds at Volume 8002, Page 1046, on such terms and conditions as the Board deems fit. The purpose of this conveyance is to facilitate the implementation of a revision to the storm-water drainage system in said subdivision to comply with recent regulatory changes. Once re-conveyed to the current developer, the Town will receive a replacement deed conveying drainage easements consistent with the revised plan that has been approved by the planning board.

Recommended by Selectmen

Motion to bring Article to the floor by Mark Le Doux  
Seconded by Peter Band  
CARRIED by Hand Count

**ARTICLE 13 – Petition Article to Pave Wood Lane [ADVISORY – No \$\$ Amendments]**

Shall the Town vote to direct the Selectmen to pave Wood Lane as soon as possible. The full text of the petition is set forth for informational purposes.

We, the undersigned residents of Wood Lane in Hollis, NH and other Hollis residents respectfully request that the Town of Hollis pave Wood Lane as soon as possible.

We request this for a number of reasons, including but not limited to the following, many of which affect many town residents, in addition to Wood Lane residents. Paving Wood Lane would benefit far more town residents than just those of us living on Wood Lane.

1. The dust and dirt that traveling vehicles raise during dry weather not only is a health issue for anyone breathing in the dust, but enters homes and leaves behind residue and/or prohibits opening windows for fresh air. This is a serious and demonstrable health concern.
2. Rain or melting snow and ice causes long ruts that make steering vehicles difficult and when two vehicles meet, create a potentially dangerous situation.
3. Within a few days of being resurfaced with dirt and stone, the large ruts and potholes reappear, making repeated and frequent resurfacing a waste of time and money that paving would favorably resolve.
4. The large ruts and pot holes cause excessive noise, especially from the large trucks going by to the development off of Federal Hill Road as they speed down the road and bounce up and down. The increased traffic due to development in the area exacerbates the dust, mud, rut and noise issues, and

will only be replaced by increased vehicle traffic as new residents move it.

5. This travel noise, dirt, and traffic is particularly bad on dump days as Wood Lane is a short cut to the dump for many town residents, and will be for more as the developments are occupied.
6. The ruts and furrows cause excessive tire wear and frequent front end alignments to vehicles traveling on this road.
7. Using the dirt/stone mixture to resurface the road causes a great deal of stone to be left in driveways, shrubbery and bark mulch best near the road that is very difficult to remove. It is too large to use a leaf blower on and too small to rake effectively

Paving Wood Lane will relieve the above problems, inconveniences and health issues as well as save the Town money and maintenance issues in the future.

Motion to bring Article to the floor by Petitioner John Hasychak  
Seconded by Petitioner Rich Nichols  
CARRIED by Hand Count

**ARTICLE 14 - To Transact Any Other Business That May Legally Come Before Said Meeting.**  
Seeing as there was none:

Motion to adjourn by Mike Harris  
Seconded by floor  
CARRIED by Hand Count

A True Copy of Record-Attest:

Lisa I Claire  
Hollis Town Clerk



## 2018 Tax Rate Calculation

TOWN OF HOLLIS  
 Department of Revenue Administration  
 MUNICIPAL SERVICES DIVISION, CONCORD, NH 03302-1122



**New Hampshire**  
 Department of  
 Revenue  
 Administration

**2018**  
**\$21.67**

## Tax Rate Breakdown Hollis

Municipal Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
Municipal	\$7,369,822	\$1,349,015,225	<b>\$5.46</b>
County	\$1,585,522	\$1,349,015,225	<b>\$1.18</b>
Local Education	\$17,385,042	\$1,349,015,225	<b>\$12.89</b>
State Education	\$2,848,137	\$1,328,156,825	<b>\$2.14</b>
<b>Total</b>	<b>\$29,188,523</b>		<b>\$21.67</b>

Village Tax Rate Calculation			
Jurisdiction	Tax Effort	Valuation	Tax Rate
<b>Total</b>	<b>\$0</b>		<b>\$0.00</b>

Tax Commitment Calculation	
Total Municipal Tax Effort	\$29,188,523
War Service Credits	(\$182,500)
Village District Tax Effort	\$0
<b>Total Property Tax Commitment</b>	<b>\$29,006,023</b>

Stephan Hamilton  
 Director of Municipal and Property Division  
 New Hampshire Department of Revenue Administration

10/17/2018

## Appropriations and Revenues

### Municipal Accounting Overview

Description	Appropriation	Revenue
Total Appropriation	\$11,240,245	
Net Revenues (Not Including Fund Balance)		(\$3,469,650)
Fund Balance Voted Surplus		(\$284,000)
Fund Balance to Reduce Taxes		(\$500,000)
War Service Credits	\$182,500	
Special Adjustment	\$0	
Actual Overlay Used	\$200,727	
<b>Net Required Local Tax Effort</b>	<b>\$7,369,822</b>	

### County Apportionment

Description	Appropriation	Revenue
Net County Apportionment	\$1,585,522	
<b>Net Required County Tax Effort</b>	<b>\$1,585,522</b>	

### Education

Description	Appropriation	Revenue
Net Local School Appropriations	\$11,512,749	
Net Cooperative School Appropriations	\$10,709,790	
Net Education Grant		(\$1,989,360)
Locally Retained State Education Tax		(\$2,848,137)
<b>Net Required Local Education Tax Effort</b>	<b>\$17,385,042</b>	
State Education Tax	\$2,848,137	
State Education Tax Not Retained	\$0	
<b>Net Required State Education Tax Effort</b>	<b>\$2,848,137</b>	

## Valuation

### Municipal (MS-1)

Description	Current Year	Prior Year
Total Assessment Valuation with Utilities	\$1,349,015,225	\$1,205,517,988
Total Assessment Valuation without Utilities	\$1,328,156,825	\$1,187,276,688

### Village (MS-1V)

Description	Current Year
-------------	--------------

## 2018 Town Budget

Comparative Statement Of Appropriations And Expenditures  
For Year Ending December 31, 2018

<u>Purpose of Appropriation</u>	<u>Budget</u>	<u>Expenditures</u>	<u>Unexpended Balance</u>	<u>Overdraft</u>
<b>GENERAL GOVERNMENT</b>				
Executive	\$243,213	\$232,937	\$10,276	
Committees	\$7,250	\$2,129	\$5,121	
Town Clerk/Elections & Registr.	\$147,140	\$141,498	\$5,642	
Financial Administration	\$284,112	\$286,978		(\$2,866)
Legal Expenses	\$65,000	\$73,013		(\$8,013)
Employee Benefits	\$2,183,980	\$1,991,208	\$192,772	
Planning & Zoning	\$78,138	\$74,186	\$3,952	
Town Buildings and Grounds	\$139,651	\$140,390		(\$739)
Cemeteries	\$44,444	\$47,930		(\$3,486)
Liability Insurance	\$206,975	\$203,951	\$3,024	
Municipal Association	\$8,325	\$8,324	\$1	
Contingency Fund	\$70,000	\$0	\$70,000	
Information Systems	\$108,300	\$117,549		(\$9,249)
<b>Subtotal</b>	<b>\$3,586,528</b>	<b>\$3,320,092</b>	<b>\$266,436</b>	
<b>PUBLIC SAFETY</b>				
Police	\$1,476,640	\$1,458,317	\$18,323	
Fire & Ambulance	\$1,162,379	\$1,141,697	\$20,682	
Communications	\$506,364	\$503,478	\$2,887	
Building & Septic Inspection	\$124,313	\$116,160	\$8,153	
Emergency Management	\$7,300	\$7,154	\$146	
<b>Subtotal</b>	<b>\$3,276,996</b>	<b>\$3,226,805</b>	<b>\$50,191</b>	
<b>HIGHWAYS AND STREETS</b>				
Highway Administration & Roads	\$1,768,559	\$1,699,785	\$68,774	
Street Lighting	\$19,000	\$19,207		(\$207)
<b>Subtotal</b>	<b>\$1,787,559</b>	<b>\$1,718,992</b>	<b>\$68,567</b>	
<b>SANITATION</b>				
Solid Waste Collection	\$194,883	\$166,205	\$28,678	
Solid Waste Disposal	\$288,415	\$288,411	\$4	
<b>Subtotal</b>	<b>\$483,298</b>	<b>\$454,616</b>	<b>\$28,682</b>	
<b>HEALTH &amp; WELFARE</b>				
Admin. & Pest Control	\$11,800	\$9,100	\$2,700	
Health Agencies and Hospitals	\$39,100	\$39,008	\$92	
Direct Assistance	\$9,900	\$1,458	\$8,442	
<b>Subtotal</b>	<b>\$60,800</b>	<b>\$49,566</b>	<b>\$11,234</b>	
<b>CULTURE &amp; RECREATION</b>				
Parks and Recreation	\$40,750	\$37,650	\$3,100	
Library	\$305,342	\$305,342		
Patriotic Purposes	\$6,500	\$3,651	\$2,850	
Other Culture & Recreation	\$1,000	\$991	\$9	
<b>Subtotal</b>	<b>\$353,592</b>	<b>\$347,633</b>	<b>\$5,959</b>	
<b>CONSERVATION</b>				
Conservation Commission	\$1	\$0	\$1	
<b>DEBT SERVICE</b>				
P/Long Term Bonds and Notes	\$1,153,000	\$1,153,000		
I/Long Term Bonds and Notes	\$274,470	\$274,470		
Bond Issuance Costs	\$1	\$0	\$1	
<b>Subtotal</b>	<b>\$1,427,471</b>	<b>\$1,427,470</b>	<b>\$1</b>	
<b>CAPITAL OUTLAY</b>				
Capital Projects	\$0	\$0		
Transfer to Special Revenue Funds	\$50,000	\$0	\$50,000	
Capital Reserves	\$214,000	\$214,000		
<b>Subtotal</b>	<b>\$264,000</b>	<b>\$214,000</b>	<b>\$50,000</b>	
<b>TOTAL APPROPRIATIONS</b>	<b>\$11,240,245</b>	<b>\$10,759,175</b>	<b>\$481,070</b>	

## 2018 Town Budget-cont'd

Comparative Statement Of Estimated and Actual Revenue  
For Year Ending December 31, 2018

<u>Revenues</u>	<u>Budget</u>	<u>Actual Revenue</u>	<u>Budget Deficit</u>	<u>Budget Excess</u>
<b>TAXES</b>				
Land Use Change Tax	\$60,000	\$193,270		\$133,270
Yield Tax	\$5,000	\$16,189		\$11,189
Interest and Costs	\$93,000	\$66,968	\$26,032	
Excavation Tax	\$130	\$103	\$27	
Excavation Activity Tax	\$0	\$0		
<b>Subtotal</b>	<b>\$158,130</b>	<b>\$276,531</b>		<b>\$118,401</b>
<b>LICENSES AND PERMITS</b>				
Motor Vehicle	\$2,000,000	\$2,024,266		\$24,266
Building & Septic	\$78,025	\$113,675		\$35,650
Other Licenses, Permits, & Fees	\$57,750	\$64,166		\$6,416
<b>Subtotal</b>	<b>\$2,135,775</b>	<b>\$2,202,107</b>		<b>\$66,332</b>
<b>STATE/FEDERAL REVENUES</b>				
Federal FEMA				
Shared Revenue				
Meals & Rooms Tax	\$400,032	\$400,032		\$0
Highway Block Grant	\$229,127	\$229,590		\$463
State/Federal Grants				
Forest/Railroad Tax	\$31	\$31		\$0
<b>Subtotal</b>	<b>\$629,190</b>	<b>\$629,653</b>		<b>\$463</b>
<b>TOWN DEPARTMENTS</b>	<b>\$212,355</b>	<b>\$247,764</b>		<b>\$35,409</b>
<b>OTHER SERVICE CHARGES</b>	<b>\$146,000</b>	<b>\$146,016</b>		<b>\$16</b>
<b>SALE OF MUNICIPAL PROP.</b>	<b>\$0</b>	<b>\$0</b>		
<b>INTEREST INCOME</b>	<b>\$90,000</b>	<b>\$122,847</b>		<b>\$32,847</b>
<b>OTHER MISC. REVENUES</b>	<b>\$40,000</b>	<b>\$89,178</b>		<b>\$49,178</b>
<b>TRANSFER TO SPECIAL</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$50,000</b>	
<b>CAPITAL RESERVE W/D</b>	<b>\$0</b>	<b>\$0</b>		
<b>TRUST &amp; AGENCY FUNDS</b>	<b>\$8,200</b>	<b>\$10,756</b>		<b>\$2,556</b>
<b>TOTAL REVENUES</b>	<b>\$3,469,650</b>	<b>\$3,724,852</b>		<b>\$255,202</b>

## Ambulance Fee Special Revenue Fund

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2018 and 2017

<b>REVENUES</b>	<b>2018</b>	<b>2017</b>
Insurance Billing	\$153,483	\$136,490
Interest Income	\$36	\$27
Trust Income	\$780	\$615
Other Income	\$0	\$0
<b>Total Revenues</b>	<b>\$154,300</b>	<b>\$137,132</b>
<b>EXPENDITURES</b>		
Ambulance Purchase	\$0	\$0
Ambulance Expendable Supplies	\$37,894	\$20,992
Ambulance Training	\$6,250	\$0
Ambulance Services	\$3,321	\$7,020
Comstar Billing Fees	\$10,732	\$13,150
<b>Total Expenditures</b>	<b>\$58,196</b>	<b>\$41,163</b>
Excess (deficiency) of Revenues over (under) Expenditures	\$96,103	\$95,969
Fund Balance, January 1	\$316,019	\$220,050
<b>Fund Balance, December 31</b>	<b>\$412,122</b>	<b>\$316,019</b>

## Conservation Fund

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2018 and 2017

<b>REVENUES</b>	<b>2018</b>	<b>2017</b>
Bank Interest Income	\$54	\$45
Land Use Change Tax	\$193,270	\$103,505
<b>Total Revenues</b>	<b>\$193,324</b>	<b>\$103,550</b>
<b>EXPENDITURES</b>		
<i>Non-Land</i>		
Dues and Publications	\$500	\$830
Public Notices	\$0	\$0
Seminars	\$0	\$170
Educational Materials	\$0	\$83
Property Monitoring	\$0	\$960
Maps and Mapping	\$0	\$0
Natural Resources	\$0	\$0
Gates	\$6,500	\$0
Other	\$5,266	\$448
<i>Land</i>		
Legal Fees		\$0
Surveys/Assessments	\$5,487	\$9,355
Appraisals	\$2,200	\$0
Studies	\$0	\$0
Land Recording Fees	\$0	\$0
<b>Total Expenditures</b>	<b>\$19,953</b>	<b>\$11,847</b>
Excess (deficiency) of Revenues over (under) Expenditures	\$173,370	\$91,703
Fund Balance, January 1	\$ 542,828	\$ 451,125
<b>Fund Balance, December 31</b>	<b>\$ 716,198</b>	<b>\$ 542,828</b>

## Forest Maintenance Fund

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2018 and 2017

<b>REVENUES</b>	<b>2018</b>	<b>2017</b>
Proceeds from Town Forest	\$12,015	\$14,454
Interest Income	\$2	\$2
<b>Total Revenues</b>	<b>\$12,017</b>	<b>\$14,455</b>
<b>EXPENDITURES</b>		
Current	\$3,099	\$175
<b>Total Expenditures</b>	<b>\$3,099</b>	<b>\$175</b>
Excess (deficiency) of Revenues over (under) Expenditures	\$8,918	\$14,280
Fund Balance, January 1	\$24,653	\$10,373
<b>Fund Balance, December 31</b>	<b>\$33,571</b>	<b>\$24,653</b>

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## Heritage Fund

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2018 and 2017

<b>REVENUES</b>	<b>2018</b>	<b>2017</b>
Donations - Operating Costs	\$2,000	\$61
Donations - Cooper Shop	\$941	\$681
Miscellaneous	\$0	\$0
Interest Income	\$3	\$2
Town Appropriation	\$750	\$750
Proceeds from Old Home Day		\$0
Calendar Donations		\$0
Calendar Fundraising	\$3,335	\$6,538
Calendar Sponsorship	\$6,200	\$4,400
Grants	\$0	\$0
<b>Total Revenues</b>	<b>\$13,229</b>	<b>\$12,432</b>
<b>EXPENDITURES</b>		
OHD Registration	\$25	\$25
Dues & Publications	\$50	\$50
Equipment	\$0	\$0
Gambrel Barn		\$0
Calendar Expenses	\$3,338	\$4,571
Cooperage Expenses		\$50
Miscellaneous	\$213	\$175
<b>Total Expenditures</b>	<b>\$3,626</b>	<b>\$4,871</b>
Excess (deficiency) of Revenues over (under) Expenditures	\$9,603	\$7,561
Fund Balance, January 1	\$23,571	\$16,010
<b>Fund Balance, December 31</b>	<b>\$33,173</b>	<b>\$23,571</b>

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## Hollis Social Library Financial Report

	Town Appropriation	Other Funds	TOTAL
<b>Balance as of 1/1/18</b>			<b>\$65,451</b>
Town Appropriation	\$305,342	--	\$305,342
Fines & Income Generating Equipment	--	\$8,054	\$8,054
Gifts & Donations	--	\$19,274	\$19,274
Transfer from Reserves*		-\$6,967	-\$6,967
<b>TOTAL INCOME</b>	<b>\$305,342</b>	<b>\$31,154</b>	<b>\$325,703</b>
 <b>EXPENSES</b>			
Salaries & Wages	\$180,708	--	\$180,708
Books & Materials	\$49,067	\$4,816	\$53,883
Programs	\$13,194	\$8,854	\$22,048
Utilities	\$13,311	--	\$13,311
Technology Infrastructure	\$28,927	\$6,814	\$35,741
General Administration	\$19,451	--	\$19,451
Library Infrastructure	\$0	\$561	\$561
<b>TOTAL EXPENSES</b>	<b>\$304,658</b>	<b>\$21,045</b>	<b>\$325,703</b>
 <b>Balance as of 12/31/18</b>			<b>\$72,418</b>
 <b>Pearl Rideout Endowment**</b>			
Beginning Balance 1/1/18	\$63,945		
Withdrawals	-\$3,858		
Dividends, Interest and Capital Gains	\$1,882		
Increase/decrease in market value	-\$4,778		
Advisory Fees	-\$644		
Ending Balance 12/31/18	\$56,547		

\* Reflected in ending balance of 12/31/18

\*\* This is an investment account and maintained by Eldridge Investment advisors

## Inventory Of Property Owned By The Town Of Hollis

MBLU	Location	Acres	Year Acquired	Description
<b>HOLLIS CONSERVATION COMMISSION - RESTRICTED USE</b>				
002-009	WORCESTER RD	10.00	1966	Parker & Whitcher or Long Meadow, Wetlands
005-020	RUNNELLS BRIDGE RD	21.06	1976	Wright Nashua River Lot, Land-Locked Wetlands
005-034-001	RUNNELLS BRIDGE RD	17.11	2011	Taylor Conservation Lot, Unbuildable
010-002	RUNNELLS BRIDGE RD	1.34	1974	Runnells Bridge Dam & Bridge Site, Conserv. Use per Deed
010-003	RUNNELLS BRIDGE RD	0.46	1974	Runnells Bridge Dam & Bridge Site, Conserv. Use per Deed
010-018	RUNNELLS BRIDGE RD	40.70	1990	Rideout Nashua River Lot, Conservation Use per Deed
010-034	DEPOT RD	4.62	1993	Hacker Nashua River Lot, Conservation Use per Deed
013-032-001	MERRILL LN	1.73	1989	Coughlin Lot, Conservation Restrictions per Deed
014-070	FRENCH MILL RD	6.32	1983	Charles Lord Land on Flint's Brook, Wetlands
014-071	WRIGHT RD	19.22	1983	DJ Wright Heirs Lot, Flints Brook, Land-Locked Wetlands
014-072	RIDEOUT RD	22.00	1982	DJ Wright Heirs Lot, Flints Brook, Land-Locked Wetlands
014-076	RIDEOUT RD	11.89	1981	Charles Lord, Flints Brook, Wetlands, Conserv. Restrict.
014-077	RIDEOUT RD	23.51	1979	Charles Lord, Nashua River/Flints Brook, Consvr. Restrict.
015-001	RIDEOUT RD	10.90	1990	Rideout Nashua River Lot, Conservation Use per Deed
015-003	RIDEOUT RD	11.00	1970	Rich Tree Farms Lot, Land-Locked Wetlands
015-015	SUMNER LN	23.24	1974	Open Space Lot. No Development/Conserv. Restrict.
015-021-010	CUMMINGS LN	25.30	2004	Cummings Lane Nashua River Lot, Land-Locked Wetlands
015-029	HANNAH DR	35.18	1993	Rideout-Ranger or Hannah Dr Open Space - Nashua River
015-040	HANNAH DR	4.07	1993	Hannah Dr Open Space/Cul-de-sac & Part of Fire Pond
017-022	PROCTOR HILL RD	0.75	1967	Parkhurst or Charlton Lot, Unbuildable Wetlands
017-023	PROCTOR HILL RD	3.00	1978	Tenney Meadow or John Doe Lot, Wetlands
018-014	DEPOT RD	27.00	1994	Hardy Field, Conservation Easement/Restrictions
018-015	DEPOT RD	1.60	1994	Worcester Lot, Conservation Easement/Restrictions
019-028	BROAD ST	14.74	1974	Rideout-Flints Brook Lot, Restricts, Land-Locked Wtlds
019-029	WRIGHT RD	6.85	1975	Wright Heirs Flint's Brook Lot, Restricts, Land-Locked
020-017	BROAD ST	41.29	1974	Rideout Conserv'n Land, Flints Brook Wtlds, Restricts
022-031	ROCKY POND RD	11.50	1998	Worcester Upper Mill Historic Site, Wetlands
022-032	ROCKY POND RD	8.00	1995	Worcester Mill Pond Historic Site, Wetlands, Land-Locked
023-022	ROCKY POND RD	13.28	1968	Quinton Meadow, Wetlands
023-035	ROCKY POND RD	2.70	1999	Worcester Conserv. Land, Land-Locked w/Conserv. Esmt.
023-055	ROCKY POND RD	1.54	1985	Spaulding Conservation Land, Wetlands & School ROW
023-056	ROCKY POND RD	7.53	1985	Spaulding Conservation Land, Wetlands
026-018	PINE HILL RD	3.70	1975	Noah Farley Meadow, Land-Locked Wetlands
026-019	PINE HILL RD	5.00	1980	Wright-Holmberg Lot, Land-Locked
028-035	FOREST VIEW DR	20.11	2000	Worcester Conserv. Land, Land-Locked w/Conserv. Esmt.
029-006	FEDERAL HILL RD	4.50	1991	Wheeler Homestead, Land-Locked
029-014	HAYDEN RD	49.90	1998	Baldwin Orchard, Henry Hildreth Conservation Area.
029-015	FEDERAL HILL RD	3.63	1999	Worcester Conserv. Land, Land-Locked w/Conserv. Esmt.
029-016	FOREST VIEW DR	3.00	1999	Worcester Conserv. Land, Land-Locked w/Conserv. Esmt.
029-017	FOREST VIEW DR	8.63	1986	Der Conservation Land, Land-Locked w/Conserv. Esmt.
029-026	FOREST VIEW DR	0.72	1986	Der Conservation Land, Cul-de-Sac with Conserv. Esmt.
029-033	ROCKY POND RD	29.86	1999	Worcester Conserv. Land, Land-Locked w/Conserv. Esmt.
029-035	ROCKY POND RD	3.00	1999	Worcester Conserv. Land, Land-Locked w/Conserv. Esmt.
031-068	NARTOFF RD	7.50	1971	FW Moore Lot, Muddy Brook, Land-Locked Wetlands
034-016	HAYDEN RD	19.50	1986	Part of Corey-Swett Lot, Birch Hill, Land-Locked
035-077	FEDERAL HILL RD	14.30	1998	Horseshoe Pond, Henry Hildreth Conservation Area.



MBLU	Location	Acres	Year Acquired	Description
<i>Conservation Commission properties continued</i>				
036-015	SOUTH MERRIMACK RD	36.30	2004	Runnells-Wheeler Lot, Land-Locked
037-004-002	HARDY LN	1.37	1984	Somner Lot, Conservation per Deed.
042-035	MOOAR HILL	4.00	1978	JP Howe's Sprout Lot, Land-Locked
047-043-005	SOUTH MERRIMACK RD	21.08	2008	Siergiewicz Family Conservation Lot, Wetlands
047-054-001	MEADOW DR	31.24	1975	Pennichuck Pond Wetlands, Land-Locked
047-057-001	OAKWOOD LN	20.29	1980	Pennichuck Pond Wetlands, Land-Locked
049-004	SOUTH MERRIMACK RD	2.43	1966	Sanderson Lot, Land-Locked Wetlands
049-007	ROUTE 101A	2.00	2006	LaForest Heirs, Land-Locked Wetlands
049-011	ROUTE 101A	0.75	2006	LaForest Heirs, Land-Locked Wetlands
049-014	ROUTE 101A	0.25	2006	LaForest Heirs, Land-Locked Wetlands
054-034	BROAD ST	0.33	1976	Hambleton, Restrict'ns & Conserv'n Uses Only per Deed
054-035	BROAD ST	4.00	1976	Hambleton, Wetlands, Deed Restrictions
055-005	WINDING VALLEY RD	2.90	1980	Guertin, Wetlands & PSNH Easement
055-008	ROCKY POND RD	47.50	1973	Spaulding Parcel A, Wetlands
055-009	ROCKY POND RD	5.07	1987	Roundhouse Realty Trust, Land-Locked Wetlands
055-010	ROCKY POND RD	3.05	1986	Spaulding, Wetlands
<b>Total Acreage:</b>		<b>785.34</b>	<b>Total Properties: 62</b>	

#### HOLLIS TOWN FOREST COMMITTEE - RESTRICTED USE

030-009	WHEELER RD	12.01	2010	Parker Pond, Barry or Berry Lot, Land-Locked.
030-010	WHEELER RD	3.29	2010	Parker Pond, Hooper Lot, Land-Locked.
030-011	WHEELER RD	2.74	2010	Parker Pond, Belhuemer or Scott Field, Land-Locked.
030-013	WHEELER RD	17.00	1992	Duncklee Lots, Land-Locked
031-010	BAXTER RD	11.70	1992	Enright-Parker Pond & Brook
031-046	WHEELER RD	60.00	2005	Wright-Windmill Lot
036-026	SOUTH MERRIMACK RD	8.50	1992	Duncklee Dam Site, Conservation Restrictions
036-027	SOUTH MERRIMACK RD	311.00	Various	Spaulding Park Town Forest - multiple parcels
037-005	HARDY LN	10.00	1992	Hensel Lot
037-017	BAXTER RD	29.20	1992	Parker Pond, Stearns or Wright Heirs, Conserv'n Restricts
038-001	NARTOFF RD	118.83	2006	Gelazauskas Preserve, Conservation Restrictions.
041-010	HAYDEN RD	18.27	1990	Dickerman-Rogers Lot, Monson Village.
041-011	HAYDEN RD	12.00	1990	Dickerman-Worcester Bros. Lot, Monson Village.
041-012	HAYDEN RD	30.75	1990	Dickerman Lot
041-024	SILVER LAKE RD	14.90	1990	Dickerman - Sarah Aikens Lot
043-067	FARLEY RD	35.60	2005	Walker Cameron Lot South
<b>Total Acreage:</b>		<b>695.79</b>	<b>Total Properties: 16</b>	
<i>Year Shown is Year voted into the Town Forest.</i>				

#### TOWN FACILITIES

009-068	DEPOT RD	6.41	1978	Smith or Shed & Pit Lot, Stump Dump
009-069	275 DEPOT RD	4.86	1983	Part of Lawrence Farm or Kanterovich, Stump Dump
013-035	ORCHARD DR	3.26	1986	Nichols Field, Recreation Use only.
017-013-002	10 ROCKY POND RD	6.53	2001	Transfer Station
018-013	42 DEPOT RD	12.37	1927	Nichols Field, Rec. Use only. Lawrence Barn/Ballfields.
050-005-004	23 MAIN ST	1.64	2007	Farley or White Building.
050-012	7 MONUMENT SQ	0.52	bef 1886	Town Hall.
050-021-001	MONUMENT SQ	0.41	bef 1900	Town Common.
050-024	26 MONUMENT SQ	0.13	bef 1900	Ever Ready Fire House.
052-027	9 SILVER LAKE RD	2.74	1986	Police Station.

MBLU	Location	Acres	Year Acquired	Description
<i>Town Facilities continued</i>				
052-036	10 GLENICE DR	2.11	1981	Fire Station.
052-037	ASH ST	0.50	1952	Volunteer Park & Hilda's Way
052-050	1 MONUMENT SQ	1.13	1927	Little Nichols Ball Field.
052-051	2 MONUMENT SQ	0.84	1909	Hollis Social Library.
056-013	10 MUZZEY RD	16.06	1975	Department of Public Works.
<b>Total Acreage:</b>		<b>59.51</b>	<b>Total Properties: 15</b>	

#### CEMETERIES

013-017	91 MAIN ST	1.17	1822	South Cemetery
024-030	WHEELER RD	5.52	2004	Weston Lot, East Cemetery Expansion
024-031	29 WHEELER RD	5.89	1897	East Cemetery
024-036	PINE HILL RD	7.38	2004	Weston Lot, East Cemetery Expansion
038-058	NARTOFF RD	1.49	1769	Pine Hill Cemetery
041-061	SILVER LAKE RD	5.37	1790	North Cemetery
052-054	MONUMENT SQ	0.81	1742	Church Graveyard
<b>Total Acreage</b>		<b>27.63</b>	<b>Total Properties: 7</b>	

#### FIRE PONDS/CISTERNS

001-009-010	IRON WORKS LN	0.44	1999	Nissitissit Woods, Parking & Fire Cistern
004-050-A	TWISS LN	0.42	1996	Fire Pond, Lynne Drive Subdivision
004-074-A	CLINTON DR	0.38	1980	Fire Pond & Access, Clinton Drive
008-034	BALDWIN LN	0.58	1990	Fire Cistern/Green Space
013-036	ORCHARD DR	1.68	1986	Open Space/Fire Pond, Holly Hills Subdiv. Restrict. Use.
014-099	FRENCH MILL RD	1.21	1982	Fire Cistern, Lorden Subdivision, Unbuildable.
022-053-A	ROCKY POND RD	0.71	1994	Fire Pond/Cistern
025-040	CAMERON DR	1.48	1990	Fire Pond & Park
025-058-009	PINE HILL RD	0.18	2001	Fire Cistern
028-029	FOREST VIEW DR	4.23	1982	Fire Pond/Wetlands/Open Space
032-037-001	MENDELSSOHN DR	0.69	1995	Fire Pond
038-036-A	FARLEY RD	0.12	2006	Fire Pond/Cistern.
039-003-002	PINE HILL RD	0.21	2006	Fire Cistern.
043-013	MOOAR HILL RD	0.20	1986	Fire Pond
043-048	FORRENCE DR	1.93	1977	Fire Pond and Playground Lot, Restricted Use.
044-002	FARLEY RD	1.30	1981	Fire Cistern
047-014	ALSUN DR	3.74	1985	Fire Pond/Open Space, Greenwich Associates Subdivision.
056-017	SILVER LAKE RD	3.84	1973	Hildreth Water Hole, managed by the Fire Department.
<b>Total Acreage:</b>		<b>23.33</b>	<b>Total Properties: 18</b>	

#### ROADS & OTHER RELATED PROPERTIES

008-034-001	BALDWIN LN	0.16	1990	Drainage Easement & Road Access
009-029-01A	JEWETT LN	0.25	1982	School District #7, Bus Stop or Jewett Lot, Unbuildable
023-08A	DEACON LN	0.12	1993	Future Road Access
023-12A	DEACON LN	0.12	1993	Future Road Access
023-26A	ROCKY POND RD	0.11	1993	Future Road Access
025-035	CAMERON DR	0.29	1990	Future Road Access
035-009-00A	FEDERAL HILL RD	0.79	1999	Road Access & PSNH Easement, Arbour Family Subdiv.
042-025	SARGENT RD	0.20	1994	Future Road Access. Acquired by Tax Deed.
042-039	MOOAR HILL RD	0.75	1980	Cul-de-Sac.

MBLU	Location	Acres	Year Acquired	Description
<i>Roads &amp; Other Related Properties continued</i>				
059-032	WINDING VALLEY RD	0.72	1986	Cul-de-Sac.
061-004-A	FEDERAL HILL RD	0.06	2009	Drainage Easement & Road Access
<b>Total Acreage</b>		<b>3.57</b>	<b>Total Properties: 11</b>	

**VACANT LAND WITH RESTRICTIONS or UNBUILDABLE**

001-009-020	IRON WORKS LN	1.86	1999	Nissitissit Woods, Stormwater & Retention Area
001-032	WORCESTER RD	4.00	1994	Archambault Lot, Wetlands, Unbuildable per Plan.
002-010	WEST HOLLIS RD	4.30	1980	Marriner or Lawrence Lot, Land-Locked Wetlands
006-022	IRENE DR	3.51	2004	Archambault Conserv. Land, Land-Locked, Restricted.
015-044	HANNAH DR	1.49	1984	Playground Lot, Restricted Use.
019-023	FLINT POND DR	31.22	1980	Flint Pond Water Lot, Restricted Use.
019-041	HIDEAWAY LN	0.85	1974	Hussey Conservation Land, Restricted Use.
020-006	SUMNER LN	1.56	1976	Park Lot, Restricted Use.
035-024-001	FEDERAL HILL RD	8.67	2004	Annabelle Johnson Preserve, Heritage Comm., Mgr.
035-063	214 SILVER LAKE RD	103.77	2005	Woodmont Orchard West, Conserv. Esmt. & Restrict.
035-063-001	PLAIN RD	41.80	2005	Woodmont Orchard West, Conserv. Esmt. & Restrict.
035-063-002	SILVER LAKE RD	5.00	2005	Woodmont Orchard West, Conserv. Esmt. & Restrict.
035-063-003	232 SILVER LAKE RD	5.00	2005	Woodmont Orchard West, Conserv. Esmt. & Restrict.
035-063-004	PLAIN RD	5.00	2005	Woodmont Orchard West, Conserv. Esmt. & Restrict.
035-063-005	PLAIN RD	5.00	2005	Woodmont Orchard West, Conserv. Esmt. & Restrict.
035-063-006	PLAIN RD	5.00	2005	Woodmont Orchard West, Conserv. Esmt. & Restrict.
035-063-007	PLAIN RD	5.00	2005	Woodmont Orchard West, Conserv. Esmt. & Restrict.
035-063-008	PLAIN RD	5.00	2005	Woodmont Orchard West, Conserv. Esmt. & Restrict.
036-036	SILVER LAKE RD	21.38	2001	Duncklee Gravel Pit, Wetlands. Managed by HCC.
041-019-001	TODDY BROOK RD	4.83	1997	Howd Lot, no Buildings per Deed.
042-017	MOOAR HILL RD	1.00	1980	Ovens Lot, no Buildings per Plan.
043-026	MARION DR	1.16	1973	Park & Playground Lot, Restricted Use.
043-034	NEVINS RD	47.56	2003	Glover Lot, no buildings per Deed.
045-017	LAUREL HILL RD	2.96	1971	Playground Lot, Restricted Use.
046-050	MOOAR HILL RD	3.37	1986	Bushmich Realty Trust Lot, Wetlands.
047-041	WITCHES SPRING RD	13.60	1979	Martin Lot, Wetlands.
049-003	SOUTH MERRIMACK RD	4.73	1979	J. Woods or Martin Meadow, Land-Locked Wetlands.
050-005-002	MAIN ST	1.91	2007	Behind the Farley Building, Land-Locked.
050-005-003	MAIN ST	1.20	2007	Behind the Farley Building, Land-Locked.
<b>Total Acreage:</b>		<b>341.73</b>	<b>Total Properties: 29</b>	

**OPEN SPACE - RESTRICTED USE**

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

MBLU	Location	Acres	Year Acquired	Description
<b>PROPERTIES ACQUIRED BY TAX COLLECTOR'S DEED</b>				
001-027	LAWRENCE LN	0.73	2016	Baldwin Lot, Unbuildable Wetlands
004-009	BLOOD RD	1.00	2004	Abbot or Gagnon Heirs, Land-Locked on State Line.
006-002	IRON WORKS LN	0.90	1978	John Doe Lot or Backlot, Land-Locked.
006-009	WEST HOLLIS RD	6.83	1998	Gertrude Pyne or Cardinale Heirs, Land-Locked.
016-003	ROCKY POND RD	6.92	1960	T. A. Shattuck Lot/Tarbell & Letendre Lot, Land-Locked.
017-015-00	PROCTOR HILL RD	2.02	1994	Proctor Hill Realty Lot.
019-058	HIDEAWAY LN	2.80	1987	Hussey - Pond, Wetlands.
023-040-00	ROCKY POND RD	0.66	1996	Tomasian Lot, Unbuildable.
027-021	LOUISE DR	0.35	2010	Majestic Heights Lot, Land-Locked.
035-006	FEDERAL HILL RD	2.43	1993	Rosswaag Lot, no Restrictions.
041-032	SILVER LAKE RD	2.31	1993	Graves Lot, no Restrictions.
043-042	FARLEY RD	8.13	2004	Gagnon Heirs, Land-Locked on Pennichuck Pond.
045-005-00	LAUREL HILL RD	0.20	1991	South side of Laurel Hill Road, Unbuildable.
045-049	SILVER LAKE RD	8.47	1978	John Doe or Cave Lot. Land-Locked.
049-013	ROUTE 101A	0.75	2010	Heath Lot, Land-Locked.
054-016	BROAD ST	8.00	1994	Bowman Lot, no Restrictions.
055-006	ROCKY POND RD	1.85	2017	Saturley Lot, Unbuildable Wetlands.
058-018	NARTOFF RD	0.25	1988	Sedlewicz Camp Lot, Land-Locked Wetlands.
060-010	SILVER LAKE RD	0.25	2003	F. Johnson Estate, triangle at Fed. Hill & Silver Lake Rds
<b>Total Acreage:</b>		<b>54.85</b>	<b>Total Properties: 19</b>	

**VACANT LAND - NO DEED RESTRICTIONS**

025-051	CRESTWOOD DR	5.94	1979	Flint Pond Drive no known Restrictions.
028-017	HAYDEN RD	26.35	2017	Hildreth-Birch Lund Lot, no known Restrictions.
028-053	ROCKY POND RD	11.73	2017	Hildreth-Birch Comins Lot, no known Restrictions.
028-059	HAYDEN RD	131.50	2017	Hildreth-Birch Chickadee or D. Farley Lot, no known Restricts.
032-001	NARTOFF RD	143.00	2017	Stefanowicz Farm, Parcel 1, no known Restrictions.
032-002	126 NARTOFF RD	53.00	2017	Stefanowicz Farm, Parcel 2, no known Restrictions.
034-003	FEDERAL HILL RD	1.00	2017	Hildreth-Birch 1-acre Carter Lot, no known Restrictions.
034-004	FEDERAL HILL RD	15.60	2017	Hildreth-Birch Sap Swamp, no known Restrictions.
034-008	FEDERAL HILL RD	25.00	2017	Hildreth-Birch Noon House Lot, no known Restrictions.
034-009	FEDERAL HILL RD	21.00	2017	Hildreth-Birch Rideout Pasture/Lievens Lot, no known Restricts.
034-010	FEDERAL HILL RD	68.00	2017	Hildreth-Birch Simoneau Lot, no known Restrictions.
034-013	FEDERAL HILL RD	15.00	2017	Hildreth-Birch Lucy Bailey Lot, no known Restrictions.
034-015	HAYDEN RD	21.00	2017	Hildreth-Birch E D Hardy Lot, no known Restrictions.
043-069	FARLEY RD	4.92	2004	Walker Cameron Lot North, no known Restrictions.
046-051	MOOAR HILL RD	80.00	2005	L. Siergiewicz Farm, Class VI Rd, no known Restrict's.
<b>Total Acreage:</b>		<b>623.04</b>	<b>Total Properties: 15</b>	

**SUMMARY - ALL PROPERTIES**

Total Acreage, Town Properties:	1210.98	Total Properties:	121
Acreage, Conservation Commission:	785.34	Total Properties:	62
Total Acreage, Town Forest:	695.79	Total Properties:	16
<b>Total Town-Owned Acreage:</b>	<b>2692.11</b>	<b>Total # of Properties:</b>	<b>201</b>

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

002-003	WORCESTER RD	54.00	1992	Parker-Colburn Lot, Executory Interest via HCC.
003-030	BLOOD RD	36.85	2004	William Hall Jr. Rev. Trust, Development Rights.

MBLU	Location	Acres	Year Acquired	Description
<i>Other Properties continued</i>				
008-078	DOW RD	20.26	2002	William Hall Jr. Rev. Trust, Development Rights.
013-064	DEPOT RD	18.75	2002	William Hall Jr. Rev. Trust, Development Rights.
015-004	RIDEOUT RD	4.20	1993	Peter & Andrea Hacker, Conservation Easement.
016-001	ROCKY POND RD - Part of	11.00	2010	Lovejoy Lot, Originally 016-005, Exec'y Interest via HCC.
018-001	24 CAVALIER COURT	14.50	2000	HBHS Conservation Easement
019-017 ETC	BROAD ST - 5 TOTAL	4.49	1993	Chain Subdivision, Conserv'n Esmt. acreage shown.
020-016	239 BROAD ST	23.60	1994	Pearl C. Rideout Lot, Agricultural/Conserv. Easement
023-030	ROCKY POND RD - Part of	68.16	2010	Whaleback Lots, Exec'y Interest to the Town via HCC.
025-062	PINE HILL RD	40.05	2008	Harriet Hills Farm Dvlpmt Rights & Agrictl Presrv. Esmt
029-013	HAYDEN RD	7.23	1998	Hildreth Conservation Area, Conservation Easement
029-025	FOREST VIEW DR	3.59	2000	Worcester Conservation Easement
029-038	FOREST VIEW DR	3.36	2000	Worcester Conservation Easement
030-008	LONG HILL RD	15.42	2003	Skyview III Open Space, Conservation Easement
038-052	PINE HILL RD	29.70	2007	Walker-Gilman 2 Dvlpmt Rights & Agric. Covenants
040-001	FEDERAL HILL RD	30.00	2009	Kerr-Bayrd Farm, Executory Interest via HCC.
041-007	FEDERAL HILL RD	85.00	1998	Monson Village, Executory Interest via HCC.
042-073	SOUTH MERRIMACK RD	125.72	2002	Gardner-Spaulding Land, Conserv Esmt & Restrictions
044-001 ETC	FARLEY RD - 4 TOTAL	9.09	1992	Moore Estate on Muddy Brook, Conserv. Easement
058-034	40 NARTOFF RD	0.91	1985	Frederick Hall Conservation Easement
058-035	NARTOFF RD	9.67	1985	Frederick Hall Conservation Easement
058-036	NARTOFF RD	1.00	1985	Frederick Hall Conservation Easement
<b>Total Acreage:</b>		<b>616.55</b>	<b>Total Properties: 24</b>	

## Old Home Days Special Revenue Fund

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2018 and 2017

<b>REVENUES</b>	<b>2018</b>	<b>2017</b>
Donations	\$1,167	\$2,410
Vendors	\$5,986	\$5,795
BBQ Tickets	\$0	\$3,358
Balloon Rides	\$1,104	\$1,030
Concessions	\$5,500	\$5,500
Daily Interest	\$5	\$5
Silent Auction	\$4,341	\$4,330
Sponsorship	\$7,902	\$7,500
Parade	\$112	\$20
Miscellaneous	\$550	\$433
<b>Total Revenues</b>	<b>\$26,667</b>	<b>\$30,381</b>
<b>EXPENDITURES</b>		
Printing		\$590
Postage	\$132	\$673
Signs/Banners	\$392	\$396
Chicken Barbeque	\$0	\$2,055
Entertainment (Music)	\$1,525	\$1,700
Fireworks	\$11,000	\$10,000
Rentals	\$5,610	\$6,008
Sound System	\$3,000	\$800
Silent Auction	\$94	\$44
Parade	\$200	\$0
Demonstrators	\$1,760	\$2,260
Advertising	\$959	\$590
Dance	\$0	\$0
Miscellaneous	\$693	\$1,139
<b>Total Expenditures</b>	<b>\$25,365</b>	<b>\$26,255</b>
Excess (deficiency) of Revenues over (under) Expenditures	\$1,302	\$4,126
Fund Balance, January 1	\$51,075	\$46,949
Fund Balance, December 31	\$52,376	\$51,075

## Police Private Details Special Revenue Fund

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2018 and 2017

<b>REVENUES</b>	<b>2018</b>	<b>2017</b>
Police Detail Income	\$36,590	\$39,657
Bank Interest Income	\$4	\$4
<b>Total Revenues</b>	<b>\$36,593</b>	<b>\$39,660</b>
<b>EXPENDITURES</b>		
Police Details	\$45,887	\$31,410
Miscellaneous	\$0	\$0
<b>Total Expenditures</b>	<b>\$45,887</b>	<b>\$31,410</b>
Excess (deficiency) of Revenues over (under) Expenditures	(\$9,294)	\$8,250
Fund Balance, January 1	\$37,593	\$29,343
<b>Fund Balance, December 31</b>	<b>\$28,301</b>	<b>\$37,593</b>

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## Recreation Revolving Fund

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2018 and 2017

<b>REVENUES</b>	<b>2018</b>	<b>2017</b>
Softball	\$4,184	\$6,384
Field & Facilities Use	\$6,330	\$4,445
Drama	\$6,080	\$2,080
Lawrence Barn	\$380	\$130
Tennis Camp	\$240	\$70
Miscellaneous	\$0	\$0
Interest Earned	\$6	\$6
<b>Total Revenues</b>	<b>\$17,219</b>	<b>\$13,115</b>
<b>EXPENDITURES</b>		
Softball	\$6,744	\$5,692
Drama	\$6,080	\$2,080
Lawrence Barn	\$0	\$0
Field & Facilities Expense	\$3,940	\$3,413
Miscellaneous	\$0	\$0
<b>Total Expenditures</b>	<b>\$16,764</b>	<b>\$11,185</b>
Excess (deficiency) of Revenues over (under) Expenditures	\$455	\$1,930
Fund Balance, January 1	\$54,177	\$52,247
<b>Fund Balance, December 31</b>	<b>\$54,632</b>	<b>\$54,177</b>

## Statement of Bonded Debt

TOWN OF HOLLIS, NEW HAMPSHIRE  
AS OF DECEMBER 31, 2018  
ANNUAL MATURITIES OF OUTSTANDING DEBT

### I. OPEN LAND PURCHASE

(General Obligation Bonds)

Issue Date: 2003

Initial Indebtedness: 1,800,500

Interest Rate: 3.70%

#### AMORTIZATION SCHEDULE

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2019	\$110,000	\$2,613	\$112,613
<b>Total</b>	<b>\$110,000</b>	<b>\$2,613</b>	<b>\$112,613</b>

### II. OPEN LAND & CEMETERY LAND PURCHASE

(General Obligation Bonds )

Issue Date: 2004 (2014 Refinance)

Initial Indebtedness: \$2,973,960

Interest Rate: 1.72%

#### AMORTIZATION SCHEDULE

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2019	\$199,000	\$3,470	\$202,470
	<b>\$199,000</b>	<b>\$3,470</b>	<b>\$202,470</b>



TOWN OF HOLLIS, NEW HAMPSHIRE  
AS OF DECEMBER 31, 2018  
ANNUAL MATURITIES OF OUTSTANDING DEBT

**III. OPEN LAND PURCHASE & SAFETY RENOVATIONS  
(HFD,HPD&DPW)**

(General Obligation Bonds )

Issue Date: 2005 (2014 Refinance)

Initial Indebtedness: 8,200,000

Interest Rate: 2.41% - 3.36%

**AMORTIZATION SCHEDULE**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2019	\$361,000	\$110,715	\$471,715
2020	\$356,000	\$102,173	\$458,173
2021	\$352,000	\$93,195	\$445,195
2022	\$347,000	\$84,594	\$431,594
2023	\$343,000	\$76,115	\$419,115
2024	\$338,000	\$67,920	\$405,920
2025	\$333,000	\$59,475	\$392,475
2026	\$158,000	\$51,338	\$209,338
2027	\$156,000	\$45,956	\$201,956
2028	\$155,000	\$40,753	\$195,753
2029	\$153,000	\$35,361	\$188,361
2030	\$152,000	\$30,149	\$182,149
2031	\$150,000	\$24,971	\$174,971
2032	\$148,000	\$19,915	\$167,915
2033	\$147,000	\$14,819	\$161,819
2034	\$145,000	\$9,811	\$154,811
2035	\$143,000	\$4,189	\$147,189
<b>Total</b>	<b>\$3,937,000</b>	<b>\$871,450</b>	<b>\$4,808,450</b>

TOWN OF HOLLIS, NEW HAMPSHIRE  
AS OF DECEMBER 31, 2018  
ANNUAL MATURITIES OF OUTSTANDING DEBT

**IV. LAND ACQUISITIONS  
(Stefanowicz & Birch Hill)**

(General Obligation Bonds )

Issue Date: 2017

Initial Indebtedness: 4,675,000

Interest Rate: 2.14%

**AMORTIZATION SCHEDULE**

	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2019	\$470,000	\$84,958	\$554,958
2020	\$470,000	\$74,900	\$544,900
2021	\$470,000	\$64,842	\$534,842
2022	\$470,000	\$54,784	\$524,784
2023	\$465,000	\$44,780	\$509,780
2024	\$465,000	\$34,829	\$499,829
2025	\$465,000	\$24,878	\$489,878
2026	\$465,000	\$14,927	\$479,927
2027	\$465,000	\$4,976	\$469,976
<b>Total</b>	<b>\$4,205,000</b>	<b>\$403,872</b>	<b>\$4,608,872</b>

# Tax Collector's Report

## DEBITS

UNCOLLECTED TAXES- BEG. OF YEAR	2018	Prior Levies	
		2017	2016
Property Taxes	xxxxxx	\$470,751.34	
Land Use Change	xxxxxx	61,500.00	
Yield Taxes	xxxxxx	0.00	\$626.46
Excavation Taxes	xxxxxx		
Other Tax or Charges			
Property Tax Credit Balance	(1,630,393.34)		

### TAXES COMMITTED THIS YEAR

Property Taxes	\$29,021,025.00	
Land Use Change	382,540.00	4,000.00
Yield Taxes	10,188.66	6,000.81
Excavation Tax	0.00	103.08

### OVERPAYMENT REFUNDS

Property Taxes	177,865.66	27,096.00	
Land Use Change			
Yield Taxes			
Excavation Tax			
Interest - Late Taxes	12,144.00	22,093.26	
Costs	275.00	1,541.50	
<b>TOTAL DEBITS</b>	<b>\$27,973,644.98</b>	<b>\$593,085.99</b>	<b>\$626.46</b>

## Tax Collector's Report

### CREDITS

REMITTED TO TREASURER	2018	Prior Levies	
		2017	2016
Property Taxes	\$27,396,998.55	\$278,380.71	
Land Use Change	381,024.25	65,500.00	
Yield Taxes	10,188.66	6,000.81	600.65
Excavation Tax		88.20	
Interest (includes lien conversion)	12,144.00	22,093.26	
Costs	275.00	1,541.50	
Conversion to Lien (principal only)		192,370.63	

#### ABATEMENTS MADE

Property Taxes	35,482.00	27,096.00	
Land Use Change			
Yield Taxes			
Excavation Tax			
Current Levy Deeded			

#### UNCOLLECTED TAXES - End of Year

Property Taxes	519,734.72		
Land Use Change	1,515.75		25.81
Yield Taxes		14.88	
Excavation Tax			
Property Tax Credit Balance	(383,717.95)		
<b>TOTAL CREDITS</b>	<b>\$27,973,644.98</b>	<b>\$593,085.99</b>	<b>\$626.46</b>

**Tax Collector's Report  
Redemptions**

*DEBITS*

	2017	PRIOR LEVIES	
		2016	2015 & Older
Unredeemed Liens-Beg of Year		\$91,906.17	\$81,788.03
Liens Executed During Fiscal Year	\$205,967.83		
Interest Collected After Lien	4,361.00	8,289.02	17,355.28
Costs Collected After Lien	510.00	108.00	291.00
<b>TOTAL DEBITS</b>	<b>\$210,838.83</b>	<b>\$100,303.19</b>	<b>\$99,434.31</b>

*CREDITS*

REMITTED TO TREASURER	2017	PRIOR LEVIES	
		2016	2015 & Older
Redemptions	\$120,849.03	\$44,456.17	\$42,917.11
Interest Collected After Lien	4,361.00	8,289.02	17,355.28
Costs Collected After Lien	510.00	108.00	291.00
Abatements of Unredeemed Taxes			
Liens Deeded to Municipality			
Unredeemed Liens Balance - EOY	85,118.80	47,450.00	38,870.92
<b>TOTAL CREDITS</b>	<b>\$210,838.83</b>	<b>\$100,303.19</b>	<b>\$99,434.31</b>

Respectfully Submitted,

Christina Winsor

Tax Collector

# Town Clerk Financial Report

## DOG LICENSES

Received for:		
1701	Dog Licenses	\$ 10,992.00
9	Dog Fines	\$ 225.00
Total:		\$ 11,217.00
Paid to Treasurer, Barbara Townsend		\$ 11,217.00

## AUTOMOBILE PERMITS

11,039	Automobile Registrations	\$ 2,024,266.00
Paid to Treasurer, Barbara Townsend		\$ 2,024,266.00

## MISCELLANEOUS COLLECTIONS

Received for 32 Marriage Licenses for State @ \$43.00			\$ 1,376.00
Received for 246 MC-DC-BC for State			\$ 1,547.00
Received for Returned Checks Fine @ \$15.00			\$ 225.00
Received for Boat Permits			\$ 3,404.00
Received for Mail-In Postage			\$ 10,192.00
Received for Transportation Tax			\$ 10,869.00
Received for Titles, Dredges & Fill, UCCS, etc.			\$ 37,535.00
Total:		\$ 65,148.00	
Paid to Treasurer, Barbara Townsend		\$ 65,148.00	

Lisa I. Claire  
Hollis Town Clerk

## Town Of Hollis And Hollis Nichols Fund Income Payments

NAME OF FUND	ADJUSTED BALANCE 12/31/2017	INCOME PERCENTAGE FOR 2018	INCOME PAYMENT 4/3/2018	INCOME PAYMENT 7/3/2018	INCOME PAYMENT 10/2/2018	INCOME PAYMENT 1/2/2019	TOTAL FOR YEAR 2018
HIGH SCHOOL	285,601.66	44.08%	1,076.28	1,227.83	1,507.65	1,564.85	5,376.61
R E WHEELER	49,474.43	7.64%	186.44	212.70	261.17	271.08	931.39
SCHOOL SYSTEMS	9,596.32	1.48%	36.16	41.26	50.66	52.58	180.66
LIBRARY	121,665.64	18.78%	458.49	523.05	642.26	666.62	2,290.42
C ZYLONIS-LITHUANIAN	124,871.71	19.27%	470.57	536.84	659.18	684.19	2,350.78
WELFARE	10,428.76	1.61%	39.30	44.83	55.05	57.14	196.32
RECREATION FUNDS	4,763.57	0.74%	17.95	20.48	25.15	26.10	89.68
AMBULANCE FUND	41,449.00	6.40%	156.20	178.19	218.80	227.10	780.29
<b>TOTAL</b>	<b>647,851.09</b>	<b>100.00%</b>	<b>2,441.39</b>	<b>2,785.18</b>	<b>3,419.92</b>	<b>3,549.66</b>	<b>12,196.15</b>

<b>NICHOLS FUND DISBURSEMENT</b>	<b>100.00%</b>	<b>955.83</b>	<b>0.00</b>	<b>1,037.25</b>	<b>483.65</b>	<b>2,476.73</b>
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## Treasurer's Report to the Town of Hollis

January 14, 2019

The balance of cash and cash equivalents for the Town of Hollis General Fund as of December 31, 2018 was \$13,137,747, which compares to \$13,289,502 for the year ending December 31, 2017. Interest on overnight and other short-term cash investments produced income of \$122,847, which compares to \$37,625 earned in 2017 and \$23,398 earned in 2016.

During 2018, the Town purchased from the Tax Collector \$205,968 in delinquent taxes and accruals, DOWN \$37,041 from \$243,009 in 2017. At December 31, 2018, the amount of unpaid taxes was \$692,731. (See the Tax Collector's Report for specific details.)

For the twenty fifth consecutive year, the Town incurred no short-term borrowing costs associated with the issuance of Tax Anticipation Notes.

### Delinquent Taxes Purchased From the Tax Collector

2017	\$205,968
2016	\$243,009
2015	\$172,430
2014	\$201,137
2013	\$277,469

### Delinquent Taxes Outstanding at Year-End

	2018	2017	2016	2015	2014
2018	521,251				
2017	85,133	532,251			
2016	47,476	92,533	639,542		
2015	17,906	43,481	120,929	610,556	
2014	7,060	14,781	71,081	122,548	717,508
2013	4,738	12,049	29,389	87,002	152,336
2012	4,741	4,741	12,154	16,838	80,996
2011	4,426	4,426	7,222	12,695	31,065
2010	0	2,310	2,310	8,044	18,432
<b>Total</b>	<b>692,731</b>	<b>706,572</b>	<b>882,627</b>	<b>857,683</b>	<b>1,000,337</b>

Respectfully Submitted,

Barbara Townsend, Treasurer



# Trust Funds, Trustees Report (MS-9)

## REPORT OF THE TRUST FUNDS OF THE TOWN OF HOLLIS, NH ON DECEMBER 31, 2018 MS-9

DATE OF CREATION	NAME OF TRUST FUND	PURPOSE OF TRUST FUND	HOW INVESTED	%	PRINCIPAL					INCOME					GRAND TOTAL OF PRINCIPAL & INCOME	PRINCIPAL MARKET VALUE BEGINNING YEAR	PRINCIPAL MARKET VALUE END OF YEAR	BALANCE END YEAR	FEES	BALANCE END YEAR
					BALANCE BEGINNING YEAR	ADDITIONS NEW FUNDS CREATED	CASH GAINS OR (LOSSES)	WITHDRAWALS	BALANCE END YEAR	BALANCE BEGINNING YEAR	INCOME PERCENT	DURING YEAR AMOUNT	EXPENDED DURING YEAR							
<b>COMMON TRUST FUND</b>																				
1873	HIGH SCHOOL FUNDS	HIGH SCHOOL	COMMON TR	5.15%	37,982.61		2,976.92		40,959.52	1,732.85	5.15%	564.79	(24,478)	1,556.88	42,516.40	59,981.10	56,364.69		1,556.88	
1884	MARY S FARLEY	HIGH SCHOOL	COMMON TR	0.64%	4,704.63		368.73		5,073.36	75.99	0.64%	(69.96)	(27.84)	192.83	5,266.18	7,429.42	6,981.48		192.83	
1916	SAMUEL T WORCESTER	HIGH SCHOOL	COMMON TR	0.30%	2,210.56		173.25		2,383.82	35.70	0.30%	(32.87)	(13.08)	90.60	2,474.42	3,490.66	3,280.39		90.60	
1916	LUCY E WORCESTER	HIGH SCHOOL	COMMON TR	0.30%	2,210.56		173.25		2,383.82	35.70	0.30%	(32.87)	(13.08)	90.60	2,474.42	3,490.66	3,280.39		90.60	
1917	SARAH A WORCESTER	HIGH SCHOOL	COMMON TR	0.30%	2,210.56		173.25		2,383.82	35.70	0.30%	(32.87)	(13.08)	90.60	2,474.42	3,490.66	3,280.39		90.60	
1917	FRANKLIN WORCESTER	HIGH SCHOOL	COMMON TR	13.87%	102,189.50		8,009.18		110,198.68	4,662.12	13.87%	(1,519.53)	(64,476)	4,188.67	114,387.35	161,374.87	151,045.19		4,188.67	
1932	CLARA E CUTTER	HIGH SCHOOL	COMMON TR	0.27%	1,989.93		155.96		2,145.89	32.12	0.27%	(29.59)	(11.78)	81.54	2,227.43	3,142.44	2,952.97		81.54	
1944	EMMA F VAN DYKE	HIGH SCHOOL	COMMON TR	1.62%	11,933.27		835.28		12,868.55	192.79	1.62%	(177.44)	(70.62)	488.15	13,357.70	18,844.69	17,708.50		488.15	
1956	MARY F WILSON	HIGH SCHOOL	COMMON TR	1.08%	7,959.27		623.85		8,583.12	128.59	1.08%	(118.36)	(47.11)	326.27	8,909.84	12,569.77	11,811.91		326.27	
1957	HENRY A WILSON	HIGH SCHOOL	COMMON TR	1.08%	7,957.41		623.67		8,581.08	128.57	1.08%	(118.32)	(47.09)	326.19	8,907.27	12,566.12	11,808.48		326.19	
1967	LUCINDA F READ	HIGH SCHOOL	COMMON TR	0.23%	1,717.06		134.58		1,851.63	27.77	0.23%	(25.53)	(10.16)	70.41	1,922.03	2,711.53	2,548.04		70.41	
1980	RUTH E WHEELER	HOME ECONOMICS	COMMON TR	4.25%	31,329.33		2,455.46		33,784.79	1,429.32	4.25%	(177.44)	(70.62)	488.15	35,018.03	49,474.43	46,491.50		488.15	
1988	JANE BALLARD MEMORIAL ARTIST PROGRAM	ARTIST PROGRAM	COMMON TR	9.70%	71,471.76		5,601.65		77,073.42	3,260.71	9.70%	(1,062.76)	(422.97)	26,143.34	103,216.76	112,866.26	106,061.28		26,143.34	
	<b>TOTAL HIGH SCHOOL FUNDS</b>				<b>283,656.34</b>	<b>0.00</b>	<b>22,231.78</b>	<b>0.00</b>	<b>305,888.12</b>	<b>12,941.05</b>		<b>(4,217.89)</b>	<b>(1,578.69)</b>	<b>34,788.70</b>	<b>340,677.83</b>	<b>447,942.35</b>	<b>420,934.82</b>		<b>34,788.70</b>	
<b>SCHOOL SYSTEM FUNDS</b>																				
1984	EVELYN RICE TRUST	SCHOOL SYSTEM	COMMON TR	0.41%	3,038.40		238.14		3,276.54	49.11	0.41%	(45.18)	(17.98)	124.57	3,401.10	4,798.16	4,538.86		124.57	
1984	CP & LE BROWN	SCHOOL SYSTEM	COMMON TR	0.41%	3,038.40		238.14		3,276.54	49.09	0.41%	(45.18)	(17.98)	124.55	3,401.08	4,798.16	4,538.86		124.55	
	<b>TOTAL SCHOOL STEM FUNDS</b>				<b>6,076.80</b>	<b>0.00</b>	<b>476.27</b>	<b>0.00</b>	<b>6,553.07</b>	<b>98.20</b>		<b>(90.36)</b>	<b>(35.96)</b>	<b>249.11</b>	<b>6,802.18</b>	<b>9,596.32</b>	<b>9,077.72</b>		<b>249.11</b>	
<b>LIBRARY FUNDS</b>																				
1917	SARAH A WORCESTER	HOLLIS LIBRARY	COMMON TR	0.15%	1,105.17		86.62		1,191.79	17.86	0.15%	(16.43)	(6.54)	45.31	1,237.10	1,745.26	1,640.03		45.31	
1918	FRANKLIN WORCESTER	HOLLIS LIBRARY	COMMON TR	2.74%	20,162.82		1,361.84		21,764.67	920.79	2.74%	(300.11)	(119.44)	827.27	22,591.94	31,872.17	29,950.52		827.27	
1917	CHARLES M STRATTON	HOLLIS LIBRARY	COMMON TR	0.05%	398.07		31.20		429.26	6.41	0.05%	(5.92)	(2.36)	18.16	445.56	628.62	590.71		18.16	
1927	LILLIAN WORCESTER	HOLLIS LIBRARY	COMMON TR	0.20%	1,439.60		112.83		1,552.43	23.26	0.20%	(21.41)	(8.52)	59.01	1,611.45	2,273.38	2,136.31		59.01	
1931	JH & SP CUTTER MEM	HOLLIS LIBRARY	COMMON TR	0.09%	636.79		49.91		686.70	10.26	0.09%	(9.47)	(3.77)	26.08	712.77	1,006.60	944.97		26.08	
1932	CLARA CUTTER	HOLLIS LIBRARY	COMMON TR	0.27%	1,900.00		155.97		2,145.96	32.12	0.27%	(29.59)	(11.78)	81.54	2,227.50	3,142.55	2,953.08		81.54	
1939	JOSEPH P PARKER	HOLLIS LIBRARY	COMMON TR	0.27%	1,900.00		155.97		2,145.96	32.12	0.27%	(29.59)	(11.78)	81.54	2,227.50	3,142.55	2,953.08		81.54	
1944	EMMA VANDYKE	HOLLIS LIBRARY	COMMON TR	1.62%	11,933.27		835.28		12,868.55	192.79	1.62%	(177.44)	(70.62)	488.15	13,357.70	18,844.69	17,708.50		488.15	
1950	RUTH C GOODWIN	HOLLIS LIBRARY	COMMON TR	0.27%	1,989.97		155.97		2,145.94	32.12	0.27%	(29.59)	(11.78)	81.54	2,227.48	3,142.51	2,953.04		81.54	
1955	SILAS N SPALDING	HOLLIS LIBRARY	COMMON TR	0.16%	1,194.04		93.58		1,287.62	19.28	0.16%	(17.75)	(7.07)	48.93	1,336.56	1,885.59	1,771.90		48.93	
1956	MARY F WILSON	HOLLIS LIBRARY	COMMON TR	0.54%	3,979.91		311.93		4,291.84	64.30	0.54%	(59.18)	(23.55)	163.14	4,454.96	6,294.97	5,906.03		163.14	
1957	HENRY A WILSON	HOLLIS LIBRARY	COMMON TR	1.08%	7,957.44		623.67		8,581.12	128.55	1.08%	(118.32)	(47.09)	326.17	8,907.28	12,566.18	11,808.53		326.17	
1963	ETTA M FLAGG	HOLLIS LIBRARY	COMMON TR	0.27%	1,979.87		155.17		2,135.05	31.97	0.27%	(29.44)	(11.72)	81.13	2,216.18	3,126.56	2,938.06		81.13	
1967	LUCINDA F READ	HOLLIS LIBRARY	COMMON TR	0.23%	1,717.04		134.57		1,851.62	27.77	0.23%	(25.53)	(10.16)	70.41	1,922.03	2,711.51	2,548.03		70.41	
1974	LEILA PARKER	HOLLIS LIBRARY	COMMON TR	0.11%	805.04		63.10		868.14	13.03	0.11%	(11.97)	(4.76)	33.02	901.16	1,271.30	1,194.65		33.02	
1980	DANIEL H GOODWIN	HOLLIS LIBRARY	COMMON TR	0.42%	3,128.96		245.23		3,374.19	50.55	0.42%	(46.53)	(18.52)	128.26	3,502.45	4,941.17	4,643.25		128.26	
1987	N & P COMARIS	HOLLIS LIBRARY	COMMON TR	1.98%	14,615.89		1,145.53		15,761.42	666.81	1.98%	(217.33)	(86.50)	599.11	16,360.53	23,081.01	21,689.40		599.11	
1980	CHARLES ZYLONIS	LITHUANIAN	COMMON TR	10.75%	79,074.13		6,197.50		85,271.62	1,277.37	10.75%	(1,175.81)	(467.96)	3,241.15	88,512.77	124,871.71	117,342.88		3,241.15	
	<b>TOTAL LIBRARY FUNDS</b>				<b>156,718.03</b>	<b>0.00</b>	<b>12,235.67</b>	<b>0.00</b>	<b>168,953.90</b>	<b>7,122.46</b>		<b>(2,321.45)</b>	<b>(923.91)</b>	<b>6,399.06</b>	<b>174,752.95</b>	<b>246,537.35</b>	<b>231,673.00</b>		<b>6,399.06</b>	
<b>CEMETERY FUNDS</b>																				
VARIOUS	COMMON CEMETERY FUNDS	CEMETERY FDS	COMMON TR	29.04%	214,009.49		16,773.16		230,782.64	9,763.60	29.04%	(3,182.26)	(1,266.52)	58,904.23	289,686.87	337,957.94	317,581.64		58,904.23	
2010	GENERAL CEMETERY MAINTENAN	CEMETERY FDS	COMMON TR	4.74%	34,910.76		2,736.16		44,396.92	1,291.50	4.74%	(519.11)	(206.60)	2,158.49	46,555.41	55,130.12	61,044.92		2,158.49	
1973	VIOLA BROCKLEBANK	EAST CEMETERY	COMMON TR	0.85%	6,233.75		488.58		6,722.33	284.40	0.85%	(82.69)	(38.89)	2,021.17	8,443.50	9,844.17	9,520.64		2,021.17	
	<b>TOTAL CEMETERY FUNDS</b>				<b>285,154.00</b>	<b>0.00</b>	<b>19,997.89</b>	<b>0.00</b>	<b>281,901.89</b>	<b>11,640.71</b>		<b>(3,794.06)</b>	<b>(1,510.01)</b>	<b>63,083.89</b>	<b>344,985.79</b>	<b>402,932.23</b>	<b>387,927.20</b>		<b>63,083.89</b>	
<b>PUBLIC WELFARE FUNDS</b>																				
1906	JESSIE RIDEOUT	PUBLIC WELFARE	COMMON TR	0.30%	2,226.50		174.50		2,401.01	35.97	0.30%	(33.11)	(13.18)	91.26	2,492.27	3,516.03	3,304.04		91.26	
1934	DELIA M SMITH	PUBLIC WELFARE	COMMON TR	0.05%	388.07		31.20		429.26	6.41	0.05%	(5.92)	(2.36)	18.30	445.57	628.62	590.71		18.30	

# Trust Funds, Trustees Report (MS-9) Con't

## REPORT OF THE TRUST FUNDS OF THE TOWN OF HOLLIS, NH ON DECEMBER 31, 2018 MS-9

DATE OF CREATION	NAME OF TRUST FUND	PURPOSE OF TRUST FUND	HOW INVESTED	%	INCOME										PRINCIPAL MARKET VALUE END OF YEAR BALANCE			
					BALANCE BEGINNING YEAR	ADDITIONS/NEW FUNDS CREATED	CASH GAINS OR (LOSSES)	WITHDRAWALS	BALANCE END YEAR	BALANCE BEGINNING YEAR	BALANCE END YEAR	DURING YEAR AMOUNT	EXPENDED DURING YEAR	FEES		BALANCE END YEAR	GRAND TOTAL OF PRINCIPAL & INCOME	PRINCIPAL MARKET VALUE BEGINNING YEAR
1851	CHARLES H FARLEY TOTAL PUBLIC WELFARE FUNDS	PUBLIC WELFARE	COMMON TR	0.54%	3,979.37 6,603.94	0.00	311.89 517.59	0.00	4,291.25 7,121.53	64.29 106.67	0.54%	181.55 301.29	(59.17) (98.20)	(23.55) (39.09)	163.12 270.66	4,454.37 7,392.21	6,284.11 10,423.76	5,905.23 9,799.98
1884 1898	NICHOLS FIELD HORSE RING CHARLES & DOROTHY DOW FUND HOLLIS AMBULANCE FUND	RECREATION AMBULANCE	COMMON TR COMMON TR	0.41% 3.56%	3,016.49 26,247.29	238.42 2,057.15	238.42 2,057.15	3,252.91 28,304.44	36.54 232.55	0.41% 3.56%	137.62 1,197.46	(44.85) (390.29)	(17.85) (155.33)	111.45 934.39	3,364.36 29,238.62	4,763.57 41,449.00	4,476.36 38,949.94	
	<b>TOTAL COMMON TRUST FUND</b>			<b>100.00%</b>	<b>736,872.88</b>	<b>6,750.00</b>	<b>57,752.98</b>	<b>0.00</b>	<b>801,375.86</b>	<b>87,538.37</b>		<b>33,617.83</b>	<b>(10,957.08)</b>	<b>(4,360.84)</b>	<b>105,838.28</b>	<b>997,214.14</b>	<b>1,163,649.58</b>	<b>1,102,779.02</b>
1889	CHARLES J. NICHOLS FUND		INDIVIDUAL	100.00%	235,309.27		7,507.43		242,816.70	30,150.83	100.00%	7,657.09	(3,001.10)	(1,014.20)	33,792.62	276,609.32	291,736.36	291,736.36
	<b>TOTAL-ALL FUNDS</b>				<b>972,182.15</b>	<b>6,750.00</b>	<b>65,260.41</b>	<b>0.00</b>	<b>1,044,192.56</b>	<b>117,689.20</b>		<b>41,274.92</b>	<b>(13,956.18)</b>	<b>(5,375.04)</b>	<b>139,630.90</b>	<b>1,183,823.46</b>	<b>1,455,385.94</b>	<b>1,394,515.38</b>

\*\*\* Details of individual (nonreedy) funds can be found at Town Hall

# Trust Funds, Trustees Report (MS-10)

## REPORT OF THE TRUST FUNDS OF THE TOWN OF HOLLIS, N.H. FOR YEAR ENDING ON DECEMBER 31, 2018 MS-10

NUMBER OF SHARES	DESCRIPTION OF INVESTMENT	***PRINCIPAL***										GRAND TOTAL PRINCIPAL & INCOME END OF YEAR	BEGINNING YEAR FAIR MARKET VALUE	UNREALIZED GAIN/LOSS	END OF YEAR FAIR MARKET VALUE	
		BALANCE BEGINNING YEAR	PURCHASES	CASH CAPITAL GAINS	PROCEEDS FROM SALES	GAIN/LOSSES FROM SALES	BALANCE END YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR	BALANCE END YEAR	PRINCIPAL & INCOME END OF YEAR					
	<b>***HOW INVESTED***</b>															
	<b>GENERAL FUND 3012374</b>															
828.00	AT&T Inc	6,949.61	20,093.52								27,043.13	0.00	(1,377.00)	10,497.60	(6,960.00)	23,631.12
200.00	Boyer International Inc	7,291.70									7,291.70	0.00	(140.00)	12,928.00	236.00	13,164.00
203.00	Chevron Corp	13,333.57	5,056.37								18,389.94	0.00	(861.28)	20,030.40	(3,002.40)	22,084.37
258.00	Duke Energy Corp New	0.00	20,093.01								20,093.01	0.00	(708.22)	0.00	2,172.39	22,265.40
300.00	Exxon Mobil Corp	964.06									964.06	0.00	(969.00)	25,092.00	(4,635.00)	20,457.00
0.00	General Electric Co	7,125.00				1,875.00	9,000.00				9,000.00	0.00	(576.00)	20,940.00	(1,940.00)	0.00
250.00	Home Depot Inc	5,194.49	19,743.99				9,960.19				24,938.48	0.00	(824.00)	28,429.50	(5,214.99)	42,995.00
0.00	HSBC Holdings Plc Ltd ADR	0.00	10,040.08			(79.89)					10,040.08	0.00	(105.00)	0.00	(79.89)	0.00
230.00	Johnson & Johnson	13,885.10									13,885.10	0.00	(814.20)	32,135.60	(2,454.10)	29,681.50
225.00	Kellogg Company	13,945.39									13,945.39	0.00	(495.00)	15,295.50	(2,468.25)	12,827.25
364.00	Merck & Co Inc New	2,157.75									2,157.75	0.00	(1,361.20)	53,294.30	(9,828.86)	43,465.44
175.00	Nextera Energy Inc Com	8,021.56									8,021.56	0.00	(777.00)	27,333.25	3,085.25	30,418.50
480.14	Openheimer Developing Mkts CI Y	11,148.54	110.90								11,259.44	0.00	(110.90)	20,496.96	(2,559.34)	18,046.54
367.00	Procter & Gamble Co	13,756.78	10,652.04								23,808.82	0.00	(955.13)	22,051.20	1,631.40	33,734.64
800.00	Sabra Health Care Reit Inc	3,010.03	15,063.92								15,063.92	0.00	0.00	0.00	(1,879.92)	13,184.00
28.00	Shire Plc	14,198.40									14,198.40	0.00	(30.79)	4,498.48	548.68	5,047.16
170.00	Travelers Companies Inc	6,529.47									6,529.47	0.00	(515.10)	23,059.80	(2,701.30)	20,357.50
240.00	Verizon Communications	28,977.04	19,498.47								48,475.51	0.00	(689.40)	12,703.20	789.60	13,492.80
1,150.00	Wells Fargo & Co New	28,157.96	1,526.93								29,684.89	0.00	(1,613.00)	46,536.00	(15,042.47)	32,992.20
671.09	American Cap World Growth & Inc. F. (#433)	24,434.72		456.56							24,891.28	0.00	(639.19)	31,957.47	(4,626.99)	28,655.41
0.00	American Capital World Bd Fd Cl C	11,425.60		134.65		1,444.49	26,103.96				11,645.35	0.00	(134.65)	26,530.53	(5,166.77)	0.00
2,899.42	American Funds New World Cl C	20,411.14	29.02								20,730.09	0.00	(16.15)	18,459.23	(16,062.42)	0.00
2,690.34	Dodge & Co Income Fd #147	35,784.09	370.07								36,982.34	0.00	(1,048.41)	36,785.33	(479.44)	35,673.96
5,094.41	Invesco Corporate Bond Y	64,056.45	144.63								64,056.45	0.00	(1,500.63)	36,223.42	(1,624.20)	34,743.85
588.00	Ishares Core US Aggregate Bd Eff	19,972.20				27.80	20,000.00				19,972.20	0.00	(600.00)	20,027.80	(1,669.92)	62,616.12
0.00	JP Morgan Chase & Co. 6% 1/15/18	84,589.61	581.57								85,171.18	0.00	(1,271.89)	77,001.32	(824.16)	76,758.73
4,214.48	Loomis Sayles Inv Grade Bd Y #1456	42,148.14	263.73								42,411.87	0.00	(1,242.58)	42,006.66	(418.65)	41,853.74
5,261.30	Pimco Income P	36,210.06	26,285.47								62,495.53	0.00	(2,488.98)	35,877.35	(26.89)	36,339.94
3,408.09	Templeton Global Bond Advisor #616	40,520.24	879.18								41,409.42	0.00	(2,515.98)	64,699.04	(64,699.04)	18,159.53
7,143.11	Vanguard Admiral Inter Term Fd #571	65,230.06	197.36								65,427.42	0.00	(2,158.72)	67,388.78	(333.84)	38,341.05
415.00	Vanguard Bd Index Fd Inc Eff	34,943.00									34,943.00	0.00	(970.47)	67,416.12	(539.64)	67,076.48
497.45	Vanguard Index Tr Mid Cap Stock #659	20,195.65	85.65								20,281.30	0.00	(431.42)	60,451.02	(1,777.83)	18,759.84
185.62	Vanguard Index Tr 500 Portfolio #40	46,764.43	226.02								46,990.45	0.00	(1,013.28)	89,970.06	(2,236.45)	42,959.66
1,126.65	Vanguard Wellington Admiral #521	44,372.39	4,926.80								49,299.19	0.00	(2,063.07)	74,717.99	(7,426.72)	72,218.07
	Cash and Cash Equivalents	10,153.00	(8,899.26)								1,253.74	0.00	(879.86)	3,843.38	0.00	5,107.12
	<b>TOTAL GENERAL FUND</b>	<b>821,799.46</b>	<b>166,684.70</b>	<b>13,560.64</b>	<b>149,974.05</b>	<b>51,300.06</b>	<b>903,370.83</b>	<b>2,611.84</b>	<b>33,617.83</b>	<b>(32,386.29)</b>	<b>3,843.38</b>	<b>907,214.21</b>	<b>1,163,649.56</b>	<b>(78,812.73)</b>	<b>1,102,773.02</b>	
	<b>NICHOLS FUND 3012376</b>															
677.35	American Funds Fundamental Invs F-1	28,471.52	2,916.98			598.76					31,987.26	0.00	(578.16)	37,928.67	(5,447.39)	35,398.26
949.20	American Funds New Economy F-1	28,921.40	3,311.12								32,232.52	0.00	(161.48)	38,651.60	(4,962.94)	36,999.78
858.11	American New Perspective Fd F (#407)	27,081.77	2,240.65								29,322.42	0.00	(320.71)	34,140.18	(4,281.66)	32,119.17
3,954.25	Oppenheimer Sr Ft Rate Cl C	31,639.63	1,09.26			1,000.16					32,749.05	0.00	(1,109.42)	31,037.17	(659.15)	30,487.28
0.00	AT&T Inc. 5.8% 2/15/19	25,675.00									25,675.00	0.00	(1,949.45)	25,943.25	(828.11)	0.00
150.00	Ishares Core US Aggregate Bd Eff	19,004.83									19,004.83	0.00	(469.65)	19,132.75	(501.03)	15,973.50
2,425.75	Loomis Sayles Inv Grade Bd Y #1456	28,153.17	1,98.12			364.45					29,715.74	0.00	(433.30)	26,332.28	(280.77)	26,149.63
0.00	Templeton Global Bond Advisor #616	96.59				(9.67)					96.59	0.00	(1.71)	85.08	0.84	0.00
20,000.00	University Texas B&B 3.987% 8/15/20	20,000.00									20,000.00	0.00	(797.40)	20,886.60	(503.00)	20,383.60
5,995.86	Vanguard Admiral Inter Term Fd #571	54,306.84	1,656.67			1,646.31					56,118.82	0.00	(1,811.98)	56,589.43	(452.98)	56,301.12
	Cash and Cash Equivalents	18.91	27,606.15								27,625.06	0.00	(546.67)	1,110.35	0.00	28,193.66
	<b>TOTAL NICHOLS FUND</b>	<b>264,936.66</b>	<b>36,547.95</b>	<b>0.00</b>	<b>27,858.28</b>	<b>2,982.39</b>	<b>276,040.72</b>	<b>1,091.44</b>	<b>7,857.09</b>	<b>(8,179.93)</b>	<b>588.00</b>	<b>276,699.32</b>	<b>291,736.36</b>	<b>(17,887.19)</b>	<b>282,006.00</b>	
	<b>GRAND TOTAL ALL FUNDS</b>	<b>1,086,166.14</b>	<b>203,232.65</b>	<b>13,560.64</b>	<b>177,832.33</b>	<b>54,282.45</b>	<b>1,179,411.55</b>	<b>3,703.28</b>	<b>41,474.92</b>	<b>(40,566.22)</b>	<b>4,411.98</b>	<b>1,183,823.53</b>	<b>1,455,385.92</b>	<b>(96,709.92)</b>	<b>1,384,785.02</b>	

## Trust Funds, Capital Reserve Account

Town Of Hollis, New Hampshire Capital Reserve Account Fiscal Year 2018 MS-9													
Date of Creation	Name of Trust Fund	Purpose Of Trust Fund	How Invested %	PRINCIPAL				INCOME				Balance End Year	Principal & Income Year End
				Balance Beginning Year	New Funds Created	Cash Gains Or (Losses)	Balance End Year	Balance Beginning Year	Income During Year %	Income During Year Amount	Expended During Year		
2008	SAU#41 Hollis Admin. Buildings Expend. Maint. Trust (0004)	Capital Reserves	NHPDIP	46,203.78	13,000.00		59,203.78	387.92	1,045.98	0.00	1,433.90	60,637.68	
2008	SAU#41 Hollis School Buildings Expend. Maint. Trust (0005)	"	"	106,032.70	66,000.00	0.00	172,032.70	0	2,892.25	0.00	2,892.25	174,924.95	
1994	Flint Pond Restoration (0006)	"	"	15,055.52	0.00	(4,658.94)	10,396.58	139.86	281.20	(421.06)	0.00	10,396.58	
2002	Compensated Absences Payable Fund (0008)	"	"	89,960.76	100,000.00	(49,368.10)	140,592.66	0	2,625.43	(2,625.43)	0.00	140,592.66	
2005	Employee Health Care Expense Expendable Trust (0010)	"	"	(1.93)	0.00	0.00	(1.93)	1.94	0.00	0.00	1.94	0.01	
2008	Emerg. Municipal Building Maint. Expendable Trust (0011)	"	"	150,178.50	100,000.00	(68,863.74)	181,314.76	0	3,706.29	(3,706.29)	0.00	181,314.76	
2009	Municipal Transportation (0012)	"	"	21,883.30	11,058.00	(3,863.08)	29,078.22	0	423.92	(423.92)	0.00	29,078.22	
2013	SAU#41 HB Coop Athletic Program Services (0013)	"	"	37,937.68	67,000.00	0.00	104,937.68	312.59	1,650.41	0.00	1,963.00	106,900.68	
2014	Revaluation (0014)	"	"	31,747.64	14,000.00	(16,184.36)	29,563.28	0	706.13	(706.13)	0.00	29,563.28	
2015	SAU#41 HB COOP School Bldg. Maintenance (0015)	"	"	60,000.00	20,000.00	0.00	80,000.00	632.05	1,404.53	0.00	2,036.58	82,036.58	
2016	Environmental Defense Study Fund (0016)	"	"	50,000.00	0.00	0.00	50,000.00	762.4	940.54	0.00	1,702.94	51,702.94	
2018	SAU#41 HB COOP Special Education Fund (0017)	"	"	0.00	100,000.00	0.00	100,000.00	0.00	1,405.51	0.00	1,405.51	101,405.51	
				608,997.95	491,058.00	0.00	957,117.73	2,236.76	17,082.19	(7,882.83)	11,436.12	968,553.85	

## Zylonis Fund

Statements of Revenues, Expenditures, and Changes in Fund Balance  
For the fiscal years ended December 31, 2018 and 2017

<b>REVENUES</b>	<b>2018</b>	<b>2017</b>
Trust Income	\$2,351	\$2,254
Bank Interest Income	\$0	\$0
<b>Total Revenues</b>	<b>\$2,351</b>	<b>\$2,254</b>
<b>EXPENDITURES</b>		
Scholarship	\$2,000	\$2,000
Miscellaneous	\$0	\$0
<b>Total Expenditures</b>	<b>\$2,000</b>	<b>\$2,000</b>
Excess (deficiency) of Revenues over (under) Expenditures	\$351	\$254
Fund Balance, January 1	\$1,961	\$1,707
<b>Fund Balance, December 31</b>	<b>\$2,312</b>	<b>\$1,961</b>

## INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen  
Town of Hollis, New Hampshire

Additional Offices:  
Andover, MA  
Greenfield, MA  
Manchester, NH  
Ellsworth, ME

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Hollis, New Hampshire, as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the Table of Contents.

### Management's Responsibility for the Financial Statements

The Town's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Town's preparation and fair presentation of the financial statements in order to design audit procedures that

are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Hollis, New Hampshire, as of December 31, 2017, and the respective changes in financial position and the respective budgetary comparison for the General Fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis, and the Pension and OPEB schedules appearing on pages 43 to 45, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board*, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

## **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated June 8, 2018 on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report

is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Town's internal control over financial reporting and compliance.

*Melanson Heath*

June 8, 2018



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

As management of the Town of Hollis, New Hampshire (the Town), we offer readers this narrative overview and analysis of the financial activities of the Town for the year ended December 31, 2017.

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

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

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

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

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

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

**Fund financial statements.** A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into two categories: governmental funds and fiduciary funds.

**Governmental funds.** Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available

at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

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

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

**Fiduciary funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's programs.

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

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

## **B. FINANCIAL HIGHLIGHTS**

- As of the close of the current year, the total of assets and deferred outflows exceeded liabilities and deferred inflows by \$29,935,643 (i.e., net position), a change of \$661,470 in comparison to the prior year.
- As of the close of the current year, governmental funds reported combined ending fund balances of \$7,427,189, a change of \$1,000,593 in comparison to the prior year.
- At the end of the current year, unassigned fund balance for the general fund was \$3,966,178, a change of \$637,787 in comparison to the prior year.

### C. GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following is a summary of condensed government-wide financial data for the current and prior years.

	<u>NET POSITION</u>	
	<u>Governmental Activities</u>	
	<u>2017</u>	<u>2016</u>
Assets:		
Current and other assets	\$ 16,819,907	\$ 14,432,269
Capital assets	<u>39,872,438</u>	<u>36,044,391</u>
Total assets	56,692,345	50,476,660
Deferred outflows	<u>1,374,441</u>	<u>2,318,836</u>
Total assets and deferred outflows	<u>\$ 58,066,786</u>	<u>\$ 52,795,496</u>
Liabilities:		
Current liabilities	\$ 9,089,308	\$ 7,538,697
Noncurrent liabilities	<u>18,788,288</u>	<u>15,874,656</u>
Total liabilities	27,877,596	23,413,353
Deferred inflows	253,547	107,970
Net position:		
Net investment in capital assets	30,079,632	29,998,053
Restricted	2,423,515	1,897,123
Unrestricted	<u>(2,567,504)</u>	<u>(2,621,003)</u>
Total net position	<u>29,935,643</u>	<u>29,274,173</u>
Total liabilities, deferred inflows, and net position	<u>\$ 58,066,786</u>	<u>\$ 52,795,496</u>

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, total net position was \$29,935,643, a change of \$661,470.

The largest portion of net position, \$30,079,632, reflects our investment in capital assets (e.g., land, buildings and improvements, machinery, equipment, and furnishings, infrastructure, and construction in progress), less any related debt used to acquire those assets that is still outstanding. These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of net position, \$2,423,515, represents resources that are subject to external restrictions on how they may be used.

Unrestricted net position has a negative balance of \$(2,567,504), resulting primarily from the adoption of GASB Statement No. 68 *Accounting and Financial Reporting for Pensions* during fiscal year 2015. This statement established standards for the measurement, recognition, and presentation of net position liability in the Town's financial statements. Net pension liabilities recorded on the statement of net position in accordance with GASB Statement No. 68 totaled \$7,661,348 at December 31, 2017.

#### CHANGE IN NET POSITION

	Governmental Activities	
	<u>2017</u>	<u>2016</u>
Revenues:		
Program revenues:		
Charges for services	\$ 761,347	\$ 682,899
Operating grants and contributions	8,877	4,800
Capital grants and contributions	418,360	285,124
General revenues:		
Property taxes	7,114,601	7,145,607
Licenses and permits	1,994,463	1,896,170
Penalties, interest, and other taxes	211,452	195,590
Grants and contributions not restricted to specific programs	400,805	400,999
Investment income	152,958	102,240
Miscellaneous	58,267	73,427
Total revenues	11,121,130	10,786,856
Expenses:		
General government	3,583,585	3,502,395
Public safety	3,589,130	3,662,526
Highways and streets	2,042,952	1,991,946
Sanitation	468,741	469,708
Health and welfare	47,501	48,289
Culture and recreation	426,537	480,168
Conservation	11,847	11,181
Interest	289,367	185,558
Total expenses	10,459,660	10,351,771
Change in net position	661,470	435,085
Net position - beginning of year	29,274,173	28,839,088
Net position - end of year	\$ 29,935,643	\$ 29,274,173

**Governmental activities.** Governmental activities for the year resulted in a change in net position of \$661,470. Key elements of this change are as follows:

General fund revenues in excess of expenditures	\$ 671,569
Increase in net pension liability	889,047
Decrease in pension related deferred inflows and outflows of resources	(1,077,115)
Other	<u>177,969</u>
Total	<u>\$ 661,470</u>

**D. FINANCIAL ANALYSIS OF THE GOVERNMENT’S FUNDS**

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

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

As of the end of the current year, governmental funds reported combined ending fund balances of \$7,427,189, a change of \$1,000,593 in comparison to the prior year. Key elements of this change are as follows:

General fund revenues and other financing sources over expenditures and other financing uses	\$ 428,515
Ambulance fund revenues over expenditures	104,608
Conservation fund revenues over expenditures	91,703
Block grant fund revenues over expenditures	192,345
Permanent trust funds revenues over expenditures	105,475
Other	<u>77,947</u>
Total	<u>\$ 1,000,593</u>

The general fund is the chief operating fund. At the end of the current year, unassigned fund balance of the general fund was \$3,966,178, while total fund balance was \$4,998,378. As a measure of the general fund’s liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Refer to the table below.

<u>General Fund</u>	<u>12/31/17</u>	<u>12/31/16</u>	<u>Change</u>	<u>Percentage of Total Town, School, and County Appropriations</u>
Unassigned fund balance	\$ 3,966,178	\$ 3,328,391	\$ 637,787	13%
Total fund balance	\$ 4,998,378	\$ 4,569,863	\$ 428,515	16%

The fund balance of the general fund changed by \$428,515 during the current year. Key factors in this change are as follows:

Use of unassigned fund balance	\$ (359,000)
Use of assigned fund balance	(153,310)
Revenues greater than budget	215,571
Expenditures less than budget	355,560
Current year appropriation carryforwards	44,753
Change in capital reserve funds	69,954
Bond issuance costs	(43,335)
Taxes collected in excess of budget	<u>298,322</u>
Total	<u>\$ 428,515</u>

Included in the total general fund balance are the Town's capital reserve funds with an ending balance of \$349,162, a change of \$69,954 in comparison to the prior year.

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

Differences between the original budget and the final amended budget resulted in an overall change in appropriations of \$153,310. This change relates to a carryforward from the prior year budget that was expended in the current year.

The difference between the final amended budget and actual results is a positive variance of \$571,131 with revenues and other sources over estimated budgets by \$215,571 and expenditures and other uses less than the estimated budget by \$355,560. Significant variances include:

- Positive variance in Licenses and Permits of \$105,480 is mainly attributed to motor vehicle permits with an excess of \$83,594 over budget. This is due to an increase in motor vehicle registrations.
- Positive variance in General Government of \$194,127 is mainly attributed to savings in health insurance and unexpended funds in our contingency fund account.

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

**Capital assets.** Total investment in capital assets for governmental activities at year-end amounted to \$39,872,438 (net of accumulated depreciation), a change of \$3,828,047 from the prior year. This investment in capital assets includes land, buildings and improvements, machinery, equipment, and furnishings, infrastructure, and construction in progress.

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

- Acquisition of conservation land for \$4,571,000

Additional information on capital assets can be found in the Notes to Financial Statements.

**Credit rating.** The Town maintained the Moody Investor Services rating of Aa2 during the year. The prior year rating upgrade reflected the Town's moderately-sized tax base with above average wealth levels, manageable debt burden, and a multiple year trend of improving financial operations and healthy reserves.

**Long-term debt.** At the end of the current year, total bonded debt outstanding was \$9,604,000, all of which was backed by the full faith and credit of the government. The Town did not issue any new debt during the year.

Additional information on long-term debt can be found in the Notes to Financial Statements.

## **REQUESTS FOR INFORMATION**

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

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

TOWN OF HOLLIS, NEW HAMPSHIRE  
STATEMENT OF NET POSITION  
DECEMBER 31, 2017

	Governmental <u>Activities</u>
<b>ASSETS</b>	
Current:	
Cash and short-term investments	\$ 14,853,432
Investments	1,046,522
Receivables:	
Property taxes	532,878
Departmental and other	49,379
Intergovernmental	62,713
Other assets	<u>154,288</u>
Total current assets	16,699,212
Noncurrent:	
Receivables:	
Property taxes, net of allowance for uncollectibles	120,695
Capital assets:	
Land and construction in progress	27,164,530
Other capital assets, net of accumulated depreciation	<u>12,707,908</u>
Total noncurrent assets	<u>39,993,133</u>
Total Assets	56,692,345
<b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Related to pensions	1,143,012
Other	<u>231,429</u>
Total deferred outflows of resources	<u>1,374,441</u>
<b>TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES</b>	<b>\$ <u>58,066,786</u></b>
<b>LIABILITIES</b>	
Current:	
Accounts payable	\$ 140,092
Due to school districts	6,569,792
Accrued expenses	128,067
Unearned revenue	1,630,393
Other liabilities	479,705
Accrued interest payable	141,259
Current portion of noncurrent liabilities:	
Bonds payable	1,158,000
Compensated absences	27,284
Capital leases	<u>180,915</u>
Total current liabilities	10,455,507
Noncurrent:	
Bonds payable, net of current portion	8,446,000
Compensated absences, net of current portion	245,551
Capital leases, net of current portion	239,320
Net OPEB obligation	829,870
Net pension liability	<u>7,661,348</u>
Total noncurrent liabilities	<u>17,422,089</u>
Total Liabilities	27,877,596
<b>DEFERRED INFLOWS OF RESOURCES</b>	
Related to pensions	253,547
<b>NET POSITION</b>	
Net investment in capital assets	30,079,632
Restricted externally or constitutionally for:	
Grants and enabling legislation	1,425,667
Permanent funds:	
Nonspendable	647,538
Spendable	350,310
Unrestricted	<u>(2,567,504)</u>
Total Net Position	<u>29,935,643</u>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION</b>	<b>\$ <u>58,066,786</u></b>

The accompanying notes are an integral part of these financial statements.



TOWN OF HOLLIS, NEW HAMPSHIRE

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED DECEMBER 31, 2017

	<u>Expenses</u>	<u>Program Revenues</u>			<u>Net (Expenses) Revenues</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	<u>Governmental Activities</u>
<b>Governmental Activities:</b>					
General government	\$ 3,583,585	\$ 157,077	\$ -	\$ -	\$ (3,426,508)
Public safety	3,589,130	495,714	-	-	(3,093,416)
Highways and streets	2,042,952	10,150	-	418,360	(1,614,442)
Sanitation	468,741	48,315	-	-	(420,426)
Health and welfare	47,501	300	-	-	(47,201)
Culture and recreation	426,537	49,791	8,877	-	(367,869)
Conservation	11,847	-	-	-	(11,847)
Interest	289,367	-	-	-	(289,367)
Total	<u>\$ 10,459,660</u>	<u>\$ 761,347</u>	<u>\$ 8,877</u>	<u>\$ 418,360</u>	(9,271,076)
<b>General Revenues and Contributions:</b>					
					7,114,601
					1,994,463
					211,452
					400,805
					152,958
					58,267
					<u>9,932,546</u>
					661,470
<b>Net Position:</b>					
					<u>29,274,173</u>
					<u>\$ 29,935,643</u>

The accompanying notes are an integral part of these financial statements.

## TOWN OF HOLLIS, NEW HAMPSHIRE

## GOVERNMENTAL FUNDS

## BALANCE SHEET

DECEMBER 31, 2017

	General Fund	Land Acquisition Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>ASSETS</b>				
Cash and short-term investments	\$ 13,669,626	\$ -	\$ 1,183,806	\$ 14,853,432
Investments	-	-	1,046,522	1,046,522
Receivables:				
Property taxes	706,573	-	-	706,573
Departmental and other	-	-	49,378	49,378
Intergovernmental	62,713	-	-	62,713
Due from other funds	47,063	60,665	192,345	300,073
Other assets	154,288	-	-	154,288
<b>TOTAL ASSETS</b>	<b>\$ 14,640,263</b>	<b>\$ 60,665</b>	<b>\$ 2,472,051</b>	<b>\$ 17,172,979</b>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>				
Liabilities:				
Accounts payable	\$ 132,752	\$ -	\$ 7,339	\$ 140,091
Accrued expenses	128,067	-	-	128,067
Due to school districts	6,569,792	-	-	6,569,792
Due to other funds	252,886	-	47,187	300,073
Unearned revenue	1,630,393	-	-	1,630,393
Other liabilities	479,704	-	-	479,704
<b>TOTAL LIABILITIES</b>	<b>9,193,594</b>	<b>-</b>	<b>54,526</b>	<b>9,248,120</b>
Deferred Inflows of Resources:				
Unavailable revenues	448,291	-	49,379	497,670
Fund Balances:				
Nonspendable	154,288	-	647,538	801,826
Restricted	-	60,665	1,720,608	1,781,273
Committed	549,162	-	-	549,162
Assigned	328,750	-	-	328,750
Unassigned	3,966,178	-	-	3,966,178
<b>TOTAL FUND BALANCES</b>	<b>4,998,378</b>	<b>60,665</b>	<b>2,368,146</b>	<b>7,427,189</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>	<b>\$ 14,640,263</b>	<b>\$ 60,665</b>	<b>\$ 2,472,051</b>	<b>\$ 17,172,979</b>

The accompanying notes are an integral part of these financial statements.

TOWN OF HOLLIS, NEW HAMPSHIRE

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

DECEMBER 31, 2017

<b>Total governmental fund balances</b>	\$ 7,427,189
<ul style="list-style-type: none"> <li>• Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.</li> </ul>	39,872,438
<ul style="list-style-type: none"> <li>• Property taxes and other revenues are recognized on the accrual basis of accounting in the Statement of Net Position, not the modified accrual basis</li> </ul>	444,669
<ul style="list-style-type: none"> <li>• Deferred outflows and inflows of resources related to pension and bond refunding are not financial resources nor are they available to pay current-period expenditures. Outflows and inflows consist of: <ul style="list-style-type: none"> <li>Pension related deferred outflows</li> <li>Bond refunding deferred outflows</li> <li>Pension related deferred inflows</li> </ul> </li> </ul>	1,143,012 231,429 (253,547)
<ul style="list-style-type: none"> <li>• In the Statement of Activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.</li> </ul>	(141,259)
<ul style="list-style-type: none"> <li>• Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the governmental funds. Long-term liabilities at year end consist of: <ul style="list-style-type: none"> <li>Bonds payable</li> <li>Compensated absences</li> <li>Capital leases</li> <li>Net OPEB obligation</li> <li>Net pension liability</li> </ul> </li> </ul>	(9,604,000) (272,835) (420,235) (829,870) <u>(7,661,348)</u>
<b>Net position of governmental activities</b>	<b>\$ <u>29,935,643</u></b>

The accompanying notes are an integral part of these financial statements.

## TOWN OF HOLLIS, NEW HAMPSHIRE

## GOVERNMENTAL FUNDS

## STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED DECEMBER 31, 2017

	General Fund	Land Acquisition Funds	Nonmajor Governmental Funds	Total Governmental Funds
<b>Revenues:</b>				
Property taxes	\$ 7,084,449	\$ -	\$ 117,959	\$ 7,202,408
Penalties, interest, and other taxes	211,452	-	-	211,452
Licenses and permits	2,131,255	-	-	2,131,255
Charges for services	360,243	-	255,322	615,565
Intergovernmental	626,820	-	201,222	828,042
Investment income	41,028	-	111,931	152,959
Miscellaneous	58,269	-	-	58,269
	<u>10,513,516</u>	<u>-</u>	<u>686,434</u>	<u>11,199,950</u>
Total Revenues	10,513,516	-	686,434	11,199,950
<b>Expenditures:</b>				
Current:				
General government	3,459,869	-	8,282	3,468,151
Public safety	3,051,482	-	73,527	3,125,009
Highways and streets	1,730,733	-	-	1,730,733
Sanitation	468,741	-	-	468,741
Health and welfare	47,463	-	39	47,502
Culture and recreation	166,317	-	367,715	534,032
Conservation	-	-	11,847	11,847
Debt service:				
Principal	695,000	-	-	695,000
Interest	191,762	-	-	191,762
Capital outlay	30,580	4,571,000	-	4,601,580
	<u>9,841,947</u>	<u>4,571,000</u>	<u>461,410</u>	<u>14,874,357</u>
Total Expenditures	9,841,947	4,571,000	461,410	14,874,357
Excess (deficiency) of revenues over expenditures	671,569	(4,571,000)	225,024	(3,674,407)
<b>Other Financing Sources (Uses):</b>				
Issuance of long-term debt	-	4,675,000	-	4,675,000
Transfers in	46,288	-	297,529	343,817
Transfers out	(289,342)	(43,335)	(11,140)	(343,817)
	<u>(243,054)</u>	<u>4,631,665</u>	<u>286,389</u>	<u>4,675,000</u>
Total Other Financing Sources (Uses)	(243,054)	4,631,665	286,389	4,675,000
Change in fund balance	428,515	60,665	511,413	1,000,593
Fund Balance, at Beginning of Year	4,569,863	-	1,856,733	6,426,596
Fund Balance, at End of Year	<u>\$ 4,998,378</u>	<u>\$ 60,665</u>	<u>\$ 2,368,146</u>	<u>\$ 7,427,189</u>

The accompanying notes are an integral part of these financial statements.

TOWN OF HOLLIS, NEW HAMPSHIRE

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

FOR THE YEAR ENDED DECEMBER 31, 2017

<b>Net changes in fund balances - total governmental funds</b>	<b>\$ 1,000,593</b>																										
<ul style="list-style-type: none"> <li>• Governmental funds report outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense: <table> <tr> <td style="padding-left: 20px;">Capitalized costs</td> <td style="text-align: right;">4,736,921</td> </tr> <tr> <td style="padding-left: 20px;">Depreciation</td> <td style="text-align: right;">(908,874)</td> </tr> </table> </li> <li>• Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures, and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (i.e., property taxes) differ between the two statements. <table> <tr> <td></td> <td style="text-align: right;">(78,822)</td> </tr> </table> </li> <li>• The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net position: <table> <tr> <td style="padding-left: 20px;">Repayment of bonds</td> <td style="text-align: right;">695,000</td> </tr> <tr> <td style="padding-left: 20px;">Amortization of gain on refunding</td> <td style="text-align: right;">(12,857)</td> </tr> <tr> <td style="padding-left: 20px;">Issuance of bonds</td> <td style="text-align: right;">(4,675,000)</td> </tr> <tr> <td style="padding-left: 20px;">Repayment of capital leases</td> <td style="text-align: right;">246,389</td> </tr> </table> </li> <li>• In the Statement of Activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due. <table> <tr> <td></td> <td style="text-align: right;">(84,746)</td> </tr> </table> </li> <li>• Some expenses reported in the Statement of Activities, such as compensated absences, net pension liability and net OPEB obligation, do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds. <table> <tr> <td style="padding-left: 20px;">Net pension liability</td> <td style="text-align: right;">889,047</td> </tr> <tr> <td style="padding-left: 20px;">Pension related deferred outflows of resources</td> <td style="text-align: right;">(931,538)</td> </tr> <tr> <td style="padding-left: 20px;">Pension related deferred inflows of resources</td> <td style="text-align: right;">(145,577)</td> </tr> <tr> <td style="padding-left: 20px;">Compensated absences</td> <td style="text-align: right;">(2,959)</td> </tr> <tr> <td style="padding-left: 20px;">Net OPEB obligation</td> <td style="text-align: right;"><u>(66,107)</u></td> </tr> </table> </li> </ul>	Capitalized costs	4,736,921	Depreciation	(908,874)		(78,822)	Repayment of bonds	695,000	Amortization of gain on refunding	(12,857)	Issuance of bonds	(4,675,000)	Repayment of capital leases	246,389		(84,746)	Net pension liability	889,047	Pension related deferred outflows of resources	(931,538)	Pension related deferred inflows of resources	(145,577)	Compensated absences	(2,959)	Net OPEB obligation	<u>(66,107)</u>	
Capitalized costs	4,736,921																										
Depreciation	(908,874)																										
	(78,822)																										
Repayment of bonds	695,000																										
Amortization of gain on refunding	(12,857)																										
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Pension related deferred inflows of resources	(145,577)																										
Compensated absences	(2,959)																										
Net OPEB obligation	<u>(66,107)</u>																										
<b>Change in net position of governmental activities</b>	<b>\$ <u>661,470</u></b>																										

The accompanying notes are an integral part of these financial statements.

TOWN OF HOLLIS, NEW HAMPSHIRE

GENERAL FUND

STATEMENT OF REVENUES AND OTHER SOURCES, AND EXPENDITURES AND OTHER USES - BUDGET AND ACTUAL  
FOR THE YEAR ENDED DECEMBER 31, 2017

	Budgeted Amounts			Actual Amounts (Budgetary Basis)	Variance with Final Budget Positive (Negative)
	Original Budget	From Prior Years' Budgets	Final Budget		
<b>Revenues and Other Sources:</b>					
Property taxes	\$ 6,786,128	\$ -	\$ 6,786,128	\$ 6,786,128	\$ -
Penalties, interest, and other taxes	158,130	-	158,130	211,452	53,322
Licenses and permits	2,025,775	-	2,025,775	2,131,255	105,480
Charges for services	341,580	-	341,580	360,243	18,663
Intergovernmental	625,495	-	625,495	626,820	1,325
Investment income	23,000	-	23,000	37,625	14,625
Miscellaneous	24,200	-	24,200	58,269	34,069
Transfers in	58,200	-	58,200	46,287	(11,913)
Use of fund balance	359,000	153,310	512,310	512,310	-
Total Revenues and Other Sources	10,401,508	153,310	10,554,818	10,770,389	215,571
<b>Expenditures and Other Uses:</b>					
Current:					
General government	3,544,128	2,000	3,546,128	3,352,001	194,127
Public safety	3,109,757	-	3,109,757	3,070,782	38,975
Highways and streets	1,786,628	-	1,786,628	1,730,733	55,895
Sanitation	481,772	-	481,772	468,741	13,031
Health and welfare	60,800	-	60,800	47,463	13,337
Culture and recreation	46,650	120,730	167,380	166,317	1,063
Conservation	1	-	1	-	1
Debt service:					
Principal	695,000	-	695,000	695,000	-
Interest	148,430	-	148,430	148,430	-
Capital outlay	-	30,580	30,580	30,580	-
Transfers out	528,342	-	528,342	489,211	39,131
Total Expenditures and Other Uses	10,401,508	153,310	10,554,818	10,199,258	355,560
Excess (deficiency) of revenues and other sources over expenditures and other uses	\$ -	\$ -	\$ -	\$ 571,131	\$ 571,131

The accompanying notes are an integral part of these financial statements.

TOWN OF HOLLIS, NEW HAMPSHIRE  
FIDUCIARY FUNDS  
STATEMENT OF FIDUCIARY NET POSITION  
DECEMBER 31, 2017

	<u>Agency Funds</u>
<b>ASSETS</b>	
Cash and short-term investments	\$ 251,507
Investments	<u>457,539</u>
Total Assets	<u>\$ 709,046</u>
<b>LIABILITIES</b>	
Other liabilities	<u>\$ 709,046</u>
Total Liabilities	<u>\$ 709,046</u>

The accompanying notes are an integral part of these financial statements.

# TOWN OF HOLLIS, NEW HAMPSHIRE

## Notes to Financial Statements

### 1. Summary of Significant Accounting Policies

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

#### A. Reporting Entity

The Town is a municipal corporation governed by an elected Board of Selectmen. As required by generally accepted accounting principles, these financial statements present the Town and applicable component units for which the Town is considered to be financially accountable. In 2017, it was determined that no entities met the required GASB 14 (as amended) criteria of component units.

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

##### Government-wide Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the nonfiduciary activities of the primary government. The effect of interfund activity has been removed from these statements.

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

##### Fund Financial Statements

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



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

Government-wide Financial Statements

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

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

Fund Financial Statements

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

The Town reports the following major governmental fund:

- The *general fund* is the Town's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.
- The *Land Acquisition* fund is used to account for the Town's ongoing capital projects.

The *agency fund* accounts for fiduciary assets held by the Town in a custodial capacity as an agent on behalf of others. Agency funds report only assets and liabilities, and therefore, have no measurement focus.

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

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash balances are invested to the extent available, and interest earnings are recognized in the general fund. Certain special revenue and permanent funds segregate cash, and investment earnings become a part of those funds.

Deposits with financial institutions consist primarily of demand deposits, money markets, and savings accounts. A cash and investment pool is maintained that is available for use by all funds. Each fund's portion of this pool is reflected on the combined financial statements under the caption "cash and short-term investments". The interest earnings attributable to each fund type are included under investment income.

#### E. Investments

State and local statutes place certain limitations on the nature of deposits and investments available. Investments are carried at fair value.

#### F. Interfund Receivables and Payables

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

#### G. Capital Assets

Capital assets, which include land, buildings and improvements, machinery, equipment, and furnishings, infrastructure, and construction in progress, are reported in the governmental activities column in the government-wide financial statements. Capital assets are defined by the Town as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of five years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets is included as part of the capitalized value of the assets constructed.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings and improvements	5 - 40
Machinery, equipment, and furnishings	5 - 20
Infrastructure	50

#### H. Compensated Absences

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

#### I. Long-Term Obligations

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

#### J. Fund Equity

Fund equity at the governmental fund financial reporting level is classified as "fund balance". Fund equity for all other reporting is classified as "net position".

Fund Balance - Generally, fund balance represents the difference between the current assets/deferred outflows and current liabilities/deferred inflows. The Town reserves those portions of fund balance that are legally segregated for a specific future use or which do not represent available, spendable resources and, therefore, are not available for appropriation or expenditure. Unassigned fund balance indicates that portion of fund balance that is available for appropriation in future periods.

When an expenditure is incurred that would qualify for payment from multiple fund balance types, the Town uses the following order to liquidate liabilities: restricted, committed, assigned, and unassigned.

Net Position - Net position represents the difference between assets/deferred outflows and liabilities/deferred inflows. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Town or through external restrictions imposed by

creditors, grantors, or laws or regulations of other governments. The remaining net position is reported as unrestricted.

**K. Fund Balance Policy**

The Town's fund balance policy describes the appropriate level of unassigned fund balance reserve to be consistent with the NH Department of Revenue Administration (DRA) and the Government Finance Officer Association (GFOA) guidelines:

1. DRA – Recommends retaining 5% to 10% of the gross general fund operating expenditures, including Town, School, and County appropriations. Unassigned fund balance is reported on the budgetary basis for tax rate setting purposes (see Note 15), which includes all property tax revenues that otherwise would have been deferred under the modified accrual basis. At December 31, 2017, unassigned fund balance on the budgetary basis was 15% Town, School, and County appropriations.
2. GFOA – Recommends retaining 8% to 17% of the gross general fund operating expenditures, including Town, School, and County appropriations. At December 31, 2017, unassigned fund balance was 13% of Town, School, and County appropriations.

**L. Use of Estimates**

The preparation of basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures for contingent assets and liabilities at the date of the basic financial statements, and the reported amounts of the revenues and expenditures/expenses during the fiscal year. Actual results could vary from estimates that were used.

**2. Stewardship, Compliance and Accountability**

**A. Budgetary Information**

The Town's budget is originally prepared by the Board of Selectmen with the cooperation of the various department heads. It is then submitted to the Budget Committee, in accordance with the Municipal Budget Law. After reviewing the budget, the Committee holds a public hearing for discussion. The final version of the budget is then submitted for approval at the Annual Town Meeting. The approved budget is subsequently reported to the State of New Hampshire on the statement of appropriation form in order to establish the current property tax rate.

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

### B. Budgetary Basis

The general fund final appropriation appearing on the "Budget and Actual" page of the fund financial statements represents the final amended budget after all supplemental appropriations.

### C. Budget/GAAP Reconciliation

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

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

<u>General Fund</u>	<u>Revenues and Other Financing Sources</u>	<u>Expenditures and Other Financing Uses</u>
Revenues/Expenditures (GAAP basis)	\$ 10,513,516	\$ 9,841,947
Other financing sources/uses (GAAP basis)	<u>46,288</u>	<u>289,342</u>
Subtotal (GAAP Basis)	10,559,804	10,131,289
Adjust tax revenue to accrual basis	(298,322)	-
Add 2017 appropriation carryforwards to expenditures	-	44,753
To reverse bond issuance costs	-	(43,335)
Reverse capital reserve fund activity	(3,403)	66,551
To record use of assigned fund balance	153,310	-
To record use of unassigned fund balance	<u>359,000</u>	<u>-</u>
Budgetary Basis	<u>\$ 10,770,389</u>	<u>\$ 10,199,258</u>

### 3. Cash

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

The Town limits investments to the following:

- Checking accounts
- Short-term obligations of U.S. Government and State of New Hampshire agencies approved for investment purposes by the Board of Selectmen
- Fully insured or collateralized certificates of deposits
- Repurchase agreements fully collateralized by U.S. Treasury Securities
- New Hampshire Public Deposit Investment Pool

Trustees of Trust Funds has the following asset allocation policy:

	General Trust <u>Funds</u>	Charles J. Nichols <u>Fund</u>
Equities	55 - 65%	35 - 45%
Fixed income	35 - 45%	55 - 65%
Cash and cash equivalents	0 - 5%	0 - 5%

Assets of the Trust Funds may only be invested in accordance with the relevant RSA sections. RSA 35:9 specifies that Capital Reserves may only be deposited in banking institutions either domiciled or doing business under the laws of the State of N.H. or of the U.S. Government. Likewise, RSA 31:25 specifies that General Trust Funds may only be deposited in banking institutions as stated above. However, in addition to those investments specified for Capital Reserves, General Trust Funds may also be invested in those stocks, bonds and mutual funds that may be invested in by the N.H. Savings Banks or as specified by the State Banking Commission.

As of December 31, 2017, the Town's cash bank balance was \$18,398,921. Of the balance, \$146,921 was exposed to custodial credit risk as uninsured or uncollateralized and \$611,235 was invested in the New Hampshire Public Deposit Investment Pool (NHPDIP) which is exempt from disclosure.

The Town is a voluntary participant in the NHPDIP. The NHPDIP is not registered with the United States Securities and Exchange Commission as an investment company. The NHPDIP was created by state law and is administered by a public body of state, local and banking officials.

Investments in the NHPDIP are not investment securities and, as such, are not categorized by risk. The Town's exposure to derivatives is indirect through its participation in the NHPDIP. The Town's proportional share of these derivatives is not available. The fair value of the position in the investment pool is equal to the value of the pool shares. In accordance with GASB 79, the pool's portfolio securities are valued at amortized cost.

*Custodial Credit Risk - Investments.* Custodial credit risk for investments is the risk that in the event of a failure of the counterparty (e.g., broker-dealer)

to a transaction, a government will not be able to recover the value of the investment or collateral securities that are in the possession of another party. The Town's investments are exposed to custodial credit risk. The risk is managed for \$1,441,511 as they are held in separately identifiable trust funds with individual CUSIP numbers and \$62,551 is covered by SIPC.

#### 4. Investments

##### A. Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment.

Per the Trustees of Trust Funds investment policy, all individual fixed income securities shall have a minimum quality rating of "BBB".

Table below includes the actual rating as of year-end for the Town's investment in the debt related securities in comparison to the minimum required per the policy, converted to Moody's grading system:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Minimum Rating</u>	<u>Rating as of Year-end</u>			<u>Effective Duration</u>
			<u>Aaa</u>	<u>Aa1 - A3</u>	<u>Baa1 - Baa3</u>	
Corporate equities	\$ 356,825					
Equity mutual funds	500,361					
Debt related securities:						
Corporate bonds	45,971	Baa2	\$ -	\$ 45,971	\$ -	0.59
Governmental bonds	20,886	Baa2	20,887	-	-	2.63
Fixed income mutual funds	<u>580,018</u>	Baa2	<u>239,569</u>	<u>163,736</u>	<u>176,714</u>	4.12
Total investments	<u>\$ 1,504,061</u>		<u>\$ 260,456</u>	<u>\$ 209,707</u>	<u>\$ 176,714</u>	

##### B. Concentration of Credit Risk

Per the Trustees of Trust Funds investment policy, investments in fixed income securities shall not exceed 10 percent except obligations of the United States and/or of the State of New Hampshire and its subdivisions.

Additionally, a majority of the equity investments should be in companies exceeding market capitalization of \$15 billion including:

- The exposure to any single company will not exceed 10 percent.
- The size of each investment not to exceed 10 percent.
- The maximum exposure to any single industry or market sector will not exceed 25 percent.
- Allowable investments include stocks, mutual funds and exchange traded funds.

The Town does not have investments with one issuer that represent 5% or more of total investments, other than mutual funds.

C. Interest Rate Risk

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

D. Foreign Currency Risk

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

E. Fair Value

The Town categorizes its fair value measurements within the fair value hierarchy established by Governmental Accounting Standards Board Statement No. 72 *Fair Value Measurement and Application* (GASB 72). The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

The Town has the following fair value measurements as of December 31, 2017:

<u>Description</u>	<u>Amount</u>	<u>Fair Value Measurements Using:</u>		
		<u>Quoted prices in active markets for identical assets (Level 1)</u>	<u>Significant observable inputs (Level 2)</u>	<u>Significant unobservable inputs (Level 3)</u>
Investments by fair value level:				
Debt securities:				
Corporate bonds	\$ 45,971	\$ -	\$ 45,971	\$ -
Governmental bonds	20,886	-	20,886	-
Nongovernmental fixed income	580,018	-	580,018	-
Equity securities:				
Capital goods	74,234	74,234	-	-
Finance	71,595	71,595	-	-
Utilities	50,534	50,534	-	-
Energy	49,563	49,563	-	-
Healthcare	45,122	45,122	-	-
Consumer staples	37,347	37,347	-	-
Consumer cyclical	28,430	28,430	-	-
Mutual funds	500,361	500,361	-	-
Total	\$ <u>1,504,061</u>	\$ <u>857,186</u>	\$ <u>646,875</u>	\$ <u>-</u>



**5. Taxes and Excises Receivable**

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

Property taxes are due on July 1 and December 1. Delinquent accounts are charged 12% interest. At the time of tax sale, in March of the next year, a lien is recorded on the property at the Registry of Deeds. The Town purchases all the delinquent accounts by paying the delinquent balance, recording costs and accrued interest. The accounts that are liened by the Town will be reclassified from property taxes receivable to unredeemed tax liens receivable. After this date, delinquent accounts will be charged interest at a rate of 18%. The Town annually budgets an amount (overlay for abatements) for property tax abatements and refunds.

Property taxes receivable reported in the government-wide financial statements are net of an allowance for doubtful accounts of \$53,000.

Taxes receivable at December 31, 2017 consist of the following:

Property taxes:	
2017 levy	\$ 470,751
Unredeemed taxes:	
2016 levy	91,906
2015 levy	43,481
2014 levy	14,781
2013 levy	12,049
2012 levy	4,741
2011 levy	4,426
2010 levy	2,312
Land use tax	61,500
Yield tax	626
Total	<u>\$ 706,573</u>

**Taxes Collected for Others**

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

**6. Intergovernmental Receivables**

This balance represents reimbursements requested from Federal and State agencies for expenditures incurred in 2017.

## 7. Interfund Fund Receivables/Payables

Although self-balancing funds are maintained, most transactions flow through the general fund. In order to obtain accountability for each fund, interfund receivable and payable accounts must be utilized. The following is an analysis of the December 31, 2017 balances in interfund receivable and payable accounts:

<u>Fund</u>	<u>Due From Other Funds</u>	<u>Due To Other Funds</u>
General Fund	\$ 47,063	\$ 252,886
Nonmajor Governmental Funds:		
Capital Project Fund:		
Land acquisition	60,665	-
Special Revenue Funds:		
Highway block grant	192,345	-
Library	-	47,063
Police private details	-	124
Total	<u>\$ 300,073</u>	<u>\$ 300,073</u>

The Town reports interfund transfers between many of its funds. The sum of all transfers presented in the table agrees with the sum of interfund transfers presented in the governmental financial statements. The following is an analysis of the interfund transfers made in fiscal year 2017:

<u>Fund</u>	<u>Transfers in</u>	<u>Transfers out</u>
General Fund	\$ 46,288	\$ 289,342
Nonmajor Governmental Funds:		
Capital Project Fund:		
Land acquisition	-	43,335
Special Revenue Fund:		
Ambulance	615	-
Library	295,061	-
Zylonis	1,853	-
Pearl Rideout - Library	-	3,956
Permanent Trust Funds:		
Library	-	1,763
Charles Zylonis - Library	-	1,853
Public Welfare	-	155
Nichols Field Horse Ring	-	71
Ambulance	-	615
Charles J. Nichols	-	2,727
Total	<u>\$ 343,817</u>	<u>\$ 343,817</u>

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, (2) to move interest income between funds. Additionally, the \$295,061 transfer from the general fund to the library special revenue fund represents the annual funding of operations of the Library.

## 8. Capital Assets

Capital asset activity for the year ended December 31, 2017 was as follows (in thousands):

	Beginning Balance	Increases	Decreases	Ending Balance
<b>Governmental Activities:</b>				
Capital assets, being depreciated:				
Buildings and improvements	\$ 10,397	\$ 121	\$ -	\$ 10,518
Machinery, equipment, and furnishings	6,553	45	-	6,598
Infrastructure	13,950	-	-	13,950
	<u>30,900</u>	<u>166</u>	<u>-</u>	<u>31,066</u>
Total capital assets, being depreciated	30,900	166	-	31,066
Less accumulated depreciation for:				
Buildings and improvements	(5,381)	(243)	-	(5,624)
Machinery, equipment, and furnishings	(4,412)	(390)	-	(4,802)
Infrastructure	(7,657)	(276)	-	(7,933)
	<u>(17,450)</u>	<u>(909)</u>	<u>-</u>	<u>(18,359)</u>
Total accumulated depreciation	(17,450)	(909)	-	(18,359)
Total capital assets, being depreciated, net	13,450	(743)	-	12,707
Capital assets, not being depreciated:				
Land	22,594	4,571	-	27,165
	<u>22,594</u>	<u>4,571</u>	<u>-</u>	<u>27,165</u>
Total capital assets, not being depreciated	22,594	4,571	-	27,165
Governmental activities capital assets, net	<u>\$ 36,044</u>	<u>\$ 3,828</u>	<u>\$ -</u>	<u>\$ 39,872</u>

Depreciation expense was charged to functions of the Town as follows:

Governmental Activities:	
General government	\$ 70,832
Public safety	384,997
Highways and streets	390,217
Culture and recreation	<u>62,828</u>
Total depreciation expense - governmental activities	<u>\$ 908,874</u>

## 9. Deferred Outflows of Resources

Deferred outflows of resources represent the consumption of net position by the Town that is applicable to future reporting periods. Deferred outflows of resources have a positive effect on net position, similar to assets. Deferred

outflows of resources related to pension, in accordance with GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*, are more fully discussed in Note 16.

Deferred outflows of resources – other, consist of deferred amount on debt refunding.

## 10. Accounts Payable

Accounts payable represent 2017 expenditures paid after December 31, 2017.

## 11. Capital Lease Obligations

The Town is the lessee of certain equipment under capital leases expiring in various years through 2021. Future minimum payments under the capital leases consisted of the following as of December 31, 2017:

	Governmental <u>Activities</u>
2018	\$ 190,268
2019	132,792
2020	77,014
2021	<u>37,520</u>
Total minimum lease payments	437,594
Less: amounts representing interest	<u>(17,359)</u>
Present value of minimum lease payments	<u>\$ 420,235</u>

## 12. Long-Term Debt

### A. General Obligation Bonds

The Town issues general obligation bonds to provide funds for acquisition and construction of capital items. General obligation bonds currently outstanding are as follows:

<u>Governmental Activities:</u>	Serial Maturities <u>Through</u>	Interest Rate(s) % <u>Rate(s) %</u>	Amount Outstanding as of <u>12/31/17</u>
Open Space	01/15/19	3.73%	\$ 225,000
GO Refunding Bond 2014 Series A	08/15/19	1.72%	402,000
GO Refunding Bond 2014 Series B-1	08/15/25	2.41%	2,795,000
GO Refunding Bond 2014 Series B-2	08/15/35	3.36%	1,507,000
GO Bond - Land Acquisition	02/01/27	2.14%	<u>4,675,000</u>
Total			<u>\$ 9,604,000</u>

### B. Future Debt Service

The annual payments to repay bonds payable outstanding as of December 31, 2017 are as follows:

Governmental Activities	Principal	Interest	Total
2018	\$ 1,158,000	\$ 274,490	\$ 1,432,490
2019	1,135,000	201,756	1,336,756
2020	826,000	177,073	1,003,073
2021	822,000	158,037	980,037
2022	817,000	139,378	956,378
2023 - 2027	3,653,000	425,192	4,078,192
2028 - 2032	758,000	151,149	909,149
2033 - 2035	435,000	28,819	463,819
Total	<u>\$ 9,604,000</u>	<u>\$ 1,555,894</u>	<u>\$ 11,159,894</u>

The general fund has been designated as the sole source to repay the governmental-type general obligation long-term debt outstanding as of December 31, 2017.

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

During the year ended December 31, 2017, the following changes occurred in long-term liabilities (in thousands):

	Total Balance 1/1/17	Additions	Reductions	Total Balance 12/31/17	Less Current Portion	Equals Long-Term Portion 12/31/17
<u>Governmental Activities</u>						
Bonds payable	\$ 5,624	\$ 4,675	\$ (695)	\$ 9,604	\$ (1,158)	\$ 8,446
Other:						
Compensated absences	270	3	-	273	(27)	246
Capital leases	667	-	(246)	421	(181)	240
Net OPEB obligation	763	66	-	829	-	829
Net pension liability	8,550	-	(889)	7,661	-	7,661
Totals	<u>\$ 15,874</u>	<u>\$ 4,744</u>	<u>\$ (1,830)</u>	<u>\$ 18,788</u>	<u>\$ (1,366)</u>	<u>\$ 17,422</u>

## 13. Deferred Inflows of Resources

Deferred inflows of resources are the acquisition of net position by the Town that are applicable to future reporting periods. Deferred inflows of resources have a negative effect on net position, similar to liabilities. The Town reports two items as deferred inflows of resources: one which is attributable to changes in the net pension liability, and the other which arises from the current financial resources measurement focus and the modified accrual basis of accounting in

governmental funds. Deferred inflows of resources related to pension will be recognized in pension expense in future years and is more fully described in Note 16. *Unavailable revenues* are reported in the governmental funds balance sheet in connection with receivables for which revenues are not considered available to liquidate liabilities of the current year.

#### 14. Fund Balances

Fund balances are segregated to account for resources that are either not available for expenditure in the future or are legally set aside for a specific future use.

The Town has implemented GASB Statement No. 54 (GASB 54), *Fund Balance Reporting and Governmental Fund Type Definitions*, which enhances the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying existing governmental fund type definitions.

The following types of fund balances are reported at December 31, 2017:

Nonspendable - Represents amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. This fund balance classification includes general fund reserves for prepaid expenditures and nonmajor governmental fund reserves for the principal portion of permanent trust funds.

Restricted - Represents amounts that are restricted to specific purposes by constraints imposed by creditors, grantors, contributors, or laws or regulations of other governments, or constraints imposed by law through constitutional provisions or enabling legislation. This fund balance classification includes general fund encumbrances funded by bond issuances, various special revenue funds, and the income portion of permanent trust funds.

Committed - Represents amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Town's highest level of decision-making authority. This fund balance classification includes general fund encumbrances for non-lapsing special article appropriations approved at Town Meeting, capital reserve funds, and various special revenue funds.

Assigned - Represents amounts that are constrained by the Town's intent to use these resources for a specific purpose. This fund balance classification includes general fund encumbrances that have been established by various Town departments for the expenditure of current year budgetary financial resources upon vendor performance in the subsequent budgetary period, and surplus set aside to be used in the subsequent year's budget.

Unassigned - Represents amounts that are available to be spent in future periods and general stabilization fund and deficit funds.

Following is a breakdown of the Town's fund balances at December 31, 2017:

	General Fund	Land Acquisition	Nonmajor Governmental Funds	Total
Nonspendable:				
Prepaid expenses	\$ 154,288	\$ -	\$ -	\$ 154,288
Nonexpendable permanent funds:				
Charles Nichols	-	-	235,309	235,309
Common Cemetery	-	-	214,009	214,009
All remaining	-	-	198,220	198,220
Total Nonspendable	<u>154,288</u>	<u>-</u>	<u>647,538</u>	<u>801,826</u>
Restricted:				
Expendable permanent funds:				
Charles Nichols	-	-	30,151	30,151
Common Cemetery	-	-	53,589	53,589
All remaining	-	-	266,570	266,570
Capital project funds:				
Land acquisition	-	60,665	-	60,665
Special revenue funds:				
Conservation	-	-	542,827	542,827
Ambulance	-	-	324,658	324,658
Library	-	-	61,585	61,585
Pearl Rideout - Library	-	-	63,945	63,945
All remaining	-	-	377,283	377,283
Total Restricted	<u>-</u>	<u>60,665</u>	<u>1,720,608</u>	<u>1,781,273</u>
Committed:				
Conservation easement	200,000	-	-	200,000
Flint Pond restoration	15,195	-	-	15,195
Compensated absences	89,961	-	-	89,961
Emergency municipal building and facility maintenance	139,613	-	-	139,613
Municipal transportation	21,883	-	-	21,883
Revaluation	31,748	-	-	31,748
Environmental defense study	50,762	-	-	50,762
Total Committed	<u>549,162</u>	<u>-</u>	<u>-</u>	<u>549,162</u>
Assigned:				
Encumbered for:				
Master plan	9,820	-	-	9,820
Fire Pond - Orchard Drive	9,800	-	-	9,800
Fire Pond - Mendelssohn Drive	9,500	-	-	9,500
Bullet-resistant windows	15,630	-	-	15,630
Use of fund balance for 2017	284,000	-	-	284,000
Total Assigned	<u>328,750</u>	<u>-</u>	<u>-</u>	<u>328,750</u>
Unassigned	<u>3,966,178</u>	<u>-</u>	<u>-</u>	<u>3,966,178</u>
Total Unassigned	<u>3,966,178</u>	<u>-</u>	<u>-</u>	<u>3,966,178</u>
Total Fund Balance	<u>\$ 4,998,378</u>	<u>\$ 60,665</u>	<u>\$ 2,368,146</u>	<u>\$ 7,427,189</u>

**15. General Fund Unassigned Fund Balance**

The unassigned general fund balance reported on the balance sheet is stated in accordance with generally accepted accounting principles (GAAP), which differs in respect to how unassigned fund balance is reported in accordance with the budgetary basis for reporting for the State of New Hampshire for tax rate setting purposes. The major difference is the State of New Hampshire considers revenues in connection with property tax receivables to be available to liquidate liabilities when billed rather than received.

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

GAAP basis balance	\$ 3,966,178
Deferred inflows	<u>448,291</u>
Tax Rate Setting Balance	<u>\$ 4,414,469</u>

**16. Retirement System**

The Town follows the provisions of GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*, with respect to the State of New Hampshire Retirement System (NHRS).

**A. Plan Description**

Full-time employees participate in the New Hampshire Retirement System (NHRS), a cost sharing, multiple-employer defined benefit contributory pension plan and trust established in 1967 by RSA 100-A:2 and qualified as a tax-exempt organization under Sections 401(a) and 501(a) of the Internal Revenue Code. The plan is a contributory, defined benefit plan providing service, disability, death, and vested retirement benefits to members and their beneficiaries. Substantially all full-time state employees, public school teachers and administrators, permanent firefighters, and permanent police officers within the State of New Hampshire are eligible and required to participate in the system. Full-time employees of political subdivisions, including counties, municipalities, and school districts, are also eligible to participate as a group if the governing body of the political subdivision has elected participation.

The New Hampshire Retirement System, a Public Employees Retirement System (PERS), is divided into two membership groups. State or local employees and teachers belong to *Group I*. Police officers and firefighters belong to *Group II*. All assets are held in a single trust and are available to each group. Additional information is disclosed in the NHRS annual report publicly available from the New Hampshire Retirement System located at 54 Regional Drive, Concord, New Hampshire 03301-8507.



## B. Benefits Provided

Group I members at age 60 or 65 (for members who commence service after July 1, 2011) qualify for a normal service retirement allowance based on years of creditable service and average final salary for the highest of either three or five years, depending on when their service commenced. The yearly pension amount is 1/60 or 1.667% of average final compensation (AFC), multiplied by years of creditable service. At age 65, the yearly pension amount is recalculated at 1/66 or 1.515% of AFC multiplied by years of creditable service.

Group II members who are age 60, or members who are at least age 45 with at least 20 years of creditable service, can receive a retirement allowance at a rate of 2.5% of AFC for each year of creditable service, not to exceed 40 years. Members commencing service on or after July 1, 2011 or members who have a nonvested status as of January 1, 2012 can receive a retirement allowance at age 52.5 with 25 years of service or age 60. The benefit shall be equal to 2% of AFC times creditable service up to 42.5 years. However, a member who commenced service on or after July 1, 2011 shall not receive a retirement allowance until attaining the age of 52.5, but may receive a reduced allowance after age 50 if the member has at least 25 years of creditable service where the allowance shall be reduced, for each month by which the benefit commencement date precedes the month after which the member attains 52.5 years of age by  $\frac{1}{4}$  of 1% or age 60.

Members of both groups may qualify for vested deferred allowances, disability allowances and death benefit allowances subject to meeting various eligibility requirements. Benefits are based on AFC or earned compensation and/or service.

## C. Contributions

Plan members are required to contribute a percentage of their gross earnings to the pension plan, which the contribution rates are 7% for employees and teachers 11.55% for police and 11.80% for fire. The Town makes annual contributions to the pension plan equal to the amount required by Revised Statutes Annotated 100-A:16, and range from 10.77% to 29.16% of covered compensation. The Town's contribution to NHRS for the year ended December 31, 2017 was \$682,171, which was equal to its annual required contribution.

## D. Summary of Significant Accounting Policies

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the NHRS and additions to/deductions from NHRS' fiduciary net position have been

determined on the same basis as they are reported by NHRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

*E. Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions*

At December 31, 2017, the Town reported a liability of \$7,661,348 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2015. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2017, the Town's proportion was 0.156 percent.

For the year ended December 31, 2017, the Town recognized pension expense of \$233,516. In addition, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 17,371	\$ 97,507
Changes in proportion	-	58,469
Net difference between projected and actual earnings on pension plan investments	-	97,571
Changes in assumption	769,300	-
Contributions subsequent to the measurement date	<u>356,341</u>	<u>-</u>
Total	<u>\$ 1,143,012</u>	<u>\$ 253,547</u>

Deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date of \$356,341 will be recognized as a reduction of pension expense in the year ended December 31, 2018. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended December 31:	
2018	\$ 132,549
2019	329,014
2020	239,020
2021	<u>(167,459)</u>
Total	<u>\$ 533,124</u>

Actuarial assumptions: The total pension liability in the June 30, 2017 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.5 percent per year
Salary increases	5.6 percent average, including inflation
Investment rate of return	7.25 percent, net of pension plan investment expense, including inflation

Mortality rates were based on the RP-2000 mortality table, projected to 2020 with Scale AA. The table includes a margin of 15% for men and 17% for woman for mortality improvements.

The actuarial assumptions used in the June 30, 2015 valuation were based on the results of the most recent actuarial experience study.

The long-term expected rate of return on pension plan investments was selected from a best estimate range determined using the building block approach. Under this method, an expected future real return range is calculated separately for each asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return net of investment expenses by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major class are summarized in the following table:

Asset Class	Target Allocation Percentage	Weighted Average Long-Term Expected Real Rate of Return
Large cap equities	22.50 %	4.25%
Small/mid cap equities	<u>7.50</u>	4.50%
Total domestic equities	30.00	
Int'l equities (unhedged)	13.00	4.50%
Emerging int'l equities	<u>7.00</u>	6.25%
Total international equities	20.00	
Core bonds	5.00	0.75%
Short duration	2.00	-0.25%
Global multi-sector fixed income	11.00	2.11%
Unconstrained fixed income	<u>7.00</u>	1.26%
Total fixed income	25.00	
Private equity	5.00	6.25%
Private debt	5.00	4.75%
Opportunistic	<u>5.00</u>	2.84%
Total alternative investments	15.00	
Real estate	<u>10.00</u>	3.25%
Total	<u><u>100.00</u></u> %	

Discount rate: The discount rate used to measure the total pension liability was 7.25%. The projection of cash flows used to determine the discount rate assumed that the plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. For purposes of the projection, member contributions and employer service cost contributions are projected based on the expected payroll of current members only. Employer contributions are determined based on the pension plan's actuarial funding policy and as required by RSA 100-A:16. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments to current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the proportionate share of the net pension liability to changes in the discount rate: The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 7.25 percent, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (6.25%) or 1 percentage-point higher (8.25%) than the current rate:

<u>Fiscal Year Ended</u>	<u>1% Decrease (6.25%)</u>	<u>Current Discount Rate (7.25%)</u>	<u>1% Increase (8.25%)</u>
June 30, 2016	\$ 10,093,441	\$ 7,661,348	\$ 5,668,343

Pension plan fiduciary net position: Detailed information about the pension plan's fiduciary net position is available in the separately issued NHRS financial report.

## 17. Post-Employment Health Care Benefits

### Other Post-Employment Benefits

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

actuarially required contribution, a post-employment benefit liability is recognized on the Statement of Net Position over time.

*A. Plan Description*

In addition to providing the pension benefits described, the Town provides post-employment health care benefits for retired employees through the Town's plan. The benefits, benefit levels, employee contributions and employer contributions are governed by RSA 100-A:50. As of January 1, 2015, the actuarial valuation date, 9 retirees and 55 active employees met the eligibility requirements. The plan does not issue a separate financial report.

*B. Benefits Provided*

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

*C. Funding Policy*

Non-union and union retirees contribute 100% of the cost of the health plan.

*D. Annual OPEB Costs and Net OPEB Obligation*

The Town's 2017 annual OPEB expense is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost per year and amortize the unfunded actuarial liability over a period of thirty years. The following table shows the components of the Town's annual OPEB cost for the year ending December 31, 2017, the amount actually contributed to the plan, and the change in the Town's net OPEB obligation based on an actuarial valuation as of January 1, 2015.

Annual Required Contribution (ARC)	\$ 84,973
Interest on net OPEB obligation	30,550
Adjustment to ARC	<u>(39,058)</u>
Annual OPEB cost	76,465
Contributions made	<u>(10,358)</u>
Increase in net OPEB obligation	66,107
Net OPEB obligation - beginning of year	<u>763,763</u>
Net OPEB obligation - end of year	<u><u>\$ 829,870</u></u>

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

<u>Year Ended</u>	<u>Annual OPEB Cost</u>	<u>Percentage of OPEB Cost Contributed</u>	<u>Net OPEB Obligation</u>
2017	\$ 76,465	13.5%	\$ 829,870
2016	\$ 72,772	8.7%	\$ 763,763
2015	\$ 69,083	2.7%	\$ 697,329
2014	\$ 97,578	9.5%	\$ 630,128
2013	\$ 92,485	7.6%	\$ 541,844
2012	\$ 87,517	4.4%	\$ 456,370
2011	\$ 137,337	5.7%	\$ 372,721
2010	\$ 129,347	3.0%	\$ 243,168

**E. Funded Status and Funding Progress**

The funded status of the plan as of January 1, 2015, the date of the most recent actuarial valuation, was as follows:

Actuarial accrued liability (AAL)	\$ 639,133
Actuarial value of plan assets	<u>-</u>
Unfunded actuarial accrued liability (UAAL)	<u>\$ 639,133</u>
Funded ratio (actuarial value of plan assets/AAL)	<u>0.0%</u>
Covered payroll (active plan members)	<u>\$ 2,981,506</u>
UAAL as a percentage of covered payroll	<u>21.4%</u>

Actuarial valuations of an ongoing plan involve estimates of the value of reported amount and assumptions about the probability of occurrence of events far into the future. Examples included assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision, as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to financial statements, presents multiyear trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

**F. Actuarial Methods and Assumptions**

Projections of benefits for financial reporting purposes are based on the plan as understood by the Town and the plan members and include the

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

In the January 1, 2015 actuarial valuation, the entry age method was used. The actuarial value of assets was not determined, as the Town has not advance funded its obligation. The actuarial assumptions included a 4% investment rate of return and an initial annual healthcare cost trend rate of 8%, which decreases to a 5% long-term rate for all healthcare benefits after four years. The amortization costs for the initial UAAL is a level percentage of pay over 30 years, on a closed basis.

## **18. Commitments and Contingencies**

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

Grants - Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

Abatements – there are several cases pending before the NH Board of Tax and Land Appeals and/or the Supreme Court in regard to alleged discrepancies in property assessments. According to the Town's counsel, the probable outcome of these cannot be determined at this time.

## **19. Implementation of New GASB Standard**

The Governmental Accounting Standards Board (GASB) has issued Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*, replacing requirements of Statements No. 45 and 57, effective for the Town beginning with its year ending December 31, 2018. This Statement establishes standards for recognizing and measuring liabilities, deferred outflows of resources, deferred inflows of resources, and expense/expenditures.

**TOWN OF HOLLIS, NEW HAMPSHIRE**  
**SCHEDULE OF OPEB FUNDING PROGRESS (GASB 45)**  
**REQUIRED SUPPLEMENTARY INFORMATION**  
**December 31, 2017**  
**(Unaudited)**

**Other Post-Employment Benefits**

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) - Entry Age (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percent- age of Covered Payroll [(b-a)/c]
01/01/15	\$ -	\$ 639,133	\$ 639,133	0.0%	\$ 2,981,506	21.4%
01/01/12	\$ -	\$ 594,446	\$ 594,446	0.0%	\$ 2,897,712	20.5%
01/01/09	\$ -	\$ 527,066	\$ 527,066	0.0%	\$ 2,811,308	18.7%

See Independent Auditors' Report.



**TOWN OF HOLLIS, NEW HAMPSHIRE**  
**SCHEDULE OF PROPORTIONATE SHARE**  
**OF THE NET PENSION LIABILITY (GASB 68)**  
**DECEMBER 31, 2017**  
**(Unaudited)**

New Hampshire Retirement System						
Fiscal Year	Measurement Date	Proportion of the Net Pension Liability	Proportionate Share of the Net Pension Liability	Covered Payroll	Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	Plan Fiduciary Net Position Percentage of the Total Pension Liability
December 31, 2017	June 30, 2017	0.156%	\$7,661,348	\$ 3,472,859	220.6%	62.66%
December 31, 2016	June 30, 2016	0.161%	\$8,550,395	\$ 3,272,842	261.3%	58.30%
December 31, 2015	June 30, 2015	0.158%	\$6,275,289	\$ 3,351,251	187.3%	65.47%

*Schedules are intended to show information for 10 years. Additional years will be displayed as they become available.*

See Independent Auditors' Report.

**TOWN OF HOLLIS, NEW HAMPSHIRE**

**SCHEDULE OF PENSION CONTRIBUTIONS (GASB 68)**

**DECEMBER 31, 2017  
(Unaudited)**

New Hampshire Retirement System					
<u>Fiscal Year</u>	<u>Contractually Required Contribution</u>	<u>Contributions in Relation to the Contractually Required Contribution</u>	<u>Contribution Deficiency (Excess)</u>	<u>Covered Payroll</u>	<u>Contributions as a Percentage of Covered Payroll</u>
December 31, 2016	\$ 682,171	\$ 682,171	\$ -	\$ 3,472,859	19.6%
December 31, 2016	\$ 610,064	\$ 610,064	\$ -	\$ 3,272,842	18.6%
December 31, 2015	\$ 620,215	\$ 620,215	\$ -	\$ 3,351,251	18.5%

*Schedules are intended to show information for 10 years. Additional years will be displayed as they become available.*

See Independent Auditors' Report.

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING  
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF  
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS

Independent Auditors' Report

To the Board of Selectmen  
Town of Hollis, New Hampshire

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the aggregate remaining fund information of the Town of Hollis, New Hampshire (the Town), as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements, and have issued our report thereon dated June 8, 2018.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Town's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in

internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Town's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, non-compliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Melanson Heath*

June 8, 2018

## Selectmen's Report

The year of our Lord of 2018 was one filled with the inevitable balance of wins and losses that frames life in New Hampshire with a unique brand of authenticity. 2018 has truly been a year of transformation. With the passing of our long term colleague, Dr. Vahrij Manoukian, in August of 2018, we recognized the end of an era for this Armenian immigrant turned United States citizen.

After many decades of exemplary service to Hollis, Tom Bayrd retired from his duties as Director of Public Works over the summer and the Board hired his replacement after an exhaustive search. Todd Croteau is our new DPW Director and has done a wonderful job taking over from Tom, bringing his many years of experience with Portsmouth DPW as well as construction of roadways in Florida to benefit the taxpayers of Hollis with new technologies and processes designed to preserve roadways and enhance public safety.

Our new Chief of Police Joseph Hoebeke has now served for a full year, and under his leadership, your Police Department received national accreditation from CALEA (Commission on Accreditation for Law Enforcement Agencies) in July at a ceremony in Grand Rapids, Michigan which the Chairman of the Board of Selectmen attended representing the taxpayers of Hollis, at no cost to the municipality. The Hollis Police Department is one of only 14 law enforcement agencies in the State of New Hampshire to maintain nationally accredited status, which is no small achievement, given the over 100 law enforcement agencies within the state.

Recognizing the speed at which our residents transact their lives, we have upgraded our digital presence within the community, under the guidance and leadership of Dawn Desaulniers, our IT Director. Our web presence and information technology infrastructure with cyber-security has never been more robust or user friendly for our residents. Please check out the new website for Hollis at [www.hollisnh.org](http://www.hollisnh.org).

We have retained our top municipal credit rating by maintaining good financial oversight and a strong balance sheet, and, recognizing the need to stabilize tax rates in a revaluation year, the Board voted to relieve the undesignated fund balance by \$500,000 to lower town tax rates for the 2019 budget cycle. The hope is to do a similar transaction at the end of 2019 to benefit 2020, when bond principal and interest payments fall off dramatically for prior capital acquisitions. The board also voted to target 10% of annual budget expenditures as the preferred balance in the unassigned fund balance account to maintain our top credit rating, and with an annual budget of approximately \$30 million in expenditures, the board is seeking to maintain roughly \$3 million as part of that fund.

Each member of the Board of Selectmen is grateful to the many citizens who volunteer their time and talents and, in many cases, treasures to the Town of Hollis. The Conservation Commission has been very active in identifying strategic land acquisitions that are worthy of conservation for the community, and the Agricultural Commission has been active in the husbandry of the inventory of farms owned by the taxpayers for proper agricultural management and oversight. This community is unique in that over 100 citizens volunteer their services to the community as participants in governance and oversight. This dedication to community exemplifies the true spirit of patriotic duty that courses through the veins of every resident of our hometown, Hollis, New Hampshire.

Respectfully submitted,  
Board of Selectmen

Mark A. LeDoux, Chairman  
David Petry, Vice Chairman  
Peter A. Band, Member  
Frank Cadwell, Member  
Dr. Vahrij Manoukian



david petr y, frank cadwell, dr. vahrij manoukian, peter band,  
mark ledoux

## Assessing Department

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

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

As of September 1, 2018, the Town's gross taxable value was determined to be \$1,358,483,525. This includes 3445 taxable properties containing 14,109.04 acres.

### 2018 ASSESSMENT REVIEW

As of January 15, 2019 the NH Department of Revenue Administration is continuing its review of Assessing Practices for the Town, and should have their final report to the Town shortly. Their report will detail how well the Assessing Department applies the laws and rules in place to continue to provide a fair and equitable assessment for all property owners. The Town follows the State mandated Assessment Review program which requires all municipalities to reassess all properties and review all assessing data at least once in a 5-year period. The next scheduled update is to occur in 2023.

Over the course of 2018's statistical update it was found that a number of property owners had removed outbuildings, such as pools, sheds, and garages, without notifying the Town. These structures were continuing to be assessed, in some cases for many years. Please remember that when you remove an outbuilding from your property, property owners must apply for a demolition permit from the Building Department. As part of the permitting process, the Assessing Office is notified that property value changes are potentially being made, and the Assessor can visit your property and adjust your assessment as necessary. This allows us to correctly value your property and keep your property record up to date, while you get the benefit of saving tax dollars!

### PROPERTY TAX CREDITS & EXEMPTIONS

The Assessing Office administers Property Tax Exemptions and Credits. These exemptions and credits provide tax relief to qualified property owners, including:

Standard and All Veterans Credit, in the amount of \$500 annually to qualified Veterans;

Elderly Exemption, available to property owners aged 65 years or over who meet income and asset restrictions.

Additional Credits/Exemptions are available for Veterans with 100% Service-Connected Disabilities, Property Owners who have been certified as Blind by the State of New Hampshire, Disabled Persons who have made modifications to their home for wheelchair accessibility, and Property Owners who have installed Solar and Wind Energy systems. A full list of the Credits and Exemptions, and the qualifications for each, is available online at <https://www.hollisnh.org/assessing/pages/exemptions-tax-credits> or in person at the Assessing office.

On this year's Town Warrant, Warrant Article #2 has been recommended to increase the Elderly Exemption income and asset requirements and awards. Your approval of this article allows for our qualified older residents to remain in their homes on limited incomes. If the Article is voted in the affirmative, it will go into effect for the 2019 Tax Year.

### IMPORTANT DEADLINES TO REMEMBER

The last day to file for **2018 Property Tax Abatement** is Friday, March 1, 2019.

The last day to file for a **2019 Property Tax Credit or Exemption** is Monday, April 15, 2019.

The Assessing Office welcomes any and all enquiries in regards to property valuations, qualifying for Credits or Exemptions, the Current Use program, Timber and/or Gravel taxation, or any other Assessing matter. Please visit the Assessing web page at <https://www.hollisnh.org/assessing> or contact the Assessing Office at (603) 465-2209, extension 105, Monday through Friday, 8:00 am to 3:00 pm.

Respectfully submitted,

Connie Cain  
Assistant to the Assessor

## Assessing Statistics

### 2018 PROPERTY VALUE SUMMARY The Tax Year begins April 1<sup>st</sup> and ends March 31<sup>st</sup>

PROPERTY TYPE	2017 VALUE	2018 VALUE
Residential Land & Buildings	\$1,081,831,395	\$1,210,066,328
Residential Condo Units	42,766,800	45,423,100
Residential Mobile Homes	4,567,600	4,984,000
Residential Vacant Land	12,092,520	14,290,220
<b>Total all Residential Properties</b>	<b>\$1,141,258,315</b>	<b>\$1,274,763,648</b>
Percentage of Town Total Value	93.92%	93.84%
Commercial/Industrial Land & Buildings	\$51,845,105	\$59,827,705
Commercial/Industrial Vacant Land	2,576,800	1,840,400
Public Utilities	18,241,300	21,133,900
<b>Total all Commercial/Industrial/Utilities</b>	<b>\$72,663,205</b>	<b>\$82,802,005</b>
Percentage of Town Total Value	6.01%	6.09%
<b>Vacant Land under the Current Use Program Total</b>	<b>\$885,108</b>	<b>\$917,872</b>
Percentage of Town Total Value	0.07%	0.07%
<b>Gross Total Taxable Assessed Value</b>	<b>\$1,214,806,628</b>	<b>\$1,358,483,525</b>

### TOP 10 TAXPAYERS FOR 2018

NAME*	TYPE OF BUSINESS	2018 ASSESSED VALUE	2018 PROPERTY TAXES
1. EVERSOURCE-PSNH	PUBLIC UTILITY	\$20,169,100	\$393,903
2. OXFORD HOLLIS LLC*	INDUSTRIAL UNITS	\$6,039,100	\$130,867
3. DIAMOND CASTING	MANUFACTURING	\$3,157,300	\$68,419
4. TDS TELEPHONE*	TELEPHONE PROVIDER	\$3,141,000	\$68,066
5. MORIN LIVING TRUST*	COMM/RESIDENTIAL	\$3,096,762	\$67,107
6. PRIVATE*	RESIDENTIAL	\$2,875,418	\$65,435
7. DPT INC*	GOLF COURSE	\$2,442,200	\$52,923
8. BROOKDALE FARM*	RETAIL/AGRICULTURE	\$2,375,667	\$51,480
9. DOUGLAS ORDE*	EARTH PRODUCTS/CONSTR	\$2,126,200	\$46,075
10. PRIVATE	RESIDENTIAL	\$2,055,788	\$44,441

\*INCLUDES MULTIPLE PROPERTIES UNDER THE SAME OWNERSHIP

## Building Department

The Hollis Building Department issued a total of 555 permits for the year 2018 and performed 1713 inspections. Of the 555 permits, 22 were issued for new Single Family Homes, 12 Elderly Housing Units and 1 Duplex.

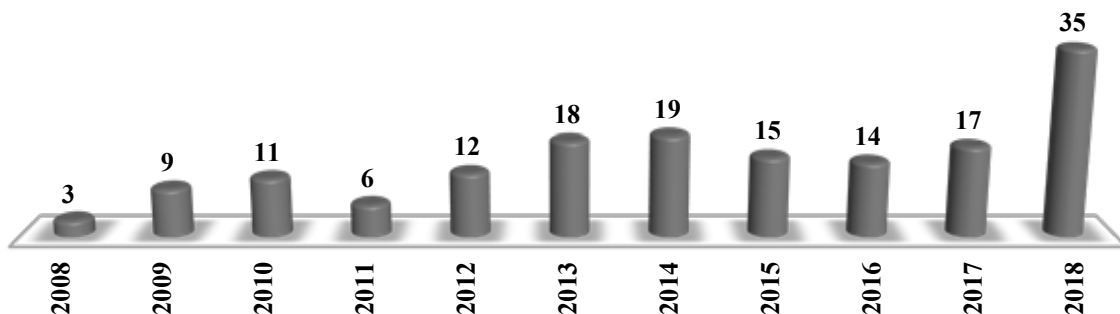
This year we have seen a 17% increase in the total number of building permits issued and a 51% increase in New Homes which include Single Family, Duplex and Elderly Housing Units.

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

Respectfully submitted,  
Donna L. Setaro, Building and Land Use Coordinator

<b>Year-to-Year Comparison</b>									
	<b>Single Family</b>	<b>Duplex</b>	<b>Elderly Housing Units</b>	<b>Accessory Dwelling Units</b>	<b>Mobile Home</b>	<b>Other Permits</b>	<b>Total Building Permits</b>	<b>Total Permit Fees</b>	<b>Total Building Value</b>
2018	22	1	12	1	1	518	555	\$105,694.64	\$22,548,701
2017	17	0	0	3	0	438	458	75,798.83	11,971,529
2016	14	0	0	2	0	448	464	66,239.63	10,854,588
2015	15	0	0	2	0	529	546	76,979.71	11,811,874
2014	17	1	0	0	1	398	417	76,673.47	13,604,860
2013	18	0	0	1	1	458	478	68,674.56	11,008,266
2012	12	0	0	1	0	502	515	66,615.00	14,937,553
2011	6	0	0	6	0	405	417	51,069.82	7,143,608
2010	11	0	0	5	0	308	324	47,176.49	6,431,173
2009	9	0	0	1	0	311	321	41,138.86	6,349,850
2008	3	0	0	2	0	251	256	25,383.00	5,408,800

**Combined Single Family/Duplex Residences and Elderly Housing Units Permits Issued by Year**





# Hollis Communications Center

## Mission Statement

The mission of the Hollis Communications Center is to promote and ensure the safety and security of all members of the community through the application of high-quality public safety standards. These services are provided in a manner that promotes satisfaction and professionalism to all members of the community while exhibiting compassion, commitment and excellence.

The Communications Center is located in the Police Station at 9 Silver Lake Road. It is your link to all town services, during emergency and non-emergency situations. The Center is open 24 hours a day, seven days a week. Our staff consists of a Communications Manager, Communications Supervisor, 8 full-time and 3 part-time Communications Specialists. We operate under the direction of the Communications Advisory Board, which includes the Hollis Police Chief, Fire Chief and DPW Director. The Communications Center is also pleased to provide dispatch service to the Towns of Brookline and Mason on a contractual basis.

<u>Full Time Personal</u>	<u>Experience</u>
Manager John DuVarney	44 years
Supervisor Robert Dichard	34 years
Communications Specialist Matthew Judge	33 years
Communications Specialist Anna Chaput	31 years
Communications Specialist Jayne Belanger	17 years
Communications Specialist Rick Nicosia	5 years
Communications Specialist Chip Brisk	1 year
Communications Specialist Cassidy Walker	4 years

<u>Part Time Personnel</u>	<u>Experience</u>
Communications Specialist Richard Todd	39 years
Communications Specialist Norma Traffic	20 years
Communications Specialist Robert Gavin	12 years

When combined, the Communications Center Staff has 250 years of experience in public safety.

In 2018, the Communications Center answered a total of 47,954 calls for service.

The communications staff plays a vital role in communicating between the units in the field and the public. We answer all police department telephone lines and 9-1-1 calls for police, fire, EMS and DPW for the towns of Hollis, Brookline and Mason. We also handle radio communications with all police, fire, EMS, and public works units, as well as speaking with citizens that walk into the Hollis Police Department with complaints or requests for service.

With the fulltime retirement of Robert Gavin last year, we hired Cassidy Walker on April 28th of this year. Cassidy has 3 years of experience with Milford Area Communications. Cassidy was hired by Milford after doing an internship there for 5 months while she attended Milford High School. Cassidy is a very energetic person and along with her personality she will make an excellent employee for the Town of Hollis. I am very happy to have Cassidy as a part of our team. Robert Gavin has maintained employment in a part time status with the communications center.

The Communications Center is very much committed to keeping our personnel current in training. Training that our specialists completed this year includes: Active Shooter, Hostage & Barricaded Persons, Team Building, Mental Health in 911, Self-Evaluation, Low-Frequency High-Risk Calls, Defeating Drama, Attitude, Understaffed, Underpaid, Underappreciated, Major Disasters and Customer Service. This training program provided to us by The Public Safety Group has been very beneficial to all dispatchers. In addition to the in-house training program, several personnel attended outside classes during the year. Last year these included: Public Safety Telecommunications Basic Course, Domestic Violence, Emergency Management Conference, Your Role in Suicide Intervention, Mental Health for First Responders, Dealing with Subjects with Mental Health Issues, APCO Atlantic Conference and the annual NH Emergency Dispatchers Association Training Conference.

The Town of Hollis has a Senior Citizen Response Program, which has proved to be very successful. Individuals who sign up for this program will be given a specific time to call the Communications Center daily. If we don't

receive a call from you, we will call their residence. If there is no answer, a police officer along with an ambulance will be sent to your residence to make sure all is ok. This program also gives us specific medical conditions that you have and will assist the medical responders prior to their arrival. Individuals who would like to sign up for this program are asked to contact John DuVarney, Manager, Hollis Communications Center at 465-2303.

This year we accepted delivery of a new alarm monitoring system which will monitor all of our town buildings for Fire and Burglar Alarms. We will also encumber funds from our 2018 operating budget that will be used to install a new generation Exacom recorder, which is vital equipment as it records all of our radio transmissions and telephones messages. As previously stated, the money used to purchase both of these critical pieces of equipment came from remaining funds in the 2018 operating budget, which demonstrate our commitment to responsible fiscal planning and budget maintenance.

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

Respectfully submitted,

John V. DuVarney, Manager

Communications Advisory Board  
Police Chief Joseph Hoebeke  
Fire Chief Richard Towne  
Director of Public Works Todd Croteau

## Department of Public Works

*It is the mission of Hollis Public Works to provide essential services that enhance the quality of life for Town residents. We strive to deliver these services in a dependable, high quality, prompt and efficient manner that is consistent with community values and at a reasonable cost to citizens and businesses.*

I would like to thank all of you for welcoming me into your community. I was hired as the Public Works Director in July after the retirement of Tom Bayrd. Thank you Tom for all you have done in this transition and for your dedication to the residents of Hollis.

We had two major construction projects this summer. The last portion of Pine Hill Road, approximately two and a third miles, from Pierce Lane to the Nashua town line was overlaid with two inches of asphalt. Public Works staff repaired or replaced catch basins and reshaped drainage swales to prepare the road for paving. They also placed gravel on the shoulders after the road had been paved.

Witches Spring Road was completely rebuilt from South Merrimack Road to Silver Lake Road. The process required the existing road to be ground up, then liquid asphalt was injected into the top six inches of the sub-base to add strength. Our paving contractor placed two and a half inches of binder pavement and an inch and a half of wearing course. Town staff again prepared the road and graveled the shoulders when the paving was complete.

Two thousand eighteen is the sixth wettest year in recorded history, with a majority of the moisture falling after August. The rain storms seem to have been happening every three to four days. With that being said, we spent a majority of our time in the fall dealing with flooding and gravel road maintenance. Most of the flooding issues were caused by beavers damming culverts under roads. Crews would have to remove these dams once or twice a week. Gravel roads were very difficult to deal with during this rainy season and we asked for a lot of patience from people who had requested grading these roads. If we were to grade them before they had dried adequately, they would have turned into a quagmire of mud, so we thank everyone for your understanding during this wet period.

In October we filed our Notice of Intent to the Environmental Protection Agency for the Small Municipal Separate Storm Sewer System Permit (MS4). Once this is accepted by the EPA it will require Hollis to have a more stringent National Pollutant Discharge Elimination System Permit. This unfunded federal mandate will require communities outside of urbanized areas to follow strict regulations of water quality impairment potential. Adhering to these regulations will have a financial impact to the community in the future.

Our first plowable snow came on November 15<sup>th</sup> and 16<sup>th</sup> where we received eight inches of heavy weight snow. We again went out plowing on November 20<sup>th</sup> when we had three inches of snow. For the weather events we had for the remainder of the year, it was only necessary to treat the roads with salt and sand.

I would like to thank the men and women that comprise the staff of this Department. I am proud of their effort and dedication to the work we do.

Respectfully submitted,

Todd J. Croteau  
Director of Public Works

## Department of Public Works Transfer Station and Stump Dump

Twenty Eighteen was the year of the Fence! The Transfer station fence was replaced after lasting almost 30 years. The fence has given the front of the facility a welcomed and modern face lift.

The markets for recycling are still fluctuating but as I write this report, they seem to be turning the corner and our material is becoming more valuable.

From January 1, 2018 through November 31, 2018 the transfer station received and processed the following material:

- MSW (trash) 2,163.55 tons at a disposal rate of \$73.00per ton or \$157,939.15
- Plastic 44.32 tons at a disposal cost of \$3,274.10
- Mixed glass 153.50 tons at a disposal cost of \$4,720.75
- Milk jugs 4.80 tons which generated \$2496.00 in revenue
- Newspaper 88.38 tons which generated \$3424.45 in revenue
- Cardboard 142.47 tons which generated \$8858.35 in revenue
- Aluminum Cans 9.39tons which generated \$10,215.60 in revenue
- Steel cans 9.05 tons which generated \$999.00 in revenue
- Mixed paper 82.13 tons at a disposal rate of \$1,600.12

The above summary does not include transportation cost, so it is not a complete representation of true cost. Had the 254.09 tons (\$25,993.40 in revenue) recycled material been disposed of in the trash at a cost of \$18,548.57, the overall cost avoidance would be \$44,541.97. This table only reflects the items that are disposed of through the Souhegan Regional Landfill District. The transfer station recycled 129 car batteries, 397 freon appliances, 159 propane tanks, 230 gallons of vegetable oil, 1.11 tons of tires, 400 pounds of vegetable scrapes, 2 tons of white paper, approximately 23.28 tons of electronic screens, and fluorescent lamps and tubes.

Revenue generated through recycling scrap metal goes directly back to the Town's general fund. The scrap metal market remained steady this year. Our revenue this year was \$22,507.96 after trucking costs. That is \$3184.48 more than 2017! The HHW (Household Hazardous waste) collection events for 2018 saw a high turnout of Hollis residents.

At the Stump Dump we are now accepting vegetable scrapes no meat or Dairy. Demolition continues to be a challenge as our landfills are becoming full and the byproducts of demolition need to be landfilled.

I would like to thank Doug Orde of Hollis Construction for his generous donation of bark mulch for both facilities, and Jeff Carrier for his donations of signs. And all the residents throughout the year that have made donations to both facilities to enhance their appearance.

Please remember that recycling is good for the planet. Recycling saves tax dollars.

Thank you for Recycling,  
Joan Cudworth  
Solid Waste Supervisor

## Fire Department

The Hollis Fire Department mission is to care for, protect, and defend our fellow citizen's lives, property and material well-being in ways that have been vetted, thoroughly examined, and diligently rehearsed in a wide variety of styles and situations. The person who called us comes first, the person who needs us comes first, whether rich or poor, like us or different from us, mentally healthy or mentally ill, contributing to society or living off society, we leave no one behind.

The Hollis Fire Department began the New Year with excessively cold weather. This led to delayed fuel delivery's resulting in many homes running out of fuel oil or propane gas. The fire department had many calls for assistance during those times and we did work with the fuel company's in getting those in need enough fuel for a week until they could be filled up. As cold as it was in January, we rescued a dog that fell through the ice in February, showing that you always should be aware of ice conditions as they change from week to week!

In March the Fire Dept. was given the go ahead at Town Meeting to replace our 1999 Rescue with a new vehicle. Hopefully we will be close or have taken delivery of it before this March Town Meeting. The spring months were wet enough so that we did not have brush or grass fires as some years, though we were not quite that lucky with building fires.

In May we attended Firefighter Justin Martineau's Graduation from New England EMS Institute. This was a very intensive two-year program that along with class room included working shifts in various departments of the hospital, to accomplish all the requirements of the program while still working his shifts for Hollis

June was a very dry month and as we were beginning to think that we were going to have another drought as we did a couple of years ago it began raining in July and never stopped for the rest of the year. This resulted in virtually no brush fires for the year and keeping all fire ponds full.

In August we were saddened by the death of long time Selectman Vahrij Manoukian. Both fire and police personnel provided an honor guard for Vahrij. We will greatly miss him.

In September we participated in another well attended Old Home Days. From the parade, staffing the Safety House, Children's Muster and Fireworks it takes all members of the department to make it work.

In October, most of the month is dedicated to fire prevention programs within the schools and programs for the general public. Under the guidance of Lieutenant Jennifer Govostes this year was another success.

In November, we received a snow storm and it caused us to be late in getting the Christmas lights on the tree in the common. We were a little concerned but luckily the snow melted off the tree and the lights were hung just in time for the Christmas Luminaria. Just as in February, when we had a dog through the ice, in December we had to rescue a person through the ice. Please use caution and check conditions before venturing out on the ice.

Many residents burn brush piles after cleaning the winter debris from the yard, or clearing the area for new grass. Any one that burns must remember that they need to obtain a State Fire Permit at the fire station on the day that they burn or obtain a permit online on the NH website. Permits given at the fire station are at no cost, permits given online are \$3.00. The Burning of brush is only allowed between 5PM and 12AM or during the day if it is raining. The brush must be no more than 5" in diameter, 50 feet away from any building or utility, must be in small piles that can be extinguished easily with a water source (garden hose) at the fire. All fires must be attended at all times and must be completely extinguished when finished. If we are called for a permit fire that becomes out of control or reignites, the landowner will be responsible for the cost of the fire department extinguishing that fire. Please read all the rules on the back of the permit or online before you begin your permit burn. For backyard campfires, we offer a seasonal permit that allows you to call in before you burn, eliminating the need to keep coming in for a permit every time you have a fire.

During an emergency there are always unexpected hazards, with advance planning by the homeowner some hazards can be eliminated. Finding an address can be difficult when the house number is not visible, especially in winter months. If you do not have a house number at the end of your driveway that can be seen both day and night, consider its value and install one. If you live on a hill, make sure your driveway is clear and sanded. If you have low

hanging limbs please remove them. Most people enter the home through the garage in the winter, not clearing other entry doors in to the home. Please clear these as you may need to exit from one of these doors in an emergency and it may be the only way we can remove someone if the ambulance is needed.

A high priority is placed on providing fire and life safety prevention programs for the community. All the programs are designed to eliminate or mitigate situations that endanger lives, health, property and the environment throughout the year. September and October are very busy with Fire Safety Prevention programs being held in schools and the fire station. Depending on the age group these programs educate children about electrical safety, misplaced matches, candle safety, escape from a smoke-filled home and reporting to a meeting place, as well as clutter left on stairs, misplaced medications, poison prevention and the proper way to call 911. The fire safety house was purchased and supported by the Hollis Fire Association and is a great asset, all the features it comes with makes the education all the more interesting. Throughout the year we offer CPR & AED classes to the community. The Hollis Fire Department is a certified child car seat check station with many inspections throughout the year. We also offer a Vial of Life program. This is a pre-planning tool that is designed to provide your specific medical information for ambulance and hospital staff to utilize in the event of a medical emergency. They are available at the fire station and we would be happy to bring one out to you.

The Hollis Fire Association is comprised of all members of the Hollis Fire Department. Because of the generous donations received from the people of Hollis, we are able to purchase high quality fire and medical equipment, provide items for the community safety programs and finance the Explorer program. The Fire Association also continues to administer the Warren H. Towne Memorial Scholarship. This year the recipient was Joanna Balsamo pursuing a course of study in Nursing.

Every year we respond to many accidental fire alarms. However, every year we also respond to alarms that activate because of a real fire. Please do not disconnect your smoke detectors because they seem a nuisance at times, **THEY WILL SAVE YOUR LIFE!**

As the year ends, I cannot stress enough about maintaining your smoke detectors. We had two house fires in the early morning hours that the detectors had been disconnected and only because someone woke up to the smell of smoke was a tragedy averted. We also had two house fires that the detectors went off, alerting the occupants to escape harm's way and alerting us in a timely manner so that we were able to keep damage to a minimum.

Throughout the year we respond to many carbon monoxide (CO) incidents. Please remember that carbon monoxide is a tasteless, odorless and colorless gas. Every home should have a detector on each level. When a carbon monoxide detector activates, call the fire department and vacate your home.

The fire service fights a war against the most destructive enemy known to man, fire. An enemy that is ruthless in its methodology, an enemy that tortures its victims, an enemy that can strike at any time anywhere. This battle is fought by the bravest, those that understand that maintaining those social commitments to protect and defend one another can sometimes take precedent over one's personal safety. The Hollis Fire Department is very fortunate to have those men and women serve this community. They are dedicated personnel that work unselfishly together as a team, putting aside their own personal comfort and safety at any hour of the day or night to assist someone in need. I am thankful for all their assistance and support.

Respectfully submitted,

Richard Towne  
Fire Chief

**Fire Summary**  
**Call Reason Breakdown**

ALARMS	Fire	88
	Medical	5
	CO	10
	Other	1
FIRE	Building	5
	Brush	1
	Oil/Gas Burner	3
	Chimney	5
	Electrical	3
	MVC	46
	Mutual Aid	28
	Illegal Burn	10
	Rescue	3
	Vehicle	4
	Other	5
MEDICAL	Trauma	57
	Medical	320
	Mutual Aid	18
	Other	5
	Welfare Check	31
GOOD INTENT	Smoke check	6
	Other	20
HAZARDOUS CONDITION	CO Incident	8
	Propane Leak	6
	Gasoline/oil Spill	4
	Water Problem	8
	Wires Down	25
	Other	13
SERVICE	Public Assistance	52
	Lift Assist	19
	Lockout	18
	Other	67
<b>TOTAL</b>		<b>894</b>
Car seat installation		35
Fire Inspections		1

## Hollis Social Library

In 2018 the Hollis Social Library continued expanding our vibrant collection, offering educational programs, increasing technology offerings and completing facility updates. The Trustees and Board of Selectmen approved the creation of an additional fulltime position of a Youth Services Librarian to increase services offered to our town's young community members.

### Programs

The library welcomed over 6,100 attendees to 524 programs on a variety of topics including living history, gardening, our popular adult DIY series and mindfulness. Popular programs for children and young adults included story & music times, book clubs, and a wide variety of new programming: DIY series for tweens and teens, Star Wars Day (with special guest Robotics Team FORCE from HBHS), a Polar Express Winter Party and a tween and teen Christmas Vacation Party. The program calendar set a library record and resulted in a 9% annual increase in activities.

The 2018 summer reading program, Libraries Rock, offered educational events and reading opportunities for children, teens and adults. The Hollis Social Library was featured in the Hollis Brookline Journal for several of the innovative programs offered. More than 375 readers of all ages submitted online book reviews and earned prizes based on reading time.

### Circulation and Technology

The library's collection consists of over 51,000 items including e-books and e-audiobooks. This year the library circulated 88,500 items and had a 22% increase in digital materials. The library added 3,953 e-book, e-audiobook and e-magazine titles through the New Hampshire Downloadable Books Consortium. At the close of 2018, the Hollis Social Library had more than 4,200 library patrons.

In 2018 we launched a new website for the library, making it easier for visitors to reserve, renew and download materials and also sign up for programs from a computer or mobile device. Cardholders can also access streaming media including movies and music and online language classes. The library has expanded our use of social media to promote events and new materials.

**Follow us:** **Website:** [www.hollislibrary.org](http://www.hollislibrary.org); **Facebook:** [www.facebook.com/hollis.social.library/](https://www.facebook.com/hollis.social.library/); **Twitter:** [www.twitter.com/HollisSocLib/](https://www.twitter.com/HollisSocLib/); **Pinterest:** [pinterest.com/hollissociallibrary](https://pinterest.com/hollissociallibrary/); **Instagram:** @hollissociallibrary

### Community Support

The Hollis Social Library appreciates the support of the Friends of the Hollis Social Library, a 501c3 charitable organization, dedicated to providing financial and volunteer assistance to the Hollis Social Library. Contributions of time and talent to the Friends, and their fundraisers, help fund programming, the children's summer reading program and museum passes. During 2018 the Friends have grown and expanded their fundraising efforts to include a wine tasting, raffles and pop-up mini book & bake sales. If you are interested in joining the Friends, please visit the library website or the Friends Facebook Page (<https://www.facebook.com/HollisLibraryFriends/>) to get involved.

The library also receives donations from trusts and citizens which help provide programming, expand the collection and fund enhancements to the library infrastructure. The Hollis Colonial Garden Club keeps our grounds lovely with seasonal plantings and wreaths. In 2018 the library received an additional donation of new decorative planters at the historical front entrance. A generous donation from the Squires Family allowed us to update the furnishings in the Children's Room.

We would like to thank the Board of Selectman for once again showing strong support for the library staff and building. The DPW continued to be a strong presence in the library's condition and upkeep. The furnace and lights were repaired this year. We work closely with the Board of Selectmen on our ongoing maintenance plan.

2018 brought great collaboration between the Hollis Social Library and the Hollis Police Department. The Library Director and the Chief of Police appear on a monthly radio show "Books and Crooks" on local radio station WSMN 1590 and the library also hosted "Coffee with a Cop."



## Board of Trustees

The members of the Hollis Social Library Board of Trustees meet on the second Tuesday of the month at 7:00pm in the Library Meeting Room. All meetings are open to the public. The Board welcomes input from the community and can be reached at [trustees@hollislibrary.org](mailto:trustees@hollislibrary.org).

Respectfully Submitted,

Laura Klain, Library Director

## Trustees

Robert Bartis, Chair; Stephanie Stack, Vice Chair; Sarah Booth, Treasurer; Jonie LaBombard, Secretary; Don MacMillan; Amy Kellner and Merle Eisman

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## Information Technology

The Town's Information Technology Director supports, maintains and improves the information systems for all Town departments. This includes hardware, software, databases, backups, network and internet connections, email, website, and security.

This year we implemented a new website for both the Town and the Police department. The new sites are designed to be easy to find information and are mobile and tablet friendly. There is a much better Search feature and buttons for Minutes & Agendas, Forms & Documents, and Questions/Comments on the home page. The Notify Me option allows residents to receive an email with a link when items are added to the website like News or specific Minutes you are interested in. Find it Fast allows us to add links to help find popular items.

Another project was upgrading the projector and screen at the Lawrence Barn. The new screen is almost 3 times larger than the old screen. This allows for much better viewing for presentations in the large meeting space.

Multiple computers, laptops and a server were replaced this year. We have been transitioning to Windows 10 and phasing out Windows 7. This transition will continue through 2019.

Next year we plan on implementing a GIS based software system for the Public Works department. Town Hall will be having documents scanned and opening up space currently occupied by filing cabinets.

Check out the new town website: [www.hollisnh.org](http://www.hollisnh.org) where you can renew your vehicle registration and dog license, pay your tax bill, watch streamed meetings, look up property assessments, find volunteer information, community events, forms, hours, announcements and much more. You can go directly to the Police department's website at [www.hollispd.com](http://www.hollispd.com) The Library also has a new website design this year: [www.hollislibrary.org](http://www.hollislibrary.org)

Respectfully submitted,  
Dawn Desaulniers  
IT Director



## Police Department

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

On behalf of the men and women of the Hollis Police Department, it is my privilege to present the Hollis Police Department's Annual Report for the year 2018. I would like to extend my sincere thanks and appreciation to the Hollis Board of Selectmen, the Hollis Budget Committee, Finance Director Deborah Padykula, all the members of Town Departments and Committees, the staff and teachers of SAU 41, and most importantly, the citizens of the Town of Hollis, for your continued support of the men and women of the Hollis Police Department. In the absence of a strong partnership with our community, we would not be able to accomplish our mission of providing the highest level of professional police services to the citizens of this great community.

The Command Staff of the Police Department consistently strives to identify ways to improve service, increase efficiency, and provide the best protection to our residents and visitors. I am committed to maintaining a strong ethical standard for our officers while establishing clear and realistic goals with a focused vision for the future. Moreover, it is my commitment to ensure that the Hollis Police Department continues to build towards the future by recognizing the need of a competent leadership team, a solid supervisory platform, and a consistent pursuit of professional development in all areas. I am proud of the dedicated service provided by the men and women of the Hollis Police Department, and would like to share with you some of our accomplishments.



HOLLIS PD SHRED DAY/ DRUG TAKE BACK/ COFFEE WITH A COP/ OPEN HOUSE/ FOOD DRIVE, OCTOBER 2018

We continue our efforts at strengthening the long-established partnership with our community, which is critical to making Hollis a safe place for our children and families. With the guidance and efforts of Town IT Director, Dawn Desaulniers, we improved our department website ([www.hollisnh.org/police](http://www.hollisnh.org/police)) and have expanded our use of other social media tools to keep the public informed of the services we are providing. We recognize the importance of effective communication with our community and the vital role it plays in accomplishing our mission. These efforts offer insight into the many services we

provide to the Town of Hollis, and they provide a direct link to our department for the public to share their views, which is equally important for us to meet our goals and deliver the optimum level of service. I encourage you to visit our website or other social media platforms utilized by the Hollis Police Department in order to learn what we are doing, and to share your input.

The Department continues to serve the community with involvement in various community driven and philanthropic efforts. To name a few, Officer Lucas Ilges participated in the annual Children's Hospital at Dartmouth (CHaD) Battle of the Badges Baseball Game. Officer Craig Conant and other members of the Hollis Police Department continued their involvement with Special Olympics of Southern New Hampshire, by jumping into the frigid waters of Lake Winnepesaukee, assisting with the Special Olympics Winter and Summer Games, and running in the Special Olympics Torch Run. Members of the Hollis Police Department also participated in the Hollis Police Department Cop Card Contest, which helped build stronger relationships with the younger members of the Hollis community. The contest ended with 1<sup>st</sup> place winners from grades Kindergarten through Sixth Grade enjoying an awards ceremony and pizza party with members of the Hollis Police Department.

The Hollis Police Department also participated in Bell Ringing for the Salvation Army, and our annual Toy Drive, which benefitted the Children's Hospital at Dartmouth. The generous donations we received from the members of our community made these efforts a great success as the money collected for the Salvation Army was directed to families in need, while the toys we collected for CHaD provided holiday presents for hundreds of children and their families receiving medical treatment. We continued to hold our quarterly Coffee with a Cop events throughout Hollis, and we wish to thank those who allowed us to utilize their businesses for this important outreach program. We also held our annual Food Drive/Shred Day/Drug Take Back event, which was a huge success. This event also provided us with an

opportunity to hold an open house so that members of the community would have the chance to view our police facility.

On July 28, 2018, the Hollis Police Department was awarded initial law enforcement accreditation status through the Commission on Accreditation for Law Enforcement Agencies (CALEA). The award ceremony, held in Grand Rapids, Michigan, was the culmination of a three-year process, whereby the Hollis Police Department adopted standards aimed at providing best practices related to life, health, and safety procedures for the agency. These standards are considered foundational for contemporary law enforcement agencies and demonstrate our commitment at meeting the recommendations of the President's Task Force on Policing in the 21<sup>st</sup> Century.

Accreditation is a mechanism that provides the framework for addressing high risk issues within a contemporary environment, and ensures our officers are prepared to meet basic community service expectations while being prepared to manage critical events. Most importantly, accreditation provides a stronger defense and helps mitigate the risks of civil liability, and also helps increase accountability within the agency while ensuring transparency of our operations to the members of the community. I can tell you with all certainty that accepting the accreditation award on behalf of the men and women of the Hollis Police Department was one of the proudest moments of my 18 year law enforcement career.

We continue to seek community input as we use data collected from our 2018 Community Satisfaction Survey to help improve our patrol practices and department operations. Our efforts are focused on maximizing patrol presence through increased community contacts and neighborhood patrols; efficiently exercising available resources based on comprehensive statistical analysis of existing department data, identifying existing trends that often require police service; and, deterring such activity by enforcement initiatives, police presence, and public education and/or community partnerships. Additionally, we have worked to develop and implement strategies aimed at addressing the highest areas of concern to residents, which included motor vehicle related offenses, thefts from vehicles and other property related crimes, and issues relative to substance abuse/misuse. We also remain committed to maintaining high levels of presence within our schools through daily school walk-throughs and other student-based outreach efforts.

In 2018, the Hollis Police Department answered 25,180 calls for service. This is a 7% increase from the 23,521 calls for service answered in the 2017 reporting period. The most notable trend detailed by the 2018 data was the continued reduction in burglaries within the Town of Hollis. In 2018, we investigated two confirmed burglaries, which is a 67% reduction from the previous year (2017), where we investigated 6 confirmed burglaries. Of the 2 burglaries investigated in 2018, one burglary was solved, while the other remains an active and ongoing investigation. This constitutes a clearance rate of 50%, which is well-above the national average of 13.5% (2017 FBI data). As is indicated in the data table below, there were significant decreases in almost every crime related call for service category.



SRO BERGERON POSES WITH WINNERS OF THE HOLLIS PD COP CARD CONTEST

The Hollis Police Department made 238 arrests in 2018, classified as in-custody, summons arrests, and protective custody. Of the 238 arrests, 35 were for the offense of Driving While Impaired, which constitutes roughly 15% of all arrests made. The rise in impaired driving offenses is of considerable concern to me and my staff. Although we continue to be proactive in the area of motor vehicle enforcement, as is demonstrated by the 6340-motor vehicle stops we conducted in 2018, we will continue to utilize all available means in order to detect and deter impaired drivers on our roadways. It is also apparent that our enforcement efforts have impacted the numbers of traffic collisions occurring on Hollis roadways, as there was a roughly 4% decrease in traffic collision in 2018 when compared to 2017 data. This marks the second straight year that a reduction in traffic collisions has been noted.

The Department aggressively pursued efforts to fill several vacancies created by attrition. Matthew Poulicakos was promoted to the rank of Sergeant on June 9, 2018, a supervisory position that was created due to the promotion of

Brendan LaFlamme to Lieutenant in 2017. We were also extremely fortunate to add James Maloney to the ranks of the Hollis Police Department as the Lieutenant in charge of the Administrative Services Bureau (part-time position). Lieutenant Maloney retired as a Captain from the Nashua Police Department in December 2017 and brings with him an incredibly high law enforcement pedigree. I am both fortunate and thankful to have had the strong counsel and input of both him and Lieutenant Brendan LaFlamme over the past year as we worked to improve the management, leadership, and organizational culture of the Hollis Police Department. Lastly, we hired Karen Lawton on October 22, 2018, to assume the role of Administrative Assistant, a vacancy that was created with the resignation of Samantha Morris.

We also saw the resignation of Officer Phillip Landsteiner, and the hiring of Officer Nicholas McPhee and Officer Derek Gyles. Additionally, it was with much pride that I selected Michael Rattin to be our official Department Chaplain, which is a volunteer and non-salary position. Chaplain Rattin is the Pastor of the Faith Baptist Church in Hollis, and his presence within our agency has already helped to strengthen our organizational culture, while demonstrating our commitment to and focus on officer wellness.

I would like to thank the men and women of the Hollis Police Department for their dedicated service. There is no doubt that their continued commitment to excellence and service has resulted in improved public perception and awareness by Hollis residents concerning the mission and goals of the police department. As a community interactive agency, perception of the department and its officers is paramount and as such, we will continue to partner with the community through active engagement, including community outreach programs, community policing contacts, Bicycle Patrols, the School Resource Officer program, and increased presence of Department Command Staff at community and other Town driven events. The department has an “open door” media relations approach that has proven and continues to be most effective. This benefits the department and the community. It maintains higher level information available to the public on a regular basis.

My staff and I are committed to the betterment of the department and ability to serve the residents of town of Hollis. I will continue my efforts to provide our community with a police department we all can be proud of and depend on, and to provide not only the quality of service that is to be expected, but the quality of service the residents of Hollis and our visitors deserve.

In closing, I recognize that this agency cannot continue to engage in effective law enforcement practices and improve the quality of life without the assistance of our residents. We maintain a high standard of excellence by seeking input and feedback from our citizens, who help us determine the best method of action for crime reduction and public safety. The citizens of Hollis are our greatest asset and are a critical factor in allowing us to “protect life and property, and to maintain order within the Town.” I am extremely fortunate and forever grateful for your continued support as we move forward, and I thank you for the opportunity to serve as Chief of Police.

Respectfully submitted,



Joseph R. Hoebeke  
Chief of Police



## Call Reason Breakdown

Abandoned / Hangup 911	25
Abandoned M V	0
Alarm / Audible	6
Alarm / Burglar	351
Alarm / Hold-Up	2
Alarm / Other	5
Alarm / Panic	17
Animal / Dog Bite	9
Animal / Domestic	229
Animal / Wildlife	80
Arson	1
Assault	8
Assist Citizen	42
Assist Other Agency	66
Bad Check	1
Burglary	5
Burglary in Progress	0
Business Check	3016
Check Conditions	215
Civil Standby	22
Community Policing	355
Criminal Mischief	54
Criminal Threatening	6
Criminal Trespass	12
Debris in Roadway	74
Directed Patrol	6791
Disabled M V	156
Disturbance	23
Domestic Disturbance	14
Domestic Issue	22
Fingerprinting	319
Fireworks	5
Forgery	0
Give Advice	288
Gunshots	12
Harassment	18
House Check	2523
House Check Request	262
Identity Theft	11
Juvenile Complaint	5
Juvenile Issue	25

Juvenile Runaway / Missing	1
Juvenile Truant	2
Landlord / Tenant Dispute	4
Littering	5
Lost Property	20
Loud Noise / Music	9
M V A Hit and Run	19
M V A No Injury	100
M V A Unknown Injury	38
M V A With Injury	10
M V Complaint	179
M V Lockout	37
M V Stop	6340
Missing Person	9
Neighbor Dispute	7
Notary	11
O H R V Complaint	7
Parking Complaint	47
Police Information	272
Police Service	57
Prowler	4
Pursuit	1
Serve Paperwork	68
Serve Restraining Order	5
Serve Warrant	27
Sex Offense	2
Shoplifting	1
Snow Violation	24
Soliciting Complaint	0
Suicide Attempt	1
Suspicious Activity	53
Suspicious M V	214
Suspicious Person	67
Traffic Control	27
Unsecured Premise	64
VIN Verification	56
Violation of Restraining Order	0
Welfare Check	30
<b>Total Calls for Service</b>	<b>25180</b>
<b>Arrests</b>	<b>238</b>



## Town Clerk

Our office is located at the 3G Market Place, and is the place to come for the following:

**Vehicle Registration:** The Town Clerk's office is where all Hollis residents register cars, trucks, tractors, trailers, motorcycles, and other vehicles the State of New Hampshire requires to be registered. Regular numeric plates, Conservation and Heritage (moose), Vanity (initial), tractor, trailer, farm, agricultural, and motorcycle plates are available. It is also where the process is started for veteran or antique plates. Registration renewals are mailed the last week of the month and emailed the last day of the month. They can be renewed in person, by mail (don't forget to include a self-addressed stamped envelope!), or online by visiting our website [www.hollisnh.org](http://www.hollisnh.org): Click on the "E-Reg License Plate" and follow the directions.

**Boat Registrations:** New boat registrations and renewals are done in our office. Registering your boat in Hollis keeps the revenue in town as opposed to going to the State.

**Dog Licenses:** Licenses run from May 1 to April 30 each year. Dog license renewal is open from January 1 to April 30. Renewals can be done in person, by mail (don't forget to include a self-addressed stamped envelope!), or online by visiting our website [www.hollisnh.org](http://www.hollisnh.org): Click on the "E-Reg License Plate" and follow the directions. We need a current rabies certificate on file to renew a dog license.

Marriage Licenses and Certificates, Birth Certificates, and Death Certificates are issued at the Town Clerk's office.

**Voter Information:** Hollis residents can register to vote at the Town Clerk's office. Absentee ballots for local, state, and federal elections can also be obtained.

**Genealogy:** The Town Clerk's office has information on births, deaths, and marriages of Hollis residents from 1733 to the present. Genealogy searches are by appointment only. Please call for details.

The Town Clerk's office also issues residency letters for obtaining a driver's license. In addition, we print ballots for local elections and are present at all elections.

**Our hours:** Monday 1pm-7pm; Wednesday & Friday 8am-1pm; First Saturday of the month 8am-11am

Respectfully submitted,  
Lisa Claire, Town Clerk  
Diane Leavitt, Deputy Town Clerk

**Phone: 603-465-2064 / Email: [townclerk@hollisnh.org](mailto:townclerk@hollisnh.org) / Website: [www.hollisnh.org](http://www.hollisnh.org)**

## Agricultural Commission

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

2018 accomplishments include the following:

- In February, pursuant to Section 3.4 of the Farm Lease Agreement, representatives of the Commission co-chaired an annual review of the Woodmont Orchard lease with members of Town Hall staff. In addition to the lessee, the review was attended by representatives of the Hollis Conservation Commission and Nichols-Smith Conservation Land Trust. It was determined that the lessee was in compliance with the terms of the Farm Lease Agreement.
- Members of the Agricultural and Conservation Commissions partnered in a joint working group (JWG) to advise the Selectmen on leasing portions of the property for agricultural use. Under consultation and direction of the Selectmen, the JWG:
  - Worked with resources from the US Department of Agriculture's Natural Resources Conservation Service (NRCS) to update an agricultural assessment of the property.
  - Developed an RFP package, process, timeline, and recommended evaluation criteria for a two-year term agricultural lease.
  - Managed the RFP process including preparing documents, holding public meetings, and evaluating bids submitted to the Town.
  - Shared evaluations with and made recommendations to the Selectmen on the bids.

After, consideration of all the bids, the Town entered into a two-year lease of portions of the property to two local farmers. The leasing generated approximately \$3.1K per year in additional revenue for the Town. Leasing revenue was placed in the Town's General Fund and used to offset property taxes.

Advised and made recommendations to the Planning Board on proposed zoning changes regarding farm signs and farm stands.

Designed and presented in the Agricultural Commission's Old Home Days booth a description of the benefits the town has received from the long-term agricultural lease of the Woodmont West orchard.

In December, the Agricultural Commission partnered with the Hollis Women's Club to manage the assembly, distribution and cleanup of the luminaries for the Women's Club Holiday Event.

Respectfully Submitted,

Mark Post – Chair

### Agricultural Commission Members

Randall Clark

Trevor Hardy

Michael Madden

Adam Pitarys

Dan Harmon, (Alt)

Charles James Husk, (Alt)

David Petry – Selectman Representative

## Budget Committee

### Process

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

The committee draws its authority from NH RSA32. In executing its role, the Budget Committee weighs the perceived needs of the community for public services with the perceived ability of the community to afford those services. The committee tries to strike a balance between the needs for services and affordability, paying particular attention to the long-term impact on the tax rate. The process involves developing budget guidance to be used by the Selectman and School Board based in part on inflation, growth in population, mandated service costs, and perceived demand for service levels and costs to maintain our assets. We leave certain mandated parts of the budget outside of our guidance, such as debt service, collective bargaining agreements and most special education costs.

The Selectman and School Board are asked to develop specific budgets within that guidance. In cases where the guidance cannot be met, the budget committee decides how to proceed. The budgets are then presented to the public at public hearings where the citizens of Hollis have the opportunity to present their positions on the balance between the suggested services and the cost of those services. Weighing citizen input at the public hearings, the points brought forward by the Selectmen and the School board and the affordability of the proposed budgets, the Budget Committee establishes recommended budgets, which are then presented to the voters at the Town and School District Annual meetings in March for approval or modification by the voters present at those meetings.

### Data and Commentary

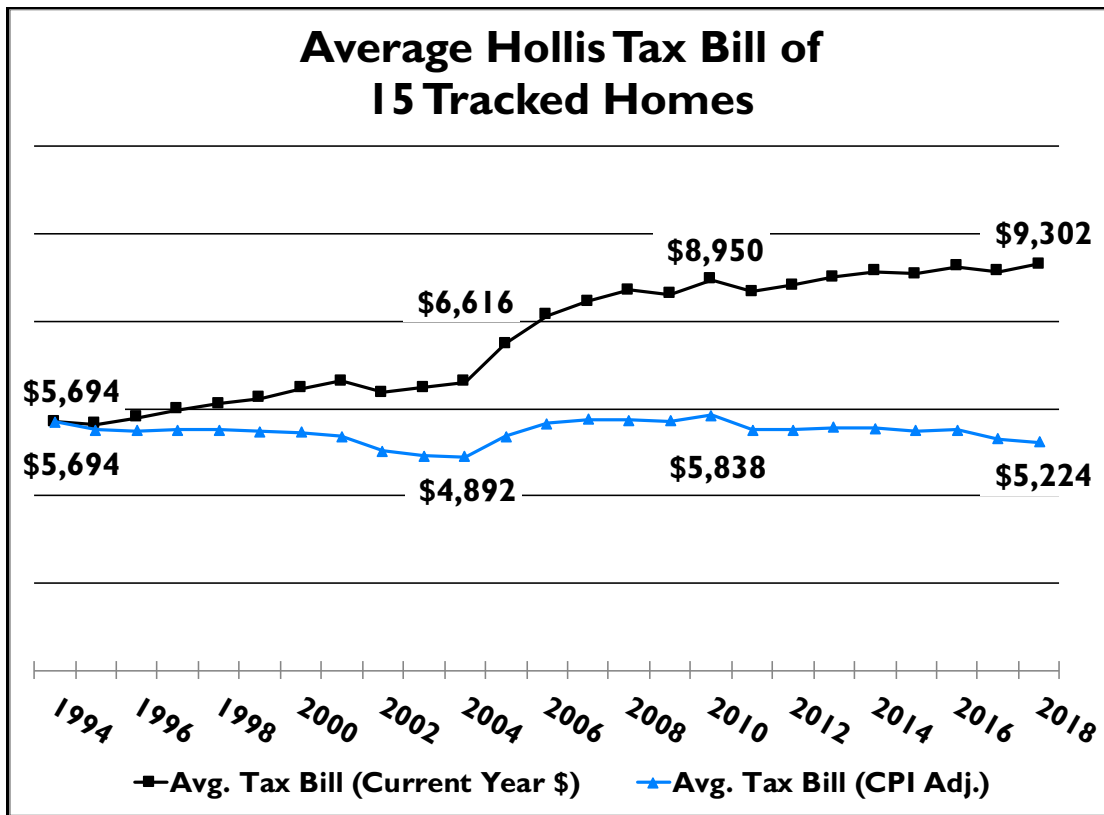
Bonded debt service (loan principal and interest payments) is a significant contributor to our property taxes. Hollis taxpayers are responsible for debt service for the Town and Hollis School District (HSD), as well as a portion of the Hollis Brookline Cooperative School District. Two HSD bonds approved in 1994 were paid off in 2014. Four bonds that funded the COOP High School were paid off between 2014 and 2016. In 2016 the Town bonded \$5.2M (principal and interest) to acquire and conserve two parcels of land approved by voters at the 2015 Town Meeting. In 2017 voters approved a \$3.3M (principal and interest) energy improvement and renovation municipal lease project for our Hollis schools. In 2019 the bonds that payed for Town land acquisitions of 2003 and 2004 will be retired.

The net effect of these bond commitments peaked in 2006 when almost 12% of property taxes raised went to debt service. As the earlier bonds were retired, the debt burden gradually diminished to 8.0% of taxes raised in 2018. Ongoing debt service will likely remain in the 5% to 8% range of total expenditures as retired bonds are replaced by new issues and capital leases for rolling stock (e.g. fire trucks and police cruisers) are taken on as equipment is retired and replaced.

To gauge the real impact of property tax on residents, the Budget Committee has tracked 15 homes in Hollis for the past 25 years (see graph). These homes were selected because they all were near the average single-family property assessed value. The Budget Committee has worked with the Selectmen and the Hollis School Board to limit expenditures while maintaining services and infrastructure. The cumulative effect of these efforts has resulted in an increase of 6.9% over the past ten years in the average tax bill, in nominal or current year dollars, for the 15 tracked homes.

However, when comparing tax bills over time it is important to consider the effect of inflation. With that the mind, the lower trend line in the graph adjusts for regional inflation over the period. When adjusted for inflation, the average tax bill for the 15 homes has decreased 8.8% over the past ten years, compared to the unadjusted 6.9% increase cited above. Over the past 10 years the inflation adjusted average tax bill decreased from \$5,728 to \$5,224 in constant inflation adjusted dollars.





#### Schools

School enrollment has been relatively steady at 630 to 675 over the past decade. Multi-year projections of enrollments suggest an increase in enrollment over the next five years, however those projections are highly volatile. Enrollment is an obvious driver of cost and the Budget Committee has worked with the Hollis School Board and the School Administration to maintain a linkage between enrollment and budgets.

Building maintenance will continue to be a significant cost driver. The school energy project was a significant investment and addressed a specific array of infrastructure improvements. In the coming two to five years there will be a need to complete some significant and costly ongoing maintenance projects: gym renovation and replacement of the library roof at the Hollis Primary School, and upgrades to the phone system and classroom floor reconditioning at the Hollis Upper Elementary School. There is also a potential significant expenditure for improvements to the SAU41 administrative building and attached barn on Lund Lane. The building is the property of the Hollis School District and as such must be maintained by the District. It is uncertain at this time, but quite possible, that the most prudent approach to paying for these infrastructure needs is with the issuance of a bond.

#### Town

Our Town population and tax base continue to grow very slowly. It is expected that the funds raised through property taxes required to maintain our Town services will continue to grow slowly, more or less in step with population and aggregate property valuation.

A combination of careful management of expenditures and higher than expected revenues over the past few years has resulted in significant growth in the Town's Unassigned Fund Balance (UFB), from a low of \$155K in 2009 to approximately \$4.0M at the end of 2018. With the UFB having exceeded its recommended level, the Budget Committee has worked with the Selectmen to return the excess to Hollis taxpayers. The UFB has been designated as the funding source for multiple Town expenditures, rather than new taxation, at the 2017, 2018, and 2019 Town Meetings. It is likely that this practice will continue until the UFB is reduced to its recommended level.

There are fewer identified infrastructure requirements identified related to building maintenance in the Town than in the School District. However, the ongoing capital leases associated primarily with Town vehicles is and will continue to be a significant expense, ranging from \$400K to \$520K in each of the coming five years.

**Conclusion**

Looking forward, residents will continue to consider the appropriate level of investment in infrastructure, for example the Hollis Schools or Town roads. The vote of Hollis residents during our three annual meetings will decide if we want to continue moderate tax rate increases, or increase spending, through higher taxes or bond issues, to provide additional services and facilities. Voters are urged to remember that decisions that bind future residents, like bonds, capital commitments and collective bargaining agreements, generally have delayed tax impacts, and their effects can be difficult to reverse when times are tough.

Respectfully submitted,  
Tom Gehan  
Chair, Hollis Budget Committee

## Cemetery Trustees

Hollis Cemetery Trustees are responsible for the management and operation of Hollis's six burial grounds. The Trustees set the policies and fees, manage the grounds, work with residents on requests or concerns, monitor compliance with State laws (RSA) in regards to the Town's cemeteries and surrounds, and plan for the long-term needs of the cemeteries. An elected position, the five Trustees each serve a three-year term, which commences at the annual Town Meeting. Lisa Schmalz and Raul Blanche were re-elected in March 2018. Hollis Cemetery Trustees meet monthly; one Saturday a month at 7:30 a.m. in Town Hall (November – March) and at one of the cemeteries (April – October). During the on-site meetings business items are discussed as well as the inspection and assessment of the conditions of the cemetery grounds and grave markers. Prior to each meeting the time and location are posted at the Town Hall.

Our intention is to maintain the cemeteries in a manner that befits Hollis' country-like character. We continue to prophylactically treat for grubs and over-seed the turf for repairs and the health of the grass. Trees and border vegetation continue to be trimmed as necessary. Monument repairs are ongoing year to year. Many monuments are very fragile; visitors are asked to be mindful.

In keeping with the country setting, the cemetery rules do have restrictions with regards to the addition of plantings, borders around plantings, and ornamentation on or near grave markers. A number of lot owners have worked with the trustees to choose a tree for planting within the cemeteries. We encourage lot owners to reach out to us to discuss the possibility of adding a tree. There are areas that will benefit from the beauty and shade provided. Unfortunately, visitors to East and North cemeteries continue to disregard the cemetery rules, which are furnished along with the purchase of a Right to Inter. The embellishments are changing the character of these cemeteries and risking harm to our landscapers. Given the new interest in planting gardens around grave markers, more specific rules are in process.

The Trustees have continued the multi-year project of installing new signs at the entrances to the cemeteries. A sign was installed at Pine Hill Cemetery in 2018. In 2019 a sign will be installed at Lawrence Cemetery. Additionally, the need for "street" signs at East Cemetery to alleviate the difficulty of navigating, even for those familiar with the cemetery, is near completion.

Planning and surveying has begun for the future expansion of East Cemetery. A newly created topographical map will be instrumental in the formation of the layout. Sections of the expansion will be prepared and made available as space is needed. In the meantime, the land will continue to be farmed.

The trustees regularly meet with residents regarding requests and inquiries. Our administrator, Beverly Hill guides and helps residents through varied requests. She is instrumental in the daily activities and operation of the cemeteries, as well as initiating a project to clarify age old record vagaries or discrepancies, seeking assistance from residents and town volunteers with historic records and institutional memory.

Hollis's six cemeteries, Church Yard, East, North, South, Pine Hill, and Lawrence are beautiful, peaceful places to wander and read the history of our town on the headstones. (Please note that it is against State law to do grave rubbings. This is to protect the many fragile gravestones in our State.) We encourage you to explore with your eyes and ears, taking time to rest on the beautiful benches, during the coming year.

Respectfully submitted,

Melinda Willis, Chairman  
Marc Squires, Vice Chairman  
Raul Blanche, Secretary  
Amy Armstrong  
Lisa Schmalz



East Cemetery



South Cemetery



Fragile monuments at Church

# Conservation Commission

## Charter

Under the authorization of New Hampshire State Law (RSA 36:A), the purpose of the Hollis Conservation Commission (HCC) is to protect the natural and rural character of Hollis by protecting and conserving natural resources. The HCC places emphasis on protection of farm and forest resources, aquifers, surface waters, wetlands and scenic views. The HCC also works in concert with other Local, Regional and State entities, both public and private to provide direction and support for issues that affect the environment.

Throughout 2018 the Hollis Conservation Commission (HCC) continued its ongoing mission to steward and sustain the many acres under its care, and to actively participate in land conservation and protection, land acquisition and other natural resource conservation efforts. The year began with the HCC, the Board of Selectmen and the Recreation Committee authoring a warrant article for the purchase of 19.86 acres on South Merrimack Road for both conservation and recreational use. Although the purchase was voted down at Town Meeting, the HCC maintains its course of conservation on abutting parcels. One of our key partners in this acquisition effort was the former Hollis Land Protection Study Committee, a group that helped identify and negotiate many land purchases over the years. Although the committee was dissolved in 2018, their chairman joined us on the HCC.

Another ongoing conservation effort authorizes the expenditure of HCC funds toward the purchase of a Conservation Easement on 39.14 acres on Ranger Road commonly referred to as the Howe fields. This land abuts the old Pine Hill school house and includes vital wetland habitat surrounding Bartemus Brook. The purchase of this agricultural easement is a joint venture between the USDA and the Town, however as of early December, its approval status in Washington was 'stuck in committee'.

The HCC would like to extend their appreciation to the Board of Selectmen, Town Hall Staff, Paul Edmunds, and other groups and individuals for continuing to provide both time and effort to re-navigate the process of seeing the Howe Fields Agricultural Land Easement come to fruition in 2019.

## Projects

In 2018, the Conservation Commission:

- Continued a joint project with the Agricultural Commission that executed a new 2-year lease agreement for agricultural related activities on the Stefanowicz property on Nartoff Road. A 2016 Warrant article authorized the Town to execute an agricultural lease of the property for up to 25 years, and while the Town is in the process of determining the property's best and highest use, this shorter term lease allows the agricultural portion of the property to remain in production, rather than letting it lie fallow.
- Continued its partnership with the Nashua River Watershed Association to participate in Wild & Scenic Rivers Designation efforts, following the town's vote of support at 2018 Town Meeting.
- Attended several site walks to evaluate various land development and change-of-use applications received by the Planning Board and Zoning Board of Adjustment.
- Coordinated with the Recreation Commission to explore land options to construct new recreation fields.
- Attended the New Hampshire Association of Conservation Commissions (NHACC) Annual Conference.
- Participated in a site walk on the 83-acre Town-owned lot known as the Ludwick Siergiewicz Farm property on Mooar Hill Road, with the UNH Cooperative Extension's Field Specialist and Forester Ethan Belair, and with Jim Oehler, our Conservation Land Management consultant. The walk helped the HCC develop a plan and gain Board of Selectmen approval to address control of invasive species on the property.
- Conducted the annual Roadside Cleanup in May. The event was coordinated from the Hollis Transfer station and saw town-wide participation. The HCC extends its thanks to Joanie Cudworth, Solid Waste Supervisor, for her continued yearly support of this event. We also wish to express our appreciation to those community groups who assist us every year and lead by example by not littering, and to those who teach youngsters to care for our environment. And lastly to all our residents who regularly use, maintain and enjoy Town trails, and pick up litter from our roadsides throughout the year - Thank You!
- Educated and engaged residents in conservation issues including identification of invasive species and other natural resource education at the Hollis Old Home Days in September.

### **Funding**

The HCC's major source of funding is the 50% split of the Land Use Change Tax (LUCT), assessed by the Town on lots that are subdivided and no longer qualify for the State's Current Use program. The total amount of LUCT that the HCC received for the year ending December 31, 2018 was \$193,270.00.

Timber harvesting is another revenue generating source that contributes to the Town's General Fund aiding in the offset of taxes. Every year a parcel or two is selectively cut and benefits HCC's long-term mission to promote growth and maintain forest health and diverse habitat. This year our management plan included a selective timber harvest on the Spaulding Conservation property and netted \$14,103.98 for the Town's General Fund.

Lastly, Federal, State and private grant programs are utilized to reduce the costs of conservation land protection and purchases.



*A Northern green frog, aka Lithobates Clamitans, found on the north side of Beaver Brook's wildlife pond in late July*

### **Guidance**

Through cooperation with both the Planning Board and Zoning Board, subdivisions and site plans that may impact wetlands or buffers are presented to the HCC for review in an advisory capacity. The HCC reviews design plans, conducts site walks, and makes recommendations to these boards. The HCC also continues to review and comment on proposed wetland impacts, also known as dredge and fill or Alteration of Terrain permits, as a partner to the NH Department of Environmental Services.

### **Land Management & Stewardship**

As part of its charter, the HCC manages over 60 properties for the Town, preserving these spaces to protect natural resources and regional water supplies, to maintain the town's rural character, and to encourage plant and animal biodiversity. Over the past several years, the HCC has created and implemented management plans for many of these properties. This process continues in 2019 and will do for the foreseeable future.

The HCC also continues annual monitoring, as required, on the Ranger-Rideout property, the Hollis-Brookline High School easement area, the Gardner easement on South Merrimack Road, and the Glover Town-owned lot on Nevins Road.

## **Membership**

This year the HCC was pleased to welcome new alternate member Karen Bridgeo. Karen is passionate about conservation and has proved to be a valuable and energetic new member with her participation in the annual Roadside Cleanup and other events.

Earlier in 2018 the HCC saw several other changes to its membership: LeeAnn Wolfe assumed the Vice-Chair role replacing Dave Connor, and Jonathan Bruneau accepted his appointment as Commission Secretary.

With these changes to our membership, we are currently comprised of 7 regular and 5 alternate members.

HCC members who serve as liaisons to other Boards and Committees include: Mark Post, the Agricultural Committee liaison; Cathy Hoffman, the Planning Board liaison; and Peter Band, the Board of Selectmen's liaison. The HCC also relies heavily on Town staff member Connie Cain for her steadfast recording of meeting minutes, her historical knowledge and the adherence to State statutes that she regularly provides to the HCC. All these folks provide valuable time, insights and communication between the HCC and our partnering Town Boards.

Member Cheryl Quaine has assumed the HCC Representative seat on the Monson Village board. LeeAnn Wolff and Laura Bianco represent the HCC on the Wild & Scenic Rivers Committee and Tom Dufresne is the HCC representative on the Nichols-Smith Conservation Land Trust.

If you are interested in becoming a member of the HCC, please contact HCC Chair Tom Dufresne at (603) 465-2361, or visit the Town Volunteer Information site at: <https://www.hollisnh.org/volunteer-information>

The Hollis Conservation Commission holds its regular meetings on the first and third Wednesdays of the month at 7:00 pm in the Town Hall Community Room. All meetings are open to the public, and everyone is invited to attend.

Respectfully submitted,  
Jonathan Bruneau, Secretary

Tom Dufresne, Chairman  
LeeAnn Wolff, Vice-Chairman  
Thomas Davies, Treasurer  
Jonathan Bruneau, Secretary  
Dave Connor, Member  
Cathy Hoffman, Member  
Connie Cain, Staff

Mark Post, Member  
Karen Bridgeo, Alternate  
Laura Bianco, Alternate  
Cheryl Quaine, Alternate  
Joe Connelly, Alternate  
Paul Edmunds, Alternate  
Peter Band, Selectmen Representative

# Energy Committee

## Hollis Energy Committee Mission

The Hollis Energy Committee (HEC) was formed in 2009 with the stated goal to “promote energy conservation and efficiency through sustainable energy practices throughout the Town of Hollis”. Throughout the history of the HEC the committee has been active in saving Hollis taxpayers’ money and moving the town toward a sustainable energy future. The HEC meets on the first Monday of the month in the Town Hall at 7pm or as posted on the town web site.

## 2018 Projects and Results

### Hollis Elementary and Primary School 100KW Solar Electric System

Voters approved energy efficiency improvements at the SAU41 buildings in Hollis at the March 2017 meetings. Both 100KW Solar systems are online with links via the HEC web site. Over the summer the efficiency improvements were installed primarily on HPS with window replacement, building insulation and Air-Source-Heat-Pump installation. The energy savings are being monitored via the EnergyStar.Gov program below.

### My Energy Portfolio Tracking

The HEC is tracking the energy data on all sixteen Hollis town buildings via the [EnergyStar.gov](https://www.energystar.gov) Energy Portfolio Manager. Eversource is now automatically filling in the electrical energy usage and cost for most buildings. The data will help us identify where to apply our resources to target energy efficiency improvement recommendations resulting in saving taxpayers money.

## 2019 Planned Projects

- Tracking of energy use at all Hollis Town buildings and recommending improvements
- Greenhouse education solar project at the middle school
- Street Lighting upgrades
- Building code update to improve efficiency of all new construction and renovation
- Outreach information sessions on sustainable energy technologies for residents

## Hollis Energy Committee Members

The Hollis Energy Committee consists of 7 regular members and 2 alternates. A minimum of 4 members constitute a quorum to conduct a meeting. The DPW director and Town Admin are members per BOS.

Eric Ryherd, Chairman

Mike Leavit, Secretary

Venu Rao

Paul Happy

Woody Hayes

Adam Jacobs (Alternate)

Eitan Zeira (Alternate)

Todd Croteau (DPW Director)

Town Administrator

Peter Band (Select Board Rep)



## Heritage Commission

Established in 1998 as part of the Hollis Master Plan, the Hollis Heritage Commission is just one of the many organizations in town that gives its citizens the opportunity to volunteer and participate our local government. Our goal of historic preservation and educating our fellow citizens on the importance of responsible preservation within our town drives our meetings and the direction of this commission.

In 2018 Hollis Heritage Commission had a very busy year. We continued our fundraising with our popular calendar that was filled with fabulous photographs of Hollis taken by residents. Thank you to all the photographers who donated their wonderful photographs and to all the local businesses that sponsored each month in the calendar. All proceeds from our calendar sales are for the purpose of rebuilding the Noah Dow Cooper Shop. Unfortunately, this year we have been met with some obstacles that prevent us from rebuilding it on Woodmont and we are taking time to reconsider how we move forward. We will continue to work together on this project and endeavor to have the Cooper Shop rebuilt over the next few years.

In June and October, we held our Vintage Drive-it Days. This relatively new fundraising event brings together local car enthusiasts for a car rally of classic cars alongside modern cars and to enjoy a tour of local businesses and places of interest. In June our first stop was at Averil House vineyard in Brookline and our final stop was at Kimball Farm for a tour of their hydroponic gardens. In October we visited Frye's Measure Mill in Wilton and finished our tour with a BYO picnic at Gambrell Barn. Both these events were very well supported, and we look forward to organizing our spring event in 2019.

One of the goals of the Heritage Commission is to preserve the cultural and historic resources of this great community. During the year the committee has been working on story boards that will provide the history of Gould Farm site, the Gambrel Barn at Gould Farm and the Ice House at Gould Farm. These will be completed in 2019 and will provide a source of education and information to all everyone visiting these reconstructed historic buildings. We will also be providing an information story board about the Noah Dow Cooper Shop.



The Heritage Commission participated in the annual Hollis Old Home Day celebration in September. We launched our new calendar at this event, and it proved to be very popular. Our ever-supportive committee members were on hand to sell calendars, promote Hollis Heritage and offer historic information about the Cooper Shop project.

The Heritage Commission continues to monitor several historical and



scenic sites in Hollis we have under our charge. We end our year with a group walk to survey the properties and document this information. We managed to do this before snow fell this year and it made for easier walking. The commission is also responsible for documenting any buildings in Hollis of any age that are scheduled for demolition. This photographic and handwritten documentation is held on file at the Town Hall keeping a permanent record of all buildings in our town.

This year saw a few changes to our committee and its members. We welcomed two new members Agatha Connelly and Doug Nye. Our long-standing Chairman David Sullivan stood down from his position after 12 very successful years. David has been and continues to be a great support to Hollis Heritage and we cannot thank him enough for everything he and his family have done for the Commission.

I would also like to take this opportunity to thank all the members of Hollis Heritage Commission and their families, for their time, hard work and enthusiasm. We are a busy and fun group of volunteers working hard to preserve the cultural and historical resources. The Heritage Commission would also like to thank our Town Photographer, Bob Heyer, for his continued support attending our car rally's taking amazing photographs of these events. Together we



have a great team of people who have a desire to work hard to help preserve the unique Heritage of Hollis. We welcome new members and visitors to our meetings. We meet on the 4<sup>th</sup> Tuesday of the month at 7pm in the town hall community room.

In 2018 the Town of Hollis lost a very dear friend, Vahrij Manoukian, who was for a time the Selectman Representative on the Heritage Commission as he was for a great many other committees. His enthusiasm for everything Hollis was inspirational. He encouraged all the fundraising events including the production of the Calendars. He is greatly missed by everyone. Thank you, Vahrij from all the Hollis Heritage Committee members, past and present.

Respectfully submitted

The Hollis Heritage Commission

Wendy Trimble Chairman

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## **Highway Safety Committee**

Our first meeting was on February 23, 2018. We began discussions about installation of convex mirrors at troublesome intersections. We also began discussions of the Transportation Chapter of the Master Plan update. The Committee voted against the plan for an athletic field on the Siegierwicz land east of the intersection of South Merrimack Road and Witches Spring Road. We kept our comments to the safety aspects of the project, and the concerns ranged from the unpaved and too small parking lot Traffic calming on South Merrimack Road, the inability of the Ambulance to access the far rear corners, the possibility of vehicles stopping on South Merrimack Road, and the intersection with Witches Spring Road. Since Witches Spring Road is to be rebuilt in the summer of 2018, we recommended to the Selectmen that the intersection with South Merrimack Road be made into a t-intersection.

Our second meeting on May 7, revealed the mirrors were still being worked on. The Transportation Chapter was tabled as the latest update was received that afternoon. The intersection of Witches Spring and South Merrimack was brought up. The designer will be directed to lay out 3 lanes, ((1) turning west onto Witches Spring, (2) turning north on South Merrimack, and (3) a new lane turning south onto South Merrimack Road. We were consulted on the Lovering subdivision on Pine Hill Road and it was unanimous that a stop sign would not be needed. Other items that were discussed included the traffic problems in the school zones, Orchard Drive parking, replacement of the guard rails on Shipley Drive, and sight distance problems at Deacon Lane and Rocky Pond Road.

Our last meeting took place on August 13. We reviewed a request for handicapped parking signs on Orchard Drive. After discussion and clarifications, we voted not to support this request. The Committee, after further discussion voted to recommend installation of the Stop Sign at Deacon Lane and Rocky Pond Road. Because of the vote at Town Meeting to pave Wood Lane, we recommended that Stop Signs be installed at both ends of Wood Lane. It has been brought to our attention that, while speed is a continuing problem on South Merrimack Road, the speed limit signs were rather sparse, and that has been rectified.

The mission of this group is to act in an advisory capacity, to make recommendations to the selectmen and not be limited to working on grants. If any member of the public wished to point out issues for review, you are encouraged to do so, in writing, to any member of the committee or the Selectmen's Office at town Hall.

James Bélanger, Chair; Rebecca Crowther, Vice-Chair and Clerk; Joseph Hoebeke, Police Chief; Richard Towns, Fire Chief; Todd Croteau, DPW Director; Paul Armstrong, Citizen at Large; Mark LeDoux, Selectmen's Representative and Donald Ryder, Alternate

## Historic District Commission

The Historic District Commission (HDC) meets on the first Thursday of each month. If no applications have been received, the meeting will be cancelled. The membership of the Commission shall consist of not more than five members and not more than three alternates. All members shall be residents of Hollis, and must have demonstrated interest and ability to understand, appreciate and promote the purpose of this Commission. All meetings shall be open to the public.

In 2018, the HDC continued its role as a regulatory Board for all demolition, remodeling, and new construction within the Historic District. Twenty five applications were submitted to the HDC from residents and business owners.

Of the twenty five applications, sixteen applications were approved, three applications being deemed “not in public view” not requiring a formal meeting, three applications were shingles/paint registration and three applications were denied.

### HDC Members

Tom Cook, Chairman  
 Jessica Waters, Vice-Chairman  
 Peter Jones, Regular Member  
 Michael Bates, Regular Member  
 Frank Cadwell, Selectmen’s Representative  
 Mark LeDoux, Selectmen’s Representative (Alternate)  
 Donna L. Setaro, Staff

The HDC welcomes any resident who has a special interest, education and/or experience in historic preservation and would like to serve their community by becoming a member.

Finally, thank you to the volunteers who serve on the Commission for your time and dedication to preserving the heritage and charm of the Historic District.

Respectfully Submitted,

Donna L. Setaro, Building and Land Use Coordinator

Hearing Date	Case #	Location	Decision	Project
1/18/2018	HDC2018-001	22 ASH ST	Granted	The installation of a 2 - new business sign located at 22 Ash Street, Unit B for a business called My Trainers Closet.
4/5/2018	HDC2018-002	38A/38B/38C BROAD ST	Granted	The alteration of an existing business sign.
4/5/2018	HDC2018-003	41 BROAD ST	Granted	The installation of a 12' X 20' temporary tent to be used yearly from September to October.
4/5/2018	HDC2018-004	1+3 PROCTOR HILL RD	Granted	The replacement of an existing business sign.
4/5/2018	HDC2018-005	8 SILVER LAKE RD	Granted	The installation of two new white steel garage doors.
4/5/2018	HDC2018-006	9 MARKET PL	Granted	To permit the alteration of an existing building, install additional windows, and outside lights.
5/3/2018	HDC2018-007	31 BROAD ST	Registration	Registration for shingle replacement.
5/3/2018	HDC2018-008	16 DEPOT RD	Not in Public View	Construct a 18' x 18' rear deck, 16" above grade.

Hearing Date	Case #	Location	Decision	Project
5/3/2018	HDC2018-009	7+7A MAIN ST	Granted	Construct a 20' x 14' addition located at the rear of the home to be used for storage.
5/3/2018	HDC2018-010	8 SILVER LAKE RD	Registration	Paint Registration for Barn and detached garage. Both structures will be painted to match the home.
6/7/2018	HDC2018-011	38A/38B/38C BROAD ST	Not in Public View	Replacement windows.
6/7/2018	HDC2018-012	13 CHARLES WAY	Not in Public View	Construct a 2,628 Single Family Home.
6/7/2018	HDC2018-013	2 MARKET PL (UNIT 1)	Denied	The installation of a new business and modification of an existing business sign.
6/7/2018	HDC2018-014	38 MAIN ST	Granted	The installation of a new picket fence.
7/12/2018	HDC2018-015	81 MAIN ST	Granted	Paint Registration
8/2/2018	HDC2018-016	23 MAIN ST	Granted	The installation of a new sign for the Hollis Brookline Middle School.
8/2/2018	HDC2018-017	STATE RIGHT-OF-WAY 9 PROCTOR HILL RD	Denied	Install an 8.75 square foot Historic Marker located within the State right-of-way of Proctor Hill Road.
9/6/2018	HDC2018-018	1+1A BROAD ST	Tabled	The installation of a 32 roof solar panels located in public view and 8 roof top solar panels located at the rear of the home.
9/13/2018	HDC2018-018	1+1A BROAD ST	Denied	The installation of a 32 roof solar panels located in public view and 8 roof top solar panels located at the rear of the home.
9/6/2018	HDC2018-019	5+5-1 SILVER LAKE RD	Tabled	The installation of a white picket fence.
9/13/2018	HDC2018-019	5+5-1 SILVER LAKE RD	Granted	The installation of a white picket fence.
10/4/2018	HDC2018-020	4 SILVER LAKE RD	Registration	Registration for shingle replacement.
10/4/2018	HDC2018-021	9 MARKET PL	Granted	New Business Sign.
11/1/2018	HDC2018-022	38A/38B/38C BROAD ST	Granted	Frame new 15' x 60' storage shed on existing foundation and remove existing solar panels from existing barn and replace with siding.
11/1/2018	HDC2018-023	3 MARKET PL	Granted	The installation of new business signs for EnduraFit.
12/6/2018	HDC2018-024	2 ASH ST	Granted	The alteration of an existing business sign.
12/6/2018	HDC2018-025	22 PROCTOR HILL RD	Granted	The installation of a new business sign.

**Total Cases: 25**

## Old Home Days Committee

**This year, the OHD committee would like to especially thank the following organizations and departments for their continued support of this well-loved community event:**

- The Hollis Board of Selectmen
- The Hollis Fire Department
- The Hollis Police Department
- The Hollis Department of Public Works
- The staff at the Hollis Town Hall
- The Hollis/Brookline High School
- The Hollis Elementary Schools
- The many, many community organizations that consistently support the event with their participation.

The committee would also like to thank the sponsors who help financially support the event.

Our mission is to provide the residents of Hollis, both past and present, with a traditional Old Home Days celebration that is fun, safe and family-friendly. Our celebration brings together families, friends, neighbors, community groups and local businesses to honor, unite and support our community.

Old Home Days weekend featured a grand parade, local artists, live entertainment, amusement rides, heritage demonstrations, delicious food and the town's annual fireworks display.

**The accomplishments of the 2018 Old Home Days committee include:**

- Continued successful sponsorship program
- A new layout for the event which created significant space for vendor booths.
- Increase food offerings to make up for the loss of the Chicken BBQ.
- A continued tribute to our over 90 residents with a new voucher system for a free dinner.
- A successful parade that continues to add more participants
- The Artisan Market in the Lawrence Barn showcased a juried art show and a smaller, more relevant silent auction.

**In addition to many Old Home Days traditions, the 2018 celebration featured:**

- The Hollis Board of Selectmen delivering the opening address
- Heritage demonstrations that included a potter and a black smith.
- Participation by over 50 area clubs, organizations and non-profits
- Great Equestrian Events

Thank you to the volunteers, donors, sponsors and town employees who help bring this event together each year. We continue to need some new faces to round out the committee.

**The following members of the Hollis Community participated in the 2018 OHD Committee:**

Judy Mahoney, Nate Michaels, Laurie Miller, Barbara Kowalski, KC Morgan, Anna Birch, Iris Realmuto, Barbara Warnke, Jan Schwartz, Donna Cormier, Honi Glover, Steve Luce, Victoria Harnish, Donna Duffy, and Anne Marie Tucciarone-Mahan.

Respectfully Submitted,

Holly Deurloo Babcock and Nate Michaels  
2018 Hollis Old Home Days Chairs

## Planning Board

The Hollis Planning Board met 12 times in 2018, meeting on the third Tuesday of each month. The primary role of the Planning Board is to review applications for subdivisions and site plans. Subdivisions can range from simple lot line relocations to multi-lot subdivisions with complex drainage systems and road design. Likewise, site plans can vary from a simple change of use to a commercial building to a multi-unit Housing for Older Persons development. No two Planning Board meetings are ever the same and there are always new issues and questions to work through. Working within the framework of the Town's ordinances and regulations, the Planning Board reviews each application with equal importance. The planning process can be long and sometimes controversial, but the goal remains the same - to arrive at the best outcome for the Town of Hollis and the applicant. The Planning Board also conducted several site walks, including one in April, one in June, two in August, and four on a blustery Saturday morning in November. The Planning Board continues to utilize a multi-phase review process (conceptual, design review, and final application) for the larger more complicated applications. This provides an opportunity to address the major issues, including abutter concerns, at an early stage.

Among the cases considered by the Planning Board during 2018 were: changes to an approved self-storage site on Proctor Hill Road; conversion of a bank to a bakery/café in the Market Place complex; a farm stand on Winterberry Way; a six-lot (subsequently reduced to five-lot) subdivision on Pine Hill Road; a change of use site plan to allow for a karate academy on Proctor Hill Road; a site plan for a snow plow storage and repair facility on Silver Lake Road; two Housing for Older Persons developments - one for final approval and the other for a conceptual review - two solar arrays; a conceptual plan for expansion of storage and seasonal housing for Brookdale Fruit Farm, a scenic road hearing for tree trimming on Richardson Road and a request for removal of several trees on Snow Lane. There were also several minor subdivisions and lot line relocations. This list illustrates the variety of applications that come before the Planning Board in a typical year.

Another task assigned to the Planning Board is the annual update of the zoning ordinance. Changes to the ordinance are presented to the voters on the Planning Board ballot. One amendment this year deleted a provision that allowed small structures to be built without a building permit since this waiver created a number of violations of setback rules, along with abutter conflicts. The remainder of the questions were primarily for administrative clarification of several sections of the zoning ordinance.

The update of the Master Plan continued in 2018 with work completed on the Transportation, Current and Future Land Use, and Housing and Population Chapters. Stephen Meno of the Nashua Regional Planning Commission has been assisting the Planning Board with these chapters. Planner Mark Fougere is currently at work on the Facilities Chapter.

Cathy Hoffman stepped down as Planning Board Chairman in April and the board recognizes and thanks Cathy for her many years of excellent service as a member and as Chair for two years. Cathy will continue as a regular member of the Board. Bill Moseley stepped up to become chairman and is doing a great job in his new role. Jeff Peters was promoted to full membership and Rick Hardy, at his request, became an alternate member. Mark Fougere continues as our Town Planner. The Planning Board was saddened at the departure of Wendy Trimble, and wishes her the very best in her future endeavors. After five years of retirement, Virginia Mills has returned part-time and is enjoying being back in the Planning Office.

The Planning Board meets at 7:00 pm on the third Tuesday of each month. All meetings are open to the public and can be viewed on the Town's website.

On behalf of the entire Planning Board and staff: Bill Moseley, Chairman; Doug Cleveland, Vice-Chairman; Cathy Hoffman, Brian Stelmack; Chet Rogers; Jeff Peters; David Petry, Ex-Officio for Selectmen; Alternate Members, Dan Turcott, Ben Ming and Rick Hardy. Staff: Mark Fougere, Town Planner; Virginia Mills, Interim Planning Secretary.

Respectfully submitted  
Virginia Mills  
Interim Planning Secretary



bill moseley with pig nut tree

## Recreation Commission

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

- Spring and Fall Softball
- Adult Volleyball
- Adult Basketball
- Adult Soccer
- Adult Ultimate Frisbee
- Drama programs
- Hollis Seniors

Our fields supported many other Hollis sports and activities including Old Home Days, Hollis Cal Ripken, Hollis/Brookline Lacrosse, BHYSL Hollis Brookline Junior Cavaliers Football, Hollis Brookline Flag Football, and Cavaliers Soccer as well as several high school athletic teams and various summer camps.

Among the improvements/additions accomplished by the commission in 2018 were the following:

- Collaborated with various community sports groups to allocate field time. This group effort afforded us the opportunity to allocate the limited field space in an equitable manner. This was an especially important partnership as our rectangular field space was limited by Hardy South field being off line for the spring season.
- Planned replacement of all split rail and wire mesh fencing on the Hardy side of the street. This project will commence in August 2019. This will complete the replacement of all split rail fencing at Nichols. The replacement has been ongoing for six years.
- Purchased and installed two 4-foot benches and one 6-foot bench for the playgrounds at Nichols and Little Nichols. The benches are made of recycled plastic.
- Worked with Hollis Brookline Junior Cavs football to find practice and storage space for that group. This is the first time that the Jr Cavs held the majority of their practices in Hollis.
- With approval from the Selectmen, contracted Christ Construction to move the flag pole at Nichols, between the baseball and softball fields. The pole was moved to open up space for the groups in the fall to use that space as a small rectangular space which has access to lights. Christ Construction also repaired and realigned the gate on Depot Rd.
- Replaced the center strap anchors on both tennis courts at Nichols Field. The straps were protruding up from the surface and loose.

The Recreation Commission continues to take the lead in seeking out and researching solutions to the struggle to find sufficient field space in support of our ongoing and growing programs. The Recreation Commission continues to work to find the optimal site for a rectangular field. Currently, the Commission is studying the viability of the Stefanowicz property, land adjacent to the Hollis Public Works building, and a plot of land adjacent to the new field being built at Hollis Brookline High School.

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

**Commission Members:** Kyle Gillis, Coordinator, David Belanger, Chairman, Robbin Dunn, Russell Rogers, Stephanie Stack, Jake Balfour, Frank Cadwell, Selectmen's Representative, Jayne Belanger (alternate), Jason Bridgeo (alternate), Riley O'Brien (alternate)

For more information on Hollis Recreation programs, please visit the Recreation website and our Facebook page:

<http://www.hollisnh.org/recreation/index.htm>

<https://www.facebook.com/HollisNHRec/>

## Supervisors of the Checklist

The three checklist supervisors are collectively responsible for maintaining, as current, the list of legally registered voters in the Town of Hollis. Reporting to the New Hampshire Secretary of State, they are trained, updated, and supported by the staff of the Helping America Vote Act (HAVA) office in Concord.

In 2018 the checklist supervisors participated in the planning, organization, and execution of the following voting sessions for the citizens of Hollis:

- Tuesday, March 6, 2018 - Hollis School District Meeting - 63 voters participated
- Tuesday, March 13, 2018 - Hollis Town Election Day - 826 voters participated
- Thursday, March 15, 2018 - SAU 41 CO-OP School District Meeting Part I – 827 voters participated
- Saturday, March 17, 2018 - Hollis Town Meeting – 826 voters participated
- Thursday, March 22, 2018 – SAU 41 CO-OP School District Meeting Part II – 553 voters participated
- Monday, April 2, 2018 – SAU 41 CO-OP School District Meeting Part III – 287 voters participated
- Tuesday, April 3, 2018 SAU 41 CO-OP School District all day vote on Article 2 - 2036 voters participated
- Tuesday, September 11, 2018 – State Primary Election Day – 1735 voters participated
- Tuesday, November 6, 2018 – General Election Day – 4325 voters participated

In accordance with the statutes regulating the voting process, supervisory sessions for the registration of new voters and correction of the checklist were publicized in the following three locations: the bulletin board in the Town Hall, a notice in the Hollis Brookline Journal, and on the Town of Hollis website ten days before each voting session. New voter registrations received from the Town Clerk's office were also processed during each published supervisory session just prior to the printing of a new checklist. Voters were also allowed, by law, to register the day of the State Primary and the General Election however prospective voters who had not registered before the published cutoff date prior to local voting sessions (e.g. school and town meetings and elections) were ineligible to vote in those sessions.

At the beginning of 2018 the checklist of registered Hollis voters totaled 6,577, of which 2773 were registered as Undeclared, 2319 as Republican, and 1483 as Democrat and 2 Libertarian. At the end of 2018 the voting checklist totaled 6828, of which 2918 were Undeclared, 2335 Republican, 1575 Democrat.

The checklist supervisors have been extremely fortunate to have had more than 30 loyal and dedicated volunteers who served the Town of Hollis in 2018 as ballot clerks, counters, and Election Day assistants. Without their generous donation of time and effort it would have been impossible to conduct the meetings and elections listed above and for their help we are extremely appreciative.

Respectfully,

Mary Thomas - Chair

Thomas Davies

Robbin Dunn

## Town Forest Committee

Town Forests were initially authorized in New Hampshire to ensure a timber supply for municipalities. Over the years, the benefits and uses have evolved to include many other things like water quality, recreation, wildlife habitat and aesthetics. In Hollis, timber management is still an important goal for the Town Forest and has been since it was first established in 1916.

Many people are using the town forest for hiking and biking and school activities, as well as horseback riding and snowmobiling. Please bear in mind that the town forest is also open to hunting and fishing as well.

The beaver control device on the Causeway Road seems to be working well, so we are hopeful that it will continue to deceive the beaver and keep them from plugging the culvert. Ted Chamberlain and Craig Birch monitored it periodically and pulled any sticks and debris away.

As mentioned last year, please report any signs of illegal fires to the Hollis Fire Department.

Remember that anything you bring into the forest must be taken out with you. The only motorized vehicles other than maintenance vehicles allowed are snowmobiles when the trails are open.

This spring, we had a problem with a boundary trespass on the Big Dickerman Lot, and approximately ¼ acre was clear cut. We re-established the boundary line and worked out an agreement with the abutting landowner for clean-up. This confirmed our belief that maintaining the boundary lines on Town properties is important. The boundary lines on the Howd parcel have been located and some work has been started on the Gelzauskas property to re-paint the lines.

In the fall of 2018, the Town Forest Committee hired Nick Burbee and his forestry mower to mow the hardwood saplings that had grown up on the Gelzauskas Lot. This is in an area that we are trying to maintain as early successional habitat for wildlife.

A timber harvest was started in October of 2018 on the Little Dickerman Lot. Dick Hazen from Wilkins Lumber is harvesting the timber and we are glad to say that we received no complaints. About \$12,000 has been collected for the timber as of December 30, 2019 and will be used for Town Forest maintenance projects.

We would like to thank the Hollis Trail Committee and the Hollis Nor'easters for all their efforts in keeping the trails open.

By far, the most important event that has taken place in 2018 was that George R. (Bill) Burton, decided not to take another appointment on the Town Forest Committee. We wish to recognize Bill for his 37 years of service to the Hollis Town Forest Committee. He joined in 1981 to replace his father who had served before him. Bill was a hard worker and always had us laughing with his stories and his jokes. He volunteered many hours keeping trails opened, fields mowed, and painting boundary lines. Even his faithful Doberman would help, sometimes getting her tail painted in the process ☺.

Respectfully submitted: Ted Chamberlain, Craig Birch, Joe Brulotte, Spencer Stickney, and Gary Chamberlain

Contacts:        Ted Chamberlain        603 882-8646  
                      Craig Birch                    603 465-3310



## Trails Committee

The Hollis Trails Committee is a volunteer group that maintains and stewards the many miles of trails on Conservation and Town Forest Lands. This year, Sherry Wyskiel , stepped down as the Chair of the committee after many years of dedicated service. She is the Co-Chair of the committee and continues to be dedicated to preserving the trail system in town. Her tireless work has been instrumental in growing and maintaining the trails.

During the course of the year numerous projects were undertaken to maintain and improve the trails. The Dunklee Pond Trail leaving Silver Lake Parking lot was redone by the Hollis Nor'Easters Snowmobile Club with a grant from the State. This was the biggest project of the year on trail maintenance.

Our second largest project was undertaken by Tim Belanger working for his Eagle Scout Project. He was able to relocate the Long Hill Trail which needed to be done after logging was done in the Town Forest. This was a large undertaking that Tim was able to complete on time and under budget.

The Trails Committee would like to thanks all the volunteers who have helped to maintain the trails throughout the year. Without the support of the community at large we would not have the trail system that we all enjoy. The "heavy lifting" is mostly done by the Hollis Nor'Easters Snowmobile club. Without them, the trail system wouldn't be maintained to the level that we all appreciate. They have the resources and the manpower to get the large projects done. We also would like to thank the Hollis Area Equestrians, the local Mountain Bike clubs and the many trail users who spent countless hours clearing the trails. Without the help of everyone involved, the trails would quickly fall into disrepair.

If you enjoy the trails in town, please consider joining one of the groups that help maintain them, or just volunteer to help out. Something as simple as removing a branch from a trail while you are hiking is helpful to everyone!

Submitted by

Jeffrey Peters, Chair

## Zoning Board of Adjustment

The Zoning Board of Adjustment (ZBA) meets on the 4<sup>th</sup> Thursday of each month unless circumstances dictate otherwise. Some of those circumstances occur when a Holiday, like Thanksgiving, falls on or too close to the usual date and causes a re-scheduling. There are months when there are no cases to be heard and the meeting is cancelled. The ZBA is a quasi judicial board. This means the members act like a jury and can only make decisions on what they hear during testimony and know from their own experiences.

At the applicant's discretion, an application could be tabled to the next scheduled meeting date, if there are less than five members of the board present to hear the case. This is not common in Hollis since there are five regular board members and five alternates. Alternates are appointed to vote in the place of a regular member if that member recuses him/her self or is absent. A quorum of eligible members are required to approve an application. Applicants, supporters and non-supporters who testify need to make their case based on the ordinance and prove to the board why the application meets or does not meet the language of the ordinance. The board also hears appeals of decisions made by Building Official and other boards including the Board of Selectmen and Planning Board.

The following is a list of current members and their membership status.

Brian Major, Chair  
 Jim Belanger, Vice Chair  
 Cindy Tsao, Member  
 Rick MacMillan, Member  
 Susan Durham, Member  
 Drew Mason, Alternate  
 Kat McGhee, Alternate  
 Bill Moseley, Alternate  
 Meredith West, Alternate  
 William Condra, Building Inspector  
 Donna Lee Setaro, Secretary

### Zoning Board of Adjustment Cases

Hearing Date	Case#	Location	Decision	To Permit
<b>Appeal from an Administrative Decision</b>				
7/26/2018	2018-009	80 Witches Spring Rd	Granted	The operations of two additional businesses which are not permitted as part of the junkyard operation.
<b>Special Exception</b>				
5/24/2018	2018-006	451+451A Silver Lake Rd	Granted	The extension of the regulations of the A&B zone to the entire lot.
6/28/2018	2018-006	451+451A Silver Lake Rd	Denied	The extension of the regulations of the A&B zone to the entire lot.
<b>Special Exception - Accessory Dwelling Unit</b>				
8/23/2018	2018-012	39 Cameron Drive	Granted	The construction of a 779 square foot attached Accessory Dwelling Unit.
9/27/2018	2018-017	39 Cameron Drive	Granted	The construction of an 800 square foot accessory dwelling unit. (previously approved for 779 square feet)
<b>Special Exception - Home Based Business</b>				
6/28/2018	2018-008	50 Long Hill Rd	Granted	To permit the operation of a Synergy Chiropractic.
7/26/2018	2018-010	26 Deacon Lane	Granted	The operation of an aesthetic service business.
8/23/2018	2018-011	15 Spaulding Lane	Granted	The operation of a landscaping company.
9/27/2018	2018-015	15 Spaulding Lane	Granted	The modification of condition #2 (size of trailers) for a Home Shop granted on August 23, 2018, ZBA2018-011

Hearing Date	Case#	Location	Decision	To Permit
<b>Special Exception - Nonconforming Structure</b>				
8/23/2018	2018-013	201 South Merrimack Rd	Granted	The construction of a 24' x 28' addition to an existing garage 12 feet from the side yard setback. (required 35 feet)
9/27/2018	2018-019	123-1 Silver Lake Rd	Granted	To permit the construction of a 23' x 8' Addition 1.1 feet from the side yard width. (required 35 feet)
<b>Special Exception - Nonconforming Use</b>				
3/22/2018	2018-002	11 Federal Hill Rd	Tabled	To construct 12 residential condominium units on the site.
4/26/2018	2018-002	11 Federal Hill Rd	Tabled	To construct 12 residential condominium units on the site.
5/3/2018	2018-002	11 Federal Hill Rd	Denied	To construct 12 residential condominium units on the site.
<b>Special Exception - Nonconforming Use, Lot &amp; Structure</b>				
3/22/2018	2018-005	258+260 Proctor Hill Rd	Granted	To convert a existing office structure into office area and 1 apartment.
<b>Variance</b>				
3/22/2018	2018-003	11 Federal Hill Rd	Tabled	To construct 12 residential condominium units on the site.
4/26/2018	2018-003	11 Federal Hill Rd	Tabled	To construct 12 residential condominium units on the site.
5/3/2018	2018-003	11 Federal Hill Rd	Denied	To construct 12 residential condominium units on the site.
3/22/2018	2018-004	2 Market Place (Unit 1)	Tabled	Install additional 5.8 square foot sign located on the back wall of Harvest Market and modifications to the existing entrance sign.
4/26/2018	2018-004	2 Market Place (Unit 1)	Granted	Install additional 5.8 square foot sign located on the back wall of Harvest Market and modifications to the existing entrance sign.
8/23/2018	2018-014	9 Proctor Hill Rd	Granted	The installation of one 8.65 square foot Historical Marker, where 2 square feet are allowed.
9/27/2018	2018-016	447 Silver Lake Rd	Granted	The construction of a Housing for Older Persons Development, property owned by James Prieto, located at 441, 443, 445 and 447 Silver Lake Rd. (Map 046, Lots 007-010) & property owned by James Seely, located at 449 Silver Lake Rd. (Map 046, Lot 006) in the Agricultural Business Zone and Residential Agricultural Zone

Hearing Date	Case#	Location	Decision	To Permit
<b>Motion for Rehearing</b>				
10/25/2018	2018-016	447 Silver Lake Rd	Granted	The construction of a Housing for Older Persons Development, property owned by James Prieto, located at 441, 443, 445 and 447 Silver Lake Rd. (Map 046, Lots 007-010) & property owned by James Seely, located at 449 Silver Lake Rd. (Map 046, Lot 006) in the Agricultural Business Zone and Residential Agricultural Zone
11/29/2018	2018-016	447 Silver Lake Rd	Tabled	The construction of a Housing for Older Persons Development, property owned by James Prieto, located at 441, 443, 445 and 447 Silver Lake Rd. (Map 046, Lots 007-010) & property owned by James Seely, located at 449 Silver Lake Rd. (Map 046, Lot 006) in the Agricultural Business Zone and Residential Agricultural Zone
<b>Variance- Frontage Requirement</b>				
12/27/2018	2018-025	Broad St	Tabled	The construction of a single family home on an existing non-conforming lot with 112.01 feet of frontage where 200 feet is required.
<b>Variance-Lot Acreage Requirement</b>				
12/27/2018	2018-026	Broad St	Tabled	The construction of a single family home on an existing non-conforming lot with 1.69 acres where 2 acres is required.
<b>Variance - Non-Permitted Use</b>				
5/24/2018	2018-007	451+451A Silver Lake Rd	Granted	To permit the sale and repairs of snow removal equipment to include outside storage.
6/28/2018	2018-007	451+451A Silver Lake Rd	Denied	To permit the sale and repairs of snow removal equipment to include outside storage.
10/25/2018	2018-020	17+19 Clinton Drive	Granted	The operation of an instruction and training facility for cheerleading, tumbling, and similar activities.
10/25/2018	2018-021	143+145 Runnels Bridge Rd	Granted	The operation of a mixed use storage facility.
10/25/2018	2018-022	143+145 Runnels Bridge Rd	Granted	The operation of a mixed use storage facility.
11/29/2018	2018-024	143+145 Runnels Bridge Rd	Withdrawn	The operation of an instructional and training facility for cheerleading, tumbling and other similar activities located in approx. 6,500 square feet of an existing structure.
<b>Variance - Setbacks</b>				
1/25/2018	2018-001	63+63A Hayden Rd	Granted	Construct a 35 x 30 single story garage 35 feet from the property line. (100 feet required)
9/27/2018	2018-018	111 Wright Rd	Denied	To permit the construction of an 18' x 26' Garage 16 feet from the side yard width. (required 35 feet)
11/29/2018	2018-023	111 Wright Rd	Denied	The construction of an 18' x 24' garage 25' from the side setback. (required 35')

**Total Case - 26**

## Births

Child's Name	Birth Date	Birth Place	Father's/ Partner's Name	Mother's Name
Ciulla, Sophia Marion	01/21/18	Nashua, NH	Ciulla, James	Ciulla, Lianne
Ellis, Graham Parker	02/20/18	Nashua, NH	Ellis, Patrick	Ellis, Morgan
Hussey, Hunter Boss	02/27/18	Nashua, NH	Hussey, Cory	Hussey, Ellen
Smith, Elise Silvia D'Amico	03/01/18	Nashua, NH	Smith, Bradley	D'Amico, Jessica
Carmichael, Cameron Brian	03/14/18	Nashua, NH	Carmichael, Brian	Carmichael, Natasha
Wilkins, Emma Rose	03/17/18	Nashua, NH	Wilkins, Christopher	Hewitt, Casey
Colby, Lincoln Michael	04/11/18	Nashua, NH	Colby, Adam	Colby, Kelly
Piskorski, Susanna Grace	04/11/18	Nashua, NH	Piskorski, Andrew	Piskorski, Julia
Brandt, Brooklyn Amelia	04/14/18	Nashua, NH	Brandt, Robert	Brandt, Allison
Yarmo, Ryleigh Grace	04/17/18	Nashua, NH	Yarmo, Brandon	Yarmo, Sacha
Lackner, Erica Marie	05/03/18	Nashua, NH	Lackner, Daniel	Lackner, Lindsey
Picard, Avary Jewelann	05/05/18	Nashua, NH	Picard, Bruce	Picard, Krista
Souders, Edith Jane	05/16/18	Nashua, NH	Souders, Nicholas	Souders, Margaret
Kenny, Sophia Lizeth	05/19/18	Nashua, NH	Kenny Jr, Richard	Kenny, Vanessa
Wilder, Elijah James	05/21/18	Manchester, NH	Wilder, Joshua	Wilder, Jaima
Puthezath, Leela	06/07/18	Nashua, NH	Puthezath, Vivek	Ramachandran, Archana
Constantine, Matthew Newman	06/30/18	Nashua, NH	Constantine Jr, John	Constantine, Sarah
Coolidge, Avery Ydania Garcia	07/02/18	Nashua, NH	Coolidge, Todd	Garcia, Lydia
Clark, Hayden Thomas	07/06/18	Nashua, NH	Clark, Randall	Clark, Joy
Millen, Aubrey Anna	07/07/18	Nashua, NH	Millen, Brad	Millen, Jennifer
Denz, Colin Andrew	07/16/18	Lebanon, NH	Denz, Robert	Denz, Emily
Dyer, Julian Costas	07/18/18	Nashua, NH	Dyer, Jonathan	Dyer, Angelike
D'Ambrosio, Adelaide MacKenzie	07/24/18	Nashua, NH	D'Ambrosio, Daniel	D'Ambrosio, Allison
Bellavance, Alice Jean	09/11/18	Nashua, NH	Bellavance, David	Bellavance, Annemarie
Bellavance, Piper Jude	09/11/18	Nashua, NH	Bellavance, David	Bellavance, Annemarie
Commeret, Mateo Dylan	09/15/18	Nashua, NH		Commeret, Karin
Burns, Henry James	10/05/18	Nashua, NH	Burns, Timothy	Burns, Sarah
Everett, Quincy Alexandra	10/16/18	Nashua, NH	Everett, Alexander	Hills Everett, Allie
Sud, Niam Joseph	11/02/18	Nashua, NH	Sud, Aniel	Sud, Lindsey
Sartell, Gemma Margaret	11/08/18	Nashua, NH	Sartell, Nathaniel	Sartell, Carter
Cudney, Eleanor Valentina	11/09/18	Nashua, NH	Cudney, William	Cudney, Chelsea
Spaulding, Rozella Anne	11/23/18	Nashua, NH		Spaulding, Jennifer
Penkacik, Sierra Lily	12/20/18	Manchester, NH	Penkacik, Benjamin	Penkacik, Amy

## Marriages

<b>Person A's Name &amp; Residence</b>	<b>Person B's Name &amp; Residence</b>	<b>Town of Issuance</b>	<b>Place of Marriage</b>	<b>Date of Marriage</b>
Morrow, Jeffrey Hollis, NH	Norton, Yoshie H Dunstable, MA	Londonderry	Londonderry	05/18/18
Kehaias, Meredith L Hollis, NH	Tufano, Luigi A Londonderry, NH	Londonderry	Londonderry	06/11/18
Johnson, Eric D Hollis, NH	Frank, Nicole C Hollis, NH	Hollis	Hollis	06/16/18
Jorgensen, Luke E Boston, MA	Peik, Kathryn A Hollis, NH	Hollis	Manchester	07/07/18
Clemons, Alexander N Nashua, NH	Ide, Meghan E Hollis, NH	Nashua	Hudson	07/08/18
Courcy, Stephen M Jeffersonville, VT	Houle, Crystal M Hollis, NH	Nashua	Hollis	08/18/18
Dunn, Alexander M Boston, MA	Whalen, MacKenzie K Hollis, NH	Hollis	Hollis	09/08/18
Peyton-Levine, Tobin Hollis, NH	Bernotas, Sandra A Hollis, NH	Hollis	Dublin	09/28/18
Brewer, Shawn D Hollis, NH	Gladstone, Tiffany M Hollis, NH	Nashua	Windham	10/19/18
Rogers, Patrick M Hollis, NH	Brotherton, Jocelyn L Hollis, NH	Nashua	Plaistow	11/05/18
Romanello, Justin S Hollis, NH	Chapman, Amanda Hollis, NH	Hollis	Hollis	11/22/18
Jenney, Devon S Hollis, NH	Davis, Kelsey L Nashua, NH	Nashua	Hampstead	12/27/18
Lee, John E Hollis, NH	MacElhiney, Alita D Hollis, NH	Hollis	Hollis	12/29/18

## Deaths

<b>Decedent's Name</b>	<b>Death Date</b>	<b>Death Place</b>	<b>Father's Name</b>	<b>Mother's Name prior to First Marriage/ Civil Union</b>	<b>Military</b>
Brown, Margaret	01/24/18	Nashua	Hodgdon, William	Garrett, Edith	N
Durham, Frank	01/25/18	Nashua	Durham, Edwin	Conrad, Jane	Y
Ellis, Joan	01/30/18	Hollis	Spooner, William	Foster, Eva	N
Harvey, Michael	01/30/18	Nashua	Harvey, Seward	Dufresne, Ida	N
Tramack, David	02/02/18	Nashua	Tramack, Edward	Barker, Jane	Y
Golia, Madeline	03/02/18	Nashua	Nava, Teofilo	Miele, Eleanora	N
Wilshire, Carol	03/07/18	Merrimack	Therrien, George	Askham, Frances	N
Malloy, Joan	03/08/18	Nashua	Malloy, Walter	Brennon, Irene	N
Dion, Lauraine	03/15/18	Merrimack	Perry, Joseph	Gaudette, Margaret	N
Adams, Margaret	03/17/18	Hollis	Tyler, Charles	Emerson, Adelaide	N
Scott, Phyllis	04/26/18	Nashua	Witherly, Eugene	Unknown, Gladys	N
Perlow, Dorothy	05/08/18	Hollis	Dyer, Raymond	Murphy, Mary	U
Keeler, Dorothy	05/16/18	Merrimack	Bettencourt, Manuel	Lawrence, Emily	N
Zinanni, Robert	05/19/18	Manchester	Zinanni, Sylvio	Mizzone, Carmella	N
Cunanan, Brigid	06/07/18	Hollis	Nadworny, Joseph	Duignan, Elizabeth	N
Mann, Ronald	07/04/18	Hollis	Mann, Harold	Hickey, Frances	N
Benoit, Gladys	08/11/18	Merrimack	Pelton, Donald	Boutlier, Caroline	N
Gardner, Herbert	09/08/18	Hollis	Gardner Jr, George	Scott, Millicent	N
Kluis, Harold	09/10/18	Merrimack	Kluis, Nicholas	Vanderben, Jennie	Y
Dailey, Karen	09/17/18	Nashua	Ashworth, Warren	Devlin, Dorothy	N
Lucier Sr, Lyle	09/21/18	Nashua	Lucier, David	Pike, Bessy	Y
Rowe, Margaret	10/12/18	Nashua	Patterson Sr, John	McDonough, Margaret	N
Singer, John	10/14/18	Hollis	Singer, John	Fox, Mabel	Y
Dougherty, Hubert	10/24/18	Hollis	Dougherty, James	McCarthy, Helen	Y
Hirsch, Tabitha	11/15/18	Nashua	Hirsch, James	Golemo, Beth	N
Coleman, Meghan	11/15/18	Nashua	Coleman, David	LaForest, Gail	N
Dougherty, Madeleine	11/29/18	Merrimack	Messier, Frank	Muise, Louise	N
Poulin, Alfred	12/11/18	Nashua	Poulin, Alfred	Milliken, Mae	N
Wing, Matthew	12/14/18	Nashua	Wing, James	Stowell, Jane	N
Kjellman Jr, Harold	12/28/18	Goffstown	Kjellman Sr, Harold	Johnson, Ellen	Y

## Flints Pond Improvement Association

In 2018, the FPIA continued its efforts to clear Flints Pond of the invasive species variable milfoil. Thanks to the successful work of previous years, milfoil is now only found in isolated locations around the pond. Trained Weed Watchers mark these plants with foam floaters for later removal by certified weed control divers.

In a series of dives in July and August, the divers of the aquatic management company Aqualogic harvested a total of 230 gallons of milfoil from the pond. The FPIA once again qualified for financial assistance through state grants to combat invasive aquatic species.

We also participated in the Volunteer Lake Assessment Program (VLAP) by taking water samples on behalf of the NH Department of Environmental Services for the monitoring of various water quality parameters, such as chlorophyll concentrations and phosphorus levels. This information can be found on our website ([www.flintspond.org](http://www.flintspond.org)) under Restoration.

The best way to prevent the spread of invasive aquatic plants is to clean, drain and dry all boats before and after every use. We hope that everyone who enjoys Flints Pond as a beautiful resource for fishing, canoeing and kayaking will also do their part to protect this pond as well as all the waters in New Hampshire. In addition to cleaning your boats before leaving the launch area, please do not disturb the milfoil markers, and take extra care not to dislodge milfoil fragments in marked areas.

If you are interested in attending a Weed Watchers training or helping out with the water sampling this coming summer or have any other questions, please contact the association by email to [president@flintspond.org](mailto:president@flintspond.org) or via our Facebook page. Everyone is welcome to attend our monthly meetings. Please see our Facebook page for meeting times and locations.

We would like to thank departing board members Lucie Hill and Brian Fersch for their dedication and service, and we thank Bruce Moran and Beth Frohman for joining our board of directors.

The Flint Pond Improvement Association is a 501 c3 charitable organization that depends on the generosity of its members and the community. We look forward to seeing you all again at our fishing booth at Hollis Old Home Days or even better... out on the pond!

Respectfully submitted,

Beth Frohman  
Bruce Moran  
Dan Gerke  
Dave Connor  
Dee Haddad  
Jen Jean  
Sarah MacDougall



## Hollis Seniors Association

The Hollis Seniors meet every Thursday at 11:00 AM at the Lawrence Barn, except on holidays. Membership is open to everyone 50 years of age or older. Dues are \$10.00 per person per year. Members' ages 85 or older do not pay dues. Prior to the start of our regular meeting, we have a pre-meeting activity from 10:15 to 11:00AM, which is our Chair Yoga Class. At this class members learn to improve their balance, strength, flexibility and relaxation. A certified Yoga Instructor teaches this class, and this class is open to all Hollis residents. At our meetings there is group socializing until mealtime. Meals On Wheels (MOW) provides lunch for \$2.00 per meal. Meals are pre-ordered a week in advance. However, members may bring their own lunch. After our lunch at the "Barn" we start our programs and presentations. On the last meeting of each month we have our business meeting along with our monthly birthday celebrations of ice cream and cake.

During 2018, we had many presentations, discussions and outings from civic, business and local groups that kept us very busy. Additional highlights of the 2018-year were:

- \* A "Chair Yoga" class, with a certified instructor, that is held in the "Barn" for 45 minutes prior to the start of our normal weekly meetings,
- \* Presentation by the Hollis EMTs on how to apply modern tourniquets,
- \* Trips to various local restaurants,
- \* Presentation by a certified Dietician from Hannaford's on "healthy eating,"
- \* Presentation by personnel from "Bridges of Nashua" on the latest options to combat Alzheimer's and Dementia,
- \* Presentation from "Service Link" explaining the latest changes to Medicare,
- \* A live demonstration by Sofia and her traveling "zoo,"
- \* A presentation on various rocks, gems and petrified wood from the southwest part of our nation,
- \* A presentation by Robin Beaudette on her latest book and writings,
- \* A trip to Beaver Brook and an explanation of their various gardens,
- \* Participating in a wine tasting event at Fulchino vineyard,
- \* Enjoying our annual summer picnic,
- \* Presentation by the Hollis Social Librarian on the "new library" and its various programs (over 400),
- \* Enjoying various "board games" such as NH LINGO,
- \* Having our own Valentine's Day, St Patrick Day and Halloween exhibits and book swaps,
- \* Having "pot luck lunches" and "pot luck desserts" which are always a hit, and
- \* Meeting our new Hollis Police Chief.

We ended up the year with our annual Christmas party at the Alpine Grove, which included lunch, music and an old fashion "Yankee-Swap." There is always something going on at the "active" Hollis Seniors.

### Officers for the 2018-year were:

President Donna Wardlow; Vice president Marion Keith; Secretary Bob Fiero; Treasurer Nancy Bell.

**Program Directors:** Don and Sheryl Ryder; **Member**

**correspondence:** June Madeira;

**Publicity:** Andy & Loretta Seremeth

### Officers for the 2019-year are:

President David Seager; Vice president Marion Keith; Secretary Bob Fiero; Treasurer Nancy Bell.

**Program directors:** Don and Sheryl Ryder; **Member**

**correspondence:** June Madeira;

**Publicity:** Andy & Loretta Seremeth



Seniors 2018 Christmas Party

Please visit our web site via the Town of Hollis Home page ([www.hollisnh.org](http://www.hollisnh.org)), click on "Find if fast," and click on Seniors to see our posted newsletters and photographs of our activities. We look forward to seeing you at the Lawrence Barn in 2019.

## **Nashua Regional Planning Commission Report for the Town of Hollis**

The Nashua Regional Planning Commission (NRPC) provides comprehensive transportation, land use and environmental planning services and offers extensive mapping and data management products and services to the region's communities utilizing the latest technologies available. Membership in NRPC gives communities access to this wide range of resources, some which are highlighted below.

- **Transportation Planning:** Vehicle, bicycle and pedestrian counts; circulation and corridor studies; traffic modeling; intersection analyses; road safety audits; pavement conditions surveys; traffic study reviews and parking studies.
- **Land Use Planning:** Planning and Zoning Board staff support; local land use ordinance and regulation preparation and review; planning and zoning training including workshops, fact sheets, guidebooks and other educational resources; master plan development; capital improvement program preparation; economic development consultation and the development of specialized plans and studies.
- **Data Management and GIS Mapping:** Demographic, land use, transportation, natural resources and related data collection and analyses; individual municipal and regional base map sets; production of annual tax maps; natural features, water resources, trails and street mapping, and development of online interactive apps.
- **Environment and Energy:** Electrical energy purchase aggregation for municipal and school facilities; consultation with local Energy Committees; MS4 Stormwater Permit coordination; Natural Resource Conservation planning; Hazard Mitigation Planning, and household hazardous waste collections.

NRPC uses local dues to leverage grant funds to support the planning needs of member communities. The most recent NRPC budget was comprised of 69% federal transportation funding sub-allocated by the State of NH, 11% local dues, 9% Household Hazardous Waste program support, 5% local contracts, 2% direct State of NH grants, 3% from special services and miscellaneous revenue and 1% direct federal grants. Highlights of 2018 regional initiatives of benefit to all communities include:

- **Metropolitan Transportation Plan:** NRPC coordinated a public engagement process to generate input on transportation projects to be included in future editions of the region's Metropolitan Transportation Plan.
- **Technical Support for Stormwater Permitting:** NRPC continues to provide EPA Small Municipal Separate Storm Sewer Systems (MS4) permit technical assistance to the affected NRPC communities and the Nashua/Manchester Stormwater Coalition. As part of this effort, NRPC prepared a short guide outlining the new permit requirements and organized a "Demystifying the MS4 Permit" with NHDES, UNH, NHARPC, and NHMA. GIS assistance has been focused on addressing the general mapping requirements of the permit and completion of Phase I System Mapping.
- **MapGeo Workshops:** NRPC hosted two workshops on MapGeo, NRPC's flagship web GIS application. The agenda included a review of the main functionality of the MapGeo application with a particular emphasis on conservation-related data, followed by questions and answers.
- **Sourcewater Protection Study:** Through a grant from the NH Department of Environmental Services, NRPC will work to determine improvements to local planning and emergency response protocols in order to minimize accidental spills or releases into the Merrimack River, a primary source of drinking water for the City of Nashua and surrounding communities. NRPC conducted outreach with planners and emergency responders to help identify and implement intervention strategies to mitigate the effects drinking water contamination.

<i>HIGH LIGHTED HOLLIS member SERVICES</i>	<i>ESTIMATED VALUE</i>
<p><b>ELECTRICITY SUPPLY AGGREGATION</b>  <a href="http://www.nashuarpc.org/energy-environmental-planning/energy-aggregation">www.nashuarpc.org/energy-environmental-planning/energy-aggregation</a></p> <p>NRPC serves as an aggregator to facilitate a bid process among competitive electricity suppliers licensed with the NH Public Utilities Commission. Each aggregation member signs its own contract with the supplier for a fixed electricity supply rate. Rates and contracts are identical for each member within a given electric distribution territory. In 2018, Hollis signed a 36-month contract with a competitive supplier as part of the aggregation.</p>	<p><b>Hollis savings since 2012:</b> \$62,702 (compared to the default utility rate)</p> <p><b>NRPC Staff Time: 140 hours</b></p>
<p><b>HOUSEHOLD HAZARDOUS WASTE COLLECTION</b>  <a href="http://www.nashuarpc.org/hhw">www.nashuarpc.org/hhw</a></p> <p>NRPC staff conducted six HHW collections this year on behalf of the Nashua Region Solid Waste Management District (NRSWMD) to allow residents to properly dispose of hazardous products. Five of the events were located in Nashua and one was held in Milford. Residents of Hollis could attend any of the six events. In 2018, a total of 1,603 households participated in the HHW collections District-wide.</p>	<p><b>NRPC Staff Time: 500 hours</b></p> <p><b>Hollis households served: 116 (7.2% of total served)</b></p> <p><b>Single collection event cost savings to NRSWMD: \$16,250.</b></p>
<p><b>HAZARD MITIGATION</b>  <a href="http://www.nashuarpc.org/energy-environmental-planning/hazard-mitigation-planning/">http://www.nashuarpc.org/energy-environmental-planning/hazard-mitigation-planning/</a></p> <p>NRPC worked with Hollis' Hazard Mitigation team to complete an update to the Town's Hazard Mitigation Plan. The Federal Emergency Management Agency (FEMA) requires that municipalities update their hazard mitigation plans every 5 years in order to maintain eligibility for federal mitigation grants. The 2018 update identified critical facilities and areas of concern throughout Hollis, analyzed potential natural hazards and risks to these facilities, and prioritized mitigation measures to address the hazards.</p>	<p><b>NRPC Staff Time: \$7,500</b></p>
<p><b>TRAFFIC COUNTING</b>  <a href="http://www.nashuarpc.org/transview">www.nashuarpc.org/transview</a></p> <p>NRPC collected traffic counts at 12 locations in Hollis. These counts are collected in cooperation with NH Department of Transportation to support the Highway Performance Monitoring System. NRPC also collects traffic data at the request of Hollis town officials. All counts are available to the Town for local planning initiatives</p>	<p><b>NRPC Staff Time: 24 hours</b></p>
<p><b>TAX MAPPING</b>  <a href="https://www.nashuarpc.org/gis-mapping/tax-maps/hollis-tax-map/">https://www.nashuarpc.org/gis-mapping/tax-maps/hollis-tax-map/</a></p> <p>NRPC continues to provide tax mapping services to the Town. Each year NRPC incorporates updates and changes as recorded in the Hillsborough County Registry of Deeds and as reported by the town, makes any minor cartographic adjustments as needed, and provides hard copy and electronic pdfs for the Town's counter and website.</p>	<p><b>Estimated staff time: 40 hours</b></p>
<p><b>CUSTOM MAPS and GIS TECHNICAL ASSISTANCE</b></p> <p>NRPC provided a variety of GIS technical assistance throughout the year, including:</p> <ul style="list-style-type: none"> <li>• MS4 field data collection and mapping to support the Town's EPA Notice of Intent</li> <li>• Lot and Trail mapping for Beaver Brook</li> <li>• Town-owned parcel mapping in support of Hollis Assessing</li> </ul>	<p><b>Estimated staff time: 100 hours</b></p>

<i>HIGH LIGHTED HOLLIS memberSHIP BENEFITS</i>	<i>ESTIMATED VALUE</i>
<ul style="list-style-type: none"> <li>Conserved lands inventory statistics for Hollis Budget Committee</li> <li>Cross-check of the Town's addresses against the Census Master Address List in support of the Census Local Update of Census Addresses (LUCA) program.</li> </ul>	
<b>ONLINE GIS</b> <a href="https://nrpcnh.mapgeo.io">https://nrpcnh.mapgeo.io</a> MapGeo, NRPC's award-winning Live Maps App, is a public-facing resource for property information in the region. Hollis refers traffic to the site from a referral link on the Town's assessing webpage.	<b>Licensing fee: \$6,000/year</b> <b>NRPC staff time: 40 hours</b>
<b>TRANSPORTATION PLANNING ADMINISTRATION</b> NRPC maintained the region's Transportation Improvement Program (TIP) and Long Range Metropolitan Transportation Plan. These documents list multimodal projects over a 25-year planning horizon and serve as the source from which specific projects are identified, prioritized and selected for funding through the Ten Year Plan. This is a critical step to ensure federal highway transportation dollars are available to Hollis and the rest of the region. NRPC also continues to provide technical support to the Souhegan Valley Transportation Collaborative bus service.	<b>NRPC Staff Time: 200 hours</b>
<b>ROAD SURFACE MANAGEMENT SYSTEM (RSMS)</b> NRPC conducted a study to provide support for road surface assessment and pavement management to the Town of Hollis. The study included Field Work, map development, development of pavement management scenarios, meetings to review RSMS findings and completion & delivery of final RSMS report.	<b>NRPC Staff Time: 170 hours</b>
<b>MASTER PLAN UPDATE</b> Since 2017, NRPC has assisted the Hollis Planning Board in updating the Transportation, Land Use, and Housing Chapters of the Town Master Plan. Adoption of these chapters is anticipated in early 2019.	<b>NRPC Staff Time: \$7,500</b>

**Payments to NRPC**

<b>FY 19 Membership Dues:</b>	<b>\$7,486</b>
<b>Other Contractual Amounts:</b>	<b>\$6,241</b>

**REPRESENTATIVES FROM HOLLIS TO NRPC:**

NRPC extends its heartfelt thanks to the citizens and staff of Hollis who volunteer to support regional planning. The work of NRPC would not be possible without the support of the dedicated Commissioners and Advisory Committee members from Hollis. Special thanks to:

**Commissioners:** Robert Larmouth, Venu Rao

**Transportation Technical Advisory Committee:** Todd Croteau

**Nashua Regional Solid Waste Management District:** Todd Croteau, Joan Cudworth

Respectfully Submitted,

*Jay Minkarah*  
*Executive Director*

## Nashua Regional Solid Waste Management District's Household Hazardous Waste Program

This report highlights the benefits to the Town of Hollis from its participation in the Nashua Region Solid Waste Management District's (NRSWMD) 2018 Household Hazardous Waste Program. This program was funded by municipal assessments, user fees, and a grant received by the Nashua Regional Planning Commission from the NH Dept. of Environmental Services. The following charts and figures reflect data from collection events held during the spring, summer, and fall of 2018.

### 2018 Collection Overview

Six (6) collections were held during the 2018 HHW season. Five of the events were located at the Nashua Public Works Garage and one satellite event was held in Milford. Residents from any NRSWMD member municipality can participate in any event.

### 2018 Total Participation

In 2018, a total of 1,603 households participated in the HHW collections District-wide; of those, 116 households or 7.2% came from Hollis. According to the 2017 NH Office of Energy and Planning estimates, the population of the NRSWMD region is 217,573. The 2017 OEP population estimate for the Town of Hollis is 7,807, which is 3.6% of the District's total population. Thus, Hollis residents utilize the collection events at a higher rate than expected based on their population. 32% of Hollis participants were first time attendees.

Households	April 21	May 5	June 7	Aug. 4	Oct. 6	Nov. 3	Total	Percent Participation	Percent Population
<b>NRSWMD</b>	273	170	217	292	344	307	1,603	N/A	N/A
<b>Hollis</b>	20	13	12	20	20	31	116	7.2%	3.6%

### Historic Participation Trends

The Nashua Region Solid Waste Management District has charged a \$10 user fee per vehicle since 2008, so it is a relevant start date for making historical comparisons. While participation rates have trended upward since 2008, they were down slightly District-wide from 2017 and 2016. That said, it is important to note that the District held 6 events in 2018, compared to 7 in 2017 and 2016. Hollis participation rates were up significantly in 2018 compared to 2017 and 2016.

Households	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	
<b>Hollis</b>	63	75	89	78	115	91	101	127	97	76	116
<b>District</b>	1,216	1,312	1,368	1,032	1,280	1,532	1,623	1,696	1,736	1,808	1,603
<b>Hollis % of Total</b>	5.18%	5.72%	6.51%	7.56%	8.98%	5.94%	6.22%	7.49%	5.59%	4.2%	7.2%

### Information Sources

By tracking how participants learn about HHW events, we can better target our marketing and outreach. In 2018, most Hollis residents learned about HHW collections through the Town website (32 households) and the Transfer Station (32 households).

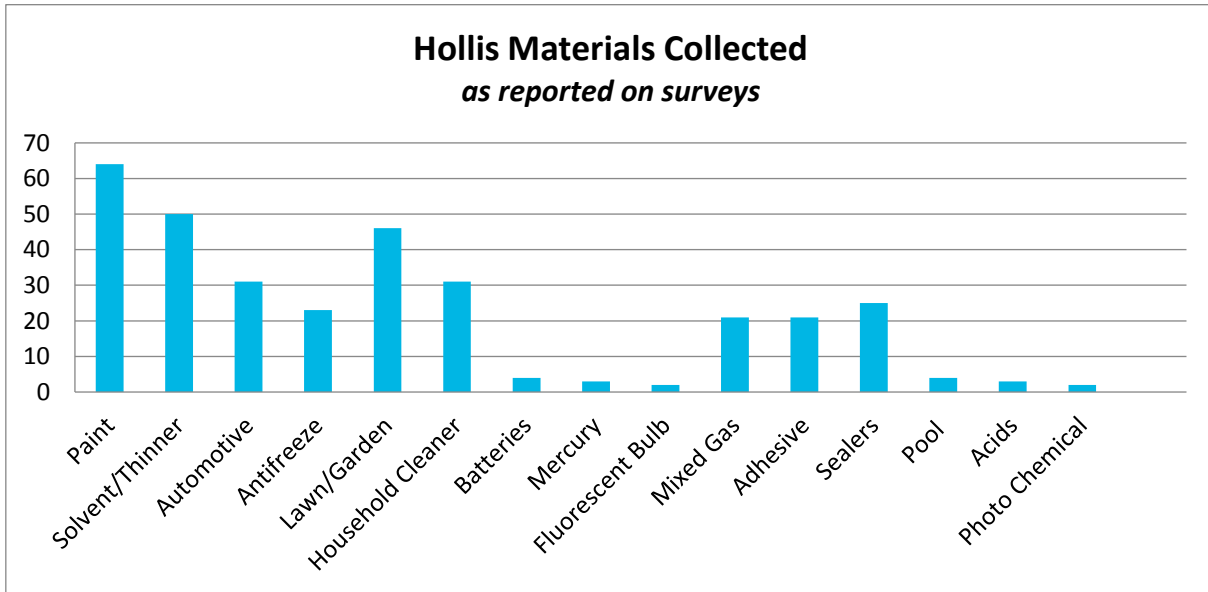
### Materials Collected

The Solid Waste District manifested a total of 90,327 pounds of waste during the 2018 collection season. Of this, 79,141 pounds were hazardous and 11,186 pounds were universal wastes. This is a decrease of 7,957 pounds from the 2017 total (98,284 total pounds of waste in 2017; 88,005 pounds hazardous and 10,279 pounds universal). Again, it is important to remember that 2018 also had 1 less collection event than 2017.

## Nashua Regional Solid Waste Management District's Household Hazardous Waste Program cont'd

Participant surveys provide more detailed information on the types of waste being collected from each municipality. This information can be used to target community-specific outreach and education efforts on the most prominent types of waste being collected. The composition of waste collected through the 2018 HHW events, as reported on participant surveys, is shown below. Paint continued to be the most common item received; 864 households District-wide (53.9%) brought paint to the 2018 collection events. This is slightly higher than the percentage of households who brought paint in 2017 (52.6%). Solvents and thinners were the second most common item again in 2018, with 714 households (44.5%) reporting to bring these materials. Lawn and garden products were the third most common item again in 2018, at 544 households (33.9%).

Hollis residents reflected this pattern. Among Hollis residents, 64 out of the 116 participating households (55.2%) brought paint to the collection events, 50 households (43.1%) brought solvents and thinners, and 46 households (39.7%) brought lawn and garden products. These were also the top 3 types of materials collected by Hollis residents in 2017, 2016, 2015, 2014, and 2013.

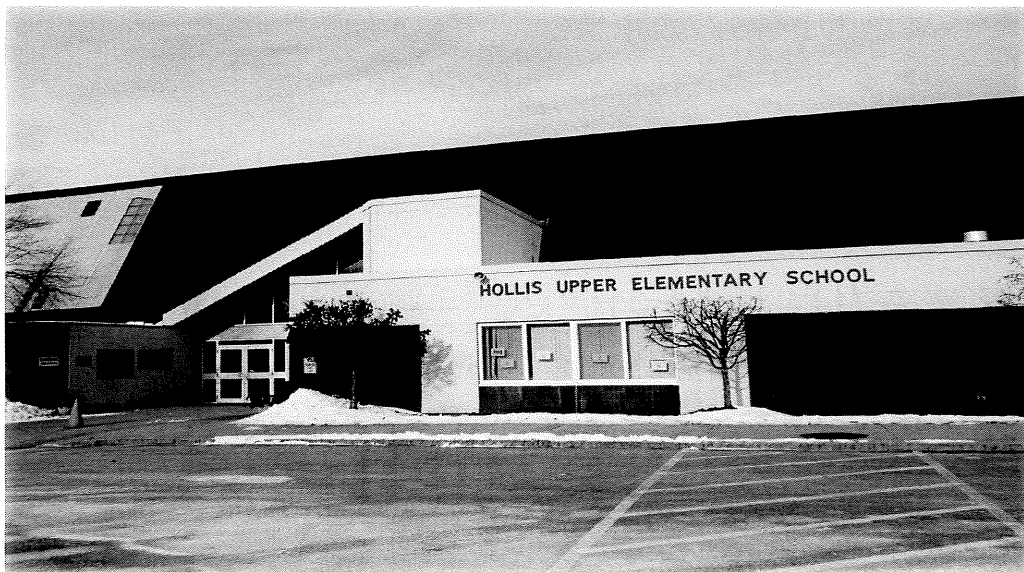






HOLLIS PRIMARY SCHOOL

# HOLLIS SCHOOL DISTRICT ANNUAL REPORT



HOLLIS UPPER ELEMENTARY SCHOOL

***HOLLIS SCHOOL DISTRICT  
2019 WARRANT***



## **Hollis School District Elections**

Polls Open at 7:00 AM - Will not close before 7:00 PM

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

YOU ARE HEREBY NOTIFIED TO MEET AT THE LAWRENCE BARN, 28 DEPOT ROAD, IN SAID DISTRICT ON THE TWELVETH OF MARCH 2019 AT SEVEN O'CLOCK IN THE MORNING, TO ACT UPON THE FOLLOWING SUBJECTS.

1. To choose a Moderator for the ensuing year.
2. To choose a Clerk for the ensuing year.
3. To choose a Treasurer for the ensuing year.
4. To choose one member of the School Board for the ensuing three years.
5. To choose one member of the School Board for the ensuing one year.

Given under our hands and seals at said Hollis, New Hampshire on this 5th day of February, 2019.

### **SCHOOL BOARD MEMBERS:**

Robert Mann, Chair

Tammy Fareed, Vice Chair

Amy Kellner

Thomas Enright

# Hollis School District Warrant

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

You are hereby notified to meet at the Hollis Brookline Middle School MPR in the town of Hollis on Wednesday, March 13, 2019 at 7:00 pm to act on the following subjects and, further, to meet at the Lawrence Barn Community Center on Tuesday, March 12, 2019 between the hours of 7:00 am and 7:00 pm, for the purpose of choosing district officers elected by an official ballot and other action required to be inserted on said official ballot.

**Article 1.** To see if the Hollis School District will vote to approve the cost of items included in the three-year collective bargaining agreement reached between the Hollis School Board and the Hollis Education Association for the 2019-2020, 2020-2021 and 2021-2022 school years, which calls for the following increase in professional staff salaries and benefits at the current staffing levels:

<u>Fiscal Year</u>	<u>Estimated Increase</u>	<u>Fiscal Year</u>	<u>Estimated Increase</u>	<u>Fiscal Year</u>	<u>Estimated Increase</u>
2019-20	\$196,649	2020-21	\$220,879	2021-22	\$223,724

and further to raise and appropriate a sum of **\$196,649** for the first fiscal year (2019-2020 school year), such sum representing the negotiated increase over the 2018-19 salaries and fringe benefits. **The school board recommends this appropriation (4-0-0). The budget committee recommends this appropriation (8-0-0).**

**Article 2.** To see if the Hollis School District will vote to approve the cost items included in the three-year collective bargaining agreement reached between the Hollis School Board and the Hollis Education Support Staff Association for the 2019-20 school year, which calls for the following increases in support staff salaries and benefits at the current staffing levels:

<u>Fiscal Year</u>	<u>Estimated Increase</u>
2019-20	\$51,240

and further to raise and appropriate the sum of **\$51,240** for the fiscal year, such sum representing the negotiated increase over the 2018-19 salaries and fringe benefits. **The school board recommends the appropriation 4-0-0. . The budget committee recommends this appropriation 8-0-0.**

**Article 3.** To see if the Hollis School District will vote to raise and appropriate the sum of **\$64,600** to create the design development of the proposed renovation primarily of the School Administrative Unit 41 barn and secondarily of the associated building at 4 Lund Lane and to provide estimated costs for additional energy saving projects in the school buildings. This is a special warrant article pursuant to RSA 32:3, VI (d). **The school board recommends the appropriation 3-0-0. The budget committee recommends this appropriation 8-0-0.**

**Article 4.** Shall the District vote to raise and appropriate the sum of **\$534,271** as the Hollis School District's portion of the SAU budget of **\$1,719,314** for the forthcoming fiscal year? This year's adjusted budget of **\$1,691,711** with **\$525,670** assigned to the school budget of this school district will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. **The school board recommends the appropriation 3-0-0. The budget committee recommends this appropriation 8-0-0.**

**Article 5.** To see if the school district will vote to raise and appropriate up to the sum of **\$23,970** to be added to the previously established MAINTENANCE FUND FOR ADMINISTRATIVE AND ASSOCIATED STRUCTURES at 4 Lund Lane in Hollis, Map 56, Lot 2, from rental proceeds and unexpended maintenance funds to be received from SAU 41 available for transfer on July 1, 2019. **The school board recommends the appropriation 3-0-0. The budget committee recommends this appropriation 8-0-0.**

**Article 6.** To see if the school district will vote to raise and appropriate up to the sum of **\$120,000** to be added to the previously established School Buildings Maintenance Fund from the Hollis School District's June 30, 2019 unanticipated revenues (unassigned fund balance) available for transfer on July 1, 2019 and further to name the Hollis School Board as agents to expend from the previously named fund. **The school board recommends the appropriation 3-0-0. The budget committee recommends this appropriation 8-0-0.**

**Article 7.** To see if the Hollis School District will vote to establish a Special Education Expendable Trust Fund per RSA 198:20-c, to be used for unanticipated special education expenses and to raise and appropriate up to the sum of **\$25,000** to be put in said fund, with this amount to come from the Hollis School District's June 30, 2019 unassigned fund balance available for transfer on July 1, 2019; further, to name the Hollis School Board as agents to expend from this fund. (Majority vote required). **The school board recommends the appropriation 3-0-0. The budget committee recommends this appropriation 8-0-0.**

**Article 8.** To see if the school district will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate a sum of **\$95,000** to go into the fund. This sum to be raised by taxation. Any appropriation left in the fund at the end of the year will lapse to the general fund. **The school board recommends the appropriation 4-0-0. The budget committee recommends this appropriation 8-0-0.**

**Article 9.** To see if the school district voters will authorize the Hollis School District to access future year state and federal special education aid funds in the event that special education costs exceed budget limitations. **The school board recommends the article 3-0-0.**

**Article 10.** To see if the school district will vote to raise and appropriate a sum of **\$12,145,453** for the support of schools, for the payment of salaries for the school district officials and agents and for the payment of statutory obligations of the district. This appropriation does not include appropriations voted in other warrant articles. **The school board recommends this appropriation 3-0-0. The budget committee recommends this appropriation 8-0-0.**

**Article 11.** To transact any other business which may legally come before said meeting. **The school board recommends this appropriation 3-0-0.**

Given under our hands and seals at said Hollis, New Hampshire on this 5<sup>th</sup> day of February, 2019.

Robert Mann, Chair  
Tammy Fareed, Vice Chair  
Tom Enright  
Amy Kellner  
SCHOOL BOARD MEMBERS

### Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2018	Appropriations as Approved by DRA for period ending 6/30/2019	School Board's Appropriations for period ending 6/30/2020 (Recommended)	School Board's Appropriations for period ending 6/30/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Not Recommended)
<b>Instruction</b>								
1100-1199	Regular Programs	10	\$3,748,531	\$3,941,738	\$3,979,203	\$0	\$3,979,203	\$0
1200-1299	Special Programs	10	\$1,021,516	\$1,154,871	\$1,327,412	\$0	\$1,327,412	\$0
1300-1399	Vocational Programs		\$0	\$0	\$0	\$0	\$0	\$0
1400-1499	Other Programs		\$0	\$0	\$0	\$0	\$0	\$0
1500-1599	Non-Public Programs	10	\$0	\$0	\$0	\$0	\$0	\$0
1600-1699	Adult/Continuing Education Programs	10	\$0	\$0	\$0	\$0	\$0	\$0
1700-1799	Community/Junior College Education Programs		\$0	\$0	\$0	\$0	\$0	\$0
1800-1899	Community Service Programs		\$0	\$0	\$0	\$0	\$0	\$0
<b>Instruction Subtotal</b>			<b>\$4,770,047</b>	<b>\$5,096,609</b>	<b>\$5,306,615</b>	<b>\$0</b>	<b>\$5,306,615</b>	<b>\$0</b>
<b>Support Services</b>								
2000-2199	Student Support Services	10	\$734,702	\$878,425	\$882,116	\$0	\$882,116	\$0
2200-2299	Instructional Staff Services	10	\$309,236	\$418,330	\$429,584	\$0	\$429,584	\$0
<b>Support Services Subtotal</b>			<b>\$1,043,938</b>	<b>\$1,296,755</b>	<b>\$1,311,700</b>	<b>\$0</b>	<b>\$1,311,700</b>	<b>\$0</b>
<b>General Administration</b>								
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0	\$0	\$0
2310 (840)	School Board Contingency		\$0	\$95,000	\$0	\$0	\$0	\$0
2310-2319	Other School Board	10	\$29,573	\$48,900	\$39,700	\$0	\$39,700	\$0
<b>General Administration Subtotal</b>			<b>\$29,573</b>	<b>\$143,900</b>	<b>\$39,700</b>	<b>\$0</b>	<b>\$39,700</b>	<b>\$0</b>

## Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2018	Appropriations as Approved by DRA for period ending 6/30/2019	School Board's Appropriations for period ending 6/30/2020 (Recommended)	School Board's Appropriations for period ending 6/30/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Not Recommended)
<b>Executive Administration</b>								
2320 (310)	SAU Management Services		\$441,827	\$481,112	\$0	\$0	\$0	\$0
2320-2399	All Other Administration		\$0	\$0	\$0	\$0	\$0	\$0
2400-2499	School Administration Service	10	\$617,794	\$671,879	\$649,835	\$0	\$649,835	\$0
2500-2599	Business		\$0	\$0	\$0	\$0	\$0	\$0
2600-2699	Plant Operations and Maintenance	10	\$852,306	\$729,403	\$804,953	\$0	\$804,953	\$0
2700-2799	Student Transportation	10	\$379,084	\$478,320	\$498,417	\$0	\$498,417	\$0
2800-2999	Support Service, Central and Other	10	\$2,521,973	\$2,623,174	\$2,828,845	\$0	\$2,828,845	\$0
<b>Executive Administration Subtotal</b>			<b>\$4,812,984</b>	<b>\$4,983,888</b>	<b>\$4,782,050</b>	<b>\$0</b>	<b>\$4,782,050</b>	<b>\$0</b>
<b>Non-Instructional Services</b>								
3100	Food Service Operations		\$0	\$4,170	\$0	\$0	\$0	\$0
3200	Enterprise Operations		\$0	\$0	\$0	\$0	\$0	\$0
<b>Non-Instructional Services Subtotal</b>			<b>\$0</b>	<b>\$4,170</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Facilities Acquisition and Construction</b>								
4100	Site Acquisition		\$0	\$0	\$0	\$0	\$0	\$0
4200	Site Improvement		\$24,987	\$0	\$0	\$0	\$0	\$0
4300	Architectural/Engineering		\$5,000	\$0	\$0	\$0	\$0	\$0
4400	Educational Specification Development		\$0	\$0	\$0	\$0	\$0	\$0
4500	Building Acquisition/Construction		\$0	\$0	\$0	\$0	\$0	\$0
4600	Building Improvement Services		\$3,276	\$0	\$0	\$0	\$0	\$0
4900	Other Facilities Acquisition and Construction		\$0	\$0	\$0	\$0	\$0	\$0
<b>Facilities Acquisition and Construction Subtotal</b>			<b>\$33,263</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Outlays</b>								
5110	Debt Service - Principal	10	\$246,855	\$253,691	\$253,691	\$0	\$253,691	\$0
5120	Debt Service - Interest	10	\$77,532	\$70,697	\$70,697	\$0	\$70,697	\$0
<b>Other Outlays Subtotal</b>			<b>\$324,387</b>	<b>\$324,388</b>	<b>\$324,388</b>	<b>\$0</b>	<b>\$324,388</b>	<b>\$0</b>

2019 - 2020 Proposed Budget (MS-27) - Appropriations

### Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2018	Appropriations as Approved by DRA for period ending 6/30/2019	School Board's Appropriations for period ending 6/30/2020 (Recommended)	School Board's Appropriations for period ending 6/30/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Not Recommended)
<b>Fund Transfers</b>								
5220-5221	To Food Service	10	\$213,678	\$211,000	\$211,000	\$0	\$211,000	\$0
5222-5229	To Other Special Revenue	10	\$184,116	\$170,000	\$170,000	\$0	\$170,000	\$0
5230-5239	To Capital Projects		\$0	\$0	\$0	\$0	\$0	\$0
5254	To Agency Funds		\$0	\$0	\$0	\$0	\$0	\$0
5300-5399	Intergovernmental Agency Allocation		\$0	\$0	\$0	\$0	\$0	\$0
9990	Supplemental Appropriation		\$0	\$0	\$0	\$0	\$0	\$0
9992	Deficit Appropriation		\$0	\$0	\$0	\$0	\$0	\$0
<b>Fund Transfers Subtotal</b>			<b>\$397,794</b>	<b>\$381,000</b>	<b>\$381,000</b>	<b>\$0</b>	<b>\$381,000</b>	<b>\$0</b>
<b>Total Operating Budget Appropriations</b>					<b>\$12,145,453</b>	<b>\$0</b>	<b>\$12,145,453</b>	<b>\$0</b>

### Special Warrant Articles

Account	Purpose	Article	School Board's Appropriations for period ending 6/30/2020 (Recommended)	School Board's Appropriations for period ending 6/30/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Not Recommended)
5251	To Capital Reserve Fund		\$0	\$0	\$0	\$0
5252	To Expendable Trust Fund		\$0	\$0	\$0	\$0
5253	To Non-Expendable Trust Fund		\$0	\$0	\$0	\$0
4200	Site Improvement	03	\$64,600	\$0	\$64,600	\$0
<i>Purpose: Develop design for SAU buildings/Energy Study</i>						
5252	To Expendable Trusts/Fiduciary Funds	05	\$23,970	\$0	\$23,970	\$0
<i>Purpose: SAU Maintenance Fund</i>						
5252	To Expendable Trusts/Fiduciary Funds	06	\$120,000	\$0	\$120,000	\$0
<i>Purpose: School Facilities Maintenance Trust</i>						
5252	To Expendable Trusts/Fiduciary Funds	07	\$25,000	\$0	\$25,000	\$0
<i>Purpose: Special Education Expendable Trust</i>						
<b>Total Proposed Special Articles</b>			<b>\$233,570</b>	<b>\$0</b>	<b>\$233,570</b>	<b>\$0</b>

**Individual Warrant Articles**

Account	Purpose	Article	School Board's Appropriations for period ending 6/30/2020 (Recommended)	School Board's Appropriations for period ending 6/30/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Not Recommended)
1100-1199	Regular Programs	02 <i>Purpose: Support Staff CBA</i>	\$7,334	\$0	\$7,334	\$0
1100-1199	Regular Programs	01 <i>Purpose: Professional Staff CBA</i>	\$104,697	\$0	\$104,697	\$0
1200-1299	Special Programs	02 <i>Purpose: Support Staff CBA</i>	\$23,545	\$0	\$23,545	\$0
1200-1299	Special Programs	01 <i>Purpose: Professional Staff CBA</i>	\$22,536	\$0	\$22,536	\$0
2000-2199	Student Support Services	01 <i>Purpose: Professional Staff CBA</i>	\$14,188	\$0	\$14,188	\$0
2200-2299	Instructional Staff Services	02 <i>Purpose: Support Staff CBA</i>	\$672	\$0	\$672	\$0
2200-2299	Instructional Staff Services	01 <i>Purpose: Professional Staff CBA</i>	\$4,799	\$0	\$4,799	\$0
2310 (840)	School Board Contingency	08 <i>Purpose: Contingency</i>	\$95,000	\$0	\$95,000	\$0
2320 (310)	SAU Management Services	04 <i>Purpose: SAU Budget</i>	\$534,271	\$0	\$534,271	\$0
2400-2499	School Administration Service	02 <i>Purpose: Support Staff CBA</i>	\$5,419	\$0	\$5,419	\$0
2600-2699	Plant Operations and Maintenance	02 <i>Purpose: Support Staff CBA</i>	\$9,424	\$0	\$9,424	\$0
2800-2999	Support Service, Central and Other	02 <i>Purpose: Support Staff CBA</i>	\$4,846	\$0	\$4,846	\$0
2800-2999	Support Service, Central and Other	01 <i>Purpose: Professional Staff CBA</i>	\$50,429	\$0	\$50,429	\$0
<b>Total Proposed Individual Articles</b>			<b>\$877,160</b>	<b>\$0</b>	<b>\$877,160</b>	<b>\$0</b>

<b>Revenues</b>					
<b>Account</b>	<b>Source</b>	<b>Article</b>	<b>Revised Revenues for period ending 6/30/2019</b>	<b>School Board's Estimated Revenues for period ending 6/30/2020</b>	<b>Budget Committee's Estimated Revenues for period ending 6/30/2020</b>
<b>Local Sources</b>					
1300-1349	Tuition	10	\$20,000	\$22,000	\$22,000
1400-1449	Transportation Fees		\$0	\$0	\$0
1500-1599	Earnings on Investments	10	\$2,000	\$2,000	\$2,000
1600-1699	Food Service Sales	10	\$174,000	\$174,000	\$174,000
1700-1799	Student Activities		\$0	\$0	\$0
1800-1899	Community Service Activities		\$0	\$0	\$0
1900-1999	Other Local Sources	10	\$20,000	\$20,000	\$20,000
<b>Local Sources Subtotal</b>			<b>\$216,000</b>	<b>\$218,000</b>	<b>\$218,000</b>
<b>State Sources</b>					
3210	School Building Aid		\$0	\$0	\$0
3215	Kindergarten Building Aid		\$0	\$0	\$0
3220	Kindergarten Aid	10	\$70,903	\$70,903	\$70,903
3230	Catastrophic Aid	10	\$2,213	\$10,000	\$10,000
3240-3249	Vocational Aid		\$0	\$0	\$0
3250	Adult Education		\$0	\$0	\$0
3260	Child Nutrition	10	\$3,000	\$3,000	\$3,000
3270	Driver Education		\$0	\$0	\$0
3290-3299	Other State Sources		\$0	\$0	\$0
<b>State Sources Subtotal</b>			<b>\$76,116</b>	<b>\$83,903</b>	<b>\$83,903</b>



**Revenues**

Account	Source	Article	Revised Revenues for period ending 6/30/2019	School Board's Estimated Revenues for period ending 6/30/2020	Budget Committee's Estimated Revenues for period ending 6/30/2020
<b>Federal Sources</b>					
4100-4539	Federal Program Grants	10	\$60,000	\$60,000	\$60,000
4540	Vocational Education		\$0	\$0	\$0
4550	Adult Education		\$0	\$0	\$0
4560	Child Nutrition	10	\$34,000	\$34,000	\$34,000
4570	Disabilities Programs	10	\$110,000	\$110,000	\$110,000
4580	Medicaid Distribution	10	\$46,000	\$35,000	\$35,000
4590-4999	Other Federal Sources (non-4810)		\$0	\$0	\$0
4810	Federal Forest Reserve		\$0	\$0	\$0
<b>Federal Sources Subtotal</b>			<b>\$250,000</b>	<b>\$239,000</b>	<b>\$239,000</b>
<b>Other Financing Sources</b>					
5110-5139	Sale of Bonds or Notes		\$0	\$0	\$0
5140	Reimbursement Anticipation Notes		\$0	\$0	\$0
5221	Transfer from Food Service Special Revenue Fund		\$0	\$0	\$0
5222	Transfer from Other Special Revenue Funds		\$0	\$0	\$0
5230	Transfer from Capital Project Funds		\$0	\$0	\$0
5251	Transfer from Capital Reserve Funds		\$0	\$0	\$0
5252	Transfer from Expendable Trust Funds		\$0	\$0	\$0
5253	Transfer from Non-Expendable Trust Funds		\$0	\$0	\$0
5300-5699	Other Financing Sources		\$0	\$0	\$0
9997	Supplemental Appropriation (Contra)		\$0	\$0	\$0
9998	Amount Voted from Fund Balance	07, 05, 06	\$158,970	\$168,970	\$168,970
9999	Fund Balance to Reduce Taxes	10	\$100,000	\$183,000	\$183,000
<b>Other Financing Sources Subtotal</b>			<b>\$258,970</b>	<b>\$351,970</b>	<b>\$351,970</b>
<b>Total Estimated Revenues and Credits</b>			<b>\$801,086</b>	<b>\$892,873</b>	<b>\$892,873</b>

### Budget Summary

Item	School Board Period ending 6/30/2020 (Recommended)	Budget Committee Period ending 6/30/2020 (Recommended)
Operating Budget Appropriations	\$12,145,453	\$12,145,453
Special Warrant Articles	\$233,570	\$233,570
Individual Warrant Articles	\$877,160	\$877,160
<b>Total Appropriations</b>	<b>\$13,256,183</b>	<b>\$13,256,183</b>
Less Amount of Estimated Revenues & Credits	\$892,873	\$892,873
Less Amount of State Education Tax/Grant	\$2,440,834	\$2,440,834
<b>Estimated Amount of Taxes to be Raised</b>	<b>\$9,922,476</b>	<b>\$9,922,476</b>

### Supplemental Schedule

<b>1. Total Recommended by Budget Committee</b>	<b>\$13,256,183</b>
<b>Less Exclusions:</b>	
2. Principal: Long-Term Bonds & Notes	\$253,691
3. Interest: Long-Term Bonds & Notes	\$70,697
4. Capital outlays funded from Long-Term Bonds & Notes	\$0
5. Mandatory Assessments	\$0
6. Total Exclusions <i>(Sum of Lines 2 through 5 above)</i>	\$324,388
<b>7. Amount Recommended, Less Exclusions (Line 1 less Line 6)</b>	<b>\$12,931,795</b>
8. 10% of Amount Recommended, Less Exclusions <i>(Line 7 x 10%)</i>	\$1,293,180
<b>Collective Bargaining Cost Items:</b>	
9. Recommended Cost Items (Prior to Meeting)	\$0
10. Voted Cost Items (Voted at Meeting)	\$0
11. Amount voted over recommended amount (Difference of Lines 9 and 10)	\$0
<b>12. Bond Override (RSA 32:18-a), Amount Voted</b>	<b>\$0</b>
<b>Maximum Allowable Appropriations Voted at Meeting: (Line 1 + Line 8 + Line 11 + Line 12)</b>	<b>\$14,549,363</b>

*MEETING NOTES*

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*MEETING NOTES*

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# Government Leadership and Administration

For the Year Ending June 30, 2018

## Hollis School Board

Mr. Robert Mann, Chair	Term Expires 2020
Mrs. Tammy Fareed, Vice Chair	Term Expires 2021
Mr. Thomas Enright	Term Expires 2019
Mrs. Amy Kellner	Term Expires 2021
Mrs. Michelle St. John/TBD	Term Expires 2020
Mrs. Diane Leavitt, Clerk	Term Expires 2019
Ms. Claudia Dufresne, Treasurer	Term Expires 2019
Mr. Drew Mason, Moderator	Term Expires 2019

## SAU #41 Administration

Mr. Andrew F. Corey	Superintendent of Schools
Ms. Gina Bergskaug	Assistant Superintendent
Ms. Kelly Seeley	Business Administrator
Ms. Amy Rowe	Assistant Superintendent of Student Services
Mrs. Anne Elser	Assistant Director of Student Services
Mr. Richard Raymond	Network Administrator
Mrs. Kristen Maher	Assistant Business Administrator
Mrs. Linda Sherwood	Assistant Business Administrator

## Hollis Elementary Schools

Mrs. Paula Izbicki, Principal – Hollis Primary School  
Mrs. Candice Fowler, Principal – Hollis Upper Elementary School  
Mrs. Colleen Micavich, Special Education Administrator  
Mrs. Nicole Tomaselli, Curriculum, Instruction and Assessment Administrator



OFFICER BERGERON (DARE/RESOURCE OFFICER) HAT DAY FUNDRAISER HOLLIS PRIMARY SCHOOL

# 2018 Hollis School District Annual Meeting Minutes

## Hollis School Board

Robert Mann, Chair  
Tammy Fareed, Vice Chair  
Michelle St. John, Secretary  
Tom Enright  
Laurie Miller

## Hollis School District Budget Committee

Tom Gehan, Chair  
Mike Harris, Vice Chair  
Mike Leavitt, Secretary  
Christopher Hyde  
Tom Jambard  
Darlene Mann  
Frank Cadwell, Selectman's Representative  
Tammy Fareed, Hollis School Board Representative

## SAU #41 Administration

Andrew Corey	Superintendent
Gina Bergskaug	Assistant Superintendent
Kelly Seeley	Business Administrator
Amy Rowe	Director of Student Services

## Hollis Elementary Schools

Paula Izbicki	Principal Hollis Primary School
Candice Fowler	Hollis Upper Elementary School Principal

Drew Mason, Moderator, District Counsel, James O'Shaughnessy, Diane Leavitt, School District Clerk

The meeting was called to order at 7:00pm by Moderator, Drew Mason at the Hollis Middle School and was started with the Pledge of Allegiance. The Star Spangled Banner was sung by HPS students: Julia Young, Samantha Burke, Mia Castaliolo, Lilly Constantine, and Caroline Choi. Moderator recognized veterans and serving members of our armed forces.

The School Board was introduced by Robert Mann, Chairman. The Budget Committee was introduced by Tom Gehan, Chairman. Moderator introduced School District Counsel, James O'Shaughnessy and School District Clerk, Diane Leavitt. Andy Corey, Superintendent of Schools introduced SAU #41 and the school staff. Moderator recognized assistants and volunteer counters.

Moderator went over the rules of the meeting, only registered voters can speak at the podium and a voting card must be shown.

Mike Harris motioned to adopt the rules of the meeting. Seconded by Chris Hyde. **CARRIED** by a card vote.

Moderator gave an overview of the warrant articles. State of the Schools given by Superintendent Andy Corey.

Robert Mann, Chairman recognized departing School Board member Laurie Miller and gave an energy project update. Tammy Fareed gave a presentation about the energy project. Overview of budget guidance and budget by Tom Gehan, Chairman.

**Article 1.** To see if the school district will vote to approve the cost items for the one-year collective bargaining agreement reached between the Hollis School Board and the Hollis Education Support Staff Association for the 2018-19 school year, which calls for the following increases in support staff salaries and benefits at the current staffing levels:

Fiscal Year	Estimated Increase
2018-19	\$50,486

and further to raise and appropriate the sum of **\$50,486** for the fiscal year, such sum representing the negotiated increase over the 2017-18 salaries and fringe benefits. **The budget committee recommends this appropriation 7-0-0. The school board recommends the appropriation 5-0-0.**

Tammy Fareed motioned to bring Article 1 to the floor. Seconded by Mike Harris.  
Tammy Fareed gave a presentation. No discussion. Moderator brought Article 1 to a card vote.  
**CARRIED** by a card vote.

**Article 2.** Shall the District vote to raise and appropriate the sum of **\$481,112** as the Hollis School District's portion of the SAU budget of **\$1,577,723** for the forthcoming fiscal year? This year's adjusted budget of **\$1,543,057** with **\$472,511** assigned to the school budget of this school district will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. **The budget committee recommends this appropriation 7-0-0. The school board recommends the appropriation 4-0-0.**

Tammy Fareed motioned to bring Article 2 to the floor. Seconded by Mike Harris. Rob Mann gave a presentation.  
No discussion. Moderator brought Article 2 to a secret ballot vote. **YES-54 NO-4**  
This vote will be combined with Coop and Brookline election day for a final count.

**Article 3.** To see if the school district will vote to raise and appropriate up to the sum of **\$18,970** to be added to the previously established MAINTENANCE FUND FOR ADMINISTRATIVE AND ASSOCIATED STRUCTURES at 4 Lund Lane in Hollis, Map 56, Lot 2, from rental proceeds and unexpended maintenance funds to be received from SAU 41 available for transfer on July 1, 2018. **The budget committee recommends this appropriation 7-0-0. The school board recommends the appropriation 4-0-0.**

Tammy Fareed motioned to bring Article 3 to the floor. Seconded by Mike Harris. Rob Mann gave a presentation.  
No discussion. Moderator brought Article 3 to a card vote. **CARRIED** by a card vote.

**Article 4.** To see if the school district will vote to raise and appropriate up to the sum of **\$90,000** to be added to the previously established School Buildings Maintenance Fund from the Hollis School District's June 30, 2018 unanticipated revenues (unassigned fund balance) available for transfer on July 1, 2018 and further to name the Hollis School Board as agents to expend from the previously named fund. **The budget committee recommends this appropriation 7-0-0. The school board recommends the appropriation 4-0-0.**

Tammy Fareed motioned to bring Article 4 to the floor. Seconded by Mike Harris. Rob Mann gave a presentation.  
No discussion. Moderator brought Article 4 to a card vote. **CARRIED** by a card vote.

**Article 5.** To see if the school district will vote to establish a Water System Expendable Trust Fund per RSA 198:20-c, for the purpose of maintaining, improving and studying the future direction of the water supply system operated by the Hollis School District and to raise and appropriate up to the sum of **\$50,000** to be put in said fund, with this amount to come from the Hollis School District's June 30, 2018 unanticipated revenues (unassigned fund balance) available for transfer on July 1, 2018; further, to name the Hollis School Board as agents to expend from this fund. (Majority vote required). **The budget committee recommends this appropriation 7-0-0. The school board recommends the appropriation 4-0-0.**

Tammy Fareed motioned to bring Article 5 to the floor. Seconded by Mike Harris. Rob Mann gave a presentation.  
Discussion ensued. Moderator brought Article 5 to a card vote. **CARRIED** by a card vote.

**Article 6.** To see if the school district will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate a sum of **\$95,000** to go into the fund. This sum to be raised by taxation. Any appropriation left in the fund at the end of the year will lapse to

the general fund. **The budget committee recommends this appropriation 7-0-0. The school board recommends the appropriation 4-0-0.**

Tammy Fareed motioned to bring Article 6 to the floor. Seconded by Mike Harris.  
No discussion. Moderator brought Article 6 to a card vote. **CARRIED** by a card vote.

**Article 7.** To see if the school district voters will authorize the Hollis School District to access future year state and federal special education aid funds in the event that special education costs exceed budget limitations. **The budget committee recommends this article 7-0-0. The school board recommends the article 4-0-0.**

Tammy Fareed motioned to bring Article 7 to the floor. Seconded by Mike Harris. No discussion.  
Moderator brought Article 7 to a card vote. **CARRIED** by a card vote.

**Article 8.** To see if the school district will vote to raise and appropriate a sum of **\$11,604,112** for the support of schools, for the payment of salaries for the school district officials and agents and for the payment of statutory obligations of the district. This appropriation does not include appropriations voted in other warrant articles. **The budget committee recommends this appropriation 7-0-0. The school board recommends this appropriation 4-0-0.**

Tom Gehan motioned to bring Article 8 to the floor. Seconded by Rob Mann. Tom Gehan gave a presentation.  
No discussion. Moderator brought Article 8 to a card vote. **CARRIED** by a card vote.

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

Chris Hyde brought to the attention of the meeting that SB2 is on the Coop ballot and gave a brief definition of the process, he is not in favor of SB2.

Mike Harris motioned to end the meeting. Seconded by Rob Mann.  
Moderator brought Article 9 to a close. **CARRIED** by a card vote.  
Hollis School District meeting had 63 registered voters present and the meeting adjourned at 8:30pm.

Respectfully submitted,

*Diane T. Leavitt*

Diane Leavitt, Hollis School District Clerk



# Hollis School District Revenue, Expenditures and Changes in Fund Balances

For Fiscal Year Ending June 30, 2018

	General	Grants	Other Governmental Funds	Total Governmental Funds
<b>REVENUES</b>				
School district assessment	8,399,724			8,399,724
Other local	40,683		342,938	383,621
State	2,527,186		3,106	2,530,292
Federal	46,753	184,116	39,841	270,710
<b>TOTAL Revenue</b>	<b>11,014,346</b>	<b>184,116</b>	<b>385,885</b>	<b>11,584,347</b>
<b>EXPENDITURES</b>				
<b>Current:</b>				
Instruction	4,770,048	161,529	24,135	4,955,712
Support services				-
Student	734,704	2,780		737,484
Instructional staff	309,239	12,902		322,141
General Administration	31,489			31,489
Executive Administration	441,827			441,827
School Administration	571,781			571,781
Business		1,050		1,050
Operation & maintenance of plant	932,149			932,149
Student transportation	379,084	5,855		384,939
Other	2,521,973			2,521,973
Non-instructional Services			213,679	213,679
Debt service				-
Principal	246,855			246,855
Interest	77,532			77,532
Facilities acquisition and construction	33,263			33,263
<b>TOTAL Expenditures</b>	<b>11,049,944</b>	<b>184,116</b>	<b>237,814</b>	<b>11,471,874</b>
<b>Net Change in fund balance</b>	<b>(35,598)</b>	<b>-</b>	<b>148,071</b>	<b>112,473</b>
<b>Fund balances, beginning</b>	<b>752,628</b>		<b>54,439</b>	<b>807,067</b>
<b>Fund balances, ending</b>	<b>717,030</b>	<b>-</b>	<b>202,510</b>	<b>919,540</b>

**Hollis School District General Fund Revenue Comparison by Year**  
**For Fiscal Years Ending June 30**

	FY16	FY17	FY18
<b>Revenue</b>			
<b>School District Assessment</b>	<b>7,556,060</b>	<b>8,242,479</b>	<b>8,459,222</b>
<b>Local Revenue</b>			
Tuition	22,800	22,882	21,840
Investment Earnings	685	1,233	3,540
Rentals	8,000	8,000	13,000
Refund of Prior Year Expenditures	65,596	-	-
Miscellaneous	1,919	511	10
<b>Total Local Revenue</b>	<b>99,000</b>	<b>32,626</b>	<b>38,390</b>
<b>State Revenue</b>			
Adequacy Aid (grant)	932,187	904,001	1,008,055
Adequacy Aid (tax)	1,389,432	1,389,432	1,408,402
School Building Aid	-	-	-
Kindergarten Aid	-	-	-
Special Educ Aid	93,212	39,130	39,686
Other State Aid	-	-	11,545
<b>Total State Revenue</b>	<b>2,414,831</b>	<b>2,332,563</b>	<b>2,467,689</b>
<b>Federal Revenue</b>			
Medicaid	14,832	41,172	46,753
<b>Total Federal Revenue</b>	<b>14,832</b>	<b>41,172</b>	<b>46,753</b>
<b>Other Financing Sources</b>			
Transfers in	168	128	34
<b>Total Other Financing</b>	<b>168</b>	<b>128</b>	<b>34</b>
<b>Total Revenues and Other Financing</b>	<b>10,084,891</b>	<b>10,648,968</b>	<b>11,012,087</b>



MUSIC DAY

# Hollis School District Balance Sheet

## Governmental Funds

For Fiscal Year Ending June 30, 2018

	General	Grants	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>				
Cash and cash equivalents	428,615		197,983	626,598
Investments	480			480
Receivables:				
Accounts	60,046			60,046
Intergovernmental	236,308	108,118	16,532	360,958
Interfund receivable	108,118			108,118
Inventory			8,818	8,818
Prepaid items	7,095			7,095
<b>TOTAL Assets</b>	840,662	108,118	223,333	1,172,113
<b>LIABILITIES, DEFERRED INFLOWS OR RESOURCES AND FUND BALANCES</b>				
Liabilities:				
Accounts Payable	46,266		1,774	48,040
Accrued salaries and benefits	74,544			74,544
Intergovernmental payable	2,068		628	2,696
Interfund payable		108,118		108,118
<b>TOTAL Liabilities</b>	122,878	108,118	2,402	233,398
Deferred inflows of resources				
Deferred revenue	720		18,455	19,175
<b>Fund Balances</b>				
Nonspendable	7,095		15,292	22,387
Restricted			2,872	2,872
Committed	320,223		184,312	504,535
Assigned	61,901			61,901
Unassigned	327,845			327,845
<b>TOTAL Fund balances</b>	717,064	-	202,476	919,540
<b>TOTAL Liabilities, Deferred inflows of resources and fund balances</b>	840,662	108,118	223,333	1,172,113

## Hollis School District Special Education Expenditures

For Fiscal Years Ending June 30

EXPENSES	FY2016	FY2017	FY2018
Salaries/Benefits	1,988,826	1,964,353	2,363,278
Contracted Services	92,727	107,755	144,735
Transportation	50,617	91,498	32,257
Tuition	115,483	117,570	510
Supplies	40,584	67,330	32,742
Equipment	4,338	3,207	4,693
Other	4,061	655	1,925
<b>SUB Total</b>	2,296,637	2,352,367	2,580,140
<b>REVENUE</b>			
Special Education Aid	93,212	39,130	39,686
Medicaid Distribution	14,832	41,172	46,753
IDEA & PK IDEA	132,714	134,771	168,434
Preschool Tuition	22,800	22,882	21,840
<b>SUB Total</b>	263,558	237,955	276,714
<b>NET COST FOR SPECIAL EDUCATION</b>	<b>2,033,079</b>	<b>2,114,412</b>	<b>2,303,427</b>

## Hollis School District Debt Schedule

For Fiscal Year Ending June 30, 2018

	<b>HSTEP Lease</b>
Length of Debt (yrs)	10
Date of Issue	6/2018
Date of Final Payment	6/2027
Original Debt	\$2,800,000
Interest Rate	2.77%
Principal at Beginning of Year	\$2,800,000
Retired Issues This Year	\$246,855
Remaining Principal Balance Due	\$2,553,145
Remaining Interest Balance Due	\$366,343
Remaining Debt	\$2,919,487
Amount of Principal to be paid in FY19	\$253,691
Amount of Interest to be paid in FY19	\$70,697
Total Paid in FY19	\$324,387

## Hollis School District Professional Staff Roster

First Name	Last Name	Assignment	College/University	Degree
Candice	Fowler	Principal	Antioch Univ. of New England	M.Ed.
Paula	Izbicki	Principal	New England College	M.Ed.
Colleen	Micavich	Special Education Administrator	Bridgewater State Univ.	M.Ed.
Nicole	Tomaselli	Curriculum Administrator	Northeastern Univ.	M.Ed.
Karen	Amber	Grade 5	Rivier	M.Ed.
Gregory	Ashley	Grade 2	Antioch Univ. of New England	M.Ed.
Pamela	Banks	Speech/Language Pathologist	U. Conn.	M.A.
Samantha	Boudreau	Computer Integration Specialist	Univ. of Phoenix	M.Ed.
Susan	Carlton-Giles	Mathematics Specialist	Rivier Univ.	M.Ed.
Susan	Caron	Grade 6	Fitchburg State Univ.	B.S.
Carrie	Cormier	Music	UNH	M.Ed.
Carol	Cornell-Smith	Grade 2	Castleton State College	B.A.
Jessica	Cue	Grade 1	Fairfield Univ.	M.A.
Elizabeth	Currier	Technology Integration Specialist	UNH	M.Ed.
Raymond	Daneau	Guidance	Boston Univ.	M.Ed.
Sarah	DeLisle	Grade 2	Keene State College	B.A.-B.S.
Brittany	Ducharme	Special Education	Boston Univ.	M.Ed.
Kimberly	Frye	ELL	UNH	M.Ed.
Catherine	Gardner	Grade 3	Keene State College	B.S.-B.A.
Jennifer	Goldthwaite	Grade 1	Southern NH University	M.Ed.
Brenda	Golia	Special Education	Plymouth State Univ.	M.Ed.
Jamie	Gough	Grade 4	U. Maine, Fort Kent	B.S.
Paula	Grieb	Spanish	Rivier Univ.	M.A.
Jennifer	Hannon	Grade 1	State University of New York	M.Ed.
Tara	Happy	Grade 4	Rivier Univ.	B.A.
Shelli	Harris	Board Certified Behavior Analyst	Sage College	M.S.
Dennis	Kane	Kindergarten	Fitchburg State Univ.	M.Ed.
Betsy	Keegan	Grade 4	UNH - Franklin Pierce	B.S.
Karen	Kelley	Math	Antioch Univ. of New England	M.Ed.
Nancy	Kring-Burns	Special Education	Simmons College	M.S.
Christina	Langley	Preschool	St. Anselm College	B.A.-B.S.
Linda	Lannin	Occupational Therapist	Florida International University	M.S.
Nancy	Lemay	Kindergarten	Grand Valley State Univ.	B.S.
Ellen	Lencsak	School Nurse	Rivier Univ.	BSN
Susan	Lewis	Grade 3	Millersville Univ.	M.Ed.
Paula	Lockard	Grade 5	UNH	M.Ed.
Karen	Marinaccio	Special Education	U. Mass., Lowell	M.Ed.
Mary	Martin	Special Education	Simmons/Rivier Univ.	M.A.T./LD
Colleen	McBride	Grade 6	Boston College	M.Ed.
Michelle	McInnes	Behavior Specialist	Southern NH University	M.S.
Jared	McMullen	Grade 5	Southern NH University	B.A.
Sophie	Merrill	Speech Assistant	Rhode Island College	B.S.
Caryn	Miller	Grade 6	Anna Maria College	M.Ed.
Heidi	Moore	Special Education	Rivier Univ.	B.A.
Nicolasa	Moreau	Grade 4	Antioch Univ. of New England	M.Ed.
Susan	Morelli	Speech/Language Pathologist	Northeastern Univ.	M.S.
Mary Jo	Naber	Grade 2	New England College	M.S.
Heather	Nelson	Reading Specialist	UNH	M.Ed.
Brenda	Nickerson	Library Media	Lesley Univ.	M.Ed.
Michelle	O'Brien	Grade 3	UNH	M.Ed.
Lindsey	O'Brien	Grade 2	Southern NH University	M.Ed.

## Hollis School District Professional Staff Roster - cont'd

First Name	Last Name	Assignment	College/University	Degree
David	Olszewski	Physical Education	Rivier Univ.	M.Ed.
Matthew	Ostrowski	Grade 3	Rivier Univ.	M.Ed.
Jesse	Parent	Music	UNH	B.Music
Marian	Pickowicz	Reading	North Adams State College	B.S.
Robert	Pooler	Grade 6	UNH	M.Ed.
Alexander	Pope	Art	UNH	M.A.T.
Sarah	Proulx	Library Media Specialist	UNH	M.Ed.
Kari	Raiano	Reading Specialist	Simmons College	M.SEd.
Christina	Remick	Kindergarten	University of San Diego	B.A.
Amye	Renaud	Grade 4	Rivier Univ.	B.A.
Ellen	Roos-Unger	Grade 1	Hunter College	M.Ed.
Traci	Rotondi	Reading Specialist	Notre Dame College	M.Ed.
Christine	Roy	Grade 1	Xavier	M.A.
Jonathan	Rubin	Grade 5	Antioch Univ. of New England	M.Ed.
Leslie	Russell	Art	RI School of Design	M.A.T
Stacie	Sanborn	Nurse	Quinnipiac University	B.S.
Julie	Somorostro	Grade 3	New England College	M.A.
Amy	St. Hilaire	School Psychologist	Rivier Univ.	M.Ed./CAGS
Lisa	Stone	Grade 5	UNH	M.Ed.
Melanie	Tafe White	Environmental Science/Math	UNH	M.Ed.
Amanda	Tanguay	Grade 6	UNH	M.Ed.
Sandra	VanSciver	Reading Specialist	San Diego State Univ.	M.A.
Michael	Vetack	Grade 6	Keene State College	B.S.
Ashley	Walker	Kindergarten	Keene State College	M.Ed.
Adam	Wallis	Music/Band	Syracuse Univ.	M. Music
Mary Lee	Walsh	Guidance	Rivier Univ.	M.Ed.
Jeri	Williams	School Psychologist	University of Florida	Ed.S.,M.A.E.
Thomas	Williamson	Physical Education	Springfield College	B.S.
Margo	Wood	Reading Specialist	Rivier	M.Ed.
Amy	Young	Kindergarten	Boston Univ.	M.Ed.



HOLLIS PRIMARY SCHOOL CHILDREN

# Hollis Elementary School Community Administrative Team Report

Hollis Primary School  
36 Silver Lake Road

Hollis Upper Elementary School  
12 Drury Lane

Respectfully submitted by Candice Fowler, Paula Izbicki, Colleen Micavich and Nicole Tomaselli.

**The Mission of SAU 41 is to ensure a strong, supportive learning environment focused on academic excellence.**

This year, our district is focused on four overarching goals: Infrastructure (Safety and Security), Habits of Learning (Social and Emotional), Standards (Staff Depth of Knowledge), and Academic (Differentiation). Our work on the SAU Strategic Plan is ongoing as we work in unison with other schools in SAU 41 to meet the goals and benchmarks in this well-defined plan. Through these initiatives, we anticipate a more unified educational journey for our PK – 12 students in SAU 41 with an emphasis on the whole child.

## Communication with Parents and Community Members

The Hollis Schools are proud to showcase our accomplishments, programs, data, via our SAU 41 website and Twitter accounts - @HollisPrimary @HollisUpperELEM. The administrative team and each teacher maintain an up to date web presence via their weekly announcements, blogs, or websites. Please visit <http://www.sau41.org> to access the School Board's work. You can access the updates and tweets about our schools using the following links: HPS: <https://goo.gl/QCGIap> HUES: <https://goo.gl/n6yXbh>

## District Schools

Instructional leadership is provided by our four person administrative team, which consists of two principals, one special education administrator, and one curriculum administrator. The Hollis Primary School serves students in preschool through third grade and the Hollis Upper Elementary School serves students in fourth grade through sixth grade. The goal of our four person administrative team is to ensure collaboration and consistency between the buildings and amongst the staff to ensure a smooth transition for parents and students while also providing an outstanding educational experience for all learners.

We work collaboratively with our PTA to foster strong home/school connections for the success of all learners. A strong core of volunteers and committed PTA members have allowed for us to provide many opportunities for student learning beyond the classroom. Once again, the Hollis School Community has earned the Blue Ribbon Award for our outstanding volunteer program.

We appreciate all who continue to participate in the procedures to become a volunteer, as safety for students is our number one priority. We pride ourselves on having an open door policy and continue to welcome community involvement and partnerships such as: STEM Faire, PTA Parenting Talks, field trips with local organizations, Veterans and Memorial Day programs, gardening and trail maintenance with the Boy and Girl Scouts of Hollis, Halloween Fun Fair, promoting activities hosted by the Hollis Social Library, Trebuchet Day, monthly lunchroom talks and the DARE program hosted by Hollis Police Department, Fire Safety Weeks with the Hollis Fire Department as well as an ongoing effort to promote collaborative learning opportunities within the SAU.

## Student Clubs & Activities

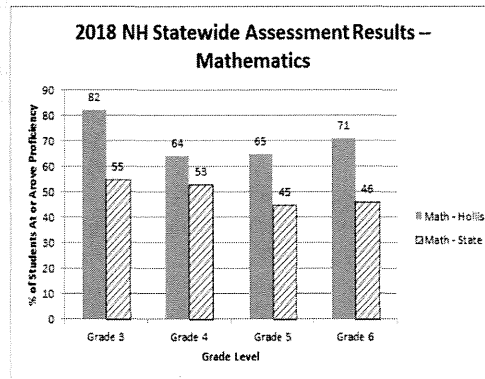
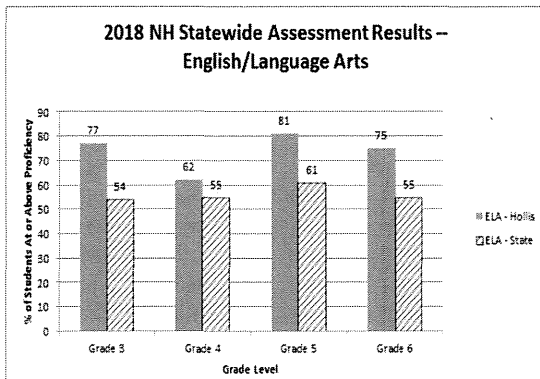
Students continue to participate in numerous opportunities to broaden their horizons, learn new skills and have fun both during the school day and afterschool in Hollis. Some examples of these opportunities clubs include: Band, Battle of the Books, a new morning Fitness Club, Camp Invention, Construction Club, Cross-Country, Geography Bee, Girls on the Run, Graphic Design, FIRST Lego League, Homework Club, Hour of Code, Le Club Français, Literacy Around the World, Lunchtime Concerts, Math Week, Movie Night, Ole Español, Physical Fitness Program, PTA Reflections Program, PTA Science Fair, Read Across America Week, Recess Options, Ski Program, STEM Week, Strings Program, Student Leadership Council, Spelling Bee, Summer Academic Camps, Talent Show, Yearbook Committee, You Be the Chemist and Young Scientists. We enjoy celebrating cultural diversity and work closely with our supportive PTA to provide many enriching activities/assemblies and family events. Student Community Service Projects include food drives for local food banks, supporting local pet shelters, fundraisers for CHaD and other efforts to give back to families in our own community who are facing challenging medical or economic situations. It is our goal that students will develop not only their academic skills, but their social and emotional skills as well, and become well-rounded responsible citizens. The SOAR program at HUES

(Service Oriented Activity Reflections) honors 6th grade students at their promotion ceremony with special recognition for having at least 30 hours of service during their time at the Upper Elementary School.

### Academics

Our faculty uses a variety of tools and techniques to monitor the progress of students on an on-going basis. We utilize this data to drive instruction, to evaluate the effectiveness of programs, and to assist in decision-making related to student need. Some of these tools include: Aimsweb, DRA's (developmental reading assessments), NWEA (Northwest Evaluation Association – measures of academic progress), PLC (professional learning communities) discussions and RTI (response to interventions). These educational best practices in combination with these diagnostic tools produce scores that make it possible to monitor student growth and set academic goals. Monitoring these data points and reflecting on our instructional practice helps to ensure our students become responsible learners. All students in grades 3 – 8 are assessed each year by the State of NH using the Statewide Assessment System (NHSAS). Below are the results from our 2017/2018 school year.

## 2018 NH SAS Results-Hollis



We appreciate the supportive culture that the community has shown us. We will continue to work hard to make the Hollis School District a source of pride for our community.



TREBUCHET DAY AT THE HOLLIS HIGH SCHOOL



## Superintendent's Report

The SAU41 Strategic Plan is used to guide us in the planning, implementation, and evaluation of the Mission, Goals, and Objectives approved by the SAU Governing Board. Articulation of curriculum, instruction, assessment strategies, and actions related to each of these areas have been outlined in the plan and the Leadership Team is responsible for providing the “deliverables” outlined as a means of informing the boards of progress in each area. In addition, the Strategic Plan provides direction to the leadership team as it relates to evaluation of technology and infrastructure, building maintenance and future planning. The strategic plan is therefore used as the starting point for our annual budget discussions.

The construction of the Fiscal year 2020 budgets has not been an easy task. Each budget has encountered a number of stressors including increasing health care costs, an influx of new special education students, a new transportation agreement, increases to staff salaries and benefits approved by the voters, an increase in New Hampshire retirement rates as well as the funds needed to maintain our physical plants. That stated, I asked the administration to construct budgets that allowed us to continue to meet our strategic goals and objectives in a financially responsible manner. One area of continued focus for the administration and our Boards is to review our operational procedures to determine how best to deliver services to all students. We have examined our staffing levels with regards to enrollment trends provided to us by NESDEC and made appropriate increases and reductions to best serve our students. We focused our efforts on a review of our special education mandates while using our established procedures to examine our standards and curriculum. In each area we have aligned our budget priorities to meet the goals and objectives outlined in our strategic plan.

Assistant Superintendent, Gina Bergskaug, has focused her efforts on our innovation goals. Science, Technology, Engineering, Reading, the Arts and Mathematics (STREAM) have been a priority for the SAU. In last year's budget(s) we continued our efforts on the enhancement of our science curriculum while providing opportunities for acceleration in math. This school year we have used Our “Maker Space” rooms which have provided our youngest learners with engaging hands on opportunities. In Brookline, Mr. Dobe and Mr. Molinari and their staffs continue the implementation of our enVisions math program. The Hollis District will be upgrading to enVisions 2.0 which will align both the Brookline and Hollis math curriculums. At the Cooperative level we are proposing an increase in staffing in order reduce class sizes. To this end we will be adding one new teacher while reorganizing our social studies offerings which will allow us to reallocate staffing to reduce class sizes for this department. These budget(s) also include funding for the continued expansion of elementary science while integrating tech rich experiences across the curriculum for our High School students. These opportunities combined with our proposal for a STEM lab will allow us to continue to expand their academic horizons. As stated another area of focus is maintaining and, when possible, upgrading our physical plants. Last year, the voters approved a new field which is presently in the design phase. Construction is expected to begin in the spring with a goal of utilizing the new field in the fall of 2019. Many of our schools benefited from security upgrades this past budget season with the majority of the funding coming from State grants. These grants allowed us to install cameras, re-configure entry ways, install new doors and address a number of items identified in our security plans. In Hollis we installed new boilers, put solar arrays on our roofs to increase energy efficiency while also completing the wrapping of the Hollis Primary School. We increased our wireless access points across the SAU, upgraded our high school wireless system and installed a new fire panel, phone systems at CSDA and HBHS were upgraded and new carpet was installed in the middle school “learning commons”. Thank you to everyone who was involved in making these projects a reality. Our fiscal year 2020 budget(s) contain the funding for two roofing projects, a fire panel for HBMS, a new wireless system at CSDA and HUES, as well as technology items outlined in our on-going replacement cycle.

On a regular basis Assistant Superintendent Gina Bergskaug and I make time to visit our buildings and teacher's classrooms. We find this to be the most rewarding part of our positions. On these numerous occasions we have been impressed with the instructional practices of our staff. The children are engaged in their education while having positive experiences with their peers. This was again demonstrated this year as our third graders from both communities spent time learning about physics from our high school students during “Trebuchet Day”. A wonderful learning experience was had by everyone involved. This year our middle school students worked virtually with our sixth graders from both communities. This virtual collaboration provided real time feedback for our MS students while providing our soon to be middle school students with a glimpse of our middle school curriculum in action. Gina and I have also attended a wide variety of school events such as plays, whole school gatherings, robotics

events, athletic contests, induction ceremonies, and a host of other activities which have allowed us the opportunity to get to know our staff, our students, their parents as well as many members of our community.

Much of our time has been focused on the development of the SAU and individual school district budgets, participating in and supporting bargaining contracts being negotiated, coordinating professional development opportunities for staff, analyzing of student performance data, preparing for school board meetings, and ensuring that all schools have the appropriate level of qualified staff to deliver the high level of instruction expected by our communities.

The support that the individual school boards have provided me has been greatly appreciated. The frequent communication I have shared with community members, school board members, budget committee representatives, students, families and our professional staff has allowed me to focus my efforts on our strategic objectives. I am confident that working with these committed and dedicated individuals that serve on our boards that SAU 41 will continue to be one of the premier school districts in New Hampshire.



GARDENING AT HOLLIS PRIMARY SCHOOL

## Director of Student Services Report

The SAU #41 Student Services Department consists of Specialists and Education professionals to serve students approximately 420 students with the SAU who fall within several categories of programs and support. At SAU 41 Student Services encompasses students eligible for Special Education programs, students with accommodation plans under Section 504 of the Rehabilitation Act of 1973, homeless students, and those students with Limited English proficiency. The office supports children who may be involved with the Department of Human Services for both DCYF and Department of Juvenile Justice purposes. Students who attend Charter Schools, Private Schools and Home Education Notification fall within this category as appropriate.

Within SAU 41, our staff consists of a talented group of special educators, occupational therapists, physical therapists, reading specialists, speech language pathologists, counselors, psychologists, social workers, teachers of the visually impaired and hard of hearing. The level and type of supports provided are determined through a clearly defined process and team participation. We have a support staff team of paraprofessionals who provide individual and group support as needed. We have supplemented our program needs with Board Certified Behavior Specialists and have provided national certification for many of our support staff to become Registered Behavior Technicians. Our responsibility to support all students in their access to an education is individualized at a student level and is unique to each child's need. Our commitment to presuming competence and providing the least to most restrictive level of support is relevant in all decision making.

In accord with SAU#41's local Child Find Program, referrals for students between the ages of 2.5 and 21 who are suspected of having an educational disability can be made at any time by contacting the Assistant Superintendent of Student Services or the Building Special Education Administrator. The school districts' responsibility is to make available a free appropriate public education (FAPE) to all students within SAU #41. This education may consist of special education services, related services, specialized transportation, rehabilitative assistance, and/or specialized programming in an educational Special Education placement outside the SAU.

SAU # 41 receives federal grant funding through the Individuals with Disabilities Education Act (IDEA) on an annual basis to offset local costs expended to provide specialized programming. The office of student services has worked hard to maximize all available reimbursement opportunities to the districts through federal and state programs. In the 2018/2019 school years, SAU 41 anticipates over \$505,000.00 in federal entitlement IDEA funds. Of those funds, 96% of the funds are allocated to staffing positions that directly support students. Revenue from the Medicaid to School and NH Special Education Aid funds are also distributed based on application of funds expended. Over the past few years, due to eligibility criteria, fewer costs have been eligible for reimbursement; however SAU 41 continues to seek the maximum amount of available aid through extensive checks and balances within the financial management of student service resources.

Several program changes have occurred SAU wide in the past calendar year. We have expanded many of the available supports for students which maximizes the ability for students to be educated in their community schools.

2018-2019 marks the second year of the STEP elementary intensive needs classroom. The CHOICE program at the high school has seen increased enrollment. The CHOICE program is not restricted to students with disabilities. We have students accessing Extended Learning Opportunities and alternative credits as an alternative pathway to graduation for all students through this program.

We are excited to announce that we have developed a Daily Living Classroom to provide transition services with Regional Services Education Center (RSEC) for high school students in the life skills programs. These students will be able to practice activities for daily living and safety, while providing service to the community at the same time. Additionally, the Hollis Brookline Cooperative School District has partnered with the New England Center for Children to create a partner classroom within the middle school, providing student with highly specialized programming while maintaining access to their friends and community as much as appropriate. Each of these additions has been in response to student need but in doing so, the SAU has expanded its ability to meet a larger group of student need through increased programming.

Respectfully Submitted,  
Amy Rowe, Assistant Superintendent of Student Services

## SAU 41 Technology Report

The security systems were updated at HBMS and HUES with interior and exterior Axis HD cameras being deployed throughout both buildings. All cameras are viewable from either a desktop or mobile app and when a camera senses motion it is recorded to an onsite DVR.

Voice over IP (VOIP) phone systems were deployed at HBHS and CSDA. The new system uses the SAU41 internet connection instead of traditional copper lines. All phones have caller ID, long distance within the continental 48 states, and integrate with the PA systems. Staff also have the option to have their voice messages sent as an attachment to their school email accounts.

The wireless network at HBHS was upgraded and expanded to 87 access points. The new Aruba system authenticates clients using Radius Server and will take advantage of the newer 802.11ac standard for faster connection speeds. At HBHS there are currently more devices on the WiFi network than on the wired connections and the new upgrade will allow students to continue to use their personal devices.

InfoSnap, now called PowerSchool Registration, was used for the fourth consecutive year for the online school registration process. Every year modifications are made to improve the process for both parents and school office staff. Student registration information is entered by parents in a secure online portal and then delivered via API to PowerSchool. PowerSchool Registration will be used again after the first of the year for preschool and kindergarten pre-registrations.

The Chromebook fleet continues to grow across all schools with the total now exceeding 600 devices. The competitive cost, ease of management, and extended battery life make Chromebooks a nice fit for the classrooms.

<b>Chromebooks by Building</b>	
HBHS	150
HBMS	190
CSDA	109
RMMS	44
HUES	98
HPS	17

Respectfully submitted,  
Richard Raymond, Network Administrator  
12/11/2018



HOLLIS/BROOKLINE MIDDLE SCHOOL

# HOLLIS/BROOKLINE COOPERATIVE SCHOOL DISTRICT ANNUAL REPORT



HOLLIS/BROOKLINE HIGH SCHOOL

***HOLLIS COOPERATIVE  
SCHOOL DISTRICT  
2019 WARRANT***

## **Hollis/Brookline Cooperative School District Elections**

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

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

YOU ARE HEREBY NOTIFIED TO MEET AT THE LAWRENCE BARN (HOLLIS) AND CAPT. SAMUEL DOUGLASS ACADEMY (BROOKLINE) IN SAID DISTRICT ON THE TWELVETH DAY OF MARCH 2019, AT SEVEN O'CLOCK IN THE MORNING, RESPECTIVELY, TO ACT UPON THE FOLLOWING SUBJECTS.

1. To choose two members of the School Board from Hollis for the ensuing three years.
2. To choose one member of the School Board from Brookline for the ensuing three years.
3. To choose one Moderator for the ensuing three years.
4. To choose two members of the Budget Committee from Hollis for the ensuing three years.
5. To choose one member of the Budget Committee from Brookline for the ensuing three years.

Given under our hands and seals at said Hollis, New Hampshire on this 6th day of, February, 2019.

### **SCHOOL BOARD MEMBERS:**

Tom Solon, Chair  
Krista Whalen  
Elizabeth Brown  
Cindy Vancoughnett  
Holly Deurloo Babcock  
Melanie Levesque  
John Cross

## Hollis/Brookline Cooperative School District Warrant

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

YOU ARE HEREBY NOTIFIED TO MEET AT THE HOLLIS BROOKLINE HIGH SCHOOL GYMNASIUM IN SAID DISTRICT ON THE **SIXTH DAY OF MARCH, 2019** AT SEVEN O'CLOCK IN THE EVENING TO ACT UPON THE FOLLOWING SUBJECTS.

**Article 1.** To see if the District will vote to raise and appropriate the sum of \$2,060,000 (gross budget) for renovations at the Hollis Brookline High School to create and equip a STEM facility (the "Project"); and to authorize the issuance of \$2,060,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33); and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and to authorize the School Board to accept on behalf of the District any federal, state, or private funds that may become available for any part of the Project and to use such funds to reduce the amount of bonds or notes issued for the Project and/or offset future debt service costs; and to raise and appropriate the sum of **\$43,060** for the first year's principal and interest payment on the bonds or notes issued. The school board recommends this appropriation (5-1-0). The budget committee does not recommend this appropriation (3-3-0).

**Article 2.** To see if the school district will vote to approve the cost items for the second year of a three-year collective bargaining agreement reached between the Hollis Brookline Cooperative School Board and the Hollis Education Support Staff Association for the 2018-19, 2019-20 and 2020-21 school years, which calls for the following increases in support staff salaries and benefits at the current staffing levels:

Fiscal Year	Estimated Increase
2019-20	\$70,621

and further to raise and appropriate a sum of **\$70,621** for the second fiscal year (2019-20 school year), such sum representing the additional costs attributable to the increase in support staff salaries and benefits required by the new agreement over those that would be paid at current staffing levels. This is the second year of a three year agreement. Negotiated cost item increases for the next fiscal year (2020-21) will require approval of a specific warrant article at the 2020 annual meeting. The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (5-0-1).

**Article 3.** To see if the school district will vote to raise and appropriate a sum of **\$23,113,302** for the support of schools, for the payment of salaries for the school district officials and agents and for the payment of statutory obligations of the district. This appropriation does not include appropriations voted in other warrant articles. The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (5-1-0).

**Article 4.** Shall the District vote to raise and appropriate the sum of **\$878,364** as the Hollis Brookline Cooperative School District's portion of the SAU budget of **\$1,719,314** for the forthcoming fiscal year? This year's adjusted budget of **\$1,691,711** with **\$864,235** assigned to the school budget of this school district will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (6-0-0).

**Article 5.** To see if the school district will vote to raise and appropriate up to the sum of **\$67,000** to be added to the previously established Athletic Program and Services Expendable Trust Fund. The sum to come from the Hollis Brookline Cooperative School District's June 30, 2019 unassigned fund balance, available on July 1, 2019. The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (6-0-0).

**Article 6.** To see if the school district will vote to raise and appropriate up to the sum of **\$75,000** to be added to the previously established School Building and Facilities Maintenance Expendable Trust Fund. The sum to come from the Hollis Brookline Cooperative School District's June 30, 2019 unassigned fund balance, available on July 1, 2019. The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (6-0-0).



**Article 7.** To see if the Hollis Brookline Cooperative School District will vote to raise and appropriate up to the sum of **\$25,000** to come from the June 30, 2018 unassigned fund balance available for transfer on July 1, 2019 to be added to the previously established Special Education Expendable Trust Fund. No amount to be raised from taxation. The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (6-0-0).

**Article 8.** To see if the school district will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate up to **\$100,000** to go into the fund. This sum to come from the unassigned fund balance available on July 1, 2019, and no amount to be raised from taxation. Any appropriation left at the end of the year will lapse to the general fund. The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (5-1-0).

**Article 9.** To see if the school district will authorize the Hollis Brookline Cooperative School Board to access future year state and federal special education aid funds in the event that special education costs exceed budget limitations. The school board recommends this article (6-0-0).

**Article 10.** To transact any other business which may legally come before said meeting.

**Article 11.** Because there is the possibility that Article 1 will be defeated, or that other considerations will result in the space created by Article 1 not being adequate or available for the HBHS Robotics Team, to see if the school district will vote to raise and appropriate the sum of **\$550,000** for the purpose of funding a facility for the HBHS and HBMS robotics teams. Funds to be transferred to the HB Robotics Boosters for this purpose (Majority vote required). Submitted by Petition.

**Article 12.** Shall we adopt the provisions of RSA 32:5-b, and implement a tax cap whereby the governing body (or budget committee) shall not submit a recommended budget that increases the amount to be raised by local taxes, based on the prior fiscal year's actual amount of local taxes raised, by more than 2%? Submitted by Petition.

**Article 13.** Shall we adopt the provisions of RSA 40:13 (known as SB 2) to allow official ballot voting on all issues before the Hollis Brookline Cooperative School District on the second Tuesday of March? Submitted by Petition.

**Article 14.** Shall we adopt the provisions of RSA 32:5 V-b, requiring that the annual budget and all special warrant articles having a tax impact, as determined by the school board, shall contain a notation stating the estimated tax impact of the article? The determination of the estimated tax impact shall be subject to approval by the governing body. Submitted by Petition.

Given under our hands and seals at said Hollis, New Hampshire on this **6<sup>th</sup> day of February, 2019.**

Tom Solon, Chair  
Elizabeth Brown  
Holly Deurloo Babcock  
Krista Whalen  
Cindy VanCoughnett  
Melanie Levesque  
John Cross  
SCHOOL BOARD

## Rules for the District Meeting

The purpose of the School District meeting is to discuss and act on the subjects brought forward by your School Board. To do so effectively, rules are needed that provide order and structure to the meeting. The District Meeting is not the time to start learning about the issues. The Public Hearings and informational sessions are the best opportunities to learn about the issues and ask detailed questions.

1. The meeting is not conducted under Robert's Rules of Order. Rather, the Moderator will use the following general rules of procedure. RSA 40:4
2. By majority vote, the voters can overrule any decision that the Moderator makes and any rule that the Moderator establishes. A voter can request an appeal of a ruling by raising a Point of Order. RSA 40:4
3. Speakers are limited to registered voters in the towns of Hollis and Brookline. The SAU Superintendent, District Counsel, and members of the school administration may speak for invited presentations or to answer questions. Others may speak if permitted by a majority of voters present.
4. To speak at the meeting, you must have the floor. Come up to the microphone and wait to be recognized by the Moderator. Show your voting card. Announce your name and address clearly so the Clerk can hear it. Address the Moderator not the audience. Speak only once to a motion or amendment until all others get a chance to speak. RSA 40:7
5. Time is limited to 2 minutes per speaker. You will see a signal if your time is running out. Extra time will be allowed for questions.
6. Be germane and, if possible, brief. Avoid repeating points that have already been made.
7. Be courteous. Disruptive behavior or personal attacks will be ruled out of order and, if necessary, disruptive individuals will be removed from the meeting. RSA 40:8
8. Where possible, we vote by raising voting cards. If a vote looks close, counters will be asked to count the raised cards.
9. Only one amendment can be discussed at a time. If the amendment is longer than 10 words, it must be made in writing.
10. Amendments to dollar figures must be made in final amounts, not in percentages or amounts to be increased or decreased.
11. Negative motions are not allowed.
12. No means no. If an article is defeated, the same purpose cannot be accomplished a different way. RSA 32:10, I(e)
13. The 10% Rule limits the ability of the district meeting to spend more than 10% above the amount recommended by the Budget Committee. RSA 32:18
14. Votes on bond issues over \$100,000 are conducted by secret ballot, and the polls must remain open for at least an hour. The article must receive at least 2/3 of the yes and no votes to pass. If a motion is passed to reconsider a bond vote, actual reconsideration cannot occur until at least 7 days later. RSA 33:8-a
15. The vote on the SAU Budget is conducted by secret ballot. It cannot be amended. RSA 194-C:9-b
16. Votes on collective bargaining agreements require a simple majority to pass. Contract terms cannot be amended. Estimated increase amount for salaries and benefits are only estimates, not specified contract terms. The dollar amount is not subject to the 10% rule. RSA 32:19, RSA 273-A:3
17. The operating budget shows how the School Board plans to spend the money, but actual expenditures are at the discretion of the School Board. With one exception, amendments to the operating budget only affect the bottom line, not individual items. The exception is that if a line item in the MS-27 budget is zeroed, the School Board may not spend any funds on that item. RSA 32:10, I(e)
18. A motion to End Debate is not debatable and requires a 2/3 vote to pass. If the motion passes, all speakers already in line will be allowed to speak, but no one else may join the line.
19. A motion to Reconsider allows voters to discuss a matter further and vote again. It requires only a simple majority.
20. A motion to Restrict Reconsideration does not forbid reconsideration. If passed, it requires that any subsequent reconsideration cannot occur for at least 7 days. The motion is in order at any time that a voter has the floor. RSA 40:10
21. Privileged motions include: Final Adjournment; Adjourn to Time and Place Certain; Recess; Restrict Reconsideration; and Parliamentary Inquiry.

## Rules for the District Meeting- cont'd

22. Subsidiary motions include: Amend; Table; End, Limit, or Extend Debate; Postpone; and Pass Over.
23. Incidental motions include: Point of Order; Appeal of Moderator's Ruling; Division of the Question; Fix Time and Place of Voting; and Suspend the Rules.
24. Main motions include: Warrant Article; Reconsider; Take from the Table; and Change the Rules.
25. Non-Debatable Motions include: Adjourn or Recess; Table or Take from the Table; End, Limit, or Extend Debate; Reconsider or Restrict Reconsideration; and Suspend the Rules.
26. Motions requiring 2/3 to pass include: End, Limit, or Extend Debate; Fix Time and Place of Voting; and Change or Suspend the Rules.
27. A request for a secret ballot vote must be made in writing by 5 voters present prior to the vote. RSA 40:4-a, I(a)
28. A request to recount a secret ballot vote may be made by 5 voters present at the time of the vote. The request must be made immediately after the result is announced and applies only if the result margin is less than 10 percent of the total vote. The request need not be in writing. RSA 40:4-a, I(b)
29. A request to recount any non-ballot vote may be made by at least 7 voters present at the time of the vote, and must be made immediately after the result is announced. RSA 40:4-b
30. Warrant articles will be taken up in order. Voters may change the order by majority vote. Final adjournment of the meeting may only occur after all articles have been acted upon. RSA 40:11



FOOTBALL GAME

### Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2018	Appropriations as Approved by DRA for period ending 6/30/2019	School Board's Appropriations for period ending 6/30/2020 (Recommended)	School Board's Appropriations for period ending 6/30/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Not Recommended)
<b>Instruction</b>								
1100-1199	Regular Programs	03	\$5,524,163	\$5,738,185	\$5,941,248	\$0	\$5,941,248	\$0
1200-1299	Special Programs	03	\$3,476,234	\$3,538,789	\$3,774,839	\$0	\$3,774,839	\$0
1300-1399	Vocational Programs	03	\$23,603	\$40,840	\$40,000	\$0	\$40,000	\$0
1400-1499	Other Programs	03	\$690,695	\$700,322	\$830,868	\$0	\$830,868	\$0
1500-1599	Non-Public Programs	03	\$0	\$0	\$0	\$0	\$0	\$0
1600-1699	Adult/Continuing Education Programs	03	\$0	\$0	\$0	\$0	\$0	\$0
1700-1799	Community/Junior College Education Programs		\$0	\$0	\$0	\$0	\$0	\$0
1800-1899	Community Service Programs		\$0	\$0	\$0	\$0	\$0	\$0
<b>Instruction Subtotal</b>			<b>\$9,714,695</b>	<b>\$10,018,136</b>	<b>\$10,586,955</b>	<b>\$0</b>	<b>\$10,586,955</b>	<b>\$0</b>
<b>Support Services</b>								
2000-2199	Student Support Services	03	\$1,288,900	\$1,309,483	\$1,456,720	\$0	\$1,456,720	\$0
2200-2299	Instructional Staff Services	03	\$546,840	\$718,167	\$661,051	\$0	\$661,051	\$0
<b>Support Services Subtotal</b>			<b>\$1,835,740</b>	<b>\$2,027,650</b>	<b>\$2,117,771</b>	<b>\$0</b>	<b>\$2,117,771</b>	<b>\$0</b>
<b>General Administration</b>								
0000-0000	Collective Bargaining		\$0	\$0	\$0	\$0	\$0	\$0
2310 (840)	School Board Contingency		\$0	\$100,000	\$0	\$0	\$0	\$0
2310-2319	Other School Board	03	\$119,217	\$70,800	\$70,559	\$0	\$70,559	\$0
<b>General Administration Subtotal</b>			<b>\$119,217</b>	<b>\$170,800</b>	<b>\$70,559</b>	<b>\$0</b>	<b>\$70,559</b>	<b>\$0</b>

## Appropriations

Account	Purpose	Article	Expenditures for period ending 6/30/2018	Appropriations as Approved by DRA for period ending 6/30/2019	School Board's Appropriations for period ending 6/30/2020 (Recommended)	School Board's Appropriations for period ending 6/30/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Not Recommended)
<b>Executive Administration</b>								
2320 (310)	SAU Management Services		\$754,648	\$806,808	\$0	\$0	\$0	\$0
2320-2399	All Other Administration		\$0	\$0	\$0	\$0	\$0	\$0
2400-2499	School Administration Service	03	\$932,191	\$1,098,290	\$1,067,824	\$0	\$1,067,824	\$0
2500-2599	Business		\$0	\$0	\$0	\$0	\$0	\$0
2600-2699	Plant Operations and Maintenance	03	\$1,156,210	\$1,287,072	\$1,283,996	\$0	\$1,283,996	\$0
2700-2799	Student Transportation	03	\$1,029,366	\$1,131,709	\$1,273,553	\$0	\$1,273,553	\$0
2800-2999	Support Service, Central and Other	03	\$4,479,096	\$4,711,947	\$5,219,416	\$0	\$5,219,416	\$0
<b>Executive Administration Subtotal</b>			<b>\$8,351,511</b>	<b>\$9,035,826</b>	<b>\$8,844,789</b>	<b>\$0</b>	<b>\$8,844,789</b>	<b>\$0</b>
<b>Non-Instructional Services</b>								
3100	Food Service Operations		\$0	\$4,804	\$0	\$0	\$0	\$0
3200	Enterprise Operations		\$0	\$0	\$0	\$0	\$0	\$0
<b>Non-Instructional Services Subtotal</b>			<b>\$0</b>	<b>\$4,804</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Facilities Acquisition and Construction</b>								
4100	Site Acquisition		\$0	\$0	\$0	\$0	\$0	\$0
4200	Site Improvement	03	\$0	\$75,500	\$39,564	\$0	\$39,564	\$0
4300	Architectural/Engineering		\$5,098	\$0	\$0	\$0	\$0	\$0
4400	Educational Specification Development		\$0	\$0	\$0	\$0	\$0	\$0
4500	Building Acquisition/Construction		\$0	\$0	\$0	\$0	\$0	\$0
4600	Building Improvement Services		\$0	\$0	\$0	\$0	\$0	\$0
4900	Other Facilities Acquisition and Construction		\$0	\$0	\$0	\$0	\$0	\$0
<b>Facilities Acquisition and Construction Subtotal</b>			<b>\$5,098</b>	<b>\$75,500</b>	<b>\$39,564</b>	<b>\$0</b>	<b>\$39,564</b>	<b>\$0</b>
<b>Other Outlays</b>								
5110	Debt Service - Principal	03	\$420,000	\$440,000	\$621,860	\$0	\$621,860	\$0
5120	Debt Service - Interest	03	\$177,367	\$180,191	\$177,804	\$0	\$177,804	\$0
<b>Other Outlays Subtotal</b>			<b>\$597,367</b>	<b>\$620,191</b>	<b>\$799,664</b>	<b>\$0</b>	<b>\$799,664</b>	<b>\$0</b>

**Appropriations**

Account	Purpose	Article	Expenditures for period ending 6/30/2018	Appropriations as Approved by DRA for period ending 6/30/2019	School Board's Appropriations for period ending 6/30/2020 (Recommended)	School Board's Appropriations for period ending 6/30/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Not Recommended)
<b>Fund Transfers</b>								
5220-5221	To Food Service	03	\$398,587	\$394,000	\$394,000	\$0	\$394,000	\$0
5222-5229	To Other Special Revenue	03	\$252,394	\$260,000	\$260,000	\$0	\$260,000	\$0
5230-5239	To Capital Projects		\$0	\$1,660,000	\$0	\$0	\$0	\$0
5254	To Agency Funds		\$0	\$0	\$0	\$0	\$0	\$0
5310	To Charter Schools		\$0	\$0	\$0	\$0	\$0	\$0
5390	To Other Agencies		\$0	\$0	\$0	\$0	\$0	\$0
9990	Supplemental Appropriation		\$0	\$0	\$0	\$0	\$0	\$0
9992	Deficit Appropriation		\$0	\$0	\$0	\$0	\$0	\$0
<b>Fund Transfers Subtotal</b>			<b>\$650,981</b>	<b>\$2,314,000</b>	<b>\$654,000</b>	<b>\$0</b>	<b>\$654,000</b>	<b>\$0</b>
<b>Total Operating Budget Appropriations</b>					<b>\$23,113,302</b>	<b>\$0</b>	<b>\$23,113,302</b>	<b>\$0</b>

**Special Warrant Articles**

Account	Purpose	Article	School Board's	School Board's	Budget	Budget
			Appropriations for period ending 6/30/2020 (Recommended)	Appropriations for period ending 6/30/2020 (Not Recommended)	Committee's Appropriations for period ending 6/30/2020 (Recommended)	Committee's Appropriations for period ending 6/30/2020 (Not Recommended)
5251	To Capital Reserve Fund		\$0	\$0	\$0	\$0
5252	To Expendable Trust Fund		\$0	\$0	\$0	\$0
5253	To Non-Expendable Trust Fund		\$0	\$0	\$0	\$0
4500	Building Acquisition/Construction	11	\$0	\$550,000	\$0	\$550,000
		<i>Purpose: Funding for Robotics Club building</i>				
5120	Debt Service - Interest	01	\$43,060	\$0	\$0	\$43,060
		<i>Purpose: Long Term Borrowing - Bond for STEM Facility</i>				
5230-5239	To Capital Projects	01	\$2,060,000	\$0	\$0	\$2,060,000
		<i>Purpose: Long Term Borrowing - Bond for STEM Facility</i>				
5252	To Expendable Trusts/Fiduciary Funds	05	\$67,000	\$0	\$67,000	\$0
		<i>Purpose: Athletics ETF</i>				
5252	To Expendable Trusts/Fiduciary Funds	06	\$75,000	\$0	\$75,000	\$0
		<i>Purpose: Maintenance ETF</i>				
5252	To Expendable Trusts/Fiduciary Funds	07	\$25,000	\$0	\$25,000	\$0
		<i>Purpose: Special Education ETF</i>				
<b>Total Proposed Special Articles</b>			<b>\$2,270,060</b>	<b>\$550,000</b>	<b>\$167,000</b>	<b>\$2,653,060</b>

Individual Warrant Articles

Account	Purpose	Article	School Board's Appropriations for period ending 6/30/2020 (Recommended)	School Board's Appropriations for period ending 6/30/2020 (Not Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Recommended)	Budget Committee's Appropriations for period ending 6/30/2020 (Not Recommended)
1200-1299	Special Programs	02 <i>Purpose: Support Staff</i>	\$30,323	\$0	\$30,323	\$0
2200-2299	Instructional Staff Services	02 <i>Purpose: Support Staff</i>	\$656	\$0	\$656	\$0
2310 (840)	School Board Contingency	08 <i>Purpose: Contingency</i>	\$100,000	\$0	\$100,000	\$0
2320 (310)	SAU Management Services	04 <i>Purpose: SAU</i>	\$878,364	\$0	\$878,364	\$0
2400-2499	School Administration Service	02 <i>Purpose: Support Staff</i>	\$7,705	\$0	\$7,705	\$0
2600-2699	Plant Operations and Maintenance	02 <i>Purpose: Support Staff</i>	\$23,373	\$0	\$23,373	\$0
2800-2999	Support Service, Central and Other	02 <i>Purpose: Support Staff</i>	\$8,564	\$0	\$8,564	\$0
<b>Total Proposed Individual Articles</b>			<b>\$1,048,985</b>	<b>\$0</b>	<b>\$1,048,985</b>	<b>\$0</b>



### Revenues

Account	Source	Article	Revised Revenues for period ending 6/30/2019	School Board's Estimated Revenues for period ending 6/30/2020	Budget Committee's Estimated Revenues for period ending 6/30/2020
<b>Local Sources</b>					
1300-1349	Tuition	03	\$5,000	\$10,000	\$10,000
1400-1449	Transportation Fees		\$0	\$0	\$0
1500-1599	Earnings on Investments	03	\$5,000	\$4,500	\$4,500
1600-1699	Food Service Sales	03	\$353,000	\$353,000	\$353,000
1700-1799	Student Activities		\$0	\$0	\$0
1800-1899	Community Services Activities		\$0	\$0	\$0
1900-1999	Other Local Sources	03	\$5,000	\$15,000	\$15,000
<b>Local Sources Subtotal</b>			<b>\$368,000</b>	<b>\$382,500</b>	<b>\$382,500</b>
<b>State Sources</b>					
3210	School Building Aid	03	\$181,362	\$191,362	\$191,362
3215	Kindergarten Building Aid		\$0	\$0	\$0
3220	Kindergarten Aid		\$0	\$0	\$0
3230	Catastrophic Aid	03	\$594,000	\$589,000	\$589,000
3240-3249	Vocational Aid		\$0	\$0	\$0
3250	Adult Education		\$0	\$0	\$0
3260	Child Nutrition	03	\$3,000	\$3,000	\$3,000
3270	Driver Education		\$0	\$0	\$0
3290-3299	Other State Sources		\$0	\$0	\$0
<b>State Sources Subtotal</b>			<b>\$778,362</b>	<b>\$783,362</b>	<b>\$783,362</b>

### Revenues

Account	Source	Article	Revised Revenues for period ending 6/30/2019	School Board's Estimated Revenues for period ending 6/30/2020	Budget Committee's Estimated Revenues for period ending 6/30/2020
<b>Federal Sources</b>					
4100-4539	Federal Program Grants	03	\$25,000	\$25,000	\$25,000
4540	Vocational Education		\$0	\$0	\$0
4550	Adult Education		\$0	\$0	\$0
4560	Child Nutrition	03	\$38,000	\$38,000	\$38,000
4570	Disabilities Programs	03	\$235,000	\$235,000	\$235,000
4580	Medicaid Distribution	03	\$146,457	\$115,000	\$115,000
4590-4999	Other Federal Sources (non-4810)		\$0	\$0	\$0
4810	Federal Forest Reserve		\$0	\$0	\$0
<b>Federal Sources Subtotal</b>			<b>\$444,457</b>	<b>\$413,000</b>	<b>\$413,000</b>
<b>Other Financing Sources</b>					
5110-5139	Sale of Bonds or Notes	01	\$1,660,000	\$2,060,000	\$2,060,000
5140	Reimbursement Anticipation Notes		\$0	\$0	\$0
5221	Transfers from Food Service Special Revenues Fund		\$0	\$0	\$0
5222	Transfer from Other Special Revenue Funds		\$0	\$0	\$0
5230	Transfer from Capital Project Funds		\$0	\$0	\$0
5251	Transfer from Capital Reserve Funds		\$0	\$0	\$0
5252	Transfer from Expendable Trust Funds		\$0	\$0	\$0
5253	Transfer from Non-Expendable Trust Funds		\$0	\$0	\$0
5300-5699	Other Financing Sources		\$0	\$0	\$0
9997	Supplemental Appropriation (Contra)		\$0	\$0	\$0
9998	Amount Voted from Fund Balance	07, 08, 06, 05	\$0	\$267,000	\$267,000
9999	Fund Balance to Reduce Taxes	03	\$0	\$200,000	\$200,000
<b>Other Financing Sources Subtotal</b>			<b>\$1,660,000</b>	<b>\$2,527,000</b>	<b>\$2,527,000</b>
<b>Total Estimated Revenues and Credits</b>			<b>\$3,250,819</b>	<b>\$4,105,862</b>	<b>\$4,105,862</b>

### Budget Summary

Item	School Board Period ending 6/30/2020 (Recommended)	Budget Committee Period ending 6/30/2020 (Recommended)
Operating Budget Appropriations	\$23,113,302	\$23,113,302
Special Warrant Articles	\$2,270,060	\$167,000
Individual Warrant Articles	\$1,048,985	\$1,048,985
Total Appropriations	\$26,432,347	\$24,329,287
Less Amount of Estimated Revenues & Credits	\$4,105,862	\$4,105,862
Less Amount of State Education Tax/Grant	\$5,311,731	\$5,311,731
<b>Estimated Amount of Taxes to be Raised</b>	<b>\$17,014,754</b>	<b>\$14,911,694</b>

### Supplemental Schedule

<b>1. Total Recommended by Budget Committee</b>	<b>\$24,329,287</b>
<b>Less Exclusions:</b>	
2. Principal: Long-Term Bonds & Notes	\$621,860
3. Interest: Long-Term Bonds & Notes	\$177,804
4. Capital outlays funded from Long-Term Bonds & Notes	\$0
5. Mandatory Assessments	\$0
6. Total Exclusions <i>(Sum of Lines 2 through 5 above)</i>	\$799,664
<b>7. Amount Recommended, Less Exclusions (Line 1 less Line 6)</b>	<b>\$23,529,623</b>
8. 10% of Amount Recommended, Less Exclusions <i>(Line 7 x 10%)</i>	\$2,352,962
<b>Collective Bargaining Cost Items:</b>	
9. Recommended Cost Items (Prior to Meeting)	\$0
10. Voted Cost Items (Voted at Meeting)	\$0
11. Amount voted over recommended amount (Difference of Lines 9 and 10)	\$0
<b>12. Bond Override (RSA 32:18-a), Amount Voted</b>	<b>\$0</b>
<b>Maximum Allowable Appropriations Voted at Meeting: (Line 1 + Line 8 + Line 11 + Line 12)</b>	<b>\$26,682,249</b>

***MEETING NOTES***

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# **Government Leadership and Administration**

For the Year Ending June 30, 2018

## **Hollis Brookline Cooperative School Board**

Mr. Thomas Solon, Chair	Term Expires 2021
Mrs. Cindy VanCoughnett	Term Expires 2020
Mrs. Elizabeth Brown	Term Expires 2021
Mrs. Krista Whalen	Term Expires 2019
Mr. John Cross	Term Expires 2019
Mrs. Holly Deurloo Babcock	Term Expires 2019
Ms. Melanie Levesque	Term Expires 2020

Mr. Drew Mason, Moderator	Term Expires 2019
Mr. Robert Rochford, Treasurer	Appointed 2016
Mrs. Diane Leavitt, School District Clerk	Appointed 2008

## **Hollis Brookline Cooperative Budget Committee**

Ms. Darlene Mann, Chair	Term Expires 2019
Mr. Brian Rater	Term Expires 2021
Mr. Lorin Rydstrom	Term Expires 2021
Mr. James Solinas/Matt McGuire	Term Expires 2019
Mr. Raul Blanche	Term Expires 2020
Mr. David Blinn	Term Expires 2020
Mr. Thomas Enright	Term Expires 2019

## **SAU #41 Administration**

Mr. Andrew F. Corey	Superintendent of Schools
Ms. Gina Bergskaug	Assistant Superintendent
Ms. Kelly Seeley	Business Administrator
Ms. Amy Rowe	Assistant Superintendent of Student Services
Mrs. Anne Elser	Assistant Director of Student Services
Mr. Richard Raymond	Network Administrator
Mrs. Kristen Maher	Assistant Business Administrator
Mrs. Linda Sherwood	Assistant Business Administrator

## **Hollis Brookline Middle School**

Mr. Robert Thompson, Principal  
Mrs. Patricia Flynn, Assistant Principal  
Mrs. Jennifer Campbell, Special Education Coordinator

## **Hollis Brookline High School**

Mr. Richard Barnes, Principal  
Mr. Robert Ouellette, Assistant Principal  
Ms. Amanda Zeller, Assistant Principal  
Ms. Lauren DiGennaro, Assistant Principal

# 2018 Hollis/Brookline Cooperative School District Annual Meeting Minutes

15 March 2018 Part 1 of 4.

## Hollis Brookline Coop School Board

Elizabeth Brown-Chair, Cindy VanCoughnett-Vice Chair, Melanie Levesque-Secretary  
John Cross, Holly Deurloo Babcock, Tom Solon, Krista Whalen-Budget Committee Representative

## Hollis Brookline Coop Budget Committee

Darlene Mann-Chair, Raul Blanche-Vice Chair, Brian Rater-Secretary, David Blinn, Tom Enright  
Lorin Rydstrom, James Solinas, Krista Whalen-School Board Representative

## SAU #41 Administration

Andrew Corey, Superintendent  
Gina Bergskaug, Assistant Superintendent  
Kelly Seeley, Business Administrator

## Hollis Brookline High School

Richard Barnes, Principal  
Robert Ouellette, Assistant Principal  
Amanda Zeller, Assistant Principal

## Hollis Brookline Middle School

Robert Thompson, Principal  
Patricia Flynn, Assistant Principal

The meeting was called to order at 7:05pm by the Moderator, Drew Mason at the Hollis Brookline Cooperative High School gymnasium. The meeting was started with the Pledge of Allegiance and the National Anthem was sung by the Hollis Brookline Coop Chorus, under the direction of Nancy Spencer: Amelia Collard, William Oehler, Katie Hersey, Rachel DeLong, Erin Moynihan, Madison Kepnes, Michael Friedman, Patrick Bloniasz, and Tatiana Madsen. Moderator recognized all veterans and serving members of our armed forces.

Elizabeth Brown, School Board Chair introduced the School Board. Darlene Mann, Budget Committee Chair introduced the Budget Committee. SAU 41 Superintendent Andy Corey introduced the SAU and the School staff. Moderator introduced, School District Clerk, Diane Leavitt, School District Council, James O'Shaughnessy and the assistants and volunteer counters on the floor. Moderator went over the rules of the meeting, overview of the warrant and time schedule. Jim Belanger motioned to adopt the rules of the meeting. Seconded by Raul Blanche. **CARRIED** by a card vote.

Moderator showed results of the Town Elections. Thanked all DPW workers who worked during the snow storm for all their help in clearing the roads on election day. He also thanked all the registered voters who ventured out during the snow storm to vote. State of the Schools by Andy Corey, Superintendent of Schools gave a presentation. Accomplishments of the School Board and a presentation was given by Elizabeth Brown School Board Chair, she also publically thanked Mark Illingworth, Christy Grieff and Gayle Bottcher who will be retiring this year. Overview of Articles were presented by Darleen Mann, Budget Committee Chair.

**Article 1.** To see if the District will vote to raise and appropriate the sum of \$1,660,000 (gross budget) for installation of an artificial turf athletic field at the Hollis Brookline High School (the "Project"); and to authorize the issuance of \$1,660,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33); and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and to authorize the School Board to accept on behalf of the District any federal, state, or private funds that may become available for any part of the Project and to use such funds to reduce the amount of bonds or notes issued for the Project and/or offset future debt service costs; and to raise and appropriate the sum of \$24,324 for the first year's principal and interest payment on

the bonds or notes issued. **The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (4-2-0).**

Elizabeth Brown motioned to bring Article 1 to the floor. Seconded by Darlene Mann. Andy Corey gave a presentation. Darlene Mann gave a presentation. Discussions ensued.

Tiffany Tester motioned to move the question. Seconded by someone from the floor. Moderator brought motion to a vote. **CARRIED** by card vote.

Moderator brought Article 1 to a secret ballot vote. Polls open three hours for Article 1.  
**YES - 537 NO - 264 CARRIED** by 2/3 secret ballot vote.  
801 ballots cast, required 2/3 (534) to pass. Spoiled ballots 10.

**Article 2.** To see if the District will vote to raise and appropriate the sum of \$1,980,000 (gross budget) for renovations at the Hollis Brookline High School to create and equip a new fitness center and STEM lab (the "Project"); and to authorize the issuance of \$1,980,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33); and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and to authorize the School Board to accept on behalf of the District any federal, state, or private funds that may become available for any part of the Project and to use such funds to reduce the amount of bonds or notes issued for the Project and/or offset future debt service costs; and to raise and appropriate the sum of \$29,013 for the first year's principal and interest payment on the bonds or notes issued. **The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (5-1-0).**

Elizabeth Brown motioned to bring Article 2 to the floor. Seconded by Darlene Mann. Andy Corey gave a presentation. Hollis Brookline Sophomore student, Cam Hallett gave a video presentation. Darlene Mann gave a presentation. Discussions ensued.

Jill Loger motioned to move the question. Seconded by Mike Harris. Moderator brought motion to a vote. **CARRIED** by a card vote.

Moderator brought Article 2 to a secret ballot vote. Polls open three hours for Article 2.  
**YES - 439 NO - 267 NOT CARRIED** by a 2/3 secret ballot vote.  
706 ballots cast, required 2/3 (471) Defeated by 32 votes.

**Article 3.** Shall the District vote to raise and appropriate the sum of **\$806,808** as the Hollis Brookline Cooperative School District's portion of the SAU budget of \$1,577,723 for the forthcoming fiscal year? This year's adjusted budget of \$1,543,057 with \$792,386 assigned to the school budget of this school district will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. **The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (4-2-0).**

Elizabeth Brown motioned to bring Article 3 to the floor. Seconded by Darlene Mann. Krista Whalen gave a presentation. Discussions ensued.

Matthew Janiak motioned to move the question. Seconded by Fred Hubert.  
Moderator brought motion to a vote. **YES - 294 NO - 79 CARRIED** by a card vote.  
Moderator brought Article 3 to a secret ballot vote. **YES - 265 NO - 139**  
Combined with Hollis School District Article 2 **YES - 54 NO - 4**  
Combined with Brookline School District Article 8 **YES - 501 NO - 264**  
**Total Votes for All Schools: YES - 820 NO - 407 CARRIED** by secret ballot vote.  
Maryann Shanley motioned to restrict reconsideration of Article 3. Seconded by Tammy Fareed.  
Moderator brought motion to a vote. **CARRIED** by card vote.

**Article 4.** To see if the Hollis Brookline Cooperative School District will vote to approve the cost of items included in the three-year collective bargaining agreement reached between the Hollis Brookline Cooperative School Board and the Hollis Education Association for the 2018-2019, 2019-2020 and 2020-2021 school years, which calls for the following increase in professional staff salaries and benefits at the current staffing levels:

<u>Fiscal Year</u>	<u>Estimated Increase</u>	<u>Fiscal Year</u>	<u>Estimated Increase</u>	<u>Fiscal Year</u>	<u>Estimated Increase</u>
2018-19	\$302,962	2019-20	\$342,447	2020-21	\$359,464

and further to raise and appropriate a sum of **\$302,962** for the first fiscal year (2018-2019 school year), such sum representing the additional costs attributable to the increase in professional staff salaries and benefits required by the new agreement over those that would be paid at current staffing levels. **The school board recommends this appropriation (6-0-0). The budget committee does not recommend this appropriation (2-4-0).**

Tom Solon motioned to bring Article 4 to the floor. Seconded by Cindy VanCoughnett. Presentation by Tom Solon. Presentation by Darlene Mann. Discussions ensued.

Eddie Arnold motioned to recess till 7:00 pm on Thursday, March 22 in the Hollis Brookline High School. Moderator clarified that the recess would start at the conclusion of Article 5. Seconded by Jill Loger. Discussions ensued. Moderator brought motion to a vote. **YES - 172 NO - 129 CARRIED** by a card vote

Petition received for secret ballot vote. Moderator brought Article 4 to a vote. **YES - 213 NO - 115** 2 spoiled votes **CARRIED** by a secret ballot vote.

Erin Hubbard motioned to restrict reconsideration of Article 4. Seconded by Darlene Mann. Moderator brought motion to a vote. **CARRIED** by card vote.

**Article 5.** Shall the District, if Article 4 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 4 cost items only? (Majority vote). **The school board recommends this appropriation (6-0-0).**

Darlene Mann motioned to pass over Article 5. Seconded by Michael Harris. Moderator brought motion to a vote. **CARRIED** by card vote.

Meeting adjourned at 2:30am, to reconvene March 22, 2018 at 7:00pm at the Hollis Brookline High School.

#### **HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT MEETING 22 March 2018 - Part 2 of 4.**

The meeting reconvened at 7:12pm by the Moderator, Drew Mason at the Hollis Brookline Cooperative High School gymnasium. On a positive note, Moderator congratulated State Champions Division II Girls Basketball and Boys Basketball.

Many verbal requests to the Moderator at the end of the March 15, 2018 meeting for a recount to Article 1. Recount of Article 1 will be first on the agenda. Moderator went over the rules of the recount and introduced the counters chosen to count the ballots in a roped off area of the room. Moderator brought Article 1 to a recount. Discussions ensued regarding meeting times, reconsideration motions, and all day voting. Moderator went over results of Articles 1-5 from the March 15th meeting.



**Article 2.**

Bruce McClure motioned to reconsider Article 2. Seconded by Elizabeth Cotton. **CARRIED** by a card vote.

Eric Pauer motioned to have an all day vote 7:30am - 7:00pm on the reconsideration of Article 2. Seconded by Peter Walker. Discussions ensued regarding how long to hold voting and meeting.

Fred Hubert motioned to move the question. Peter Walker seconded the motion. Moderator brought ending debate to a card vote. **CARRIED** by a card vote.

Moderator brought motion for all day voting to a vote. **CARRIED** by a card vote. **YES - 284 NO - 228**

Eric Pauer motioned to restrict reconsideration of motion to have all-day vote on Article 2. Seconded by Peter Walker. **CARRIED** by a card vote.

Moderator suggested a meeting time for discussion before the all day voting. Anita Walker motioned for a meeting time before voting day. Seconded by Stephen Luther. Moderator brought motion to a vote. **CARRIED** by a card vote.

Monday April 2, 2018 7:00pm in the Hollis Brookline High School to discuss reconsideration of Article 2. Tuesday April 3, 2018 all-day vote (7:30am - 7:00pm) and end meeting at 7pm. **CARRIED** by a card vote.

Peter walker motioned to reconsider Article 4. Seconded by Diane Pauer. **NOT CARRIED** by a card vote.

**Article 6.** To see if the school district will vote to approve the cost items for the first year of a three-year collective bargaining agreement reached between the Hollis Brookline Cooperative School Board and the Hollis Education Support Staff Association for the 2018-19, 2019-20 and 2020-21 school years, which calls for the following increases in support staff salaries and benefits at the current staffing levels:

<b><u>Fiscal Year</u></b>	<b><u>Estimated Increase</u></b>
<b>2018-19</b>	<b>\$78,813</b>

and further to raise and appropriate a sum of \$78,813 for the first fiscal year (2018-19 school year), such sum representing the additional costs attributable to the increase in support staff salaries and benefits required by the new agreement over those that would be paid at current staffing levels. This is the first year of a three year agreement. Negotiated cost item increases for the next fiscal year (2019-20) will require approval of a specific warrant article at the 2019 annual meeting. **The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (4-1-1).**

Krista Whalen motioned to bring Article 6 to the floor. Seconded by Darlene Mann. Krista Whalen gave a presentation. Discussions ensued.

Petition received for a secret ballot vote on Article 6. Moderator brought Article 6 to a vote. **YES - 410 NO - 69 CARRIED** by a secret ballot vote.

Edward Arnold motioned to take Article 8 out of order. Seconded by Rob Mann. Moderator brought motion to a vote. **CARRIED** by a card vote.

**Article 8.** To see if the school district will vote to raise and appropriate a sum of **\$21,294,000** for the support of schools, for the payment of salaries for the school district officials and agents and for the payment of statutory obligations of the district. This appropriation does not include appropriations voted in other warrant articles. **The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (4-2-0).**

Darlene Mann motioned to bring Article 8 to the floor. Seconded by Elizabeth Brown. Presentation Darlene Mann. Discussions ensued.

Eric Pauer motioned to amend Article 8 to read: raise and appropriate a sum of **\$19,164,600**.

Seconded by Diane Pauer. Discussions ensued.

Moderator brought amendment to a vote. **NOT CARRIED** by a card vote.

Moderator went over reconsideration, voting and how to proceed on Article 2 for the April 2-3 meeting. Some discussion on the final adjournment of COOP School District meeting and questions answered by School District Council, James O'Shaughnessy.

Moderator received a petition for a secret ballot vote on Article 8. Moderator brought Article 8 to a vote.

**YES - 381 NO - 99 CARRIED** by a secret ballot vote.

Rob Mann motioned to restrict reconsideration to Article 8 Seconded by Heidi Foster.

Moderator brought motion to a vote. **CARRIED** by a card vote.

### **Article 1.**

Moderator announced results of the recount to Article 1. **YES - 538 NO - 271 NOT CARRIED** by 2/3 secret ballot vote. 809 ballots cast, required 2/3 (540) to pass. Spoiled ballots 2.

Moderator brought counters and observers to the podium, the counters were unanimous in the way the ballots were counted. Melanie Levesque spoke to the fact that two of the observers did not agree with the ripped ballot being counted. There were more "no" ballots ripped than "yes". Moderator announced that the election is contested.

Also noted by the observers that ripped "no" ballots were found in the wrong envelope as a "yes" vote and "yes" ripped ballots were found in the wrong envelope as a "no" vote. Discussions ensued as to the voter's "intent" on the destroyed ballot that was cast. Confusion ensued from the floor as to what the sense of the meeting is. Heated discussion ensued. Moderator was looking for how the voters wanted to proceed at this point. Floor was looking for interpretation of the rules.

School District Council, James O'Shaughnessy gave an explanation. Shouting from the floor ensued. Moderator and School District Council, James O'Shaughnessy answered questions.

Christian Cutrel motioned to reconsider Article 1. Seconded by someone on the floor.

Moderator brought motion to a vote. **CARRIED** by a card vote.

Moderator stated that reconsideration of Article 1 will be Monday, April 2 along with Article 2.

Vote on Article 1 will be on Tuesday, April 3 along with Article 2.

Tom Enright asked a question to School District Council, James O'Shaughnessy regarding the fact that specific rules of the March 15th meeting stated that if you destroy a ballot by tearing it, the ballot will not count. During the recount on March 22nd, the moderator tried to have the counters match the torn ballots and try and determine the "intent" of the voter. Tom Whalen motioned to challenge the moderators assumption of "intent" to recount the ballots for a third time because he challenges that the counters cannot determine the "intent" of the voter and to challenge the recount. Would like to invalidate the motion to reconsider Article 1.

Moderator brought motion to a card vote - **(A):** Changing the rules from the first meeting to allow the counters to attempt to determine the "intent of the voter" by counting the torn or unmarked ballot, or **(B):** Keeping the rules from the first meeting that states any torn or unmarked ballot will not count.

**(A) - 109 (B) - 323 (B) CARRIED** by a card vote.

Based on this vote, Moderator declared the results of the vote on Article 1 from the 1st count as follows:

**YES - 537 NO - 264** 801 ballots cast, required 2/3 (534) to pass. Spoiled ballots 10. Passed by 3 votes.

A sufficient number of people requested a 2nd recount of Article 1. Moderator brought Article 1 to a recount using the rules from the March 15th meeting. Tom Gehan asked about the reconsideration of Article 1 that

was voted on earlier. Moderator states that the voters have chosen the recount of votes so the motion to reconsider does not apply.

**Article 7.** Shall the District, if Article 6 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 6 cost items only? (Majority vote). **The school board recommends this appropriation (6-0-0).**

Rob Mann motioned to pass over Article 7. Seconded by Darlene Mann.  
Moderator brought motion to a vote. **CARRIED** by a card vote.

**Article 9.** To see if the school district will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate up to **\$100,000** to go into the fund. This sum to come from the unassigned fund balance available on July 1, 2018, and no amount to be raised from taxation. Any appropriation left at the end of the year will lapse to the general fund. **The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (5-1-0).**

Liz Brown motioned to bring Article 9 to the floor. Seconded by Darlene Mann.  
Presentation Elizabeth Brown. Discussions ensued.

Russell Rogers motioned to end discussion. Seconded by Edward Arnold. **CARRIED** by a card vote.  
Moderator brought Article 9 to a vote. **CARRIED** by a card vote.

**Article 10.** To see if the school district will vote to raise and appropriate up to the sum of **\$70,000** to be added to the previously established Athletic Program and Services Expendable Trust Fund. The sum to come from the Hollis Brookline Cooperative School District's June 30, 2018 unassigned fund balance, available on July 1, 2018. **The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (5-1-0).**

Liz Brown motioned to bring Article 10 to the floor. Seconded by Darlene Mann.  
Presentation Liz Brown. Discussions ensued. Moderator brought Article 10 to a vote. **CARRIED** by a card vote.

**Article 11.** To see if the school district will vote to raise and appropriate up to the sum of **\$40,000** to be added to the previously established School Building and Facilities Maintenance Expendable Trust Fund. The sum to come from the Hollis Brookline Cooperative School District's June 30, 2018 unassigned fund balance, available on July 1, 2018. **The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (5-1-0).**

Liz Brown motioned to bring Article 11 to the floor. Seconded by Darlene Mann.  
Presentation Liz Brown. Discussions ensued. Moderator brought Article 11 to a vote. **CARRIED** by a card vote.

**Article 1.**

Moderator announced results of the second recount to Article 1.  
**YES - 535 NO - 266** Total votes 801 Votes needed to pass 534. **CARRIED** by 2/3 vote.

**Articles 6, 9, 10, and 11.**

Peter Walker motioned to restrict reconsideration of Articles 6, 9, 10 and 11. Seconded by Rob Mann.  
Moderator brought motion to a vote. **CARRIED** by a card vote.

**Article 12.** To see if the Hollis Brookline Cooperative School District will vote to raise and appropriate up to **\$25,000** the June 30 unassigned fund balance available for transfer on July 1, 2018 to be added to the previously established Special Education Expendable Trust Fund. No amount to be raised from taxation. **The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (5-1-0).**

Elizabeth Brown motioned to bring Article 12 to the floor. Seconded by Darlene Mann.

Elizabeth Brown motioned to amend Article 12 to replace the words between "up to" and "unassigned fund" with "up to the sum of \$25,000 to come from the Hollis Brookline Cooperative School District's June 30, 2018 unassigned fund". Seconded by Darlene Mann. Discussions ensued.

Moderator brought amended Article 12 to a vote. **CARRIED** by a card vote.  
Elizabeth Brown gave a presentation. Discussions ensued.

Tom Buteau motioned to amend Article 12 from \$25,000 to \$50,000. Seconded by Craig Plummer.  
**YES - 242 NO - 100 CARRIED** by a card vote

Moderator brought Article 12 to a vote. **CARRIED** by a card vote

Melinda Willis motioned to reconsider Article 1. Seconded by Peter Walker. **NOT CARRIED** by a card vote.

**Article 13.** To see if the school district will authorize the Hollis Brookline Cooperative School Board to access future year state and federal special education aid funds in the event that special education costs exceed budget limitations. **The school board recommends this article (6-0-0).**

Liz Brown motioned to bring Article 13 to the floor. Seconded by Darlene Mann.  
Presentation Liz Brown. Moderator brought Article 13 to a vote. **CARRIED** by a card vote .

**Article 14.** To transact any other business which may legally come before said meeting.

Fred Hubert motioned to adjourn. Seconded by Russell Rogers.  
Meeting adjourned at 11:30pm to reconvene April 2, 2018, 7:00pm at the Hollis Brookline High School.

### **HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT MEETING 2 April 2018 - Part 3 of 4.**

The meeting reconvened at 7:15pm by the Moderator, Drew Mason at the Hollis Brookline Cooperative High School gymnasium. Moderator read reconsideration of Article 2.

**Article 2.** To see if the District will vote to raise and appropriate the sum of \$1,980,000 (gross budget) for renovations at the Hollis Brookline High School to create and equip a new fitness center and STEM lab (the "Project"); and to authorize the issuance of \$1,980,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33); and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and to authorize the School Board to accept on behalf of the District any federal, state, or private funds that may become available for any part of the Project and to use such funds to reduce the amount of bonds or notes issued for the Project and/or offset future debt service costs; and to raise and appropriate the sum of \$29,013 for the first year's principal and interest payment on the bonds or notes issued. **The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (5-1-0).**

Liz Brown motioned to bring reconsideration of Article 2 to the floor. Seconded by Darlene Mann.  
Robotics team video was shown. Moderator asked the voters if a High School student who is not a registered voter can speak. **CARRIED** by a card vote.

No discussions ensued. David Saks motioned to adjourn. Seconded by Rob Mann.  
Moderator brought motion to a vote. **YES - 183 NO - 74 CARRIED** by a card vote.

Meeting ended at 7:50pm. All day voting Tuesday, April 3, 2018 at 7:30am - 7:00pm.

**HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT MEETING**  
**3 April 2018 - Part 4 of 4.**

All day secret ballot voting at the Hollis Brookline Mini Gym, 7:30am - 7:00pm for Article 2. Moderator closed the polls at 7:00pm and set up 3 tables with two sets of counters, the ballots were counted twice.

**Article 2.** To see if the District will vote to raise and appropriate the sum of \$1,980,000 (gross budget) for renovations at the Hollis Brookline High School to create and equip a new fitness center and STEM lab (the "Project"); and to authorize the issuance of \$1,980,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33); and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and to authorize the School Board to accept on behalf of the District any federal, state, or private funds that may become available for any part of the Project and to use such funds to reduce the amount of bonds or notes issued for the Project and/or offset future debt service costs; and to raise and appropriate the sum of \$29,013 for the first year's principal and interest payment on the bonds or notes issued. **The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (5-1-0).**

Moderator thanked all the volunteers, counters, ballot clerks and gave the results of Article 2.

**YES - 1231    NO - 807    NOT CARRIED** by 2/3 secret ballot vote.  
2038 ballots cast, required 2/3 ( Needed 1359 ) to pass. Failed by 128 votes.

David Saks motioned to adjourn. Seconded by Christian Futrell.  
Moderator brought motion to a vote. **CARRIED** by a card vote.

Meeting ended at 8:30pm.

Respectfully submitted,

*Diane T. Leavitt*

Diane Leavitt,  
Hollis Brookline Cooperative School District Clerk



POETRY OUT LOUD 2018

**Hollis/Brookline Cooperative Revenue, Expenditures and  
Changes in Fund Balances  
For Fiscal Year Ending June 30, 2018**

	General	Grants	Permanent Fund	Other Governmental Funds	Total Governmental Funds
<b>REVENUES</b>					
School district assessment	\$ 14,288,861				\$ 14,288,861
Other local	106,782		13,219	626,583	746,584
State	6,071,070			3,156	6,074,226
Federal	149,430	252,394		47,771	449,595
Total revenue	<u>20,616,143</u>	<u>252,394</u>	<u>13,219</u>	<u>677,510</u>	<u>21,559,266</u>
<b>EXPENDITURES</b>					
<b>Current:</b>					
Instruction	9,787,019	240,594		228,139	10,255,752
Support services:					-
Student	1,288,902	6,760		-	1,295,662
Instructional staff	552,830	5,040		534	558,404
General administration	121,021				121,021
Executive administration	754,648				754,648
School administration	936,638				936,638
Operation and maintenance of plant	1,245,072			241	1,245,313
Student transportation	1,055,863				1,055,863
Other	4,479,096				4,479,096
Non-instructional services				399,455	399,455
Debt service:					-
Principal	177,367				177,367
Interest	420,000				420,000
Facilities acquisition and construction		-			-
Total expenditures	<u>20,818,456</u>	<u>252,394</u>	<u>-</u>	<u>628,369</u>	<u>21,699,219</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(202,313)</u>	<u>-</u>	<u>13,219</u>	<u>49,141</u>	<u>(139,953)</u>
<b>Other financing sources (uses):</b>					
Transfers in	4,116			713	4,829
Transfers out			(4,829)		(4,829)
Total other financing sources and uses	<u>4,116</u>	<u>-</u>	<u>(4,829)</u>	<u>713</u>	<u>-</u>
Net change in fund balance	(198,197)	-	8,390	49,854	(139,953)
Fund balances, beginning	<u>1,454,316</u>		<u>427,845</u>	<u>156,505</u>	<u>2,038,666</u>
Fund balances, ending	<u>1,256,119</u>	<u>-</u>	<u>436,235</u>	<u>206,359</u>	<u>1,898,713</u>

**Hollis/Brookline Cooperative General Fund Comparison by Year  
For Fiscal Years Ending June 30**

	FY2016	FY2017	FY2018
School District Assessment			
Current Appropriation	13,804,794	14,919,589	14,288,861
Other Local Sources			
Tuition	6,472	0	
Investment Earnings	1,402	1,247	10,168
Impact Fees	20,282	18,505	23,996
Rentals	3,494	1,636	2,644
Contributions and Donations	0	1,600	
Athletics	59,875	68,793	66,132
Miscellaneous	148,717	131	1,931
Total Other Local Sources	240,242	91,912	104,871
State Sources			
Adequacy Aid (grant)	3,062,518	2,994,005	3,168,920
Adequacy Aid (tax)	2,152,706	2,103,120	2,138,804
School Building Aid	404,512	341,984	173,362
Special Education Aid	579,520	671,604	577,615
Vocational Tuition	5,927	9,498	10,453
Other			1,916
Total State Sources	6,205,183	6,120,211	6,071,070
Federal Sources			
Medicaid	195,895	206,735	149,430
Other Financing Sources			
Transfers in	4,987	4,198	4,116
Total Revenues and Other Financing	<b>20,451,101</b>	<b>21,342,645</b>	<b>20,618,348</b>



2018 GRADUATION

**Hollis/Brookline Cooperative School Board Balance Sheet**  
**Governmental Funds**  
**For Fiscal Year Ending June 30, 2018**

	General	Grants	Permanent	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>					
Cash and cash equivalents	\$ 971,903			\$ 255,979	\$ 1,227,882
Investments					-
Receivables:					-
Accounts	210			500	710
Intergovernmental	306,013	145,930	436,235	13,570	901,748
Interfund receivable	196,448				196,448
Inventory				10,370	10,370
Prepaid items	24,855				24,855
<b>Total assets</b>	<b>\$ 1,499,429</b>	<b>\$ 145,930</b>	<b>\$ 436,235</b>	<b>\$ 280,419</b>	<b>\$ 2,362,013</b>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>					
<b>Liabilities:</b>					
Accounts payable	\$ 107,253	\$ -		\$ 518	\$ 107,771
Accrued salaries and benefits	79,238				79,238
Intergovernmental payable	56,619			116	56,735
Interfund payable		145,930		50,518	196,448
<b>Total liabilities</b>	<b>243,110</b>	<b>145,930</b>	<b>-</b>	<b>51,152</b>	<b>440,192</b>
<b>Deferred inflows of resources:</b>					
Deferred revenue	200			22,908	23,108
<b>Fund balances:</b>					
Nonspendable	24,855		302,188	10,370	337,413
Restricted			134,047	163,085	297,132
Committed	474,335			32,904	507,239
Assigned	152,203				152,203
Unassigned	604,726				604,726
<b>Total fund balances</b>	<b>1,256,119</b>	<b>-</b>	<b>436,235</b>	<b>206,359</b>	<b>1,898,713</b>
<b>Total liabilities, deferred inflows of resources, and fund balances</b>	<b>\$ 1,499,429</b>	<b>\$ 145,930</b>	<b>\$ 436,235</b>	<b>\$ 280,419</b>	<b>\$ 2,362,013</b>



**Hollis/Brookline Cooperative Special Education Expenditures**  
**For Fiscal Years Ending June 30**

EXPENSES:	FY2016	FY2017	FY2018
Salaries	2,222,407	2,091,242	2,059,164
Benifts	425,558	426,756	421,177
Contracted Services	300,978	777,070	730,360
Transportation	386,544	426,249	338,543
Tuition	1,651,883	854,326	1,141,214
Supplies	19,788	54,296	92,643
Equipment	6,213	12,428	31,752
Other	6,808	1,290	1,355
Subtotal	5,020,179	4,643,657	4,816,208
REVENUE:			
Special Education Aid	579,520	671,604	577,615
Medicaid Distribution	195,895	206,735	149,429
Idea	266,286	223,375	240,594
Subtotal	1,041,701	1,101,714	967,638
Net Cost For Special Education	3,978,479	3,541,943	3,848,570

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**Hollis/Brookline Cooperative Debt Schedule**  
**For Fiscal Year Ending June 30, 2018**

	<b><u>HBMS Renovations</u></b>
Length of Debt (yrs)	20
Date of Issue	8/2004
Date of Final Payment	8/2024
Original Debt	\$7,703,400
Interest Rate	4.54%
Principal at Beginning of Year	\$4,010,000
Retired Issues this Year	\$420,000
Remaining Principal Balance Due	\$3,590,000
Remaining Interest Balance Due	\$584,780
Remaining Debt	<b>\$4,174,780</b>
Amount of Principal to be Paid in FY19	\$440,000
Amount of Interest to be Paid in FY19	\$155,867
Total paid in FY19	<b>\$595,867</b>

## Hollis/Brookline Cooperative School District Professional Staff Roster

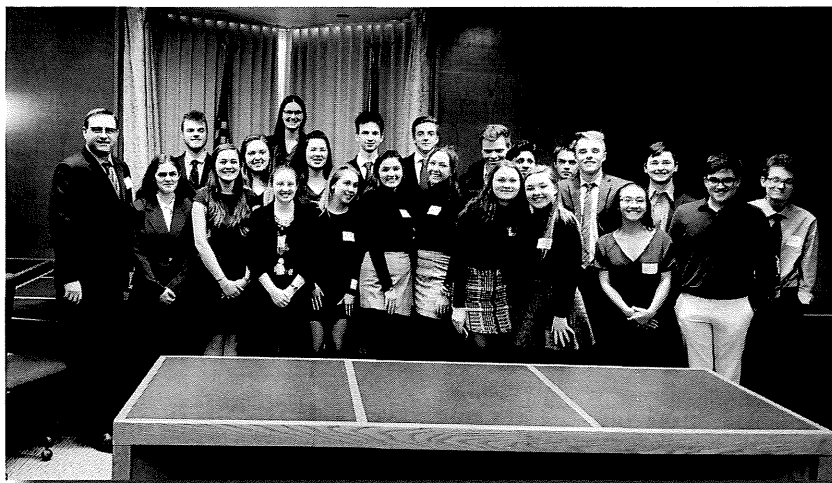
First Name	Last Name	Assignment	College/University	Degree
Richard	Barnes	Principal, HBHS	Northeastern Univ.	M.Ed.
Brian	Bumpus	Assistant Athletic Director, HBHS	UMASS Lowell	B.A.
Jennifer	Campbell	Special Ed. Coordinator, HBMS	New England College	C.A.G.S.
Lauren	DiGennaro	Assistant Principal, HBHS	Columbia University	M.A.
Patricia	Flynn	Assistant Principal, HBMS	Rivier	M.Ed.
Robert	Ouellette	Assistant Principal, HBHS	NH College	M.B.A.
Rhon	Rupp	Athletic Director, HBHS	Univ. North Carolina	B.A.
Robert	Thompson	Principal, HBMS	UNH	M.Ed.
Amanda	Zeller	Assistant Principal, HBHS	UNH	M.A.
Rebecca	Bagtaz	Special Education	Rivier	M.Ed.
Rebecca	Balfour	Social Studies	Univ. of New England	M.S.Ed.
Dorothy	Ball	Mathematics	Nova Southeastern Univ.	M.A.
Claudia	Banks	Spanish	University of Granada	M.A.
Matthew	Barbosa	Music/Theater	Westminster Choir College of Rider U.	M.Ed.
Jessica	Barrett	French	UNH	M.Ed.
Alexander	Basbas	Spanish	UNH	M.Ed.
Donald	Boggis	Physical Education/Wellness	Springfield College	M.S.
Dawn	Breault	Guidance/Transition Specialist	Assumption/Plymouth State Univ.	M.A./EdD
Christina	Brown	Mathematics	Rivier	M.Ed.
Allison	Buschmann	Physical Education	Springfield College	M.A.
Cristin	Cahill	Program Clinician	Rivier	M.A.
Stephen	Capraro	Social Studies	St. Anselm College	M.S.Ed.
Camille	Carson	Science	Rivier	M.S.
Amy	Chase	English	UNH	M.A.T.
Jennifer	Christman	Special Education	Keene State	B.S.-B.A.
Rodney	Clark	Science	Fitchburg State	M.Ed.
Megan	Cleary	Science	Keene State	B.S.
Catherine	Collard	Science	Univ. of Notre Dame	M.Ed.
Susan	Connelly	Social Studies	NYU	M.A.
Nancy	Cook	Psychologist	Notre Dame College	M.Ed.
Karen	Coutu	Reading Specialist	Rivier	M.Ed.
Lisa	Danis	English	UNH	M.A.T.
Bonnie	Del Signore	Mathematics	Brown Univ.	B.A.
Amanda	Delaney	Special Education	Rivier	M.Ed.
Laura	DeRosa	Social Studies	UNH	M.A.T.
Lynn	DiZazzo	English	Fairfield Univ.	B.A.
Kerry	Dod	Guidance	Notre Dame College	M.Ed.
Susan	Doyle	Special Education	Rivier	M.Ed.
Kelly	Ducharme	School Nurse	St. Anselm College	B.S.N.
Trevor	Duval	Social Studies	Austin State Univ.	M.Ed.
Janice	Ellerin	Science	Montclair State Univ. /Rutgers Univ.	M.A.
Christina	Ellis	Social Studies	UNH	M.A.
Katherine	Emerson	Science	Stonehill College	B.S.
Cole	Etten	Environmental Science/Math	Southern NH University	M.Ed.
Devin	Fauteux	Technology Education	Boston College	M.Ed.
Victoria	Flaherty	English	UNH	M.A.T.
Yolanda	Flamino	Science	Smith College	M.S.
Heidi	Foster	English	Harvard and Rivier	M.T.S. & M.A.T.
Michael	Fox	English	Middlebury	M.A.
Amber	Fox McNeil	School Nurse	UNH	BSN
Kimberly	Frye	ELL	UNH	M.Ed.
Leonid	Gershgorin	Reading	Rivier	M.A.T.
David	Gilbert	Mathematics	UMASS	M.Ed.
Jennifer	Given	Social Studies	Antioch New England	M.Ed.
Tracy	Gray	Physical Education	Keene State	B.S.
Pamela	Griffith	Special Education	SUNY, Potsdam	B.A.

## Hollis/Brookline Cooperative School District Professional Staff Roster - cont'd

First Name	Last Name	Assignment	College/University	Degree
Lauren	Grosse	English	UNH	M.A.T.
Joseph	Gruce, III	Computer	Duquesne Univ.	M.A.
Christine	Haight	Reading	Rivier	M.A.T. & Ed.D.
Katrina	Hall	Mathematics	Univ. of New England	Ph.D.
Heather	Hamilton	English	UNH	M.Ed.
Candice	Hancock	Family and Consumer Science	Keene State	B.S.
Shelli	Harris	Board Certified Behavior Analyst	Sage College	M.S.
Christine	Heaton	Library-Media	Antioch New England	M.A.
Katherine	Henderson	Social Studies	Southern NH University	M.Ed.
David	Hersey	Guidance	Rivier	M.Ed.
Linda	Illingworth	English	UNH	M.A.T.
Jamie	Johannsen	Social Studies	Boston University	B.A.
Melissa	Joyce	School Psychologist	Rivier	M.Ed./CAGS
Susan	Joyce	Guidance	Georgian Court University	M.A.
Susan	Kinney	Library Media	Plymouth State Univ.	B.S.
Chantel	Klardie	Guidance	UNH	M.Ed.
Jennifer	Klauber MacLeod	English	St. Michael's College	B.A.
Shannon	Kolb	Speech Assistant	Univ. of Florida	B.S.
Linda	Lannin	Occupational Therapy	Florida International Univ.	M.S.
Janet	Lash	Spanish	Regis College	B.A.
Tammy	Leonard	Mathematics	Univ. Mississippi	M.A.
Matthew	MacFarline	Latin	Brandeis University	M.A.
Melanie	Madden	Special Education	Rivier	M.Ed.
Sheila	Mandragouras	School Nurse	Tennessee State Univ.	MSN
Patricia	Marquette	Mathematics	UNH	B.S.
Kathleen	Maynard	Guidance	Rivier	M.Ed.
Elissa	McCormick	French	Plymouth State Univ.	M.Ed.
Judith	McDaniel	Mathematics	Rivier	M.B.A.
Michelle	McInnes	Behavior Specialist	Southern NH University	M.S.
Ann	Melim	English	UNH	M.A.
George	Minott	Science	UNH	B.A.
Susan	Mooers	Mathematics	Univ. Southern Maine	M.S.
Courtney	Moore	Science	Southern NH University	B.S.
Elisabeth	Nault	Music	Southern NH University	M.Ed.
Gregory	O'Brien	Social Studies	Southern NH University	M.A.
Lynne	Ouellette	Art	Keene State	B.S.
Christine	Page	Special Education	Fitchburg State	M.Ed.
Claire	Pare	English	UNH	M.Ed.
Crystal	Paul	Special Education	Keene State	B.A.
Lina	Pepper	Art	Plymouth State Univ.	B.S.
Nicole	Perry	English/Special Education	Plymouth State Univ.	M.A.
Eric	Perry	Science	Rensselaer Polytechnic University	M.S.
Paul	Picariello	Technology Education	Fitchburg State	M.Ed.
Alison	Piec	Mathematics	Rivier	M.A.T.
Stacey	Plummer	Mathematics	UNH	M.S.
Kerbert	Porter-Elliott	English	Harvard Univ.	M.A.
Matthew	Portu	Social Studies	Providence College	M.Ed.
Theresa	Risdal	Guidance	Notre Dame College	M.A.
Erin	Robbins	Spanish	Boston College	M.A.
Milton	Robinson	Special Education	Rivier	M.Ed.
Kristen	Roy	Spanish	SUNY Albany	M.Ed.
Annie	Roy-Faucher	French	Rivier	M.A.
Michelle	Sacco	Special Education	Oakland Univ.	M.A.
Mariealana	Salamone	English	Rivier	M.A.
Pamela	Saucier	Social Studies	Southern NH University	M.Ed.
Audra	Saunders	Art	Rivier	M.Ed.
Alexander	Simo	Physical Education	Plymouth State Univ.	M.Ed.
Lorna	Spargo	Mathematics	University of Phoenix	M.S.

## Hollis/Brookline Cooperative School District Professional Staff Roster - cont'd

First Name	Last Name	Assignment	College/University	Degree
Nancy	Spencer	Music	U. Conn	M.Music
Maria	St. Pierre	Health/Science	UMASS Lowell	B.S.
Jennifer	Staub	Social Studies	Tufts University	M.A.T.
Elizabeth	Sulin	Program Clinician	Boston College	M.S.W.
Carol	Swanson	Mathematics	Rivier	M.Ed.
Trudi	Thompson	Science	Clemson	B.S.
Francis	Tkaczyk	Special Education	Notre Dame College	M.Ed.
David	Umstead	Instrumental Music	Univ. of Louisville	M.M.
Kirsten	Werne	Mathematics	Rivier	M.A.T.
Erin	White	Health-Wellness	UNH	B.S.
Adam	Wilcox	Science	Columbia Univ.	M.A.
Katherine	Williamson	Science	UNH	M.Ed.
Richard	Winslow	Guidance	UNH & Keene State	M.A. & M.Ed.



WE THE PEOPLE 2018



LUNCH TIME AT THE HOLLIS MIDDLE SCHOOL

## Hollis/Brookline Middle School Administrative Report

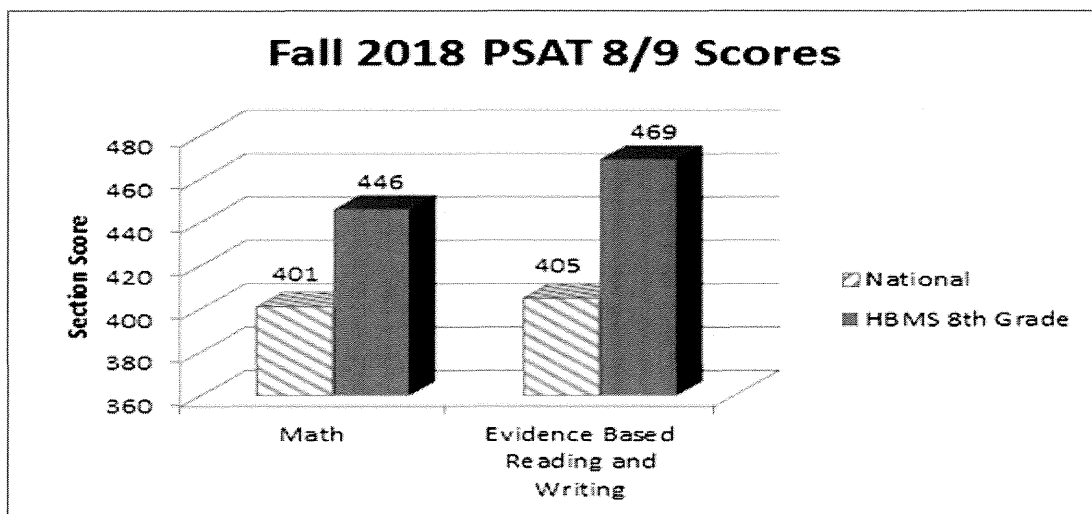


Hollis Brookline Middle School is a vibrant and dynamic learning environment that is fiercely committed to students and their learning. Being committed to educating the whole child, Hollis Brookline Middle School seeks to develop the intellectual, social and emotional needs of our students.

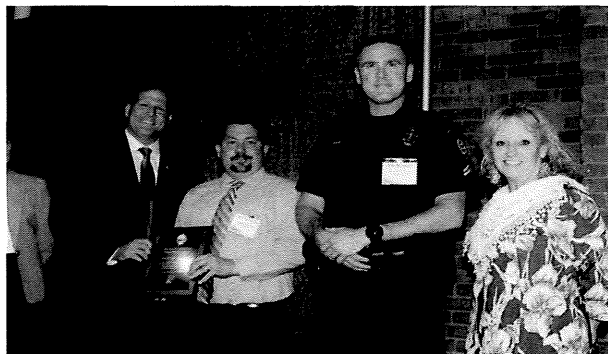
The foundation of Hollis Brookline Middle School is built on positive relationships and the development of a sense of “One Community” amongst our two towns. Over the past school year, we worked to revise our comprehensive advisory curriculum, ROCK. The goal of ROCK is for students and staff to build relationships and to ensure that every student has a voice. Student voice and school-wide community building has been at the forefront of school culture. Student-led school-wide meetings and an active student government have played a vital part in this process. The Hollis Brookline Middle School Student Services Department has worked closely with the Community Action for Safe Teens (CAST) Coalition for Red Ribbon week and prevention to promote healthy choices among our students.

One goal for Hollis Brookline Middle School this past school year has been to reduce chronic absenteeism and school refusal. The team has designed and implemented structures, interventions and supports where they are committed to helping students whose attendance puts them at risk of educational failure. Throughout the 2017-2018 school year, the team provided intervention to 19 students who missed a total of 511 days of the 2016-2017 school year. These same students when tracked over a two year period decreased to 289.

Hollis Brookline Middle School provides a comprehensive academic program that ensures students have the prerequisite skills necessary to be successful members of their communities. This fall, our 8th grade students participated in the PSAT 8/9, which is the first in the College Board’s SAT Suite of Assessments. The purpose of the PSAT 8/9 is to establish a starting point in terms of college and career readiness as our students transition to high school. Hollis Brookline Middle School uses the data received from the assessment, along with other pieces of student achievement data, to continuously revise and improve our academic programming.



Providing students with a safe school environment continues to be one of the highest priorities for Hollis Brookline Middle School. Recently, the middle school has made several security upgrades to the building including high resolution video surveillance, a new front door entry system, security film for windows and many other upgrades. Additionally, Hollis Brookline Middle School is highly committed to ensuring that all staff are highly trained in best practices related to school safety. As a result, Hollis Brookline Middle School was the 2018 recipient of the Department of Safety and Homeland Security's School Emergency Preparedness award.



After two years of planning, the Hollis Brookline Middle School Community Greenhouse opened in the Spring of 2018. The Greenhouse was a collaboration between multiple community groups including the Hollis and Brookline Rotary, UNH Cooperative Extension and the Hollis Garden Club. The greenhouse has become an important component of the Hollis Brookline Middle School Core Curriculum. This summer, students who participated in our Extended School Year Program (ESY) were the stewards of the greenhouse, growing a variety of vegetables including tomatoes, cucumbers, squash, zucchini and peppers. Vegetables from the greenhouse were used for the Souhegan Valley Chamber of Commerce Farm to Table Event in August.

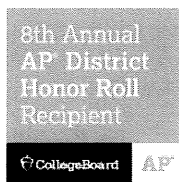


Hollis Brookline Middle School is a thriving community of learners where faculty and staff are committed to creating a learning environment conducive to the academic, social and emotional well-being of our students. We are grateful to our PTSA who are collaborative members of our team, and help build strong home-school connections, and to our community partners who take an active interest in our students.

Sincerely,

Bob Thompson, Principal Hollis Brookline Middle School  
Patti Flynn, Assistant Principal Hollis Brookline Middle School  
Jennifer Campbell, Assistant Principal for Student Services

## Hollis/Brookline High School Administrative Report



In 2018, U.S News and World Report once again ranked Hollis-Brookline High School among the top five in New Hampshire! The College Board listed HBHS as a member of the 8<sup>th</sup> Annual AP District Honor Roll. HBHS was among only 447 school districts in the U.S and Canada increasing access to AP curriculum to more students while improving the rate at which students pass the exam. We are proud of these awards and view them as an accurate representation and result of the tremendous effort of staff throughout SAU #41. Each year we focus on building upon our culture of excellence in the effort to offer the best 21<sup>st</sup> century education that will enable our students to meet the demands of a highly skilled and competitive workforce.

Our focus for 2018 was to review the role of our core values adopted during our last accreditation, determine the direction of technology on instruction, and to review current best practices in the building and areas where we can improve upon our success. Voter approval of a significant upgrade to our wireless infrastructure has paved the way for a rollout of the 5-year technology plan to be presented in 2019. In terms of best practices, we were proud that Dave Umstead, Christine Heaton, and Candice Hancock were recognized as New Hampshire Teacher's of the Year for Music, Library and Media Program, and Consumer and Family Sciences respectively. It is always an honor to have one teacher recognized in a given year. The fact that HBHS had three is extraordinary. In an effort to continuously improve, we underwent a complete reorganization of our Student Services which includes special education and school counseling departments. This reorganization was completed in an effort to enhance our existing delivery model and increase our levels of support for all students.

We take great pride in the academic successes of our students. HBHS students excel in many areas. In 2018, 63 new members were inducted into the HBHS National Honor Society. Our SAT, ACT, and AP test scores continue to be among the most competitive in the state. HBHS also has a fine tradition of seniors entering the military after graduation. In 2018, the following four seniors entered the military: Clement Sherwood- Marine Air National Guard, Eliza Daskalos- ROTC, Air Force, Hannah Hayes- ROTC, Army and Aidan Canfield, enlisted in United States Air Force.

Many wonderful things occur in the classrooms of HBHS every day. Our talented staff knows how to bring the curriculum alive. One of many examples is the annual Trebuchet project. For over 13 years, Hollis Brookline High School physics students have been participating in this annual event. In this engineering design challenge, teams of 4-6 students are tasked with working together to design, build, calibrate, and test a working trebuchet, a medieval siege device used to launch a projectile using nothing but the force of gravity via a counterweight and lever arm. The students must launch a water balloon a distance of 30 meters to receive an A, and they receive bonus points if they dress up in medieval costumes or hit an exact target (their physics teacher!). Over the course of several weeks, the students are required to maintain an individual engineering logbook, complete with design sketches, meeting minutes, testing procedures, launch data, calculations, and reflections upon the outcome of testing day. This activity is one of the most popular events at HBHS, and all students are encouraged to take physics so they can have the chance to participate in this exciting and challenging project during their high school career.

Once again, Trebuchet was expanded to include 3<sup>rd</sup> grade students from Hollis Primary School and Richard Maghakian Memorial School in Brookline. The day was a tremendous success. Teachers from the high school enjoyed collaborating with their colleagues from our sending districts. Most importantly, the enthusiasm from the high school and elementary school students was contagious.

Hollis-Brookline High School students also excel in athletics and the arts. Cavalier Athletics had perhaps their best year in the history of the Hollis-Brookline Coop. In the winter, both Boys and Girls Basketball were Division II State champions! The Girls Ski Team finished third overall at their state championship event with skier Stephanie

Menard going on to win the Division II State Meet. The Boys Ski Team finished in 6<sup>th</sup> place at the state meet. Clement Sherwood won the Division II State meet for Wrestling.

In the spring, the Boys Lacrosse team was competitive as they qualified for post-season play once again. The Boys Volleyball made the tournament again advancing all the way to the Final 4 for the fourth year in a row. The Boys Tennis and Girls Lacrosse team advanced to the Division II finals were they were runner-up to champions Souhegan and Portsmouth respectively.

This fall, the Girls Volleyball team won their fifth Division I State Championship in eight years, and fourth title in a row! Some in the media have suggested that this team is among the top four teams in New Hampshire high school sports history. The team is currently ranked 208 out of all 15,000 teams in the United States! The Boys Soccer team qualified for their NHIAA tournament winning their first round game before falling in the second round. The Football team had a competitive season as well narrowly missing the playoffs.

Hollis Brookline High School is also proud to announce that they are home to twenty NHIAA Scholar Athletes, who have participated and lettered in two or more sports, while maintaining a B+ average or better, and participating in community service. We also were proud to have four senior students who were recognized for participating in three sports each during all four of their years at HBHS. Our students' accomplishments on and off the field are truly amazing.

The Music Department was pleased to announce this fall The Music Department is very proud to announce that sixteen of our musicians have been named into the 2019 All-State Music Festival. This includes an HB school record tying nine from the choir. Our students were selected through a rigorous live audition process involving over 1100 students.

Our students' performance in music and choir is a testament to their talent, hard work, and the high caliber of instruction and guidance from our Music Director Dave Umstead and Choral Director Matt Barbosa.

Many students also participate in the Theatre and Visual Arts programs. If you have not yet seen one of the Hollis Brookline Musical performances which are presented each March, please mark your calendars for this year's presentation of *Mama Mia*. Each year the combined efforts of the music, visual arts and theatre programs come together in a wonderful musical production which could compete with any semiprofessional performance.

Teachers and staff give countless hours outside of the classroom to help our students succeed. With more than 100 clubs, organizations, and sports teams advised by Hollis Brookline High School staff, we provide a wide range of opportunities for our students to become involved and engaged. In 2018, the HBSH Math Team finished second in their league after another competitive season under the guidance of advisors Mrs. Stacey Plummer and Mrs. Sue Moores.

With great anticipation, HBHS Robotics Team 1073 awaits kickoff to build season on January 5! Kickoff is the start of the build season in which the team must design, build and program a new robot to compete. The students and mentors have been preparing all fall for this exciting time. With six weeks to complete the robot, FRC 1073 will get ready for the upcoming competitions. Looking forward to a successful season, similar to last year, the team hopes to qualify again for the New England District Championship where they will have the opportunity qualify and return to the World Championships! Last year, the team ranked 49 out of 209 teams in New England heading into the District Championships. As always, information about the HBHS FIRST Robotics team 1073 can be found on their website: <https://www.frc1073.org/>

As we come to the close of 2018, we look forward to a continued commitment to provide an excellent and well-rounded education for the students of Hollis and Brookline.

Respectfully submitted  
Richard D. Barnes, Principal



# Hollis/Brookline Cooperative School Budget Committee Report

## Introduction

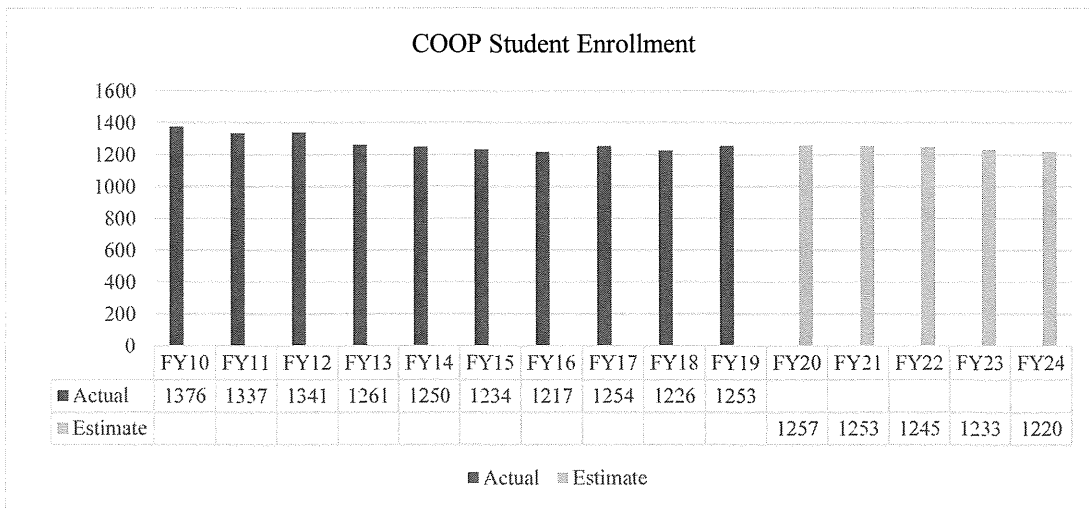
The Cooperative Budget Committee operates under Municipal Budget Law (NH RSA 32) in support of the Hollis Brookline Cooperative School District (HBCSD). NH RSA 32 governs HBCSD by outlining and “establish[ing] uniformity in the manner of appropriating and spending public funds” which provides consistency for budget committees with responsibility for “assisting its voters in the prudent appropriation of funds” (NH RSA 32:1). Under this statute, the HBCSD Budget Committee retains the statutory obligation and responsibility for developing the budget for HBCSD which is comprised of the Hollis Brookline Middle School (HBMS) and Hollis Brookline High School (HBHS). The Budget Committee established to support HBCSD is comprised of eight members--four elected members representing the town of Hollis, three elected members representing the town of Brookline, and one member appointed by the Hollis Brookline Cooperative School Board--and meets monthly. Community members have an opportunity at monthly meetings to voice concerns and considerations to the Budget Committee. The annual vote at the District Meeting is the opportunity for the legislative body to approve the final funding level for HBCSD and the resulting impact to individual taxes.

## Approach

The Budget Committee supports a budget that upholds the educational and strategic goals of HBCSD and responsibly considers the impact to the towns that comprise the Cooperative (COOP). Articulating budget guidance early in the budget process enables the SAU41 administration to gauge budget impacts within the framework of its Strategic Plan. The Budget Committee works with the SAU administration, the administration of both schools, and the School Board to understand the components and financial impacts of the budget under development that is presented for the consideration of the legislative body. Throughout the budgeting process, the Budget Committee evaluates prior year(s) performance and trends against projected costs. The Budget Committee sincerely appreciates the collaborative efforts of the School Board and administrators of HBCSD and SAU41 to comprehensively address our collective inquiries with information that enables data driven analysis and fact based discussion which are both critical to a successful budget process.

## Student Enrollment Trends

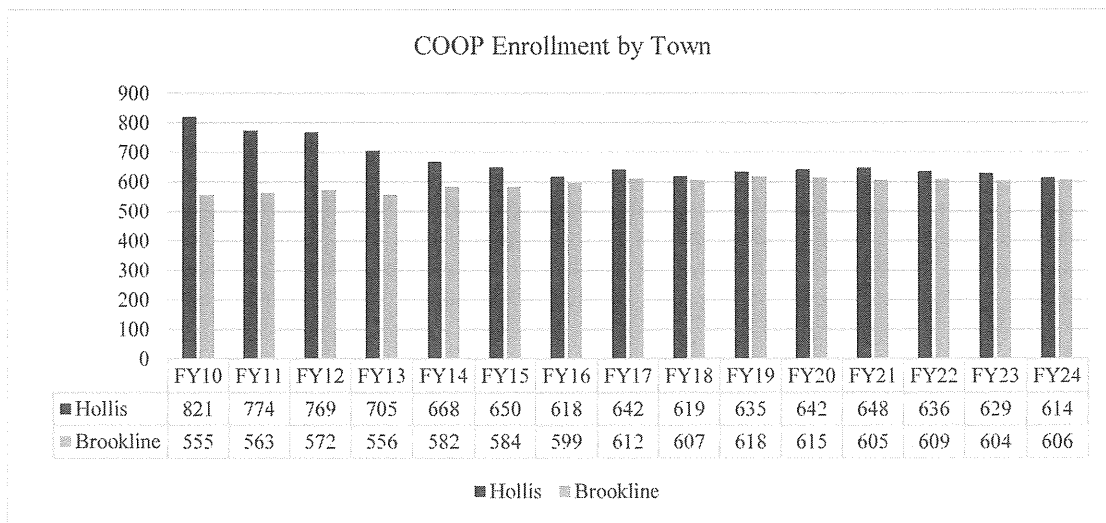
Since FY10, HBCSD has managed its programs, resources, and facilities while experiencing a net decline in enrollment from 1376 to 1253. Reported district enrollment for FY19 of 1253 represents a 2% increase from the prior year.



Student enrollment data based on NESDEC reports of historic and future enrollment. FY19 BA reported enrollment.

By town, the student population trend reflects a relatively even distribution of students between Hollis and Brookline from FY16 through FY24. However, from FY10 through FY19, Hollis’ student population has declined by 23%. During the same period, Brookline has realized a 11% increase in student population.

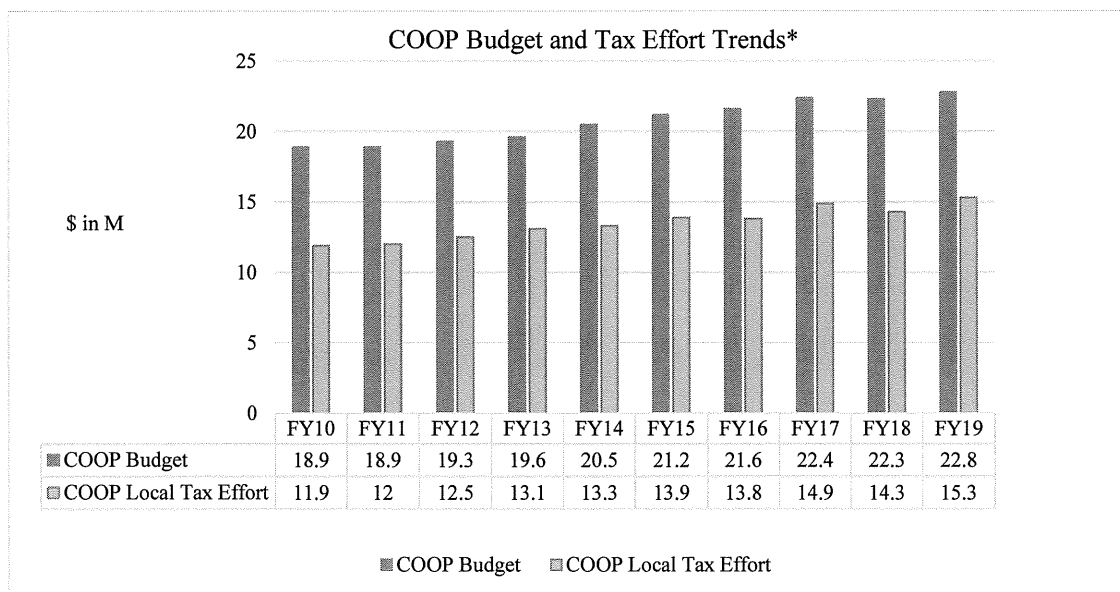
For the current school year (FY19), the enrollment distribution is 50.7% of students from Hollis and 9.3% of students from Brookline which represents a minor shift in the enrolled student composition of .2 percentage points from the prior year. Projections through FY24 indicate Hollis retaining greater than 50% of the student population.



Student enrollment data based on NESDEC estimates of historic and future enrollment. FY19 BA reported student distribution.

**Budget Highlights**

**FY19 Budget Summary:** As approved by the legislative body in March 2018, the \$22.8M HBCSD budget represents a 2.3% increase from the prior year with the approval of articles for the construction of an athletic turf field, operating and SAU budgets, the contracts for staff, and contingency/expendable trusts. Once district revenue and state aid by town have been considered, the resulting tax effort averages approximately 65% of the approved COOP budget which is raised through the local tax rate. Netting for the impacts of district revenue and state aid for each town resulted in a net local tax assessment of \$8.3M for Hollis and \$7M for Brookline.



\*Nominal \$ terms not adjusted for inflation. Source: NH DRA

After consideration of the COOP portion of the Statewide Education Property Tax (SWEPT) levied by the state and payable by each community, Hollis’ total COOP tax commitment is \$9.7M and Brookline’s total COOP tax commitment is \$7.7M.

**Staff Salaries and Benefits:** Articles for the FY19 school year included the costs for a three year HEA contract for professional staff and the second year of the contract for support staff (HESSA) which were approved in March 2017. The agreements addressed elements for salaries and benefits, as well as other non-financial contract elements. As part of a sanbornized agreement, approved HEA contract costs are included in the FY20 operating budget and not in a separate article.

**New Hampshire Retirement System (NHRS):** Rates for NHRS contributions are mandated by the state and set in two year increments. In total, NHRS expenses represent 7%, or \$1.7M, of the total budget. NHRS rate changes went into effect with the FY18 budget and remained at the same levels for FY19. Employer contribution rates increased by 10.8% to 17.36% for professional staff and by 1.9% to 11.38% for support staff. Rate changes will go into effect for the FY20 budget cycle and will remain in place from July 1, 2019 through June 30, 2021.

**Student Services:** These costs comprise 20% of the HBCSD budget. The current programs in Student Services continue to require careful fiscal management as student needs evolve. While some costs are reimbursed through Special Education Aid, the aid does not meet 100% of identified costs. Additionally, revised state requirements have increased qualification thresholds which increases costs to the district through limits on the amount which may be considered for reimbursement.

**Debt Service:** Current annual debt service for HBCSD stands at approximately \$600K annually for the HBMS renovation with payments continuing through FY25. With the approval of the bond for the athletic turf field in March, 2018, the first full principal and interest of approximately \$200K will be included in the FY20 budget and continue through FY29.

**Other Items:** While the aforementioned items comprise approximately 75% of the HBCSD budget, the remaining 25% addresses costs for all other budget items including, but not limited to, educational and athletic programs, security, building maintenance, and transportation. Over time, these remaining areas of the budget absorb both increases and decreases in an attempt to minimize impacts to the resulting final budget.

**Apportionment Formula:** The approved budget less COOP revenue and credits is apportioned between the two communities and reduced by each town's state aid to determine the amount to be assessed in taxes as a portion of each town's local tax rate. The current apportionment formula on expenses to be apportioned is 95% ADM/5% Equalized Value (EV) for non-capital expenses and 100% EV for capital expenses. Capital expenses represented 2.2% of the expenses to be apportioned.

<b>FY19 Apportionment Distribution</b>	<b>FY18 ADM</b>	<b>2017 EV</b>	<b>Net Apportionment</b>
Hollis	51.1%	69.4%	52.4%
Brookline	48.9%	30.6%	47.6%

Source: NH DOE FY19 Cooperative District Apportionment Summary (October, 2018)

For the FY20 budget cycle, the legislative body will be asked to consider a facilities renovation, the COOP operating and SAU budgets, the contract for support staff, and funding of trusts with estimated tax impacts identified by town.

Respectfully Submitted,

Darlene Mann - Chair, HBCSD Budget Committee

## 2018 Hollis/Brookline High School Awards

<b>Alan Frank Memorial Scholarship Book Award</b>	<b>Dollars for Scholars</b>
Eleanor Quarles	Megan Cramton
<b>American Federation of Musicians</b>	<b>New Hampshire School Boards Association</b>
Jamison Muckstadt	Scott VanCoughnett
<b>Amherst Orthodontic Scientific Woman's S.</b>	<b>Ed Berna Memorial Award For Track</b>
Joanna Balsamo	Adam McQuilkin
<b>Athlete Citizen Scholar Award</b>	<b>Fred Waring Director's Award for Chorus</b>
Jack Aldana Proulx	Joseph Schunemann
Megan Cramton	<b>Harris Memorial Scholarship</b>
<b>Brookline Historical Society Book Award</b>	Audrey Solinas
Gabrielle Frugard	<b>Hollis Brookline Rotary</b>
<b>Brookline Women's Club</b>	Jacqueline Hale
McKenzie Powers	Rebecca Ide
<b>Donald P. Burke Memorial Scholarship</b>	<b>Hollis Historical Society Book Award</b>
Cole Boggis	Emily Pearson
<b>Cameron Ricard Memorial Scholarship</b>	<b>Hollis Women's Club Scholarship</b>
Cameron Lapierre	Hannah Hayes
<b>Cavalier of the Year Award</b>	McKenzie Powers
Jonathan Brunkhardt	<b>Hollis Veterinary Hospital Scholarship</b>
<b>Charles Zylonis Memorial Scholarship</b>	Keely Scott
Katherine Cerato	<b>Louis Armstrong Jazz Award</b>
<b>Coach Korcoulis Scholarship</b>	Isaac Wimmer
Patrick Bloniasz	<b>Richard Nagy Memorial Scholarship</b>
<b>Colonial Garden Club of Hollis</b>	Adam McQuilkin
Megan Cramton	<b>Sportsmanship for Athletics</b>
<b>Community of Caring Scholarship</b>	Matthew Simco
Patrick Bloniasz	Avery Webb
Rebecca Ide	<b>Team Player of the Year</b>
Jack Aldana Proulx	Joanna Balsamo
<b>Director's Award for Band</b>	Scott VanCoughnett
Julia Wertz	<b>Theatre Award</b>
<b>National Honor Society Book Award</b>	Franklin Pugh, III
Keely Scott	<b>National Thespian Society</b>
<b>National Merit Scholarship Finalist</b>	Michael Friedman
Jonathan Aldana Proulx	Patrick Grimes
Katherine Cerato	Franklin Pugh, III
Ryugo Okada	Carolyn Scalia
Emily Spooner	Joseph Schunemann
<b>National School Choral Award</b>	Audrey Solinas
Patrick Bloniasz	<b>US Marine Corps Distinguished Athlete Award</b>
Franklin Pugh, III	Joanna Balsamo
<b>NH Coaches Association (3 sports for 4 years)</b>	Clement Sherwood
Patrick Bloniasz	<b>US Marine Corps Scholastic Excellence Award</b>
Megan Cramton	Jacqueline Hale
Garrett Moloney	Patrick Bloniasz
Liam Walker	<b>US Marine Corps Semper Fidelis (Music Award)</b>
<b>Nicholas Jennings Memorial Scholarship</b>	Nicholas Franzini
Mackenzie Powers	Nicholas Shepard
Cameron Lapierre	<b>Warren Towne Memorial Scholarship</b>
<b>Ruth E. Wheeler Scholarship</b>	Joanna Balsamo
Gabrielle Frugard	<b>William &amp; Lorraine Dubben Scholarship</b>
<b>Sgt. Barry D. Palmeri Memorial Scholarship</b>	Kyle Bentall
Paul Considine	Jason Hay

## 2018 Hollis/Brookline High School Awards - cont'd

<b>National Honor Society</b>	
Jonathan Aldana-Proulx	Jocelyn Lysik
Joanna Balsamo	Adam McQuilkin
Patrick Bloniasz	Shannon O'Connor
David Bonnette	Emily Pearson
Katherine Cerato	Franklin Pugh
Megan Cooper	Eleanor Quarles
Megan Cramton	Joseph Schunemann
Matthew Dowling	Keely Scott
Cameron Dreyer	Emily Spooner
Nicholas Franzini	Julia Stam
Michael Friedman	James Surette
Jacqueline Hale	Scott VanCoughnett
Rebecca Ide	Avery Webb
Trai Jimeno	Isaac Wimmer
<b>Scholar Athletes</b>	
Joanna Balsamo	Celeste Fetter
John Paul Blasi	Jacqueline Hale
Patrick Bloniasz	Rebecca Ide
David Bonnette	Jocelyn Lysik
Sarah Burbridge	Patrick MacDonald
Katherine Cerato	Madeleine McCann
Megan Cramton	Adam McQuilkin
Tiana Curley	John Olson
Eliza Daskalos	Matthew Simco
Matthew Dowling	Scott VanCoughnett
<b>Tri - M Music Honor Society</b>	
Franklin Pugh, III	Isaac Wimmer
Patrick Bloniasz	Nick Franzini
Vivan Provost	Nick Shepard
Joseph Schunemann	Julia Wertz
Michael Friedman	Connor Shea
Jamison Muckstadt	Errica Cheng
<b>Ten Top Seniors Class of 2018</b>	
Joanna Balsamo	Jacqueline Hale
Patrick Bloniasz	Rebecca Ide
David Bonnette	Madeleine McCann
Megan Cramton	Adam McQuilkin
Gabrielle Frugard	Emily Spooner
<b>Class of 2018 Salutatorian</b>	<b>Class of 2018 Valedictorian</b>
Rebecca Ide	Jacqueline Hale
<b>Student Council 2018</b>	
President	Adam McQuilkin
Vice President	Scott VanCoughnett
Secretary	Michael Friedman
Treasurer	Shannon O'Connor
Representatives:	
Jonathan Aldana Proulx	
JohnPaul Blasi	
Errica Cheng	
Eleanor Quarles	
Isaac Wimmer	

