



# 2016

Town of Durham New Hampshire Annual Report

*Discover Durham!*





8 Newmarket Road  
Durham, New Hampshire 03824  
Telephone: 603-868-5571  
[www.ci.durham.nh.us](http://www.ci.durham.nh.us)



# 2016

## Town of Durham New Hampshire Annual Report

For the fiscal year ended December 31, 2016

*Cover Photo: Durham Day participants prepare to launch their kayaks along with members of Seven Rivers Paddling of Newmarket, NH. Seven Rivers provides paddling instruction for children, adults, families, and mixed age groups. Photo by Todd Selig*



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*(Colored Stock at Report's end)*

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# Honorable Mentions

*In 2016, many Town citizens volunteered their time, talents, and efforts to serve on various elected and appointed boards, commissions, and committees. We would like to take this opportunity to thank and recognize the following individuals for the important contributions they made to the community.*

## **Town Council**

Jay B. Gooze  
Ute Luxem  
Carden N. Welsh

## **Agricultural Commission**

Vincent Dell'ova  
Michelle Whisnant

## **Conservation Commission**

Ann Welsh

## **Durham Energy Committee**

Cameron Cook

## **Economic Development Committee**

Renee Capicchioni Vannata

## **Historic District/Heritage Commission**

Catherine Meeking  
Chip Noon

## **Lamprey River Advisory Committee**

Ann Welsh

## **Planning Board**

Richard Kelley  
Stephen Roberts

## **Strafford Regional Planning Commission (MPO Advisory Committee)**

Richard England

## **Zoning Board of Adjustment**

Ruth Davis  
Allan Howland  
Henry Smith

# New Faces in 2016



**Kevin R. Abbott**  
Police Officer  
*Date of Hire: 4/4/16*



**Daniel B. Brothwell**  
Firefighter  
*Date of Hire: 9/12/16*



**Kathryn J. Callahan**  
Police Officer  
*Date of Hire: 4/18/16*



**Audrey Cline**  
Zoning & Code Enforcement Officer  
*Date of Hire: 1/4/16*



**Amy E. McPhee**  
Firefighter  
*Date of Hire: 8/8/16*

# Officers, Boards, and Committees

as of 12-31-16

## Elected Officials

OFFICIAL/BOARD	ADDRESS	PHONE	TERM	EXPIRES	APPT. AUTH.
<b>Durham Town Council</b>					
Katherine Marple, <i>Chair</i>	82 Madbury Rd.	868-7013	3 Yrs	3/17	Elected
Kenny Rotner, <i>Pro Tem</i>	18 Bagdad Rd.	868-7575	3 Yrs	3/18	Elected
Alan Bennett	573 Bay Rd.	397-5521	3 Yrs	3/19	Elected
Katherine Bubar	42 Dover Rd.	868-2955	3 Yrs	3/17	Elected
Wayne Burton	106 Madbury Rd.	868-5037	3 Yrs	3/19	Elected
Diana Carroll	54 Canney Rd.	868-2935	3 Yrs	3/17	Elected
Allan Howland	32 Ffrost Dr.	868-5928	3 Yrs	3/19	Elected
Firoze Katrak	565 Bay Rd.	868-9705	3 Yrs	3/18	Elected
James Lawson	24 Deer Meadow Rd.	868-1540	3 Yrs	3/18	Elected

## Durham Public Library Board Of Trustees

Jenna Roberts, <i>Chair</i>	15 Cowell Dr.	868-7402	3 Yrs	3/19	Elected
Charlotte Ramsay	3 Sophie Ln.	315-854-1997	3 Yrs	3/19	Elected
Susan Roman	16 Littlehale Rd.	868-2293	3 Yrs	3/17	Elected
William Schoonmaker	24 Mill Rd.	868-1797	3 Yrs	3/19	Elected
Carolyn Singer	5 Woodridge Rd.	868-3859	3 Yrs	3/18	Elected
Dianne Thompson	22 Perley Ln.	397-5858	3 Yrs	3/17	Elected
Nancy Webb	23 Woodridge Rd.	868-5370	3 Yrs	3/18	Elected
Toby Ball, <i>Alt.</i>	4 Morgan Way	397-5790	1Yr	4/17	Council
Roni Slavin Pekins, <i>Alt.</i>	10 Beard's Landing	868-2041	1 Yr	4/17	Council
VACANT, <i>Alt.</i>			1 Yr	4/17	Council

## Moderator

Christopher T. Regan	16 Littlehale Rd.	868-2293	2 Yrs	3/18	Elected
Michael Everngam, <i>Asst.</i>	49 Emerson Rd.	868-5765	2 Yrs	3/18	Moderator

## Supervisors of the Checklist

Ann Shump, <i>Chair</i>	10 Fogg Dr.	868-1342	6 Yrs	3/20	Elected
Deborah Hirsch Mayer	19 Garden Ln.	868-7150	6 Yrs	3/22	Elected
Roni Slavin Pekins	10 Beard's Landing	868-2041	6 Yrs	3/18	Elected



OFFICIAL/BOARD	ADDRESS	PHONE	TERM	EXPIRES	APPT. AUTH.
<b>Town Clerk/Tax Collector</b>					
Lorrie Pitt	8 Newmarket Rd.	868-5577	3 Yrs	3/17	Elected
<b>Town Treasurer</b>					
Karl VanAsselt	17 Fairchild Dr.	868-6353	3 Yrs	3/17	Elected
Catherine Leach, <i>Deputy</i>	14 Fairchild Dr.	868-5992	3 Yrs	3/17	Treasurer
<b>Trustees Of The Trust Funds</b>					
William Cote	21 Littlehale Rd.	868-7599	3 Yrs	3/17	Elected
Michael Everngam	49 Emerson Rd.	868-5765	3 Yrs	3/18	Elected
Craig Seymour	110 Durham Pt. Rd.	868-2441	3 Yrs	3/19	Elected

## Boards, Commissions, And Committees

### Cemetery Committee

Craig Seymour, <i>Chair</i>	110 Durham Pt. Rd.	868-2441	3 Yrs	3/19	Elected
William Cote	21 Littlehale Rd.	868-7599	3 Yrs	3/17	Elected
Michael Everngam	49 Emerson Rd.	868-5765	3 Yrs	3/18	Elected
Wayne Burton, <i>Cncl Rep</i>	106 Madbury Rd.	868-5037	1 Yr	3/17	Council
Diana Carroll, <i>Cncl Rep</i>	54 Canney Rd.	868-2935	1 Yr	3/17	Council
Firoze Katrak, <i>Cncl Rep</i>	565 Bay Rd.	868-9705	1 Yr	3/17	Council

### Conservation Commission

Robert Sullivan, <i>Chair</i>	32 Bagdad Rd.	868-3635	3 Yrs	4/19	Council
Coleen Fuerst	220 Newmarket Rd.	767-7238	3 Yrs	4/18	Council
John Nachilly	260 Packers Falls Rd.	953-3638	3 Yrs	4/19	Council
Sally Tobias	107 Madbury Rd.	397-0802	3 Yrs	4/17	Council
Otho Wells	65 Bagdad Rd.	868-2159	3 Yrs	4/17	Council
Michael Morneault, <i>Alt.</i>	55 Adams Pt. Rd.	412-915-2669	3 Yrs	4/17	Council
Dick Wollmar, <i>Alt.</i>	15 Sprucewood Ln.	200-0691	3 Yrs	4/18	Council
VACANT, <i>Alt.</i>			3 Yrs	4/19	Council
Diana Carroll, <i>Cncl Rep</i>	54 Canney Rd.	868-2935	1 Yr	3/17	Council
Barbara Dill, <i>PB Rep</i>	170 Packers Falls Rd.	200-0280	1 Yr	4/17	Plan Board

### Economic Development Committee

Warren Daniel	4 Palmer Dr.	969-0434	3 Yrs	4/18	Council
Raymond Rodon	18 Ross Rd.	312-2043	3 Yrs	4/19	Council
Karl VanAsselt	17 Fairchild Dr.	868-6353	3 Yrs	4/17	Council
Robert Brown, <i>Alt.</i>	12 Roysann Way	292-5701	3 Yrs	4/18	Council
Sally Tobias, <i>Alt.</i>	107 Madbury Rd.	397-0802	3 Yrs	4/19	Council
Allan Howland, <i>Cncl Rep</i>	32 Ffrost Dr.	868-5928	1 Yr	3/17	Council
Lorne Parnell, <i>PB Rep</i>	2 Deer Meadow Rd.	868-1240	1 Yr	4/17	Plan Board

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OFFICIAL/BOARD	ADDRESS	PHONE	TERM	EXPIRES	APPT. AUTH.
<b>Historic District Commission / Heritage Commission</b>					
Peter Stanhope, <i>Chair</i>	37 Dover Rd.	868-3710	3 Yrs	4/18	Council
Andrea Bodo, <i>V. Chair</i>	20 Newmarket Rd.	868-7152	3 Yrs	4/17	Council
Michael Bradley	15 Park Ct.	868-2555	3 Yrs	4/19	Council
Heidi Ely	177 Durham Pt. Rd.	868-5582	3 Yrs	4/17	Council
VACANT			3 Yrs	4/18	Council
Alan Bennett, <i>Cncl Rep</i>	573 Bay Rd.	397-5521	1 Yr	3/17	Council
William McGowan, <i>PB Rep</i>	135 Packers Falls Rd.	659-8210	1 Yr	4/17	Plan Board
<b>Parks And Recreation Committee</b>					
Michael Sievert, <i>Chair</i>	28 Riverview Rd.	868-3383	3 Yrs	4/17	Council
Nate Fitch	12 Griffith Dr.	988-4406	3 Yrs	4/17	Council
Benji Latham	14 Bayview Rd.	207-891-9210	3 Yrs.	4/18	Council
David Leach	14 Fairchild Dr.	868-5992	3 Yrs	4/19	Council
Kasey Morneault	55 Adams Pt. Rd.	724-799-0904	3 Yrs	4/18	Council
Kylee Noga	179A Packers Falls Rd.	978-540-1875	3 Yrs	4/19	Council
Michael Drooker, <i>Alt.</i>	7 Marden Way	397-5681	3 Yrs	4/19	Council
Kenny Rotner, <i>Cncl Rep</i>	18 Bagdad Rd.	868-7575	1 Yr	3/17	Council
<b>Planning Board</b>					
Andrew Corrow, <i>Chair</i>	139 Durham Pt. Rd.	397-5313	3 Yrs	4/17	Council
William McGowan, <i>V. Chair</i>	135 Packers Falls Rd.	659-8210	3 Yrs	4/18	Council
Robert Brown	12 Roysann Ln.	659-5697	3 Yrs	4/19	Council
Barbara Dill	170 Packers Falls Rd.	200-0280	3 Yrs	4/18	Council
Lorne Parnell	2 Deer Meadow Rd.	868-1240	3 Yrs	4/19	Council
Paul Rasmussen	105 Madbury Rd.	397-5359	3 Yrs	4/17	Council
Wayne Lewis, <i>Alt.</i>	11 Edendale Ln.	659-5697	3 Yrs	4/18	Council
VACANT, <i>Alt.</i>			3 Yrs	4/19	Council
VACANT, <i>Alt.</i>			3 Yrs	4/17	Council
James Lawson, <i>Cncl Rep</i>	24 Deer Meadow Rd.	868-1540	1 Yr	3/17	Council
Alan Bennett, <i>Alt Cncl Rep</i>	573 Bay Rd.	397-5521	1 Yr.	3/17	Council
<b>Rental Housing Commission</b>					
Owner of rental property			N/A	N/A	DLA
Owner of rental property			N/A	N/A	DLA
UNH Rep			N/A	N/A	UNH
UNH Rep			N/A	N/A	UNH
Student Senate Rep			N/A	N/A	UNH
Neighborhood Rep			N/A	N/A	Council
Neighborhood Rep			N/A	N/A	Council
Tenant Rep			N/A	N/A	Council
Firoze Katrak, <i>Cncl Rep</i>	565 Bay Rd.	868-9705	1 Yr	4/17	Council

OFFICIAL/BOARD	ADDRESS	PHONE	TERM	EXPIRES	APPT. AUTH.
<b>Zoning Board Of Adjustment</b>					
Sean Starkey, <i>Chair</i>	13 Riverview Rd.	868-1556	3 Yrs	4/19	Council
Christian Sterndale, <i>V. Chair</i>	60 Mill Rd.	397-5093	3 Yrs	4/17	Council
Michael Hoffman	300 Durham Pt. Rd.	868-3333	3 Yrs	4/18	Council
Joan Lawson	21 Surrey Ln.	978-852-4585	3 Yrs	4/19	Council
Thomas Toye	15 Cutts Rd.	781-8600	3 Yrs	4/18	Council
Jay B. Gooze, <i>Alt.</i>	9 Meadow Rd.	868-2497	3 Yrs	4/17	Council
Micah Warnock, <i>Alt.</i>	45 Woodman Rd.	540-421-3705	3 Yrs	4/19	Council
VACANT, <i>Alt.</i>			3 Yrs	4/18	Council

## Town Working Committees

### Downtown TIF District Advisory Board

Christopher Clement	Thompson Hall, UNH	862-2232	3 Yrs	4/18	Council
Tom Elliott	26 Edgewood Rd.	995-1666	3 Yrs	4/18	Council
Roger Hayden	4 Lexington St., Dover	674-4834	3 Yrs	4/18	Council
Sean O'Connell	22 Shearwater St.	361-4771	3 Yrs	4/18	Council
Karl VanAsselt, <i>EDC Rep</i>	17 Fairchild Dr.	868-6353	3 Yrs	4/18	Council

### Durham Agricultural Commission

Theresa Walker, <i>Chair</i>	62 Bennett Rd.	659-7226	3 Yrs	4/19	Council
Raymond LaRoche Jr., <i>V. Chair</i>	41 Bennett Rd.	292-5563	3 Yrs	4/17	Council
Lee Alexander	32 Dover Rd.	868-5822	3 Yrs	4/18	Council
Tom Bebbington	15 Cowell Dr.	868-7402	3 Yrs	4/17	Council
John Carroll	54 Canney Rd.	868-2935	3 Yrs	4/18	Council
David Potter	281 Mast Rd. Ext.	868-1404	3 Yrs	4/19	Council
Ellen Karelitz, <i>Alt.</i>	113 Madbury Rd.	868-6070	3 Yrs	4/17	Council
Susan MacDonald, <i>Alt.</i>	PO Box 844	868-6475	3 Yrs	4/18	Council
Bonnie McDermott, <i>Alt.</i>	80 Dover Rd.	868-7822	3 Yrs	4/17	Council
Carol Tuveson, <i>Alt.</i>	11 Watson Rd.	750-0137	3 Yrs	4/19	Council
Daniel Winans, <i>Alt.</i>	109 Madbury Rd.	834-5523	3 Yrs	4/19	Council
Allan Howland, <i>Cncl Rep</i>	32 Ffrost Dr.	868-5928	1 Yr	3/17	Council

### Durham Energy Committee

Charles Forcey, <i>Chair</i>	12 Thompson Ln.	868-3038	N/A	N/A	Council
Mary Downes	43A Bagdad Rd.	397-5547	N/A	N/A	Council
James Dreher	220 Newmarket Rd.	659-7575	N/A	N/A	Council
Harry Tobias	107 Madbury Rd.	397-0802	N/A	N/A	Council
Steve Weglarz, Jr.	19 Cedar Point Rd.	502-1914	N/A	N/A	Council
Ronald Wright	12 Sunnyside Dr.	501-1246	N/A	N/A	Council
Martin Wosnik, <i>UNH Rep</i>	7 Prescott St., Newmarket	862-1891	N/A	N/A	UNH Pres.

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OFFICIAL/BOARD	ADDRESS	PHONE	TERM	EXPIRES	APPT. AUTH.
<b>Durham Energy Committee</b> <i>(continued)</i>					
Wayne Burton, <i>Cncl Rep</i>	106 Madbury Rd.	868-5037	1 Yr	3/17	Council
Andrew Corrow, <i>PB Rep</i>	139 Durham Pt. Rd.	397-5313	1 Yr	4/17	Plan Board
<b>Integrated Waste Management Advisory Committee</b>					
Mary Caulfield	8 Woodside Dr.	868-2220	N/A	N/A	Council
Carina Dolcino	41 Emerson Rd.	969-3378	N/A	N/A	Council
Nell Neil	11 Riverview Rd.	868-3226	N/A	N/A	Council
VACANT			N/A	N/A	Council
VACANT			N/A	N/A	Council
VACANT			N/A	N/A	Council
VACANT, <i>Alt.</i>			N/A	N/A	Council
Katherine Bubar, <i>Cncl Rep.</i>	42 Dover Rd.	868-2955	1 Yr	3/17	Council
<b>Lamprey River Advisory Committee</b>					
Anne Lightbody	95 Madbury Rd.	617-899-8449	3 Yrs	11/20/18	NHDES
Richard Lord	85 Bennett Rd.	659-2721	3 Yrs	5/31/19	NHDES
VACANT			3 Yrs	5/31/16	NHDES
VACANT			3 Yrs		NHDES
<b>Oyster River Local Advisory Committee</b>					
Jim Hornbeck	19 Woodridge Rd.	868-5419	3 Yrs	6/23/18	NHDES
Michael Sullivan	UNH Ritzman Lab	862-1437	3 Yrs	3/18/19	NHDES
VACANT			3 Yrs		NHDES
VACANT			3 Yrs		NHDES
<b>Pease Airport Noise Compatibility Study Committee</b>					
Lee Seidel	14 Sumac Ln.	868-7953	3 Yrs	4/18	Council
<b>Strafford Regional Planning Commission &amp; Mpo Policy Committee</b>					
Wayne Burton	106 Madbury Rd.	868-5037	4 Yrs	4/20	Council
Wesley Merritt	6 Rocky Ln.	868-1120	4 Yrs	4/19	Council
VACANT			4 Yrs	4/21	Council

# Retirement



## **Keith LeClair**

*Firefighter/Paramedic*

On September 1, 2016, Keith LeClair retired from the Durham Fire Department after serving 9 years of dedicated service as a professional Firefighter/Paramedic.

Thirty years ago, at 16 years old and with his parent's permission, Keith LeClair took his first EMT class. Keith started in emergency services as a volunteer Firefighter, and continued to work as an EMT for a commercial ambulance company, as a hospital-based paramedic, and as a professional Firefighter/Paramedic. These services spanned the country from Connecticut, to California, to New Hampshire.

Keith began working for the Durham Fire Department on September 24, 2007. In Durham, he was an active member of the Durham Professional Firefighter's Association and served as the Department's EMS Coordinator for several terms.

Keith extends a thank you to everyone who supported him and helped him throughout his career and wishes the best of luck to all brothers and sisters in the fire service and to those future brothers and sisters starting their careers. Likewise, the Town of Durham extends its sincere thank you to Keith for his dedicated service to the community over the past 9 years, and wish he and his family the very best in retirement.



# Town Election Results

**March 8, 2016**

**ARTICLE 1:**

**Town Councilor (Three, 3-Year Terms)**

Sean Starkey – 393  
Ute Luxem – 465  
Douglas Marino – 144  
Allan Howland – 957  
Wayne M. Burton – 862  
Alan H. Bennett - 665

**Town Councilor (One, 1-Year Term)**

Diana Carroll 1,192

**Moderator (One, 2-Year Term)**

Christopher T. Regan – 1,143

**Public Library Trustee (Three, 3-Year Terms)**

Charlotte Ramsay – 963  
William Schoonmaker – 991  
Jennifer (Jenna) Roberts – 1,011

**Supervisors Of The Checklist (One, 6-Year Term)**

Deborah Hirsch Mayer – 1,145

**Trustees Of The Trust Fund (One, 3-Yr Term)**

Craig R. Seymour – 1,126

# Warrant

## Election, Tuesday, March 14, 2017

To the inhabitants of the Town of Durham, the County of Strafford, New Hampshire.

You are hereby notified to meet at the Oyster River High School, Multipurpose Room, located on Coe Drive in said Durham, New Hampshire, on Tuesday, the 14th day of March 2017 (the polls will be open between the hours of 7:00 AM and 7:00 PM) to act upon the following subjects:

### ARTICLE 1:

To bring in your votes for three (3) Councilors (3-year terms); two (2) Durham Public Library Board of Trustee (3-year terms); one (1) Town Clerk-Tax Collector (3-year term); one (1) Treasurer (3-year term); one (1) Trustee of the Trust Funds (3-year term).

### ARTICLE 2:

Are you in favor of raising and appropriating the sum of \$1,960,000 for the purpose of the expansion/renovation of the Durham Police Facility, with said sum to be in addition to any federal, state or private funds made available therefor, and of authorizing the issuance of not more than \$1,960,000 of bonds or notes in accordance with the provision of the municipal finance act, RSA Chapter 33, and authorizing the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon? The Council recommends this appropriation. 2/3 ballot vote required.

Given under our hands and seal this 9th day of January in the year of our Lord Two Thousand Seventeen.

### Councilors of Durham:

Katherine Marple, *Chair*  
Kenny Rotner, *Chair Pro Tem*  
Alan Bennett  
Katherine Bubar (*absent*)  
Diana Carroll (*absent*)  
Allan Howland  
Firoze Katrak  
James Lawson





Two youngsters ready for summer business. Courtesy John Pacheco

## Administrative Summary

### Business Office

**GAIL JABLONSKI**

Business Manager

The Business Office provides the accounting, purchasing, payroll, assessing, accounts receivable billing and collection and cash management services for the town, as well as support services to all town departments. In addition, the Business Manager serves as the Welfare Director for the Town. The goal of the Business Office is to provide timely and reliable information by which department managers, the Town Administrator, and ultimately the Town Council can make informed decisions in the best interest of the town.

Once again support was provided to the Town Administrator in preparation of the annual Operating Budget and the ten-year Capital Improvement Plan. On December 12, 2016 the 2017 Operating Budgets and Capital Improvement Plan were approved by the Durham Town Council. The 2017 budget, as approved, is projected to maintain the municipal tax rate at \$8.48 for the third year in a row. This was achieved through the hard work and commitment of the Town Council and town staff.

In the spring of 2016 the department began investigating alternative ways to purchase regular gasoline and diesel fuel for all town vehicles. The town had been using the State of New Hampshire pumps which charged a set price determined at the beginning of the year. With the constant changing of gas prices, it was determined that the town could save money by filling up its vehicles at the Irving Pumps. The town worked with

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*l-r: Gail Jablonski, Business Manager; Barbara Ross, Staff Accountant; Lisa Beaudoin, Administrative Assistant*

of a dump truck, one ton truck, improvements to the Pettee Brook Lane corridor, repairs to the Crommets Creek Bridge, improvements at the Woodridge Recreational Fields, a drainage project at McGrath and Thompson Lanes, improvements to the water line at Woodside Drive and the replacement of a diesel generator at the Wastewater Treatment Plant, along with several smaller projects. The town, through PFM, sought proposals from qualified financial institutions and banks to purchase the General Obligation Bonds. Seven bids were received with the low bidder being TD Bank at 2.20%.

Irving Oil and set up an account and distributed gas cards to all vehicles. Although not all vehicles have been able to use the Irving pumps due to size limitations such as the fire department ladder truck and the public works dump trucks when equipped with plows and wings, the majority of all smaller vehicles, including all the police department vehicles,

have been filling up at Irving Oil which resulted in a savings of approximately \$1,300.00 per month.

In November the town partnered with Public Financial Management, Inc. (PFM) to issue ten year long-term bonds in the amount of \$1,575,000 for the purchase

The town's contract with the New England Police Benevolent Association, Local 21, which represents five police sergeants and 12 police officers, will be expiring on December 31, 2016. Final stages of negotiations are underway and the town anticipates having a new contract settled in the next few months.

## Manager of Information Technology

**LUKE VINCENT**

Manager of Information Tehnology

### 2016 Accomplishments:

#### *Website refresh*

In reviewing the hosting of the town's website in March 2016, the IT department learned of an opportunity to upgrade the hosting platform that the town had been using to provide access to the Town of Durham site. With the platform change it made sense to re-examine how the site was

being used and determine whether or not it was meeting the many requirements placed on it.

It had been previously known that nearly 30% of the site's traffic was coming from mobile users. Mobile users were presented with the entire bandwidth-rich site each time they visited complicating navigation and chewing through

limited carrier-based data on various devices.

Early in the process the web team established a goal to make the site more "mobile- friendly". To accomplish this, the team moved toward a responsive design approach that allowed the site's look and feel to be adjusted when viewed at different screen resolutions.

The updated site launched in the fall of 2016 and feedback has been largely positive. Indeed, the stated goal had been met. The site responds quickly on mobile devices and scales content, where appropriate. Steady growth is expected in the number of mobile visitors in the years to come.

### ***Hardware forklift***

Late in 2016 the town acquired new hyper-converged infrastructure (HCI). After evaluation of vendors in the space the entry-level VxRail solution from Dell/EMC was chosen. This directly replaces the aging infrastructure at the Town Hall reducing total energy use, cooling requirements, and total physical footprint in the datacenter while providing a fault-tolerant virtual server platform for the town's computing needs. The base system consists of three nodes that can scale logically to meet storage, network, and processing demands. The platform allows IT to perform some non-disruptive updates during production hours. In addition, included licensing allows for complete virtual machine backups that are more desirous than the agent-based, filesystem-only backups the town currently employs. The new system carries a 3-year warranty which can be extended and will serve the town well over its useful lifetime.

### **Goals for 2017:**

#### ***Cloud vs On-premise for messaging service***

After looking at options to replace the existing Exchange 2010 infrastructure, the question of whether or not the system should be kept on-site has resurfaced. In 2017, the IT department will

consider the possibility of moving this critical infrastructure into a cloud-based service such as Office 365. This move to the cloud had been considered previously with the advent of Google Apps for Business / Gov't but at that time the town had recently purchased hardware and licensing for the Exchange environment and there were significant barriers to adopting the platform--lack of familiarity with the product and loss of functionality being chief among them.

In the continued push to the cloud,

at most subscription levels. In addition, the cloud subscription model ensures that both security and feature updates would be distributed evenly across the organization.

### ***Document Management***

Relative to its size, the town stores a lot of information on paper. While this is not necessarily a terrible thing, some of the town's processes, especially newer ones, may be better served by the ability to store, access, and manage documents and information through a central repository. Over



*l-r: Luke Vincent, Manager of Information Technology; Craig Stevens, DCAT Coordinator*

the IT department is finding more and more reason to reopen the possibility of moving critical services like email outside of the Town Hall building. Costs have stabilized on the tiered pricing structures used by most providers, the town has adopted more robust Internet connections (often with redundancy) at major town buildings, and there is now parity between hosted services that offer desktop application licensing

the last few years a handful of departments and IT have been looking at solutions to achieve such a system. In 2017 it is the IT department's intention to plan a pilot project, possibly in the police department, to start looking at ways document management technologies could be utilized throughout the town.

## Ordinances 2016

2016-01	Amending Chapter 153 “Vehicles & Traffic”, Section 153-46 “Schedule XIV: Parking Prohibited at all times” of the Durham Town Code by creating a dedicated parking space on Madbury Road for a “Car Sharing” rental vehicle	Passed	2/1/16
2016-02	Amending Chapter 153 “Vehicles & Traffic”, Section 153-46 “Schedule XIV: Parking Prohibited at all Times” by creating two (2) dedicated Electric Vehicle parking spaces on Pettee Brook Lane for the purpose of recharging	Passed	2/1/16
2016-03	Reducing the speed limit on Cedar Point Road from 30 MPH to 25 MPH	Passed	2/1/16
2016-04	Creating a stop intersection at Cedar Point Road and Route 4	Passed	4/18/16
2016-05	Amending Chapter 68 “Fire Prevention” (Note: The Public Hearing on this ordinance was closed with no action taken)	Pending	5/9/16
2016-06	Amending Chapter 175 “Zoning”, Section 175-7 “Definitions”, 175-53(a) “Table of Uses”, and 175-109 “Compliance Required” of the Durham Town Code to allow the keeping of goats as an accessory use to single and two-family residences subject to various restrictions	Passed	6/6/16
2016-07	Amending Chapter 153 “Vehicles & Traffic” of the Durham Town Code by creating a new section, Section 153-31 “Wagon Hill Farm Parking Lot” (Note: Ordinance 2016-07 failed due to lack of a second on a motion to adopt the ordinance.)	Failed	6/20/16
2016-08	Council-initiated ordinance amending the chapters of Article XVII “Durham Historic Overlay District” based on the recommendations of Durham’s Historic District Commission	Passed	7/18/16

## Resolutions 2016

2016-01	Urging the State of New Hampshire to amend its current anti-discrimination statutes to include language for anti-discrimination protections and equal treatment, respect, and dignity for individuals on the basis of gender identity in the areas of employment, housing, and public accommodations	Passed	2/1/16
2016-02	Authorizing the acceptance of private donations and unanticipated revenues totaling \$6,429.50 and authorizing the acceptance of grant funds totaling \$5,805.56 for a combined total of \$12,235.06 received by the Town of Durham between Jan 1 and Dec 31, 2015	Passed	2/15/16
2016-03	Recognizing outgoing elected officials for their dedicated services to the Town of Durham	Passed	3/7/16
2016-04	Establishing regular Town Council meeting dates for April 2016 through March 2017	Passed Revised	3/21/16 9/12/16
2016-05	Authorizing the acceptance and expenditure of unanticipated grant funds totaling \$500 from the New Hampshire Department of Agriculture Division of Agricultural Development to be used by the Durham Agricultural Commission to purchase re-useable signs for promoting its Annual Farm Day event and for the Durham Farmers' Market	Passed	4/18/16
2016-06	Creating the "Oyster River Forest Trails Expendable Trust Fund"	Passed	5/9/16
2016-07	Authorizing the acceptance and expenditure of \$20,000 in unanticipated revenue from the State of New Hampshire Department of Environmental Services Coastal Program for initial engineering of erosion control measures at Wagon Hill Farm	Passed	5/23/16
2016-08	Establishing a "Cemetery Care Trust", a "Cemetery Improvement Trust", and a "Cemetery Special Projects Trust" for the purpose of caring for, maintaining, repairing, and improving the Durham Town Cemetery, and rescinding Resolution #2010-05 dated March 15, 2010	Passed	6/20/16
2016-09	Affirming that funds currently entrusted to the Durham Library Trustees, under state law, should indefinitely remain under the control and administration of the Library Trustees, and that no transfer of additional funds be made to the Town of Durham for the new library except as is necessary to pay for final costs	Passed	6/20/16

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2016-10	Authorizing the acceptance and expenditure of \$4,000 in unanticipated revenue from Liberty Mutual Insurance Company for their “Serve with Liberty” Community Service Program	Passed	8/15/16
2016-11	Directing the Administrator to request the New Hampshire Department of Transportation (NH DOT) demonstrate why the installation of guardrails on its project “Durham-Newmarket 13080” are necessary and, if needed, why they do not meet the American Association of State Highway Transportation Officials’ (AASHTO) guideline of a 5-foot minimum distance between edge of travel lane and face of guardrail to create a safe bicycle facility to meet the stated project purpose and that NH DOT recommend one or more solution(s) to attain said 5-foot minimum	Passed	8/15/16
2016-12	Recognizing Durham resident Jim Beliveau upon turning 100 years old on October 12, 2016	Passed	9/26/16
2016-13	Authorizing the acceptance and expenditure of grant funds in the amount of \$612,458 through the FEMA Hazard Mitigation Grant Program	Passed	9/26/16
2016-14	Authorizing the issuance of long-term bonds or notes not to exceed One Million, Five Hundred and Seventy-Five Thousand Dollars (\$1,575,000.00) for the purpose of bonding 2012-2016 capital projects and equipment purchases	Passed	10/17/16
2016-15	Waiving the Standardized Purchasing requirement within Section 7 of the Town of Durham Purchasing Policy dated July 1, 2013, and designating Resource Systems Group, Inc. as a single source vendor for the town’s traffic modeling services	Passed	12/12/16
2016-16	Town Council approval of the FY 2017 General Operating Budgets, the Capital Fund Budget, and the 2017-2026 Capital Improvement Plan, as amended	Passed	12/12/16

***2015 Resolutions Acted On In 2016***

2015-32	Authorizing the acceptance and expenditure of \$23,563.93 in unanticipated revenue from the State of New Hampshire Department of Safety for FEMA Declaration #4209-DR-NH following the January 27-29, 2015 winter snowstorm	Passed	1/11/16
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# Town Administrator

TODD SELIG

Town Administrator

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The Town of Durham continues to be economically and prudently operated. We function as a purveyor of municipal services, and town staff, elected, and appointed officials are working to implement business practices to control costs and maintain the municipality's fiscal position despite many competing pressures. From preserving the quality of life within our traditional residential neighborhoods to taking steps to protect the interests of the community and the health of the Great Bay Estuary with respect to the proposed \$70 million Eversource Seacoast Reliability Project in which a new 115 kV regional electric transmission line would be constructed between existing substations along roughly 12.9 miles of existing rights-of-way from Madbury through Durham to Newington/Portsmouth, many individuals have collectively worked diligently on behalf of the community in 2016.

According to Moody's Investors Service, the town has a very solid financial position. Durham's credit position is very high quality, and its Aa2 bond rating is stronger than the median rating of Aa3 for cities nationwide. Notable credit factors include a modestly sized tax base with an affluent socioeconomic profile. It also takes into account a sizable pension burden with a mid-ranged debt liability. Durham's net cash balance as a percent of revenues far exceeds the US median. In terms of management and governance,

surplus operating margins are a component of strong financial management. Moody's indicates that on average, Durham has run surpluses over the past several years. The presence of UNH in Durham also serves to bolster and solidify the local economy.

The town's weekly "Friday Updates" serves to keep the Town Council and members of the

follow Durham on Facebook. The goal is to keep residents informed of local affairs so they may become engaged when issues are of interest to them. We are a community that truly welcomes and encourages citizen involvement.

Over the last year, the town has continued to pursue Long-Term Economic as well as Environmental Sustainability,



Jennie Berry, Administrative Assistant; Todd Selig, Administrator

community informed of news and happenings in Durham. Over 3,100 people subscribe to this weekly broadcast. Durham has once again bolstered its Twitter and Facebook presence in order to meet the demands of residents' changing preferences for information distribution. For example, 702 individuals have signed up for our Twitter feed (an increase of 24% since 2015) and 1,863 (up 49%) individuals now

which are inextricably linked. Without economic sustainability, the town will not have the financial resources available over the long-term to stabilize the tax rate, pursue desired projects/infrastructure, preserve open space, etc. Without a healthy natural environment, we will not sustain the Durham in which citizens hope and desire to live, work, and play. The 2011 Master Plan survey was very clear in pointing out that residents of the community seek

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balance. The notion of seeking a state of balance in Durham continues today.

In the area of land conservation, the town worked closely with the Southeast Land Trust as part of an effort to conserve the 40 +/- acre Thompson Forest parcel located along Wednesday Hill Road abutting the Durham-UNH Water System pump station on the Lamprey River. This was completed in 2016. Durham has also been working with Forest Society relative to securing a conservation easement on the 40 +/- acre Hills/Emery Farm

Commission and the Town Council, as well as the towns of Lee and Madbury. The Forest Society is still in the process of raising the necessary funds to close on the parcel in early 2017.

Durham has experienced significant economic development activity between 2012 and 2016, which will serve to provide increased tax base moving forward. New construction increased the town's tax base from \$916,456,045 in 2014 to \$1,007,876,992 in 2016, an increase of \$91.4 million or 9.97%. Historically, our tax base has grown by around 1% per

that we were able to fulfill this directive, leaving the projected municipal-only portion of the tax rate at \$8.48 for the third consecutive year.

In 2013, the Council approved the acceptance of \$125,000 over three years from the US Department of Justice, Community Oriented Policing Services (COPS) program, for the purpose of hiring a 20th police officer focused on "Problem Oriented Policing (POP)." This additional resource has enabled the Police Department to address impacts of poorly managed non-owner occupied college student housing within Durham's traditional residential neighborhoods surrounding the downtown core. The grant has now ended but due to the program's measurable success, the POP officer will be retained moving forward.

Durham's new 12,187 sq. ft. state-of-the-art Town Hall at 8 Newmarket Road entered its third year of operation on October 23, 2016. Following an extensive RFP process, Durham ultimately sold the former Town Office site at 15 Newmarket Road to a local technology company, Applied Geosolutions, for the sum of \$650,000. Applied Geosolutions plans to invest around \$600,000 in the building. The town has required that any redevelopment of the site not impact its spot on the National Register of Historical Places. Construction is now under way.

Following numerous permitting delays, construction on the new UNH Outdoor Pool was completed in 2016. It opened to great fanfare this past fall. At



*Youngsters checking out the new wagon at Wagon Hill Farm during Durham Day on September 17th. Courtesy Todd Selig*

property located along Route 4 directly across from the Emery Farm farm stand.

In 2016, the "Powder Major" (or Goss family) project consisting of approximately 227 acres at the juncture of Durham, Lee, and Madbury near Tibbetts Field/ Rt.155 in Madbury in conjunction with the Society for Protection of NH Forests was approved by both the Durham Conservation

year. We project that the tax base will grow by an additional \$11.8 million to \$1,019,669,153 in 2016, an increase of 1.2%.

The Town Council goals in 2016 tasked the Administrator with developing a budget for 2017 that held General Fund expenses at current levels except for contractual increases, including wages and benefits and a cost of living adjustment for non-unionized personnel. I am pleased to report

14,355 sq. ft., the +/- \$6.5 million structure paid for fully by UNH is one of the largest outdoor pools in New Hampshire. The Town Council has allocated the sum of \$30,000 to subsidize the annual pool pass cost for Durham residents by providing a 20% reduction off the annual purchase price. Passes are purchased at the Hamel Recreation Center.

The town and UNH, through the administrative joint Water, Wastewater, and Stormwater Committee, continued to address a multitude of joint Town/Gown items to include operation of the new Spruce Hole Well which went on line in late-2015, focusing attention on water quality deficiencies within the Great Bay Estuary (nitrogen) as identified by the NHDES and the EPA, meeting EPA wastewater and stormwater MS-4 mandates, implementing a required NHDES backflow prevention program, water tank refurbishing/painting, and more.

Significant energy has been dedicated in 2016 toward working with UNH as part of a collaborative public/public/private development project in downtown Durham to include numerous potential elements such as the UNH bookstore (in lieu of the present Memorial Union Building location), professional office space, small hotel, retail and restaurant space, structured parking, and possible over 55 housing within the downtown core in the vicinity of 66 Main Street, the former ATO fraternity site. The Council and USNH Board of Trustees approved a Memorandum of Understanding between Durham and UNH in 2015. Unfortunately,

efforts did not produce results in 2016, yet we look forward to additional discussions around this potential partnership in 2017.

Durham and UNH negotiation teams met extensively in 2015/2016 to discuss and ultimately agree upon a variety of topics/agreements which were subsequently approved by the town and UNH in spring 2016 as follows: Agreement to renegotiate the Municipal Services (Omnibus) Agreement which expires 12/31/18; MOU on Long-Range Planning Coordination and Communication; Fire Protection Services Agreement; Jacksons Landing Boat Launch Agreement (for 1 year); MOU on University Outdoor Swimming Pool; The School Agreement; Transfer of Real Property Agreement (transferring ownership of the "Tot Lot" and Oyster River Park to Durham); and the Water and Wastewater System Agreement. This package of agreements represents a significant undertaking and accomplishment.

Durham's vision for its Parks & Recreation Department is that it will offer a wide variety of opportunities and concentrations for all residents of any age wishing to participate in accessible, affordable activities. The department also plans/coordinates community-wide events such as Durham Day, a summer concert series, the Annual Tree Lighting, as well as managing the Churchill Rink. Director Rachel Gasowski has been working very closely with the Conservation Commission to introduce residents to the numerous open space properties the town controls.

In response to the goal of becoming a more pedestrian and bicycle friendly community, the town moved forward numerous efforts in 2015 and 2016 to delineate roadways within our downtown core with "share the road" (or sharrows) markings and signage. 45 such yellow signs on wooden posts were ultimately installed throughout the community. Efforts to better delineate and safely address bicycle and pedestrian friction points utilizing Transportation Engineer Dirk Grotenhuis' services were evaluated and discussed by the Council. Many recommendations were acted upon, including the application of green paint within bicycle areas at specific intersections in the downtown to assist bicyclists in navigating the downtown core more effectively and safely. It's important to keep in mind as well that Durham's public roadways are also built for automobiles! When bicyclists are on the road, they are responsible for following the same rules of the road as cars drivers. In short, bike and car drivers alike must exercise safety and good judgment while out and about on our roads.

As a result of new development, specific sidewalk sections along Church Hill and Madbury Road were widened, and the pocket park at Main Street and Mill Road was completely refurbished as part of the Pauly's Pockets project, which was completed in 2016. The pocket park at the corner of Main Street and Pettee Brook Lane was also refurbished in 2014 with excellent results, furthering our efforts to make downtown pedestrian welcoming. The Madbury Commons project



at 17-21 Madbury Road now provides an attractive pedestrian connection between Madbury Road and Pettee Brook Lane (and Main Street beyond).

In an effort to enhance Durham's resiliency and sustainability in an era of climate change, following many, many months of discussions/negotiations the town partnered with ReVision Energy and IGS Solar, pursued and was awarded a \$500,000 grant from the NH Public Utilities Commission, obtained approval from the Governor and Executive Council by a narrow 3-2 vote, worked through a PILOT agreement with the Town of Lee, entered into an agreement with the Oyster River Cooperative School District for power purchase, negotiated required connection arrangements with Eversource, and the Town Council ultimately approved in late-fall 2015 moving forward with executing contracts for the construction of a 640 kW DC solar array in Durham's Packers Falls Gravel Pit. The project came on line in spring 2016. This project is the 2nd largest solar array in the State of New Hampshire.

Oyster River School District Superintendent of Schools James Morse and I continue to work to remain in active communication with one another regarding issues of mutual interest/concern. It is helpful to note that Town Councilors Kenny Rotner and Allan Howland are also members of the ORCSD School Board, in this way ensuring there is very good communication between Durham and the ORCSD School Board as well relative to issues of mutual interest.

Much work has been devoted to addressing human resource issues in Durham in 2016. Collective bargaining contract negotiations were kicked off in the fall 2015 between the town and the AFSCME Unit representing our public works personnel, and with the Durham Professional Firefighters Association (DPFFA Unit) representing our firefighters and fire inspectors. A common theme in these discussions revolved around increasing employee contributions toward health insurance premiums. Both contracts were ratified by the Town Council in 2016. Contract negotiations with the Durham Police Officers Association for a successor bargaining agreement commenced in fall 2016.

Durham is highly regarded as a leader in myriad areas amongst NH municipalities, state agencies, and beyond. For example:

- In 2016 Durham was selected as the recipient of the Sustainable Communities Award from the Gulf of Maine Council on the Marine Environment;
- We were listed as one of the safest college towns in America according to Safewise;
- The community received the top ranking score in NH by the Human Rights Campaign's Municipal Equity Index;
- Our new Master Plan was selected as Plan of the Year by the NH Association of State Planners.

These accomplishments were not by accident. The residents who live here are smart, entrepreneurial, always taking the

long-term perspective, focused on the environment, community-oriented, and committed to quality education. The town is blessed with significant natural resources as well: the Great Bay, the Oyster River, the Lamprey River, the Spruce Hole Bog, Wagon Hill Farm, numerous natural gateways leading into and out of the community, and more. But it is not only that we have these natural treasures. Durham has had the foresight to protect them through local decision-making, good planning, prudent management, and a lot of hard work. Meanwhile, the University of New Hampshire provides social, cultural, and athletic opportunities for the community, not to mention it's an economic driver for Durham and the entire region. And our town employees — public works, police, fire, planning, zoning, and more — they are good people, working hard with limited resources to meet the needs of demanding citizens with high expectations for exceptional service delivery at the local level.

While taxes are undeniably high in Durham, for all of these reasons, home sales remain strong, commercial investment is active, downtown vacancies are almost non-existent, the tax base is growing, the town is beautiful, and a positive sense of community is pervasive.

All in all, it has been a solid year for Durham.

# Town Council

KITTY MARPLE

Chair

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During 2016, the Town Council tried to stick with the goals it set, most specifically regarding the budget. The fiscal situation has stabilized due to departmental discipline and the redevelopment of downtown plus outlying student housing. The increase in taxable valuation was very fortuitous. It has allowed the municipal portion of the tax rate to remain flat in 2015, 2016 and 2017, no small feat.

Although some are not happy with all of the redevelopment, it is very gratifying that the downtown is freshened up. I am thankful that businesses and landlords recognize the value of maintaining their properties. Mary Ellen Humphrey, our Economic Development Director, works hard to attract relevant businesses to town. Town officials were wise to bring in this kind of expertise.

Durham and UNH continue to be mindful of potential opportunities to develop public-private ventures for mutual benefit. It is a shame that the 66 Main Street development has, to date, been unable to bear fruit due to issues with expensive ledge removal among other things but Durham/UNH continue to pursue other possibilities. It is a wonderful property due to its location. Hopefully there will be some way to move forward to a desirable outcome (to include building and green space).

The Council has been very proactive to accumulate



***Katherine Marple***

Chair

Term: 3/14 – 3/17

discussion. It is apparent that invasive species of plants have infiltrated many of these conservation areas and are harmful to the overall habitat. These invasives need to be controlled and the land made more available for recreational use. The Council will decide whether to hire a part time Land Steward to provide guidance for maintenance of these areas.

Durham has a Human Rights Commission to address issues of discrimination based on gender, sexual identity, race (in other words, being human). The town is scored by a national organization, the Human Rights Campaign and Durham ranks very highly on its metric. This makes me very proud.

I personally want to encourage all citizens to recycle as much as possible and to make use of our

very popular Swap Shop. For those few people who are not familiar with our Transfer Station, we have a place where you can drop off many household items for reuse by someone else. There is a list of items that are not accepted, which you should be able to find on the Town of Durham website. As always, we are very grateful to our Swap Shop volunteers who cheerfully work in all weather conditions. They perform a wonderful service.

Our Energy Committee made great strides over the last couple of years to increase reliance on solar power for our public buildings. This is an amazing advancement in our ability to put less stress on our environment.

Recreation activities have gone through the roof over the last few years, mostly due to the hiring of a Parks and Recreation director. These activities are essential for exercise, education and mental health.

We are indeed fortunate to live in Durham. There are areas where we need to focus going forward, one of which is workforce housing. There is something very sad about people who work in Durham not being able to afford to live here. I know this is a reality in many communities, but I would hope that it would not have to be in Durham.

## Town Council Members



***Alan Bennett***  
Council Member  
Term: 3/16 – 3/19



***Katherine Bubar***  
Council Member  
Term: 3/14 – 3/17



***Wayne Burton***  
Council Member  
Term: 3/16 – 3/19



***Diana Carroll***  
Council Member  
Term: 3/16 – 3/17



***Allan Howland***  
Council Member  
Term: 3/16 – 3/19



***Firoze Katrak***  
Council Member  
Term: 3/15 – 3/18



***James Lawson***  
Council Member  
Term: 3/15 – 3/18



***Kenny Rotner***  
Council Member  
Term: 3/15 – 3/18



Sledding fun at Wagon Hill Farm. Courtesy DCAT Studios

## Culture and Recreation

### Conservation Commission

**ROBERT SULLIVAN**

Chair

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Current Members: Robert Sullivan, *Chair*; Coleen Fuerst, Otho Wells, Dick Wollmar, Michael Morneault (*Alternate*), Sally Tobias (*Alternate*), Diana Carroll (*Council representative*), Barbara Dill (*Planning Board representative*)

Former Members and Key Supporters of the Commission: Ann Welsh, Malin Clyde, John Parry

#### **The Conservation Commission:**

- Acts as an advocate for natural resource conservation.
- Inventories, manages, and protects natural resources.
- Makes recommendations to the state on all applications to the New Hampshire Wetlands Bureau.
- Confers with the Planning Board on applications for conditional use permits in the shoreland and wetland protection districts.

#### **Accomplishments and Goals:**

- Supported the acceptance of the Thompson Farm property on Wednesday Hill Road in partnership with the Southeast Land Trust. A parking area and initial trail work were completed to maintain this property.
- Conducted monitoring visits on conserved properties.
- Reviewed numerous wetlands permit applications and reviewed conditional use permits for construction in the

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- wetlands and shoreland protection districts.
- Continued to work on the new Oyster River Forest property and adjoining town property. Trails were improved and further developed on the property to allow better access to property.
- Completed a new ADA compliant trail to the Spruce Bog in Oyster River Forest. Upgraded a stream crossing with a new bridge that connects two sides of the property. Funds for this project were raised through private fund-raising.
- Supported the New Hampshire Forest Society's efforts to conserve the Powder Major property (former Goss property) that extends through Durham, Lee, and Madbury. \$120,000 was approved by the Conservation Commission to conserve this vital property on the Oyster River.
- Conducted training for volunteers on urban tree health and best practices.
- Worked with other town groups, including the Technical Review Group (TRG), to ensure new projects met conditions of approval that would impact natural resources, and with the Planning Board in developing site plan regulations.
- Worked closely with town employees, committees, and volunteers on land stewardship of town and conserved properties.
- Completed Town of Durham Property Inventory and Stewardship Plan Notebooks.

## Historic District Commission/Heritage Commission

### PETER STANHOPE

Chair

Members: Peter Stanhope, *Chair*, Andrea Bodo, Michael Bradley, Heidi Ely, Alan Bennett (*Council representative*), William McGowan (*Planning Board representative*)

Former Members: Catherine Meeking, Chip Noon, Jim Lawson (*Council representative*)

2016 was a year of transition for the commission. New members included Dr. Alan Bennett representing the Town Council and new member Rev. Michael Bradley. They joined Vice Chair Andrea Bodo, Heidi Ely, and Planning Board representative Bill McGowan. One seat remained open at the year's end. Catherine Meeking and Chip Noon both retired. Two dedicated members who devoted a significant amount of time to the commission. Each was recognized for service to the community.

2016 saw the commission establish a Certificate of Appreciation Program presenting one award a year for excellence in outstanding restoration. The commission also established sending a letter of acknowledgement to those making significant upgrades to their property. The commission, communicating through Town Planner Michael Behrendt, reached out to a number of property owners where the commission or members of the public noted historic features of district properties falling into disrepair. This form of encouragement was successful in having issues addressed.

Representing the Heritage Commission on June 1, Vice Chair

Andrea Bodo spoke to a group of 21 people from the Amoskeeg Questers, Manchester, NH, and gave a tour of the Smith Chapel. The restoration of the Chapel was funded in part by a number of grants received through the efforts of Vice Chair Bodo.

The first Award of Excellence was presented to Doug and Susan MacLennan on June 6 by the Town Council and the Historic District Commission. It recognized the MacLennans for their outstanding restoration of the General John Sullivan House. The MacLennans were presented with a plaque which read:

*"The Historic District Commission and Town Council of Durham, New Hampshire hereby recognize Doug and Susan MacLennan for*



*their exemplary restoration of the circa 1740 General John Sullivan House, Durham's only National Register Landmark, June 2016".*

As one of only 23 National Historic Landmarks in New Hampshire, the Sullivan House is in rarified company.

The HDC/Heritage Commission reviewed proposed New Hampshire Department of Transportation improvements in the Historic District at the Route 108 Intersection of Durham Point Road. Reviews were completed by the commission of proposed work at Old Landing Park, the entryway at Route 108 to Three Chimneys Inn, and the Bicentennial Park at the junction of Main Street and Mill Road. The commission recommended to the Planning Board that any approvals for the redevelopment of the Mill Plaza address unsightly utilities behind the Hannaford Market and that they be required to preserve the viewscape of Bicentennial Park.

The commission completed a comprehensive review of the HDC/Heritage Commission ordinance. Pursuant to the review, the commission made a number of recommendations to address issues relating to the language intended to preserve and protect the Historic District. Based on this, the Town Council initiated numerous amendments to the Historic District ordinance. The amendments were forwarded to the Planning Board for review. The Planning Board has proposed additional changes to the ordinance and has sent all of the proposed changes to the HDC.

The commission reviewed and accepted the application for the restoration of the former Town Hall located at 15 Newmarket Road. The application had been subject to a comprehensive review by the National Park Service to determine compliance in each detail with the period construction architecture. This National Park Service approval will qualify the reconstruction to be the first property in the District to receive a 20% federal tax credit. The restoration was subsequently approved by the commission. Construction is currently underway and should be completed in 2017. The New Hampshire Division of Historic Resources representative, Peter Michaud,

subservient to the two historical buildings. He said there will be a new entrance on the back which provides cover. The windows on the building are being replaced with wood windows (doubled paned) with applied wood interior and exterior. Mr. Michaud noted that the entire plan passed the National Park Service's review without any conditions which is highly unusual and demonstrated the owner's dedication to enhance the District. This approval by the commission completes the cycle of approvals of the renovation of the new Town Hall and restoration of the former Town Hall, both contributing to preserving the District's national status.



*Representing the Heritage Commission on June 1, Vice Chair Andrea Bodo spoke to a group of 21 people from the Amoskeeg Questers, Manchester NH and gave a tour of the Hamilton Smith Memorial Chapel. The restoration of the Chapel was funded in part by a number of grants received through the efforts of Vice Chair Bodo. Courtesy DCAT Studios*

worked closely with their architect in developing the plans to meet the national standards. He said the connecting of the two buildings was done in the 1970s so it is not considered historically significant, and restoration must remain

The commission received a presentation followed by a discussion of the Mill Pond Restoration Study. The presentation was made by Jim Lawson, Town Councilor and former commission

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member. The pond and dam are important contributing components of the District. Their preservation is critical to the preservation of the District and its National Registry status.

The commission finished 2016 entering into dialogue relevant to preserving the historic significant

mural in the US Post Office building on Main Street. The mural that depicts important events in Durham's history has come under criticism from special interest groups. The commission has offered to hold a public hearing in 2017 creating a forum for all Durham residents and

interested parties to share their positions.

The commission takes comments on any topic at the finish of each meeting. Durham residents and interested parties are welcome at each monthly meeting held the first Thursday at 7:00 PM in the Town Hall Council chambers.

## Parks & Recreation Department and Parks & Recreation Committee

**RACHEL GASOWSKI**

Director

Parks & Recreation Committee Members:  
Michael Sievert, Chair; Nate Fitch, Benji Latham, David Leach, Kasey Morneault, Kylee Noga, Michael Drooker (Alternate), Kenny Rotner (Council representative)

The Durham Parks & Recreation (DPR) Department continues to focus on offering a broad range of outdoor and indoor recreational activities that are available to town residents of all ages, abilities, and interests. Residents can count on programs and events that bring the community together in the town's parks and facilities that are welcoming and safe.

2016 has been a year of great energy and growth for parks and recreation. The department offered 70 programs in 2016, including the addition of 13 new programs and three new community events. Partnerships with the University of New Hampshire (UNH), various community organizations, town departments, and the

Oyster River Cooperative School District (ORCSD) assisted in the department's ability to offer new programs, and promoted growth with current offerings. Parks and Recreation was also successful in providing several intergeneration programs to community members, such as Stargazing workshops, Pick-up Pickleball, Bird Watching, Archery clinics, Art in the Park and Discover Durham's Trails.

Community events offered by Durham Parks & Recreation were highlights for the department in 2016. The community showed its support with great attendance, bringing hundreds together to participate and celebrate. The Family Campout at Wagon Hill Farm, Picnic in the Park at Jackson's Landing, and Music on Main were wonderful new additions to the lineup of events. They offered family fun in the outdoors, theater in the park, and great vitality to Main Street. I



*Rachel Gasowski, Parks & Recreation Director*

look forward to offering these events again in 2017 and seeing their continued growth.

Summer programs and camp offerings were expanded through the use of Churchill Rink. Fourteen separate day camp opportunities were offered out of the rink, including R.E.A.C.H., a partnership camp with ORCSD.

In addition to summer camps, the rink was utilized for pickleball, street hockey, and group rentals.

**2016 Accomplishments:**

- Implemented day camps during February and April school vacation weeks, along with expanded programming during December vacation week.
- Offered 13 new programs and three new community events.
- Implemented a variety of programs, activities, and camps at Churchill Rink during off-season times.
- Hosted nine community events: Durham Day, Spooktacular Day, Tree Lighting Celebration, Annual Egg Hunt, Memorial Day Parade, Family Campout, Music by the Bay, Picnic in the Park, and Music on Main.
- Enhanced summer program offerings, including 14 separate day camps, Friday field trips, evening general programs, and three new summer events.
- Expanded ice sessions at Churchill Rink, including teacher workshop days, vacation weeks, Saturday Night Lights, and after school skate times.
- Implemented a point of sale and online program registration system through RecDesk.
- Performed in-house management of Churchill Rink general operations and staffing.

**Goals for 2017:**

- Resume program offerings at Churchill Rink and expand user group opportunities during off-season.

- Continue to develop and establish summer programs, camps, and partnerships.
- Explore and apply for recreational grants to assist with new department initiatives.
- Expand adult program opportunities.
- Offer specialty programs/camps on teacher workshop days.
- Develop and implement new community events and programs.
- Continue to maintain positive

I am extremely grateful for the positive working relationships that the Durham Parks & Recreation Department has with other town departments. Their continued support of parks and recreation programs, events, and operations allows the department to offer all that it does while adding great value to programs and events for the community.

Durham Parks and Recreation offers a wide range of quality programs, parks, and facilities that encourage all community



*Durham Parks & Recreation provided several intergeneration programs, activities, and camps to community members at Churchill Rink during off-season times, including Pick-up Pickleball. Courtesy P&R Department*

relationships and partnerships that have been established between the University of New Hampshire, various community organizations, town departments, and ORCSD to enrich this dynamic department.

- Continue to make improvements and upgrades to the Churchill Rink to better utilize the space during off-season times.

members to participate in healthy, fun, and enriching activities. Together, with the residents of Durham, the Durham Parks & Recreation Department celebrates the essential role public recreation plays in fostering a cohesive and vibrant community.



# Public Library Board of Trustees

JENNA ROBERTS

Chair

Following a busy spring and record-breaking participation in the Durham Public Library (DPL) summer reading program, the library wrapped up the summer with a farewell party to Tom Madden, who served as Director for ten years. While the trustees were sad to lose Tom, they were excited to welcome Judy Haskell as a part-time Interim Director. Judy is a seasoned librarian with decades of experience, and her contributions have been invaluable during this time of transition. A special thank you must be extended to the DPL staff for filling in the gaps, allowing the library to continue to provide excellent service to the community.

## Survey

### 2016 Accomplishments:

- Developed and implemented a survey, (posted on the library's webpage.) The purpose of this survey was to gather feedback

and input from the community regarding needs, resources, programming, and activities offered or desired at the library.

### Goals for 2017:

- Use the survey results as one source of data for strategic planning with the new director.

## Personnel – Director Hiring Process

### 2016 Accomplishments:

- Initiated national search for a new Director.
- Hired Interim Director.
- Conducted first and second round interviews.

### Goals for 2017:

- Complete interviews, hire, and bring onboard a new Director.

## Fiscal/Budget

### 2016 Accomplishments:

- Made final payments and

closed out all building fund accounts.

- Collaborated with the Town Council to shift remaining building funds to capital improvements/building maintenance.
- Advocated for significant staff salary increases to increase equity of pay for library staff as compared to similar libraries in New Hampshire.

### Goals for 2017:

- Assess current annual budget development process and consider improvements.
- Assess hours and staffing levels to ensure adequate coverage.
- Review existing and new revenue sources, including current fees, grants, and other outside funding sources.

It has been a challenging year but the trustees have accomplished so much, none of which could have happened without the contributions and support of the wonderful Durham community, Friends of DPL, the Town Council, and town staff. All the ways we pitch in to support one another is helpful and essential—whether you assisted with a book sale, donated a book, baked cookies, volunteered to shelve books, pulled weeds in the gardens, contributed to the annual appeal, supported the trustee's initiatives or hung your art collection on the library walls—we thank you for your involvement and love of our community library.

Residents enjoy the popular Summer Music on the Lawn series sponsored by The Friends of the Library. Courtesy DPL



**JUDY HASKELL**  
 Library Director (Interim)

The Durham Public Library has witnessed an historic year, with the retirement of Tom Madden as Director, and the hiring of Interim Director Judy Haskell as the Board of Trustees began their search for a new Library Director. While in an extended period of transition, the library staff have remained committed to ensuring a high quality level of personal service, as well as achieving internal, behind-the-scenes goals.

A wide variety of cultural offerings included “Words & Music for the Senses” with author Abigail Carroll, UNH Poets, and the New Hampshire Notables acapella voices, a Chinese Calligraphy workshop, and the first 3-day Artist in Residence with artist and printmaker Roberta Shea.

Car buffs were treated to a Classic Auto Show; music lovers enjoyed Acoustic Truffle, the 29th Army Band, and T.J. Wheeler, and those who favor craft appreciated Minds Eye Designs, which featured the artwork, textiles, and jewelry created by adults with disabilities enrolled in a vocational program. The library also organized its first Veterans’ Day program, which was a moving tribute to those that served in the armed forces.

Youth Services continued to flourish, with a record-setting Summer Reading Program with 350 children aged 2 to 12 as participants, and 2,298 attendees at programs. New programs for youth included the Jack and Annie Book Club for K-2nd graders, STEAM (Science Technology Engineering

Arts Mathematics) Saturdays, Young Adult Film Festivals, and Young Adult Iron Chef contests. Regularly scheduled story times, Baby Lapsit, Crafters and Knitting Club, Lego Club, and book groups are well-attended and thriving.

With an eye toward making Durham’s rich agricultural and conservation history more accessible, the library cataloged Dick Wollmar’s Durham Agricultural Commission Special Collection and has also acquired the Town of Durham Property Inventory and Stewardship Plan Notebooks, which can be found in the reference section near the front desk. Library databases have been streamlined for easier use, and work will soon be complete on a spreadsheet to allow for detailed searching of the library’s extensive Folk-and-Fairytale Collection.

I have been most impressed by an exceptionally vibrant Friends of the Library group that undertake a myriad of activities to support the well-being of the Durham Public Library, and have subsidized a number of youth programs, such as a visit from the Mariposa Museum, a stained glass workshop, and the Patch Club (whose membership grows monthly). Their contributions to adult programming included purchasing card tables and chairs and sponsoring the popular Summer Music on the Lawn series, which this year featured folksinger Bill Staines.

It has been a privilege for me to work alongside such an energetic, professional, and dedicated staff, which are attuned to the community, responsive to patron needs, and engaged in diverse

programming. It has also been gratifying to work with the Board of Trustees, whose efforts to provide adequate resources and envisioning the needs of the community at large are unflagging.

While my 20+ years of experience as a Library Director took place in smaller libraries, I can confidently say that Durham Public Library has created an environment of excellence, and is on the cusp of establishing itself as a leading library in New Hampshire.

**Library Activities for 2016**

Circulation	61,636
Program Attendance	11,340
Library Visits	65,629
New Patrons	660
Total Patrons	6,344
Materials Added	3,029
<b>Total Materials</b>	<b>39,246</b>







*The Captain Adams gundalow. Courtesy the Gundalow Company*

## General Government

### Assessor

**JIM RICE**  
CNHA

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The Assessing Office ensures equitable assessments, which distribute the Town's tax burden in accordance with New Hampshire state statutes. Assessments are based on fair market value of property and are applied in a fair, equitable, and consistent manner. Information regarding assessments, tax exemptions, tax credits, tax deferrals, current use assessments, conservation restriction assessments, discretionary easements, abatement requests, and timber tax are available through this office. Information regarding deed and property ownership can also be found in this office, or on the town's website at [www.ci.durham.nh.us/assessing](http://www.ci.durham.nh.us/assessing). A public access computer terminal is available in the lobby of the Town Hall along with tax maps regarding property assessment research. Assessment information can also be viewed on-line at [www.visionappraisal.com](http://www.visionappraisal.com).

#### **2016 Accomplishments:**

***Statistical Update.*** Article 6 of the New Hampshire Constitution states "...there shall be a valuation of the estates within the State taken anew once in every five years, at least, and as much oftener as the general court shall order".

Unless property owners have made changes to their property (i.e. new construction, renovations/additions, or demolitions), assessments were last updated in 2013. The revised assessments reflect market value as of April 1, 2013. The Uniform Standards

*continued on next page*

of Professional Appraisal Practice (USPAP) reports completed for the 2013 statistical update which outline the methodology used during the update was audited by the Department of Revenue Administration for compliance. The next assessment update is scheduled for tax year 2018.

**Current Use Property.** Land that was disqualified from the Current Use program (per RSA 79-A), primarily due to new construction, generated \$51,500.00 in Land Use Change Tax (LUCT), all deposited into Durham’s Conservation Fund.

**Tax Increment Finance District.** The Durham Town Council established the Downtown Tax Increment Financing (TIF) District pursuant to RSA 162-K:5 to fund improvements that enhance the economic vitality of the downtown area by creating new or improved infrastructure including, but not limited to, roads, traffic patterns, utilities, water distribution, sewer, storm water management parking, pedestrian ways, lighting, sidewalks and urban amenities necessary to retain, attract, and advance desirable mixed use development and private investment in the downtown/ Central Business District of the Town of Durham.

Effective 4/1/15, the Town Council voted to only use 7% of the total captured assessed value for improvements within the TIF District. The remaining 93% is deposited into the General Fund. The total monies available for use are \$105,613.

**Updating Current Use files.** Current Use is a program enacted in 1973 encouraging the “preservation of open space, thus providing a healthful and attractive

The following is a breakdown of the 2016 assessments and exemptions used to calculate the net taxable valuation used to compute the municipal, county, and local tax rates.

**Summary Inventory of Valuation:**

Residential (land & buildings):	\$678,538,600
Commercial/Industrial (land & buildings):	\$305,708,523
Current Use Land (per RSA 79-A):	\$ 606,592
Utilities:	\$ 28,323,600
Valuation before exemptions:	\$1,013,177,315

EXEMPTIONS	EXEMPTION AMOUNT	TOTAL EXEMPTIONS GRANTED	ASSESSED VALUATION
Blind:	\$ 30,000	8	\$ 240,000
Disabled:	32,000	1	32,000
Assist Persons w/Disabilities	Varies	1	45,825
Elderly:			
65-74	125,000	11	1,375,000
75-79	175,000	2	0350,000
80+	225,000	11	2,475,000
Solar:	Varies	42	907,498
<b>Total Exemptions:</b>			<b>\$5,254,498</b>

Net Taxable Valuation \$1,007,876,992  
(used to compute municipal, county and local tax rates)

VETERAN'S TAX CREDIT	TAX CREDIT LIMITS	NO. VETERAN'S APPROVED	TOTAL TAX CREDIT
Standard Veteran's Credit:	\$ 500	215	\$107,500
Surviving Spouse:	2,000	0	0
Service Connected Disability:	2,000	8	16,000
<b>Total Veteran's Tax Credit:</b>			<b>\$123,500</b>

outdoor environment for work and recreation of the state’s citizens, maintaining the character of the state’s landscape, and conserving the land, water, forest, agricultural, and wildlife resources” – NH Current Use Law RSA 79-A. For Current Use information, visit [www.nhspace.org](http://www.nhspace.org).

During 2016, the Assessing Office continued to review the files of those properties classified under the Current Use program for accuracy, compliance, and record keeping purposes. Exemption and credit applicants have also been

reviewed as required in preparation for the 2018 statistical update.

**Goals for 2017:**

- In addition to the Assessor’s regular duties, the Assessing Office will be preparing for the 2018 statistical update.
- Residents are welcome to contact the Assessing Office at 868-8064 with any questions or concerns. Appointments can be scheduled with the Assessor. Assessing Office hours are Monday through Friday 8:00am to 5:00pm.

# Cemetery Committee

**CRAIG SEYMOUR**

Chair

*Members:* Craig Seymour, *Chair*,  
Michael Everngam, William Cote, *Council*  
*Representatives:* Wayne Burton, Diana Carroll,  
Firoze Katrak

*Former Members:* James Lawson (*Council*  
*representative*)

The Durham Town Cemetery had a total of 16 internments (burials) in 2016, including 9 cremains burials (ashes) and 7 full body burials. Twenty-three graves in 8 plots were purchased, generating income of \$9,000, with \$4,960 going into the Cemetery Trust Fund for care of the cemetery and \$4,040 to the Cemetery Improvements Fund. Three graves were resold through swaps for larger plot purchases. On June 20, 2016, upon recommendation of the Cemetery Committee, the Town Council adopted Resolution #2016-08 to split proceeds from grave sales 50/50 between the funds.

Many thanks to the Department of Public Works staff for an outstanding job maintaining the cemetery throughout the year. Kudos to the crews and to the many visitors that maintain not only their own plots, but also those around them. Thank you!

The plantings along the fence line separating the cemetery from the abutting Cottages student housing complex continue to do reasonably well, and will continue to grow to provide more of a visual buffer. No incidents or issues involving the Cottages were reported.

A reminder to owners of cemetery plots that maintenance of

monuments and markers are the responsibility of the plot owner. A few monuments have begun to tip and some markers are sinking below grade. If owners or their representatives (such as a funeral home or monument company) are planning on making any repairs or adjustments, please notify the committee chair at [cemetery@ci.durham.nh.us](mailto:cemetery@ci.durham.nh.us).

Please note that in order to maintain an attractive cemetery, the committee may occasionally go in to remove dead or dying trees, shrubs, and other plot decorations that have been damaged or badly faded. If there are any questions, or if there are any items placed on a grave or monument that owners would like returned, please contact the committee chair. Also, the care and maintenance of monuments and flush markers are the responsibility of plot owners. Some monuments have begun to tilt due to ground

movement (and poor foundations) while some markers have sunk below grade. There are local monument companies that can make any needed improvements.

A copy of the Rule & Regulations for the cemetery can be obtained on the town's website, <https://www.ci.durham.nh.us> (Cemetery

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*Durham Cemetery located off of Old Concord Road.*



Committee page). The document describes how to purchase a cemetery plot, rules for grave and monument care and other useful information. All burials and any planned work on monuments, including installation of markers, should be cleared through the Cemetery Committee chair beforehand. The Rules and Regulations were amended in 2014 with a section added to deal with burials on private property. The website also contains a digital map of the cemetery layout.

Please note that in order to protect the grounds the cemetery is closed to all vehicles during the winter months. However, feel free to walk in to visit graves. If you know of someone who is a veteran and is missing a flag during the Memorial and Veterans Day periods, please let the committee know.

## Trustees of the Trust Funds

MICHAEL EVERNGAM  
Chair

### 2016 Accomplishments:

- **Operation of Investment Account.** The trusts and reserves in the custody of the Trustees are invested with the Wealth Management Division of People's United Bank. The Trustees are pleased to report that the income from the second half of 2015 (July-December 2015), the first six months with People's, was \$34,193.72, of which \$18,417.92 was spent for the purposes of the various trusts and reserves, with the remaining income accumulated to the balances of the funds.

The income received in the second half of 2015 exceeded the first half income of \$2,277.95 by a significant multiple. As of early November, the sum of the income received to date from interest and dividends was greater than \$50,000.00, and the year's income should exceed that of 2015 by a significant amount.

- **Description of the Process of Engaging an Investment Advisor.** The Trustees prepared a detailed record of the process used to select and engage People's United Bank Wealth Management as investment advisor to the Trustees. This statement was forwarded to the Administrator for reference by residents.
- **Continuing to Improve Management of Doe Farm.** The Trustees have begun the work of defining the issues they feel are important to the future of Doe Farm as a community asset. They are in the process of circulating a strategy statement for discussion with town agencies having an interest in potential uses for the farm in the future. In the future a more comprehensive plan will be circulated to all those agencies and residents having an interest in how the farm should be managed, and for what uses it should be open. The Trustees are proceeding with an invasive species removal plan which is a necessary precursor to harvesting timber in the 2017-18. It is expected that the program that is developed for the longer term use of Doe Farm will incorporate existing stewardship/management plans, the will of Mr. Doe, and town's needs.

- **Continuing Transparency Efforts.** The Trustees have made a significant improvement in posting agendas and minutes in a timely way and have also tried to respond to communications from residents as quickly as possible. However, in some instances the Trustees have been delayed by the complexity of the issues raised, or when the issues required them to do research and consider carefully their response. As part of this effort, the Trustees are also attempting to be more open to coordination and cooperation with town departments and committees.
- **Continuing to Improve Record Keeping.** The Trustees have begun assembling records which show how, when, and why the various funds in their custody were established. The work in this effort is enormous, and will likely require years to complete.
- **Working with the Department of Public Works.** The Trustees have continued their excellent and productive relationship with Mr. Lynch, Director of Durham DPW. His cooperation, perspective, and support are a major part of the Trustees' efforts to carry out the purposes of the trusts they administer.
- The Trustees revised and adopted the existing Trustee's Investment Policy and adopted an Internal Controls Policy at their November meeting.

### Goals for 2017:

- The Trustees continue to be prudent custodians of the funds entrusted to them while seeking sound returns on the investment of these funds.



- Continue to work on those projects and/or issues noted above as “continuing”.
- At present, the Trustee’s paper records are in storage in the Town Hall storage area. These records need to be reviewed, organized, and properly stored. While this work effort was

listed last year, the Trustees have been unable to make progress on it. This will require a significant effort by careful workers. The Trustees will continue to seek a way to accomplish this work.

- Work to refocus the town’s role in locating and documenting

the private burial grounds located in Durham. The Trustees have finalized a draft recommendation for consideration by the Cemetery Committee and other town agencies.

## General Assistance Officer

**GAIL JABLONSKI**

Business Manager

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New Hampshire Revised Statutes Annotated (RSA) 165 requires that each City and Town in the State of New Hampshire provide for any persons who are poor and unable to provide for themselves and that the governing body of each city and town establish written guidelines relative to general assistance. Section 4-10 A-7 of the Administrative Code of the Town of Durham identifies the Business Management Department, headed by the Business Manager, as being responsible for overseeing general assistance services.

The Town of Durham is dedicated to providing for those in need without regard

to age, race, sex, or national origin. The Business Office is compassionate towards all those seeking assistance, working with everyone who applies, whether the applications are approved or denied, to assist them towards self-sufficiency in the future.

In 2016 the Business Office received and processed nine applications for public assistance. Of these requests, seven were approved as qualifying for assistance with expenses such as rent, electricity, and heating oil. During the past year numerous people contacted the office for information concerning assistance but did not submit a formal application. Going into 2017, the office currently has one active case of public assistance open.

Through December 13, 2016 a total of \$27,875 has been provided for direct assistance. The Business Office works closely with several non-profit service providers in the area, the University of New Hampshire for students in need of assistance, the New Hampshire Department of Health and Human Services Office in Rochester, and the New Hampshire Local Welfare Administrator’s Association for advice and guidance on the more difficult cases.

The town’s general assistance regulations and the application for public assistance can be located on the Business Office page of the town website, <https://www.ci.durham.nh.us>.

# Planning and Community Development

MICHAEL BEHRENDT

Director

Michael Behrendt has served as the Durham Town Planner since July 2012. His role is to oversee development in Durham, including site plans for commercial and multifamily projects, subdivisions, various other types of projects, and nonbinding reviews of major UNH developments. Construction of single-family and two-family houses is exempt from site plan review.

the Planning, Building/Code Enforcement, and Assessing Departments.

Please take a look at the Planning and Zoning section on the town's website at <https://www.ci.durham.nh.us>. There is guidance about the planning process in Durham and much interesting information about town planning, in general.

talk with Michael any time, or to say hello if you see him shopping downtown. Questions, comments, and suggestions for improving the service that the department provides and the quality of development in town are always welcome.

## 2016 Accomplishments:

**Site plans.** The Planning Board approved numerous projects during the year but they were smaller than the large student housing developments that came forth in recent years. That boom has passed. Construction of the outstanding Harmony Homes senior-housing project – approved in 2015 – is well under way at the former Durham Business Park site on Route 4.

## Mill Plaza Redevelopment.

The Planning Board reviewed several iterations of a proposed redevelopment of the Mill Plaza. The project is still in the preliminary design phase. It is a complex undertaking and countless comments have been received from interested citizens. It is hoped that the applicant and their design team can develop an excellent plan for the 10-acre site which offers many enhancements for the community. The most recent proposal involves maintaining the existing building that houses the Hannaford store but redesigning the facade, demolishing the rear building, adding two new large structures with commercial on the first floor and residential above, creating drive areas with more of



l-r: Michael Behrendt, Planner; Karen Edwards, Administrative Assistant; Jim Rice, Assessor; Audrey Cline, Zoning, Code Enforcement, & Health Officer

Michael serves as staff on the Planning Board and Historic District Commission. He provides assistance in planning-related matters to the Town Council, Agricultural Commission, Conservation Commission, and Energy Committee as time and resources allow.

The workload is demanding but Michael receives exceptional support from Karen Edwards, Administrative Assistant to

Prior to coming to Durham, Michael served as Rochester, NH's chief planner for 16 years, and before that he worked as a planner in Beaufort, SC (near Savannah, Charleston, and Hilton Head). Michael is also a proud Durham resident, having lived in town with his wife Naomi (and daughters Liza and Emily who graduated from Oyster River long ago) for twenty years. Please feel free to email, call, or stop in to

the character of downtown streets, and adding greenspace, public areas, and sidewalks.

**Young Drive Redevelopment.** The Planning Board has reviewed several preliminary designs for the redevelopment of Young Drive, a student housing project composed of numerous duplex buildings. The applicant seeks to raze the existing structures and build several large buildings for senior housing.

**Zoning Amendments.** Over the past year the Planning Board has been going through the entire Zoning Ordinance making changes as needed. Once it finishes its review, the board will initiate a formal amendment.

**Keeping Goats.** The Durham Agricultural Commission developed amendments to the Zoning Ordinance to allow keeping a limited number of goats as an accessory use to single-family and two-family residences. The proposal was well received in the community, endorsed by the Planning Board, and adopted by the Town Council.

**Historic District/Heritage Commission.** The HDC approved several applications, including a handsome new sign for the Durham Community Church, signage for the Juicery/Soupery and Bikram Yoga located in the fine new mixed-use building at the corner of Main Street and Madbury Road, and some final elements for the Orion project. Now that the Orion project is complete, it significantly enhances the Church Hill streetscape.

**Applied Geosolutions.** The HDC approved renovations and an

addition to the former Town Hall building at 15 Newmarket Road for Applied GeoSolutions which will relocate to the structure. This consulting firm uses geospatial tools and Earth-system models to address issues related to agriculture, climate change, public health, and resource management. The proprietors, Bill and Carrie Salas, are renovating the interior and exterior to the exacting standards prescribed by the U. S. Secretary of the Interior using the 20% Historic Rehabilitation Tax Credit. This is the first project in Durham that has been done with the tax credit.

**General Sullivan House.** At the Town Council meeting on June 6, the Historic District Commission and the Town Council presented a plaque to Doug and Susan MacLennan recognizing their marvelous restoration of the General John Sullivan House. The circa 1740 structure, perched above the Oyster River, is Durham's only National Historic Landmark. At one time, the property included a law office, a library, a dairy, stables, and an outbuilding thought to house slaves. General Sullivan was elected Governor of the newly formed state of New Hampshire after returning home a hero of the Revolutionary War.

**Highland House.** Although the town was not involved in the process, the Heritage Commission was pleased to learn that Lori and Steve Lamb, owners of Highland House located at 90 Bennett Road, succeeded in having the property deemed eligible for the New Hampshire State Register of Historic Places. Such recognition is a great honor and is fitting for this highly-significant property.

The beautiful house has elements of the Federal, Greek Revival, and Queen Anne styles. After the Civil War, owner William Woodman operated a major cider and apple vinegar producing enterprise here. The Planning Board has approved use of the property for an inn and for special events.

**Historic District Ordinance - Amendments.** The Historic District Commission crafted extensive changes to the Historic District Ordinance involving administrative matters, delineation of the district, purview of the commission, procedures, submission materials, review criteria, maintenance and demolition by neglect, standards for review of signs, and other matters. The amendments, with some changes made by the Planning Board and Town Council, were adopted.

**Department Presentations.** Five town departments – Building, Economic Development, Police, Public Works, and Recreation – gave presentations to the Planning Board about the purpose and operation of their departments. The Assessing and Fire Departments will present to the board in 2017.

**Master Plan Award.** The New Hampshire Planners Association selected Durham's 2015 Master Plan as the Plan of the Year! The plan contains ten chapters, including Agricultural Resources, Demographics and Housing, Downtown and Commercial Core, Economic Development, Energy, Existing Land Use, Historic Resources, Natural Resources, Recreation, and Vision & Community Character.

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Interactions. As a Town Planner, Michael enjoys visiting other places and talking with people seeking to improve their own communities. Personal highlights for him included attending the annual Congress for the New Urbanism conference in Detroit and observing the myriad ways that city is rising again; traveling on vacation to Arizona and New Mexico (including the magnificent adobe city of Santa Fe); visiting the Universities of Connecticut and Rhode Island and comparing those schools with UNH; hosting, along with town staff, representatives from the University of Maine at Orono; and joining Todd Selig to meet with representatives of Tunisia, the most promising new democracy in the Middle East.

### Goals for 2017:

- **Land Use Chapter.** Work is beginning on the next, and most important, chapter of the Durham Master Plan. A committee, designated by the Planning Board, will be working with the town's consultant Strafford Regional Planning Commission with a goal of completing the Land Use Chapter this year.
- **Master Plan Implementation.** Continue working with the various town boards and staff to implement the recommendations of the ten adopted chapters of the Master Plan.
- **Zoning Ordinance.** Strive to finalize extensive proposed amendments to the Zoning

Ordinance that are now being reviewed.

- **Subdivision Regulations.** Prepare a draft overhaul of the Subdivision Regulations.
- **Harmony Homes.** The town would like to see the first building for Harmony Homes be completed and occupied.
- **Young Drive and Mill Plaza.** It is hoped that a clear direction for both of these projects will be determined.
- **66 Main Street.** Working in concert with UNH, the current owner of 66 Main Street, site of the former Alpha Tau Omega fraternity, the town would like to have a direction moving forward for redevelopment of the property.

## Planning Board

ANDREW CORROW  
Chair

Members: Andrew Corrow, *Chair*; William McGowan, *Vice Chair*; Paul Rasmussen, *Secretary*; Barbara Dill, Lorne Parnell, Robert Brown (*Alternate*), Wayne Lewis (*Alternate*), Jim Lawson (*Council representative*), Alan Bennett (*Alternate Council representative*)

Former Members: Richard Kelley, Steven Roberts, Kitty Marple (*Council representative*), Jay Gooze (*Alternate Council representative*)

The Planning Board was quite busy in 2016, but the board was not as active as it had been in recent years when there were numerous large student housing developments that came forward.

**Mill Plaza Redevelopment – 7 Mill Road.** Design Review (preliminary application) for the site involving

demolition of rear commercial building, construction of new buildings, and an addition onto the existing Hannaford building, addition of new commercial space, addition of new residential units on the upper floors, garage parking on the first/first and second floor(s) of two buildings in the rear, new parking areas, several open space/seating areas, and other site changes. Colonial Durham Associates, LP, property owner.

**Applied GeoSolutions – Minor Site Plan.** The board's Technical Review Committee approved plans for Applied GeoSolutions

to rehabilitate the former Durham Town Hall building at 15 Newmarket Road. Applied GeoSolutions will be adding a second floor over the old Council chambers, renovating the exterior of the building, making several site changes, and overhauling the interior.

**Site Plan and Zoning Amendments.** The Planning Board adopted an entirely new set of Site Plan Regulations on September 9, 2015. The board then developed numerous proposed changes to the new regulations based upon public comments made in the course of



the review of the new regulations and other considerations, and subsequently adopted the additional amendments.

**Proposed Ordinance for Keeping Goats.** The Planning Board coordinated with the Durham Agricultural Commission on a new ordinance developed by the commission to allow keeping a limited number of goats as an accessory use to single-family and two-family residences, which was based loosely on the ordinance adopted in 2013 for the keeping of poultry. The new ordinance was adopted by the Town Council on June 6, 2016.

**Historic District Ordinance – Amendments.** The Town Council formally initiated numerous proposed amendments to Article XVII – Durham Historic Overlay District, pursuant to changes proposed by the Historic District Commission. The changes involve administrative matters, delineation of the district, purview of the commission, procedures, submission materials, review criteria, required maintenance and demolition by neglect, standards for review of signs, and other matters. The revised ordinance was adopted by the Town Council on July 18, 2016.

**Zoning Ordinance – Prospective Amendments.** Discussion and review of numerous prospective amendments to the Zoning Ordinance are underway, based upon issues that have been raised in recent years and suggestions from the Town Planner.

**Mill Plaza –Settlement Agreement.** The town’s attorney spoke to the board in nonpublic session

### Comparison of Number of Application Approvals 2014 - 2016

APPLICATION TYPE	2016	2015	2014
Subdivision	0	2	0
Site Review/Conditional Use	5	7	5
Boundary Line Adjustment/Subdivision Modification/Voluntary Lot Merger	2	4	1
Minor Site Plan Review by Technical Review Committee	2	0	1
Other*	10	29	14
<b>Total</b>	<b>19</b>	<b>42</b>	<b>21</b>

\*Includes Conceptual Consultations, Design Reviews, Amendments to Previous Approvals, Government Projects Public Hearings, and Scenic Road Public Hearings.

concerning the Settlement Agreement between the Town of Durham and the applicant for the Mill Plaza project and the role of the Planning Board in light of the agreement.

**Walkability and Transportation.** The board discussed the principles contained in the book *Walkable City* by Jeff Speck relating to walkability, bicycling, and general

transportation concerns and how they might be applied to Durham, including consideration of broader transportation planning concerns.

**Land Use Master Plan.** The Planning Board is starting to plan for the preparation of the Land Use Master Plan which will be developed by the end of calendar year 2017.

*The Town landing in winter.* Photo Courtesy of Bernie Casey





# Supervisors of the Checklist

**ANN SHUMP**

Chair

Supervisors: Ann Shump, Chair; Deborah Hirsch Mayer, Roni Pekins

2016 was a very busy year, starting with the Presidential Primary on February 9, which occurred only one week after the ORCSD Deliberative Session. This was the first time in at least the two previous Presidential election rotations that the primary has occurred while the University

## 2016 Accomplishments:

- Registered over 1800 new voters at the Presidential Primary in February. The Supervisors estimated that 1000 new voters arrived after 4:00 PM. A well-oiled group of supervisors and volunteers managed to register the last person before 7:00 PM.
- With the help of a few

- With the help of the Town Clerk's Office, a total of 1145 new voters were registered between September 1 and October 31.
- Just over 3100 new voters were registered on Election Day, November 8. The Supervisors temporarily have over 16,000 voters on the checklist. After the dust settles and other towns have updated their checklists the Supervisors expect that a number of these voters will have been removed from the checklist.



*Durham had a remarkable number of votes cast as part of the November 8 General Election held at the Oyster River High School, surpassing its previous all-time high of 7,442 in 2012. A total of 9,633 votes were cast in town. Photo Courtesy Todd Selig*

of New Hampshire was in session. As a result, this election was much larger than it has been in recent history. The Town/School election was held in March, followed by the State Primary in September and the Federal/State election in November. As of the writing of this report, the Supervisors are far from being finished with the clean-up from the most recent election.

experienced volunteers, three registration drives were held on the UNH campus, as well as four mini-drives at individual dorms in October. A special thank you to Colleen Sullivan who helped organize the drives, as well as verified addresses of all on-campus students, which helped to make the work easier. An estimated 850 people were registered during those drives.

A huge debt of gratitude is owed to the many, many Durham residents who volunteered their time and energy to enable the town to make the 2016 Presidential Election day a successful one. The Supervisors have received many compliments about their efficiency and ability to make the registration process a pleasant one.

## Goals for 2017:

- Prepare for the ORCSD Deliberative Session in February and the Town/School elections in March.
- Finish updating the checklist, which will take well into January to complete.
- Update the paper files, which may be ongoing until June or beyond.

# Tax Increment Finance Districts

TODD I. SELIG  
TIF Administrator

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## Downtown Durham Tax Increment Finance (TIF) District

On September 24, 2012, the Town Council adopted a Development Program and Financing Plan for the establishment of the Downtown Tax Increment Financing (TIF) District pursuant to Revised Statutes Annotated (RSA) 162-K:5 to Fund Improvements that Enhance the Economic Vitality of the Downtown Area, effective April 1, 2013. That document was then amended on March 2, 2015, with a new effective date of April 1, 2015.

The objectives of the Downtown Durham Development Program and TIF Plan are to:

- Create new or improved infrastructure, including but not limited to roads, traffic patterns, utilities, power distribution, water distribution, sewer, stormwater management, lighting, sidewalks, and parking.
- Resurface existing roadways that service properties within the district.
- Improve pedestrian and bicyclist safety.
- Create traffic calming and improve traffic management and safety.
- Stimulate development or redevelopment of commercial property that will provide new commercial and office space, cultural and performance venues, professional services, conference and hotel services,

restaurants or other businesses consistent with a vibrant downtown.

- Expand the property tax base.
- Expand and enhance employment and earning opportunities for Durham and area residents.
- Create green space, community meeting areas, and an improved sense of community to help attract Durham residents and consumers from outside the community that will patronize existing and new businesses in the downtown as well as in other areas of the community.
- Stimulate other businesses to locate or expand within the community.

The Development Program and TIF Plan includes five projects focused on the downtown that are consistent with Durham's Master Plan and the recommendations of the 2009 Durham Commercial Core Strategic Plan:

1. Traffic calming and streetscape improvements to the Pettee Brook Lane Corridor - \$75,000.
2. Deploying parking Kiosks or other technologies to manage parking resources - \$118,080.
3. Planning, engineering, and implementation of two-way traffic patterns along Main Street, lower Madbury Road and Pettee Brook Lane, and related intersection improvements - \$651,875.

4. Planning, design, and construction of structured parking to support the TIF district - \$3,500,000.
5. Resurfacing of Pettee Brook Lane and Main Street (East) - 1" Overlay on Pettee Brook Lane (1,100 feet) - \$26,121; 1" Overlay on Main Street (East) (4,230 feet)- \$116,041.

Subsequent projects will be developed in cooperation with current and future property owners, developers, and other stakeholders and may include:

- Parking facilities, including structured parking.
- Road construction or improvements.
- Sidewalk construction or improvements.
- Bicycle lanes.
- Street lighting and landscaping.
- Improvements to utilities and power distribution.
- Improvements to water and sewer capacity.
- Traffic calming and vehicular safety.

The proposed TIF District contains approximately thirty-four and a half (34.5) acres, which represents approximately 0.24% of the 14,336-acre land area in the Town of Durham – the maximum area percentage allowed under the statute is 5%. As of the date the initial Downtown TIF District was approved by the Town Council on September 24, 2012, the assessed value of all property in the

*continued on next page*

district, excluding tax exempt, was \$58,627,900 or 6.39% of the total assessed value of taxable property in the town (\$917,477,049) – the maximum allowable value allowed under the statute is 8%. Thus, the district complies with the size and value standards of RSA 162-K: 5.2. 2012 values were used for illustrative purposes at the time the district was originally approved by the Town Council on September 24 2012 because 2013 values were not yet available. The district went into effect on April 1, 2013.

The assessed value of the Downtown TIF District as of April 1, 2013 was \$61,931,700, or 6.8% of the total assessed value of taxable property in the town at that time (\$910,158,142).

The total estimated capital cost to implement the five proposed projects is approximately \$4,487,117. This number excludes annual maintenance and operations costs. The Town Council will determine priority of funding with input from the district administrator and advisory board. Future projects as recommended by the district administrator and advisory board, and approved by the Town Council will be funded with grants, private investment, accumulated captured increment, public borrowing or a combination thereof as determined appropriate by vote of the Town Council. A TIF Downtown District Advisory Board was established in late-fall 2015 and held one meeting in January 2016.

The Town of Durham intends to use multiple funding sources to complete the proposed

development program, as indicated above. A combination of private investment, state, federal, & foundation grants, and municipal appropriations and betterment / special assessments may be utilized along with any other funding sources that may be identified and successfully pursued during the life of this district.

**Uses of Captured Incremental Tax Revenues.** Pursuant to RSA 162-K, II (a), the full captured assessed value (100%) for tax year 2014 shall be designated for development within the Downtown TIF District. However, Effective April 1, 2015 and all subsequent years, the Town of Durham shall designate seven percent (7%) of the captured assessed value for the retirement of bonds, notes and the operation and further development of the tax increment financing district. The remaining 93% of captured assessed value shall be deemed excess captured assessed value and shall be returned to the tax lists (general fund) per RSA 162-K:10, II (b).

The Downtown TIF District will exist until any debt issued and borrowing initiated to fund the development program is retired and all improvements anticipated within the plan for the district as originally adopted or subsequently amended by action of the Town Council have been completed.

The captured assessed value as of 4/1/16 was \$50,748,700 by the Assessor, up from a total of \$28,105,900 as of 4/1/15.

Actual tax dollars received from captured value within the Downtown TIF totaled as follows:

2014 - \$98,239  
 2015 - \$47,312  
 2016 - \$106,039  
**Total: \$251,590**

Projects undertaken within the Downtown TIF in 2015 (and from the district's inception) are as follows: Resurfacing of Pettee Brook Lane and Main Street (East) with a budget of \$142,162. Of this, \$45,422 was expended on shimming the designated roadways in 2015, and the balance was spent in 2016 to apply a finish coat of pavement.

### Stone Quarry Drive Mixed Use Tax Increment Finance District

The Durham Town Council adopted a Development Program and Financing Plan for the Stone Quarry Drive Mixed Use Tax Increment Finance District on October 15, 2007 to fund public improvements and infrastructure necessary to attract and advance desirable mixed use development and private investment in the Office & Research and Coe's Corner zoning districts adjacent to and including the Route 4 and 108 interchange. The stated objectives of the Development Program and TIF Plan in October 2007 were to:

- Stimulate mixed use development within the district by providing infrastructure and amenities that encourage and create opportunities for businesses to locate and expand within the district.
- Enhance employment and earnings opportunities for area residents.

- Expand the property tax base of the Town of Durham.
- Stimulate other businesses to locate or expand within the community.

The approved Development Program and Financing Plan consisted of three phases:

**Phase 1:** An estimated cost of \$850,000 to be funded through a General Obligation bond guaranteed by Rockingham Properties, the property owner along Stone Quarry Drive.

- A wastewater collection system extension of 2050' to Stone Quarry Drive.
- A water main extension of 1550' to Stone Quarry Drive.

**Phase 2:** An estimated cost of \$250,000 to be funded through the town's UDAG Community Investment Fund.

- A 1600' water main extension on Canney Road to complete looping of the water system.

**Phase 3:**

- Walking trails and parking facilities (plus other public amenities) at Jackson's Landing and right-of-way improvements along Old Piscataqua Road to the Durham Business Park, would be funded as grant and private sources are identified and/or the captured tax increment within the Stone

Quarry Drive TIF is sufficient to service the debt on the anticipated \$850,000 bond and has repaid the town an anticipated \$250,000 plus an amount equivalent to accrued interest.

The total estimated cost of phased improvements, including planning, design, and administration, was anticipated to be \$1,350,000 in 2007 dollars. The approved Stone Quarry Drive TIF contains approximately 92 acres, which represents approximately 0.006% of the total land area in the Town of Durham. The total assessed value of all property in the district (including town and UNH property) was \$10,638,965 in 2007.

The town was unfortunately unable to secure an adequate surety from Rockingham Properties to protect the interests of the community as part of this project. The Town Council therefore did NOT approve a Development Agreement with Rockingham Properties, which was a prerequisite for this project to move forward. The town has not issued any debt as part of this project and all phases are on hold indefinitely until a Development Agreement is in place. The Stone Quarry TIF District's effective base year was 2012. As of 4/1/15, the captured assessed value is (negative) -\$45,708.00.

Concerning Phase 2 of the proposed Stone Quarry TIF

project, the Town Council appropriated \$250,000 in funds in 2007 from the Community Development Expendable Trust Fund (UDAG Fund) with Resolution #2007-32 for the Stone Quarry Drive Tax Increment Financing District. Because it was not anticipated that this district would move forward in 2010, the Town Council rescinded the 2007 appropriation in its entirety as part of Resolution #2009-32 so that the UDAG funds could be utilized for other potential purposes.

Concerning Phase 3 of the project, the town moved forward utilizing state grant funds and in-kind municipal contributions in 2009 to make enhancements to the Jackson's Landing Recreation Area. These enhancements were separate and distinct in all respects from the Stone Quarry Drive TIF project.

If a Development Agreement is ultimately agreed upon between the town and Rockingham Properties (or another entity) in the future, the TIF Administrator shall organize an advisory board to monitor and advise on the progress of the Stone Quarry Drive TIF District.

To date, however, the entire project is inactive and has been inactive since the establishment of the Stone Quarry Drive TIF District. The town should reevaluate whether it makes sense to continue this TIF district into the future due to its ongoing inactive status.



# Town Clerk-Tax Collector

LORRIE PITT

Certified Town Clerk-Tax Collector

In 1892 the New Hampshire Secretary of State issued a ballot box for every polling place. This was the first time the State of New Hampshire provided a ballot box and printed ballots. In September 2015, all cities and towns received a memo from current Secretary of State Bill Gardner inquiring whether Durham still had its original ballot box and requesting a digital photograph of the box. The

missing, but all in all it was in good shape. When the box was opened an unsigned handwritten note was discovered providing little historical information. At some point, Durham outgrew the box and the writer speculated that their father, thinking it was too good to throw away, brought it home. The writer did not provide a date but stated they had had it for as long as they could remember and that it

has been framed. The Town Clerk's Office is glad to provide a new home for this wonderful piece to Durham history.

There were four elections to prepare for and hold this year, beginning with the Presidential Primary in February, followed by the Town Election in March, the State Primary in September, and ending with the General Election in November. Record breaking turnouts were experienced for the Primary and General Elections. 2,099 new voters were added on Election Day at the Primary and 3,121 at the General Election. Requiring photo identification did not appear to be an issue with a combined total for all four elections of 39 voters needing or choosing to use the Certified Voter Affidavit, including photographing.



*l-r: Lorrie Pitt, Town Clerk-Tax Collector; Barbara Landgraf, Deputy Town Clerk-Tax Collector; Donna Hamel, Administrative Assistant*

plan was to highlight these historic artifacts while commemorating the 100th anniversary of the New Hampshire Presidential Primary in 2016. Ultimately 82 photos were collected and a poster was created for towns to display.

After some searching, Durham's box was located in the Durham Historic Museum. It needed a little tender loving care, and the crank that advances the counter as ballots were put in the box was

was brought with them wherever they moved. It was known as their "keepsake box" and held diaries, old letters, and trinkets of past years. There was no indication when it returned home, but judging by the condition of the paper the note was written on, it was quite a while ago.

The box has been on display in the Town Clerk's Office throughout the year along with the poster the state created, which

This year the school district's ballot box was used in addition to the town's box. Having both of these machines sped up the ballot processing considerably. Voter check-in had an issue with "slow lines" at the General Election. The alpha breakdown of the voter check-in tables will be reviewed in an effort to alleviate this issue during future elections. As always, a big "thank you" to the small army of volunteers that worked during the elections.

The contract with Pitney Bowes for the Clerk's postage machine ran out in April. Rather than renewing that contract the office opted to go with Formax located in

*text continues on bottom right of page 16*



**Jan 1 Thru Dec 31, 2016**

	2016	2015	2014	2013
<b>UNCOLLECTED TAXES AS OF 01/01/16</b>				
Property Taxes		\$796,954.44		
Land Use Change		8,500.00		
Yield Taxes				
<b>TAXES COMMITTED TO COLLECTOR</b>				
Property Taxes	\$29,807,118.67	3,269.00		
Yield Taxes	3,023.66			
Land Use Change Tax	4,200.00			
Water & Sewer Transferred to PT		97,809.87		
Other Changes		1,790.08		
<b>OVERPAYMENTS MADE DURING YEAR</b>				
Property Taxes	\$42,795.75	83,008.07	43,336.00	42,577.00
Prepayments/Taxes	21,000.00			
Current Use				
Interest				
Interest Collected	12,098.67	45,937.22		
Costs Before Lien				
<b>Total Debits</b>	<b>\$29,890,236.75</b>	<b>\$1,037,268.68</b>	<b>\$43,336.00</b>	<b>\$42,577.00</b>
<b>REMITTED TO TREASURER</b>				
Property Taxes	\$29,020,352.99	637,207.82		
Prepayments	21,000.00	-13,616.08		
Yield Taxes	3,023.66			
Land Use Change	4,200.00	8,500.00		
Interest Collected	12,098.67	45,937.22		
Conversion to Lien		195,367.73		
Other Charges		1,790.08		
<b>ABATEMENTS MADE DURING YEAR</b>				
Property Tax	\$6,812.00	\$67,794.00	\$43,336.00	42,577.00
Water & Sewer Credits		64,916.97		
<b>UNCOLLECTED TAXES 12/31/16</b>				
Property Taxes	\$822,749.43	3,269.00		
Yield Taxes				
Land Use Change				
Credit Balance		26,101.94		
<b>Total Credits</b>	<b>\$29,890,236.75</b>	<b>\$1,037,268.68</b>	<b>\$43,336.00</b>	<b>\$42,577.00</b>

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## Tax Lien Report (Jan 1 Thru Dec 31, 2016)

	2016	2015	2014	2013
Balance of Unredeemed Tax	\$0.00	\$179,316.00	\$115,415.77	\$12,175.69
Liens Executed During Year	216,107.11	0.00	0.00	0.00
Interest & Costs After Lien	707.49	22,416.46	30,084.97	1,454.99
<b>TOTAL DEBITS</b>	<b>\$216,814.60</b>	<b>\$201,732.46</b>	<b>\$145,500.74</b>	<b>13,630.68</b>
<b>REMITTED TO TREASURER</b>				
Tax Lien Redemptions	\$34,446.13	\$128,783.53	\$100,255.72	\$2,795.01
Interest & Costs After Liens	707.49	22,234.76	30,084.97	1,454.99
Abatements Made During Year	0.00	734.50	709.38	
Liens Deeded to Municipality During Year	0.00	0.00	0.00	
Unredeemed Liens as of 12/31/16	181,660.98	49,797.97	14,450.67	9,380.68
<b>TOTAL CREDITS</b>	<b>\$216,814.60</b>	<b>\$201,732.46</b>	<b>\$145,500.74</b>	<b>\$13,630.68</b>

## Water And Sewer (Jan 1 Thru Dec 31, 2016)

	2016
<b>UNCOLLECTED</b>	
Water	29,649.39
Sewer	41,656.09
Credit Balance	
<b>COMMITTED TO TAX COLLECTOR</b>	
Spring Warrant	1,031,726.80
Fall Warrant	706,315.07
Interest/Penalties	3,709.56
<b>Total Debits</b>	<b>\$1,813,056.91</b>
<b>REMITTED TREASURER</b>	
Water	765,483.88
Sewer	971,119.94
Interest/Costs	3,709.56
Abatements	
Water	2,327.30
Sewer	5,506.53
<b>UNCOLLECTED WATER &amp; SEWER</b>	
Water	30,032.09
Sewer	34,877.61
<b>Total Credits</b>	<b>\$1,813,056.91</b>

## Revenue Collected (Jan 1 thru Dec 31, 2016)

Auto Registrations	\$1,051,027.66
Boat Registrations	1,985.48
Title Applications	2,562.00
Municipal Agent Fees	17,350.00
Trans Improvement	26,460.00
Marriage Licenses	2,100.00
Vital Statistics Copies	3,425.00
U.C.C. Recordings/Discharges	525.00
Dog Licenses	5,604.50
Miscellaneous	1,191.50
<b>Total</b>	<b>\$1,112,231.14</b>
Cars Registered	6,729
Dogs Registered	870

Dover. In addition to being local, changing resulted in a substantial savings.

Property taxes were due December 1st, and as of the end of the year, 94% of taxes were collected. Property owners have the ability, per state law, to make prepayments toward their anticipated tax bill. Prepayments can be made in any amount as often as a property owner desires. The prepayments will be deducted from the total due and the owner will be billed the difference. Prepayments for 2017 will be accepted after January 1st. Property owners should note on the check that it is a prepayment and identify the property by account number or address to ensure proper credit is applied to the account.

# Tree Warden

MICHAEL LYNCH

Tree Warden

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## 2016 Accomplishments:

- Eighty-two dead, decaying, or trees interfering with telephone or electric wires were removed from town-owned properties or rights-of-way and private properties along the town's rights-of-way.
- Durham was honored with its 38th consecutive Tree City

USA award and continues to be the leading award winner in the State of New Hampshire regarding this nationwide honor. The Tree City USA award is a national recognition for having an outstanding tree support program. It is annually sponsored by the Arbor Day Foundation.

- Durham celebrated Arbor Day on August 23, 2016, with the planting of a Catalpa Tree in the Post Office parking lot.

Durham is still the home to the largest Swamp White Oak Tree (located on Back River Road) and Norway Spruce Tree (located near Drew Graveyard on Newmarket Road) in New Hampshire!

# Zoning Board of Adjustment

SEAN STARKEY

Chair

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Members: Sean Starkey, *Chair*; Christian Sterndale, *Vice Chair*; Michael Hoffman, Joan Lawson, Thomas Toye, Jay Gooze (*Alternate*), Michael Warnock (*Alternate*)

Former Members: Ruth Davis, Allan Howland, Henry Smith

The Zoning Board ... "Is a quasi-judicial body that review decisions made by another municipal agent or body or evaluates whether an application merits a particular waiver, exception or variance from the ordinary application of the municipal ordinances."

The board provides for needed relief from the strict reading of the Zoning Ordinance. This is because not all properties are ideally configured, or they may have special conditions that make compliance with the Zoning Ordinance impossible or are overly

onerous. Additionally, property owners may not agree with the interpretation of the ordinance by the Code Enforcement Officer or the Planning Board.

The ZBA is the "Constitutional Safety Valve" that provides the necessary flexibility to ensure that the ordinance is applied equitably to all property.

In general, the Zoning Board has the authority to act in five types of appeals: Variances, approval of special exceptions, appeals of administrative decisions, equitable waivers of dimensional requirements, and request for rehearings.

**Variances:** A variance is the relations of any provision of the

Zoning Ordinance authorizing the landowner to use their land in a manner that would otherwise violate the ordinance and may be granted by appeal. Appeals may only be granted when specific criteria established by the Supreme Court have been met. They are:

- The variance may not be contrary to the public interest.
- The variance is consistent with the spirit and intent of the ordinance.
- Substantial justice is done by granting the ordinance.
- Granting the variance will not diminish the value of the surrounding properties.
- Special conditions exist such that the literal enforcement of the ordinance results in unnecessary hardship.

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In 2016, there were ten requests for variances. Eight requests were approved, one request was denied, and one request was withdrawn.

**Approval of Special Exceptions:**

Special exceptions are specific permitted uses that are allowed when clearly defined criteria are met. If the criteria cannot be met then the Special Exception cannot be granted. On the other hand, if the Special Exception is listed in the ordinance and the special conditions associated with the exception can be met, then the board cannot legally refuse to grant said exception. In 2016, there were two requests for special exception. Both were denied.

**Appeals of Administrative**

**Decisions:** If a person alleges that there was an error in any order, decision, or determination by an administrative official or board

they may appeal that decision to the ZBA. In 2016, there was one appeal of administrative decision. It was denied.

**Requests for Equitable Waiver of Dimensional Control:**

Created by the NH Legislation in 1996, Requests for Equitable Waiver are granted to address the situations where an unintended error was made in the citing of a building or other dimensional layout issue(s). In 2016, no Requests for Equitable Waiver were granted.

**Motion for Rehearings:** If an applicant feels that the ZBA erred in a decision or has new evidence then they may be granted a rehearing. In 2016, there were no requests filed for Motion of Rehearing.

**Request for Extension:** In September of 2013 RSA:33(I-a) was approved stating that

**2016 Zoning Board of Adjustment Breakdown of Hearings**

Variations	10
Special Exceptions	2
Administrative Appeals	1
Equitable Waivers	0
Rehearing Requests	0
Requests for Extension	2
<b>Total</b>	<b>15</b>

“Variations shall be valid if exercised within 2 years from the date of final approval.” A Request for Extension to the Zoning Board must be filed to validate the Variance after the 2 year deadline. In 2016, there were two Requests for Extension and both were approved.

The Durham Zoning Board of Adjustment met eight times in 2016. There were 15 applications before the board.

Although the rain kept several groups from participating, students from Mast Way School marched in Durham’s 69th annual Memorial Day Parade on Monday, May 30th. Photo Courtesy Keith O’Brien



# Zoning, Code Enforcement, and Health Officer

AUDREY CLINE  
CBO

The Code Enforcement, Building Inspector, Zoning Administrator, and Health Officer experienced a slowdown in construction activity in Durham from previous years. Four major projects were largely completed by January 2016 with continued rounds of punch-list items remaining such as site plan requirements, incomplete interior items not affecting life safety, and finishing touches to the buildings.

The Main Street Orion project completed several entrances/facades on the street facing structures including a stone retaining wall with front stairs, cobblestone transition walkway, and driveway signage unique to the project and sensitive to the Historic District goals. The Pauly's Pockets building was completed with the downtown setting

embellished by the installation of plantings and granite posts/chain to visually cradle and protect Bicentennial Park from cross-park, foot traffic.

With construction projects in Durham trending toward residential renovations and additions, the Code Enforcement Officer has been able to spend this

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## Construction Permits Processed

	2016	2015	2014
Building Permits	255	287	287
Building Permits Denied	10	10	10
Building Permits Withdrawn	7	0	2
Demolition Permits	6	4	7
Building Permits On Hold	1	1	0
Septic Permits/Test Pits	15	9	21
Electric Permits	213	269	325
Plumbing/Mechanical Permits	202	224	246
<b>Total Permits</b>	<b>709</b>	<b>804</b>	<b>898</b>
Value of Building Permits Given	\$10,785,345	\$9,994,966	\$52,613,167
Fees Collected for all Permits	\$88,821	\$73,460	\$387,567

## Breakdown Of Building Permits

New Single Family House	4	8	10
New Multi-Family Units	2	4	168
Additions, Renovations	224	234	212
Commercial (New & Renovations)	21	26	27
Demolition			
Single Family Home	0	3	0
Commercial Building	0	1	0
Other	4	0	7
Hold/Renewals	3	4	4
Swimming Pools	2	4	3
<b>Other Permits</b>			
Signs	30	27	23
Sidewalk Cafes	6	7	6
<b>Totals all Permits</b>	<b>296</b>	<b>318</b>	<b>460</b>



first year becoming acquainted with the various Durham neighborhoods and the concerns of many proactive citizens. Through consistent evaluation and documentation efforts, Durham's CEO seeks to mitigate undesirable behaviors and violations in a firm and fair manner. Please find an excellent document regarding the "Principles of Enforcement" on the Code Enforcement page of the town's website at <http://www.ci.durham.nh.us>.

As the Zoning Administrator, the CEO has made determinations on a number of issues related to permitted uses within the various zones, and when finding conflicts needing semi-judicial decisions, has forwarded those applicants to the Zoning Board of Adjustment.

Durham's CEO is pleased to be working with Durham's part-time

inspectors who bring expertise to their respective fields, Ron Tasker, commercial electrical inspector, and Richard Kearney, mechanical/plumbing inspector. Richard Kearney, a Durham resident, is also Durham's Deputy Health Officer and brings to the job dedication and focused interest in helping applicants find solutions to issues that arise. Karen Edwards, the Administrative Assistant, continues to field all manners of questions at the front desk and effortlessly juggles requests from the three Land Use Departments. I thank you all for supporting me during my first year in Durham.

#### **2016 Accomplishments:**

- Durham continues to lead the state with the adoption of the ICC Energy Code as each code cycle publishes updates.

The CEO earned her 2015 Residential Energy Inspector and Plans Examiner Certificate to keep abreast of the changing energy theory and available technology.

- Durham's Code Official continues participation in the International Code Council (ICC) as a Governing Council member, and with the New Hampshire Building Officials Association as the Chair of the Training & Education Committee.
- Durham's Code Official also serves on the Northeast Region (7 states) Coalition Board of Directors for the International Code Council, and is a member of WICED (Women In Code Enforcement and Development) which is the only national chapter of ICC.



Fire Department water rescue demonstration. Courtesy Todd Selig

## Public Safety

### Fire Department

**COREY LANDRY**

Chief

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During 2016, the Durham Fire Department's calls for service were again up to just over 100. Each year the department has seen an increase in the number of its responses. The increases span a myriad of different types of calls for service rendered with no one specific type of call being attributed to the increase.

Changes in personnel this year included Deputy John Powers leaving to take a similar position with the Rochester Fire Department. Deputy Powers served just over five years with Durham.

Firefighter Keith Leclair retired from the New Hampshire Service. Firefighter Leclair had nine years with the Town of Durham where he also served as an EMS Coordinator. With Firefighter Leclair's retirement, the department hired Amy McPhee to fill the vacancy. Firefighter McPhee recently retired from the Oyster River High School.

After less than a year with the Durham Fire Department, Firefighter Shawn Grey retired from the New Hampshire Fire Service. Firefighter Dan Brothwell was hired to fill the vacancy. Firefighter Brothwell comes from the Lee, NH Fire Department where he had served as a full-time Lieutenant.

Fire Prevention has kept extremely busy with a variety of projects and on-going inspections, including large projects such as the

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UNH Recreation Center and the Hamilton-Smith construction, several business changeovers throughout downtown, and continuous rental housing inspections. Year-to-date 111 rental housing inspections (479 rental units) have been completed and 513 total violations have been cited, with 398 violations still outstanding.

**2016 Accomplishments:**

- Secretary Lacoste attended Certified Public Supervisor Class through the State of New Hampshire.
- Administrative Assistant Perusse completed a Certified Public Supervisor Course and is enrolled in the Certified Public Manager Course. She also attended Granite State College taking courses towards a Bachelor of Science degree.

- Updated the Emergency Operations Center phone lines.
- Assistant Chief Emanuel and Administrative Assistant Perusse attended the Fire House Conference (this is the department’s computerized reporting system).
- Firefighters Blatchford, Lundberg, and Brenner attend FDIC 2016.
- Captain Brown and Deputy Chief Powers attended the 2016 Fire Chiefs Conference.
- Fire Inspector Plante attended the Alcohol Tobacco and Firearms national training academy for a 40-hour course on Fundamentals of Fire Investigation.
- Captain Kustra attended the IAFC Hazmat Conference in Baltimore.

- Jennifer Schirmer from New Hampshire Health and Human Services conducted Behavioral Health Training - Psychological First Aid for first responders to address the effects of trauma on survivors and for fire/EMS/law enforcement personnel in April. The sessions were attended by members from UNH PD, Durham PD, Madbury, Lee, and Newmarket Fire Departments.
- Firefighter O’Sullivan attended “Keeping Trauma in Focus” at Concord Hospital.
- Assistant Chief Emanuel and Firefighter O’Sullivan attended the “Nicholas Halias Safety Symposium”.
- Assistant Chief Emanuel and Captains Brown, Kustra, and Best attended the Chief Fire Officer Academy in Dover, NH.

*Fire Administration (l-r): Matthew Wilder, Inspector; David Emanuel, Assistant Fire Chief; Kelly Lacosta, Secretary; Melissa Perusse, Administrative Assistant; Corey Landry, Fire Chief; Jessica Plante, Inspector*



- Captains Kustra and Best attended the New Hampshire Haz Mat Conference in March.
- All four shifts are receiving continued training of Heights rescue with Retired Captain Tom Richardson who has volunteered his time for this training.

- Assistant Chief Emanuel completed the second year of the Executive Fire Officer Program at the National Fire Academy.
- Revision Energy conducted department training with each shift at the Solar Array site on Packers Falls Road in December to provide

information related to site access and the desired response procedures to mitigate an emergency situation while minimizing damage to the equipment.

- Erik Schwartz conducted EMS training with each shift on common football and hockey athletic training in October to enhance knowledge of equipment and best management practices for patient removal and treatment.
- Frank Weeks and Jim Lapolla from the UNH Police Department conducted trainings on SWAT operations and on Active Shooter and Hostile Events in July and September. The sessions were attended by members from UNH PD, Durham PD, and McGregor EMS.
- The department hosted a three-day Personal Water Craft–Surf Rescue Technician course in July to train and drill operators on the best management practices for equipment and techniques for water rescue.
- Kerri Myers from UNH Environmental Health and Safety conducted shift training on UNH Chemical Environmental Management System (CEMS) in February to expand the utilization of the Fire Department’s electronic devices to access the system for responses on campus.
- Jeff Mullaney from the UNH Police Department provided training for department personnel on tactical body armor and personal protective equipment for an active shooter or hostile action environments in March.

### Calls For Service 2016

INCIDENT TYPE	NUMBER OF INCIDENTS
Structure Fires	5
Fires-Other: Vehicle brush, Chimney	64
Emergency medical call	1289
MVA w/injuries	27
MVA w/ no injuries	53
Haz-Mat, spills, leaks, burst	29
Animal rescue	2
Bomb scare	1
Fire drills	90
Mutual Aid given/received	67/49
Asst Police & other Gov’t agencies	25
Malicious false alarm	22
Unintentional False Alarms	193
Alarm system malfunction	106
Fire alarm trouble signal	338
Carbon Monoxide	18
Elevator rescue	38
Wires down, arching	31
Good intent calls	88
Smoke/odor investigation	52
Water/Land Rescue	3
Water problem/leak	31
Public assist	157
<b>Total calls for service</b>	<b>2278</b>

### Calls For Inspection 2016

INSPECTION	NUMBER OF INSPECTIONS
Complaints or referrals	32
Plan Reviews and Consults	107
Burn Permits	86
Housing	153
Heating Appliances	212
Life Safety	78
Assembly	107
<b>Total calls for inspection</b>	<b>775</b>

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- The department participated in a Joint Hazard Assessment Team (JHAT) exercise with UNH and the New Hampshire Army Guard in March, which drilled on an accidental

hazardous materials incident at the UNH Field House.

**Goals for 2016:**

- A new Fire Station is a priority, and the department

will continue to move forward to secure funding and site for completion of station building plans in order to be shovel-ready as soon as possible.

## McGregor Memorial EMS

**WILLIAM (BILL) COTE**

Executive Director

In writing my fourth annual report as Executive Director, I continue to marvel at the accomplishments of this remarkable non-profit organization. McGregor Memorial EMS just completed its 48th year of continuous emergency medical services and education to the communities of Durham, Lee, Madbury and the University of New Hampshire. A simple “thank-you” to the dedicated volunteers and staff seems insufficient in recognizing all that they give and do.

McGregor continues to deliver exemplary service at a very low cost to the Town. Residents and UNH students and graduates volunteered nearly 33,000 hours ensuring that an ambulance and paramedic were available 24 hours a day, 365 days per year. During 2016 McGregor responded to record 2028 calls and, for high demand times, provided its third due ambulance to handle the “surges.”

Training and education remain cornerstones for providing quality, advanced level care, as well as in attracting new members and training the community at-large. McGregor encourages

all community members to get involved by:

- Learning CPR and becoming First Aid certified – visit the Durham Public Library site or <http://www.cprsafe.org/> for more information. Information is also posted in the weekly “Friday Updates”.
- Volunteering for McGregor – medical and non-medical volunteers are needed. Visit <http://www.mcgregorems.org/> for more information.

I would be remiss in not mentioning a need for a new facility. McGregor has long outgrown its present building that is woefully inadequate and unable to house the organization’s third ambulance (stored at Lee Fire Department) or any specialized vehicles. Both its Paramedic and Supervisor’s vehicles are stored outside. They have to remain at a minimum temperature and thus are plugged into a shoreline. Members continually clean snow and ice from them in winter months.

**2016 Accomplishments:**

- Responded to a record number of EMS calls with first and

second due ambulances (i.e., nearly simultaneous multiple requests). Responses for a third due ambulance were answered 67% of the time thus reducing the need for a mutual aid ambulance. Call volume has surged over the past few years increasing from approximately 1600 calls in 2010 to 2028 calls in 2016 – a 79% increase.

- For weekends during predictably busy times, staffed a minimum of two ambulances at all times, and frequently three. Also staffed four and up to six ambulances for high surge periods (i.e., UNH Commencement, Homecoming and concerts, as well as Halloween and Cinco de Mayo). These surge period coverages exceed the minimum staffing of two ambulances as described in McGregor’s contract with the town.
- In November, placed an order for a new ambulance replacing the oldest (10 years) ambulance. It will have the latest technology in patient and provider safety. Participated in the Memorial Day Parade and Durham Day events.



- McGregor's volunteer Community Relations "Boo-Boo Bus", where children tour the ambulance and place Band-Aids on Teddy Bears, made appearances at the Easter Egg Hunt, Quackfest, Durham Day, Spooktacular, and Tree Lighting events, as well as other events.
- Welcomed some 20 new members, each of whom attended a weekend-long orientation program covering all aspects of operations.
- McGregor Institute of EMS trained approximately 121 EMT students and Advanced EMT students.
- In Durham alone, conducted 19 CPR/AED, First Aid and Babysitting classes open to the public and held at the Library. Nine other classes were held in the Oyster River School District with 255 students trained.
- Trained over 6,800 students through McGregor's CPR Safe program that is taught in schools, libraries, day cares, medical offices, businesses, and religious institutions around the state using 197 instructors.
- Undertook the project of having Durham, Lee, Madbury and UNH designated as HeartSafe Communities through the NH Bureau of EMS. On March 7th, the town and UNH were officially designated as HeartSafe Communities whose purpose is to:
  - a. Increase awareness of sudden cardiac arrest, its signs and symptoms.
  - b. Increase the availability of community CPR/AED programs.
  - c. Increase public safety agency AED availability.
  - d. Increase placement, registration and availability of AED's in public areas, businesses, and schools.
  - e. Assist in emergency planning for AED-equipped facilities.
- Developed concept and received approval from UNH to allow students in the Biomedical Sciences major to receive credit for attending active McGregor calls.
- Partnered with UNH Occupational Therapy students in their Fall Prevention training for elders at Bagdad Wood and Churchill Apartments.
- Launched a fund drive in December 2016 with over 6,000 mailings to community members, UNH faculty and staff, and McGregor alumnae.

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*McGregor Memorial EMS was one of six agencies selected by the NH Bureau of EMS to be a pilot site for a major upgrade to the state's Trauma & EMS Information System (TEMSIS). TEMSIS elite is a highly secure system and part of a national database for EMS services and is considered to be the largest, consolidated medical database in the country. On June 14th, Bill Cote, McGregor Executive Director, and Harry Mueller, Operations Manager, traveled to Concord to meet with Governor Maggie Hassan who recognized and thanked those agencies for their valuable input and dedication to the profession.*



- One of two EMS agencies actively participating in Cardiovascular Multi-Disciplinary Team and Stroke Committee at Wentworth-Douglass Hospital to better coordinate care provided outside the hospital with that provided in the hospital.
- Members sit on a steering committee to develop a coordinated All Hazards plan including violent attacks.
- Worked closely with Durham Police, Durham Fire, and University Police Departments

service for State of Hampshire Bariatric Task Force. One ambulance modified to accommodate specialty bariatric transport equipment.

- Received recognition at the annual New Hampshire Fire & EMS “Academy Awards” for McGregor’s extensive contributions in updating the State’s TEMSIS Elite program where all Patient Care Reports are filed.
- Selected to be President Obama’s personal EMS service and accompanied his motorcade

classes, and probationary provider classes.

- Members attended training programs sponsored by Portsmouth Regional and Wentworth-Douglass Hospitals.
- Attorney Todd Hathaway of Wadleigh, Starr & Peters, P.L.L.C. presented an excellent training program on proper, legal medical documentation.
- In the spirit of preparedness and evidence-based medicine, staff members attended seminars on a variety of subjects, including cardiac arrest, threats in schools, as well as a 3-day Active Threat Response Integration course and a weeklong Immersive Mass Casualty course at the National FEMA Training Center in Alabama.
- One member attended a highly specialized explosives training program in New Mexico.
- Ten of McGregor’s members earned their upgrade to Advanced EMT in 2016, and 12 new probationary volunteers completed the required 3 – 6 months of training to become active members of McGregor.



Durham resident and EMT Nancy Harris with a young boy who is enamored with firefighting and EMS. As part of the celebration of National EMS Week from May 15-21, McGregor Memorial EMS volunteers conducted “CPR on the Street” on the sidewalk in front of Young’s Restaurant. Passers-by were asked if they would like to learn “hands-only” CPR and many stopped to do so. Photo Courtesy McGregor EMS

to provide coordinated emergency response coverage for multiple events, including concerts at the Whittemore Center, Special Olympics, UNH Homecoming and Commencement, Cinco de Mayo, and Halloween.

- Participated in meetings for Strafford County Emergency Preparedness planning.
- Designated as a backup

when he visited UNH on November 7th. In addition, at the venue, staffed a second ambulance dedicated to the president.

**Member Training:**

- In 2016, McGregor members attended 25 training meetings and collectively earned over 2000 hours of continuing education credits through its training meetings, crew chief

- Two members completed State mandated Instructor-Coordinator certifications to be able to organize and teach EMT courses.
- McGregor continues to foster an atmosphere that is highly focused on daily training and education, and its members rise to this challenge to continuously better themselves as medical providers each time they are on duty. It would be impossible to quantify or place a value on the amount

of mentoring, practice, and learning that goes on between the organization's members.

### Goals for 2017:

- Continue to provide a high level of emergency care to the Durham community at an extraordinarily reasonable cost.
- Train and educate McGregor personnel to the highest level and continue to purchase state-of-the-art equipment.
- Accept and equip new ambulance and conduct an open house.
- Remain the premier EMS training agency in southern New Hampshire.

- Explore further opportunities to work in collaboration with UNH academia.
- Launch a Capital Campaign in seeking a new facility.
- Donate non-compliant ANSI protective clothing to Mexico.
- Continue to implement the goals and strategies as established by the Board of Directors.
- Expand the Board of Directors to include more community members and participation.
- Continue to work in close cooperation with the Durham Fire and Police Department partners in jointly addressing the community's needs.

- Develop new and revise existing policies and procedures to better reflect the needs and expectations of the community.
- Foster community relations and develop further partnerships with Durham's business community.
- Prepare for 50th Anniversary celebration in 2018.

Anyone interested in seeing McGregor Memorial EMS in action and/or desiring to do a ride-along is cordially invited to stop in at the facility located at 47 College Road, behind the Durham Fire Department.

## Police Department

**DAVID KURZ**

Chief

Geoffrey Chaucer wrote that "time and tide wait for no man" and that reality seems to be the case as I ponder the idea of submitting my 21st report representing the Durham Police Department. As I do so for the town's 2016 Annual Report I remain honored to be the overseer of such a talented organization comprised of passionate and professional employees, all of whom remain dedicated to meeting the needs of the Durham community.

Collectively, the department remains committed to preserving and enhancing the many relationships and partnerships it has fostered, resulting in the formulation of a number of

programs within the community. Many of these programs involve partnerships with different organizations such as the Durham Business Association, Durham Landlord Association, as well as the Oyster River School District and a host of other organizations. These collective efforts are designed to provide a safe, quality place for people to live, work, raise their families, and attend the University of New Hampshire.

The transition of personnel working for and leaving the Durham Police Department remains a constant challenge. This past year five-year veteran Nick Glowacki resigned to accept employment with the Dover Police Department. Later in the year, Jen Kelly-Misek, after

almost seven years of dedicated service, resigned to accept employment with the Federal Bureau of Investigation. While all will miss her contributions to the department and the community, the department is very proud of her accomplishments. These two vacancies created a selection process that identified Kevin Abbott and Kathryn Callahan for patrol officer positions. Officer Abbott arrived with significant experience from Somersworth Police and New Hampshire Liquor Commission. By the end of the year, Officer Callahan had completed training at the New Hampshire Police Academy, as well as the department's field training process and was on active patrol duties.

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One critically important aspect of the department's hiring process, which is unique to Durham, is that the department engages the expertise of residents to participate in the selection process. Their insight as to who will best serve the residents of Durham is not only appropriate but offers insight as to who is best suited for the task. During the most recent selection process, the department wishes to thank Sean Starkey and Theresa Walker for giving their time, energy, and knowledge, and for offering exceptional insight during the oral board process.

The department has been very diligent in working with the new downtown rental properties. The Durham police administration has remained very engaged with the management teams to ensure that demands upon the department are not excessive. With a year of data it can now be correlated to establish a baseline of information allowing comparisons to the future and answer the question as to whether these downtown properties created a policing challenge for the Durham police. The matrix below represents calls for service and action taken by the Durham police for the period January through December 2016 at the four largest complexes in the community:

Cottages of Durham	21	(619 +/- beds)
Madbury Commons	13	(525 +/- beds)
Orion	12	(197 +/- beds)
Lodges at West Edge	11	(486 +/- beds)
<b>Total calls for service</b>	<b>57</b>	<b>(1827 +/- beds)</b>

It has been the department's hypothesis that well-managed property in the appropriate location will diminish disruptions during the late night hours in residential neighborhoods. While early data is validating that supposition, the Durham police will remain engaged to ensure that there will be minimal demands upon police resources. It remains the department's goal to be responsive to resident's concerns yet engage resourcefulness to offset the need for additional police officers to deal with any increases in calls for service.

A review of a number of police initiatives that were accomplished in 2016 include:

- The Problem Oriented Policing (POP) and the "Good Neighbor Program" were recognized as one of the most comprehensive community policing initiatives in the United States. The department received this recognition at the International Association of Chiefs of Police meeting last year. The program will continue with annual reviews to determine continued viability.
- The department remained fully engaged with the Durham Landlord Association and the Durham Business Association

to work proactively to enhance the community's business environment while reducing the need for police response.

- The department will be visited in April by a team of assessors from the Commission on Accreditation for Law Enforcement Agencies (CALEA) to determine if it continues to meet national best practices and that it adheres to them as service is delivered to the Durham community.
- The department continued to reap the benefits of Volunteers In Policing Service (VIPS) whereby citizens assist the department with support services such as data analysis and other support services.

The Durham Police Department will continue to work collaboratively with the Durham community to provide law enforcement services with a dedication toward customer service and creation of partnerships. The department further commits to maintaining an open dialogue between the police and the residents to create and sustain an environment where each one helps the other.

Thank you to the members of the Durham Police Department for their commitment to this community and the countless contributions they have made over this past year. The men and women of the Durham Police Department look forward to working together in providing the level of service that the Durham community has come to expect.



Back Row (l-r): Officer Max Castricone, Officer David Skally, Sergeant John Lavoie, Sergeant Dan Brooks, Detective Tom Kiltroy, POP Officer Greg Ruby, Detective Sergeant Jack Dalton, Officer Kevin Abbott  
Middle Row (l-r): Parking Enforcement Officer Sandra Hebert, Detective Sergeant Michael Bilodeau, Officer Pam Donley, SRO Holly Malasky, Reserve Officer Frank Dady, Officer Bratt Pestana, Officer CJ Young, Officer Randy Pelletier, Officer Katie Callahan, Officer Katie Bolton, Sergeant Kathryn Mone, Parking Enforcement Officer Brianna Bellely  
Front Row (l-r): Parking Clerk Donna Glodziuk, Administrative Assistant Jen Johnson, Deputy Chief Rene Kelley, Chief David Kurz, Captain David Holmstock, Volunteer Jan Ariza, Admin Assistant Dawn Mitchell, Volunteer Kim Ward









Collecting eggs at the annual Easter Egg Hunt. Parks & Rec. Dept.

## Public Works

### Director of Public Works

**MICHAEL LYNCH**

Director

2016 proved to be another very productive and challenging year for the Public Works Department. As I finish my 39th year in Durham, two signature projects highlighted 2016: the reconstruction of Mill Road and the three-year completion of engineering and pilot programs for the changing out and upgrading of all street lighting in Durham to high efficient Light Emitting Diodes (LED) technology. I am especially proud of this last project. The public works staff was also challenged in 2016 with assisting the town's solar power contractor in the construction of the new 2,100 Solar Panel, 651 Kw Solar Array.

During the winter of 2016, the department was challenged with only 16 winter events versus the usual 24-27 events.

The Public Works Department continues to educate and challenge staff with a continuous improvement strategy to meet the needs of a vibrant community. The department continues to advance its technology in an effort to increase utility infrastructure systems and enhance the commercial tax base.

As in past years the roadway resurfacing program was the department's top priority, and in 2016 the following roads were successfully resurfaced: Mill Road, Watson Road, and Cedar Point Road. DPW also shimmed Packers Falls Road, Durham Point Road, and Bennett Road. The department is thankful that the town continues to support the public works road resurfacing

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program at the \$450,000 range, and understands how vital this program is to Durham's transportation system. Good roads benefit all town residents, and provide a sense of community pride and economic development.

**Other 2016 Accomplishments:**

- Replaced a 2005 International dump truck with a 2016 International dump truck.
- Replaced a 2005 Ford Ranger with a 2016 Ford F-150 pickup truck.

- Completely renovated Bicentennial Park.
- Assisted the Parks & Recreation Department with renovations to the Churchill Skating Rink at Jackson's Landing.

**Goals for 2017:**

- Roadway resurfacing of Packers Falls Road, Spinney Lane, Old Landing Road, and Simons Lane.
- Complete repairs to the Mill Pond Road sidewalk.

- Start improvements to Old Landing Park.
- Replace the 1999 trackless sidewalk snowplow.
- Renovate the barn at Wagon Hill Farm.
- Engineer and repair/replace/remove the Littlehale Dam at Bagdad Road.
- Engineer the replacement of the 18" wastewater force main from the Dover Road pump station to the Wastewater Treatment Plant.



*DPW Administration (l-r): April Talon, Town Engineer; Michael Lynch, Director of Public Works; Janice Richard, Assistant to the Director of Public Works; Douglas Bullen, Assistant DPW Director*

- Replacement of the Parks Division 1 ton dump truck.
- Painted and reconditioned the Beech Hill water storage tank.
- Upgraded several components at the Woodridge recreational area.
- Completed the new chemical building at the Wastewater Treatment Plant.

- Finalize engineering of the Wiswall Dam spillway repairs.
- Complete repairs to the Crommets Creek bridge.
- Start construction of the Longmarsh Road bridge.
- Install a new emergency generator at the Town Hall.
- Complete the erosion mitigation project at Wagon Hill Farm.

- Engineer a restoration plan for the Mill Pond.
- Replace the 1985 Caterpillar loader with a 2017 model.

In closing, it was a pleasure to serve the residents of Durham in 2016. I would also like to thank the staff of the Public Works Department for another great year, and look forward to continuing to make Durham a very special place to live and work in 2017.

# Operations Division

## DOUGLAS BULLEN

Assistant Director for Operations

### 2016 Accomplishments:

A slow winter season allowed the Department of Public Works crews to focus on items that normally are spring projects. In particular, vegetation removal and roadside ditch work was highlighted during the winter season. Crews worked hard during snowstorms to clear streets and sidewalks and still take care of the day-to-day operations.

- Completed the 2016 Road Program on time and within budget. Continental Paving of Londonderry, NH was awarded the bid. Town crews also completed drainage and side walk replacement on the various roads being repaired.
- Completed the fall and spring town wide clean up. Over 45 tons of bulky material was
- Screened over 3000 cubic yards of gravel to be used for winter road treatment. The finish product of sand will be mixed with salt. This material comes from the town-owned pit on Packers Falls Road.
- Maintained and serviced town-owned vehicles.
- Maintained all town-owned



Operations Division (l-r): Glen Clark, Steve Valpey, James Couch, Burton Austin, Sam Hewitt, Shane Bickford, Raymond LaRoche, Jr.

No major equipment failures were experienced through the winter.

Development in town has created a lot of added responsibility for the Department of Public Works, and staff will respond to those in a proactive and positive manor as is done with all situations.

- Responded to 15 weather-related events.

collected and processed, and just less than eight tons of brush and leaves were also collected.

- Major drainage improvements were made to various roadways.
- Cleaned and inspected 175 catch basins.
- Painted all center and edge markings on roadways. Completed crosswalk, colored walks, and symbol painting.

parcs, lands, and buildings.

- Assisted with Durham's Holiday Tree Lighting event.
- Worked with Parks and Recreation on various events and operation of the Churchill Rink.



# Solid Waste Division

DOUGLAS BULLEN

Assistant Director for Operations

## 2016 Accomplishments:

Recycling markets made a slight uptick this year and the outlook for 2017 is encouraging. The division will continue to look for options with all its materials and try to make the right choices going into the new year. The new no sort recycling program has been more efficient with less time in collection and fewer vehicle trips, but its overall effectiveness in getting more people to recycle has yet to be determined. The Solid Waste Division believes that the no sort recycling program has made it easier for residents to recycle, but in order for this or any other recycling program to be successful, complete cooperation from all is needed. The division will continue to work with the Integrated Waste Management Advisory Committee (IWMAC) in order to find ways to reduce the amount of solid waste being disposed of in Durham.

- Completed fall and spring residential curbside collection programs.
- Revised and distributed the yearly informational newsletter.
- Continued to explore all options and methods for disposal and recycling programs.
- Maintained employee New Hampshire Department of Environmental Services solid waste certifications through training programs.
- Continued to monitor the no sort recycling program for residential and commercial customers.

## Solid Waste Division Statistics

TONS OF MATERIAL MARKETED:	2016	2015	2014
<b>Recyclable Material:</b>			
Mixed Paper	93	190	312
Cardboard	83	106	127
Scrap Metal	75	72	55
Car Batteries	2	1	2
Single Stream - Route	519	440	158
Single Stream - Commercial	66	n/a	n/a
Commingled Containers (Transfer Station)	67	126	210
Aluminum Cans	1	1	2
<b>Totals</b>	<b>906</b>	<b>936</b>	<b>864</b>
Recycling Revenue	\$17,944	\$17,692	\$30,871
Tip Fee Avoidance	\$63,870	\$65,848	\$62,135
<b>Other Material Recycled:</b>			
Car Tires	7	4	4
Waste Oil - gallons	460	580	605
Antifreeze - gallons	110	0	0
Leaves	19	20	19
Electronics	15	18	20
Propane Tanks - each	268	211	176
<b>Materials Disposed:</b>			
Curbside Collection	1073	1633	1501
Transfer Station MSW	507	n/a	n/a
Bulky Waste	177	200	235
Construction & Demolition	161	177	189
Electronic Stickers Sold	667	580	526

# Town Engineer

APRIL TALON P.E.

Town Engineer

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The Engineering Division of the Department of Public Works is responsible for managing the town's infrastructure, including water, sewer, stormwater, bridges, roads, and dams.

The following are highlights of projects in 2016 and those coming for 2017:

### ***Integrated Watershed Planning/ Grants/Stormwater***

- UNH/Durham - 2014 Oyster River Integrated Watershed Management Plan – Complete
- EPA/TetraTech Technical Assistance Grant for Integrated Watershed Planning – Complete
- Great Bay Pollution Tracking and Accounting Pilot Project - Ongoing
- 319 Grant Project - Permeable Reactive Barrier (PRB) –2016/2017
- 604(b) Water Quality Planning Grant – SRPC – Durham Septic System Study – Complete 2016

- McGrath/Thompson Drainage Project – Currently in Construction December 2016
- Littlehale Pond Investigation – 2016/2017
- Mill Pond Restoration RFQ – 2016/17

### ***Water Projects***

- Spruce Hole Well and Artificial Recharge (AR) – Complete 2016
- Foss Farm/Beech Hill Water Tank Rehab – Complete
- Wiswall Dam Spillway – 2017/18
- Monthly Water Meter Reading - Ongoing
- Cross Connection Control Program/Backflow Prevention - Ongoing

### ***Wastewater/Sewer Projects***

- WWTP Generator Replacement – Construction 2016/17

- WWTP Disinfection/Chemical Building – Complete
- Old Bagdad Road Sewer Lining Project – Construction Winter 2017
- 18” Forcemain Replacement – Geotechnical Investigation, 2017

### ***Road/Bridge Projects***

- Crommet Creek Bridge Rehabilitation Project – Construction Complete 2016/ Guardrail Spring 2017
- Longmarsh Road Culvert Replacement FEMA Hazard Mitigation Grant – Design 2017

As always, it has been a very busy year for permitting with 21 driveway permits, 21 excavation permits, and 10 utility connection permits.

Please do not hesitate to contact the Engineering Division at 603-868-5578, [atalon@ci.durham.nh.us](mailto:atalon@ci.durham.nh.us), with any technical questions and concerns.

# Wastewater Division

**DANIEL PETERSON**  
Superintendent

With the first full year of being on-line, the new Huber Screw Presses have performed beyond the operators' expectations. With a much drier solids content being produced, the disposal fees have been cut almost in half. Also, since the new automatic distribution conveyor for the solids has been installed, it has also allowed the operators to concentrate on other

area. This work was completed for future sewer rehabilitation work, which will reduce groundwater infiltration, as well as making the sewer line as good as new. This project was recently awarded to Insituform, which will be completed in the near future.

2016 was the first full year of operation of the retrofit of the

aeration tanks, converted to the 4-Stage Bardenpho process. It has been met with great success, giving the operators much more flexibility due to the fluctuating flows and loadings from the University of New Hampshire, all the while greatly reducing the Nitrogen loadings to the Oyster River and Great Bay. In 2017, in-process analysis instruments will be



Wastewater Division (back row, l-r): Daniel Peterson, Superintendent; Lloyd Gifford, Daniel (Max) Driscoll. Front row (l-r): David Lovely, Steve Goodwin.

operations at the treatment plant.

The new generator for the treatment plant is to be installed by Gemini Electric Inc. in December. This project will replace the existing generator that is approximately forty years old and has served its life to the fullest.

Over one thousand feet of sewer TV work and smoke testing was completed by Ted Berry in the Bagdad Road and Woodman Road

## Wastewater Division Statistics

PERMIT PARAMETERS	2016 AVG.	2015 AVG.	2014 AVG.
Effluent Flow (MGD)	0.87	0.86	0.95
Influent Flow (MGD)	0.80	0.79	0.88
Effluent TSS (MG/L)	4.0	6.6	9.3
% TSS Removal min. 85%	98.4	97.3	95.9
Effluent BOD (MG/L)	6.7	6.8	7.8
% BOD Removal min. 85%	97.1	96.9	96.3
<b>Total Effluent Flow (MG)</b>	<b>317</b>	<b>314</b>	<b>346</b>
<b>Total Influent Flow (MG)</b>	<b>292</b>	<b>289</b>	<b>319</b>
<b>Total Septage Received (Gal.)</b>	<b>156,250</b>	<b>107,200</b>	<b>117,600</b>
MGD ..... Million Gallons per Day		MG/L ..... Milligrams per Liter	
TSS ..... Total Suspended Solids		MG ..... Million Gallons	
BOD..... Biochemical Oxygen Demand		Gal..... Gallons	

purchased to incorporate constant measurement of the process to further enhance the quality of the treatment.

In 2017, additional Capital Improvement Program (CIP) improvements will be completed, including replacement of approximately forty-year-old windows and doors, replacement

of all interior lighting for energy improvement, conducting a geotechnical survey for the future replacement of the sewage force main from the Dover Road pumping station to the treatment plant, and the installation of two new Return Activated Sludge pumps to replace the old and inefficient pumps.

2016 was a very rewarding year. With most of the previous construction completed, the operators were able to concentrate more on the process while learning the new equipment that has been installed. As always, the staff looks forward to continuing to serve the town in the coming year and making the best quality treatment discharge into the Great Bay.

## Water Division

**DOUGLAS BULLEN**

Assistant Director for Operations

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### 2016 Accomplishments

- Conducted inspections of all town water facilities.
- Monitored all water production at the Lee Well and its incorporation into the system.
- Conducted testing for lead, copper, and bacteria as required by the Environmental Protection Agency and the New Hampshire Department of Environmental Services.
- Worked with the UNH Water Department and Treatment



*Dwight Richard, Water Division Supervisor*

- Plant to produce potable water to the UNH/ Durham water system.
- Completed fall and spring water readings.
- Flushed and inspected all water main lines and gates in cooperation with the UNH Water Department.
- Repaired two hydrants, repaired two water main breaks, and added three new hydrants to the system.







*Fun at the Churchill Rink. Courtesy Durham Parks & Recreation*

## Town Supported Organizations

### **AIDS Response Seacoast**

**RICHARD B. WAGNER**

Executive Director

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Founded in 1987, AIDS Response Seacoast (ARS) is a non-profit community-based AIDS Service Organization dedicated to providing education, direct assistance, and advocacy for persons and communities affected by HIV/AIDS. ARS is based in Portsmouth and serves the communities of Rockingham and Strafford counties in New Hampshire. All services are provided free of charge.

#### **2016 Accomplishments:**

##### ***Client Services Department***

The Client Services department provided services to 105 clients in 2016, of which between three and six were Durham residents. (ARS is unable to give exact numbers due to client confidentiality and HPPA regulations). Clients received a wide range of services, including emergency housing and utility assistance, transportation, access to the client food pantry and nutritional counseling, medical advocacy, and emotional support. A variety of social supports and events were also provided to clients, including in-service training to learn more about their disease and feel more empowered when making medical decisions. ARS also offered support groups for its clients to assist them in talking with others affected by HIV/AIDS and develop strategies for coping with their illness.

*continued on next page*

### ***Education/Prevention Department***

The Education and Prevention Department continued to provide education and outreach to people of all demographics throughout the agency's service area. AIDS Response Seacoast's Speakers Bureau presented many programs throughout the area, as well as making presentations at the University of New Hampshire. ARS looks forward to working closely with the University of New

Hampshire and the Oyster River Cooperative School District.

#### **Goals for 2017:**

- Continue to raise awareness through community programs and the local media. **FACT:** One in four new HIV infections occurs in youth ages 13 to 24 years. The work of ARS is needed just as urgently today as it has been for the

past 30 plus years of the HIV pandemic.

- Continue to grow the Speaker's Bureau program and work more closely with area schools to spread the word about the dangers of unsafe practices and to promote healthy choices.
- Continue to educate the state legislature about the need for continued funding for the HIV/AIDS services in the State of New Hampshire.

## **American Red Cross**

**SHANNON MEANEY**

Major Gifts Officer

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The American Red Cross staff and volunteers provide support and relief after a disaster, emergency preparedness training, courses in health and safety, blood drives, volunteer and youth leadership opportunities, and aid to military families. Assistance is free to disaster victims. The Red Cross is a non-profit organization that receives no annual federal funding.

New Hampshire Headquarters:  
2 Maitland Street  
Concord, NH 03301  
1-800-464-6692

Vermont Headquarters:  
29 Mansfield Ave,  
Burlington, VT 05401  
1-800-660-9130

[www.redcross.org/nhvt](http://www.redcross.org/nhvt)

### **2016 Accomplishments:**

***Disaster Services.*** Red Cross-trained volunteers make up the New Hampshire and Vermont Disaster Action Teams which

respond to disasters in Durham and towns throughout the state. This Disaster Action Team is a group of volunteers who are specially trained to provide disaster relief and emotional comfort. They are available to respond at any time, day or night, to disasters in their communities and surrounding towns.

During 2015-16, the Red Cross disaster volunteers throughout New Hampshire and Vermont worked on 256 disaster cases, helping a total of 1,218 people (an average of almost five disasters per week). Most local disasters were residential fires. Eighteen of these occurrences took place in Strafford County alone, supporting 59 Strafford County residents.

***Medical Careers Training.*** Because of the Red Cross Licensed Nurse Assistants training program in New Hampshire and Vermont, 303 Licensed Nurse Assistants and

Phlebotomists (those who draw blood) entered the healthcare field last year.

***Health and Safety Classes.*** The focus is on safety and prevention in training courses such as Adult, Infant, and Child CPR, AED training, First Aid, water safety, disaster training, first responder, and Babysitter's Skills. In all, the Red Cross imparts hope and confidence along with skill and knowledge. Throughout New Hampshire and Vermont, 32,724 enrollees were trained through health and safety classes. Seven Durham residents were among that 32,724 and those residents received training for CPR, First Aid, AED use, aquatics, and/or caregiving.

***Biomedical Services.*** Last year, blood drives in New Hampshire and Vermont collected 98,136 units of life-saving blood, with 25 blood drives in Durham, collecting 1,598 units of lifesaving blood.

# Big Brothers Big Sisters of New Hampshire

CASEY CASTER

Grant Manager

## 2016 Accomplishments:

- In 2016, Big Brothers Big Sisters of New Hampshire (BBBSNH) served nine children from Durham, and 28 volunteers from Durham offered their time to mentor youth in Durham and surrounding communities.
- The program has continued to grow in Durham since the agency began partnering with the University of New Hampshire three years ago. In this partnership BBBSNH recruits students, staff, and faculty to provide mentors to youth facing adversity. In particular, the number of Durham children served by the agency's site-based program at Mast Way Elementary School has grown over the past year.
- BBBSNH greatly values the generous contribution from the Town of Durham. Its mission is to provide youth facing adversity with strong and enduring, professionally-supported one-to-one mentoring relationships that change their lives for the better,

forever. Each mentoring match meets two to four times per month, spending two to four hours together participating in activities of their choosing – from attending a sporting event or checking out a local museum, to playing board games, reading a book or doing homework.

Below are some statistics about the Durham youth that were served this year:

- They range in age from 7-18 years old.
- Two-thirds live in single-parent households or with a relative caregiver other than a parent.
- Nearly one-third have a physical, emotional, or learning disability.
- Three-quarters are site-based matches, meaning they meet with their mentors at school or an after-school program, and one-quarter meet with their mentors in the community.
- They have been matched with their mentors an average of 24 months.



Big Brother Andrew and his Little Brother Sean. Andrew, a Little Brother when he was a child, now serves as a volunteer mentor. Photo Courtesy BBBSNH

## Goals for 2017:

- Continue to work to maintain and improve the quality of mentoring relationships. BBBSNH is proud that its mentoring matches in Durham are long-lasting, providing the most benefits for the youth it serves.
- Continue to increase the number of Durham children served in BBBSNH's site-based and community-based programs.



# Community Action Partnership of Strafford County

**BETSEY ANDREWS PARKER, MPH**  
Chief Executive Officer

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Community Action Partnership of Strafford County (CAPSC) is a 501(c)(3) private, non-profit organization established in 1965. CAPSC works with its community, state, and federal partners to assist more than 10,000 low income children, families, and adults each year. Its mission is to educate, advocate, and assist people in Strafford County to help meet their basic needs and promote self-sufficiency. CAPSC is governed by a volunteer Board of Directors, one-third of which are consumers of services. There are 130 employees, and a \$9.5 million operating budget, which includes federal, state, and local funds in addition to foundation and United Way grants, fees for service, and individual and corporate donations.

## 2016 Accomplishments:

- Provided nearly \$2 million in federal fuel assistance to

2,722 households in Strafford County during the 2015-2016 heating season. A total of 17 households in Durham received \$11,798 in fuel assistance.

- Twenty-seven Durham households received a discount on their electric bill through CAPSC's Electrical Assistance Program at a value of \$12,420. The average benefit per household was \$460.
- Provided Durham residents age 60 and over with 392 safe, accessible rides through CAPSC's Senior Transportation program.
- Assisted 12 Durham households with emergency food at a value of \$756.

CAPSC operates emergency food pantries in Dover and Farmington, both of which are open five days per week. The agency's nutrition program provides over 600 holiday

food baskets to families in need each year. CAPSC provided nearly 40,000 meals to children ages 0 to 18 through its Summer Meals and After-School Meals programs in 2015-2016.

Without the services provided by CAPSC, many local residents would be without a means to provide for their basic needs as they find a pathway out of poverty. CAPSC helps its clients to become or remain financially and socially independent through a variety of coordinated programs addressing basic needs such as food, housing, education, transportation, employment and job training, child care, and utility assistance. CAPSC maintains its outreach capacity by operating offices in Farmington and Dover, and Head Start Centers in Dover, Farmington, Milton, Rochester, and Somersworth.

## Goals for 2017:

- **Single-point of Entry:** Using a holistic approach to service delivery, the CAPSC team will provide an initial assessment and then work with clients to determine which services are needed in order to better respond to individual and family needs. CAPSC will provide bundled services to meet the goals and benchmarks its clients want to achieve by providing support and access to a comprehensive range of services, which may include referrals and case management.

*Through its Early Head Start/Child Care Partnership grant, CAPSC has partnered with local child care providers to offer Early Head Start slots in existing child care programs. Photo Courtesy CAPSC*



- **Early Childhood Education:** Through its Early Head Start/Child Care Partnership grant, CAPSC has partnered with local child care providers to offer Early Head Start slots in existing child care programs. CAPSC staff provides enhancements to classrooms and improves relationships with local providers by providing professional development, additional training, and increased pay. CAPSC has applied for an expansion to the existing grant, which will provide more slots for this program. In addition, a grant from the NH Community Development Finance Authority (CDFA) will allow

CAPSC to improve the child care workforce by providing funding for continuing education, degree programs, and workforce development for staff.

- **Facilities Improvements:** Community Action Partnership of Strafford County is developing an Innovation Service Center in Dover to expand programs and services that interrupt the cycle of poverty and help empower at-risk children, working families, and seniors to live more secure, independent, and healthier lives. The agency's current facilities are not

adequate to meet client and community needs at a time when demand for services is increasing. The current configuration limits growth, and is not conducive to optimal customer service. CAPSC plans to consolidate three current sites into a new, 15,000 square foot space, located on the bus route in downtown. This project will be funded with tax credits from New Hampshire CDFAs, private donations, and corporate and foundation support.

Thank you, Durham, for your continued support of CAPSC's mission. We are grateful for your investment in our agency.

## Court Appointed Special Advocates of New Hampshire

**NATALIE DIGNAM**

Communications Assistant

Court Appointed Special Advocates (CASA) of New Hampshire strives to protect the rights of New Hampshire's most vulnerable children to live, learn and grow in the embrace of a loving family. Trained volunteer advocates speak for abused and neglected children's best interests in New Hampshire's family court system, including Dover Family Court, the court that serves children from the Town of Durham.

### 2016 Accomplishments:

- Fiscal Year 2016 (July 1, 2015-June 30, 2016) by the numbers (statewide)

465 carefully screened, trained, and supervised volunteer advocates

125 new volunteers trained

1,198 children had advocates by their side

739 families

8,909 children had advocates since 1989

67,813 hours of volunteer time

473,479 miles traveled

- Served 47 children at the Dover District Court, the court that serves the children of Durham. Currently, seven Durham

residents are working hard to make a lasting difference in a child's life by volunteering as CASA advocates. Children with a CASA advocate spend fewer months in foster care, experience fewer out of home placements and perform better in school than children without a CASA.

- Held and participated in many successful fund-raising events and planning more for the upcoming months, including:

Snowfest at Loon Mountain in Lincoln, NH on February 3, 2017.

On Tap for CASA at New England's Tap House Grille

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in Hooksett, NH on March 4, 2017.

CASA Cares, A Night of Giving for New Hampshire's Children, in Windham, NH on May 5, 2017.

#### **Goals for 2017:**

- Continue to work toward the capacity to have an advocate for every abused child. CASA has experienced a significant increase in its caseload due to the opioid epidemic in New Hampshire, and while the agency has accepted more cases and trained more volunteers in

the past year, it currently serves approximately 78% of the state's victimized children.

The support from the Town of Durham, together with many other municipalities across the state, makes it possible for CASA to provide advocates for victimized children in the Durham community.

## **Cross Roads House, Inc.**

**MARTHA STONE**

Executive Director

Homelessness continues to be widespread in New Hampshire. A one-day count of homeless people in January found nine families and 47 individuals in Strafford County alone. Residents throughout the region continue to struggle with the cost of housing, which is often compounded by transportation and child care costs, substance abuse, or mental illness.

#### **Cross Roads House provides:**

- Emergency and transitional shelter.
- Dinner prepared by volunteers, seven nights per week.
- Needs assessments and case management services delivered by staff social workers.
- Access to a variety of services on-site (e.g., medical, dental, and mental health care and substance abuse counseling).
- Referrals to services throughout the community (e.g., public housing and veterans' services).
- Support and direction to secure employment and return to permanent housing.

#### **2016 Accomplishments:**

- In the year ended June 30, 2016, Cross Roads House sheltered 515 people, including 30 families with 57 children, for a total of 32,241 nights of shelter.
- Cross Roads' emergency shelter for single adults operated over capacity 87% of the year.
- Of all the residents leaving the agency's Transitional program, 73% moved to permanent housing.
- Successfully secured private grant funding to hire a part-time Housing Stability Case Manager to provide post shelter services in a pilot program for FY17.
- Secured a HUD grant to implement a new "Housing First" Permanent Supportive Housing program for chronically homeless individuals with a disability.
- Cross Roads' team of 375+ volunteers prepared and served nearly 22,000 meals.

- Collaborated with the University of New Hampshire and masters level interns in social work and family studies deliver services on site for its residents.
- Hosted incoming University of New Hampshire freshman participating in the UNH ProVES program; students provided community service at the shelter.

#### **Goals for 2017:**

- Implement a new Housing Stability Case Management program; provide former shelter residents who have moved out with supportive services and help prevent evictions and recidivism.
- Implement a new "Housing First" Permanent Supportive Housing program for chronically homeless individuals with a disability; provide participants with a rental subsidy and ongoing case management.
- Work to decrease the length

of shelter stays, which will allow the organization to move residents to stable and decent housing more quickly and enable it to serve more people.

- Increase the percentage of residents moving to permanent housing.

Only one-third of Cross Roads House's costs are covered by state and federal grants, and the organization depends upon municipalities to help deliver its services. Over the years,

the residents of Durham have generously supported Cross Roads House. Thank you for continuing to support this effort.

To learn more about Cross Roads House: [www.crossroadshouse.org](http://www.crossroadshouse.org).

## Goodwin Community Health

JANET LAATSCH  
CEO

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### 2016 Accomplishments:

During the period of January 1, through November 30, 2016, Goodwin Community Health (GCH) saw 23 patients in 63 visits. Sixty-one percent (61%) of the patients were on self-pay and were placed on a sliding scale

because they had no insurance. The patients without insurance paid \$30/visit for medical and 40% of actual dental costs. The average cost for these services are, \$133 and \$127 respectively. This is a cost of four visits for medical or \$130/visit or \$520 in total. For dental, the amount is \$76.2 (60%

subsidized) or \$1,676.40 in total.

### Goals for 2017:

- Continue outreach to the community about services offered.
- Present to the Durham Rotary Club.

## HAVEN

KATHY BEEBE  
Executive Director

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HAVEN, formerly known as A Safe Place and Sexual Assault Support Services merged in 2015 to become the largest violence prevention and support services agency in New Hampshire.

HAVEN's mission is to prevent sexual assault, domestic violence and stalking, and to support and empower women, men, youths, and families to heal from abuse and rebuild their lives.

HAVEN provides Durham residents with these services:

- Violence prevention education, Safe Kids Strong Teens; a K-12 school-based program designed to prevent child sexual abuse, sexual harassment, bullying, and teen dating violence.
- 24-hour confidential crisis hotline staffed by trained advocates for anyone affected by domestic violence, sexual assault, and stalking. 1-603-994-SAFE (7233).
- Emergency shelter for individuals and their children

fleeing violent living situations. The shelter program provides counseling, short and long-term financial planning, and assistance with housing, employment, higher education, and childcare.

- Accompaniment services for victims and survivors to area hospitals, police stations, Child Advocacy Centers, and local courts.
- Safety planning, information, and assistance with emergency,

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temporary, and permanent restraining orders.

- Referrals to other community resources, as well as to local therapists specializing in trauma.
- Support groups for adult survivors and those impacted by domestic and sexual violence, including Trauma Sensitive Yoga in partnership with the Seacoast Area Teachers of Yoga in Action (SATYA).

### 2016 Accomplishments:

- After officially merging SASS and A Safe Place in July of 2015, HAVEN embarked on its first strategic plan in early 2016 and created goals and strategies under the headings of Organizational Infrastructure and Organizational Reach in order to continue to build

capacity and expand programs and services to those impacted by domestic and sexual violence.

- HAVEN assisted 23 Durham residents with 115 units of service in its client services program during the July 1, 2015-June 30, 2016 fiscal year. (Each unit of service represents 15 minutes of time).
- The Safe Kids Strong Teens prevention education program reached over 144 children, parents, and teachers at Durham schools.

### Goals for 2017:

- Increase the number of children and teens in Durham schools who participate in the HAVEN K-12 Safe Kids Strong Teens prevention education program.

- Expand community outreach and development efforts to reintroduce the merged organization and its services to the residents of Durham.
- Recruit more volunteers to assist HAVEN in achieving its mission of supporting those impacted by domestic and sexual violence and preventing future victimization of children and adults.

To learn more about HAVEN services and volunteer opportunities please visit [www.havennh.org](http://www.havennh.org) or call the main office at 603-436-4107. The main office of HAVEN is located at 20 International Drive, Suite 300, Portsmouth, NH at Pease International Tradeport. HAVEN has two additional offices located in Rochester and Salem, NH.

## Homeless Center for Strafford County

**SALLY B. STRUBLE, JD**

Executive Director

The Homeless Center for Strafford County (HCSC) provides safe and supportive seasonal overnight shelter for single women and families (including men with children) during the winter months. A secondary objective is to empower the homeless through professional case management and referral services to help the homeless live more self-sufficient lives.

Under New Hampshire Revised Statutes Annotated (RSA 165), every community is required to

“relieve” a homeless person who comes to them for assistance, and the shelter provides this service as opposed to costly motel/hotel stays. One of the best benefits to a town or city in having a local shelter is to save town funding in the long run. When a client is sent to a shelter, not only is it less expensive than a hotel or motel stay, but the client gets the necessary case management at a shelter. This case management is critical to their success on the path to self-sufficiency.

### 2015-2016 Program Year Accomplishments:

- Provided shelter to 70 individuals and 26 households, including 39 children.
- Provided a safe emergency shelter option.
- Provided professional case management.
- Provided nutrition and parenting classes.
- Provided community resource building.

- Provided referrals for clothing, food, prescription aid, transportation aid, replacement ID's, etc.
- Provided individual coaching on cover letter and resume writing, and interview skills.

**2016-2017 Program Accomplishments to Date:**

- Provided shelter to 29 individuals and 13 households, including 18 children.
- Provided a safe emergency shelter option.
- Provided professional case management for 13 shelter households and three Transitional Housing Program families.
- Provided weekly nutrition classes.
- Provided community resource building.  
Provided referrals for health care, ental care, clothing, food, prescription aid, transportation aid, replacement ID's, etc.  
Provided individual coaching on cover letter and resume writing, and interview skills.

**Some additional services the Homeless Center provided to residents in the past year include, but are not limited to:**

- Budgeting education.
- Temporary assistance with childcare payments for families at the shelter who are either starting employment and are waiting for a childcare subsidy through DHHS to start or job searching.
- Job search and interviewing skills.
- Emergency food pantry.
- Referrals to needed services such as mental health counseling, substance abuse counseling, rental assistance, security deposit programs, workforce training, etc.
- Transitional housing. There are currently three apartment units for rental of 18-24 months for families working on long-term goals.

**Goals for 2016-2017 Program Year:**

- Expand classes offered at the shelter. HCSC is currently offering nutrition classes, and is in the process of developing

the curriculum for this year's parenting classes.

- Continue to expand classes/ resources offered on site.
- The shelter is always seeking a way to expand its transportation services to allow for more time for residents to be offsite working on barriers to employment and goals set out in case management.
- The center's Board of Trustees will be developing a strategic plan for the organization, which will include initially getting the shelter open each year for the entire school year, with the long-term goal of getting the shelter open year round.

Beyond its primary mission, the Homeless Center encourages related activities, including recruitment, training, scheduling, and support to the volunteers during the operating season. It also engages with other local agencies in coordinated and focused efforts to provide for and meet the needs of the homeless population throughout Strafford County.

To learn more about HCSC: [www.homelesscenterforstraffco.org](http://www.homelesscenterforstraffco.org).

## Lamprey Health Care

**DEBBIE BARTLEY**

Director of Transportation Services

Lamprey Health Care (LHC) provides care to the residents of southeastern New Hampshire, including primary care, prenatal care, pediatric care, reproductive health services, alcohol/substance

abuse counseling, nutrition counseling, diabetes education, Reach Out and Read (an early literacy program), and senior transportation. To schedule an appointment, call 603-659-3106.

Durham residents utilize Lamprey's Transportation program for shopping trips, medical appointments, and monthly recreational outings. Vans are handicap accessible and drivers

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*In addition to other services, the Lamprey Health Care also provides prenatal and pediatric care to the residents of southeastern New Hampshire. Photo Courtesy LHC*

are trained Transportation Health Workers who receive Patient Assistance Training. Access to essential services makes it possible for seniors to remain self-sufficient and in their own homes. Handicap accessible buses take seniors and those with disabilities to the grocery store, pharmacy, doctor, or bank and provide a good opportunity to socialize. The service is door-to-door and reservations are made through the

transportation manager or with one of the agency's twenty senior volunteers by calling (603) 659-2424 Monday-Friday, 8:00 AM to 4:00 PM.

Durham residents benefit from Lamprey's school dental program. Dental hygienists go into the elementary schools and provide examination and education, as well as referrals to follow-up care. Students who need follow-up

work may be seen in LHC's dental office, Healthy Smiles Dental Center, located in Raymond, New Hampshire.

In Fiscal Year 2015/2016, Lamprey Health Care provided the following services to residents:

**Medical Visits:** 180 Durham residents made 519 visits to Lamprey Health Care.

In 2016, Lamprey helped Durham residents access to free prescription medication valued at \$3,877.

**Transportation Units of Service:**

A unit of service is one ride to a destination. 40 rides were provided to Durham's senior citizens. The cost of a unit of transportation service is approximately \$57. Unit costs vary greatly depending on the number of people in a vehicle and the distance traveled.

For more information, please visit the Lamprey Health Care website at: [www.lampreyhealth.org](http://www.lampreyhealth.org).

## My Friend's Place

**SUSAN FORD**  
Executive Director

My Friend's Place was formed in 1987 and opened the doors of the homeless shelter in 1989. Since that time thousands of homeless men, women, and children have stayed with the shelter. Upon entry into the shelter, a case worker is assigned and a plan developed. The number one priority for someone at the shelter is working

toward permanent housing.

A typical case plan may include: seeking employment, attending daily 12 step programs, and completing applications for public housing, food stamps, or other available services. Parents are also asked to participate in parenting programs. All items on the case

plan require clients to provide documentation daily.

An individual length of stay is not required provided residents continue to work toward their permanent housing goals. Individuals are required to cook their own food, and participate in the maintenance of the shelter. All

are required to attend a weekly house meeting.

During this past fiscal year (7/1/2015 – 6/30/2016) My Friend's Place provided emergency shelter for 147 individuals. Of its four transitional housing units, three are currently full. This year, two families moved into permanent housing; one left without completing the transitional program and one is still enrolled; one new family was moved in; and one unit is currently being painted and decorated by community members for a new family to move in.

The shelter provided 5527 units of service for 147 people. The shelter's unit of service reflects one person in one bed for one night. The capacity is 6205 units (17 beds for 365 nights). The shelter's Census included 37 single

women, 46 single men, and 19 families with 39 children. Six of its families had two parents present; 13 were single parent families. This year, the shelter also found individuals staying at the shelter for a longer period of time. One individual stayed for over 12 months, one for 10 months, and 24 for over 100 days.

Individuals with substance or alcohol abuse issues represent roughly 20% of the shelter's clients and those with mental health issues represented 15% of its served clients.

Of the 108 adults, seven were known victims of domestic violence, seven had served in the US military, 21 had physical disabilities, and four were developmentally disabled. Fourteen percent of the adults were employed full or part-time.

Coordinated Entry is a program mandated by HUD for clients to call and be screened for entry into shelter. My Friend's Place takes all its clients admitted to shelter from this program. However, it typically has one to three people on a cot in one of the common rooms on an emergency overnight. These clients come to the shelter through police departments, emergency rooms, or just present themselves at the shelter outside of normal business hours. They will typically be kept at the shelter until the next business day when shelter personnel can ascertain what avenue to take.

My Friend's Place attempts to serve clients within their home community. Last year, of the 147 individuals served only 27 were not from Strafford County.

## Oyster River Youth Association

**MATTHEW GLODE**  
ORYA Director

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Oyster River Youth Association (ORYA) is the youth sports provider for young athletes in the towns of Durham, Lee, and Madbury. ORYA can offer sports programs during every season of the year, accounting for nearly 2500 sports participants across all disciplines. Families are offered the opportunity to participate in many different sports, allowing development of well-rounded athletes. Participants ranging from Pre-K to 8th grade could choose from the following sports during the 2015/16 season: baseball,

soccer, lacrosse, flag football, basketball, tackle football, dance, volleyball, track & field, tennis, and hockey.

### 2016 Accomplishments:

- Hired Matthew Glode as the new ORYA director.
- Increased participation in most team and individual sports offerings.
- Held a "Get Live" summer football camp with appearance by New England Patriot Devin McCourty.

- Hosted an end of season basketball tournament.
- Hosted an end of season banquet for girls' soccer and football programs.
- Expanded summer camp options.
- Increased communication and support of Durham Parks & Recreation programs, offering greater support and communication to valued volunteers.

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- Expanded the organization's dance program.
- Held a first ever coed volleyball program.

**Goals for 2017:**

- Continue to increase community participation.
- Build a relationship with the Oyster River Cooperative School District to offer better and wider reaching programs.

- Grow the Track and Field program with access to the new high school track.
- Develop an ORYA field hockey program.
- Continue growth of summer camp opportunities.
- Implement ORYA fund-raising initiatives and sponsorships.

Lastly, ORYA provides scholarship assistance to any youth whose

family makes a request for assistance and therefore the organization's town funding, user fees, and fund-raising efforts also subsidize its scholarship activities.

ORYA continues to value its relationship with the Town of Durham and looks forward to continuing to provide youth sports opportunities to the children of Durham, as well as to the towns of Lee and Madbury.

## Ready Rides

### MERI SCHMALZ

Volunteer Drivers Coordinator

Ready Rides Transportation Assistance organization was established in 2012 and is a 501 C 3 Independent non-profit organization. Ready Rides provides curb-to-curb rides at no charge to all medical-related appointments for those residents living in Durham that are 55+ and the disabled. Vetted volunteer drivers use their own vehicles to provide transportation

services. Mileage reimbursement is available for all drivers. Ready Rides also provides rides to residents living in Barrington, Lee, Madbury, Newfields, Northwood, Nottingham, Newmarket, and Strafford. Ready Rides is not bound by travel distance. Accessible rides are available. For more information call 603-244-8719, emailing [info@readyrides.org](mailto:info@readyrides.org), or visiting [www.readyrides.org](http://www.readyrides.org).

**2016 Accomplishments:**

***Ride Statistics:***

Number of vetted Durham drivers:	6
Total number of confirmed trips completed for Durham residents	798
Number of registered Durham residents using Ready Rides	5
Number of trips in Durham that went unmet	46

**Goal for 2017:**

To have an expanded number of vetted drivers to be able to provide rides to everyone that asks.



*Enjoying a game of hockey on Mill Pond.  
Courtesy DCAI Studios*

# **Strafford Regional Planning Commission**

**CYNTHIA COPELAND**

Executive Director

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Strafford Regional Planning Commission's (SRPC) mission is to assure that the region is responsive to the needs of its residents through cooperative actions with municipalities and federal and state agencies, through the implementation of regional plans, and through local planning assistance. The Commission's professional staff provide transportation, land use, economic development, hazard mitigation, water, public health, and natural resource planning services, geographic information services (GIS), data collection and analysis, facilitation, and project management

## **2016 Accomplishments:**

- Prepared a poster for the living shorelines project for outreach and education.
- Assisted in organizing a walking tour for neighboring communities of several bio-retention systems in Durham to showcase their appearance and function.
- Secured funding to draft an extended floodplain Hazard Overlay District for town consideration. This was a strategy identified in Durham's Climate Adaptation chapter.
- Provided flooding photos of Jackson's Landing during this year's King Tide event for the town.
- Submitted a 319 grant application to New Hampshire

Department of Environmental Services (NHDES) to fund the installation of two permeable reactive barriers as part of the septic system database project.

- Developed a scope of work and participated in initial planning meetings for the 2017 Future Land Use Master Plan chapter.
- Worked with the town on the NHDES 604(b) grant, focused on the development of a parcel-based septic system database for three neighborhoods in Durham. SRPC completed outreach to 368 homes supplying them with information about their septic systems, and inviting them to an educational workshop held in May 2016.
- As part of the Climate Risk in the Seacoast (C-RiSe) project, SRPC staff met with municipal officials for the project kickoff, and provided them with town profile impact summaries.
- Worked with staff from the Oyster River Cooperative School District to conduct a climate change lesson with two fifth grade classrooms. Students were given the opportunity to create poster boards displaying what they had learned over the course of the lesson and to present their work at a public workshop at the Durham Public Library.
- Highlighted the work of the Town of Durham by inviting Charlie Forcey, Chair of the Durham Energy Committee,

to speak at the September commission meeting.

- Assisted the Mills Byway Committee in the drafting and adoption of their Corridor Management Plan. The plan was adopted by the Mills Scenic Byway Committee in January 2016.
- Conducted five traffic counts to support state planning efforts, and 15 supplemental traffic counts for Durham/UNH.
- Conducted a pedestrian and manual bike count in Durham, in addition to manual counts completed in the town for use by the statewide Bike/Ped Technical Advisory Committee.
- Completed the standardized map set for the region, including maps for the Town of Durham.
- Distributed New Hampshire Planning and Land Use Regulation books to Durham land use boards.

## **Goals for 2017:**

- Provide technical assistance through GIS data and mapping efforts.
- Develop online web maps and applications for use by the public, using ArcGIS online.
- Complete the land use layer update.
- Use federal designation as an Economic Development District to provide municipalities with access to

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additional infrastructure and program development grants.

- Continue to carryout Brownfields assessment grant for the region and apply for additional assessment funds.
- Implement the 2015-2040 Metropolitan Transportation Plan. Continue local transportation planning tasks in support of safety, mobility, and access management.
- Carry out SHRP2 performance measure project with NHDOT, MPOs, our communities, and other stakeholders.

- Continue to enhance water resource protection by working with municipalities to improve drinking water protection.
- Provide technical assistance to communities updating their floodplain and/or stormwater regulations.
- Continue to provide technical assistance, education, and outreach on multi- hazard mitigation strategies and low impact development.
- Continue development in the following three planning program areas to benefit the

region's communities: energy/ utilities, community health and safety, and resiliency to climate adaptation.

SRPC looks forward to working with the citizens and officials of Durham in 2017. Thank you for the opportunity to serve you and for your continuing support of regional planning. Further questions or comments can be referred to Cynthia Copeland, AICP, Executive Director at [cjc@strafford.org](mailto:cjc@strafford.org) .



Theresa Walker and son, Tim, at Memorial Day parade.

## Town Working Committees

### Durham Agricultural Commission

#### THERESA WALKER

##### Chair

Members: Theresa Walker, *Chair*; Raymond LaRoche, *Vice Chair*; Bonnie McDermott, *Secretary*, Lee Alexander, Tom Bebbington, John Carroll, David Potter, Ellen Karelitz (*Alternate*), Suzanne MacDonald (*Alternate*), Carol Tuveson (*Alternate*), Daniel Winans (*Alternate*), Allan Howland (*Council representative*)

Former Members: Vincent Dell'Ova, Michelle Whisnant, Kenny Rotner (*Council representative*)

The Durham Agricultural Commission was established by the Town Council in July 2011 to “promote the production, availability, and sale of locally grown food, fiber, and forest products” (Town Council Resolution #2011-11). Since that time, the twelve members of the Agricultural Commission have been meeting at least once per month to work together, and with town staff and other town boards and committees, to further the mission of the Agricultural Commission, which is to encourage agricultural activities and development to expand Durham’s working landscape of actively managed gardens, farms, forests, and land through the town, including University of New Hampshire land.

#### 2016 Accomplishments:

- Updated an inventory of agricultural activity in town, including farms, gardens, forestry, aquaculture, and horse stables.
- Worked with the Town Planner and the Planning Board to amend Durham’s Zoning Ordinance to allow the keeping of small goats in residential zones.

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- Hosted workshops on seed starting, identifying weeds, and putting a garden to bed for the season.
- Reviewed existing local and state land use regulations governing agriculture.
- Worked with Durham resident Phil Kincade to develop a series of videos for DCAT about farms and gardens in Durham.
- Contributed information to the weekly “Friday Updates” and the town website.
- Sought input from Agricultural Commissions across the state.

- informative videos and articles.
- Promoted the Durham Farmers’ Market.
- Participated in the Memorial Day parade with a garden on wheels and live animals.
- Organized and held the 4th Annual Durham Farm Day, a celebration of local farms and Durham’s working landscape, across town and campus.
- Expanded the “Food Friendly Garden” campaign to raise awareness of home food production across town.
- Responded to resident concerns

- Investigate the benefits of Durham becoming a certified “Bee-Friendly town” that recognizes the importance of native and European honey bees as essential pollinators for farm and garden food crops.
- Work with the Town Planner and boards and commissions to propose amendments to Durham’s regulations and policies to sustain Durham’s working landscape of farms, forests, and rivers by enabling more gardening and agriculture, including aquaculture.
- Work with the residents, Town Council, town staff, and town boards and commissions on issues related to agriculture.
- Develop educational materials and programs to support local agriculture and gardening.
- Develop and host educational programs concerning agriculture and gardening.
- Organize and host the 5th Annual Durham Farm Day on August 19th, 2017.
- Update the inventory of gardening and agricultural activity in Durham.



Kyra and Dave Langley of Durham hand deliver their goats to LaRoche Farm for Durham’s 4th annual Farm Day held on Saturday, August 20, 2016.

- Monitored and promoted activity of community gardens in town, including the community gardens at Wagon Hill Farm, St. George’s Episcopal Church, and the Fitts Farm community.
- Actively participated with the Land Stewardship sub-committee.
- Via the weekly “Friday Updates”, educated the community about food production by sharing links to

and questions regarding agricultural activity in town.

**Goals for 2017:**

- Participate in the development of the Land Use chapter of the Durham Master Plan.
- Start a working relationship with the Economic Development Committee to strengthen and expand Durham’s farm and garden economy.

The Commission believes its work is very important to the Town Council’s goal to, “Pursue long-term economic and environmental sustainability and resiliency, anticipating the community’s and the region’s future needs through a framework that integrates multiple elements including society, ecology, economics, transportation, agriculture, recreation, food and drinking water, climate, and energy resources.” In support of that goal, the Agricultural Commission looks forward to working with residents and town government in the coming year.

# Durham Energy Committee

**CHARLES FORCEY**

Chair

Members: Charles Forcey, Chair; Mary Downes, James Dreher, Harry Tobias, Steve Weglarz, Jr., Ronald Wright, Martin Wosnik (UNH Representative), Wayne Burton (Council representative), Andrew Corrow (Planning Board representative)

Former Members: Cameron Cook

The Durham Energy Committee has the mission to monitor the town's overall energy use, reduce that usage through energy efficiency measures, and transition the remaining energy used to secure, clean, and affordable energy sources.

## 2016 Accomplishments:

### ***EPA Portfolio Manager:***

The Energy Committee has collaborated with town Business Manager Gail Jablonski to maintain current energy usage and costs for 15 municipal locations into the EPA Portfolio Manager Service. The committee looks forward to using information about the Police Department to monitor improvements in the potential reconstruction of that facility in the coming years.

### ***Electric Vehicle Charging Station***

***Monitoring:*** The dual Level 2 charging station in the Pettee Brook parking lot has a lifetime revenue of \$573.21. Usage has been significantly elevated this fall with several new local electric vehicles joining the community of 31 unique vehicles using the station. The committee's National Drive Electric Vehicle event coincided with Durham Day this year with over 15 electric vehicles on display, one Chevy Volt offering

test drives, and many interesting conversations with residents and neighbors considering electric vehicles to reduce the carbon footprint of their vehicle use.

### ***Energy Efficiency Consultations:***

The Energy Committee has reviewed and supports the Department of Public Works' Light-Emitting Diode (LED)

***Housing Survey:*** In support of its Master Plan goal to conduct an annual survey on three rotating topics (transportation, housing, and renewable energy), the committee prepared a survey and released it in September 2016 on housing and building efficiency in Durham. The results were reported to the Town Council. A renewable energy survey is being prepared.



*On July 21, 2016, A public ribbon cutting and tour was held at the site of the second largest solar array in New Hampshire (above) located in Lee, NH at the Packers Falls gravel pit owned by the Town of Durham. The 651-kilowatt Oyster River Forest Solar Array is the largest project to date for the installer, New England-based ReVision Energy. IGS Solar, a turn-key commercial and residential solar provider, financed and owns the array. Photo Courtesy DCAT Studios*

lighting project, the energy efficiency aspects of the proposed Police Department retrofit, and a number of private projects, including the thoughtful and innovative reconstruction of the former Town Hall building.

### ***Solar Power Purchase Agreement***

***(PPA) Monitoring:*** The committee monitored the performance of solar arrays under PPA1 (Library, Police Department, Hockey Rink) and the new 640 kW system commissioned under PPA2 (Oyster River Solar Array).

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ARRAY	KWH	CO2 KG	SAVINGS	PERIOD
ORSA (Gravel Pit)	408,273	285,791	\$2,000±	06/16/16-10/31/16
Hockey Rink	95,520	66,864	\$-	11/01/15-10/31/16
Library	15,000	10,500	\$-	11/01/15-10/31/16
Police	6,010	4,207	\$961.60	11/01/15-10/31/16
<b>Totals</b>	<b>116,530</b>	<b>81,571</b>	<b>\$2,961.60</b>	

**Solar Property Tax Study Grant:** In December 2015, the committee was awarded a \$2,500 grant from the New England Grassroots Environment Fund to produce a study with public presentations on property tax policy in New Hampshire with regard to commercial solar arrays and solar farms. Progress was made on producing a report for this grant, and the committee hopes to have it complete before the year's end.

**Hosting the Seacoast Regional Energy Hub:** This hub is part of a network of regional energy

committee hubs organized by the Local Energy Solutions Work Group (<http://www.nhenergy.org>) to bring regional energy committees together for knowledge sharing and coordinated action. Durham hosted three meetings of neighboring energy committees this year.

**Goals for 2017:**

**Button Up/Solar Up Seacoast NH:** The committee will be joining with other area energy committees and commissions in the Seacoast Regional Energy Hub to conduct a combined weatherization and solar

purchasing program to publically launch in February of 2017.

**Solar Production and Construction Monitoring:** The committee will be monitoring the production and functioning of our existing solar systems.

**Secure Renewable Energy Source for the Wastewater Treatment Plant:**

The committee would like to explore the feasibility of securing a renewable energy source for the Wastewater Treatment Plant that accounts for over 60% of the town's total usage.

**Higher Efficiency Vehicles for the Durham Vehicle Fleet:**

Vehicles with hybrid, hybrid plug-in, and all-electric vehicles would help the town tackle the 15% of its total carbon emissions (2010) due to the operation of the municipal fleet of vehicles.

## Economic Development Department And Economic Development Committee

MARY ELLEN HUMPHREY  
EDC Director

Committee Members: Warren Daniel, Raymond Rodon, Karl VanAsselt, Robert Brown (*Alternate*), Sally Tobias (*Alternate*), Allan Howland (*Council representative*), Lorne Parnell (*Planning Board representative*)

Former Members: Renee Capicchioni Vannata, Ute Luxem (*Council representative*)

Throughout 2016, Durham witnessed changes and outcomes from a variety of projects. When zoning changes were made a few years ago to require commercial space be included with student

housing, many worried that it would remain empty. Instead, Durham has maxed out on available retail space, and has virtually 100% occupancy. This means that Durham has enough demand to create additional retail space. If the Mill Plaza is redeveloped there may be some additional space added. It is unclear how much will actually be available to new businesses and how much will be used by existing Mill Plaza businesses desiring to

expand their footprint. Another potential location for expanding retail space would be the redevelopment of 66 Main Street (the old ATO fraternity site). At the writing of this report, both projects are in the early stages, and it is too soon to know exactly their outcome.

The Economic Development Department assists the town's existing businesses, and over the



past year, the EDC Director and DCAT Coordinator Craig Stevens have taped several episodes of In The Biz Spotlights, which can be viewed on the town's website, <http://www.ci.durham.nh.us/>. These are also announced and linked in the weekly "Friday Updates" publication. To date, episodes have been taped for the following businesses: SalesGoose, SolSistar, Tacomano, Durham Geeks, Young's Restaurant (celebrating 100 Years in Business), and Amy's Frame Shop. Several more spotlights are planned. Any Durham business that would like to be highlighted is welcomed.

### 2016 Accomplishments:

- **Former Town Office sold to Applied Geosolutions.** The building is currently under renovation with an expectation of growth for the company over the next five years.
- **Durham Business Park.** The Harmony Homes project is under construction and should be completed in one year. The project will add 25+ jobs.
- **Mill Plaza Redevelopment.** The Mill Plaza submitted a revised proposal at the October Planning Board meeting. It added a dozen downtown businesses and several more are scheduled to come online over the next few months, adding approximately 90 full-time employees and 252 part-time in the downtown.
- **Full Retail Occupancy Rate as of October 1st.** As noted at the beginning of this report, while a few sites may look vacant, they are in fact leased out. One space in the Mill

Plaza is not considered due to redevelopment plans. This is a snapshot, and subject to change.

- **Issued Joint RFP with UNH for redevelopment of 66 Main Street.** Ongoing. Currently rethinking the best strategy to succeed.
- **Young Drive.** This project is moving forward with plans to redevelop the site into a senior condo complex with up to 164 units. A proposal will be presented to the Planning Board in the near future.
- **Commercial/Retail Vacancy Inventory.** Virtually no available retail space is available in the downtown. Some office locations are still available, including two commercial office buildings in the Orion complex totaling 3,750 SF and one office space (8500 SF) that recently opened up on the second floor of the Post Office building. A current and complete list is maintained by the Economic Development Department and is subject to change daily.

### Goals for 2017:

The town expects to see another proposal for the redevelopment of 66 Main Street that includes an 80 to 100 unit boutique hotel and additional retail space. It may also include office space tailored to accommodate members of the UNH InterOperability Laboratory (IOL) that would like a satellite presence in Durham to facilitate research and development with the University.

The Mill Plaza has been engaged in revising its redevelopment plan to revamp the plaza, demolishing one building, building several additional buildings, and refurbishing the existing



Mary Ellen Humphrey, Economic Development Director

building that houses Hannaford and Rite Aid. The owners are proposing to add fifteen to twenty thousand additional square feet of commercial space and up to 330 beds (student housing).

Harmony Homes By the Bay is under construction with a completion date of June 2017. This facility will provide 60 beds for elderly care, including space for dementia patients. This has been a welcome development by the town.

The Economic Development Department will be engaged in those areas of particular interest to business opportunities as the town works on the Land Use Chapter for the Master Plan. The town is also keenly interested in the resolution of downtown parking concerns and will actively assist in seeking solutions.

Finally, the potential for agricultural expansion and development must not be overlooked. As part of its overall strategy, the town is actively exploring what areas might fit with Durham's goals for local sustainability.



# Integrated Waste Management Advisory Committee

NELL NEIL  
Chair

Members: Nell Neil, *Chair*; Mary Caulfield, Carina Dolcino, Katherine Bubar (*Council representative*)

Former Members: Carden Welsh (*Council representative*)

The Integrated Waste Management Advisory Committee (IWMAC) members remain enthusiastic and fully committed to promoting increased recycling and thoughtful waste management. In addition to serving on the IWMAC, members also serve on the Oyster River Schools Sustainability Committee and volunteer at the Durham swap shop.

The charge of the IWMAC is to:

1. Reduce the total amount of solid waste generated in Durham;
2. Incorporate a long-term community vision into the town integrated management strategy;

3. Increase community awareness and participation in integrated waste issues;
4. Promote education and outreach while increasing community involvement;
5. Build partnerships with the Durham Business Association, UNH, student groups, and Town of Durham regarding waste management issues;
- 6) Work with the Department of Public Works to improve the waste management program.

As a small committee, the IWMAC focuses its energy on a few projects. This year the committee focused on reviewing construction waste recycling ordinances, supporting the middle school Green Bean Environmental Committee's "no idling signs" being installed at the middle and high schools, and continuing to

monitor the recycling and waste totals from the change from sorted to zero-sort recycling. The committee is very grateful for Doug Bullen and the rest of the Public Works Department for their efforts to make Durham more sustainable. This year the committee welcomed Kathy Bubar as the Town Council representative.

In the new year, the committee will be taking a closer look at the zero-sort recycling numbers and discern whether a "Pay As You Throw" program would make financial and environmental sense for Durham. Committee members will also launch an IWMAC website, and continue to support efforts to increase recycling in the community through educating non-recycling households and landlords about relevant recycling ordinances.



*A large crowd turned out for the annual Tree Lighting Ceremony on Saturday, December 3rd. Courtesy Jeremy Gasowski*

# Lamprey River Advisory Committee

**Members:** Joe Foley, Chair (Epping); Emily Schmalzer (Brentwood); Al Hall (Candia); Cynthia Kelsey (Deerfield); Anne Lightbody and Dick Lord (Durham); Sharon Meeker, Kitty Miller, and Preston Samuel (Lee); Elizabeth Dudley and Michelle Shattuck (Newmarket); Carolyn Matthews and Debbie McNelly (Raymond)

**Former Members:** Pat deBeer (Freemont), Todd Piskovitz (Exeter), Ann Welsh (Durham)

## 2016 Accomplishments:

Representatives from towns in the Lamprey River watershed continued implementing the 2013 Lamprey Rivers Management Plan with help from multiple partners. The final plan, approved on September 26, 2013, is available at town offices and on the LRAC website [www.lampreyriver.org](http://www.lampreyriver.org).

**Land Protection:** The Wild and Scenic Subcommittee continued to provide expertise in protecting ecologically significant land along the river. As of September 2016, the LRAC had leveraged funding totaling \$4,915,781 to protect 3497.09 acres and 15.9 miles of frontage in the lower four towns.

**Education and Outreach:** The LRAC engaged the public through a River Herring Fish Day at Macallen Dam, events at schools/libraries, and displays at local fairs. A new children's book, *Chick and Dee-Dee's Lamprey River Adventure*, was published and distributed to town libraries and elementary schools. Many articles were published in town newsletters. A septic system workshop co-sponsored by the LRAC was held in Durham. A Phase I archaeological assessment

of Sullivan's Falls in Durham was published.

**Recreation:** The LRAC provided funding toward three sustainable passive recreation initiatives: nature trail signage in Raymond, racks to hold publicly-owned kayaks in Newmarket, and establishment of the Lamprey River Splash and Dash Race in Newmarket. The LRAC also

twelve projects that were submitted to the state for environmental permits. These comments were considered by the New Hampshire Department of Environmental Services (NHDES) prior to issuance of permits. The committee notified NHDES of several issues along the river and requested follow-up. An important turtle nesting site was identified and work is ongoing to put this site



*In June of this year, Sharon Meeker (above) was awarded the Ashton Hallett Award at the Southeast Land Trust's annual meeting for her 36 years of service and leadership on three different Lamprey River organizations. Also pictured is SELT Executive Director Brian Hart who presented the award. Photo Courtesy SELT*

co-sponsored a family paddle for Lee's 250th.

**Water Issues:** Wild and Scenic Subcommittee funding ensured that years of volunteer water quality data were not interrupted. A report analyzing 23 years of water quality data was produced and can be found on the LRAC's aforementioned website.

**Project Review:** The workgroup reviewed and commented on

under a conservation easement.

## Goals for 2017:

The committee will continue to work on issues identified in the 2013 Lamprey Rivers Management Plan. The LRAC will continue to perform project reviews, support ecological research, fund volunteer water quality monitoring, and engage the public through its outreach efforts in nature, recreation (including the walking trail), and history.

# Oyster River Local Advisory Committee

## ERIC FIEGENBAUM

Chair

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**Members:** Eric Fiegenbaum, Chair; Tom Falk (Madbury); John Wallace, Vice Chair (Barrington); Michael Sullivan (Durham/UNH Water), Jim Hornbeck (Durham), Lee David Shay (Lee)

Since its inception in 2011, the Oyster River Local River Advisory Committee (ORLAC) has busied itself with the protection of the river's identified outstanding natural and cultural resources. ORLAC is made up of representatives from the four towns through which the designated river flows: Barrington, Durham/UNH, Lee, and Madbury. The duties of the committee include, advising on plans or actions that would alter the resource values or characteristics of the river, developing a Local River Corridor Management Plan, and reporting biennially to the state and annually to the towns.

During 2016, the committee continued a discussion on bringing the Corridor Management Plan, which is not regulatory in nature, to the towns. The committee hopes a simple survey will help focus its future attentions on the towns' priorities. The continuing

drought conditions in the region had the committee discussing the spectrum of related topics from posting road signs to help the public identify the river at major road crossings, to the state's requirement to set instream flow rules for designated rivers. The state is currently transitioning the instream flow process from a pilot program to final rules as required by RSA 483.

The committee commented on several projects in the river corridor. It looked favorably on a proposal to replace an undersized culvert at Emerald Drive in Barrington. The replacement structure would better handle high water levels and provide fish passage and refuge habitat. This is the second attempt to fund this project. The committee supported the Strafford Regional Planning Commission's project on infrastructure and environmental risk factors in determining potential threats to water quality due to septic system failure or malfunction. The ORLAC

forwarded its questions and concerns on the replacement of underground storage tanks at a gas station at the Lee Traffic Circle and the crossing of the Oyster River for Eversource's Seacoast Reliability Project.

Along with the Lamprey River Advisory Committee, the ORLAC attended a presentation on the New Hampshire Department of Environmental Services' Surface Water Quality Assessment Program and the program's Integrated Report. The Integrated Report describes the quality of New Hampshire's surface waters and an analysis of the extent to which all such waters provide for the protection and propagation of a balanced population of shellfish, fish, and wildlife, and allow recreational activities in and on the water.

The committee currently holds meetings on the fourth Thursday of the month at 5:30 PM at the Madbury Town Hall. The committee can be contacted through a general email address at <mailto:info@oysterriverlac.org>.

## Vital Statistics and Resources

### Births 2016

CHILD'S NAME	DATE OF BIRTH	PLACE OF BIRTH	PARENT'S NAMES
Hazel Lucy Lanzer	January 08	Dover	Nicholas & Lindsay Lanzer
Helen Grace Vicens	January 18	Dover	William & Lisa Vicens
Charlotte Jean Baltzer	February 11	Exeter	Adam Baltzer & Katherine Perkins
Jeremy Xunmo Lu	March 01	Dover	Yang & Jing Lu
Louis Andrew Covatis	March 18	Durham	Nicholas & Amy Covatis
Paxton Plimpton Hubbard	April 12	Dover	Marc & Molly Hubbard
Pacey James Hubbard	April 12	Dover	Marc & Molly Hubbard
Linnea Ann Warnock	July 08	Dover	Micah Warnock & Melissa Aikens
Jackson Christopher Brenner	July 09	Portsmouth	Joshua & Amy Brenner
Bentlee James LaPierre	July 16	Rochester	Mathew Herrmann & Amy LaPierre
Lochlan Despard Shevelin	July 18	Dover	Kevin Shevelin & Rachel Robertson
Eleanor Marie Obara	August 04	Exeter	Nathan & Caroline Obara
Lochlan Matthew Strong	September 27	Dover	Matthew & Michelle Strong
Dillyn Oo-Jin Kim	September 29	Dover	Jooson & Sharon Kim
June Holbrook Walker	December 15	Dover	Alexander Walker & Whitney Swaffield

### Deaths 2016

DECEDENT'S NAME	DATE OF DEATH	PLACE OF DEATH	FATHER'S NAME	MOTHER'S MAIDEN NAME
Paul McCoubrey	January 18	Portsmouth	John McCoubrey	Frances Porusta
David Draves Sr	January 23	Durham	William Draves	Henrietta Olinger
William Majewski	February 01	Dover	Francis Majewski	Stanislawa Borzymowski
Samuel Hagner	February 01	Durham	George Hagner	Evelyn Benedict
David Burton	February 02	Dover	Frank Burton	Marion Giddings
Lawrence Bernard Jr	February 08	Dover	Lawrence Bernard Sr	Lucretia Lowell
Evangeline Saucier	February 08	Durham	John Saucier	Modeste Paradis
Arlene Kies	February 11	Durham	Gerald Pepe	Antionietta Diorio
Thomas Tatarczuch	February 13	Durham	Stanley Tatarczuch	Francis McParland
James Klaeson	February 16	Durham	Arthur Klaeson	Charmon Hastings
Gertrude Grazer	March 02	Durham	Edward Lanergan	Catherine Mccarthy
Marland Langley Jr	March 23	Portsmouth	Marland Langley Sr	Agnes Levin
Don Anderson	March 28	Durham	Charles Anderson	Helen Harvick

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Berit Pantier	March 29	Durham	Haakon Hoff-Larsen	Gulborg Larsen
William Dickinson	April 14	Durham	Francis Dickinson	Malvina Desautels
John Gehling	April 22	Durham	Richard Carlton	Hazel Dyson
Murray Straus	May 13	Dover	Samuel Straus	Kathleen Miller
Robert Reed	May 21	Durham	Cameron Reed	Edith Dickson
Hermina Cresta	May 22	Portsmouth	Peter Dionne	Elita Carpentier
Owen Rogers	May 24	Dover	F Wyman Rogers	Lena Foss
John Graham	May 25	Dover	John Graham	Helen Hargrave
Gordon Borek	May 28	Canterbury	Scott Borek	Cheryl Stahl
Herman Weiniger	June 20	Dover	David Weiniger	Ida Kramer
Marian Arnoldy	July 02	Dover	Edmund Schumacher	Marian Bender
Janice Olson	July 05	Portsmouth	Donald Laurie	Dorothy Peterson
Arthur Dimambro	July 07	Dover	Crescenzo Dimambro	Antonia Fionda
Filson Glanz	July 10	Dover	Arthur Glanz	Henrietta Filson
Doris Auger	August	Durham	Nazzaire Dauteuil	Lena Felix
Lucy Habif	August 14	Durham	John Lenahan	Mary Grogan
Aileen Byers	August 21	Durham	John Lloyd	Alice Elliot
Lois Pickles	August 21	Portsmouth	Charles Erving	Avis Hathaway
Paul West	October 11	Dover	Eric West	Sonja Stone
Lillian Wilson	October 12	Durham	John Rising	Lillian Newberry
Maurine Fitzhenry	October 13	Dover	Walter Crighton	Rose Hingston
Denise Boyland	October 20	Dover	Augustus Giordano	Regina Harvey
Louis Bernstein	October 26	Durham	Charles Bernstein	Edith Siegal
Barbara Wright	October 28	Durham	Harold Wright	Patricia Gebhard
Eileen Larocca	November 22	Durham	Joseph Mercier	Yvonne Micquelon
Robert Lamont	November 28	Dover	Bernard Lamont	Helen Davis
Janice Wilson	December 15	Durham	Ralph Deppe	Helen Bayne

## Marriages 2016

NAME	RESIDENCE	NAME	RESIDENCE	PLACE OF MARRIAGE	DATE OF MARRIAGE
Benjamin K Seitz	Portsmouth	Alice J Karo	Durham	Portsmouth	January 10
Jooson J Kim	Durham	Sharon E Bornstein	Durham	Durham	February 05
James E Booth	Durham	Paula M Roy	Durham	Durham	February 14
Alexander D Foster Jr	Lee	Meaghan M Graham	Durham	Durham	June 04
Erin T Burns	Durham	Craig C Hanson	Durham	Bretton Woods	June 04
Edward R Ricker	Durham	Richelle V Ello	Durham	Durham	June 08
Andrei Ichazo Demianiuk	Saskatoon, Canada	Maxlimer C Vallee Anziani	Durham	Durham	June 23
Amelia M Marden	Hooksett	Oluwatobiloba E Afolayan	Durham	Holderness	July 02
Samuel J Higgs	Durham	Kristen B Rohde	Durham	Rye	August 06
Kyle J Urso	Durham	Erica D Millett	Durham	Durham	August 07
Jean L Kubwimana	Durham	Nancy A Nyamunda	Dorchester, MA	Dover	August 13
Scot M Calitri	Durham	Monee T Morrisette	Durham	Durham	August 27
Paul R Deturk	Durham	Monika E Beliveau	Lee	Newington	September 10
Travis M Mixon	Durham	Jennifer L Mountain	Durham	Portsmouth	September 11
Nicholas S Jenkins	Durham	Rebecca J Chase	Durham	Lee	September 23
Francisco Jose Lopez Hernandez	Durham	Olivia S Marple	Durham	Durham	September 29

# Oyster River Cooperative School District

Dr. James C. Morse, Sr.

Recently I had the opportunity to individually update the three towns regarding the Oyster River Cooperative School District (ORCSD). I shared that in the past year we have seen student achievement continue to be one of the highest in New Hampshire, we implemented Full-Day Kindergarten, and a new K-5 math program. In this report, I'd like to share this year's Board goals and three indicators of growth and success.

## ***School Board Goals***

At the School Board's 9/21/16 meeting, the following goals were approved:

1. Develop a communication strategy that engages the community in a dialogue on key issues (goals 2-6 below)
2. Inform the public of the condition of the Oyster River Middle School Facility and to engage in a dialogue with all stakeholders to determine community priorities.
3. Develop a plan to add Chinese instruction to the middle and high schools. Develop a plan to expand Spanish and French instruction at the middle school.
4. To make decisions regarding start times for all schools for the 2017-18 school year.
5. Engage the community in a dialogue about the mental health and wellness of our student population. Develop a K-12 Trauma Action Plan for School Board review.
6. The MS staff will complete the Competency Plan across all subjects and grades to include Standards and present recommended progress report format to the School Board for approval.

## ***Enrollment Increases as of October 1, 2016***

Our enrollment is up by approximately 3%. The October 1 count of 2,115 which includes our tuition students, but not the 30 students in pre-school breaks down as Mast Way - 320, Moharimet - 373, Middle School - 656 and the High School - 766. This breakdown also marks the first year for full-day kindergarten. We have 6 kindergarten classes between the two elementary schools with about 18 students in each and one K/1 class at Mast Way to maintain an 18:1 student teacher ratio.

## ***SAT Scores Increase in Math Substantially***

ORCSD continues to be a top performer in NH. Across the country 7 states adopted SAT as their statewide high school assessment of which NH scored the highest. ORHS students achieved a score of 1157, an amazing accomplishment when you consider every student took the SAT for the first time in our history. ORHS math scores leaped forward with 71% of our students deemed proficient in math by the state.

## ***Athletic Fields Grand Opening***

The ORHS Athletic Fields grand opening on September 24th was a tremendous success. Voters in March passed this by a margin of 69%, bringing the greater community together to celebrate this 19-year dream.

As always, it is a sincere pleasure to serve the ORCSD as your Superintendent of Schools.

## Resource Information

### Land Area

(2.2 miles of which is water surface)	25.5 sq. miles
Population (per 2010 census)	14,638
Incorporated	1732
Durham's Congressional District Number	1

### Meeting Dates for Town Boards, Committees, and Commissions

(Notices are posted on the Bulletin Board outside the Town Hall, the Durham Public Library, and on the Town's web Site: [www.ci.durham.nh.us](http://www.ci.durham.nh.us).)

Town Council	First and third Mondays of each month at 7:00 PM, Town Hall
Cemetery Committee	As needed
Conservation Commission	Second Thursday of each month at 7:00 PM, Town Hall
Durham Agricultural Commission	Second Monday of each month at 7:00 PM, Durham Police Dept.
Durham Energy Committee	First Tuesday of each month at 7 PM, Town Hall
Economic Development Committee	Third Tuesday of each month at 8:00 AM, Town Hall
Historic District Commission and Heritage Commission	First Thursday of each month at 7:00 PM, Town Hall
Integrated Waste Mgt. Advisory Committee	Third Wednesday of each month at 7:00 AM, Durham Police Dept.
Parks & Recreation Committee	Third Thursday of each month at 7:00 PM, Town Hall.
Planning Board	Second & fourth Wednesday of each month at 7:00 PM, Town Hall
Trustees of the Trust Funds	As needed
Zoning Board of Adjustment	Second Tuesday of each month at 7:00 PM, Town Hall

### Town Office Functions

Town Office Hours	Monday through Friday, 8:00 a.m. to 5:00 p.m.
Boat Registration	Additional \$5.00 charge to register a boat at the Town Hall.
Car Registration	Registration in month of birth. Renewal stickers and license plates can be purchased at Town Clerk's Office for an additional \$2.50 each
Car Inspection	Car must be inspected within ten (10) days of first registration in New Hampshire. Then, inspection is done in the registrant's birth month. Residents may register cars on-line at the Town web site: <a href="http://www.ci.durham.nh.us">www.ci.durham.nh.us</a> or <a href="http://www.eb2gov.com">www.eb2gov.com</a>
Driver's License	Application available at the Dover Point MV Substation.
Dog Registration	Tags are available as of January 1st. Due May 1st. Neutered Male/Spayed Female:\$6.50. Unneutered Male or Unspayed Female: \$9.00. Senior Citizen: \$2.00
Property Taxes	Due July 1st and December 1st.
Water & Sewer Billings	Issued every six (6) months.
Voter Registration	New voters can register with the Supervisors of the Checklist or the Town Clerk. Proof of age, residence, and citizenship are required.
Marriage Licenses	Available through Town Clerk's Office
Vital Records	Available through Town Clerk's Office

## Miscellaneous

**Public Hearings & Public Forums:** Notices for public hearings & public forums are published in the legal notice section of the Foster's Daily Democrat, on the bulletin board outside of Town Hall, the Durham Public Library, and on the Town's web site: [www.ci.durham.nh.us](http://www.ci.durham.nh.us).

**Solid Waste Transfer Station & Recycling Center:** Located on Durham Point Road. Hours of operation: Tuesday and Saturday, 7:30 a.m-3:00 p.m.

**Bulky Waste Coupons and Electronic/Appliance Stickers:** May be obtained at the Public Works Department at 100 Stone Quarry Drive between the hours of 8:00 AM and 12:00 Noon, and 12:30 to 4:30 PM, Monday through Friday. 868-5578

**A Resident/Taxpayer Permit Sticker:** Available at the Public Works or the Town Clerk's Office and must be renewed every calendar year. This sticker allows residents/taxpayers entrance to the Transfer Station with regular trash and recycling at no extra charge, plus two-hour parking in existing downtown one-hour, non-metered spaces.

**Tax Exemptions:** For information regarding elderly, veteran's, blind, solar energy, totally disabled and physically handicapped exemptions, or current use taxation, please contact the Tax Assessor at 868-8064.

## Town Tax Rate

(Per \$1,000 Assessed Valuation)	\$29.73
Town	\$ 8.48
School (Local)	\$16.17
School (State)	\$ 2.27
County	\$ 2.81
Net Assessed Valuation	\$1,007,876,992.00
Percentage of Valuation	92.4%

A list of all new property valuations in Durham can be viewed on the Town's web site at:

[www.ci.durham.nh.us](http://www.ci.durham.nh.us).

A copy of the listings may also be obtained at the Town Assessor's Office. Residents may also call the Assessor's Office at 868-8064 to request a hard copy, which will be printed and mailed at no cost to taxpayers.

*General Sullivan Monument and house. Photo courtesy of Bernie Casey*





# Telephone Directory

**Durham Web Site:** [www.ci.durham.nh.us](http://www.ci.durham.nh.us)  
**Emergency Numbers:** Fire/Police/Rescue Emergency = 9-1-1  
 Fire/Police/Rescue Emergency from UNH campus only = \*9-1-1

## Municipal Offices

NAME	TITLE	PHONE	FAX	E-MAIL
<b>Administration</b> , 8 Newmarket Road. <i>Hours: 8:00 AM-5:00 PM, Mon-Fri</i>				
Todd I. Selig	Town Administrator	868-5571	868-1858	<a href="mailto:tselig@ci.durham.nh.us">tselig@ci.durham.nh.us</a>
Jennie Berry	Admin. Assistant			<a href="mailto:jberry@ci.durham.nh.us">jberry@ci.durham.nh.us</a>
<b>Assessing</b> , 8 Newmarket Road. <i>Hours: 8:00 AM-5:00 PM, Mon-Fri</i>				
Jim Rice	Assessor	868-8064	868-1858	
<b>Business/Finance</b> , 8 Newmarket Road. <i>Hours: 8:00 AM-5:00 PM, Mon-Fri</i>				
Gail Jablonski	Business Manager	868-8043	868-1858	<a href="mailto:gjablonski@ci.durham.nh.us">gjablonski@ci.durham.nh.us</a>
Lisa Beaudoin	Administrative Assistant			<a href="mailto:lbeaudoin@ci.durham.nh.us">lbeaudoin@ci.durham.nh.us</a>
Barbara Ross	Staff Accountant			<a href="mailto:bröss@ci.durham.nh.us">bröss@ci.durham.nh.us</a>
<b>Durham Cable Access Television</b> (channel 22), 8 Newmarket Road. <i>Hours: 8:00 AM-5:00 PM, Mon-Fri.</i>				
Craig Stevens	DCAT Coordinator	590-1383	868-1858	<a href="mailto:cstevens@ci.durham.nh.us">cstevens@ci.durham.nh.us</a>
<b>Economic Development</b> , 8 Newmarket Road. <i>Hours: 8:00 AM-5:00 PM, Tues-Thu.</i>				
Mary Ellen Humphrey	Director	590-1387	868-1858	<a href="mailto:mehumphrey@ci.durham.nh.us">mehumphrey@ci.durham.nh.us</a>
		Cell: 496-3237		
<b>Information Technology</b> , 8 Newmarket Road. <i>Hours: 8:00 AM-5:00 PM, Mon-Fri.</i>				
Luke Vincent	IT Manager	590-1380	868-1858	<a href="mailto:lvincent@ci.durham.nh.us">lvincent@ci.durham.nh.us</a>
<b>Fire Department</b> , 51 College Road. <i>Hours: 7:30 AM-5:00 PM, Mon-Fri</i>				
Corey Landry	Fire Chief	868-5531	862-1513	<a href="mailto:clandry@ci.durham.nh.us">clandry@ci.durham.nh.us</a>
David Emanuel	Asst. Fire Chief			<a href="mailto:demanuel@ci.durham.nh.us">demanuel@ci.durham.nh.us</a>
Melissa Perusse	Administrative Assistant			<a href="mailto:mperusse@ci.durham.nh.us">mperusse@ci.durham.nh.us</a>
<b>Parks And Recreation Department</b> , 2 Dover Road. <i>Hours: 8:00 AM-5:00 PM, Mon-Fri</i>				
Rachel Gasowski	Director	817-4074		<a href="mailto:rgasowski@ci.durham.nh.us">rgasowski@ci.durham.nh.us</a>
<b>Planning &amp; Community Development</b> , 8 Newmarket Road. <i>Hours: 8:00 AM-5:00 PM, Mon-Fri</i>				
Michael Behrendt	Director	868-8064	868-1858	<a href="mailto:mbehrendt@ci.durham.nh.us">mbehrendt@ci.durham.nh.us</a>
Karen Edwards	Administrative Assistant			<a href="mailto:kedwards@ci.durham.nh.us">kedwards@ci.durham.nh.us</a>
<b>Police Department</b> , 86 Dover Road. <i>Hours: 8:00 AM-5:00 PM, Mon-Fri</i>				
David Kurz	Police Chief	868-2324	868-8037	<a href="mailto:dkurz@ci.durham.nh.us">dkurz@ci.durham.nh.us</a>
Rene Kelley	Deputy Chief			<a href="mailto:rkelley@ci.durham.nh.us">rkelley@ci.durham.nh.us</a>
Jennifer Johnson	Administrative Assistant			<a href="mailto:jjohnson@ci.durham.nh.us">jjohnson@ci.durham.nh.us</a>
Dawn Mitchell	Administrative Assistant			<a href="mailto:dmitchell@ci.durham.nh.us">dmitchell@ci.durham.nh.us</a>
<b>Public Works</b> , 100 Stone Quarry Road. <i>Hours: 8:00 AM-4:30 PM, Mon-Fri</i>				
Mike Lynch	Director	868-5578	868-8063	<a href="mailto:mlynch@ci.durham.nh.us">mlynch@ci.durham.nh.us</a>

NAME	TITLE	PHONE	FAX	E-MAIL
April Talon	Town Engineer			<a href="mailto:atalon@ci.durham.nh.us">atalon@ci.durham.nh.us</a>
Janice Hoglund	Assistant to Public Works Dir.			<a href="mailto:jhoglund@ci.durham.nh.us">jhoglund@ci.durham.nh.us</a>
<b>Solid Waste Division</b> , 100 Durham Point Road. <i>Hours: 7:30 AM-3:00 PM, Tue &amp; Sat</i>				
Doug Bullen	Opns Director	868-5578		<a href="mailto:dbullen@ci.durham.nh.us">dbullen@ci.durham.nh.us</a>
<b>Tax Collector/Town Clerk</b> , 8 Newmarket Road. <i>Hours: 8:00 AM-5:00 PM, Mon-Fri</i>				
Lorrie Pitt	Town Clerk/Tax Col.	868-5577	868-1858	<a href="mailto:lpitt@ci.durham.nh.us">lpitt@ci.durham.nh.us</a>
Barbara Landgraf	Deputy Town Clerk			<a href="mailto:blandgraf@ci.durham.nh.us">blandgraf@ci.durham.nh.us</a>
Donna Hamel	Administrative Assistant			<a href="mailto:dhamel@ci.durham.nh.us">dhamel@ci.durham.nh.us</a>
<b>Wastewater</b> , Route 4. <i>Hours: 7:00 AM-3:30 PM, Mon-Fri</i>				
Daniel Peterson	Superintendent	868-2274	868-5005	<a href="mailto:dpeterson@ci.durham.nh.us">dpeterson@ci.durham.nh.us</a>
<b>Water Division</b> , 100 Durham Point Road. <i>Hours: 8:00 AM-4:30 PM, Mon-Fri</i>				
Doug Bullen	Opns Director	868-5578	868-8063	<a href="mailto:dbullen@ci.durham.nh.us">dbullen@ci.durham.nh.us</a>
<b>Zoning, Code Enforcement, and Health Officer</b> , 8 Newmarket Road. <i>Hours: 8:00 AM-5:00 PM, Mon-Fri</i>				
Audrey Cline	Zoning, Code Enforcement, and Health Officer	868-8064	868-1858	<a href="mailto:acline@ci.durham.nh.us">acline@ci.durham.nh.us</a>

### Other Commonly Used Numbers

Churchill Rink at Jackson's Landing	868-3907
Oyster River Youth Association Office	868-5150
Durham Post Office	868-2151
Durham Public Library	868-6699
Historic Museum	868-5436
NH Fish & Game	868-1095

### Oyster River School District:

Superintendent of Schools	868-5100
Moharimet Elem School	742-2900
Mast Way Elem School	659-3001
Middle School	868-2820
High School	868-2375

## State and U.S. Representatives

### Governor

#### The Honorable Chris Sununu

Office of the Governor  
107 North Main Street  
Concord, NH 03301  
Office: 603-271-2121  
[www.state.nh.us](http://www.state.nh.us)

### Us Senators

#### Senator Maggie Hassan

1200 Elm Street, Suite 2  
Manchester, NH 03101  
Office: 603-622-7979

#### Washington Address:

B85 Russell Senate Office Building  
Washington, NH 20501  
Office: 202-224-3324

*continued on next page*

**Senator Jeanne Shaheen**

1589 Elm Street, Suite 3  
Manchester, NH 03101  
Office: 603-647-7500

*Washington Address:*

506 Hart Senate Office Building  
Washington, NH 20510  
Office: 202-224-2841

**US Representative**

**Congressman Carol Shea-Porter**

660 Central Avenue  
Dover, Nh 03820  
Office: 1-888-216-5373

*Washington Address:*

1530 Longworth House Office Bldg.  
Washington, NH 20515  
Office: 202-225-5456

**Executive Councilor**

**Andru Volinsky**

488 Shaker Road  
Concord, NH 03301  
Office: 603-271-3632  
[andru.volinsky@nh.gov](mailto:andru.volinsky@nh.gov)

**Durham's Representatives  
in the House – District 6**

**Rep. Wayne Burton**

106 Madbury Road  
Durham, NH 03824  
Office: 603-271-3319  
Home: 603-868-5037  
[wayne.burton@leg.state.nh.us](mailto:wayne.burton@leg.state.nh.us)

**Rep. Timothy Horrigan**

7-A Faculty Road  
Durham, NH 03824  
Office: 603-271-3184  
Home: 603-868-3342  
[Timothy.horrigan@leg.state.nh.us](mailto:Timothy.horrigan@leg.state.nh.us)

**Rep. Marjorie Smith**

P.O. Box 136  
Durham, NH 03824  
Office: 603-271-3165  
Home: 603-868-7500  
[msmithpen@aol.com](mailto:msmithpen@aol.com)

**Rep. Janet Wall**

9 Kelley Road  
Madbury, NH 03823  
Office: 603-271-3184  
Home: 603-749-3051  
[janet.wall@leg.state.nh.us](mailto:janet.wall@leg.state.nh.us)

**Rep. Judith Spang**

55 Wiswall Road  
Durham, NH 03824  
Office: 603-271-3125  
Home: 603-659-5936  
[Judith@kestrelnet.net](mailto:Judith@kestrelnet.net)

**Durham's Senate  
Representative – District 21**

**Senator Martha Fuller Clark**

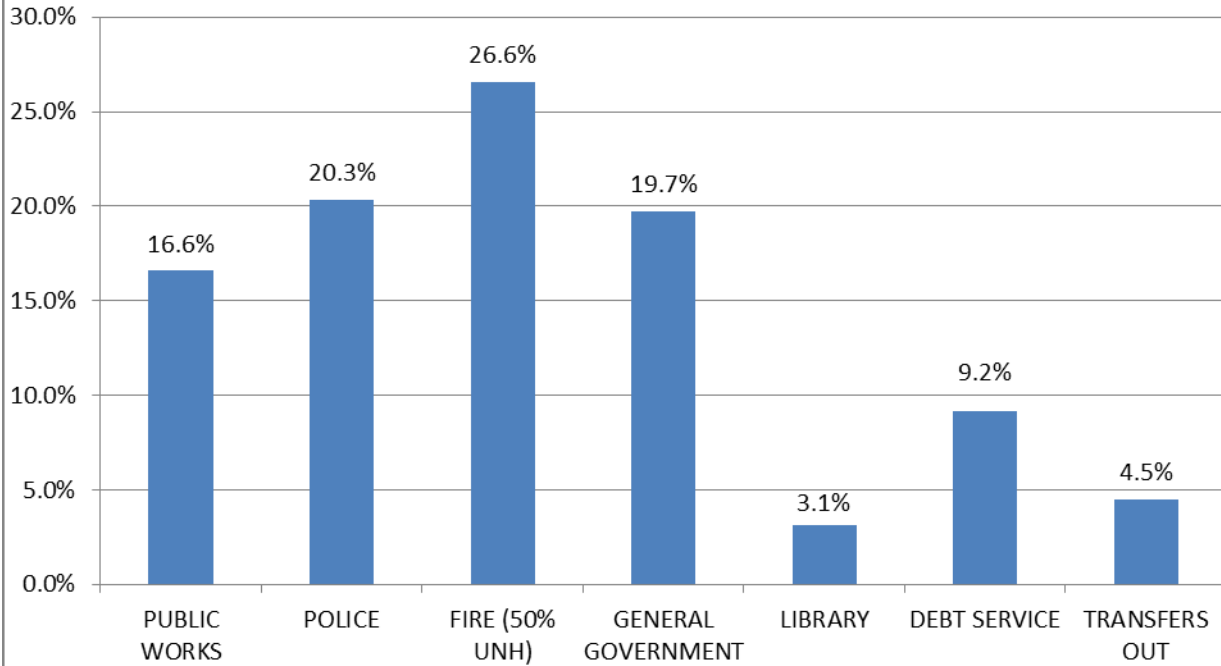
152 Middle Street  
Portsmouth, NH 03801  
Home: 603-498-6936

*Senate Office:*

Statehouse, Room 115  
107 North Main Street  
Concord, NH 03301  
Office: 603-271-3076  
[martha.fullerclark@leg.state.nh.us](mailto:martha.fullerclark@leg.state.nh.us)

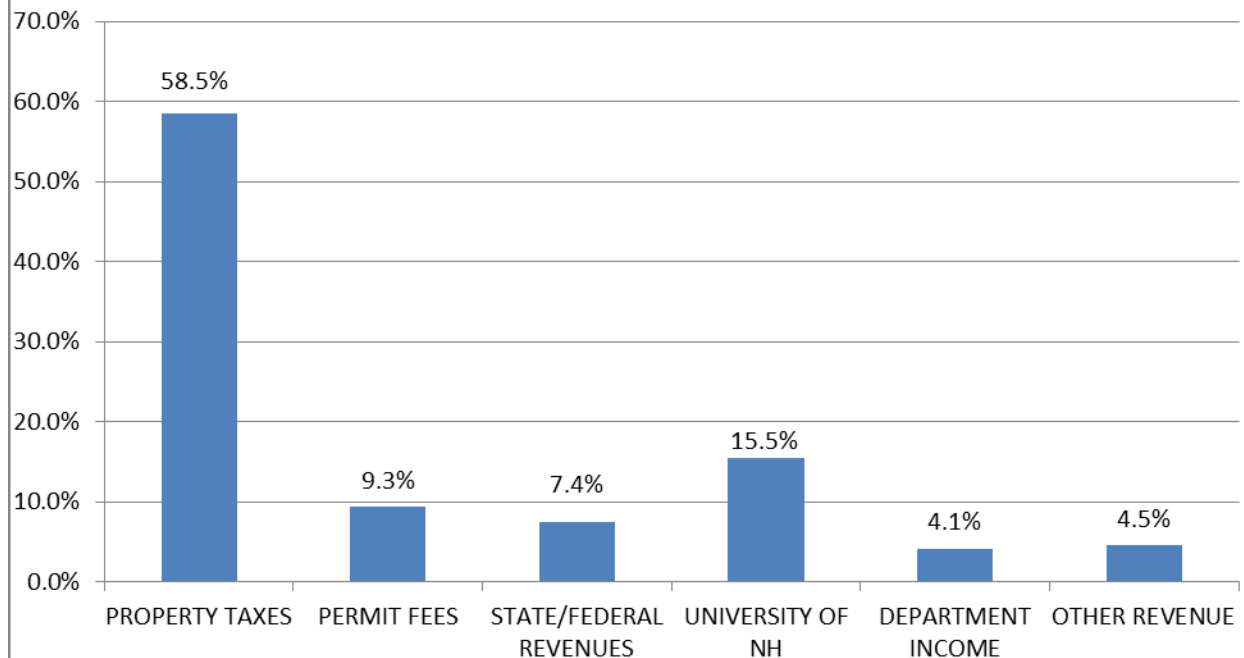
## 2017 Approved General Fund Appropriations

TOTAL APPROPRIATIONS \$14,458,900



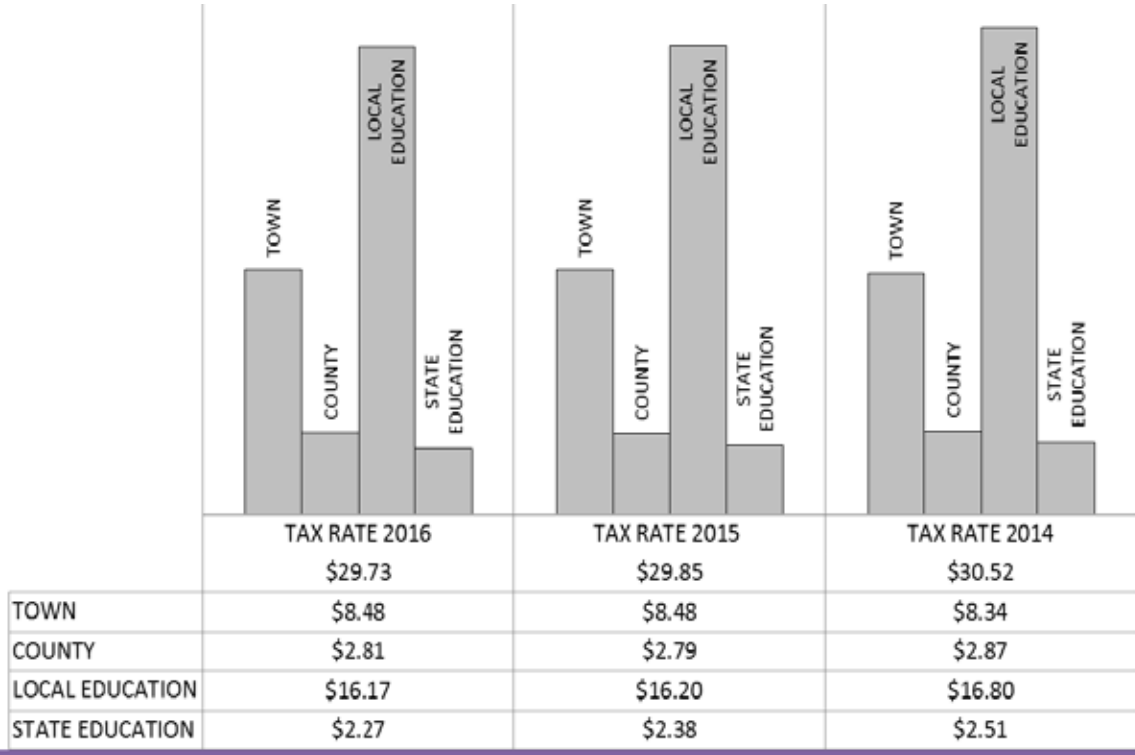
## 2017 Estimated General Fund Revenues

TOTAL ESTIMATED REVENUES OF \$14,458,900

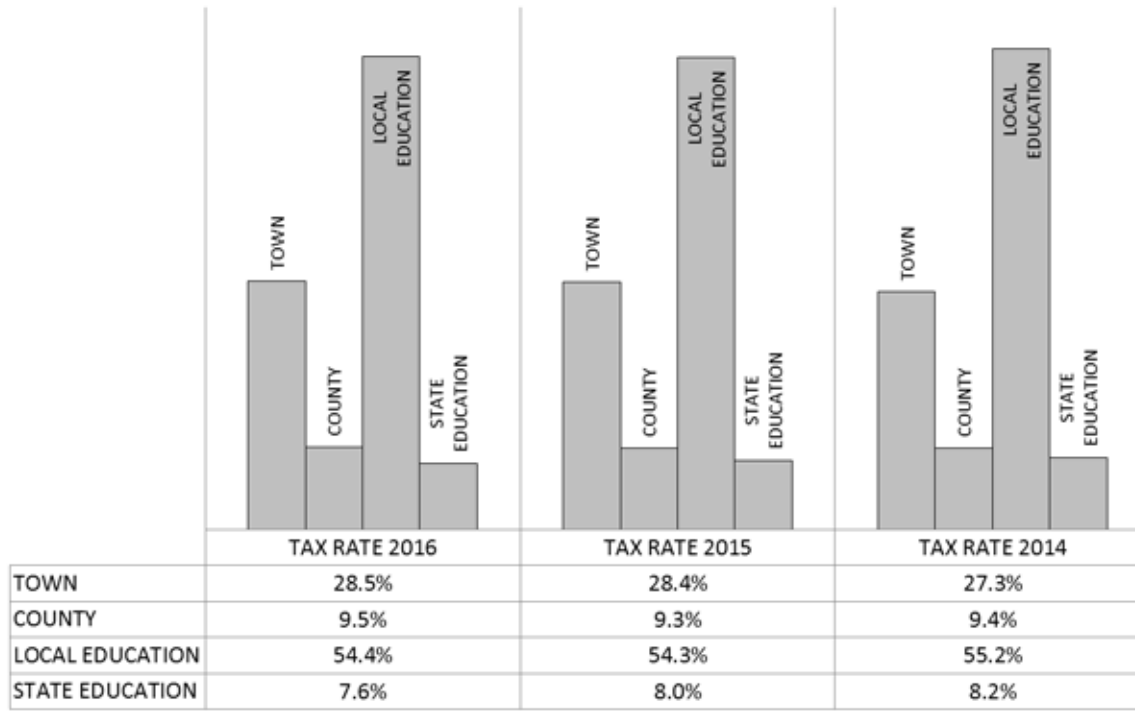




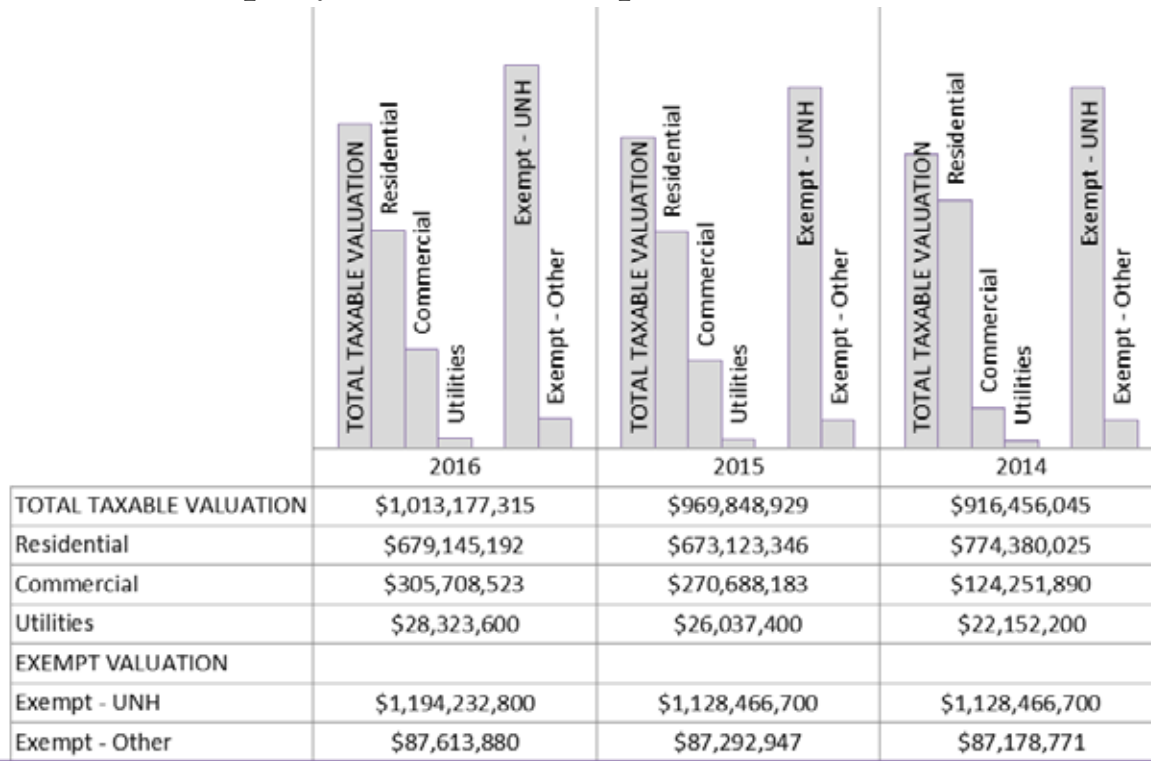
## Property Tax Rate Comparisons 2014-2016



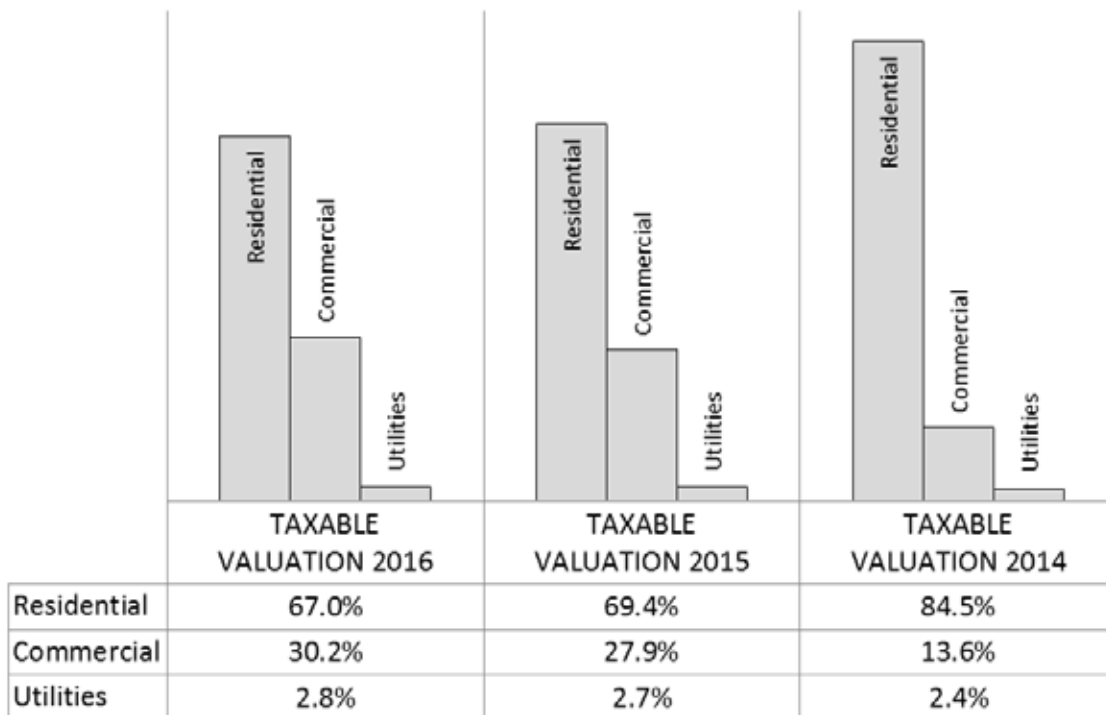
## Property Tax Rate Percentage Comparisons 2014-2016



## Property Valuation Comparisons 2014-2016



## Taxable Property Valuation Percentages 2014-2016



# Approved Capital Improvements Program

Description	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
<b>Business Department</b>										
Statistical Update - Assessing		95,000								
Municipal Software Package		300,000								
<b>BUSINESS TOTALS</b>	-	395,000	-	-	-	-	-	-	-	-
<b>Economic Development</b>										
Technology Drive Infrastructure Improvement								2,145,000		
<b>ECON. DEVELOPMENT TOTALS</b>	-	-	-	-	-	-	-	2,145,000	-	-
<b>Fire Department</b>										
Aerial Ladder Replacement	875,000									
Engine 2 Replacement	575,000									
Fire Prevention Vehicle Replacement	35,000									
Permitting Software Purchase		90,000								
Radio Simulcast Upgrades			325,000							
New Fire Station			7,781,900							
Deputy Chief Vehicle Replacement				45,000						
Medic 1 Replacement				70,000						
Defibrillator Replacement				50,000						
Washing Extractor/Dryer Purchase				15,000						
Asst. Chief Vehicle Replacement						55,000				
Thermal Imaging Camera						15,000				
Utility Vehicle Replacement (Silverado)						55,000				
Turnout Gear Replacement						90,000				
Forestry Unit Replacement							70,000			
Replace and Update Microwave Link							180,000			
Tanker Refurbishment							150,000			
Chief Vehicle Replacement								50,000		
Engine 1 Refurbishment									250,000	
Car 4 Replacement									35,000	
SCBA Replacements										220,000
Airbags for Vehicle Extraction Replacement										10,000
Mobile Radio Upgrades - Year 1 of 3										45,000
<b>FIRE TOTALS</b>	1,485,000	90,000	8,106,900	180,000	-	215,000	400,000	50,000	285,000	275,000
<b>Information Technology</b>										
IT Equipment Replacement	12,000	18,500	18,000	27,000	22,500	16,500	27,000	17,000	29,500	17,500
Hosted Exchange Migration		30,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000
GIS Program		125,000	165,000	60,000	30,000	40,000	30,000	30,000	30,000	40,000
HD Studio Upgrade		63,000								
<b>INFORMATION TECH TOTALS</b>	12,000	236,500	205,000	109,000	74,500	78,500	79,000	69,000	81,500	79,500
<b>Police Department</b>										
Building Renovations/Addition	1,960,000									
Vehicle Replacement (Purchase 2/Yr)	70,000	64,000	64,000	64,000	64,000	64,000	64,000	64,000	64,000	64,000
Automated Fingerprint Scanner	18,000									
<b>POLICE TOTALS</b>	2,048,000	64,000	64,000	64,000	64,000	64,000	64,000	64,000	64,000	64,000

# Approved Capital Improvements Program *Page 2*

Description	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
<b>Public Works- Buildings &amp; Grounds Division</b>										
Town Office Generator	72,000									
Wagon Hill Farm Barn and Carriage House Restoration	178,000									
Downtown Holiday Decorations		17,000								
Purchase of Solar Panels at Town Facilities			130,500							
3/4 Ton Pickup Replacement						15,500				
Purchase of Solar Panels at Gravel Pit						850,000				
One Ton Dump Truck Replacement										43,000
1/2 Ton Pickup Replacement										18,500
<b>PW - BLDGS &amp; GRDS TOTALS</b>	<b>250,000</b>	<b>17,000</b>	<b>130,500</b>	<b>-</b>	<b>-</b>	<b>865,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>61,500</b>
<b>Public Works - Engineering Division</b>										
Mill Pond Restoration - Preliminary Design/Engineering	150,000									
Culvert & Outfalls Program		75,000	80,000	70,000	85,000	65,000	70,000			
<b>PW - ENGINEERING TOTALS</b>	<b>150,000</b>	<b>75,000</b>	<b>80,000</b>	<b>70,000</b>	<b>85,000</b>	<b>65,000</b>	<b>70,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Public Works - Operations Division</b>										
Road Resurfacing	450,000	450,000	450,000	450,000	450,000	450,000	450,000	450,000	450,000	450,000
Sidewalk Improvements	40,000	35,500	30,500	23,500	32,000	72,500	17,000	5,000		
LED Street Lighting Upgrades	123,000									
Sidewalk Plow Tractor Replacement	106,500									
Front End Loader Replacement	247,000									
1/2 Ton Pickup Replacement	24,100									
Main Street/Pettee Brook Round-a-bout		85,000	513,000							
Dennison Road Parking Lot Maintenance		79,000								
Dump Truck Replacement		146,000					146,000	146,000	146,000	146,000
Oyster River Dam Repairs			85,000	921,000						
Mobile Air Compressor				17,500						
Backhoe Replacement (cost split w/Water & WW)						53,000				
Roadway Sweeper						143,000				
1/2 Ton Pickup Replacement							27,000			
Aerial Bucket Truck							42,000			
<b>PW - OPERATIONS TOTALS</b>	<b>990,600</b>	<b>795,500</b>	<b>1,078,500</b>	<b>1,412,000</b>	<b>482,000</b>	<b>718,500</b>	<b>682,000</b>	<b>601,000</b>	<b>596,000</b>	<b>596,000</b>
<b>Public Works - Sanitation Division</b>										
Transfer Station Building Renovation	130,000									
Front End Loader		227,000								
Roll-off Truck					197,500					
Skid Steer							42,000			
Refuse Collection Vehicle Replacement								210,000		
Recycling Collection Vehicle Replacement									210,000	
<b>PW - SANITATION TOTALS</b>	<b>130,000</b>	<b>227,000</b>	<b>-</b>	<b>-</b>	<b>197,500</b>	<b>-</b>	<b>42,000</b>	<b>210,000</b>	<b>210,000</b>	<b>-</b>
<b>Recreation Department</b>										
Vehicle Purchase		36,500								
<b>RECREATION TOTALS</b>	<b>-</b>	<b>36,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>GENERAL FUND TOTALS</b>	<b>5,065,600</b>	<b>1,936,500</b>	<b>9,664,900</b>	<b>1,835,000</b>	<b>903,000</b>	<b>2,006,500</b>	<b>1,337,000</b>	<b>3,139,000</b>	<b>1,236,500</b>	<b>1,076,000</b>



# Approved Capital Improvements Program *Page 3*

Description	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
<b>Water Fund</b>										
Town/UNH Water System Modeling	21,000									
Town/UNH Shared Water System Improvements	70,000	70,000	70,000	70,000	70,000	70,000				
Wiswall Dam Spillway		490,000								
Madbury Road Water Line Replacement				700,000	975,000					
Backhoe Replacement (Cost split w/Oper. & WW)						26,500				
One Ton Utility Truck Replacement						40,000				
<b>TOTAL WATER FUND</b>	<b>91,000</b>	<b>560,000</b>	<b>70,000</b>	<b>770,000</b>	<b>1,045,000</b>	<b>136,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Wastewater Fund</b>										
Wastewater Facilities Plan	425,000	287,000	283,000	148,000	402,000	363,000	145,000	318,000		
WWTP Major Components Contingency	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000		
Collection System Repair/Upgrade (Town/UNH)	30,000									
Collection System Repair/Upgrade (Town Only)	65,000									
Woodman Road Sewer Improvements	245,000									
Oyster River Road Pump Station Maintenance	30,000									
18" Force Main Replacement	252,000	2,187,000								
3/4 Ton Pickup Truck Replacement		27,500	27,500							
WWTP Phase III				450,000	2,850,000					
Backhoe Replacement (Cost split w/Oper. & Water)						26,500				
Commercial Lawnmower						17,500				
<b>TOTAL WASTEWATER FUND</b>	<b>1,097,000</b>	<b>2,551,500</b>	<b>360,500</b>	<b>648,000</b>	<b>3,302,000</b>	<b>457,000</b>	<b>195,000</b>	<b>368,000</b>	<b>-</b>	<b>-</b>
<b>Parking Fund</b>										
Parking Enforcement Vehicle	22,500									
<b>TOTAL PARKING FUND</b>	<b>22,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TAX INCREMENT FINANCING DISTRICTS</b>										
<b>STONE QUARRY DRIVE</b>										
STONE QUARRY DRIVE TIF - Phase III - Infrastructure Improvements (Trail to Durham Business Park)										79,000
<b>DOWNTOWN</b>										
DOWNTOWN TIF- Structured Parking		3,500,000								
DOWNTOWN TIF - Purchase of Parking Lot (Sammy's Lot/Store 24)		1,500,000								
<b>TOTAL TIF DISTRICTS</b>	<b>-</b>	<b>5,000,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>79,000.00</b>
<b>TOTALS</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
GENERAL FUND	5,065,600	1,936,500	9,664,900	1,835,000	903,000	2,006,500	1,337,000	3,139,000	1,236,500	1,076,000
WATER FUND	91,000	560,000	70,000	770,000	1,045,000	136,500	-	-	-	-
WASTEWATER FUND	1,097,000	2,551,500	360,500	648,000	3,302,000	457,000	195,000	368,000	-	-
PARKING FUND	22,500	-	-	-	-	-	-	-	-	-
TIF DISTRICTS	-	5,000,000	-	-	-	-	-	-	-	79,000
<b>TOTAL ALL FUNDS</b>	<b>6,276,100</b>	<b>10,048,000</b>	<b>10,095,400</b>	<b>3,253,000</b>	<b>5,250,000</b>	<b>2,600,000</b>	<b>1,532,000</b>	<b>3,507,000</b>	<b>1,236,500</b>	<b>1,155,000</b>

# FY2016 Budget to Estimated

## GENERAL FUND

REVENUES	FY2016 Estimated Revenue	Unaudited FY Ending 12/31/16	Differential Over (Under)	FY 2017 Estimated Revenue
Property Taxes less Abatements and Credits	\$8,269,986	\$8,230,143	(\$39,843)	\$8,459,900
Interest and Penalties on Delinquent Taxes	\$100,000	\$122,434	\$22,434	\$119,000
Permit Fees	\$1,254,525	\$1,358,845	\$104,320	\$1,349,650
State/Federal Revenues	\$1,139,448	\$1,139,323	(\$125)	\$1,073,400
Intergovernmental Revenues	\$70,544	\$70,544	\$0	\$73,100
UNH - Omnibus, School, Fire & Debt	\$2,151,951	\$2,151,951	\$0	\$2,248,200
Departmental Income	\$470,158	\$563,849	\$93,691	\$479,100
Miscellaneous Revenue	\$644,855	\$663,832	\$18,977	\$656,550
<b>Total General Fund</b>	<b>\$14,101,467</b>	<b>\$14,300,921</b>	<b>\$199,454</b>	<b>\$14,458,900</b>
EXPENDITURES	FY2016 Council Budget	Unaudited FY Ending 12/31/16	Differential Over (Under)	FY 2017 Council Approved Budget
<b>GENERAL GOVERNMENT</b>				
Town Council	\$171,540	\$167,515	(\$4,025)	\$207,070
Town Treasurer	\$6,036	\$6,036	\$0	\$6,040
Town Administrator	\$307,714	\$291,176	(\$16,538)	\$314,750
Elections	\$17,683	\$19,035	\$1,352	\$8,255
Tax Collector/Town Clerk	\$232,401	\$224,718	(\$7,683)	\$237,925
Accounting	\$344,864	\$333,534	(\$11,330)	\$340,800
Assessing	\$198,516	\$187,417	(\$11,099)	\$201,790
Legal	\$60,000	\$61,296	\$1,296	\$60,000
Planning	\$173,005	\$158,718	(\$14,287)	\$173,510
Economic Development	\$60,178	\$55,164	(\$5,014)	\$60,210
Boards/Commissions/Committees	\$45,193	\$31,708	(\$13,485)	\$78,970
DCAT	\$101,679	\$88,989	(\$12,690)	\$101,025
MIS	\$366,313	\$320,212	(\$46,101)	\$264,530
Building Inspection	\$235,575	\$179,948	(\$55,627)	\$193,570
Other General Government	\$151,028	\$185,877	\$34,849	\$263,300
<b>General Government Total</b>	<b>\$2,471,725</b>	<b>\$2,311,343</b>	<b>(\$160,382)</b>	<b>\$2,511,745</b>
<b>PUBLIC SAFETY</b>				
Police Department	\$2,788,551	\$2,799,161	\$10,610	\$2,938,400
Fire Department	\$3,665,908	\$3,609,787	(\$56,121)	\$3,842,275
Communication Center	\$18,000	\$17,545	(\$455)	\$18,000
Ambulance Services	\$28,743	\$22,448	(\$6,295)	\$29,500
<b>Public Safety Total</b>	<b>\$6,501,202</b>	<b>\$6,448,941</b>	<b>(\$52,261)</b>	<b>\$6,828,175</b>

## FY2016 Budget to Estimated *Page 2*

EXPENDITURES	FY2016 Council Budget	Unaudited FY Ending 12/31/16	Differential Over (Under)	FY 2017 Council Approved Budget
<b>PUBLIC WORKS</b>				
Administration	\$281,248	\$275,744	(\$5,504)	\$300,470
Engineer	\$91,704	\$65,306	(\$26,398)	\$92,855
Town Buildings	\$155,488	\$143,208	(\$12,280)	\$211,725
Town Cemeteries & Trusted Graveyards	\$16,699	\$9,764	(\$6,935)	\$17,185
Wagon Hill & Parks & Grounds Maintenance	\$148,420	\$132,491	(\$15,929)	\$144,335
Equipment Maintenance	\$241,087	\$187,916	(\$53,171)	\$211,850
Roadway Maintenance	\$131,851	\$119,093	(\$12,758)	\$132,110
Drainage & Vegetation	\$64,270	\$58,827	(\$5,443)	\$64,550
Snow Removal	\$251,528	\$192,321	(\$59,207)	\$262,600
Traffic Control	\$182,516	\$169,954	(\$12,562)	\$163,820
Bridges & Dams	\$181,244	\$168,820	(\$12,424)	\$194,525
<b>Public Works Total</b>	<b>\$1,746,055</b>	<b>\$1,523,444</b>	<b>(\$222,611)</b>	<b>\$1,796,025</b>
<b>SANITATION</b>				
Solid Waste Administration	\$149,449	\$134,775	(\$14,674)	\$135,005
Rolloff Vehicle Operation	\$63,008	\$40,178	(\$22,830)	\$59,550
Curbside Collection & Litter Removal	\$208,868	\$208,349	(\$519)	\$206,550
Recycling	\$122,402	\$109,880	(\$12,522)	\$113,310
Solid Waste Management Facility (SWMF)	\$98,787	\$94,318	(\$4,469)	\$87,020
<b>Sanitation Total</b>	<b>\$642,514</b>	<b>\$587,500</b>	<b>(\$55,014)</b>	<b>\$601,435</b>
<b>HEALTH &amp; WELFARE</b>				
Health Inspector	\$1	\$0	(\$1)	\$5
Administration & Direct Assistance	\$41,750	\$51,124	\$9,374	\$43,750
<b>Health &amp; Welfare Total</b>	<b>\$41,751</b>	<b>\$51,124</b>	<b>\$9,373</b>	<b>\$43,755</b>
<b>CULTURE &amp; RECREATION</b>				
Parks & Recreation Department	\$217,334	\$214,177	(\$3,157)	\$254,815
Parks & Recreation Committee	\$3,000	\$2,075	(\$925)	\$3,000
Memorial Day	\$1,000	\$614	(\$386)	\$750
Conservation	\$3,053	\$1,815	(\$1,238)	\$2,420
<b>Culture &amp; Recreation Total</b>	<b>\$224,387</b>	<b>\$218,681</b>	<b>(\$5,706)</b>	<b>\$260,985</b>
<b>DEBT SERVICE</b>				
Principal	\$1,088,529	\$1,088,528	(\$1)	\$986,450
Interest	\$345,942	\$345,942	\$0	\$316,300
Debt Service Charges	\$22,000	\$6,350	(\$15,650)	\$26,500
<b>Debt Service Total</b>	<b>\$1,456,471</b>	<b>\$1,440,820</b>	<b>(\$15,651)</b>	<b>\$1,329,250</b>
<b>TRANSFERS</b>				
Transfer to Library	\$426,142	\$426,142	\$0	\$453,430
Transfer to Capital Project Fund	\$551,220	\$551,220	\$0	\$614,100
Transfer to Fire Capital Reserve Fund	\$40,000	\$40,000	\$0	\$20,000
<b>Debt Service Total</b>	<b>\$1,017,362</b>	<b>\$1,017,362</b>	<b>\$0</b>	<b>\$1,087,530</b>
<b>TOTAL GENERAL FUND</b>	<b>\$14,101,467</b>	<b>\$13,599,215</b>	<b>(\$502,252)</b>	<b>\$14,458,900</b>

## FY2016 Budget to Estimated *Page 3*

<b>OTHER FUNDS SUMMARY</b>				
<b>Water Fund</b>	<b>FY 2016 Budgeted</b>	<b>Unaudited FY Ending 12/31/16</b>	<b>Differential Over (Under)</b>	<b>FY 2017 Council Approved</b>
Revenues	\$770,998	\$839,760	\$68,762	\$810,575
Expenses	\$770,998	\$727,868	(\$43,130)	\$810,575
<b>Sewer Fund</b>	<b>FY 2016 Budgeted</b>	<b>Unaudited FY Ending 12/31/16</b>	<b>Differential Over (Under)</b>	<b>FY 2017 Council Approved</b>
Revenues	\$2,308,564	\$2,471,692	\$163,128	\$2,435,085
Expenses	\$2,308,564	\$2,219,438	(\$89,126)	\$2,435,085
<b>Parking Fund</b>	<b>FY 2016 Budgeted</b>	<b>Unaudited FY Ending 12/31/16</b>	<b>Differential Over (Under)</b>	<b>FY 2017 Council Approved</b>
Revenues	\$327,100	\$365,351	\$38,251	\$320,150
Expenses	\$327,100	\$365,351	\$38,251	\$320,150
<b>Depot Road Fund</b>	<b>FY 2016 Budgeted</b>	<b>Unaudited FY Ending 12/31/16</b>	<b>Differential Over (Under)</b>	<b>FY 2017 Council Approved</b>
Revenues	\$101,300	\$112,888	\$11,588	\$105,000
Expenses	\$101,300	\$103,148	\$1,848	\$105,000
<b>Churchill Rink Fund</b>	<b>FY 2016 Budgeted</b>	<b>Unaudited FY Ending 12/31/16</b>	<b>Differential Over (Under)</b>	<b>FY 2017 Council Approved</b>
Revenues	\$193,000	\$155,667	(\$37,333)	\$238,000
Expenses	\$193,000	\$197,475	\$4,475	\$238,000
<b>Library Fund</b>	<b>FY 2016 Budgeted</b>	<b>Unaudited FY Ending 12/31/16</b>	<b>Differential Over (Under)</b>	<b>FY 2017 Council Approved</b>
Revenues	\$444,642	\$426,142	(\$18,500)	\$453,430
Expenses	\$444,642	\$435,982	(\$8,660)	\$453,430

# Independent Auditor's Report

## MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Durham, New Hampshire, we offer readers this narrative overview and analysis of the financial activities of the Town of Durham, New Hampshire for the fiscal year ended December 31, 2015.

### A. OVERVIEW OF THE FINANCIAL STATEMENTS

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

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

The Statement of Net 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 fiscal 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 but unused vacation leave).

The government-wide financial statements distinguish functions that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges. The governmental activities include general government, public safety, highways and streets, sanitation, water distribution and treatment, 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.



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

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

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

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

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

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

## **B. FINANCIAL HIGHLIGHTS**

- As of the close of the current fiscal year, the total of assets exceeded liabilities by \$8,837,338 (i.e., net position), a change of \$2,875,659 in comparison to the prior year.
- As of the close of the current fiscal year, governmental funds reported combined ending fund balances of \$5,786,928, a change of \$1,322,865 in comparison to the prior year.
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$1,364,052, a change of \$1,298,722 in comparison to the prior year.

## Independent Auditor's Report *page 3*

- Total long-term debt (i.e., bonds payable) at the close of the current fiscal year was \$21,508,035, a change of \$1,131,758 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 year.

<u>NET POSITION</u>		
<u>Governmental Activities</u>		
	<u>2015</u>	<u>2014</u>
Current and other assets	\$ 18,674,434	\$ 17,086,276
Deferred outflows	2,665,805	-
Capital assets	<u>38,374,881</u>	<u>35,251,178</u>
Total assets	59,715,120	52,337,454
Current liabilities	14,503,080	13,573,795
Noncurrent liabilities	34,657,667	21,491,113
Deferred inflows	<u>1,717,035</u>	<u>447,737</u>
Total liabilities and deferred inflows	50,877,782	35,512,645
Net position:		
Net investment in capital assets	16,295,295	14,274,014
Restricted	2,925,084	2,650,912
Unrestricted	<u>(10,383,041)</u>	<u>(100,117)</u>
Total net position	<u>\$ 8,837,338</u>	<u>\$ 16,824,809</u>

<u>CHANGES IN NET POSITION</u>		
<u>Governmental Activities</u>		
	<u>2015</u>	<u>2014</u>
Revenues:		
Program revenues:		
Charges for services	\$ 3,979,426	\$ 3,505,443
Capital grants and contributions	143,501	215,837
General revenues:		
Property taxes	8,144,049	7,456,860
Motor vehicle permit fees	1,007,192	946,353
Penalties and interest on taxes	229,948	229,498
Grants and contributions not restricted to specific programs	4,154,976	3,741,839
Investment income	26,585	2,570
Other	<u>1,023,598</u>	<u>570,292</u>
Total revenues	18,709,275	16,668,692

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	<u>Governmental Activities</u>	
	<u>2015</u>	<u>2014</u>
Expenses:		
General government	1,387,704	2,292,664
Public safety	7,300,674	7,001,611
Highway and streets	1,993,811	2,045,057
Sanitation	2,139,280	2,201,930
Water distribution and treatment	1,129,247	341,074
Health	20,865	19,165
Welfare	33,153	35,862
Culture and recreation	991,283	894,925
Conservation	62,256	35,079
Interest on long-term debt	775,343	704,089
	<u>15,833,616</u>	<u>15,571,456</u>
Change in net position	2,875,659	1,097,236
Net position - beginning of year, as restated *	<u>5,961,679</u>	<u>15,727,573</u>
Net position - end of year	<u>\$ 8,837,338</u>	<u>\$ 16,824,809</u>

\* Beginning net pension has been restated for the implementation of Government Accounting Standards Board Statement 68, *Accounting and Financial Reporting for Pensions*.

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 \$8,837,338, a change of \$2,875,659 from the prior year.

The largest portion of net position, \$16,295,295, reflects our investment in capital assets (e.g., land, buildings, machinery, equipment, and infrastructure), 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, \$2,925,084, represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position is a deficit of \$(10,383,041) primarily resulting from the Town's unfunded net pension liability.

# Independent Auditor's Report *page 5*

**Governmental activities.** Governmental activities for the year resulted in a change in net position of \$2,875,659. Key elements of this change are as follows:

General fund operations, as discussed further in Section D	\$ 1,026,063
Capital project fund activities, accrual basis	1,631,695
Nonmajor fund activities, accrual basis	267,466
Principal debt service in excess of depreciation expense	389,586
Change in other post-employment benefits liability	(147,380)
Other	<u>(291,771)</u>
Total	<u>\$ 2,875,659</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 fiscal year, governmental funds reported combined ending fund balances of \$5,786,928, a change of \$1,322,865 in comparison to the prior year. Key elements of this change are as follows:

General fund operations	\$ 1,026,063
Capital project fund activities	29,336
Nonmajor fund activities	<u>267,466</u>
Total	<u>\$ 1,322,865</u>

The general fund is the chief operating fund. At the end of the current fiscal year, unassigned fund balance of the general fund was \$1,364,052, while total fund balance was \$3,433,396. 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 general fund expenditures. Refer to the table below.

<u>General Fund</u>	<u>12/31/15</u>	<u>12/31/14</u>	<u>Change</u>	<u>% of Total General Fund Expenditures</u>
Unassigned fund balance	\$ 1,364,052	\$ 65,330	\$ 1,298,722	10.4%
Total fund balance	\$ 3,433,396	\$ 2,407,333	\$ 1,026,063	26.1%

## Independent Auditor's Report *page 6*

The total fund balance of the general fund changed by \$1,026,063 during the current fiscal year. Key factors in this change are as follows:

Revenues in excess of budget	\$	785,804
Expenditures in excess of budget		182,823
Prior year encumbrances over current year		(57,842)
Adjust tax revenue to budgetary basis		222,966
Change in capital reserves		(22,864)
Library activities		8,584
Use of fund balance as a funding source		(95,491)
Other		2,083
		<u>2,083</u>
Total	\$	<u>1,026,063</u>

Included in the total general fund balance are the Town's capital reserve accounts with the following balances:

	<u>12/31/15</u>	<u>12/31/14</u>	<u>Change</u>
Capital reserves	\$ <u>982,219</u>	\$ <u>1,005,083</u>	\$ <u>(22,864)</u>
Total	\$ <u>982,219</u>	\$ <u>1,005,083</u>	\$ <u>(22,864)</u>

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

Differences between the original and the final amended budget resulted in an overall change in appropriations of \$122,055. The reason for this amendment was:

- The acceptance and expenditure of \$3,000 in unanticipated revenue from Liberty Mutual Insurance Company for its "Serve with Liberty" Community Service Program.
- The acceptance and expenditure of \$95,491 from committed fund balance for transfer to the Downtown TIF District.
- The acceptance and expenditure of \$23,564 in unanticipated revenue from the State of New Hampshire Department of Safety for FEMA Declaration #4209-DR-NH following the January 27-29, 2015 winter snow storm.

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

**Capital assets.** Total investment in capital assets for governmental and business-type activities at year-end amounted to \$38,374,881 (net of accumulated depreciation), a change of \$3,123,703 from the prior year. This investment in capital assets includes land, buildings, improvements, and machinery and equipment.



# Independent Auditor's Report *page 7*

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

Governmental Activities:

New Additions to Construction in Progress:

Sludge Dewatering Upgrade	\$ 1,105,182
Chemical Disinfectant Building	825,330
2015 Road Resurfacing	454,652
Sewer Line - Main St/Mill Rd	206,611
Main Street Railroad Bridge repairs	113,038
Pettee Brook Parking Lot	100,592

Conversion of Construction in Progress to  
Depreciable Asset:

New Town Offices	2,954,811
Engine 1	525,000
Drainage - Coe Drive	264,208
Sewer - Davis/Garrison	187,272

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

**Long-term debt.** At the end of the current fiscal year, total bonded debt outstanding was \$21,508,035, all of which was backed by the full faith and credit of the government.

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

## **REQUESTS FOR INFORMATION**

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

Office of Business Manager  
Town of Durham  
8 Newmarket Road  
Durham, NH 03824

## INDEPENDENT AUDITORS' REPORT

To the Town Council  
Town of Durham, New Hampshire

Additional Offices:  
Nashua, NH  
Andover, MA  
Greenfield, MA  
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 Durham, New Hampshire, as of December 31, 2015, and for the year then ended, 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from 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 entity'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 opin-

## Independent Auditor's Report *page 9*

ion on the effectiveness of the entity'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 (1) qualified audit opinion on the governmental activities; and (2) unmodified audit opinion on each major fund and the aggregate remaining fund information.

### **Basis for Qualified Opinion on Governmental Activities**

Management has not included any of the Town of Durham, New Hampshire's capital assets acquired in years prior to 2004, nor the accumulated depreciation and depreciation expense related to those assets in the governmental activities. Accounting principles generally accepted in the United States of America require that those assets be capitalized and depreciated, which would increase the assets, net position, and expenses of the governmental activities. The amount by which this departure would affect the assets, net position, and expenses of the governmental activities has not been determined.

### **Qualified Opinion on Governmental Activities**

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion paragraph on Governmental Activities, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of the Town of Durham, New Hampshire, as of December 31, 2015, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Opinion on Major Funds and Aggregate Remaining Fund Information**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund, and the aggregate remaining fund information of the Town of Durham, New Hampshire, as of December 31, 2015, and the respective changes in financial position and the respective budgetary comparison for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

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## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis, Schedule of Funding Progress, the Schedule of Proportionate Share of Net Pension Liability, and the Schedule of Contributions 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 Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town's basic financial statements. The accompanying supplementary information appearing on pages 49 through 52 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

*Melanson Heath*

June 9, 2016

# Independent Auditor's Report *page 11*

## TOWN OF DURHAM, NEW HAMPSHIRE

### GOVERNMENTAL FUNDS

#### BALANCE SHEET

DECEMBER 31, 2015

	<u>General</u>	<u>Capital Project</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>ASSETS</b>				
Cash and short-term investments	\$ 12,185,585	\$ 457,784	\$ 2,027,235	\$ 14,670,604
Investments	1,022,902	-	1,117,432	2,140,334
Restricted cash	479,497	-	-	479,497
Receivables:				
Property taxes	1,138,322	-	8,500	1,146,822
User fees	47,073	-	118,343	165,416
Due from other funds	2,900	-	120,697	123,597
Due from other governments	65,433	-	-	65,433
Other assets	<u>127,504</u>	<u>-</u>	<u>-</u>	<u>127,504</u>
<b>TOTAL ASSETS</b>	<b>\$ <u>15,069,216</u></b>	<b>\$ <u>457,784</u></b>	<b>\$ <u>3,392,207</u></b>	<b>\$ <u>18,919,207</u></b>
<b>LIABILITIES</b>				
Accounts payable	\$ 435,433	\$ 867,762	\$ 53,662	\$ 1,356,857
Retainage payable	-	161,573	-	161,573
Accrued liabilities	107,214	-	6,794	114,008
Tax refunds payable	125,000	-	-	125,000
Due to other funds	120,697	-	2,900	123,597
Due to school district	9,197,784	-	-	9,197,784
Due to other governments	3,444	-	95,398	98,842
Other liabilities	<u>979,899</u>	<u>-</u>	<u>1,001</u>	<u>980,900</u>
<b>TOTAL LIABILITIES</b>	<b>10,969,471</b>	<b>1,029,335</b>	<b>159,755</b>	<b>12,158,561</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>	<b>666,349</b>	<b>-</b>	<b>307,369</b>	<b>973,718</b>
<b>FUND BALANCES</b>				
Nonspendable	127,504	-	368,059	495,563
Restricted	427,985	456,218	1,695,413	2,579,616
Committed	707,369	-	774,965	1,482,334
Assigned	806,486	-	86,646	893,132
Unassigned	<u>1,364,052</u>	<u>(1,027,769)</u>	<u>-</u>	<u>336,283</u>
<b>TOTAL FUND BALANCES</b>	<b><u>3,433,396</u></b>	<b><u>(571,551)</u></b>	<b><u>2,925,083</u></b>	<b><u>5,786,928</u></b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>	<b>\$ <u>15,069,216</u></b>	<b>\$ <u>457,784</u></b>	<b>\$ <u>3,392,207</u></b>	<b>\$ <u>18,919,207</u></b>



# Independent Auditor's Report *page 12*

## TOWN OF DURHAM, NEW HAMPSHIRE

### GOVERNMENTAL FUNDS

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

FOR THE YEAR ENDED DECEMBER 31, 2015

	<u>General</u>	<u>Capital Project</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
<b>Revenues:</b>				
Property taxes	\$ 8,284,721	\$ -	\$ 107,294	\$ 8,392,015
Penalties, interest and other taxes	223,889	-	6,059	229,948
Charges for services	840,992	-	2,686,392	3,527,384
Intergovernmental	3,337,016	305,770	582,362	4,225,148
Licenses and permits	386,992	-	65,050	452,042
Investment income	16,009	-	10,576	26,585
Contributions	106,465	1,500	4,500	112,465
Miscellaneous	<u>1,533,030</u>	<u>370,681</u>	<u>29,462</u>	<u>1,933,173</u>
Total Revenues	14,729,114	677,951	3,491,695	18,898,760
<b>Expenditures:</b>				
Current:				
General government	2,152,642	38,599	23,634	2,214,875
Public safety	6,789,317	202,442	-	6,991,759
Highway and streets	1,333,179	1,108,526	-	2,441,705
Sanitation	618,737	1,720,744	1,023,042	3,362,523
Water distribution and treatment	-	1,348,626	294,380	1,643,006
Health	20,865	-	-	20,865
Welfare	33,153	-	-	33,153
Culture and recreation	786,856	194,477	168,776	1,150,109
Conservation	58,957	-	3,299	62,256
Debt service	<u>1,355,285</u>	<u>-</u>	<u>1,195,359</u>	<u>2,550,644</u>
Total Expenditures	<u>13,148,991</u>	<u>4,613,414</u>	<u>2,708,490</u>	<u>20,470,895</u>
Excess (deficiency) of revenues over expenditures	1,580,123	(3,935,463)	783,205	(1,572,135)
<b>Other Financing Sources (Uses):</b>				
Proceeds of bonds	-	2,895,000	-	2,895,000
Transfers in	348,298	1,174,035	97,394	1,619,727
Transfers out	<u>(902,358)</u>	<u>(104,236)</u>	<u>(613,133)</u>	<u>(1,619,727)</u>
Total Other Financing Sources (Uses)	<u>(554,060)</u>	<u>3,964,799</u>	<u>(515,739)</u>	<u>2,895,000</u>
Change in fund balance	1,026,063	29,336	267,466	1,322,865
Fund Equity, at Beginning of Year	<u>2,407,333</u>	<u>(600,887)</u>	<u>2,657,617</u>	<u>4,464,063</u>
Fund Equity, at End of Year	<u>\$ 3,433,396</u>	<u>\$ (571,551)</u>	<u>\$ 2,925,083</u>	<u>\$ 5,786,928</u>

# Independent Auditor's Report *page 13*

TOWN OF DURHAM, NEW HAMPSHIRE  
GENERAL FUND

STATEMENT OF REVENUES AND OTHER SOURCES, AND EXPENDITURES AND OTHER USES - BUDGET AND ACTUAL  
FOR THE YEAR ENDED DECEMBER 31, 2015

	Budgeted Amounts			Actual Amounts	Variance with Final Budget Positive (Negative)
	Original Budget	Final Budget			
<b>Revenues and Other Sources:</b>					
Taxes	\$ 7,924,798	\$ 7,924,798		\$ 8,061,755	\$ 136,957
Penalties, interest and other taxes	198,726	198,726		223,889	25,163
Charges for services	442,195	442,195		457,236	15,041
Intergovernmental	3,296,435	3,296,435		3,337,016	40,581
Licenses and permits	1,304,900	1,304,900		1,352,096	47,196
Investment income	2,000	2,000		7,117	5,117
Miscellaneous	133,741	160,305		531,209	370,904
Transfers in	482,672	482,672		627,517	144,845
Use of fund balance	-	95,491		95,491	-
<b>Total Revenues and Other Sources</b>	13,785,467	13,907,522		14,693,326	785,804
<b>Expenditures and Other Uses:</b>					
General government	2,211,686	2,214,686		2,140,003	74,683
Public safety	6,576,023	6,576,023		6,554,702	21,321
Highway and streets	1,366,986	1,390,550		1,301,615	88,935
Sanitation	615,935	615,935		618,737	(2,802)
Health	20,666	20,666		20,865	(199)
Welfare	15,000	15,000		33,153	(18,153)
Culture and recreation	369,821	369,821		328,284	41,537
Conservation	55,765	55,765		58,957	(3,192)
Debt service	1,371,944	1,371,944		1,355,285	16,659
Transfers out	1,181,641	1,277,132		1,313,098	(35,966)
<b>Total Expenditures and Other Uses</b>	13,785,467	13,907,522		13,724,699	182,823
<b>Excess (deficiency) of revenues and other sources over expenditures and other uses</b>	\$ -	\$ -		\$ 968,627	\$ 968,627

# Independent Auditor's Report *page 14*

TOWN OF DURHAM, NEW HAMPSHIRE  
COMBINING SCHEDULE - GENERAL FUND BALANCE SHEET  
DECEMBER 31, 2015

	General	Capital Reserves	Library	Parking	Police Confidential	Eliminate Due To/From	Total General
<b>ASSETS</b>							
Cash and short-term investments	\$ 12,177,813	\$ -	\$ -	\$ 6,575	\$ 1,197	\$ -	\$ 12,185,585
Investments	-	1,022,902	-	-	-	-	1,022,902
Restricted cash	-	-	479,497	-	-	-	479,497
Receivables:							
Property taxes	1,138,322	-	-	-	-	-	1,138,322
User fees	46,674	-	-	399	-	-	47,073
Due from other funds	47,290	-	-	-	-	(44,390)	2,900
Due from other governments	65,433	-	-	-	-	-	65,433
Other assets	127,504	-	-	-	-	-	127,504
<b>TOTAL ASSETS</b>	<b>\$ 13,603,036</b>	<b>\$ 1,022,902</b>	<b>\$ 479,497</b>	<b>\$ 6,974</b>	<b>\$ 1,197</b>	<b>\$ (44,390)</b>	<b>\$ 15,069,216</b>
<b>LIABILITIES</b>							
Accounts payable	\$ 425,608	\$ 18	\$ 9,239	\$ 568	\$ -	\$ -	\$ 435,433
Accrued liabilities	102,639	-	3,680	895	-	-	107,214
Tax refunds payable	125,000	-	-	-	-	-	125,000
Due to other funds	80,032	40,665	44,390	-	-	(44,390)	120,697
Due to school district	9,197,784	-	-	-	-	-	9,197,784
Due to other governments	3,444	-	-	-	-	-	3,444
Other liabilities	976,488	-	-	3,411	-	-	979,899
<b>TOTAL LIABILITIES</b>	<b>10,910,995</b>	<b>40,683</b>	<b>57,309</b>	<b>4,874</b>	<b>-</b>	<b>(44,390)</b>	<b>10,969,471</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>	<b>666,349</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>666,349</b>
<b>FUND BALANCES</b>							
Nonspendable	127,504	-	-	-	-	-	127,504
Restricted	2,500	-	422,188	2,100	1,197	-	427,985
Committed	-	707,369	-	-	-	-	707,369
Assigned	531,636	274,850	-	-	-	-	806,486
Unassigned	1,364,052	-	-	-	-	-	1,364,052
<b>TOTAL FUND BALANCES</b>	<b>2,025,692</b>	<b>982,219</b>	<b>422,188</b>	<b>2,100</b>	<b>1,197</b>	<b>-</b>	<b>3,433,396</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>	<b>\$ 13,603,036</b>	<b>\$ 1,022,902</b>	<b>\$ 479,497</b>	<b>\$ 6,974</b>	<b>\$ 1,197</b>	<b>\$ (44,390)</b>	<b>\$ 15,069,216</b>

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TOWN OF DURHAM, NEW HAMPSHIRE

COMBINING SCHEDULE - NONMAJOR GOVERNMENTAL FUNDS

DECEMBER 31, 2015

	Special Revenue Funds							Total
	Sewer Department	Water Department	Conservation Commission	Depot Road	Church Hill Rink	Downtown TIF	Permanent Fund	
<b>ASSETS</b>								
Cash and short-term investments	\$ 1,107,355	\$ 123,578	\$ 391,997	\$ 204,932	\$ 56,588	\$ 142,785	\$ -	\$ 2,027,235
Investments	532,138	188,997	-	-	-	-	396,297	1,117,432
Receivables:								
Property taxes	-	-	8,500	-	-	-	-	8,500
User fees	42,772	30,403	-	-	45,168	-	-	118,343
Due from other funds	17,117	101,713	-	-	-	-	1,867	120,697
<b>TOTAL ASSETS</b>	<b>\$ 1,699,382</b>	<b>\$ 444,691</b>	<b>\$ 400,497</b>	<b>\$ 204,932</b>	<b>\$ 101,756</b>	<b>\$ 142,785</b>	<b>\$ 398,164</b>	<b>\$ 3,392,207</b>
<b>LIABILITIES</b>								
Accounts payable	\$ 31,501	\$ 8,386	\$ -	\$ 677	\$ 13,098	\$ -	\$ -	\$ 53,662
Accrued liabilities	5,558	1,236	-	-	-	-	-	6,794
Due to other funds	-	-	2,900	-	-	-	-	2,900
Due to other governments	95,398	-	-	-	-	-	-	95,398
Other liabilities	-	-	1,001	-	-	-	-	1,001
<b>TOTAL LIABILITIES</b>	<b>132,457</b>	<b>9,622</b>	<b>3,901</b>	<b>677</b>	<b>13,098</b>	<b>-</b>	<b>-</b>	<b>159,755</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>	<b>190,195</b>	<b>107,645</b>	<b>-</b>	<b>-</b>	<b>9,529</b>	<b>-</b>	<b>-</b>	<b>307,369</b>
<b>FUND BALANCES</b>								
Nonspendable	-	-	-	-	-	-	368,059	368,059
Restricted	807,370	36,714	395,055	204,255	79,129	142,785	30,105	1,695,413
Committed	549,255	225,710	-	-	-	-	-	774,965
Assigned	20,105	65,000	1,541	-	-	-	-	86,646
<b>TOTAL FUND BALANCES</b>	<b>1,376,730</b>	<b>327,424</b>	<b>396,596</b>	<b>204,255</b>	<b>79,129</b>	<b>142,785</b>	<b>398,164</b>	<b>2,925,083</b>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>	<b>\$ 1,699,382</b>	<b>\$ 444,691</b>	<b>\$ 400,497</b>	<b>\$ 204,932</b>	<b>\$ 101,756</b>	<b>\$ 142,785</b>	<b>\$ 398,164</b>	<b>\$ 3,392,207</b>

# Independent Auditor's Report page 16

TOWN OF DURHAM, NEW HAMPSHIRE

GENERAL FUND

COMBINING SCHEDULE - GENERAL FUND REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES  
FOR THE YEAR ENDED DECEMBER 31, 2015

	General	Capital Reserves	Library	Parking	Police Confidential	Eliminate Transfers	Total General
<b>Revenues:</b>							
Property taxes	\$ 8,284,721	-	-	-	-	-	\$ 8,284,721
Penalties, interest and other taxes	223,889	-	-	-	-	-	223,889
Charges for services	457,236	-	-	383,756	-	-	840,992
Intergovernmental	3,337,016	-	-	-	-	-	3,337,016
Licenses and permits	344,904	-	-	42,088	-	-	386,992
Investment income	7,117	9,138	(246)	-	-	-	16,009
Contributions	5,496	27,640	73,329	-	-	-	106,465
Miscellaneous	1,532,905	-	-	125	-	-	1,533,030
<b>Total Revenues</b>	<b>14,193,284</b>	<b>36,778</b>	<b>73,083</b>	<b>425,969</b>	<b>-</b>	<b>-</b>	<b>14,729,114</b>
<b>Expenditures:</b>							
<b>Current:</b>							
General government	2,137,276	15,366	-	-	-	-	2,152,642
Public safety	6,589,988	-	-	199,312	17	-	6,789,317
Highway and streets	1,333,179	-	-	-	-	-	1,333,179
Sanitation	618,737	-	-	-	-	-	618,737
Health	20,865	-	-	-	-	-	20,865
Welfare	33,153	-	-	-	-	-	33,153
Culture and recreation	322,003	-	464,853	-	-	-	786,856
Conservation	58,957	-	-	-	-	-	58,957
Debt service	1,355,285	-	-	-	-	-	1,355,285
<b>Total Expenditures</b>	<b>12,469,443</b>	<b>15,366</b>	<b>464,853</b>	<b>199,312</b>	<b>17</b>	<b>-</b>	<b>13,148,991</b>
<b>Excess (deficiency) of revenues over expenditures</b>	<b>1,723,841</b>	<b>21,412</b>	<b>(391,770)</b>	<b>226,657</b>	<b>(17)</b>	<b>-</b>	<b>1,580,120</b>
<b>Other Financing Sources (Uses):</b>							
Transfers in	627,517	105,361	400,354	-	-	(784,934)	348,298
Transfers out	(1,313,098)	(149,637)	-	(224,557)	-	784,934	(902,358)
<b>Total Other Financing Sources (Uses)</b>	<b>(685,581)</b>	<b>(44,276)</b>	<b>400,354</b>	<b>(224,557)</b>	<b>-</b>	<b>-</b>	<b>(554,060)</b>
<b>Change in fund balance</b>	<b>1,038,260</b>	<b>(22,864)</b>	<b>8,584</b>	<b>2,100</b>	<b>(17)</b>	<b>-</b>	<b>1,026,063</b>
<b>Fund Equity, at Beginning of Year</b>	<b>987,432</b>	<b>1,005,083</b>	<b>413,604</b>	<b>-</b>	<b>1,214</b>	<b>-</b>	<b>2,407,333</b>
<b>Fund Equity, at End of Year</b>	<b>\$ 2,025,692</b>	<b>\$ 982,219</b>	<b>\$ 422,188</b>	<b>\$ 2,100</b>	<b>\$ 1,197</b>	<b>\$ -</b>	<b>\$ 3,433,396</b>



# Independent Auditor's Report *page 17*

TOWN OF DURHAM, NEW HAMPSHIRE

NONMAJOR GOVERNMENTAL FUNDS

COMBINING SCHEDULE - NONMAJOR GOVERNMENTAL FUNDS REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED DECEMBER 31, 2015

	Sewer Department	Water Department	Special Revenue Funds Conservation Commission	Depot Road	Church Hill Rink	Downtown TIF	Permanent Fund	Total
<b>Revenues:</b>								
Property taxes	\$ -	-	\$ 60,000	-	-	\$ 47,294	-	\$ 107,29
Penalties, interest and other taxes	3,079	2,306	674	-	-	-	-	6,05
Charges for services	1,732,526	716,626	-	38,280	198,960	-	-	2,686,39
Intergovernmental	536,697	45,665	-	-	-	-	-	582,36
Licenses and permits	-	-	-	65,050	-	-	-	65,05
Investment income	4,689	1,667	283	-	-	-	3,937	10,57
Contributions	-	-	-	-	-	-	4,500	4,50
Miscellaneous	7,898	17,313	3,268	-	983	-	-	29,46
<b>Total Revenues</b>	<b>2,284,889</b>	<b>783,577</b>	<b>64,225</b>	<b>103,330</b>	<b>199,943</b>	<b>47,294</b>	<b>8,437</b>	<b>3,491,69</b>
<b>Expenditures:</b>								
<b>Current:</b>								
General government	7,952	2,824	-	6,245	-	-	6,613	23,63
Sanitation	1,023,042	-	-	-	-	-	-	1,023,04
Water distribution and treatment	-	294,380	-	-	-	-	-	294,38
Culture and recreation	-	-	-	-	168,776	-	-	168,77
Conservation	-	-	3,299	-	-	-	-	3,29
Debt service	845,687	345,737	-	-	3,935	-	-	1,195,35
<b>Total Expenditures</b>	<b>1,876,681</b>	<b>642,941</b>	<b>3,299</b>	<b>6,245</b>	<b>172,711</b>	<b>-</b>	<b>6,613</b>	<b>2,708,49</b>
Excess (deficiency) of revenues over expenditures	408,208	140,636	60,926	97,085	27,232	47,294	1,824	783,20
<b>Other Financing Sources (Uses):</b>								
Transfers in	-	-	-	-	-	-	1,903	97,39
Transfers out	(338,603)	(40,079)	-	(87,376)	(140,000)	-	(7,075)	(613,13)
<b>Total Other Financing Sources (Uses)</b>	<b>(338,603)</b>	<b>(40,079)</b>	<b>-</b>	<b>(87,376)</b>	<b>(140,000)</b>	<b>95,491</b>	<b>(5,172)</b>	<b>(515,73)</b>
Change in fund balance	69,605	100,557	60,926	9,709	(112,768)	142,785	(3,348)	267,46
Fund Equity, at Beginning of Year	1,307,125	226,867	335,670	194,546	191,897	-	401,512	2,657,61
<b>Fund Equity, at End of Year</b>	<b>\$ 1,376,730</b>	<b>\$ 327,424</b>	<b>\$ 396,596</b>	<b>\$ 204,255</b>	<b>\$ 79,129</b>	<b>\$ 142,785</b>	<b>\$ 398,164</b>	<b>\$ 2,925,08</b>

# Report of Trust and Capital Reserve Funds for the Year Ended 2016

Name of Trust Fund	Purpose	Beginning Balance			Change in Funds			Ending Balance		
		Principal	Income	Principal & Income	Principal	Income	Principal & Income	Principal	Income	Principal & Income
Fire Equipment and Service	Durham	\$ 222,388.35	\$ 2,068.93	\$ 224,457.28	\$ 46,579.09	\$ 4,723.12	\$ 268,967.44	\$ 6,792.05	\$ 275,759.49	
Parking	Durham	27,211.16	299.39	27,510.55	20,255.88	806.10	47,467.04	1,105.49	48,572.53	
Res. Water	Durham	187,238.96	1,757.58	188,996.54	102,151.27	4,905.16	289,390.23	6,662.74	296,052.97	
Sewer Fund	Durham	521,539.23	10,598.69	532,137.92	17,209.23	9,540.37	538,748.46	20,139.06	558,887.53	
Municipal Transportation	Durham	46,015.73	474.66	46,490.39	(7,139.85)	728.81	38,875.88	1,203.47	40,079.35	
Urban Dev Action Grant	Durham	163,630.31	124,201.57	287,831.88	1,003.63	(44,133.85)	164,633.94	80,067.72	244,701.66	
ORCSD Facility Dev	ORCSD	40,928.73	399.36	41,328.09	200,407.27	1,273.28	241,336.00	1,672.64	243,008.64	
<b>Total capital reserve funds</b>		1,208,952.47	139,800.18	1,348,752.65	380,466.53	(22,157.02)	1,589,419.00	117,643.16	1,707,062.16	
Fire Injury Prevention	Public Safety Ed	5,312.04	562.42	5,874.46	18.44	118.40	5,330.48	680.82	6,011.30	
Wagon Hill	Wagon Maint.	6,857.61	193.61	7,051.22	(6,800.04)	114.08	57.57	307.69	365.25	
Frost, George	Education	4,277.32	6,669.73	10,947.05	34.36	220.63	4,311.68	6,890.36	11,202.05	
Olinthus Doe	Farm Care	33,785.03	3,426.35	37,211.38	166.27	(2,335.71)	33,951.30	1,090.64	35,041.94	
Smith Chapel	Cemetery Care	9,032.62	(1,571.70)	7,460.92	47.01	2,089.31	9,079.63	517.61	9,597.25	
Wilcox (Dorothy)	Mill Pond Park	66,483.99	5,263.87	71,747.86	225.21	1,446.05	66,709.20	6,709.92	73,419.12	
Cemetery Care	Maintenance	203,169.77	1,895.00	205,064.77	5,298.19	4,170.19	208,467.96	6,065.19	214,533.16	
Cemetery Improvement	Improvements	18,452.51	426.84	18,879.35	3,801.23	407.05	22,253.74	833.89	23,087.63	
Oyster River Forest Trails	Trails	0.00	0.00	0.00	6,341.49	84.04	6,341.49	84.04	6,425.53	
Smith Town Improvements	Improvements	6,366.25	168.42	6,534.67	20.51	131.70	6,386.76	300.12	6,686.89	
Durham 250	Memorial	6,224.63	6,704.93	12,929.56	40.59	260.59	6,265.22	6,965.52	13,230.73	
Memorial Day Parade	Parade Fund	(6.54)	443.37	436.83	6.54	3.63	0.00	447.00	447.01	
July Fourth Celebration	Fun Day	3,413.84	2,576.04	5,989.88	18.80	120.72	3,432.64	2,696.76	6,129.41	
Wagon Hill Farm	Site Care	78,359.25	36,332.76	114,692.01	360.01	2,311.57	78,719.26	38,644.33	117,363.59	
Fire Station Exp.	Fire Station	221,563.80	7,930.56	229,494.36	720.37	4,625.36	222,284.17	12,555.92	234,840.09	
Milne, Margery Exp	Mill Pond Rd Wildli	24,027.73	602.10	24,629.83	77.31	496.40	24,105.04	1,098.50	25,203.55	
Smith (Hamilton) Chapel	Chapel Repairs	5,899.65	67.82	5,967.47	(137.20)	117.38	5,762.45	185.20	5,947.65	

# Report of Trust and Capital Reserve Funds page 2

Name of Trust Fund	Purpose	Beginning Balance			Change in Funds			Ending Balance		
		Principal	Income	Principal & Income	Principal	Income	Principal	Income	Principal & Income	
Technology Drive	Conservation Land	27,779.91	276.41	28,056.32	88.07	565.46	27,867.98	841.87	28,709.85	
Milne, Margery and Lorus	Silhouette Sculpture	1,809.79	18.31	1,828.10	5.74	36.84	1,815.53	55.15	1,870.68	
<b>Total town trust funds</b>		\$ 722,809.20	\$ 71,986.84	\$ 794,796.04	\$ 10,332.90	\$ 14,983.71	\$ 733,142.10	\$ 86,970.55	\$ 820,112.65	
<b>45 Separate Cemetery Trusts</b>		\$ 33,473.89	\$ 4,640.16	\$ 38,114.05	\$ 443.21	\$ 918.59	\$ 33,917.10	\$ 5,558.75	\$ 39,475.85	
High School Scholarship	School Exp	145,799.54	5,855.99	151,655.53	(8,277.95)	2,988.50	137,521.59	8,844.49	146,366.08	
ORCSD Track	School Exp	185,478.27	31,083.09	216,561.36	(185,478.27)	(31,083.09)	(0.00)	(0.00)	(0.00)	
ORCSD/Cap Development	School Exp	12,591.57	115.88	12,707.45	16.36	256.50	12,607.93	372.38	12,980.30	
ORCSD Special Education	School Exp	399,472.78	34,563.95	434,036.73	558.70	8,760.94	400,031.48	43,324.89	443,356.36	
ORCSD Benefits	School Exp	197,140.83	1,319.55	198,460.38	255.46	4,005.88	197,396.29	5,325.43	202,721.72	
Dunn, C. Library	ORCSD Library	494.41	11.22	505.63	0.65	10.21	495.06	21.43	516.49	
Smith, Bruce Library	ORCSD Library	25,681.76	3,101.27	28,783.03	37.05	580.98	25,718.81	3,682.25	29,401.06	
Athletic Facilities	Rehab & Dev	1.97	0.02	1.99	0.00	0.04	1.97	0.06	2.03	
School Bldg Maint	School Exp	4,944.62	64.18	5,008.80	6.45	101.10	4,951.07	165.28	5,116.35	
<b>Total agency funds</b>		971,605.75	76,115.15	1,047,720.90	(192,881.56)	(14,378.95)	778,724.19	61,736.20	840,460.39	
<b>GRAND TOTAL OF ALL FUNDS</b>		\$2,936,841.31	\$ 292,542.33	\$ 3,229,383.64	\$ 198,361.08	\$ (20,633.67)	\$ 3,135,202.39	\$ 271,908.66	\$ 3,407,111.05	

# Statement of Long-Term Indebtedness

GENERAL FUND	LOAN DATE	ORIGINAL PRINCIPAL	RATE	DUE DATE	PRINCIPAL PAID 2016	INTEREST PAID 2016	PRINCIPAL BALANCE AS OF 12/31/16
2002 General Obligation Bond	11/05/2002	\$2,290,990	3.8915%	09/01/2019	\$94,835	\$7,455	\$76,811
2004 SRLF - Landfill Closure	02/01/2004	\$802,756	3.6880%	02/01/2024	\$40,138	\$13,323	\$321,102
2006 General Obligation Bond (includes Land Conservation)	11/15/2006	\$2,929,216	3.9555%	11/15/2026	\$117,649	\$43,473	\$969,173
2008 General Obligation Bond	11/15/2008	\$692,365	4.8526%	11/15/2018	\$55,905	\$7,827	\$111,810
2010 General Obligation Bond	7/22/2010	\$674,100	3.5512%	08/15/2030	\$60,000	\$15,500	\$290,000
2012 General Obligation Bond (includes Library)	8/30/2012	\$4,560,000	1.8990%	08/30/2032	\$315,000	\$117,583	\$3,300,000
2013 General Obligation Bond	9/6/2013	\$1,028,000	3.4430%	09/06/2033	\$80,000	\$29,931	\$795,000
2014 General Obligation Bond	7/17/2014	\$2,168,000	3.0428%	08/15/2034	\$200,000	\$94,175	\$1,680,000
2015 General Obligation Bond	8/25/2015	\$820,000	2.0000%	09/01/2022	\$125,000	\$16,673	\$695,000
		<b>\$15,965,427</b>			<b>\$1,088,527</b>	<b>\$345,940</b>	<b>\$8,238,896</b>

WATER FUND	LOAN DATE	ORIGINAL PRINCIPAL	RATE	DUE DATE	PRINCIPAL PAID 2016	INTEREST PAID 2016	PRINCIPAL BALANCE AS OF 12/31/16
2002 General Obligation Bond	11/05/2002	\$638,394	3.8915%	09/01/2019	\$32,737	\$4,535	\$70,523
2002 SRLF - Lamprey River Hard Piping	11/18/2002	\$828,554	3.4725%	12/01/2016	\$69,389	\$694	\$0
2006 General Obligation Bond	11/15/2006	\$545,469	3.9555%	11/15/2026	\$27,291	\$11,112	\$250,510
2008 General Obligation Bond	11/15/2008	\$724,900	4.8526%	11/15/2028	\$36,300	\$20,807	\$436,600
2013 SRLF - Spruce Hole	10/29/2013	\$222,500	1.7000%	10/29/2023	\$22,315	\$3,222	\$167,196
2013 SRLF - Water Meter Upgrades	10/29/2013	\$320,608	1.7000%	10/29/2023	\$29,911	\$5,531	\$233,108
2014 General Obligation Bond	7/17/2014	\$784,000	3.0428%	08/15/2034	\$40,000	\$33,345	\$705,000
2015 General Obligation Bond	8/25/2015	\$459,038	2.0000%	09/01/2022	\$33,183	\$9,334	\$425,855
		<b>\$4,523,463</b>			<b>\$291,126</b>	<b>\$88,580</b>	<b>\$2,288,792</b>

# Statement of Long-Term Indebtedness page 2

WASTEWATER FUND	LOAN DATE	ORIGINAL PRINCIPAL	RATE	DUE DATE	PRINCIPAL PAID 2016	INTEREST PAID 2016	PRINCIPAL BALANCE AS OF 12/31/16
2002 General Obligation Bond	11/05/2002	\$350,075	3.8915%	09/01/2019	\$12,427	\$1,985	\$32,667
2004 SRLF - WWTP Improvements	06/01/2004	\$3,290,757	3.6880%	06/01/2024	\$169,993	\$65,505	\$1,606,172
2006 General Obligation Bond	11/15/2006	\$325,469	3.9555%	11/15/2026	\$15,060	\$6,815	\$155,318
2008 General Obligation Bond	11/15/2008	\$1,663,860	4.8525%	11/15/2028	\$94,520	\$45,028	\$925,040
2010 General Obligation Bond	7/22/2010	\$709,900	3.5512%	08/15/2030	\$40,000	\$23,263	\$460,000
2013 General Obligation Bond	09/06/2013	\$2,500,000	3.4430%	09/06/2023	\$100,000	\$83,063	\$2,210,000
2013 SRF - Dover Road Pump Station/Aeration Blowers	10/29/2013	\$1,313,272	2.7200%	10/29/2032	\$65,664	\$30,363	\$1,050,617
2014 General Obligation Bond	7/17/2014	\$783,000	3.0428%	08/15/2034	\$40,000	\$33,345	\$705,000
2014 SRF - Old Concord Road Pump Station	2/1/2015	\$207,824	3.1400%	2/1/2015	\$10,391	\$6,128	\$187,042
2015 General Obligation Bond	8/25/2015	\$1,615,962	2.0000%	9/1/2025	\$116,817	\$32,858	\$1,499,146
		<b>\$12,760,119</b>			<b>\$664,872</b>	<b>\$328,353</b>	<b>\$8,831,002</b>

CHURCHILL RINK FUND	LOAN DATE	ORIGINAL PRINCIPAL	RATE	DUE DATE	PRINCIPAL PAID 2016	INTEREST PAID 2016	PRINCIPAL BALANCE AS OF 12/31/16
2008 General Obligation Bond	11/15/2008	\$33,875	4.85%	11/15/2018	\$3,275	\$459	\$6,550

	ORIGINAL PRINCIPAL	PRINCIPAL PAID 2016	INTEREST PAID 2016	PRINCIPAL BALANCE AS OF 12/31/16
Total	\$33,282,884	\$2,047,799	\$763,332	\$19,365,240



# Valuation, Tax History, and Inventory

## Valuation Figures 2012-2016

YEAR	PERCENT OF VALUATION	TAXABLE VALUATION
2016	92.4%	1,007,876,992
2015	93.4%	\$964,931,959
2014	95.6%	\$916,456,045
2013	97.9%	\$906,003,460
2012	104.0%	\$913,186,825

## MS-1 Summary 2016

Total Taxable Land	\$ 319,933,192
Total Taxable Buildings	\$ 664,920,523
Total Taxable Public Utilities	\$ 28,323,600
Valuation Before Exemptions	\$1,013,177,315
Total Dollar Amount of Exemptions	\$ 5,254,498
Net Valuation on which local tax rate is computed	\$1,007,876,922
Tax Credits: Total Veterans' Credits	\$ 123,500

## Tax Rate in Durham 2012 – 2016

YEAR	TOWN	LOCAL SCHOOL DISTRICT	STATE SCHOOL	COUNTY	TOTAL
2016	\$ 8.48	\$16.17	\$ 2.27	\$ 2.81	\$29.73
2015	8.48	16.20	2.38	2.79	29.85
2014	8.34	16.80	2.51	2.87	30.52
2013	7.61	16.07	2.35	2.72	28.75
2012	7.57	15.69	2.33	2.61	28.20

## Inventory of Town Property

STREET NAME	DESCRIPTION	TAX MAP ID#	ASSESSED VALUATION
Bagdad Road	Stolworthy Wildlife Sanctuary	03-02-06 & 14	\$15,600
Beard's Creek	Scenic Easement	04-20-11	Easement only
Beech Hill Road	Water Tank Site	09-12-01	\$600,700
Bennett Road	Doe Farm	18-01-03	\$314,500
Canney Road	Conservation Easement	10-11-05	Easement only
Coe Drive	Beard's Creek Scenic Easement	04-20-11	Easement only
Dame Road	Willey Property	19-06-05	\$46,100
Dame Road	Westerly Side	18-27-00	\$88,400
Davis Avenue	Conservation easements	01-04-01 & 01-04-06	Easement only
Depot Road	Former Commercial Property	01-01 & 01-01-01	\$275,900
Dover Road	Police Facility	11-04-01	\$706,300
Dover Road	Sewer Pumping Station	11-11-00	\$208,600
Durham Point Road	Solid Waste Management Facility	16-01-03	\$312,500
Durham Point Road (off)	Conservation Land	11-36-02	\$229,100
Durham Point Road (off)	Conservation Land	16-03-02	\$11,500
Durham Point Road (and Sunnyside Dr.)	Scenic Easements	15-15-08	Easements only
Durham Point Road	Town Pound	06-12-03A	\$6,900
Fogg Drive	Father Lawless Park	07-03-00	\$161,800
Foss Farm Road	Water Standpipe	99-300-00	\$1,020,000
Foss Farm Road	Woodlot	06-01-13A	\$2,700
Ffrost Drive	Vacant Land	08-01-73 & 75	\$109,900
Littlehale Road/US4	Vacant Land	10-21-00	\$6,900
Longmarsh Road	Colby Marsh/Beaver Brook Conservation	16-27-00	\$126,900
Longmarsh Road	Langmaid Farm/adjacent to Beaver Brook	16-06-01 & 02	\$307,900
Madbury Road	Library	02-07-01	\$2,124,600

*continued on next page*

STREET NAME	DESCRIPTION	TAX MAP ID#	ASSESSED VALUATION
Mast Road	Executor Interest in Conservation Easement	13-14-100	Easement only
Mill Pond Road	Mill Pond Road Park	05-07-00	\$27,100
Mill Pond Road	Smith Chapel	16-14-00	\$265,100
Mill Road	Vacant Land	06-01-02	\$54,200
Mill Road	Vacant Land	06-01-05	\$29,800
Mill Road/Main Street	Bicentennial Park	05-01-01	Easement only
Newmarket Road	District Court and Museum	05-04-12	\$376,200
Newmarket Road	Easterly Side	06-12-14	\$2,600
Newmarket Road	Mill Pond Dam	05-03-03	\$322,000
Newmarket Road	Town Hall	05-02-07	\$750,000
Newmarket Road	Sullivan Monument	06-11-00	\$216,900
Main Street	Cemetery	09-24-00	\$225,700
Main Street	Sewer Pumping Station	99-300-00	\$297,000
Mill Pond Road	Milne Property	06-08-04	\$110,100
Near Madbury Line	Executor Interest in Conservation Easement	10-01-02	Easement only
Near Oyster River	Conservation Easement	09-06-03	Easement only
Old Landing Road	Town Landing	05-05-14 (Incl 05-05-13)	\$115,600
Old Landing Road	Town Landing Footbridge	05-06-06	\$195,700
Orchard Drive	Scenic Easements	06-02-22 & 06-02-25	Easements only
Oyster River	Access Easement	Access Easement	Easement only
Oyster River Road	Sewer Pumping Station	99-300-00	\$100,000
Packers Falls Road	Conservation Easement	14-07-02	Easement only
Packers Falls Road	Conservation Easement	14-07-06	Easement only
Packers Falls Road	Lord Property	17-55-01	\$66,000
Packers Falls Road	Spruce Hole Conservation Area	13-13-05	\$26,800
Packers Falls Road	Abutting Spruce Hole	13-13-01	\$1,080 CU*
Packers Falls Road/Mill Road	Oyster River Forest	13-14-02	\$6,708 CU*
Pettee Brook Lane	Town Parking Lot (mutiple parcels)	02-15-00 & 01	\$936,400
Piscataqua Road	Thatch Bed	11-31-31	\$132,700
Piscataqua Road	Wagon Hill Farm	12-08-01 & 02	\$449,890 CU*
Piscataqua Road	Jackson's Landing	11-11-03 & 04	\$1,234,900
Piscataqua Road	Near Jackson's Landing	11-09-02	\$120,500
Piscataqua Road	Sewer Treatment Plant	11-09-05	\$6,333,100
Piscataqua Road	Quarry Lot (part of Treatment Plant)	11-09-05	Included above
Schoolhouse Lane	Cemetery (owned by heirs, town maintained)	05-05-12	\$100,400
Simons Lane	Two Small Lots	18-11-13 & 14	\$21,000
Simons Lane	Vacant Land	18-11-06	\$91,300
Stone Quarry Drive	Public Works Site	11-12-00	\$830,500
Technology Drive	Water Booster Station	99-300-00	\$90,000
Williams Way	Boat Landing Lot	11-23-04	\$138,300
Wiswall Road	Wiswall Dam Site	17-07-00	\$364,900
Wiswall Road	Vacant Land	17-11-00	\$729 CU*
Lee Five Corners, Lee	Vacant Land	Lee 06-07-0700	\$71,500
Packers Falls Road	Gravel Pit	Lee 15-01-0900	\$167,300
Snell Road, Lee	Water Pump Station	Lee 05-06-0100	\$978,700
Snell Road, Lee	Vacant Land	Lee 05-06-0000	\$74,700 <b>1</b>