



2020
Annual Reports
Town of Windham
New Hampshire

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



FOR THE YEAR

2020

On the covers: Special thanks to resident photographers **Dan Gschwend** (front cover) and **Dianna Fallon** (back) for these spectacular photos. The front shows how Moeckel Pond is recovering thanks to the successful completion in 2020 of the Marston-Finn Dam, which is shown on our back cover.

MORE ABOUT WINDHAM

Area	27.2 square miles	Residential Homes	4,608
Population	14,000 +/-	Residential Condos	725
2020 Total Net Valuation	\$3,021,252,270	Multi-Family Units	20
2020 Tax Rate	\$19.13/thousand	Seasonal Homes	179
2020 State Ratio	95% (estimated)	Commercial Parcels	188
Tax Billing	Semi-Annual	Acres in Current Use	1,073

EMERGENCY: Fire, Police, or Ambulance CALL 9-1-1

Local Departments/Other:

Town Administrator/Selectmen	432-7732	Animal Control	434-5577
Fire Department Business Line	434-4907	Community Access Television	434-0300
Police Department Business Line	434-5577	Windham Post Office	437-3819
Tax Assessor	434-7530	Official Website	WindhamNH.gov
Tax Collector	432-7731	Official Facebook	Facebook.com/windhamnh
Town Clerk	434-5075	School Department:	
Community Development	432-3806	Golden Brook School	845-1552
Health Officer	432-3806	Center School	845-1554
Transfer Station	426-5102	Middle School	845-1556
General Services Division	216-5676	Windham High School	845-1558
Recreation Department	965-1208	Superintendent of Schools	845-1550
Nesmith Library	432-7154	Official Website	WindhamSD.org

State/Federal Representatives:

Governor

Chris Sununu - State House, 107 N Main Street, Concord, NH 03301 _____ 271-2121

US Congress District 2:

Ann Kuster - 137 Cannon HOB, Washington, DC 20510 _____ 202-225-5206

US Senators:

Maggie Hassan - 330 Hart SOB, Washington, DC 20510 _____ 202-224-3324

Jeanne Shaheen - 520 Hart SOB, Washington, DC 20510 _____ 202-224-2841

State Senator District 19:

Regina Birdsell - State House, Rm 105A, 107 N Main Street, Concord, NH 03301 _____ 271-4151

State Representatives District 7:

Mary Griffin - 4 Wynridge Road, Windham, NH 03087 _____ 432-0959

Charles McMahon - 11 Floral Street, Windham, NH 03087 _____ 432-8877

Bob Lynn - 6 Dublin Road, Windham, NH 03087 _____ 598-1899

Julius Soti - 74 Marblehead Road, Windham, NH 03087 _____ 404-1115

Executive Councilor District 3:

Janet Stevens - PO Box 687, Rye, NH 03870 _____ 498-0546

County Commissioner District 3:

Kevin Coyle - 119 North Road, Brentwood, NH 03833 _____ 679-9350

Official State of New Hampshire Website _____ NH.gov

Visit www.WindhamNH.gov and sign up for "Notify Me" to receive alerts and more!

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2021 Town and School Budgets/Warrants (pages A.1-A.52) **Colored Center Section**

DEDICATION

“Coming together is a beginning. Keeping together is progress. Working together is success.” Henry Ford

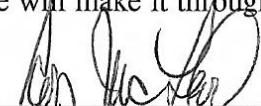
Resolutions. We all make them as the echo of the revelry recedes and the New Year officially begins. We resolve to spend more time with extended family, to travel, to go back to school, to be kinder, braver, or some other, better version of ourselves; any multitude of positive, optimistic goals. Sticking to resolutions can be difficult in the best of times but, then, the year 2020 blew in bearing a pandemic and moving the proverbial goal post. The world began to change and rather than focusing on quitting smoking or watching less TV, we instead had to dig deep and find within ourselves... **resolve**.

Grit, pluckiness, stick-to-it-iveness. As a community of employees, volunteers, students, residents, and business owners we found it; albeit not entirely without some initial turmoil, anxiety, and vexation. The Town employees adjusted processes, thinking outside the box, never once ceasing operations. Boards and committees adapted to video meetings, in order to continue on with their duties and responsibilities. Students worked hard to embrace remote learning and social distancing, while teachers juggled duties both at home and in school, and parents added teaching to their own daily workloads. Our local businesses reached out with new, innovative ways to provide products and services. Residents looked out for their neighbors in countless ways, every day; wearing masks, social distancing, wellness checks, video chats or phone calls, sharing extra supplies during the early shortages. Although it didn't always feel that way, we came together and faced the Coronavirus head on.

As this goes to print, we as a Town are a year into the pandemic and, though we are often tired and frustrated, we continue to persevere – to work, to serve, to educate, to nurture, to support. We look ahead to an end of restrictions, and a greater semblance of normalcy; a time when that trip overseas or reunion with extended family can finally be checked off our list of 2020 resolutions.

For all the year threw at us and for all the positive, constructive ways that we, as a community, responded – resolutely, collectively, responsibly – we are proud to dedicate these Annual Reports to us all; to all of Windham.

Together, we have come this far. Together, we will make it through the rest of the way.



Ross McLeod, Chairman



Heath Partington, Vice-Chairman



Bruce Breton



Roger Hohenberger



Jennifer Simmons

Board of Selectmen, Town of Windham

IN MEMORIAM

Sandra Day O'Connor once said, "*We don't accomplish anything in this world alone ... and whatever happens is the result of the whole tapestry of one's life and all the weavings of individual threads from one to another that creates something.*" Each of the following individuals who passed in 2020 gave much of themselves, their time and effort, towards also weaving the tapestry of our community. It is an honor to pause here and remember them.

TONY PELLEGRINI

February 1: Long-time resident and volunteer, Tony served with distinction for many years on the Zoning Board of Adjustment. He was also an active member of American Legion Post 109.

SHIRLEY BEAULIEU

April 5: Shirley was a lifelong resident of Windham with a deep knowledge of our history and sense of community. She was not only an invaluable source of information for the Historical Society, but also served many years as a Trustee of the Nesmith Library.

WIN CARPENTER

April 9: What would Windham do without the Windy Indy; first founded as The Windham News by Win and her husband, Vern, in 1969. For 40 years she worked to bring the community into our homes through the news we needed, always reassuring there was more to come next week with a simple "All for now" in every issue.

JOAN NORMINGTON

August 6: Also a member of the Historical Society, Joan called Campbell Farm home for many years; documenting its features and artifacts via her other passion, photography. Over the years, Joan also photographed and cataloged other key sites and artifacts for the Museum and HDC.

FRED LINNEMANN

October 10: A tireless supporter of the Searles School & Chapel, Fred served many years as a member of the Historic Commission, later to become the Searles School & Chapel Trustees. Not one to shy away from hard work, Fred was often hands on throughout the efforts to restore the facility to its original glory; and the evidence of that can be seen each time one enters.

LILA BAILEY

November 2: Active in the Windham Seniors and St. Matthew's Church, long-time resident Lila is undoubtedly remembered best by the students of Windham. Beloved Miss Lila, and her skills as a pianist, accompanied countless choral shows over the years, and her smiling, encouraging gaze over the sheet music is surely missed by many.

AL SEIFERT

November 3: Some will remember Al as a one time member of the Board of Selectmen, but most will remember him as our Animal Control Officer; a position he held for nearly 25 years. A gentleman's gentleman, Al was rarely seen without a smile or a kind word to offer.

TOWN OFFICIALS

BOARD OF SELECTMEN

Ross McLeod, Chair – 2021

Heath Partington, Vice Chair – 2022

Bruce Breton – 2023

Roger Hohenberger – 2021

Jennifer Simmons – 2023

TOWN ADMINISTRATOR

David Sullivan

Town Clerk

Nicole Bottai - 2021

Tax Collector

Ruth Robertson

Town Moderator

Peter Griffin - 2023

Treasurer

Robert Coole - 2021

Finance Director

Daniel Popovici-Muller

Chief of Police

Gerald Lewis

Fire Chief/Warden

Thomas McPherson, Jr.

Community Development Director

Rex Norman

General Services Director

Dennis Senibaldi

IT Director/GIS

Eric DeLong

Human Resources Director

Paula Carmichael

Parks & Recreation Director

Cheryl Haas

Health Officer

Michael McGuire

Nesmith Library Director

Sylvie Brikiatis

Cable Studio Coordinator

Kelly McLaughlin

Community Resource Officer

Jake Hoag

Cable Advisory Board

Margaret Case, Chair – 2021

Bob Coole – 2022

Barbara Coish – 2022

Mary Griffin – 2023

Leo Hart – 2023

Roger Hohenberger, Selectman – 2021

Conservation Commission

Dave Curto, Chair – 2021

Lisa Ferrisi – 2022

Jim Finn – 2022

Wayne Morris – 2023

Pam Skinner – 2023

Kara Feldberg, Alt. – 2021

Brian McFarland, Alt. – 2022

Jayson Luippold, Alt. – 2023

Capital Improvements Committee

Rob Gustafson, Citizen, Chair – 2022

Lee Maloney, Citizen – 2021

Mark Kovacs, Citizen – 2023

Jacob Cross, Planning Board

Jennean Mason, Planning Board

Shannon Ulery, School Board

Cynthia Finn, School Board, Alt.

Jennifer Simmons, Board of Selectmen

Ross McLeod, Board of Selectmen Alt.

Depot Advisory Committee

Mark Samsel, Chair

Wayne Morris

John Mangan

Dick Forde

David Sullivan, Town Administrator

Design Review Sub-Committee

David Demers, Chair – 2022

Wendy Williams – 2021

Peter Griffin – 2022

Brenda Behling – 2023

Renee Mallett – 2023

Cemetery Trustees

Wendi Devlin, Chair – 2022

Bruce Moeckel – 2021

Barbara Coish – 2023

Economic Development Committee

Gary Garfield, Chair – 2021
Melissa Magnuson – 2021
Nick Shea – 2021
Lisa Walker – 2022
George Fredette – 2022
Clare Macoul – 2022
Gabe Toubia – 2023
Kristi St. Laurent – 2023
Heath Partington, Selectman – 2021
Donna Morris, GSCOC – 2021
Mitchell Jacoby, Alt. – 2021
Dale Valvo, Alt. – 2022

Forestry Committee

Wanda Rice, Chair – 2023
Norm Babineau – 2021
Jacob Cross – 2022
Jim Finn – 2022

Highway Safety Committee

Tom Sharpe, Sr., Citizen, Chair
Thomas McPherson, Jr., Fire Chief
Gerald Lewis, Police Chief
Dennis Senibaldi, General Svcs. Director
TBD, Town Planner
Robert Coole, Citizen
Mike Geha, Citizen

Historic District/Heritage Commission

Wendy Williams, Chair – 2022
Peter Griffin – 2021
Michael Speidel – 2022
Carol Pynn – 2023
Derek Saffie – 2023
Frank Farmer, Alt. – 2021
Skot Paré, Alt. – 2022
Heath Partington, Selectman – 2021

Housing Authority

Charles McMahon, Chair – 2021
Leo Hart – 2022
Rita Ryan – 2023
Kristi St. Laurent – 2024
Mary Griffin – 2025

Local Energy Committee

Mark Kovacs, Chair – 2022
John Gage – 2021
Joel Taft – 2021
Joe Plonski – 2022
Patrick Manzo – 2023
Michael Horan, Alt. – 2021
Dennis Senibaldi, General Svcs. Dir.

Museum Trustees

Jean Manthorne, Chair – 2022
Wendy Williams – 2021
Carol Pynn – 2021
Derek Saffie – 2023
Bob Coole, Alt. – 2023
Diane Farmer, Alt. – 2022

Nesmith Library Trustees

Michelle Stith, Chair – 2022
Tara Picciano – 2021
Alberto Chang – 2021
Karen Moltenbrey – 2022
Cathy Robertson-Souter – 2022
Mark Branoff – 2023
Jaime Slocum – 2023

Planning Board

Derek Monson, Chair – 2021
Alan Carpenter – 2021
Joe Bradley – 2022
Jennean Mason – 2022
Jacob Cross – 2023
Ruth-Ellen Post – 2023
Heath Partington, Selectman – 2021
Matthew Rounds, Alt. – 2021
Gabe Toubia, Alt. – 2021
Tom Earley, Alt. – 2023

Record Retention Committee

Nicole Bottai, Town Clerk, Chair
Ross McLeod, Selectman
Bob Coole, Town Treasurer
Ruth Robertson, Tax Collector
Daniel Popovici-Muller, Finance Dir.
Julie Suech, Community Development
Jennifer Hardy, Police Records Clerk
Margaret Case, Citizen
Doreen Demone, Citizen
Kathleen DiFruscia, Alt., Citizen

Recreation Committee

Jonathan Keating – 2021
Alexander Speidel – 2022
Alberto Chang – 2022
Khadija Lodhi – 2023
Dave Curto, Alt. – 2021

Route 111 Beautification Sub-Committee

Al Letizio, Jr., Chair
Anthony Berni
Bill Deluca
Jay Yennaco

Searles School & Chapel Trustees

Betty Dunn, Chair – 2023
Lisa Thornton – 2021
Peter Griffin – 2022
Roy Dennehy – 2022
Maureen Spooner – 2022
Rich Parow – 2022
Mike Mazalewski – 2023

Supervisors of the Checklist

Eileen Mashimo, Chair – 2023
Mary Griffin – 2022
Roy Dennehy – 2026

Social Media & Web Technical Advisory Comm.

Eric Delong, IT Director, Chair
Jacques Borcoche – 2021
Eric Deandrea – 2021
Alyssa Arrigo – 2022
Jennifer Guitierrez – 2022
Heath Partington, Selectman
Nancy Vigezzzi, Nesmith Library

Town Center Beautification Sub-Committee

Kathleen DiFruscia
Frank Farmer
Peter Griffin
Siri Wilbur
David Sullivan, Town Administrator
Cheryl Haas, Parks & Recreation Director

Trustees of the Trust Funds

Michael Misiewicz – 2021
Jacob Cross – 2022
Kevin Eastwood – 2023

Zoning Board of Adjustment

Michael Scholz, Chair – 2022
Pam Skinner – 2021
Bruce Breton – 2021
Neelima Gogumalla – 2022
Nick Shea – 2023
Kevin Hughes, Alt. – 2021
Elizabeth Dunn, Alt. – 2023

HOW TO VOLUNTEER: Volunteers are always needed and welcomed! Most volunteer positions are appointed in June of each year by the Board of Selectmen, including the: Beautification committees, Cable Advisory Board, Conservation Commission, Depot Advisory Committee, Economic Development Committee, Historic District/Heritage Commission, Housing Authority, Recreation Committee, Searles School & Chapel Trustees, Technical Advisory Committee, and Trustees of the Museum. If you are interested in volunteering your time to any of these groups, a letter of interest should be submitted to the Town Administrator at 3 North Lowell Road or via email to TownAdmin@WindhamNH.gov (*note: submission of your interest is not a guarantee of appointment*).

Elected volunteer positions include: Board of Selectmen, Planning Board, Zoning Board of Adjustment, Town Moderator, Trustees of the Cemeteries, Trustees of the Trust Funds, Supervisors of the Checklist, and Nesmith Library Trustees. The filing period for candidacy opens in January of each year, and interested parties should contact the Town Clerk's Office at that time to file.

ANNUAL SENATE BILL 2 SESSIONS

Town of Windham, New Hampshire
Town Deliberative Session, Windham High School Auditorium
February 8, 2020

Town Moderator Peter Griffin opened the first session of Town Meeting at 9:07am with the pledge of allegiance, followed by introductions of the panel. Present were Selectmen Joel Desilets, Ross McLeod, Bruce Breton, Heath Partington, and Roger Hohenberger. Town Administrator David Sullivan, Town Clerk Nicole Bottai, Town Council Bernard Campbell, and guest Jeff Provost were also included in the introductions.

Moderator Griffin went over how the Deliberative Session operates under SB2. He also explained that Article 1 (voting of Town officers) have already been filed and Article 2, Article 3, and Article 4 have also been discussed at a prior Planning Board public hearing, and that they will also be voted on voting day which is March 10, 2020, the second part of this meeting.

Discussion to follow:

ARTICLE 5. To see if the Town will vote to raise and appropriate the sum of Nine Million Five Hundred Thousand and no 100ths (\$9,500,000.00) Dollars for the purpose of constructing a water line from the area of Route 111 and Range Road westerly along Route 111 to Ledge Road, for approximately 22,380 LF, to include cost of engineering, planning, bid documentation, right of way, and construction expenses, as well as payment of costs associated with the financing of said project; said sum to be in addition to any federal, state or private funds made available therefor, and to raise the same by issuance of not more than \$6,336,500.00 in bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to apply toward the cost any interest earned from the temporary investment of any bond or note and to take any other action as may be necessary to carry out and complete financing of this project, with the balance of \$3,163,500 to come from private contributions from users of the water line and / or grants from such sources as the NHDES Drinking Water and Groundwater Trust Fund. Should this article be approved but the grants and or private donations not be awarded or received, this article shall be considered null and void. The Town anticipates that its agreement with the franchisee who will operate the water service will include provisions to receive fees for connections to the water line over time which will be applied to offset costs associated with bond payments. (60% Majority Required) Not Recommended by the Board of Selectmen 2-2-1

Selectman Joel Desilets noted that Jeff Provost with Wesson and Sampson was present to assist with the explanation of the Article. Selectman Desilets made the public aware that this project has been going on for a number of years for various reasons including economic and water quantity and quality.

Jeff Provost from Wesson and Sampson referred to a map and spreadsheet on the projection screen that was shown. The project is to be funded by a 30 year water bond as well as matching grants or private contributions (from the Trust Fund and contributions by developers and land owners along the route). The funds are to be used towards the planning, design and construction of a water line extension from the area of Exit 3 westerly along Route 111 to Ledge Road. Mr. Provost went over each detailed formula within their spreadsheet for all various scenarios from TIF district explanations, lack of revenue from the inception, and the sheer conservative approach when figuring out the costs associated with this Article.

Town Administrator David Sullivan showed the example of the difference between the 20 year bond and 30 year bond figures and how it's a 2 million dollar difference of overall savings.

Selectman Ross McLeod referenced the Board talking about the impacts of the financial model, and accounting for connection fees as revenue.

Jeff Provost declared that there would be multiple impacts of running the scenarios with the model at that time. He estimated that there would be more revenue up front for the first few years and then go down, but generally in the positive. They would have to review who would be charged those connection fees. The model is designed for how long the contributing factors would entail for that particular presentation. They assumed \$0 of revenue at this time for the conservative approach.

Selectmen McLeod recalled at a previous meeting that they saw the noticeable favorable effect.

Town Administrator Sullivan concurred that the line was taken out, but showed the example of bringing in 10 cisterns for \$350,000 of revenue, it would bring the payment down and paying for itself for 7 years.

Selectman Roger Hohenberger questioned how it was going to be collected- envisioned by donation of the property owner/developer of \$35,000 per cistern in lieu of installing cistern.

Town Administrator Sullivan answered that they would use it to offset the costs of the bond.

Selectman Hohenberger referred to the way the Article is written, it states that contributions would be included, but not reflected in the financial model, and would consider it a wash.

Selectman McLeod wanted explanation of fire prevention. This model shown is the most conservative example.

Jeff Provost referred to the map where there will be fire supply along the entire water route existing and proposed.

Town Administrator Sullivan also showed the example of the fire supply incorporated in the financial model.

Selectmen Bruce Breton wanted to know the hook up cost would be. Town Administrator said it would be unknown at this time.

Selectmen Breton wanted to know how many hook ups potentially would be involved. Town Administrator noted that majority is commercial and will pay more than residential.

Selectmen Breton proposed a formula to follow how each property is zoned, and run the statistics in that regard. He also mentioned that he serves on the Water Commission and they see dedicated plans that could help with the water usage.

Community Development Director Rex Norman spoke to the effect of providing the information to Wesson and Sampson. The question of hook ups are important due to water quality and quantity, and these properties would benefit from the water line. Noted that this is important decision for the Town before them. Noted that the proposed area is commercially zoned, and interested parties are waiting for this decision. Is in favor of this Article.

Selectman Breton wanted more information regarding fees to all residents, and noted that the participants that are using should pay, not necessarily the non-users. Noted that if Town wants this Article to pass that they need to show how and who is paying.

Selectman McLeod pointed out the offset in TIF district within the Article and noted that this taxable will be around long after the bond is paid off and beneficial overall, providing tax relief and wanted Community Director to explain more.

Community Development Director Norman detailed that “Tax Incremental Finance” is a funding mechanism, designed through federal law to allow municipalities to fund particular projects. Once the bond has ended, the tax will stay and retain the value. Also noted that commercial property value gains would ultimately help with revenue versus residential.

Selectman Hohenberger shared his reasoning behind voting against the Article. He noted that it's not paying for additional water, it's just to purchase the water line. He thinks there needs to be more knowledge with the water line itself before going forward. There is no other entity building Phase 2 at that time, and has not

seen any detail surrounding this. He noted that the TIF district is just in the beginning to be implemented, and wants to know more regarding that function. There is no guarantee from any businesses in writing that they are committed in hooking up to this water line. There is also a misconception from residents that aren't directly abutting this area, that they will receive water, and will solve the cleanliness of the town water. He also referenced the water tank that is included, but has never seen any plans on it regarding the size.

Citizen David Tanis of Northland Road echoed Selectman Hohenberger's concerns, and referenced the newly installed pressure relieve valve station built at the entrance of his neighborhood, and wants to know more specifications on the water tank. Referenced about past meetings and assumptions and wants to know for sure what we are getting into. Overall, he questions if is this ready to be put in front of the voters. He also questioned if this could be taken off the ballot.

Selectman McLeod answered that in order for the Article to make it to the ballot, it required a vote to put it forward, then in which required another recommendation vote. The Board decided that the voters should weigh in on this important topic.

Citizen Galen Stearns of Bridle Bridge Road noted that the financial model seems flat in some areas, and wants to know for sure if the figures are accurate, particular the meter reader area. Also, stated that there is reliance on these grants and private donations--is there a time frame to collect this.

Town Administrator Sullivan noted that if funds were raised, then the State would have more of a consideration in offering the grant to Windham. As far as the meter reader, it would be taken over by a current staff member or it could be contracted out.

Citizen Stearns followed up with the land and the availability, would it be re-zoned for apartment complexes because of concerns of the impact in the school district. Community Development Norman stated that currently it is commercial zoned, so there could not be apartment complexes built. However, there is always a future opportunity for the Town to re-zone anything by the voters.

Citizens Stearns wanted to know what type of businesses are apt to be interested, and what would sewage impact cause.

Citizen Jacob Cross of Stonehedge Road referenced a prior Planning Board meeting and included statements of a comment made regarding the uptick in density for the Town's future.

Property owner Chris McCarthy on Indian Rock Road pointed out that currently water is contaminated by PFOS and PFAS. This is an ongoing issue that is holding the Town liable. There will be ongoing costs for the Town to remedy this. There is a State money source that is available for the Town, but if this isn't approved, then other communities will benefit instead. He noted that density of water won't change, but septic will change. Without doing this, it will change the businesses coming into Town.

Citizen Robert Coole of Morrison Road stated that the State considers this town as one of the five top communities in the State that have high contamination of water. The taxpayers will have to pay for the town buildings that are highlighted. Wants to know the cost of that portion of town to hook up to this water line. Ultimately, is in favor of the Article passing.

Chair of Economic Development Committee Gary Garfield wanted to address the perception of getting the water line will change the Town indefinitely. The focus is on the property itself, the land is not capable of having large businesses because of bedrock and other variables. Urges that this needs to go to the voters to make decision.

Citizen Daniel Popovici-Muller discussed sewage, and impact fees, but agrees that this Article should ultimately pass and the discussion needs to be had.

Citizen Ralph Valentine noted that sewage shouldn't be a concern in this case, and asked Selectman Breton to reconsider his recuse of this Article because of the participation at the State level, rather to recuse himself at the State level instead to help local matters.

No further discussion transpired. **Article 5 to be put on the ballot AS WRITTEN.**

ARTICLE 6. To see if the Town will vote to raise and appropriate the sum of Three Hundred Thousand and no 100ths (\$300,000) Dollars for the purpose of repairing the roof and stone exterior of the tower of the Searles Building and purchasing equipment, materials and furnishing of a lasting nature for said construction and payment of costs associated with the financing of said project, said sum to be in addition to any federal, state or private funds made available therefore, and to raise the same by issuance of not more than \$300,000 in bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to apply toward the cost any interest earned from the temporary investment of any bond or note and to take any other action as may be necessary to carry out and complete financing of the project. The Town anticipates that the Searles Revenue Fund will be applied to offset up to half of the costs associated with annual bond payments. (60% Majority Required) Recommended by the Board of Selectmen 4-0

Selectman Hohenberger noted that it will be funded by bond, and explained the breakdown of various bond lengths. He referred to Searles Chapel Trustees Elizabeth Dunn and Michael Mazalewski.

Trustees Dunn and Mazalewski offered a detailed presentation with a slide show of pictures of Searles School and Chapel. Ms. Dunn explained the history of the school and how it was used and how it is currently used. She also spoke of how the revenue plays into the operation and proposed Article. Mr. Mazalewski went over specifics of deterioration of the tower and other problematics.

Selectman Joel Desilets noted that many events have been held and he has attended and supportive of requests.

No further discussion transpired. **Article 6 to be put on the ballot AS WRITTEN.**

ARTICLE 7. To see if the Town will vote to raise and appropriate the sum of One Hundred Eighty Thousand, and no 100ths (\$180,000.00) Dollars for the purpose of repairing approximately 1800' of the Rockingham Recreational Rail Trail, including drainage, pavement improvements, and engineering planning associated with the construction and payment of costs associated with the financing of said project; any federal, state or private funds made available therefore shall be applied toward the cost of the project; and to raise the same by issuance of not more than \$80,000.00 in bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to apply toward the cost any interest earned from the temporary investment of any bond or note; and furthermore to authorize the withdrawal of \$50,000 from the Rail Trail Non-Capital Reserve Fund established for this purpose, with the balance of \$50,000 to be raised by general taxation; and to take any other action as may be necessary to carry out and complete financing of this project. This article is part of the Capital Improvement Program. (60% Majority Required) Recommended by the Board of Selectmen 4-1

Selectman McLeod explained the state of disarray in the area known as the rain forest. He added that this trail has been an enhancement of recreation activities in this area. He highlighted Mark Samsel, Norm Babineau, and others for their participation since the inception of this project.

Mark Samsel of the Windham Rail Trail Alliance explained in detail of what happens in this section of the rail trail in the winter time and summer time with ongoing drainage issues. He emphasized the high usage of our rail trail section in Town.

Selectman Desilets explained why he voted against this Article. He uses the trail, and thinks that all tax dollars matter. He ultimately thinks this isn't the right time to fund the project.

No further discussion transpired. **Article 7 to be placed on the ballot AS WRITTEN.**

Selectman Hohenberger motioned that Article 20 to be discussed at this time, due to Jeff Provost's participation. The motion was SECONDED. A call of the audience vote was in the affirmative.

ARTICLE 20. To see if the Town will vote to authorize the Board of Selectmen to negotiate and execute a lease agreement between the Town and the Town of Salem for the use of a parcel of land consisting of an area of 90 +/- feet x 135 feet with 90 +/- feet of frontage on the Northerly side of Northland Road situated on the Westerly side of a constructed access road as depicted on a certain plan entitled "Northland Road PRV/Chemical Feed Station" prepared by Weston & Sampson dated 2019. Said lease shall contain, but not be limited to the following terms:

1. *An initial term of up to twenty five (25) years,*
2. *The ability of the Board, in their discretion, and upon request, to extend the lease for up to two (2) additional twenty-five (25) year terms*
3. *Annual lease payment of \$1*
4. *The right for the Town of Salem to utilize the adjacent access road to provide access from the Easterly side of the demised premises to Northland Road.*

Recommended by the Board of Selectmen 5-0

Selectman Breton expressed the intent for the Selectmen to enter the agreement with the Town of Salem.

Citizen David Tanis asked why enter into a 25 year lease, but rather see the operation of this for 1 or 2 years, and then approach the 25 year option.

Citizen Popovici-Muller doesn't support the short term idea, because of the uncertainty of the large project.

Town Administrator Sullivan highlighted that Windham currently has a lease with Town of Salem, and want to carry over to the 25 year term.

ARTICLE 8. To see if the Town will vote to raise and appropriate the sum of \$75,000 to be added to the Property Maintenance Expendable Trust Fund. Recommended by the Board of Selectmen 4-1

Selectman Heath Partington explained on how all of these projects are funded and gave examples of past and future projects.

No further discussion transpired. **Article 8 to be placed on the ballot AS WRITTEN.**

ARTICLE 9. To see if the Town will vote to raise and appropriate the sum of \$32,500, said amount to be withdrawn from the balance in the previously established Searles Special Revenue Fund for payment of both marketing related and maintenance related costs associated with the Searles Building. Approval of this article will have no additional impact on the tax rate. Recommended by the Board of Selectmen 4-1

Selectman Breton noted that the costs are salary and revenue associated.

Selectman Hohenberger made a **MOTION to AMEND** Article 9 to remove the last sentence "Approval of this article will have no additional impact on the tax rate." Motion was seconded. Discussion on amendment is as follows:

Selectman Hohenberger is in favor of Searles School, and operation, however not in favor of the language insinuating that this building is self-funded. He remarked that this isn't a zero cost to the tax payer, but doesn't agree with the last sentence. He stated that the initial goals were to have that building to be self-funded.

Searles Trustee Betty Dunn verified that Selectman's statement is true, with it being not self-funded. However, agrees that the income pays for the costs associated with the building.

Town Administrator Sullivan noted that instead of removing last sentence, but to include "up to" in the first line, so that it limits expenditures to only \$32,500. He added that in order to spend the money, it needs to be available, so that is why the Article is raising the funds.

Selectman Hohenberger withdrew his Motion to Amend, and Selectman McLeod made a **MOTION TO AMEND** Article 9 to read: To see if the Town will vote to raise and appropriate the sum of up to \$32,500, said amount to be....

Motion seconded. Discussion on amendment to follow:

Citizen Daniel Popovici-Muller stated that this approach would cap the amount and thinks that the reserve needs to remain.

Searles Trustee Michael Malewski ultimately agrees with the intention of the amendment.

No further discussion on the amendment transpired. A vote was called and the amendment passed unanimously.

Article 9 to be put on the ballot AS AMENDED.

ARTICLE 10. To see if the Town will vote to approve the cost items included in the latest tentative bargaining agreement reached between the Selectmen and members of Local Union No. 1801 AFSCME (Municipal Union) and to further raise and appropriate the sum of \$29,220 representing the amount of the increased cost attributable to the increase in salaries and benefits to said members for the fiscal year 2020. Said contract to expire on March 31, 2023 with the additional cost for 2021 to be \$45,030, \$36,630 for 2022, and \$11,950 for 2023 at the current staffing level. Recommended by the Board of Selectmen 5-0

Selectman Hohenberger shared the highlights of the Article, such as the duration of the contract, COLA increases, changes to earned time, and health insurance options.

No further discussion transpired. **Article 10 to be placed on the ballot AS WRITTEN.**

ARTICLE 11. To see if the Town will vote to approve the cost items included in the latest tentative bargaining agreement reached between the Selectmen and members of Local Union No. 2915 IAFF (Fire Union) and to further raise and appropriate the sum of \$63,790 representing the amount of the increased cost attributable to the increase in salaries and benefits to said members for the fiscal year 2020. Said contract to expire on March 31, 2023 with the additional cost for 2021 to be \$73,540, \$72,150 for 2022, and \$17,960 for 2023 at the current staffing level. Recommended by the Board of Selectmen 5-0

Selectman Desilets shared that the negotiation process was a fair outcome, and hopes voters can support all union contracts due. He also pointed the COLA increases, and earned time changes. Hopes the earned time changes can be helpful to new and current employees.

No further discussion transpired. **Article 11 to be put on the ballot AS WRITTEN.**

ARTICLE 12. To see if the Town will vote to approve the cost items included in the latest tentative bargaining agreement reached between the Selectmen and members of Local Union No. 213 NEPBA (Police Union) and to further raise and appropriate the sum of \$56,150 representing the amount of the increased cost attributable to the increase in salaries and benefits to said members for the fiscal year 2020. Said contract to expire on March 31, 2023 with the additional cost for 2021 to be \$67,860, \$65,890 for 2022, and \$15,560 for 2023 at the current staffing level. Recommended by the Board of Selectmen 5-0

Selectman Breton stated that this contract mirrors the other contracts previously discussed.

No further discussion transpired. **Article 12 to be put on the ballot AS WRITTEN.**

ARTICLE 13. Shall the Town of Windham, if Articles #10, 11 or 12, are defeated, authorize the governing body to call one special meeting, at its option, to address Article(s) #10, 11, or 12, cost items only? Recommended by the Board of Selectmen 5-0

Selectman Desilets noted that this Article is used as a safety net, in case prior the union contracts fail.

No further discussion transpired.

Article 13 to be put on the ballot AS WRITTEN.

ARTICLE 14. To see if the Town will vote to raise and appropriate the sum of \$93,770 for the purpose of paying the second of three lease payments associated with the Fire Department Ambulance leased in 2019. This article is part of the Capital Improvements Program. Recommended by Board of Selectmen 5-0

Selectman Breton noted that this was a part of the Capital Improvements Program and that the original purchase of the ambulance is included in a non-funding clause which requires us to bring this forward each year.

No further discussion transpired. **Article 14 to be put on the ballot AS WRITTEN.**

ARTICLE 15. To see if the Town will vote to raise and appropriate the sum of \$50,000 for the purpose of purchasing a new Rescue Tool for the Windham Fire Department's Ladder Truck and to authorize the Board of Selectmen to contract for, accept and expend Federal Assistance to Firefighters Grant (AFG) funding in the amount of \$47,500 to be applied against said appropriation, with the balance of \$2,500 to come from general taxation. This will be a non-lapsing account per RSA 32:7, VI and will not lapse for a period of two (2) years. This article shall be deemed null and void if the AFG Grant is not approved. Recommended by the Board of Selectmen 4-0

Selectman McLeod noted that this only applies if the Town receives the grant. This would upgrade the existing ladder truck and add this tool.

Citizen Jacob Cross supports this Article, however stated that he didn't know what rescue tool meant, and eluded to the fact, that the voters would feel the same. He suggested that "jaws of life" should also be included.

Selectman Breton made a **MOTION to amend** the Article to read: To see if the Town will vote to raise and appropriate the sum of \$50,000 for the purpose of purchasing a new Rescue Tool (**Jaws of Life**) for the Windham Fire Department's....

No further discussion on the amendment transpired. A vote was called and the amendment passed unanimously.

Article 15 to be put on the ballot AS AMENDED.

ARTICLE 16. To see if the Town will vote to raise and appropriate the sum of \$65,000 for the purpose of making any needed repairs to the Police Station roof as well as replacing the roof shingles and rubber membranes. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the project is complete or for a period of two (2) years, whichever is less. This article is part of the Capital Improvement Program. Recommended by the Board of Selectmen 5-0

Selectman Partington stated that the Article was a part of the Capital Improvement Program. The funds will be used to replace the shingles, and rubber membranes as there has been water damage on the Police roof.

No further discussion transpired. **Article 16 to be put on the ballot AS WRITTEN.**

ARTICLE 17. To see if the Town will vote to raise and appropriate the sum of \$50,000 for the purpose of making improvements associated with Phase I of the Town Common Beautification project to include but not limited to installation of sidewalks and crosswalks along North Lowell Road in the area of the Town Center as well as improving the landscaping and utility of the Town Common area. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the project is complete or for a period of five (5) years, whichever is less. This article is part of the Capital Improvement Program. Recommended by the Board of Selectmen 5-0

Selectman Hohenberger explained the process of which how the funding was proposed from Capital Improvement Committee. Originally it was set for \$100,000, however due to budget restraints, the Board of Selectmen reduced the funding. He added that improvements will be sidewalks and crosswalk on North Lowell Road, and enhancements to the Town Common to include a bridge, fencing, and a gazebo.

No further discussion transpired. **Article 17 to be put on the ballot AS WRITTEN.**

ARTICLE 18. To see if the Town will vote, pursuant to RSA 162-K:1(II) to adopt the provisions of RSA 162-K MUNICIPAL ECONOMIC DEVELOPMENT AND REVITALIZATION DISTRICTS, authorizing the Town to establish one or more economic development and revitalization districts. Recommended by the Board of Selectmen 4-0

Selectman Desilets included the intention of the Article is to adopt Municipal Economic Development and Revitalizations Districts, referred as TIF Districts. He continued that this Article will need to pass to compliment a previous Article to have the conservative approach of funding.

Selectman McLeod added that the recommendation votes on the previous Article relative to this verbiage, were split, however this Article is in all support of the Board, because this will be the primary mechanism of establishing direct usage of participants.

Citizen Elizabeth "Betty" Dunn is in favor of the concept of the establishment of TIF Districts, whether or not in favor, at bare minimum all should be receptive of the notion. She added that perhaps more explanation should be provided to voters, such as the list of the possible districts that the Town has.

Selectman McLeod responded that the Board has to follow specific processes, verbiages, timelines set forth dedicated to the adoption of the TIF Districts.

No further discussion transpired. **Article 18 to be placed on the ballot AS WRITTEN.**

ARTICLE 19. "Shall we adopt the provisions of RSA 31:95-c to restrict 100% of the revenues from income derived from collection of water source demand charges (MSDC) from water line users to expenditures for the purpose of paying the loan or other payments associated with the purchase of the towns allotment of gallons of water from the City of Manchester associated with the Regional Water Line Project? Such revenues and expenditures shall be accounted for in a special revenue fund to be known as the MSDC Special Revenue fund, separate from the general fund. Any surplus in said fund shall not be deemed part of the general fund accumulated surplus and shall be expended only after a vote of the legislative body to appropriate a specific amount from said fund for a specific purpose related to the purpose of the fund or source of the revenue." Recommended by the Board of Selectmen 4-0

Selectman Hohenberger summarized that the intent of this Article is to create a special revenue fund (similar to Searles Revenue Fund) which will allow revenue generated from fees collected from users connecting to the water line to be accounted for separately from the general fund. These revenues would be used to pay for the bond that was taken out the previous year for the purchase of the water rights to 200,000 gallons associated with the Regional Water line.

No further discussion transpired. **Article 19 to be placed on the ballot AS WRITTEN.**

Point of reference: Article 20 was discussed earlier in the meeting.

ARTICLE 21. As authorized under RSA 72:35 (I-a), shall we modify the Tax Credit for Service-Connected Total Disability from property tax in the Town of Windham, for qualified taxpayers, from \$2,000 to \$4,000. Recommended by the Board of Selectmen 5-0

Selectman Partington stated that this has been established, and the Article is asking to request an additional \$2,000 to be applied to disabled veterans credit on property tax.

No further discussion transpired. **Article 21 to be placed on the ballot AS WRITTEN.**

ARTICLE 22. By Petition of Earl Bartlett and others “This article is to respectfully ask for your consideration in a Yes vote to allow the Town Voters, Property Owners and / or the Town Council, Selectmen and the Town Administrator to grant relief of a hardship by removing deed restrictions placed on 13 Third Street (16-P-1004) and two small abutting lots (16-P-501 &502). A Yes, would allow the property owner reasonable use of their land. Allowing removal of the deed restrictions would make it possible for a structure on the property. This land is the same size or greater than the past and present lots being developed. The property is large enough to support a well and a septic, thus not effecting surrounding abutters.” Not Recommended by the Board of Selectmen 5-0

Selectman McLeod stated that this is a citizen's petition and the Board couldn't change the Article at the public hearing. He added, the properties that are reference were formerly owned by the Town and acquired through tax deed in either 1971 or 1991. The Town advertised the sale of these properties in 2013 through a public bid process and sold them to the current owner for \$15,113. The properties were advertised and sold with deed restrictions "that each of the conveyed parcels cannot be subdivided, or developed with structures of any kind. They may be used only as open space, for unpaved parking of motor vehicles as accessory to adjoining properties and /or installation of one or more State approved septic systems, or water supply wells, all such used complying with all Town and State applicable rules, regulations, and ordinances, including but not limited to the Town Zoning Ordinance, Watershed Protection Ordinance, and the State's Shoreline Protection Act.

Town Administrator Sullivan called a point of order for clarification for Attorney Bernard Campbell regarding this Article and if the body votes in the affirmative, it's authorizing the Board to release the restrictions but ultimately the Board needs to make the decision.

Attorney Campbell offered that the Article as written would grant the authority to the Board to enter into a release of covenants, however it doesn't mandate it's release, it would up to the Board to ultimately make the decision. He also suggested that if the Board were to move forward, that there should be a cost associated because of the rights have a value to them, and Board can't "gift" any Town assets.

Petitioner Michael Callahan stated that his goal is to have the voter's decide first. He stated he is a seasonal resident, and was approved by the body to participate in the meeting. He continued that even it was approved by the voters, there would still be a separate process with the Board as well.

Selectman Desilets highlighted that currently it not recommended by the Board unanimously. He continued that the history of the lot, and why the Town had owned that in the event that an abutter would need to use it for a purpose that couldn't support within their own property lines. If it were to pass, he shared he would not support the next process of signing over of the property.

Citizen Kim Monterio of Rock Pond Road noted that the Article's perception may be misleading, and she offered the following amendment and it was seconded to add the following:

The property was sold to the current owner in a public bid process for \$15,113 in 2013, a price commensurate with the deed restrictions placed on it.

Selectman Breton questioned Attorney Campbell about the language "A yes vote"

Attorney Campbell said he doesn't have a legal opinion, however shared that it's a citizen's petition and this Article can be amended (without striking the subject matter). Also, asked where the proposed amendment sentence will be placed.

Selectman Desilets wasn't aware of having the ability to amend citizen's petition articles, but while this amendment is on the table, it led to more discussion of changing the wording.

Citizen John Gage of Fordway Extension stated his was uncomfortable with the original wording of the Article, specifically naming the hardship language.

Petitioner Callahan does not support the amendment.

Moderator Griffin called for a vote on the amendment, it passed unanimously.

Selectman McLeod provided another amendment to strike out the following sentence:

A Yes, would allow the property owner reasonable use of their land.

Moderator Griffin called a vote on the amendment, it passed unanimously.

Selectman Desilets offered several additional amendments to the Article, mostly striking out several sentences.

Citizen Elizabeth Dunn spoke to Article stating that the area being discussed is on Third St and highly congested and because of where the location is in the Water Shed protection was a reason that the Town purchased that small piece of land to begin with and set the deed restrictions. If they were to remove the restrictions, then more development may occur.

Citizen Robert Coole spoke to the amendments offered, and was wondering if some of the language being removed may indicate that the Board is taking away what the petitioner indicates in the Article as a hardship. He questioned the Board's right to amend the Article because of it being a citizen's petition.

Selectman McLeod answered that if the hardship remained, they would need to add self-imposed hardship, because the language is subjective.

Petitioner Callahan plans to publicize this contact information for those that are interested.

Selectman McLeod added another amendment, and ultimately Moderator Griffin ask for a vote from the body to state the following:

By Petition of Earl Bartlett and others "This article is to respectfully ask for your consideration in a Yes vote to allow the Selectmen to remove deed restrictions placed on 13 Third Street (16-P-1004) and two small abutting lots (16-P-501 & 502). Allowing removal of the deed restrictions would make it possible for a structure on the property. This land is the same size or greater than the past and present lots being developed. The property was sold to the current owner in a public bid process for \$15,113 in 2013, a price commensurate with the deed restrictions placed on it.

The body voted in the affirmative.

Citizen Eileen Mashimo of Netherwood Road offered an additional amendment to include in the last sentence that "A majority people in attendance at the Deliberative Session are in agreement with the Selectmen and do not support this petition"

Attorney Campbell stated that the amendment would not be necessary, as whatever the majority of the body's intention will already be sent out to the ballot. That language wouldn't be appropriate to add.

Proposed amendment failed.

No further discussion transpired. **Article 22 to be placed on the ballot AS AMENDED.**

ARTICLE 23. By Petition of David Johns and others "Shall we allow the operation of keno games within the Town of Windham"

Selectman Breton noted that there are 13 establishments in Town that could potentially start keno, and a portion of the funding will go to Kindergarten.

Selectman Desilets asked why there was no recommendation vote on the Article.

Selectman McLeod answered that when this petition and the following came forward, the Board was split on their votes. Rather than having the citizens see that split vote, and the fact that there was no funding to be raised, it was preferred that no recommendation was added.

Selectman Desilets asked about additional education aid, win or lose it won't interfere with the funding Kindergarten monies.

No further discussion transpired. **Article 23 to be placed on the ballot AS WRITTEN.**

ARTICLE 24. By Petition of John Gage and others "New Hampshire Resolution to Take Action on Climate Pollution: We the town of Windham hereby call upon our State and Federal elected representatives to enact carbon-pricing legislation to protect New Hampshire from the costs and environmental risk of continued climate inaction. To protect households, we support a Carbon Fee and Dividend approach that charges fossil fuel producers for their carbon pollution and rebates the money collected to all residents on an equal basis. Enacting a Carbon Cash-Back program decreases long-term fossil-fuel dependence, aids in the economic transition for energy consumers, and keeps local energy dollars in New Hampshire's economy. Carbon Cash-Back has been championed by US economists (Jan 17, 2019 WSJ) as the most effective and fair way to deliver rapid reductions in harmful carbon emissions at the scale required for our society.

We expect our representatives to lead in this critical moment for the health and well-being of our citizens and for the protection of New Hampshire's natural resources upon which we all rely.

The record of the vote approving this article shall be transmitted by written notice to Windham's State Legislators, to the Governor of New Hampshire, to Windham's Congressional Delegation, and to the President of the United States, informing them of the instructions from their constituents, by Windham's Select Board, within 30 days of this vote.

Petitioner John Gage of Fordway Extension summarized that this gives the opportunity to the voters a voice for climate control. He noted that 164 Towns have already voted in favor of a similar Article, however Federal movement never occurred. Windham is one of a dozen that is set to vote on this Article on a local level.

No further discussion transpired. **Article 24 to be placed on the ballot AS WRITTEN.**

ARTICLE 25. Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$16,035,134.45. Should this article be defeated, the operating budget shall be \$15,711,529.45 which is the same as last year, with certain adjustments required by previous action of the town, or by law, or the governing body may hold one special meeting in accordance with RSA 40:13 X and XVI to take up the issue of a revised operating budget only.

Town Officers' Salaries	\$ 3,330	Emergency Management	12,470
Administration	784,770	Community Development	564,790
Town Clerk Expenses	361,125	Town Highway Maintenance	1,158,920
Tax Collector Expenses	173,970	Street Lighting	17,830
Election and Registration	51,140	Solid Waste Disposal	1,244,600
Cemeteries	41,450	Health and Human Services	50,475
General Gov't Buildings	408,670	General Assistance	45,540
Appraisal of Properties	203,515	Library	1,292,345
Information Technologies	265,560	Recreation	255,600
Town Museum	5,650	Historic District Commission	7,300
Searles Building	10,090	Conservation Commission	6,910
Legal Expenses	51,900	Senior Center	5,170
Retirement Service Charges	4,000	Cable TV Expenses	124,430
Insurance	340,645	Interest Expenses (TANs)	500
Contracted Services	5	Long Term Debt (Principal \$351,037.15 and Interest \$78,052.30)	429,089.45
Police Department	3,439,360	Capital Outlay – Roads (Part of CIP)	300,000
Dispatching	515,965		
Fire Department	3,858,020		

Recommended by the Board of Selectmen 5-0

No further discussion transpired. **Article 25 to be placed on the ballot AS WRITTEN.**

OTHER BUSINESS: Moderator Griffin reminded the audience that the Presidential Primary will take place the following Tuesday, and encouraged everyone to vote.

Motion to adjourn and seconded by all. Meeting adjourned at 12:22pm.

Respectfully submitted,



Nicole Bottai, Town Clerk

TOWN OF WINDHAM, NH, MARCH 10TH, 2020
Windham High School Gymnasium
2nd session of Town Meeting (voting of Town Articles)

On March 10th, 2020 Peter J. Griffin, Moderator declared the polls open. He announced that there were protest petitions for Article 3- Citizen's Petition #1. He also announced that at 9:00am the Absentee ballots will begin to be processed. Results are as followed:

ARTICLE 1. To choose all necessary Town Officers for the year ensuing.		
BOARD OF SELECTMEN For Three Years Vote for ONLY Two MATTHEW ROUNDS 449 JENNIFER SIMMONS 1812 BRUCE R. BRETON 1514 STEVEN PAWLYK 732 (Write-in) (Write-in)	TRUSTEE OF THE CEMETERY For Three Years Vote for ONLY One BARBARA A. COISH 2210 (Write-in)	ZONING BOARD OF ADJUSTMENT For Two Years Vote for ONLY One NEELIMA GOGUMALLA 2110 (Write-in)
TRUSTEE OF THE TRUST FUND For Three Years Vote for ONLY One KEVIN EASTWOOD 2122 (Write-in)	TRUSTEE OF THE LIBRARY For Three Years Vote for ONLY Two MARK BRANOFF 1795 JAIME SLOCUM 1926 (Write-in) (Write-in)	ZONING BOARD OF ADJUSTMENT For Three Years Vote for ONLY One NICHOLAS J. SHEA 2047 (Write-in)
TOWN MODERATOR For Two Years Vote for ONLY One PETER GRIFFIN 2270 (Write-in)	PLANNING BOARD For Three Years Vote for ONLY Two MARK GROSS 483 RUTH-ELLEN POST 1356 JACOB CROSS 1282 PAUL GOSSELIN 902 (Write-in) (Write-in)	SUPERVISOR OF THE CHECKLIST For Six Years Vote for ONLY One ROY K. DENNEHY 2044 (Write-in)
ARTICLES		
ARTICLE 5. To see if the Town will vote to raise and appropriate the sum of Nine Million Five Hundred Thousand and no 100ths (\$9,500,000.00) Dollars for the purpose of constructing a water line from the area of Route 111 and Range Road westward along Route 111 to Ledge Road, for approximately 22,380 LF, to include cost of engineering, planning, bid documentation, right of way, and construction expenses, as well as payment of costs associated with the financing of said project; said sum to be in addition to any federal, state or private funds made available therefor, and to raise the same by issuance of not more than \$6,336,500.00 in bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to apply toward the cost any interest earned from the temporary investment of any bond or note and to take any other action as may be necessary to carry out and complete financing of this project, with the balance of \$3,163,500 to come from private contributions from users of the water line and / or grants from such sources as the NHDES Drinking Water and Groundwater Trust Fund. Should this article be approved but the grants and/or private donations not be awarded or received, this article shall be considered null and void. The Town anticipates that its agreement with the franchisee who will operate the water service will include provisions to receive fees for connections to the water line over time, which will be applied to offset costs associated with bond payments. (60% Majority Required)		
<i>Recommended by the Board of Selectmen 4-1</i>		
		774 YES NO 1693

ARTICLE 6. To see if the Town will vote to raise and appropriate the sum of Three Hundred Thousand and no 100ths (\$300,000) Dollars for the purpose of repairing the roof and stone exterior of the tower of the Searles Building and purchasing equipment, materials and furnishing of a lasting nature for said construction and payment of costs associated with the financing of said project, said sum to be in addition to any federal, state or private funds made available therefore, and to raise the same by issuance of not more than \$300,000 in bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to apply toward the cost any interest earned from the temporary investment of any bond or note and to take any other action as may be necessary to carry out and complete financing of the project. The Town anticipates that the Searles Revenue Fund will be applied to offset up to half of the costs associated with annual bond payments. (60% Majority Required)

1823
YES
NO 864

Recommended by the Board of Selectmen 5-0

ARTICLE 7. To see if the Town will vote to raise and appropriate the sum of One Hundred Eighty Thousand, and no 100ths (\$180,000) Dollars for the purpose of repairing approximately 1800' of the Rockingham Recreational Rail Trail, including drainage, pavement improvements, and engineering planning associated with the construction and payment of costs associated with the financing of said project; any federal, state or private funds made available therefore shall be applied toward the cost of the project; and to raise the same by issuance of not more than \$80,000 in bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33) and to authorize the Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to apply toward the cost any interest earned from the temporary investment of any bond or note; and furthermore to authorize the withdrawal of \$50,000 from the Rail Trail Non-Capital Reserve Fund established for this purpose, with the balance of \$50,000 to be raised by general taxation; and to take any other action as may be necessary to carry out and complete financing of this project. This article is part of the Capital Improvement Program. (60% Majority Required)

1815
YES
NO 877

Recommended by the Board of Selectmen 4-1

ARTICLE 8. To see if the Town will vote to raise and appropriate the sum of \$75,000 to be added to the Property Maintenance Expendable Trust Fund.

Recommended by the Board of Selectmen 5-0

1677
YES
NO 955

ARTICLE 9. To see if the Town will vote to raise and appropriate the sum of up to \$32,500, said amount to be withdrawn from the balance in the previously established Searles Special Revenue Fund for payment of both marketing related and maintenance related costs associated with the Searles Building. Approval of this article will have no additional impact on the tax rate.

Recommended by the Board of Selectmen 5-0

1991
YES
NO 662

ARTICLE 10. To see if the Town will vote to approve the cost items included in the latest tentative bargaining agreement reached between the Selectmen and members of Local Union No. 1801 AFSCME (Municipal Union) and to further raise and appropriate the sum of \$29,220 representing the amount of the increased cost attributable to the increase in salaries and benefits to said members for the fiscal year 2020. Said contract to expire on March 31, 2023 with the additional cost for 2021 to be \$45,030, \$36,630 for 2022, and \$11,950 for 2023 at the current staffing level.

Recommended by the Board of Selectmen 5-0

1797
YES
NO 838

ARTICLE 11. To see if the Town will vote to approve the cost items included in the latest tentative bargaining agreement reached between the Selectmen and members of Local Union No. 2915 IAFF (Fire Union) and to further raise and appropriate the sum of \$63,790 representing the amount of the increased cost attributable to the increase in salaries and benefits to said members for the fiscal year 2020. Said contract to expire on March 31, 2023 with the additional cost for 2021 to be \$73,540, \$72,150 for 2022, and \$17,960 for 2023 at the current staffing level.

Recommended by the Board of Selectmen 5-0

1881
YES
NO 762

ARTICLE 12. To see if the Town will vote to approve the cost items included in the latest tentative bargaining agreement reached between the Selectmen and members of Local Union No. 213 NEPBA (Police Union) and to further raise and appropriate the sum of \$56,150 representing the amount of the increased cost attributable to the increase in salaries and benefits to said members for the fiscal year 2020. Said contract to expire on March 31, 2023 with the additional cost for 2021 to be \$67,860, \$65,890 for 2022, and \$15,560 for 2023 at the current staffing level.

Recommended by the Board of Selectmen 5-0

1888
YES
NO 747

ARTICLE 13. Shall the Town of Windham, if Article(s) #10, 11, or 12, are defeated, authorize the governing body to call one special meeting, at its option, to address Article(s) #10, 11, or 12, cost items only?

Recommended by the Board of Selectmen 5-0

1782
YES
NO 849

ARTICLE 14. To see if the Town will vote to raise and appropriate the sum of \$93,770 for the purpose of paying the second of three lease payments associated with the Fire Department Ambulance leased in 2019. This article is part of the Capital Improvements Program.	<i>Recommended by the Board of Selectmen 5-0</i>	2326 YES NO 387
ARTICLE 15. To see if the Town will vote to raise and appropriate the sum of \$50,000 for the purpose of purchasing a new Rescue Tool (Jaws of Life) for the Windham Fire Department's Ladder Truck and to authorize the Board of Selectmen to contract for, accept and expend Federal Assistance to Firefighters Grant (AFG) funding in the amount of \$47,500 to be applied against said appropriation, with the balance of \$2,500 to come from general taxation. This will be a non-lapsing account per RSA 32:7, VI and will not lapse for a period of two (2) years. This article shall be deemed null and void if the AFG Grant is not approved.	<i>Recommended by the Board of Selectmen 5-0</i>	2270 YES NO 445
ARTICLE 16. To see if the Town will vote to raise and appropriate the sum of \$65,000 for the purpose of making any needed repairs to the Police Station roof as well as replacing the roof shingles and rubber membranes. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the project is complete or for a period of two (2) years, whichever is less. This article is part of the Capital Improvement Program.	<i>Recommended by the Board of Selectmen 5-0</i>	2134 YES NO 559
ARTICLE 17. To see if the Town will vote to raise and appropriate the sum of \$50,000 for the purpose of making improvements associated with Phase I of the Town Common Beautification project to include but not limited to installation of sidewalks and crosswalks along North Lowell Road in the area of the Town Center as well as improving the landscaping and utility of the Town Common area. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the project is complete or for a period of five (5) years, whichever is less. This article is part of the Capital Improvement Program.	<i>Recommended by the Board of Selectmen 5-0</i>	1598 YES NO 1095
ARTICLE 18. To see if the Town will vote, pursuant to RSA 162-K:1(II) to adopt the provisions of RSA 162-K "Municipal Economic Development and Revitalization Districts", authorizing the Town to establish one or more economic development and revitalization districts.	<i>Recommended by the Board of Selectmen 5-0</i>	1444 YES NO 1179
ARTICLE 19. "Shall we adopt the provisions of RSA 31:95-c to restrict 100% of the revenues from income derived from collection of water source demand charges (MSDC) from water line users to expenditures for the purpose of paying the loan or other payments associated with the purchase of the towns allotment of gallons of water from the City of Manchester associated with the Regional Water Line Project? Such revenues and expenditures shall be accounted for in a special revenue fund to be known as the MSDC Special Revenue fund, separate from the general fund. Any surplus in said fund shall not be deemed part of the general fund accumulated surplus and shall be expended only after a vote of the legislative body to appropriate a specific amount from said fund for a specific purpose related to the purpose of the fund or source of the revenue."	<i>Recommended by the Board of Selectmen 5-0</i>	1700 YES NO 866
ARTICLE 20. To see if the Town will vote to authorize the Board of Selectmen to negotiate and execute a lease agreement between the Town and the Town of Salem for the use of a parcel of land consisting of an area of 90 +/- feet x 135 feet with 90+/- feet of frontage on the Northerly side of Northland Road situated on the Westerly side of a constructed access road as depicted on a certain plan entitled "Northland Road PRV/Chemical Feed Station" prepared by Weston & Sampson dated 2019. Said lease shall contain, but not be limited to the following terms:	<ol style="list-style-type: none"> 1. An initial term of up to twenty five (25) years 2. The ability of the Board, in their discretion, and upon request, to extend the lease for up to two (2) additional twenty-five (25) year terms 3. Annual lease payment of \$1 4. The right for the Town of Salem to utilize the adjacent access road to provide access from the Easterly side of the demised premises to Northland Road. 	<i>Recommended by the Board of Selectmen 4-1</i> 1449 YES NO 1093
ARTICLE 21. As authorized under RSA 72:35 (I-a), shall we modify the Tax Credit for Service-Connected Total Disability from property tax in the Town of Windham, for qualified taxpayers, from \$2,000 to \$4,000.	<i>Recommended by the Board of Selectmen 5-0</i>	1989 YES NO 522
ARTICLE 22. By Petition of Earl Bartlett and others "This article is to respectfully ask for your consideration in a Yes vote to allow the Selectmen to remove deed restrictions placed on 13 Third Street (16-P-1004) and two small abutting lots (16-P-501 & 502). Allowing removal of the deed restrictions would make it possible for a structure on the property. This land is the same size or greater than the past and present lots being developed. The property was sold to the current owner in a public bid process for \$15,113 in 2013, a price commensurate with the deed restrictions placed on it.	<i>Not Recommended by the Board of Selectmen 5-0</i>	856 YES NO 1670
ARTICLE 23. By Petition of David Johns and others "Shall we allow the operation of keno games within the Town of Windham"		1143 YES NO 412

ARTICLE 24. By Petition of John Gage and others "New Hampshire Resolution to Take Action on Climate Pollution: We the town of Windham hereby call upon our State and Federal elected representatives to enact carbon-pricing legislation to protect New Hampshire from the costs and environmental risks of continued climate inaction. To protect households, we support a Carbon Fee and Dividend approach that charges fossil fuel producers for their carbon pollution and rebates the money collected to all residents on an equal basis. Enacting a Carbon Cash-Back program decreases long-term fossil-fuel dependence, aids in the economic transition for energy consumers, and keeps local energy dollars in New Hampshire's economy. Carbon Cash-Back has been championed by US economists (Jan 17, 2019 WSJ) as the most effective and fair way to deliver rapid reductions in harmful carbon emissions at the scale required for our society.

We expect our representatives to lead in this critical moment for the health and well-being of our citizens and for the protection of New Hampshire's natural resources upon which we all rely.

The record of the vote approving this article shall be transmitted by written notice to Windham's State Legislators, to the Governor of New Hampshire, to Windham's Congressional Delegation, and to the President of the United States, informing them of the instructions from their constituents, by Windham's Select Board, within 30 days of this vote.

1294

YES

NO

1185

ARTICLE 25. Shall the Town raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$16,035,134.45. Should this article be defeated, the operating budget shall be \$15,711,529.45 which is the same as last year, with certain adjustments required by previous action of the town, or by law, or the governing body may hold one special meeting in accordance with RSA 40:13 X and XVI to take up the issue of a revised operating budget only.

Town Officers' Salaries	\$ 3,330	Emergency Management	12,470	
Administration	784,770	Community Development	564,790	
Town Clerk Expenses	361,125	Town Highway Maintenance	1,158,920	
Tax Collector Expenses	173,970	Street Lighting	17,830	
Election and Registration	51,140	Solid Waste Disposal	1,244,600	
Cemeteries	41,450	Health and Human Services	50,475	
General Gov't Buildings	408,670	General Assistance	45,540	
Appraisal of Properties	203,515	Library	1,292,345	
Information Technologies	265,560	Recreation	255,600	
Town Museum	5,650	Historic District Commission	7,300	
Searles Building	10,090	Conservation Commission	6,910	
Legal Expenses	51,900	Senior Center	5,170	
Retirement Service Charges	4,000	Cable TV Expenses	124,430	1845
Insurance	340,645	Interest Expenses (TANs)	500	YES
Contracted Services	5	Long Term Debt	429,089.45	NO
Police Department	3,439,360	(Principal \$351,037.15 and Interest \$78,052.30)		
Dispatching	515,965	Capital Outlay – Roads (Part of CIP)	300,000	750
Fire Department	3,858,020			

Recommended by the Board of Selectmen 5-0

**Note: Warrant Article 25 (operating budget does not include appropriations proposed under any other warrant articles).*

There were 142 successfully executed absentee ballots. There were 52 voters that registered to vote on Election Day, and total ballots cast were 2,777 (absentee ballots are included in total ballots cast).

Respectfully submitted,

Nicole Bottai, Town Clerk

BOARD OF SELECTMEN



On behalf of all that do so much for our community, we are pleased to submit our annual report for 2020. Over this past year the Board, and all the staff and volunteers, have been involved with a myriad of different issues. It is through the dedication and passion of all those associated with the community that we have been able to accomplish many things, and for their commitment we extend our heartfelt appreciation. While we cannot cover all that has been achieved, we welcome the opportunity to share some of the more notable accomplishments that took place this past year.

COVID-19 Pandemic: Soon after the town election in March, our community, and the world, was hit with the COVID-19 Pandemic. The Board, in concert with staff including our frontline public safety officials, had numerous meetings at the onset with decisions made to balance the service needs of the community with the health and safety of the public and the employees. Although there were some short-term interruptions in daily activities, nearly all town offices continued to deliver excellent service to the community which included the use of online/website, drive-by and mailbox service when appropriate. Masks and social distancing were required in all town buildings for all employees, the public and volunteers. Soon after, plexiglass was installed in areas offering service to the public to limit the spread of the virus.

The IT department quickly rose to the challenge, upgrading technology where necessary to facilitate remote access to public meetings, as well as employee remote access to systems critical for day-to-day operation. The Board of Selectmen continued to meet every other week with a majority of the members utilizing online video conferencing. The public and staff also participated remotely. Those in the public meeting room wore masks. Although the product on TV and in person may have looked different, the result was as good or better than prior to the pandemic.

Special consideration was given to any events that typically required gathering of people. This led to many of the typical recreation offerings being offered in alternate formats to allow for either social distancing or drive by observance. Although the crowds were limited, Recreation Director Cheryl Haas's "outside the box thinking" allowed the spirit of these events to remain including, but not limited to: visits to veterans' homes before Memorial Day weekend, drive-by Easter Bunny, the annual Easter Egg Hunt, drive-by Santa Claus, local bands playing outside town buildings and food trucks at Griffin Park.

Two successful elections were held during the pandemic as well; the State Primary in September and the General Election in November. Absentee ballot usage was significantly higher as social distancing remained important. Mandatory masks at the polls combined with alternate mechanisms tailored by our Election Officials to handle special considerations allowed all voters a safe mechanism to fulfill their voting privilege.

TIF District: Significant effort was put in by Community Development Director Rex Norman to finalize the TIF District Plan. The Board held several public meetings throughout the course of the year to update the plan and receive input from both the public and the Planning Board. The intent of the TIF District is to help fund a potential Phase 2 of the waterline extending westerly along Route 111 from Range Road to Ledge Road. The plan for the financing of the water line includes 1/3 grant and/or private funding and 2/3 bond payments to make up the 9.5-million-dollar project. The TIF District will collect moneys from incremental property tax valuations in the district that would then be applied towards the Phase 2 water line bond should that portion of the water line pass at Town Meeting in the future. Funding the water line using the TIF District is crucial to limiting the financial impact on the community when considering the existing plan.

Phase 1 Water Line: We, along with staff, spent a considerable amount of time this past year working on an agreement with the Town of Salem to administer the water line for Windham residents and businesses along Phase 1 of the water line. The Windham portion of the line runs south down Route 28, then west along Route 111 ending at Klemm's McDonalds. Although significant progress has been made on the agreement, it is not yet finalized. We hope this will come to fruition by early spring. Additionally, along with the Town of Salem and Pennichuck Water, we submitted a petition to the Public Utilities Commission (PUC) requesting that the franchise area abutting the Regional Water Line, from the Derry town line running south on Route 28 and then up along Route 111 through to the intersection with Route 111A, be transferred from Pennichuck to the Town of Salem to facilitate the operations agreement. At year end, we are still awaiting a decision from the PUC.

Community Development Department Reorganization: The Board and staff worked through the reorganization of the Community Development Department. Using the foundation being laid out by our department heads in a working Strategic Plan for 2025, the new look of the Community Development Department will place more of an emphasis on planning and engineering and less on economic development moving forward. Initial changes will include the hiring of a new Certified Planner and a full-time Code Enforcement/ZBA Administrator. In the future, we will also transition the current Community Development Director's role to a new role with a focus on engineering. With these changes, it is expected that the department will deliver better service to the community taking into account the changing economic landscape of the next few years.

PFOS Investigation: Wilcox and Barton Engineering continued to be retained by the Town to conduct additional site investigation, as ordered by NH DES, to further delineate the extent and severity of the PFOS/PFOA contamination in levels exceeding the allowed drinking standards in wells in the area of both the former fire station on North Lowell Road as well as the current station on Fellows Road. To date, 29 properties, including several municipal buildings, have been determined to exceed the established State of New Hampshire minimum allowance of 15 parts per trillion (ppt) for PFOS, and 12 ppt for PFOA, 18 ppt for PFHxS and 11 ppt for PFNA. The Board has considered the installation of both point-of-entry (POE) water systems and bottled water service for these properties to mitigate the risks at these locations. To date, all of the 7 impacted town buildings have had POEs installed while 10 of the other private properties are currently receiving bottled water from the town. Our 2021 budget proposal includes funds to begin installing POE systems to several of the impacted private properties.

Castle Hill Bridge Replacement: Working with the State of NH we selected the firm of William Davis to complete the work needed to replace the steel arched pipe bridge with a 24' precast bridge structure. In late December the work was completed and the road was reopened to vehicle traffic after several years of being closed. The project, once all reimbursements have been received, will ultimately be fully funded by State monies through either a State Bridge Aid Grant or additional Highway Improvement Funds.

Use of Former Police Station/School Building on Haverhill Road: Work to renovate the lower floor of the former police station/school building at 21 Haverhill Road was completed this year with Police Impact Fees. This section of the building, along with outside/inside animal kennels, is now used by our police department for its Community Resource Officer.

Use of Property Maintenance Trust and Facilities Maintenance Trust Funds: The Property Maintenance Trust was used primarily for four large projects: (1) replacement of one of the HVAC systems at the Searles Building; (2) replacement of the Community Development Department's septic system; (3) replacement of the Police Department's well pump; and (4) replacement of the deck in front of the Depot Building. Next year, we plan to use funds, in the Trust, to replace carpeting in several buildings, and repaint areas within several buildings, as well as repair the concrete pad in front of the Griffin Park multipurpose building.

Bond Releases and Road Acceptances: Upon the recommendation of the Planning Board, several partial road bond releases were approved. However, no new roads were ready for final acceptance as Town roads.

Personnel: We experienced a few changes in personnel this past year through retirements, new hires, and resignations for other endeavors.

Employees who began their employment with us in 2020:

Daniel Boudreau, Police Officer
Shannon Campbell, Police Officer
Damien Davis, General Services Laborer
John Devlin, General Services Laborer
Stephen DiGloria, General Services Laborer

Robert Parker, Finance Bookkeeper
Oriana Raymond, Searles Coordinator
Kathleen Roche, Library Assistant
James Saulnier, Deputy Fire Chief

Employees terminating employment in 2020:

Edward Morgan, Asst. Fire Chief (Retired)
Steve Hindes, Highway Laborer (Retired)
Gordon Campbell, Firefighter (Retired)
Lauren Chartier, Library Assistant
Devon Crawford, General Services Laborer
Cathy Duve, Library Assistant

Nancy Hogle, Deputy Town Clerk
Christy Kadish, Searles Coordinator
Maureen Kingsley, Library Assistant
Theresa Moore, Police Officer
Maryann Nee, Van Driver
Nicole Yennaco, Finance Bookkeeper

We welcome our new employees to our community and wish them every success in their new positions. To those who have left employment with our Town, we extend our deepest appreciation for their service and wish them the best in their future endeavors. To Assistant Chief Ed Morgan, Steve Hindes, and Gordon Campbell, we extend our deepest appreciation for their dedication to the Town and wish them the best in their retirements or, in Firefighter Campbell's case, not only our best wishes for retirement but also continued good luck as he begins a new chapter with the Town as a call firefighter.

Donations: As in past years, the Town was blessed to be the recipient of many donations of equipment, funds, and services. We would like to extend our deepest appreciation and gratitude to those who give so generously to our community in other areas as well. On behalf of the Town, we would like to recognize some of the key donations received:

- \$5,000 from Bruce and Gina Anderson towards the Town Common bridge project.
- \$4,200 in materials from Cairns and Sons, towards parking lot improvements at the Clyde Pond Conservation Area.
- \$4,700 in services and resources from Jim Logan, parking lot improvements at the Clyde Pond Conservation Area.
- A hand crafted wooden American flag from Al Letizio, that was crafted by an artisan from the timbers recovered from Canobie Lake that were sunken there after the 1938 hurricane. The flag hangs on the wall in the Community Development Department meeting room.
- \$500 from Doreen Demone, in memory of Lieutenant James Brown, towards supplies for the Animal Control Facility.
- \$1,880.88 from the Cobbetts Pond Watersports Club for water rescue equipment for the Fire Department.
- \$790 from various individuals given in memory of Joan Normington for use by the Historic District Commission.
- \$180 from Vivian Thamer, and Giana and Sienna Gattinella, towards Personnel Protective Supplies for the Police Department.
- Fifteen (15) boxes of latex examination gloves from the Rotary Club of Greater Salem for use by our Police and Fire Departments.

This past year has been like no other as we all have faced the COVID 19 Pandemic. As a Board, we are beyond grateful to the entire community of Windham, its residents, business owners, our staff and volunteers, for their support of each other and for all you have done to help us maintain the operations of the community and hold onto some sense of normalcy in certainly a not so normal time. As Anthony J. D'Angelo wrote, *"Without a sense of caring, there can be no sense of community."* Truly, Windham embodies the word Community, and this past year it has shone brightly.

While we have had to shift how we conduct business, the Board is proud of all the accomplishments and achievements the Town has been able to attain through the collective efforts of everyone associated with the Town, be they a resident, owner of a local business, an employee, or an elected or appointed volunteer. The grit and determination shown by all has been remarkable.

As we move into 2021, we know that the difficulties of the pandemic will still be with us, but we remain hopeful that with the arrival of a vaccine, we will come through to the other side soon. We look forward to working on the various projects and issues that are before us including completing the Regional Water Line Operations Agreement with the Town of Salem and making strides towards finalizing the PFOS investigation studies while beginning to provide treatments to the impacted properties.

As your Board of Selectmen, we are honored to serve you. We pledge our continued commitment to serve Windham to the best of our abilities and promise to be open to all comments and suggestions as we work to carry out each task and issue that comes before us. Our doors are open and we welcome your input and involvement.

Respectfully submitted,



Ross McLeod, Chair

For the entire Board:

Heath Partington, Vice Chair

Roger Hohenberger

Bruce Breton

Jennifer Simmons

TOWN ADMINISTRATOR



I am pleased to submit my Administrator's report for 2020, focusing on our budget recommendations for the upcoming year; whereas the Board of Selectmen report highlights the accomplishments of our Town departments, staff, and volunteers.

2020 TAX RATE DISCUSSION: As shown in the table below, the overall total tax rate for 2020 was lower than that in 2019 by (\$3.42/1000) valuation; a decrease of (15.17%). It is important to note that this is predominantly due to the completion of a town-wide revaluation of property to bring values closer to 100% market value resulting in the tax rate going down while either maintaining, increasing, or decreasing an individual's tax burden. For comparison purposes only, had property valuations not changed, the "real" tax rate would have been \$24.44 or \$1.89/1000 more than 2019.

The following breakdown of the 2020 tax rate as it compares to 2019 shows not only the changes in the Town portion, but the School and County portions, as well, in order to more fully illustrate how the individual components impacted the overall rate adjustment.

2020 TAX RATE HIGHLIGHTS *(assumes valuation changes [real rate])*

	2020 Net Appropriation	2020 Tax Rate	2019 Net Appropriation	2019 Tax Rate	% Tax Increase (2020-2019)
Town	\$9,119,810	\$2.99	\$7,997,103	\$ 3.33	(10.21%)
Local School	\$41,166,753	\$13.45	\$37,825,825	\$15.80	(14.87%)
State School	\$5,560,588	\$1.84	\$5,454,666	\$ 2.31	(20.35%)
County	\$2,612,733	\$0.85	\$2,647,180	\$ 1.11	(23.42%)
Total Property Tax assessed	\$58,459,884	\$19.13	\$53,924,774	\$22.55	(15.17%)
Net Assessed Valuation	\$3,059,617,070		\$2,394,395,020		

As part of the overall rate decrease, the Town's portion went down (\$0.34/1000), or (10.21%). This is predominately due to the revaluation although our net appropriations increased by \$1,112,742.

For comparison purposes, the Town rate decreased in 2019 by (\$.06/1000), after having increased in 2018 by \$.15/1000.

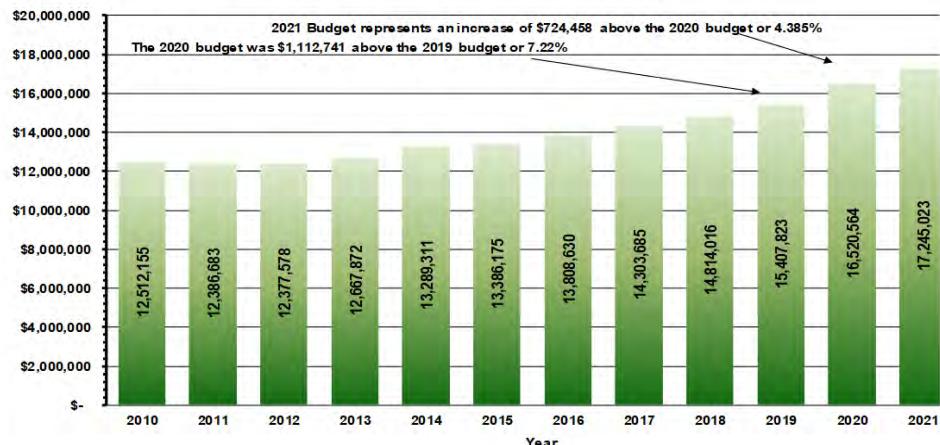
2021 BUDGET DISCUSSION:

As we developed our budget recommendation for 2021, we strived to reflect the needs of the Town in a fiscally responsive way, mindful of the ongoing COVID pandemic and the impact it has had both on the Town and our residents.

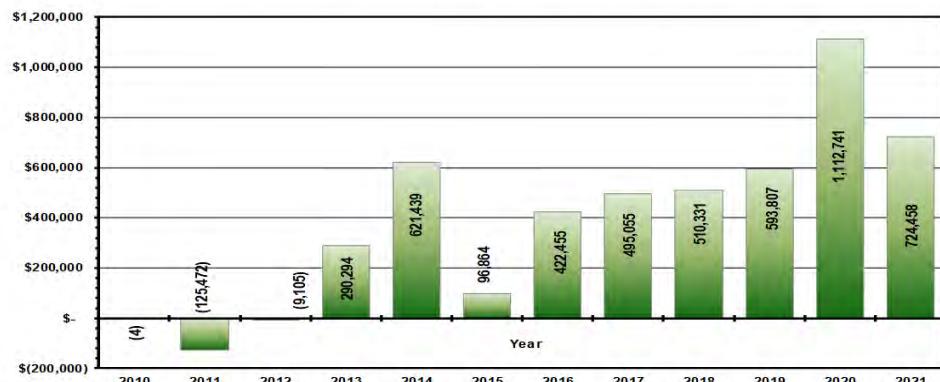
In total, the budget recommendation for 2021, as submitted to the Deliberative Session and net of all available offsetting revenues* has increased \$724,458 or 4.39%.

For purposes of comparing year to year, the following two charts highlight our annual appropriations, and the percentage differences in same, from 2020 to 2021. This data reflects the overall increase(s), exclusive of any petitioned warrant articles, as the latter are not included in the overall budget as is recommended by the Board and staff.

Windham - Town Appropriation History 2010 - 2021

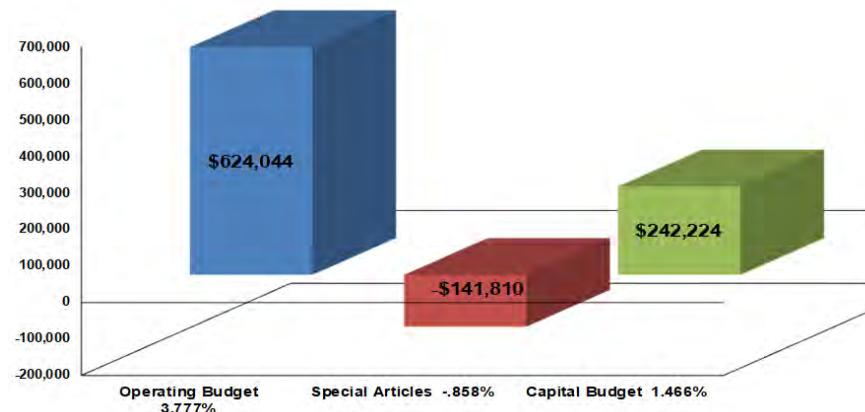


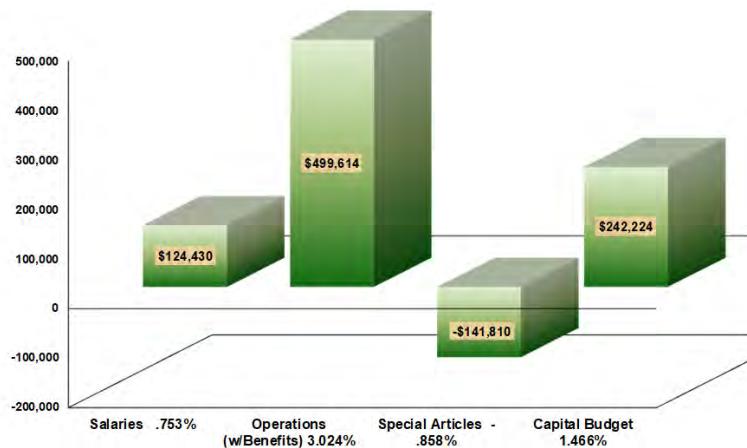
Windham - Differences in Appropriation History 2010 - 2021



As further outlined below, the \$724,458 increase in our 2021 budget is due to an increase of \$624,044 in our Operating Budget (*specifically wage impacts of \$124,430 and all other operating costs of \$499,614*); a decrease of (\$141,810) within special warrant articles, and; an increase of \$242,224 in the Town's portion of the Capital Improvement Program (CIP) expenditures.

BREAKDOWN OF BUDGET IMPACT – 2020





**Note: The above four charts present the overall budget recommendation on a gross basis, not including additional revenues anticipated from both the Federal SAFER Grant, which will reimburse the town for 35% of certain cost incurred for the four (4) new firefighters hired in 2019, as well as money from the Conservation Land Acquisition Fund intended to reimburse the town for the cost of the second year bond payment for the 2019 land purchase off of London Bridge Road. Net these reimbursements, the overall budget increase from 2020 to 2021 would be reduced to \$372,638.37 or 2.26%.*

OPERATING BUDGET:

Personnel Salaries: The overall increase in salary expenses of \$124,430 is due primarily to wage increases for all employees based on a 2.5% COLA (combined cost for all of \$154,390), step raise impacts totaling \$64,484 for several individuals across the overall Town employ, and the full year impact of adjustments made in 2020; much of which is offset by the elimination of a 53rd payroll week which occurs once every five (5) years, the last of which occurred in 2020. As submitted to Deliberative Session no new staff positions are proposed in the budget.

Operations: This year's operating costs reflect a net increase of \$499,614 over two areas: \$191,450 more in benefit-related expenses, and \$308,164 in general operational costs across all other departments. Benefit costs have risen mainly due to a significant increase in State retirement costs of \$128,040 primarily as a result of a significant increase in the town's contribution rate required by the retirement system of between 10-20% across all employee categories effective July 1, 2021.

The general operating cost increase of \$308,164 represents changes across all departments, both increases and decreases; some of the increases include:

- Administration - \$46,600 more in Contracted Services in order to perform additional studies related to the PFOS contamination in the town center, as well as to cover costs related to remediating several residential and commercial properties through the installation of water treatment/filter systems.
- Town Clerk – Includes \$14,000 more in Contracted Services for upgrading the department software systems to enhance its capabilities, linking online forms, and improving internal work processes.

- Legal – Increase of \$6,600 due to several cases currently pending with the Town, some of which are expected to be protracted – notably a commercial assessing appeal with Shaw's Supermarket and a case involving the PFOS contamination in the area of the town center.
- Insurance – Increase of \$11,725 due to higher premiums in both the Town's overall Worker's Compensation and Property Liability Insurance premiums.
- Police – Increase of \$44,710, including \$49,580 in Equipment to begin replacing the department's mobile and portable radios and \$11,800 more in Vehicle Fuel costs; offset by reductions of (\$11,650) in Investigations, and (\$20,000) in Vehicle Equipment.
- Fire Department - Increase of \$7,050 due mostly to a slight adjustment for Fire Equipment and Vehicle Maintenance.
- Highway Department - Increase of \$21,770 most of which is attributable to \$20,000 in Site Improvements to be used to purchase and install a controlled access gate for the Hayes Hart ROW (Boat Ramp).
- Solid Waste – Increase of \$32,040. Waste Removal reflects a significant cost increase of \$32,400 while Demolition Removal and Contracted Services (for Recycling Handling) remain either level or slightly decreased; these are offset by reductions in Vehicle Equipment due to the retirement of some equipment lease payments from last year.
- Recreation – Increase of \$4,950 due mainly to an increase of \$4,270 in the cost of Chemical Toilets.
- Debt Service – Increase of \$28,800 due to bond payment for the Searles Improvement project approved in 2020.

CAPITAL PROJECTS: The following nine (9) individual projects comprise the Town's portion of the CIP budget. Combined, the dollars needed to fund these projects has increased by a net of \$242,224 from our 2020 CIP allocation.

1. \$365,000 (net of \$124,480 after a planned bond issuance) to purchase two (2) new five-ton trucks for the Highway Department.
2. \$750,000 (net of \$0 after a planned bond issuance to finance the full amount) to purchase a new Fire Engine to replace the Department's Engine 1, a 2006 KME truck which has approximately 87,000 miles and 7500 engine hours.
3. \$360,000 for road improvements, which is an annual allocation to perform both complete and partial reconstructions of Town roadways; showing an increase of \$60,000 over last year. Portions of Searles, Thomas, Gertrude, Blossom, Faith, Ledge, Golden Brook, Haskell, and Meetinghouse Road will be projects for 2021.
4. \$93,770 as the third and final lease payment for the ambulance purchased in 2019.
5. \$42,040 representing the second and final bond payment associated with the Town's 2019 purchase of a new Transfer Station truck.
6. \$40,988 representing the first of two bond payments associated with the Rail Trail "Rain Forest" improvements completed in 2020.

7. \$50,000 towards improvements to the Town Center as part of Phase One of the Town Center Beautification Program. Last year an initial \$50,000 was raised towards an estimated \$200,000 needed to complete the first of two phases geared towards *“upgrade the areas in the Town Municipal Center consisting of the Town Hall, Community Development Building, Armstrong Building, Senior Center, and Bartley Building. Improvements will include “beautification” based projects such as improving the landscaping, visual appearance of the area, as well as “functional” projects such as providing additional parking area in the rear of the Community Development Building, and “safety” projects including sidewalks and a crosswalk on North Lowell Road”* (CIP Report 2020). In addition to the requested budget funds the town received in excess of \$50,000 in donations, which has been used to replace the bridge on the town common and will be used this coming year to replace the fence along the brook as well as purchase a new gazebo for the common.
8. \$110,000 to replace the shingles and the rubber membranes on the Fire Station roof. The roof is in excess of twenty (20) old years old and showing significant wear. As stated in the CIP report *“...the fire roof has passed its life expectancy of 20 years. The fire department has seen significant water leaks and has gotten progressively worse over the past 5 to 7 years. These leaks have happened in both the apparatus bay and office side of the building...”*
9. \$30,000 to be placed into a new Capital Reserve Fund for the future construction and paving of the “Greenway Recreational Trail” from the area of Old Mill Road along the former rail bed over to North Lowell Road. The trail would end near North Lowell Road in close proximity to the current paved trail along the Rockingham Recreational Trail. The overall estimated cost to construct the trail is \$1.2M dollars. As the CIP states *“...it will also create a corridor that will connect the west and east sides of Windham. The project would include clearing the rail bed, repairing drainage culverts, building up rail bed base material and finally paving this 2.5 mile stretch.”*

SPECIAL WARRANT ARTICLES: In addition to the above operating and capital budget items, the following three (3) special warrant articles make up the balance of the Town’s overall net budget request. They include one appropriation to a trust, one appropriation partially offset with the assistance of a grant, and one general appropriation.

Trust Articles:

1. \$75,000 - Property Maintenance Trust: This amount is the same as appropriated in 2020. The requested funds for 2021 will be used towards such projects as carpet replacement in several buildings, and repairs to the concrete patio at the Griffin Park pavilion.

Other Articles:

1. \$95,000 (net of \$4,750 after grant proceeds) to purchase new power load lift systems for the fire department’s two ambulances, to be used to aid the firefighters in loading stretchers. We intend to apply for a Federal Aid to Firefighters Grant to fund 95% of the cost of the purchase, leaving a balance to be raised in 2021 of \$4,750. Should the grant not be approved, the article requesting the funding will be declared null and void.
2. \$5,100 to allow the town to purchase a 1-acre parcel from the State of NH where the historic Indian Rock is located. This famous Rock bears a plaque, placed there by the Town in 1933, which reads *“Over these rock strewn hills and through these woods the Indians roamed on their hunt for game, on these waters their canoes were launched in their quest for fish, nearby fields yielded their harvest of corn and on this rock it was ground in to meal.”*

IN CONCLUSION:

This past year has been unlike any other as we all have collectively had to deal with the COVID 19 pandemic while trying to effectively and responsibly operate our community; all while doing what we can to ensure our family, friends, and neighbors are safe. As I reflect back over these past long, and many times challenging months, I find myself remembering the many people and faces I have had the pleasure of talking with and seeing how they have coped throughout these times. While it has not been easy for many of us I am amazed, but not surprised, at how resilient the people of Windham have been; how helpful and thoughtful they have been to others; and simply how, as a community, we have continued on as best as we can. I truly am honored to be a part of such a community and am confident that together we will come through this pandemic and once again be able to enjoy some of things we have missed this past year like the various recreational activities, social events, and simply having meetings and gatherings in person rather than “socially distancing” remotely. Thank you to everyone for your support, patience, and assistance as we navigate through and forward.

To the Board of Selectmen, I offer my appreciation and thanks for their continued dedication to the Town and for their support throughout this past year.

I also extend my sincere gratitude to my Administrative staff and to the many other employees and volunteers of the town for their dedication in serving the community during these unprecedented times. As the world has attempted to adjust to its new normal, the staff and volunteers have worked diligently to continue to provide residents with the highest quality of service, in spite of the obstacles they had to overcome. It has always been my privilege to be able to work alongside such hardworking and dedicated people every day, and this year is certainly no exception. Collectively we have helped each other get through this pandemic so far, and I am confident that, while it will likely not be without challenge, we will get back to some form of normalcy in time. Be safe, continue to help each other, and be well.

Respectfully submitted,



David Sullivan, Town Administrator

EMPLOYEE WAGES & BENEFITS - 2020

DEPARTMENT / NAME	POSITION	REG SALARY	SHIFT DIFF	OT	HOLIDAY	** CONTR SVCS	INCNTR PAY	OT/HOLI RECALC	OTHER	2020 TOTAL GROSS PAY	2020 BENEFITS	2020 SALARY & BENEFITS	
TOWN OFFICERS													
Breton, Bruce	Board of Selectmen	-	-	-	-	-	-	-	-	-	-	-	
Coole, Robert	Treasurer	2,903.00	-	-	-	-	-	-	-	2,903.00	222.10	3,125.10	
Davis, Robert	Deputy Treasurer	500.00	-	-	-	-	-	-	-	500.00	38.25	538.25	
Hohenberger, Roger	Board of Selectmen	-	-	-	-	-	-	-	-	-	-	-	
McLeod, Ross	Board of Selectmen	-	-	-	-	-	-	-	-	-	-	-	
Misiewicz, Michael	Trustee Of Trust Funds	350.00	-	-	-	-	-	-	-	350.00	-	350.00	
Partington, Heath	Board of Selectmen	-	-	-	-	-	-	-	-	-	-	-	
Simmons, Jennifer	Board of Selectmen	-	-	-	-	-	-	-	-	-	-	-	
ADMINISTRATION													
Carmichael, Paula	HR Director	84,199.97	-	-	-	-	-	-	132.48	(a)	84,332.45	38,396.03	122,728.48
Cerri, Adel-Marie*	Bookkeeper	-	-	-	-	-	-	-	-	-	444.18	444.18	
Devlin, Wendi	Admin Asst to Town Admin	60,909.65	-	883.55	-	-	-	-	55.20	(a)	61,848.40	31,002.49	92,850.89
Parker, Robert	Bookkeeper	42,172.25	-	-	-	-	-	-	9,163.00	(b)	51,335.25	16,934.44	68,269.69
Popovici-Muller, Daniel	Finance Director	90,163.52	-	-	-	-	-	-	8,142.00	(ab)	98,305.52	27,606.71	125,912.23
Sullivan, David	Town Administrator	121,449.24	-	-	-	-	-	-	4,841.37	(ae)	126,290.61	52,627.59	178,918.20
Wesson, Angela*	Student Intern	14,059.39	-	-	-	-	-	-	-	-	14,059.39	1,075.59	15,134.98
Yennaco, Nicole*	Bookkeeper PT	2,244.77	-	-	-	-	-	-	-	-	2,244.77	171.72	2,416.49
INFORMATION TECH													
DeLong, Eric	IT Director	99,432.85	-	-	-	-	-	-	8,362.00	(ab)	107,794.85	29,333.53	137,128.38
TOWN CLERK													
Bottai, Nicole	Town Clerk	89,562.04	-	-	-	-	-	-	54.00	(a)	89,616.04	29,596.55	119,212.59
Hogle, Nancy	Deputy Town Clerk	41,228.91	-	-	-	-	-	-	2,719.08	(eg)	43,947.99	39,581.63	83,529.62
Davis, Hannah	Assistant Town Clerk	45,560.00	-	-	-	-	-	-	1.44	(a)	45,561.44	36,935.25	82,496.69
Johnson, Candis	Assistant Town Clerk	34,063.14	-	138.43	-	-	-	-	-	-	34,201.57	4,326.41	38,527.98
TAX COLLECTOR													
Bergeron, Rita	Deputy Tax Collector	39,202.32	-	-	-	-	-	-	463.76	(e)	39,666.08	5,017.81	44,683.89
Robertson, Ruth	Tax Collector	74,179.92	-	-	-	-	-	-	533.40	(a)	74,713.32	23,731.61	98,444.93
ELECTIONS													
Albert, Cheryl	Election Ballot Clerk	221.00	-	-	-	-	-	-	-	-	221.00	-	221.00
Arangio, Theresa	Election Ballot Clerk	68.00	-	-	-	-	-	-	-	-	68.00	-	68.00
Bates, David	Supervisors Of Checklist	825.00	-	-	-	-	-	-	-	-	825.00	63.12	888.12
Bates, Jonathan	Supervisors Of Checklist	130.00	-	-	-	-	-	-	-	-	130.00	9.95	139.95
Boss, Frances	Election Ballot Clerk	136.00	-	-	-	-	-	-	-	-	136.00	-	136.00
Brinkley, Gail	Election Ballot Clerk	68.00	-	-	-	-	-	-	-	-	68.00	-	68.00
Brockmeier, Mark	Election Ballot Clerk	85.00	-	-	-	-	-	-	-	-	85.00	-	85.00
Butterfield, Catherine	Election Ballot Clerk	136.00	-	-	-	-	-	-	-	-	136.00	-	136.00
Clark, Lynn	Election Ballot Clerk	76.50	-	-	-	-	-	-	-	-	76.50	-	76.50
Doran, Mary	Election Ballot Clerk	170.00	-	-	-	-	-	-	-	-	170.00	-	170.00
Fallon, Dianna	Election Ballot Clerk	68.00	-	-	-	-	-	-	-	-	68.00	-	68.00
Forde, Richard	Election Ballot Clerk	331.50	-	-	-	-	-	-	-	-	331.50	-	331.50
Freeman, Toni	Election Ballot Clerk	85.00	-	-	-	-	-	-	-	-	85.00	-	85.00
Gogumalla, Neelima	Election Ballot Clerk	34.00	-	-	-	-	-	-	-	-	34.00	-	34.00

DEPARTMENT / NAME	POSITION	REG SALARY	SHIFT DIFF	OT	HOLIDAY	** CONTR SVCS	INCNTV PAY	OT/HOLI RECALC	OTHER	2020 TOTAL GROSS PAY	2020 BENEFITS	2020 SALARY & BENEFITS	
ELECTIONS CONT													
Griffin, Mary	Supervisors Of Checklist	1,223.50	-	-	-	-	-	-	-	1,223.50	93.61	1,317.11	
Griffin, Peter	Town Moderator	150.00	-	-	-	-	-	-	-	150.00	11.48	161.48	
Hunt, Thomas	Election Ballot Clerk	272.00	-	-	-	-	-	-	-	272.00	-	272.00	
Kovacs, Mark	Election Ballot Clerk	221.00	-	-	-	-	-	-	-	221.00	-	221.00	
Kovacs, Ruth	Election Ballot Clerk	136.00	-	-	-	-	-	-	-	136.00	-	136.00	
Maloney, Eileen	Election Ballot Clerk	136.00	-	-	-	-	-	-	-	136.00	-	136.00	
Marino, William	Election Ballot Clerk	153.00	-	-	-	-	-	-	-	153.00	-	153.00	
Mashimo, Eileen	Supervisors Of Checklist	8,175.75	-	-	-	-	-	-	-	8,175.75	625.47	8,801.22	
Merrill, Lee Ann	Election Ballot Clerk	68.00	-	-	-	-	-	-	-	68.00	-	68.00	
Missert, Mary	Election Ballot Clerk	42.50	-	-	-	-	-	-	-	42.50	-	42.50	
Morrow, James	Election Ballot Clerk	68.00	-	-	-	-	-	-	-	68.00	-	68.00	
Mullen, Irene	Election Ballot Clerk	136.00	-	-	-	-	-	-	-	136.00	-	136.00	
Mullen, Robert	Election Ballot Clerk	68.00	-	-	-	-	-	-	-	68.00	-	68.00	
Parthum, Eric	Election Ballot Clerk	136.00	-	-	-	-	-	-	-	136.00	-	136.00	
Picciano, Tara	Election Ballot Clerk	72.25	-	-	-	-	-	-	-	72.25	-	72.25	
Serian, Anita	Election Ballot Clerk	85.00	-	-	-	-	-	-	-	85.00	-	85.00	
Serian, Steven	Election Ballot Clerk	153.00	-	-	-	-	-	-	-	153.00	-	153.00	
Shea, Carolyn	Election Ballot Clerk	153.00	-	-	-	-	-	-	-	153.00	-	153.00	
Stearns, Galen	Election Ballot Clerk	382.50	-	-	-	-	-	-	-	382.50	-	382.50	
Tanis, David	Election Ballot Clerk	68.00	-	-	-	-	-	-	-	68.00	-	68.00	
ASSESSING													
Zins, Jennifer	Admin Asst to Assessor	52,082.93	-	-	-	-	-	-	30.36	(a)	52,113.29	40,461.95	92,575.24
POLICE													
Antista, Jeffrey	Police Officer	39,661.81	186.30	5,072.62	3,763.96	-	3,287.61	468.48	1,791.48	(ac)	54,232.26	48,323.00	102,555.26
Bliss, Bryan	Police Sergeant	76,713.03	1,191.01	24,842.85	4,916.86	26,241.14	3,792.46	1,973.62	5,657.20	(ace)	145,328.17	74,072.09	219,400.26
Campbell, Shannon	Police Officer	49,372.31	1,988.49	7,482.51	2,852.33	7,651.87	-	360.41	2,928.80	(ac)	72,636.72	29,850.16	102,486.88
Caron, Michael	Police Captain	99,432.87	-	-	-	3,233.00	-	-	7,194.30	(ae)	109,860.17	42,653.40	152,513.57
Clark, Daniel	Police Sergeant	76,713.03	1,157.56	11,547.09	5,783.55	345.19	3,792.46	1,144.69	13,352.38	(abc)	113,835.95	43,264.47	157,100.42
Comeau, David	Special Police Officer	589.94	-	-	-	60,796.68	-	-	1,242.86	-	62,629.48	908.12	63,537.60
Courtois, Matthew	Police Officer	61,709.25	660.82	6,908.41	4,939.58	10,054.54	1,619.51	420.44	4,950.79	(ac)	91,263.34	35,925.64	127,188.98
Cryts, Laura	Police Secretary	49,173.84	-	-	-	-	-	-	43.38	(a)	49,217.22	31,730.34	80,947.56
Dawe, Daniel	Police Sergeant	68,109.82	1,723.31	13,616.26	5,149.74	12,584.56	3,438.40	1,437.46	2,578.46	(ac)	108,638.01	59,542.55	168,180.56
Donahue, Tyler	Police Officer	53,790.31	1,902.06	14,800.33	4,203.24	12,528.05	-	685.16	5,857.11	(ab)	93,766.26	26,169.38	119,935.64
Dzierlatka, Jason	Police Officer	67,483.79	449.03	20,900.35	5,087.75	22,126.15	1,668.10	833.11	2,729.26	(a)	121,277.54	66,893.70	188,171.24
Flynn, Jessica	Police Sergeant	79,014.56	233.85	16,104.20	6,257.55	18,728.40	3,906.23	1,201.72	5,754.89	(ae)	131,201.40	50,682.39	181,883.79
Frangomihalos, George	Police Officer	54,510.62	748.80	10,988.75	3,363.78	9,544.51	-	173.97	10,215.30	(ac)	89,545.73	54,516.72	144,062.45
Hardy, Jennifer	Police Records Clerk	23,945.04	-	-	-	-	-	-	-	-	23,945.04	1,831.65	25,776.69
Hoag, Jacob	Community Service Officer	43,709.48	-	-	171.96	-	-	-	3,444.97	(b)	47,326.41	12,316.10	59,642.51
Hudson, Edward	Police Officer	61,739.55	1,420.04	5,977.66	4,067.09	-	-	229.05	12,293.44	(ab)	85,726.83	32,129.66	117,856.49
Iworsky, Gregory	Police Officer	66,015.16	581.37	20,519.77	4,719.65	1,854.22	3,239.02	1,491.42	2,933.93	(a)	101,354.54	60,330.16	161,684.70
Iworsky, Heather	Police Prosecutor	73,160.95	-	-	-	-	-	-	13,329.96	(a)	86,490.91	16,642.09	103,133.00
Lewis, Gerald	Police Chief	109,643.69	-	-	-	-	-	-	3,631.71	(a)	113,275.40	56,556.79	169,832.19
Mirisola, Shane	Police Sergeant	71,209.36	1,066.87	20,309.30	4,875.97	10,623.09	3,610.85	1,676.56	13,060.64	(abc)	126,432.64	46,253.80	172,686.44
Moore, Theresa*	Police Officer	-	-	-	-	-	-	-	24.84	(g)	24.84	(579.20)	(554.36)
Nieves, Matthew	Police Officer	53,766.97	1,229.90	13,774.94	2,986.25	12,369.40	-	390.70	5,844.52	(abc)	90,362.68	25,201.07	115,563.75
O'Loughlin, Philip	Police Officer	66,500.93	565.50	22,648.05	5,266.56	8,474.82	3,287.61	1,646.37	3,238.54	(a)	111,628.38	63,883.42	175,511.80

DEPARTMENT / NAME	POSITION	REG SALARY	SHIFT DIFF	OT	HOLIDAY	** CONTR SVCS	INCNTV PAY	OT/HOLI RECALC	OTHER	2020 TOTAL GROSS PAY	2020 BENEFITS	2020 SALARY & BENEFITS	
<u>POLICE CONT</u>													
Smith, Bryan	Police Captain	85,890.76	-	-	-	2,676.50	-	-	13,556.51	(ab)	102,123.77	39,749.81	141,873.58
Surette, Stephen	Police Officer	65,518.22	818.81	12,426.42	4,455.78	11,976.22	3,239.02	1,066.64	13,097.79	(abc)	112,598.90	38,124.72	150,723.62
Van Hirtum, Christopher	Police Officer	65,634.39	774.88	13,579.81	4,455.79	8,270.21	-	249.31	3,277.61	(ac)	96,242.00	59,225.09	155,467.09
<u>DISPATCHING</u>													
Bodenrader, Brian	Part-Time Dispatcher	23,474.64	1,132.21	-	1,003.17	-	-	45.83	200.00	-	25,855.85	1,978.03	27,833.88
Gallant, Jason	Police Dispatcher	53,106.66	500.93	3,017.78	3,403.84	-	2,625.44	384.78	353.93	(a)	63,393.36	34,115.07	97,508.43
Moltenbrey, Jesse	Police Dispatcher	52,321.89	766.68	8,148.23	3,558.30	-	2,586.64	762.96	299.39	(a)	68,444.09	35,057.56	103,501.65
Pelletier, Jamie	Police Dispatcher	52,423.96	2,362.42	7,091.14	3,359.33	-	-	480.72	8,411.92	(ab)	74,129.49	21,500.13	95,629.62
Weyers-Leuchtnar, Crystal	Police Dispatcher	52,321.86	731.86	4,506.78	3,944.64	-	1,293.32	333.23	8,321.28	(ab)	71,452.97	20,532.28	91,985.25
<u>EMERGENCY MGMT</u>													
Horaj, Mary	Emergency Management	212.12	-	-	-	-	-	-	100.00	-	312.12	31.53	343.65
<u>FIRE DEPARTMENT</u>													
Arel, Travis	Firefighter	57,260.48	-	6,943.06	3,031.62	-	4,098.34	740.76	3,180.48	(a)	75,254.74	53,261.72	128,516.46
Baker, David	Firefighter	62,023.82	-	10,398.84	3,037.20	-	6,501.00	1,434.74	3,267.39	(a)	86,662.99	57,670.17	144,333.16
Brady, Stephen	Deputy Fire Chief	92,615.18	-	-	-	-	-	-	12,535.71	(ab)	105,150.89	42,652.13	147,803.02
Berube, Nicholas	Firefighter	53,860.75	-	4,157.31	2,568.31	-	2,946.03	381.24	3,170.86	(a)	67,084.50	32,187.22	99,271.72
Brown, William	Call Firefighter	414.31	-	156.54	-	-	-	-	1,242.86	-	1,813.71	26.34	1,840.05
Bullock, Anthony	Firefighter	54,884.42	-	944.36	2,738.75	-	2,727.81	188.60	3,157.69	(a)	64,641.63	49,977.20	114,618.83
Campbell, Gordon	Firefighter	62,078.80	-	21,733.12	3,451.05	3,058.68	4,538.44	2,115.91	16,144.84	(abe)	113,120.84	44,436.61	157,557.45
Cole, Donald	Firefighter	55,048.16	-	2,910.13	2,688.79	-	3,273.37	366.83	13,178.39	(ab)	77,465.67	31,358.82	108,824.49
Curran, Joseph	Call Firefighter	887.13	-	93.81	-	-	-	-	414.29	-	1,395.23	106.80	1,502.03
Demarco, Ralph	Fire Lieutenant	63,339.98	-	26,621.70	3,805.40	-	7,230.17	3,233.28	13,588.84	(ae)	117,819.37	60,661.94	178,481.31
Doherty, Daniel	Firefighter	62,422.01	-	14,197.39	3,064.47	764.62	6,991.64	2,111.26	13,232.27	(ab)	102,783.66	41,017.76	143,801.42
Dubowik, Danielle	Firefighter	62,028.85	-	11,041.35	3,289.12	-	6,255.68	1,477.63	3,196.46	(a)	87,289.09	38,702.08	125,991.17
Dunn, Timothy	Fire Lieutenant	65,856.21	-	11,103.83	3,142.02	148.07	2,919.88	133.13	17,659.30	(ab)	100,962.44	40,812.08	141,774.52
Fisher, Paul	Firefighter	62,421.99	-	898.89	3,173.51	357.30	7,236.97	570.77	13,260.57	(ab)	87,920.00	34,768.23	122,688.23
Fournier, Timothy	Firefighter	54,684.99	-	3,954.42	2,692.79	-	2,618.69	324.53	13,170.37	(ab)	77,445.79	33,131.66	110,577.45
Hildebrandt, Eric	Firefighter	62,199.83	-	34,351.97	3,226.40	1,780.22	6,623.66	4,376.54	5,812.28	(ae)	118,370.90	67,661.17	186,032.07
Kurgan, Gary	Firefighter	55,465.62	-	2,706.36	3,197.85	-	3,311.83	320.87	23,228.95	(ab)	88,231.48	36,600.85	124,832.33
Lundergan, Charles	Firefighter	62,422.02	-	255.59	3,008.29	-	3,802.47	228.73	3,168.58	(a)	72,885.68	35,793.77	108,679.45
Marquis, Angela	Fire Department Secretary	48,336.39	-	-	-	-	-	-	6,381.56	(ab)	54,717.95	14,111.74	68,829.69
McPherson, Thomas	Fire Chief	109,643.70	-	-	-	-	-	-	6,881.21	(ae)	116,524.91	66,288.03	182,812.94
Merrill, William	Firefighter	62,113.88	-	2,894.17	3,342.00	-	4,538.44	469.12	13,394.33	(abde)	86,751.94	33,972.25	120,724.19
Moltenbrey, Jay	Call Firefighter	57.33	-	74.88	-	-	-	-	1,242.86	-	1,375.07	105.25	1,480.32
Morgan, Edward*	Assistant Fire Chief	17,112.50	-	-	-	-	-	-	35,307.54	(be)	52,420.04	18,577.89	70,997.93
Nault, Diana	Firefighter	62,028.89	-	14,965.72	3,232.96	-	4,538.44	1,356.96	3,371.15	(a)	89,494.12	50,409.11	139,903.23
Robertson, Patrick	Firefighter	62,421.95	-	34,992.14	3,226.40	-	3,311.83	2,094.72	3,451.80	(a)	109,498.84	57,458.14	166,956.98
Saulnier, James	Deputy Fire Chief	6,158.33	-	-	-	-	-	-	15.05	(a)	6,173.38	1,511.57	7,684.95
Savard, Scott	Fire Lieutenant	69,084.78	-	22,360.90	3,769.99	-	6,286.19	2,426.76	13,317.03	(ab)	117,245.65	45,852.95	163,098.60
Sliver, Jason	Fire Lieutenant	68,994.88	-	21,145.02	3,762.11	-	8,472.70	3,116.65	11,262.80	(ab)	116,754.16	43,588.54	160,342.70
Specian, Michael	Firefighter	62,029.98	-	37,766.72	3,372.61	857.33	3,802.47	2,620.28	13,472.39	(ab)	123,921.78	47,810.54	171,732.32
Stevens, John	Fleet Maint Mechanic	27,191.25	-	-	-	-	-	-	-	-	27,191.25	2,002.82	29,194.07
Tangney, Brendan	Firefighter	53,817.34	-	9,490.51	2,831.34	-	3,709.81	847.62	3,155.69	(a)	73,852.31	49,180.33	123,032.64
Taylor, Robert	Firefighter	62,050.24	-	5,196.81	3,561.75	-	2,575.87	378.76	3,207.81	(a)	76,971.24	46,472.21	123,443.45
Zins, Scott*	Firefighter/Mechanic	-	-	-	-	-	-	-	-	-	444.18	444.18	-
Zins, Zacharey	Firefighter	57,329.94	-	12,480.80	2,823.12	-	3,415.28	930.84	3,185.03	(a)	80,165.01	25,271.08	105,436.09

DEPARTMENT / NAME	POSITION	REG SALARY	SHIFT DIFF	OT	HOLIDAY	** CONTR SVCS	INCNTV PAY	OT/HOLI RECALC	OTHER	2020 TOTAL GROSS PAY	2020 BENEFITS	2020 SALARY & BENEFITS
<u>COMMUNITY DEV</u>												
Arsenault, Brian	ZBA/Code Enforcement	49,322.49	-	-	-	-	-	-	-	49,322.49	6,239.49	55,561.98
Lincicum, Anita	Minute Taker	4,210.00	-	-	-	-	-	-	-	4,210.00	322.18	4,532.18
Freethey, Christine	Community Dev Clerk PT	26,527.32	-	-	-	-	-	-	-	26,527.32	2,029.39	28,556.71
Gregory, Richard	Planning Director	81,918.40	-	-	-	-	-	-	7,087.68 (ab)	89,006.08	23,084.67	112,090.75
Mallett, Renee	Minute Taker	3,300.00	-	-	-	-	-	-	-	3,300.00	252.45	3,552.45
McGuire, Michael	Building Inspector	81,697.13	-	460.98	-	-	-	-	691.88 (a)	82,849.99	27,339.56	110,189.55
Norman, Rex	Community Dev Director	99,432.84	-	-	-	-	-	-	762.00 (a)	100,194.84	49,385.10	149,579.94
Soucy, Roland	Bldg Inspector PT, Temp	400.00	-	-	-	-	-	-	-	400.00	30.60	430.60
Suech, Julie	Community Dev. Secretary	48,197.98	-	-	-	-	-	-	8,016.60 (ab)	56,214.58	19,604.60	75,819.18
Zelonis, J Timothy	Bldg Inspector PT, Temp	200.00	-	-	-	-	-	-	-	200.00	15.30	215.30
<u>SOLID WASTE</u>												
Chartier, Craig	Solid Waste Operator 2	51,121.53	-	7,358.31	1,924.31	-	-	-	10,409.20 (ab)	70,813.35	17,155.21	87,968.56
Crawford, Devon*	Solid Waste Driver FT	26,604.99	-	623.87	327.38	-	-	-	6,686.90 (be)	34,243.14	10,281.05	44,524.19
DiGloria, Stephen	Solid Waste Operator 1	7,366.05	-	813.34	654.76	-	-	-	-	8,834.15	9,799.78	18,633.93
Dobson, Robert	Solid Waste Operator 2	55,651.42	-	2,387.96	1,337.82	-	-	-	674.32 (a)	60,051.52	23,254.27	83,305.79
Holm, Wayne	Solid Waste Operator 2 PT	44,254.29	-	1,031.30	280.14	-	-	-	400.00	45,965.73	2,964.80	48,930.53
Hussey, Mark	Solid Waste Operator 2 PT	20,819.66	-	-	213.64	-	-	-	400.00	21,433.30	1,639.76	23,073.06
Senibaldi, Dennis	General Services Director	90,933.45	-	-	-	-	-	-	538.00 (a)	91,471.45	47,982.01	139,453.46
<u>ROADS</u>												
Blanchette, Larry	Temporary Laborer	4,460.56	-	-	-	-	-	-	-	4,460.56	341.23	4,801.79
Davis, Damien	Highway Laborer	2,455.35	-	583.15	-	-	-	-	-	3,038.50	383.46	3,421.96
Devlin, John	Highway Laborer	42,505.97	-	4,328.33	-	-	-	-	2.16 (a)	46,836.46	29,943.23	76,779.69
Finch, Aaron	Temporary Laborer	3,763.97	-	-	-	-	-	-	-	3,763.97	287.94	4,051.91
Gagne, Brian	Highway Laborer	44,792.77	-	6,513.55	-	-	-	-	3,386.58 (a)	54,692.90	33,736.02	88,428.92
Hindes, Steven*	Highway Laborer	11,501.87	-	-	-	-	-	-	1,770.14 (e)	13,272.01	26,837.94	40,109.95
Houle, Alain	Temporary Laborer	928.77	-	-	-	-	-	-	-	928.77	71.05	999.82
McCartney, John*	General Services Director	-	-	-	-	-	-	-	-	-	7,219.62	7,219.62
<u>RECREATION</u>												
Bartley, Christian	Recreation Lifeguard	4,161.57	-	-	-	-	-	-	-	4,161.57	318.35	4,479.92
Becht, Madison	Recreation Lifeguard	2,054.73	-	-	-	-	-	-	-	2,054.73	157.19	2,211.92
Boermeester, Kristina	Park Ranger	2,079.71	-	-	-	-	-	-	-	2,079.71	159.07	2,238.78
Brink, Erin	Event Assistant	100.00	-	-	-	-	-	-	-	100.00	7.65	107.65
Cinelli, Isabella	Recreation Lifeguard	1,126.78	-	-	-	-	-	-	-	1,126.78	86.20	1,212.98
Farrell, Kira	Recreation Lifeguard	3,679.94	-	-	-	-	-	-	-	3,679.94	281.51	3,961.45
Haas, Cheryl	Parks & Recreation Director	70,667.93	-	-	-	-	-	-	130.80 (a)	70,798.73	25,989.98	96,788.71
Hamill, Jack	Recreation Lifeguard	3,969.32	-	-	-	-	-	-	-	3,969.32	303.66	4,272.98
Harris, Shailey	Recreation Lifeguard	5,457.83	-	-	-	-	-	-	-	5,457.83	417.54	5,875.37
Hynes, Kathryn	Recreation Lifeguard	1,942.33	-	-	-	-	-	-	-	1,942.33	148.57	2,090.90
McNamee, Emily	Recreation Lifeguard	3,253.54	-	-	-	-	-	-	-	3,253.54	248.88	3,502.42
Lutz, Paul	Park Ranger	7,405.46	-	-	-	-	-	-	-	7,405.46	566.48	7,971.94
Reynolds, Murray	Recreation Lifeguard	2,247.10	-	-	-	-	-	-	-	2,247.10	171.90	2,419.00
Salvador, Reilly	Recreation Lifeguard	2,642.61	-	-	-	-	-	-	-	2,642.61	202.15	2,844.76
<u>LIBRARY</u>												
Brikiatis, Sylvie	Library Director	85,199.00	-	-	-	-	-	-	247.68 (a)	85,446.68	46,790.95	132,237.63
Bushell, Cynthia	Library Admin Assistant PT	32,193.73	-	-	-	-	-	-	-	32,193.73	4,072.47	36,266.20
Chartier, Lauren*	Library Assistant PT	472.74	-	-	-	-	-	-	-	472.74	36.16	508.90

DEPARTMENT / NAME	POSITION	REG SALARY	SHIFT DIFF	OT	HOLIDAY	** CONTR SVCS	INCNTV PAY	OT/HOLI RECALC	OTHER	2020 TOTAL GROSS PAY	2020 BENEFITS	2020 SALARY & BENEFITS	
<u>LIBRARY CONT</u>													
Duve, Cathy*	Library Assistant PT	17,948.76	-	-	-	-	-	-	-	17,948.76	1,373.32	19,322.08	
Frey, Karen	Circulation Manager	64,054.68	-	-	-	-	-	-	8,067.48 (ab)	72,122.16	17,955.41	90,077.57	
Houde, Jo-Ann	Library Assistant PT	20,616.43	-	-	-	-	-	-	-	20,616.43	1,577.19	22,193.62	
Kingsley, Maureen*	Library Assistant PT	8,077.00	-	-	-	-	-	-	-	8,077.00	617.93	8,694.93	
Lord, Patrick	Library Assistant PT	18,925.65	-	-	-	-	-	-	-	18,925.65	1,447.85	20,373.50	
McCue, Angela*	Lead Children's Librarian	-	-	-	-	-	-	-	-	-	6,024.75	6,024.75	
Miloro, Michael	Library Assistant PT	11,616.00	-	-	-	-	-	-	-	11,616.00	888.69	12,504.69	
Montgomery, Laura	Library Assistant PT	47,344.04	-	-	-	-	-	-	9,180.80 (ab)	56,524.84	13,358.61	69,883.45	
Nagle, Barbara	Library Assistant PT	27,626.39	-	-	-	-	-	-	-	27,626.39	2,113.36	29,739.75	
Paige, Chelsea	Social Media/Emrging Tech	53,805.98	-	-	-	-	-	-	10.40 (a)	53,816.38	21,448.23	75,264.61	
Palo, Azra	Head Youth Librarian	59,675.92	-	-	-	-	-	-	14.40 (a)	59,690.32	30,693.16	90,383.48	
Pevna, Molly	Children's Librarian	52,849.39	-	-	-	-	-	-	1,264.26 (a)	54,113.65	18,827.70	72,941.35	
Rittenhouse, Elaine	Technical Services Librarian	64,112.56	-	-	-	-	-	-	189.52 (a)	64,302.08	23,407.48	87,709.56	
Savukinas, Christine	Library Assistant PT	21,680.42	-	-	-	-	-	-	-	21,680.42	1,658.36	23,338.78	
Schroeter, Maria	Adult Services Librarian	67,250.59	-	-	-	-	-	-	139.32 (a)	67,389.91	43,306.69	110,696.60	
Vigezzi, Nancy	Asst Dir/Head of Tech Svcs	73,185.97	-	-	-	-	-	-	393.72 (a)	73,579.69	36,289.95	109,869.64	
<u>SEARLES SCHOOL</u>													
Kadish, Cristy*	Searles Facilities Coord	6,855.00	-	-	-	-	-	-	-	6,855.00	524.46	7,379.46	
Raymond, Oriana	Searles Facilities Coord	1,503.75	-	-	-	-	-	-	-	1,503.75	115.05	1,618.80	
<u>VAN DRIVERS</u>													
Gebo, Russell	Van/Car Driver PT	917.87	-	-	-	-	-	-	-	(d) 917.87	65.03	982.90	
Hudson, Paul	Van/Car Driver PT	849.89	-	-	-	-	-	-	-	849.89	65.02	914.91	
Marsden, Charles	Van/Car Driver PT	595.95	-	-	-	-	-	-	-	(d) 595.95	40.40	636.35	
Nee, Maryanne*	Van/Car Driver PT	698.59	-	-	-	-	-	-	-	698.59	53.42	752.01	
Root, Dennis	Van/Car Driver PT	424.96	-	-	-	-	-	-	-	424.96	32.51	457.47	
<u>CABLE</u>													
Case, Thomas	Videographer	1,030.00	-	-	-	-	-	-	-	1,030.00	78.86	1,108.86	
Coish, Barbara	Videographer	725.00	-	-	-	-	-	-	-	725.00	55.52	780.52	
McLaughlin, Kelly	Cable Coordinator	64,138.97	-	2,831.44	-	-	-	-	57.20 (a)	67,027.61	31,704.63	98,732.24	
Nolan, Thomas	Videographer	810.00	-	-	-	-	-	-	-	810.00	62.03	872.03	
		6,182,095.03	22,192.70	606,053.80	173,362.57	247,044.77	153,113.68	49,703.16	544,992.70	-	7,978,558.41	3,385,547.40	11,364,105.81

FOOTNOTES:

* - Individual who left employment with Town before the end of 2020

** Wages reflected in the Contracted Services column are fully reimbursed through payments received from outside vendors requesting these services

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

(b) refers to payment for waiver of health insurance benefits

(c) refers to taxable portion of clothing allowance

(d) refers to other department employees that also worked as election clerks

(e) refers to payout of accumulated earned time

(f) refers to longevity pay

(g) collected taxable fringe benefits

Note: The total benefit column includes cost associated with insurances, retirement, Medicare, and FICA taxes. Health/dental insurance costs are reflected as the employer portion of annual premiums/deductibles, prior to any reimbursements from Healthtrust.

VENDOR PAYMENTS - 2020

VENDOR NAME	2020 PMTS	VENDOR NAME	2020 PMTS
22 Roulston Road, LLC	87,202.87	Bartlett, Mary Lou	150.00
2-Way Communications Svc., Inc.	7,519.05	Bartley, Jonathan H	1,258.25
A Safe Place	2,000.00	Batteries Plus	572.85
A Very Good Cleaning Company	169.00	Bauchman's Towing Inc	540.00
A&M Signs With Style, Inc.	1,480.00	Bcl Capital, Inc.	93,327.66
A&R Masonry, LLC	3,185.00	Beacon Title & Escrow	159.25
Access A/V, LLC	50,202.00	Beaumont & Campbell Professional Assoc	72,195.01
ACOANH	40.00	Bellemore Property Svcs., LLC	43,987.50
Acorn Recording Solutions, Inc.	1,495.00	Benchmark Engineering, Inc.	1,300.00
Adamson Industries Corp	15,028.55	Ben's Uniforms	1,865.50
Advanced Workplace Strategies, Inc.	60.00	Bergeron Protective Clothing LLC	14,741.35
Advantage Tennis, Inc.	22,430.00	Bergeron, Jessica	150.00
AFS Realty LLC	44,685.31	Berube, Nicholas	20.00
Aids Response-Seacoast	525.00	Best of the Best Cleaning & Services, Inc.	106,090.00
Air Cleaning Specialists of	147.00	Big Brothers Big Sisters of Greater Nashua, Inc.	500.00
Airgas USA, LLC	3,189.21	Bill DeLuca Chevrolet	1,404.47
Airstar America Inc.	43.16	Bisbee, Karol	1,884.00
Aker Fiber Farm LLC	48.00	Blackstone Audio Books	7,147.97
Albertsons Safeway	13,339.88	Blazing Saddles Mowing Svcs., LLC	21,800.00
Alexander's Detailing	100.00	Blongiewicz, Nicole	50.00
Align Credit Union	1,527.00	Bluebird Enterprises	390.00
Allegiance Trucks	145.52	Body Armor Outlet, LLC	5,265.83
Allen, Julie	50.00	Boermeester, Tina	198.95
Alliance Mechanical, Inc.	16,866.00	Bolduc, Michael	4,062.50
Alpine Software Corp.	3,903.82	Boston Contractor LLC	9,382.50
Alternative Communications Service Corp	380.00	Boston National Title Agency LLC	855.10
American Arbitration Association	150.00	Bound Tree Medical LLC	13,516.02
American Excavating Corp.	179,688.89	Bourque Family Rev Trust	3,900.20
American Flagging & Traffic	14,500.24	Boyden's Landscaping	166,125.00
American Planning Association	1,660.00	Boyers Auto Body & Sales, Inc.	17,831.00
Amore Electric	7,630.42	Brand Company, Inc.	1,106.44
Amric Services, LLC	16,500.00	Breen, Nicole	90.00
Amrock Inc. - Chase Two	573.85	Breezy Gale Village District	19,087.00
Anakalia SUP	5,552.00	Brikiatis, Sylvie	51.52
ANCO Plumbing & Heating, LLC	1,410.00	Brox Industries Inc.	4,348.01
Anco Signs & Stamps Inc	31.50	Brunswick Glass & Enclosure Corp	8,300.00
ANHPEHRA	15.00	Bulldog Fire Apparatus, Inc.	4,878.06
Antista, Jeffrey	130.98	Burgess, Kevin R	1,200.00
Aquarius Capital Solutions Group LLC	4,000.00	Bushell, Cynthia	90.16
Arel, Travis	20.00	C&S Specialty, Inc.	1,690.00
Arnett Development Group LLC	450.00	Calabro, Brook & Brian	936.00
Arsenault, Brian	852.73	Campbell, Christopher & Jean	138.00
ASCAP	363.00	Campbell, Gordon	60.00
Ash, Katherine	25.00	Caron, Michael C	420.00
Atlantic Awning Company	765.00	Carparts Distribution Center, Inc.	1,008.11
Atlantic Closing & Escrow LLC	230.00	Carrier Family Funeral Home	750.00
Atlantic Tactical, Inc.	1,145.63	Carrington Mortgage Services, LLC	2,447.85
Auto Electric Service LLC	179.81	Cartographic Associates, Inc.	5,900.00
Axon Enterprise, Inc.	10,534.00	Cartridge World	3,096.77
B & H Oil Co., Inc.	32,744.97	Casella Waste Services, Inc.	2,186.27
Baker, David	25.00	CB LaFrance Contracting Co., LLC	5,139.00
Bank of America	5,876.00	Celebi, Hillary	50.00
Barco Products	1,697.11	Cenlar	4,998.00
Baron's Major Brands, LLC	4,199.99	Center for Life Management	11,000.00
Barta, Evan	720.00	Central Loan Administration	6,639.00
Bartlett, Earl	10,638.00	Central Paper Products Co.	14,926.64

VENDOR NAME	2020 PMTS
Certified Laboratories	990.00
Cesati, Julie	45.00
CET Fire Pumps Mfg	330.00
Chappell Tractor	1,471.67
Child Advocacy Center of Rockingham County	1,250.00
Child and Family Services of NH	2,000.00
Christine Freethey	31.50
Citizens Bank	59,274.64
Citizens One Home Loan	2,599.00
CivicPlus, Inc.	5,075.00
Clear Air LLC	1,891.00
CMA Engineers, Inc.	1,011.25
CMR Closing Services	393.00
Coach K's NH Tennis Hub, LLC	12,794.19
Cognitive & Behavior Therapies of Newburyport	800.00
Cohen Closing & Title, LLC	354.92
Comcast	10,031.41
Commonwealth USA Settlements, LLC	1,032.00
Community Caregivers of Gr. Derry	3,500.00
Community Strategies Unlimited, LLC	259.90
Consolidated Communications	18,603.94
Continental Paving Inc	89.50
ConvenientMD LLC	1,695.00
Conway Office Products, Inc.	4,508.83
Coogan, Gerald I	3,600.00
Cornell Consultants LLC	7,900.00
Court Appointed Special Advocates	1,000.00
Courtois, Matthew	103.81
Covanta Energy LLC	451,178.04
Crane Division	300.00
Cronin, Bisson & Zalinsky, PC	89.00
Cyr Lumber Co., Inc.	10,254.96
D&M Demers RE Investments, LLC	11.00
Darth MAO, LLC	2,460.00
DatabaseUSA, LLC	1,245.00
Dave's Sheet Metal, Inc.	1,252.16
Dawe, Dan	750.00
Dedham Sportsmen's Center, Inc.	11,124.00
Dell Marketing L.P.	17,871.97
DeLong, Eric	163.27
DeLuca, William	6.75
DEM Electric	21,265.53
DeMarco, Ralph	16.84
Demco Inc	1,605.55
Dermatec Direct	216.99
Derry Medical Center PA	150.00
Derry, Town of	108,229.50
Devaney, Sean	30,125.00
Devlin Construction, Inc.	67,157.00
Devlin, John	30.00
Diesel's Fuel Injection Service, LLC	250.00
DiNapoli Polygraph Services	600.00
DJ Rogers Collision Center, LLC	19,353.29
Dobson, Robert	78.00
Dodge Grain Co., Inc.	274.45
Dog Waste Depot	289.66

VENDOR NAME	2020 PMTS
Doherty, Daniel	25.00
Donahue, Tucker & Ciandella, PLLC	27,255.72
Donovan Equipment Co Inc	2,564.17
Donovan Spring Co Inc	1,690.31
Dovenmuehle Mortgage, Inc	5,811.00
Drivers License Guide Company	43.90
Drummond, Woodsum & McMahon	7,365.64
Dubowik, Danielle	25.00
Ducharme, Andre G	1,000.00
Dunn, Timothy	20.00
Dyson, John C	600.00
Dzierlatka, Jason	1,254.75
East Coast Emergency Outfitter	3,414.53
Eastern Analytical Inc	4,574.28
Eastpoint Lasers	1,260.00
Eaton, Gail	570.00
Ebsco Industries, Inc.	2,020.00
Eddie's Saw Service	115.95
Edward N Herbert Assoc Inc	703.00
Elm USA, Inc.	424.00
Emmons, Christopher	913.00
Enterprise Bank & Trust	2,004,999.04
Esco Awards	56.00
ESRI Inc	1,000.00
Eversource	109,688.31
F.A. Bartlett Tree Expert Company	1,326.45
Family Promise of GRC	5,000.00
Faronics Technologies USA Inc.	74.00
Federal Eastern International	410.00
Feldberg, Kara	35.00
Fences Unlimited Inc	2,675.00
Field Works of New Hampshire	4,000.00
Fifth Third Bank	3,722.00
Finlayson, Kenna	150.00
Fisette Small Engine, LLC	469.94
Flag Store USA	635.16
Flagstar Bank	3,007.00
Fleetpride Inc	143.12
FleetScreen, Ltd.	736.00
Flynn, Jessica	375.00
Ford of Londonderry	2,922.36
Formax	544.50
Forster, David & Allen, Amy	369.21
Fort Settlement Services, LLC	228.60
Fournier, Timothy	20.00
Frank, Jeff & Tami	517.15
Freeston, Victoria	50.00
Freightliner of New Hampshire, Inc.	912.37
Frey, Karen	258.18
Friends of Moeckel Pond	214,150.00
Furman, Frank	106.50
Future Supply Corp	112.00
Gallant, Jason	58.94
Gemini Electric Inc.	1,030.00
George E. Sansoucy, PE, LLC	31.79
Get Down Tonight Entertainment, Inc.	200.00

VENDOR NAME	2020 PMTS
GGM Operating LLC	512.48
Girls on the Run NH	835.00
GMILCS, Inc.	39,831.20
Gold Title, PC	185.00
Gordon Chevrolet, Inc.	26,837.75
Goulet Computer Consultants Inc	248.00
GovConnection Inc	2,426.45
Government Forms and Supplies	127.89
Government Leasing, LLC	29,250.75
Gr. Derry Community Health Services, Inc	2,500.00
Grainger	2,237.90
Granite Industrial Gases, Inc.	483.75
Granite State Analytical	35.00
Granite State Cover Corp	180.00
Granite State Minerals Inc	35,372.24
Granite State Police Career Counseling, LLC	275.00
Granite YMCA, The	4,132.00
Granz Power Equipment	720.47
Greater Derry Londonderry Chamber of Commerce	398.00
Greater Salem Chamber of Commerce	199.00
Green Insurance Associates	1,522.00
Greenwood Emergency Vehicles, Inc.	973.07
GreenWorks, Inc.	108,387.50
Groundhog Landscaping & Property Maint. Inc.	44,548.75
GTP Enterprises	7,388.64
Guardian Tracking, LLC	3,818.00
Haas, Cheryl	806.48
Hahn, Edward	25.00
Harrison Shrader Enterprises	735.25
HB Communications, Inc	9,875.50
HealthTrust	1,592,381.76
Heffron, Kelly	90.00
Heritage Baptist Church	100.00
HGM Capital LLC	1,000.00
Higgins Office Products Inc	438.56
Hinkelman, Edward G	398.61
Hoag, Jacob	160.00
Hodgdon, Charles	750.00
Hoehn, Oscar Jr	15,437.50
Holland Supply, Inc.	1,986.50
Holm, Wayne	75.00
Home Point Financial Corporation	8,610.00
Hooksett Public Library	399.66
Houde, Jo-Ann	20.00
Howard P Fairfield, LLC	731.19
Hoyle Tanner & Associates, Inc.	4,476.46
Hudkins Law	525.00
Hudson Quarry Corp	686.69
Hunter Systems Group, Inc.	299.00
Hussain, Nighat	300.00
Impact Fire Services, LLC	1,661.60
Inception Technologies Inc.	800.00
Industrial Protection Services	118,418.48
Industrial Traffic Lines, Inc.	6,502.76
Infinite Graphic Resources	201.00
Installed Building Products, LLC	1,695.00

VENDOR NAME	2020 PMTS
International Assoc. of Chiefs of Police	715.00
International Association of Assessing Officials	220.00
International Association of Fire Chiefs	230.00
Interware Development Company, Inc.	650.00
Irwin Motors Inc	34,207.00
Isaiah 58	2,500.00
Iworsky, Greg	419.42
Iworsky, Heather	624.64
J Chet Rogers, LLC	2,200.00
Jacquelyn Leriche	140.00
JCD Contracting LLC	6,246.50
Jereme LeBlanc	45.00
JN Nursery, LLC	57,832.21
Jordan Equipment Co	6,142.40
Joss, Pete	75.00
Keach-Nordstrom Associates Inc	27,674.42
Kelleher, Timothy & Jessica	517.15
Kenneth S & Alice Lee	508.63
Khoury, Fodi & Della	463.00
Kimball, George	100.00
King Information Systems, Inc.	163.68
Kleinfelder, Inc.	66,404.68
Knox Company	1,838.00
Koenigsbauer, Erik	75.00
Kolodziej, Erma	750.00
Kurgan, Gary	96.85
Lakeview Tree	10,400.00
Law Office of Anthony Pesce & Associates	73.86
Law Office of Jarrett Scarpa PC	2,231.42
Law Office of Michael J. Ring PC	364.00
Law Office of Richard Shea, PC	4,783.05
Lawson Products, Inc	1,137.26
Leak, David	1,050.00
Lemay, Scott & Michelle	52.00
Leon J. Christian & Sons	5,167.50
Less Lethal, LLC	4,088.90
Leveille, Roger	5,473.75
Lewis, Gerald	83.28
LexisNexis Risk Data Management, Inc.	1,832.12
LHS Associates Inc.	12,364.84
Liberty Int'l Trucks of NH, LLC	172,577.84
Liberty Utilities	7,815.56
Librarica LLC	238.80
LibraryInsight, Inc.	895.00
Loan Care	3,631.00
Londonderry Fence Co.	2,000.00
Luxer Corporation	10,750.00
M&D Power and Services	9,110.00
M2 Facility Solutions LLC	3,280.54
MacThompson Realty, Inc.	292.00
Mailings Unlimited	7,707.17
Manzi, Bonanno & Bowers Attorneys at Law	277.00
Martel Engineering, Inc.	4,350.00
Max Finkelstein Inc.	7,253.52
Maynard & Leslie Inc	585.94
McCarty, Jason & Amy	75.00

VENDOR NAME	2020 PMTS	VENDOR NAME	2020 PMTS
McDevitt Trucks Inc	220.12	NH Retirement System	2,134,219.56
McGovern, Lorena	75.00	NH Retirement System	1,912.79
McIntire Business Products	399.00	NH Tax Collectors Association	20.00
McKesson Medical-Surgical	1,612.90	NHMA, Inc.	16,578.00
McLaughlin, Kelly	6.72	Nieves, Jessica	100.00
McMahon One Family Trust	2,127.09	Nigro, Brett & Larissa	292.00
McPhail Siding and Roofing Co, LLC	56,297.00	NITCO, LLC	14,071.44
Mechanical Construction & Svcs., Inc.	9,617.25	Nobile Family Trust	56.00
Mello Consulting & Training, LLC	915.00	North of Boston Media Group	4,873.00
Mento Plumbing and Heating	250.00	North Shore Axle and Machine, Inc.	894.57
Merrill, William	87.75	Northeast Digital Imaging, LLC	250.00
Michaud, Laura	25.00	Northeast Masonry Corporation	101,790.00
Midwest Tape	2,000.00	Northshore Trailer & Susp, LLC	4,707.99
Mill City Iron Fabricators Inc.	19,629.00	Northway Bank	96,586.14
Mill Steel Corporation	252.50	NRSWMD	10,552.56
Minton, Francis	400.00	NUB Games Inc.	315.00
Mirisola, Shane	362.83	Nyberg, Kevin	75.00
Mobile Fencing, Inc.	2,070.00	Occupational Health Svcs of PRH, LLC	872.00
Moeckel Pond Village District	2,136.00	Oil Energy Recovery, Inc.	600.00
Moltenbrey, Jesse	112.49	Olde Patriot Title & Closing Services Inc.	248.00
Monique Donovan Law Office LLC	1,393.00	O'Loughlin, Phil	245.25
Monroe, Lynne Emerson	6,949.50	Omni Services Inc.	486.40
Moore, Rhonda & Cook, Rhonda	500.00	O'Neil, Jennifer	45.00
Morris, Michael J	6,080.00	OPTIMUM	15.00
Morrissey & Moseley Law PC	377.75	Ossipee Mountain Electronics, Inc.	194.00
Motorola	3,848.74	Owl Stamp Company, Inc.	309.95
M-R Land Excavation Inc	27,500.00	Pacini, Matt	5,070.00
Municipal Graphics, Inc.	102.84	Paige, Chelsea	186.75
Municipal Leasing Consultants	695.00	Palmer Gas Co., Inc.	50,681.44
Municipal Management Assn of NH	100.00	Panciocco Law, LLC	182.00
Municipal Resources, Inc.	112,422.00	Park Street Foundation	6,636.00
Murphy, Patti	75.00	Parry Title Company, PC	4,166.50
National Fire Protection Assoc.	1,495.00	Pat's Key 'N' Lock	4,738.95
Nationstar Mortgage	1,682.00	Paul the Plumber	344.00
Nault, Charlene	375.00	Pediatric Emergency Standards, Inc.	566.50
Nault, Diana	25.00	Pels, Erin	190.00
Nault's Windham Honda	1,099.00	Pendlebury, Graham	1,530.00
NE Copy Specialists, Inc.	113.39	Penny Mac	3,187.00
NEACTC	35.00	Petro, Heather	1,806.18
NeoFunds	4,062.99	Petty Cash - Police Department	198.51
Neptune Uniforms & Equipment, Inc.	143.95	PHH Mortgage	3,059.00
Nesmith Library Board of Trustees	83,769.55	Phillips, Gerstein & Channen, LLP	211.00
NESPIN	100.00	Phoenix Precast Products	6,040.00
New England Association of Chiefs of Police, Inc.	80.00	Pinnacle Towers, LLC	14,311.85
New England Dustless Mobile Blasting, LLC	1,800.00	Plodzik & Sanderson, PA	3,910.00
New England Mechanical Associates, Inc.	2,900.60	Plourde Sand & Gravel Co., Inc.	16,029.55
New England Title & Escrow	112.00	Polizzotti, Thomas	75.00
NewsBank Inc	10,199.00	Polumbo, Scott	28,600.00
NH Assoc. of Assessing Officials	685.00	Power Products Systems, LLC	30,735.19
NH Assoc. of Chiefs of Police Inc	3,548.45	Precision Door Service of Boston	4,260.00
NH Assoc. of Conservation Commissions	1,450.00	Primex	108,770.00
NH Building Officials Association	150.00	Primex	228,475.00
NH City & Town Clerks Assn.	20.00	Pro-Turf Landscaping of Southern NH, LLC	3,189.00
NH GFOA	105.00	PT Research, Inc.	420.00
NH Health Officers Association	125.00	Quadient Finance USA, Inc.	12,115.70
NH Motor Transport	514.00	Quadient Leasing USA Inc.	8,845.65

VENDOR NAME	2020 PMTS
Quicken Loans	3,397.00
Quicksilva Title & Escrow LLC	436.52
R&D Paving, Inc.	831,465.00
Ram Printing, Inc.	4,666.15
Rape & Assault Support Services, Inc.	1,000.00
ReadyRefresh by Nestle	4,290.02
Reeves Company, Inc.	49.79
Remington Arms Co, LLC	545.76
ReSource Waste Services LLC	100,907.10
RGA Tire and Auto Repair Inc.	599.71
Rice, Wanda	421.38
Rickenbach, Elizabeth	50.00
Riley, Jessica	400.00
Rittenhouse, Elaine	24.15
Road Runner LLC	1,897.32
Robert Bates, Inc.	3,481.25
Robertson, Patrick	1,199.00
Rockingham Community Action	6,540.00
Rockingham County Chiefs of Police Assoc.	50.00
Rockingham County Registry of Deeds	954.35
Rockingham Emergency Veterinary Hospital	72.67
Rockingham Nutrition & Meals on Wheels Program	3,815.00
Rockingham Truck Repair, LLC	200.00
Roof Doctors of New England, LLC	3,324.00
RTM Communications Inc	7,682.35
Russo, Stephanie	160.00
Safelite Fulfillment, Inc.	577.94
Salem Sign Co.	1,570.00
Samson Fastener Co Inc	349.07
Sanders Searches LLC	1,725.00
Sanel NAPA Salem	12,613.73
Santander Leasing, LLC	141,285.02
Santorelli, Pasquale	75.00
Savard, Scott	25.00
ScrubADub Auto Wash Centers, Inc.	499.50
SE NH Hazardous Materials Mutual Aid District	9,843.30
Serian, Stephanie	25.00
Servco Business Products, Inc.	592.00
Service Link Title Company, LLC	1,239.35
ServiceLink	674.02
Sessler, Bruce	75.00
Shea Concrete Products, Inc.	1,029.06
Shell Point Mortgage Services	3,634.00
Showtime Computers & Supplies Co	3,830.23
SIG Sauer, Inc.	201.05
Signarama of Concord	660.00
Silk Title Co	925.85
Simpson, Samantha	50.00
Sliver, Jason	25.00
Smith Pump Co., Inc.	3,219.00
Smith, Bryan	915.75
SNHPC	11,532.54
Solid Roots Construction, LLC	54,715.50
Solidifi Title & Closing LLC	928.00
Solutions Property Management, LLC	1,975.00
Solzon Corporation	31,075.01

VENDOR NAME	2020 PMTS
Southern NH Special Operations Unit	5,000.00
Southern NH Wildlife Control, LLC	3,050.00
Southworth-Milton, Inc	165.72
Sowa Entertainment LLC	158.00
Specian, Michael	20.00
Spector Manufacturing, Inc.	68,828.38
Spencer, Amy	141.40
Spiller's	1,878.90
Spofford, Steve	5,600.00
Spok, Inc.	115.91
St. Mary's Title Services, LLC	529.00
Stanley Elevator Company Inc	6,392.83
Staples Business Advantage	7,105.63
Star Events	200.00
State of NH - Dept. of Safety	90.00
State of NH - Dept. of Transportation	994.25
State of NH - Fish & Game OHRV Registry	9,920.50
Stateline Waste Management	8,168.29
Stevensons Builders, LLC	87,867.00
Stiles Company, Inc.	227.50
Stone & Berg	1,408.80
Stratham Tire, Inc	484.45
Stryker Medical	62,219.31
Suburban Wildlife Control, LLC	5,800.00
Sudati, Kristen	50.00
Sullivan Tire Co	490.64
Sullivan, David	1,057.47
Sullivan-Powers, Megan	50.00
Sunbelt Rentals, Inc.	741.55
Supreme Rental Housing, LLC	21,035.00
Surette, Stephen	186.40
Sweeney Title Services, LLC	672.00
SymbolArts	1,348.75
Taber, Robert & Rinda	33.00
Tape Services, Inc.	443.45
Tate Brothers Paving Co., Inc.	11,510.00
Tax-Exempt Leasing Corp.	60,377.32
Taylor, Robert	20.00
Teleflex Medical	656.92
Telephone Systems Efficiency, Inc.	4,290.00
Terminix Processing Center	446.00
Tesla Energy	80.00
The Mahoney Law Group, PC	1,284.20
The Title Team, LLC	892.53
Theodhosi, Marie	750.00
Theroux, David	900.00
Third Federal Savings & Loan	7,211.00
Thompson Ventures, LLC	5,200.00
Thompson's Sewer Service Inc	3,765.00
Thornton, James	400.00
Thornton, Lisa	375.00
Timios, Inc.	396.10
Title 365 Company Corp	358.80
Tkacz, Jan	25.00
TMDE Calibration Labs, Inc.	485.00
Todd Steffanides Jag Camp, LLC	4,824.78

VENDOR NAME	2020 PMTS
Torrice, Paula	61.50
Traffic Safety Store	2,806.19
Treasurer, State of NH	85,406.35
Treasurer, State of NH - Dept. of Agriculture	4,692.50
Treasurer, State of NH - Dept. of Environmental Svcs.	900.00
Treasurer, State of NH - Dept. of Labor	200.00
Treasurer, Trustee of Trust Funds	76,296.41
TriState Generators, LLC	29,150.68
TriTech Software Systems	17,408.75
TST Hydraulics, Inc.	434.76
Tyler Technologies, Inc.	58,932.54
Union Leader Corp	1,234.12
United Business Machines	1,748.69
United Site Services, Northeast Inc.	7,372.95
United Title & Escrow Services, LLC	72.00
UNUM Life Insurance Co. of America	102,389.70
US Construction Fabrics, LLC	60.50
US Postal Service	53.00
US Water Consultants Inc	6,448.00
Vantage Point Title, Inc.	80.00
Varidesk, LLC	108.00
Verizon Wireless	16,499.64
Vision Government Solutions, Inc.	10,015.20
Walsh, Milton C	1,619.00
Wandell, Kimberly	25.00
Warner, Nicole	365.00
Watson, Douglas	75.00
Wayside Trans. Corp., Inc.	8,900.00
WB Hunt Co., Inc.	3,460.57
WB Mason Company Inc	3,946.31
WD Perkins	586.44
Weixler, Bethany	247.00
Weston & Sampson Engineers, Inc.	30,800.00
WEX Bank	10,797.54
Weyer-Leuchtner, Crystal	93.28
WFAR/WCB	3,000.00
Wilbur E Tarbell American Legion Post 109	2,617.25
Wilcox & Barton Inc.	71,920.94
Wilder, Tasha	25.00
Wilkins, Jody	55.00
William P Davis Excavation, LLC	225,107.50
Williams, Wendy	289.01
Wilson, Beverly	22.00

VENDOR NAME	2020 PMTS
Windham Helping Hands	8,500.00
Windham Junction	316.10
Windham Mobil Brake and Tire LLC	2,618.23
Windham Printing & Publishing Inc.	3,717.55
Windham Realty, LLC	22,000.00
Windham School District	435,443.00
Windham, Town of	13,807.48
Window Tech	508.00
Wimmill Equipment Company Inc	8,080.88
Wolff Realty Group	1,800.00
Woody's Auto Repair & Towing Inc	8,714.94
Worthington Products Inc.	1,144.50
Wyzansky, Carol	33.00
Yennaco Property Management, LLC	1,100.00
Young Bros. Pump Co., Inc.	2,685.00
Z Flag Store	300.50
Zahoruiko, Madison	215.15
Zero9 Holsters	179.70
Zins, Jennifer L	429.05
Zins, Mark P	5,951.45
Zins, Zacharey	20.00
Total	13,439,911.29

SCHEDULE OF TOWN PROPERTY

Property Location	GIS ID	Acres	Assessed Land Value	*Appraised Bldg Value	Tax Deed	Gift	Description
Blueberry Rd, 5	1-B-1022	0.97	17,800				
Blueberry Rd, 10	1-B-1025	2.89	91,400				
Londonderry Rd	1-B-1095	4.30	78,600				Rec - Rockingham Trail
Kendall Pond Rd, 137	1-C-100	64.00	158,548	180,400			Cons - Campbell Farm
Londonderry Rd	1-C-2495	12.00	94,000				Rec - Rockingham Trail
Nashua Rd	1-C-2500	163.50	1,083,000				Cons - Fosters Pond
Nashua Rd	1-C-2500A	25.20	383,100	2,500			Rec - Nashua Rd Field
Beacon Hill Rd	2-A-250	2.43	77,400				Rec - Rockingham Trail
Frost Rd	2-A-1325	1.50	363,800		✓		
Beacon Hill Rd	2-B-495	4.60	78,800				Rec - Rockingham Trail
Depot Rd, 6	3-A-955	0.34	270,600				Depot
Quail Run Rd	3-A-1000	12.00	405,100				
Flat Rock Rd	3-B-290A	8.00	23,300			✓	Conservation
Flat Rock Rd, 35	3-B-355	8.00	232,500		✓		
Flat Rock Rd	3-B-375	10.78	79,300				
Rockingham Rd, 179	3-B-601	22.86	376,400	19,400		✓	Rec - Spruce Pd Facility
Rockingham Rd	3-B-680	1.28	126,700		✓		
Depot Rd	3-B-850-2	0.03	6,700		✓		
Depot Rd	3-B-910	10.00	96,800				Conservation
Depot Rd, 8	3-B-998	0.30	262,000	130,000			Depot
Partridge Rd	3-B-1001	3.30	118,000			✓	Conservation
Rockingham Rd	3-B-1600	3.70	14,000			✓	Conservation
Londonderry Rd, 43	5-A-200A	9.77	75,200			✓	Conservation
Londonderry Rd	6-A-1000	8.20	42,100			✓	Conservation
Kent St	6-A-1300	5.80	23,800				
Pine Hill Rd	6-C-200	13.00	58,500			✓	
Gov Dinsmore Rd, 84	7-A-500	1.60	364,500			✓	
Mockingbird Hill Rd	7-A-501	0.01	25,100				Cemetery - Parker Fam.
Gov Dinsmore Rd	7-A-625	2.71	19,300		✓		
Gov Dinsmore Rd	7-B-10	1.10	18,100				
Seavey Rd	8-A-40	0.02	9,800		✓		
Seavey Rd	8-A-61	0.34	18,900		✓		
Seavey Rd	8-A-9010	0.60	26,500		✓		
Coburn Rd, 2	8-B-530	1.88	210,800			✓	Conservation
Rockingham Rd, 92	8-B-850	4.00	535,500		✓		
Rockingham Rd, 98	8-B-900	3.30	528,200		✓		
Rockingham Rd	8-B-1860	0.46	82,500		✓		
Rockingham Rd	8-B-3001	362.20	2,034,200				Cons - Town Forest
Rockingham Rd	8-B-4000	4.70	14,500				Cons - Town Forest
Rockingham Rd	8-B-4100	11.00	63,500		✓		Cons - Town Forest
Rockingham Rd	8-B-4300	14.00	67,500		✓		Cons - Town Forest
Rockingham Rd, 176	8-B-4401	1.00	61,200				
Rockingham Rd	8-B-5000	8.00	59,600				Cons - Town Forest
Rockingham Rd	8-B-6150	17.00	71,400				Cons - Town Forest
Seavey Rd	8-B-6301	0.88	87,000				
Orchard Blossom Rd	8-C-300	77.82	240,600				Conservation
Kendall Pond Rd	9-A-652	0.05	12,100		✓		
Kendall Pond Rd	9-A-655	0.69	354,500				Rec - Railroad Bed
Kendall Pond Rd	9-A-770	4.80	78,900				Rec - Railroad Bed
Kendall Pond Rd, 69	9-A-1600	11.00	82,900			✓	
Kendall Pond Rd, 67	9-A-1604	1.51	15,600			✓	Conservation
Kendall Pond Rd	9-A-1750	2.20	77,300				Rec - Railroad Bed
Ledge Rd, 2	11-A-201	12.15	908,400	2,116,000			Transfer Stn/Highway

Property Location	GIS ID	Acres	Assessed Land Value	*Appraised Bldg Value	Tax Deed	Gift	Description
Haverhill Rd	11-A-298	0.12	18,400			✓	
Haverhill Rd	11-A-299	0.39	14,000				Transfer Station
North Lowell Rd, 3	11-A-590	3.00	1,215,700	3,940,000			Town Hall Complex
Eastwood Rd	11-A-634A	0.18	12,800		✓		
Indian Rock Rd	11-C-350	4.35	49,700			✓	
North Lowell Rd, 2	11-C-1200	0.57	584,200	891,000			Senior Center
North Lowell Rd, 4	11-C-1300	1.56	717,000	607,000			Bartley House
Sheffield St, 14	11-C-1700	13.57	61,300			✓	
Camelot Rd	11-C-1800	4.75	25,000			✓	
Camelot Rd	11-C-1801	4.83	25,000			✓	
Camelot Rd	11-C-1802	1.50	22,100			✓	
North Lowell Rd	11-C-3400	0.81	14,500			✓	
Pine Hill Rd	11-C-3600	5.70	21,500			✓	Conservation
Pine Hill Rd, 10	11-C-3625	3.80	95,300				Conservation
Cole Rd	13-K-30	0.07	127,300		✓		
Doiron Rd	13-K-34A	0.11	61,400		✓		
Mammoth Rd, 10	14-A-51	16.48	404,700			✓	Cons - Andrews Forest
Haverhill Rd	14-A-200	31.70	292,300				Conservation
Haverhill Rd	14-A-230	3.90	14,100			✓	
Haverhill Rd, 200	14-A-850A	1.80	227,200		✓		
London Bridge Rd	14-B-14A	3.80	45,700			✓	
London Bridge Rd	14-B-2350	10.00	72,900		✓		
London Bridge Rd	14-B-2500	1.00	21,600			✓	Cons - Gage Lands
London Bridge Rd, 41	14-B-2601	0.05	5,800				Conservation
Ashton Park Rd	14-B-2604	0.08	23,200				Conservation
London Bridge Rd, 43	14-B-3450	36.59	408,100				Conservation
Ash St	16-F-8A	0.04	37,600		✓		
Indian Rock Rd	16-L-50	1.00	229,500		✓		
Fellows Rd	16-L-100	52.40	8,880,000	9,096,000			Fellows Rd. Complex
Third St	16-P-560	0.27	29,500		✓		
Armstrong Rd	17-I-49	1.40	208,700		✓		
Bell Rd	17-J-134A	0.03	66,800		✓		
York Rd	17-M-46A	0.09	58,100		✓		
Woodvue Rd	18-L-474	0.20	0				
Chapel Rd, 3	18-L-525	4.61	450,300	2,041,000			Searles Chapel
Hayes Hart Rd	18-L-601	0.22	0				Rec - Boat Ramp
Mammoth Rd	19-B-500	34.25	259,000			✓	Conservation
Haverhill Rd, 21	20-D-900	0.92	352,100	208,000			Fmr PD/Pre-School
Haverhill Rd	20-D-1000	20.00	262,000				Water Supply
London Bridge Rd, 90	20-D-1200	17.33	114,700				Cons - Clyde Pond
Clyde Park Rd, 3	20-D-1201	0.59	80				Cons - Clyde Pond
Clyde Park Rd, 5	20-D-1202	0.65	80				Cons - Clyde Pond
Clyde Park Rd, 7	20-D-1203	0.69	90				Cons - Clyde Pond
Clyde Park Rd, 9	20-D-1204	0.69	90				Cons - Clyde Pond
Clyde Park Rd, 11	20-D-1205	0.58	80				Cons - Clyde Pond
Clyde Park Rd, 13	20-D-1206	0.58	80				Cons - Clyde Pond
Clyde Park Rd, 15	20-D-1207	0.58	80				Cons - Clyde Pond
Clyde Park Rd, 17	20-D-1208	0.46	60				Cons - Clyde Pond
Clyde Park Rd, 28	20-D-1209	0.68	90				Cons - Clyde Pond
Clyde Park Rd, 26	20-D-1210	0.61	80				Cons - Clyde Pond
Clyde Park Rd, 24	20-D-1211	0.67	90				Cons - Clyde Pond
Clyde Park Rd, 20	20-D-1212	0.68	90				Cons - Clyde Pond
Clyde Park Rd, 18	20-D-1213	0.67	90				Cons - Clyde Pond

Property Location	GIS ID	Acres	Assessed Land Value	*Appraised Bldg Value	Tax Deed	Gift	Description
Clyde Park Rd, 16	20-D-1214	0.69	90				Cons - Clyde Pond
Clyde Park Rd, 14	20-D-1215	0.64	80				Cons - Clyde Pond
Clyde Park Rd, 12	20-D-1216	0.64	80				Cons - Clyde Pond
Clyde Park Rd, 10	20-D-1217	0.64	80				Cons - Clyde Pond
Clyde Park Rd, 8	20-D-1218	0.61	80				Cons - Clyde Pond
Clyde Park Rd, 6	20-D-1219	0.56	70				Cons - Clyde Pond
Clyde Park Rd, 4	20-D-1220	0.54	70				Cons - Clyde Pond
Clyde Park Rd, 22	20-D-1221	0.33	40				Cons - Clyde Pond
Haverhill Rd	20-D-1300	7.00	58,300		✓		
Haverhill Rd	20-D-1300A	1.00	12,600		✓		
London Bridge Rd	20-D-1550	19.22	190,000			✓	
London Bridge Rd	20-D-1600	106.65	1,037,100			✓	Cons - Gage Lands
London Bridge Rd	20-D-1800	11.82	240,400			✓	Cons - Gage Lands
London Bridge Rd	20-D-2000	10.00	106,700			✓	Cons - Gage Lands
Bear Hill Rd	20-E-300	27.03	60,900				Conservation
Bear Hill Rd	20-E-350	10.00	256,500		✓		Cons - Gage Lands
Cobbetts Pond Rd, 45	21-H-1A	0.97	892,500	7,000			Town Beach
Range Rd, 156	21-K-150	3.30	377,300				Cemetery - Hill
Cobbetts Pond Rd	21-U-100	6.30	399,800	5,000			Cemetery - Plains
Ash St	21-V-227A	0.07	46,100		✓		
Chipmunk Rd	21-V-243J	0.25	72,600		✓		
Esty Rd	21-V-255B	0.12	24,900		✓		
Cobbetts Pond Rd	21-W-2	6.40	230,300			✓	Conservation
Cobbetts Pond Rd	21-W-6	8.15	413,600	2,500			Cemetery - New Plains
West Shore Rd	22-L-75	0.10	78,900			✓	Conservation
West Shore Rd	22-L-77	0.10	78,900			✓	Conservation
Settlers Ridge Rd	22-R-100A	0.51	3,300				
Spear Hill Rd	22-R-250	0.70	16,400			✓	Conservation
Range Rd, 111	22-R-900	36.19	530,300	332,000			Rec - Griffin Park
Rock Pond Rd	24-A-601	3.70	25,000		✓		
Rock Pond Rd	24-A-650	1.50	23,000		✓		
Rock Pond Rd	24-D-600	5.60	26,800		✓		
Moeckel Rd	24-D-701	1.20	22,700		✓		
Rock Pond Rd	24-E-100	5.00	26,300		✓		
Rock Pond Rd	24-E-5000	13.00	33,800			✓	Conservation
Timberlane Rd	24-F-500	10.00	148,500			✓	Conservation
Timberlane Rd	24-F-501	39.60	147,000				Conservation
Castle Hill Rd	24-F-800	20.00	107,600			✓	Conservation
Castle Hill Rd	24-F-900	28.00	122,600			✓	Conservation
Field Rd, 19	24-F-950	3.73	380,500			✓	Conservation
Heritage Hill Rd	24-F-1550	0.24	27,500			✓	
Heritage Hill Rd	24-F-1551	0.15	24,700			✓	
Meadow Rd, 3	24-F-5205	2.94	374,600	2,500			Rec - Tokanel Field
Washington Rd	24-F-6100	13.00	554,400			✓	Conservation
Range Rd, 247	24-G-101	13.00	23,000		✓		
Moeckel Rd	25-C-251	40.00	59,100				Conservation
Moeckel Rd	25-C-253	0.93	22,100				Conservation
Moeckel Rd	25-C-255	1.20	22,700				Cons - Pond/Island
Woodbury Rd, 1	25-E-10	54.15	483,600				Cons - Deer Leap
Abbott Rd	25-E-481	0.06	15,400		✓		Conservation
Abbott Rd	25-E-500	0.30	68,900			✓	Conservation
Osgood St, 20	25-R-103	79.50	525,300				McIlvaine Town Forest
Marblehead Rd, 39	25-R-300	22.00	399,400				Old Landfill

Property Location	GIS ID	Acres	~Assessed Land Value	*Appraised Bldg Value	Tax Deed	Gift	Description
Marblehead Rd	25-R-500	0.23	12,400			✓	
Marblehead Rd	25-R-6000	24.94	80,900				Cons - Open Space
Brookdale Rd	25-R-6000A	5.00	17,900		✓		McIlvaine Town Forest
Spear Hill Rd	25-R-6250	11.77	42,500				Cons - Open Space
Spear Hill Rd	25-R-6260	7.23	47,700		✓		Cons - Open Space
Spear Hill Rd	25-R-6500	70.00	438,800				McIlvaine Town Forest
Spear Hill Rd	25-R-7000	25.52	82,000				Cons - Open Space
Bayberry Rd	25-R-7010	17.00	576,000		✓		McIlvaine Town Forest
Spear Hill Rd	25-R-7025	10.00	52,900				McIlvaine Town Forest
Spear Hill Rd	25-R-7050	5.10	43,700				Cons - Open Space
Bayberry Rd	25-R-8000	19.90	258,500				McIlvaine Town Forest
Settlers Ridge Rd, 34	25-R-8006	0.26	2,500				Cons - Open Space
Glendenin Rd, 26	25-R-8009	0.53	41,400				Cons - Open Space
Glendenin Rd, 33	25-R-8016	8.23	28,900				Cons - Open Space
Settlers Ridge Rd, 33	25-R-9000	3.63	25,700				Cons - Open Space
Glendenin Rd, 20	25-R-9007	0.03	13,400				Cons - Open Space
Acadia Dr, 1	25-R-9012	8.08	66,500				Cons - Open Space
Acadia Dr, 2	25R-9018	0.26	3,400				Cons - Open Space
		2,072.41	\$36,863,618				

~ As established by the Town Assessor

* As determined by the Town's insurance provider

^ Portions currently being used for recreational purposes (Rogers Field and Wonderland Playground)

CAPITAL IMPROVEMENTS PLAN 2021-28

I. Introduction

New Hampshire Revised Statutes delegate to the Planning Board the responsibility for preparing a Master Plan to guide the development of the municipality. The Windham Planning Board adopted a Master Plan in 1985 and, has since, generally updated the plan every five years. The update for the 2005 Master Plan was completed during the first half of calendar year 2005. In January 2014 the Planning Board reviewed outstanding goals of the 2005 Master Plan and determined which goals to prioritize for accomplishing in 2014. Starting in the late spring 2014, the Board began working with a consultant, the Southern New Hampshire Planning Commission (SNHPC), to begin formulating the 2015 Master Plan Document. Seven chapters of the 2015 Master Plan Document have been completed by 2018 with three more chapters to be completed. The Planning Board is currently in the process of reviewing and updating the Master Plan. A Capital Improvement Program (CIP) is the financial counterpart to a Master Plan. The CIP is a financial master plan for charting a municipality's capital needs over a specified time frame. The programming of capital expenditures into a rational planning and budgeting process is an important management tool for the allocation of tax revenue.

Growth can have a substantial impact on the municipal services and facilities. CIP's have become associated with efforts to manage growth and tax impact. Revised Statutes Annotated 674:22 requires municipalities, which regulate development through a growth management ordinance, to prepare and adopt a Master Plan and a CIP. Although it is a prerequisite of a growth ordinance, a CIP can stand alone on its own merits as a planning tool.

At the 1986 Town meeting, the voters of Windham authorized the Planning Board to prepare a CIP. A Planning Board CIP Sub-Committee was formed to undertake this task. While NH RSA 674:5-8 states that it is the Planning Board which prepares the plan, it is important to involve the Board of Selectmen, School Board, Town department heads, and other Town boards and commissions. Since it is the Selectmen and School Board who prepare the budget in Windham, they are a vital part of the CIP process.

According to the Windham Planning and Zoning Board bylaws, the CIP Sub-Committee's membership is as follows:

- One Selectman appointed by the chairman of the Board of Selectmen whose term shall be one year.
- One School board member appointed by the chairman of the School Board whose term shall be one year.
- Two members of the Planning Board appointed by the chairman of the Planning Board whose term shall be one year.
- Three members of the general public appointed by the chairman of the Planning Board whose terms shall be three years. As of 2015, an alternate citizen member of the committee appointed by the chairman of the Planning Board whose term shall be one year.

Throughout this document, "department" will be used to encompass all town boards, commissions, committees, trustees, and departments.

The CIP Sub-Committee has the following tentative meeting schedule:

JUNE	Appoint new members and organize for the coming year.
JULY	Request written capital project proposals from town departments and School Board.
AUGUST/SEPT	Meet with all departments and committees to discuss their capital needs.
SEPTEMBER	Meet to review submitted capital projects and develop the plan.
OCTOBER/NOV	Conduct a workshop with the Planning Board followed by final presentation to the Planning Board and hold a public hearing.

The Capital Improvements Program is a budgetary document that forecasts major Town expenditures for a legally mandated six-year period. Windham has traditionally created a CIP for a longer eight-year period. A summary analysis of each project is included in the CIP.

The program, when adopted and fully utilized, serves to ensure that the necessary services and facilities to meet the community's needs are provided in accordance with the financial capabilities of Windham.

For the purpose of this document, a capital improvement is defined as a major expenditure (usually non-recurring) for public facilities costing more than \$100,000. The amount is the same as last year.

CIP expenditures are considered beyond the scope of normal annual operating or maintenance expenses. Included are:

- Land acquisition for public purpose
- New buildings or additions
- Vehicles and other machinery with a useful life of greater than five years
- Major building or facility renovations with a useful life of greater than ten years
- Road renovations resulting in long-term improvement in road capacity or conditions
- Special studies such as assessments or a Master Plan
- Studies or architectural plans costing more than \$50,000 for the above capital improvements

A Capital Improvements Program offers many advantages:

- Stabilizes year-to-year variations in capital outlays.
- Makes acquisitions more feasible and defensible (e.g., land for water supply, waste disposal, recreation).
- If used in conjunction with a pooled investment reserve fund, can offset total costs of capital expenditures by reducing interest payments.
- Enables the town to establish growth control measures (in conjunction with a master plan).
- Facilitates implementation of the master plan by scheduling proposed projects over a period of time. The program can eliminate duplication and a random approach to expenditures.
- Furnishes a total picture of the municipality's major needs, discourages piecemeal expenditures and serves to coordinate the activities of various departments.
- Establishes priorities for projects on the basis of needs and cost.

The CIP Annual Process:

- Request from each of the Town departments detailed individual capital improvement requests.
- Schedule presentations, by department, of each request.
- CIP Sub-committee discusses and classifies each request by need and funding amount. (See Section IIA – Method of Classification for definition of need)
- CIP Sub-committee prepares eight-year appropriations spreadsheet which is presented to Planning Board.

The Planning Board and the CIP Sub-Committee together review the CIP and make desired revisions. After a public hearing is held, the Planning Board adopts the CIP. The CIP recommendations for the budget for the upcoming year are presented to the Selectmen and School Board for their consideration. The Board of the Selectmen, the School Board, and the electorate, should adopt the first year of the CIP program as the capital budget for that year.

The capital budget, the school department's operating budget, and the town's operating budget together make up the total municipal budget for the year.

II. Background: CIP 2020 Plan

A. Method of Classification and Prioritization of Capital Projects

New Hampshire RSA 674:6 requires that the Capital Improvements Program (CIP) classify projects according to urgency and need and to contain a time sequence for their implementation. In accordance with the Capital Improvements Programming Handbook prepared by the Southern New Hampshire Planning Commission, the Windham CIP Sub-Committee has adopted a classification schedule that uses six (6) possible classifications as outlined below. In deliberations leading up to the CIP Sub-Committee's proposed capital allocations, each submitted project is assigned a class. The list of projects requested for this year's plan is attached hereto as Appendix B.

After each project is classified, projects falling into the same class are reviewed against town needs as identified by the town master plan and further prioritization is established based upon available funds in each year.

Class	Category	Description
Class I	Urgent	Cannot be delayed, needed immediately for health and safety needs.
Class II	Necessary	Necessary. Needed within 1- 3 years to maintain basic level and quality community services.
Class III	Desirable	Desirable. Needed within 4-6 years to improve quality and level of service.
Class IV	Deferrable	Can be placed on hold until after the 6-year period but supports community development goals.
Class V	Premature	Premature. Needs more research, planning and coordination.
Class VI	Inconsistent	Inconsistent. Contrary to land use planning or community development

B. Year 2021 Available Capital Improvement Funds

The CIP Sub-Committee used the official tax valuation less utilities figure for 2020 to determine the proposed CIP funding for the subsequent years in its plan. This official tax valuation is determined by the Windham Tax Assessor and approved by the New Hampshire Department of Revenue Administration. As the Town is currently undergoing a revaluation the town valuation figure was projected to be \$2,411,889,470 for the year 2020 by applying a 2% increase to the 2019 valuation.

To compute the available CIP funds for year 2021, the sub-committee used the projected 2020 valuation and applied a 2.0% increase to reach \$2,460,127,260 as an estimated tax valuation figure. For FY 2021 – 2028 planning, the sub-committee estimated available CIP funds using a 2% increase each year to determine the valuation figures for the subsequent 2022 – 2028 years.

The CIP Sub-Committee has recognized the enormity of the costs attributable to the new high school and Golden Brook School renovation. The current CIP Appropriations Chart Plan does not include the costs of the new high school or Golden Brook School renovation bonds. However, it is shown as "Other Appropriations" for the community to be aware of its impact on the overall tax rate for the Town of Windham. The sub-committee believes that to continue to fund needed town-wide capital improvement projects, the high school and Golden Brook School bond costs should be removed from the core CIP plan. If not, the bond costs would exceed the annual allocated funding and preclude any funding for other needed projects. In 2016 the Town also funded the purchase a Quint for the Fire Department through a bond which is not included in the CIP budget. In 2019 the Town issued two 15-year bonds: a Conservation Land Acquisition bond, and a Water bond. The Land Acquisition bond was for land acquisition for lots 20-D-1200 (35.57 acres) and 20-E-300 (24.97 acres) (Parcels off London Bridge Road). Payments for this bond are anticipated to come from the Conservation Commission's Land

Acquisition Fund. The Water bond is for MSDC Charges for 200,000 gallons of water and payments will ultimately come back to the Town from fees collected from water users' initial hook-up fees. In 2020 the Town issued a 12-year bond for renovations to the Searles Chapel. Up to 50% of the annual payments are anticipated to come from the Searles Revenue Fund.

The bond payments are also shown in the "Other Appropriations" for the community to be aware of its impact on the overall tax rate for the Town of Windham.

The level of funding for the CIP Capital budget this year remained at \$0.90 per thousand. In 2019 the Planning Board decided to put a target \$0.35 per thousand for funding Town projects and \$0.55 per thousand to fund the school capital projects. It is desired that the first year of the CIP plan be balanced to zero (2021 in this plan).

III. CIP FY 2021 Plan

FUNDING AMOUNTS

2020 Estimated Town Tax Valuation Less Utilities	\$2,411,889,470
2021 Estimated Town Tax Valuation Less Utilities with 2.0% estimated growth	\$2,460,127,260
CIP funding at \$0.90 per thousand of 2021 Estimate	\$ 2,214,115
Other CIP Contributions: None	\$0
TOTAL AVAILABLE CIP FUNDING FOR 2021	\$ 2,214,115

FIXED CIP OBLIGATIONS FOR 2021

Transfer Station truck, Bond	\$ 42,040
Ambulance Lease	\$ 93,770
Rail Trail Improvements	\$ 40,988
REMAINING CIP FUNDS AVAILABLE FOR REQUESTED PROJECTS	\$ 2,037,317

IV. CIP FY 2020 – 2027 Appropriations Chart

CIP FY 2021 - 2028 Appropriation Chart (Summary)

Notes	CRF Balances	2021	2022	2023	2024	2025	2026	2027	2028
CIP Projected Availability		\$2,214,115	\$2,258,397	\$2,303,565	\$2,349,636	\$2,396,629	\$2,444,561	\$2,493,453	\$2,543,322
Fixed CIP Obligations									
Ambulance Lease	1		93,770						
Rail Trail Improvements	2		40,988	40,988					
Transfer Station Truck Bond	3		42,040						
Total Fixed Obligations		\$176,798	\$40,988	\$0	\$0	\$0	\$0	\$0	\$0
Effective Availability Other		\$2,037,317	\$2,217,409	\$2,303,565	\$2,349,636	\$2,396,629	\$2,444,561	\$2,493,453	\$2,543,322
Other CIP Annual Contributions			0	0	0	0	0	0	0
Net to Annual Appropriations	\$ -	\$ 2,037,317	\$ 2,217,409	\$ 2,303,565	\$ 2,349,636	\$ 2,396,629	\$ 2,444,561	\$ 2,493,453	\$ 2,543,322
Annual Appropriations									
FIRE DEPARTMENT	-	0	104,720	454,720	340,720	104,720	324,720	584,720	379,720
HIGHWAY AGENT	-	644,480	565,480	587,530	696,203	510,513	751,038	562,840	590,982
ADMINISTRATION/BOARD OF SELECTMEN	50,000	75,000	105,000	130,000	130,000	30,000	30,000	0	0
GENERAL SERVICES	-	110,000	220,000	0	0	0	0	0	0
TRAILS COMMITTEE	-	30,000	250,000	250,000	300,000	370,000	0	0	0
Town portion of CIP Appropriations		859,480	1,245,200	1,422,250	1,466,923	1,015,233	1,105,758	1,147,560	970,702
Town portion of CIP Budget		861,045	878,265	895,831	913,747	932,022	950,663	969,676	989,070
SCHOOL DEPARTMENT	248,997	581,252	800,000	800,000	800,000	800,000	800,000	800,000	800,000
Total Annual Appropriations	\$ 298,997	\$ 1,440,732	\$ 2,045,200	\$ 2,222,250	\$ 2,266,923	\$ 1,815,233	\$ 1,905,758	\$ 1,947,560	\$ 1,770,702
Variance		\$596,585	\$172,209	\$81,315	\$82,714	\$581,396	\$538,803	\$545,892	\$772,619

CIP FY 2021 - 2028 Appropriation Chart (Details)

Notes	CRF Balances	2021	2022	2023	2024	2025	2026	2027	2028
Effective Availability Other		\$ 2,037,317	\$ 2,217,409	\$ 2,303,565	\$ 2,349,636	\$ 2,396,629	\$ 2,444,561	\$ 2,493,453	\$ 2,543,322
OTHER CIP ANNUAL CONTRIBUTIONS									
Total Other contributions		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net to Annual CIP Appropriations		\$ 2,037,317	\$ 2,217,409	\$ 2,303,565	\$ 2,349,636	\$ 2,396,629	\$ 2,444,561	\$ 2,493,453	\$ 2,543,322
ANNUAL APPROPRIATIONS									
FIRE DEPARTMENT									
Engine 1 Replacement (8 year bond)				104,720	104,720	104,720	104,720	104,720	104,720
Ambulance Replacement				350,000					
SCBA Equipment Upgrades					236,000				
Forestry Replacement						220,000			
Tanker Replacement							480,000		
Mobile/Portable Radio Replacement								275,000	
Sub-Total		\$ -	\$ 104,720	\$ 454,720	\$ 340,720	\$ 104,720	\$ 324,720	\$ 584,720	\$ 379,720
HIGHWAY AGENT									
Road Improvements			420,000	441,000	463,050	486,203	510,513	536,038	562,840
(2) 5 Ton Truck purchases (3 year bond)			124,480	124,480	124,480				590,982
Highway Equipment - Small excavator			100,000			210,000			
5 Ton Truck replacement (2014 Truck)							215,000		
5 Ton Truck replacement (2016 Truck)									
Sub-Total		\$ -	\$ 644,480	\$ 565,480	\$ 587,530	\$ 696,203	\$ 510,513	\$ 751,038	\$ 562,840
ADMINISTRATION/BOARD OF SELECTMEN									
Town Complex Beautification	4	\$ 50,000	75,000	75,000	100,000	100,000			
Nesmith Library Solar PPA				30,000	30,000	30,000	30,000	30,000	
Sub-Total		\$ 50,000	\$ 75,000	\$ 105,000	\$ 130,000	\$ 130,000	\$ 30,000	\$ 30,000	\$ 0
GENERAL SERVICES									
Town Hall exterior renovation				220,000					
Fire Department Roof project			110,000						
Sub-Total		\$ -	\$ 110,000	\$ 220,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
TRAILS COMMITTEE									
Greenway Recreation Trail and Planning Feasibility Study			30,000	250,000	250,000	300,000	370,000		
Sub-Total		\$ -	\$ 30,000	\$ 250,000	\$ 250,000	\$ 300,000	\$ 370,000	\$ 0	\$ 0

Notes	CRF Balances	2021	2022	2023	2024	2025	2026	2027	2028
ANNUAL APPROPRIATIONS (continued)									
SCHOOL DEPARTMENT									
WMS Classroom HV&AC Units and Roof Section C			363,867						
WCS HVAC Replace			217,385						
WHS Paving/Parking				112,389					
WCS Paving - back loop/parking area				103,000					
WCS Bus drop off area				223,000					
WCS Exterior Doors 8-10					100,427				
WCS Roof repairs					277,850				
WMS Paving - main parking area						210,000			
WSD HVAC						136,939	118,762	124,735	
Replenish CRF	5	247,350		361,611	421,723	453,061	681,238	675,265	800,000
Repair/Replace Septic	6	1,647							800,000
Sub-Total		\$ 248,997	\$ 581,252	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000
TOTAL ANNUAL APPROPRIATIONS			\$ 1,440,732	\$ 2,045,200	\$ 2,222,250	\$ 2,366,923	\$ 1,815,233	\$ 1,905,758	\$ 1,947,560
VARIANCE			\$ 596,585	\$ 172,209	\$ 81,315	\$ 82,714	\$ 581,396	\$ 538,803	\$ 545,892
									\$ 772,619

OTHER ANNUAL APPROPRIATIONS									
Primary High School Bond	7		2,091,000	2,040,000	1,989,000	1,942,250	1,895,500	1,827,500	1,742,500
Golden Brook School Bond	8		3,071,078	2,979,250	2,892,550	2,805,850	2,719,150	2,632,450	2,545,750
State Building Aid Received (Offset)			(602,995)	(602,995)	(602,995)	(602,995)	(602,995)	(602,995)	2,459,050
School District Bonds Total Payments		\$	4,559,083	\$ 4,416,255	\$ 4,278,555	\$ 4,145,105	\$ 4,011,655	\$ 3,856,955	\$ 3,685,255
Total cost per thousand town valuation for School Bonds			1.85	1.76	1.67	1.59	1.51	1.42	1.33
Fire Department Quint Bond	9		96,586	96,586	96,586	96,586	96,586	96,586	38,733
Total cost per thousand town valuation for Quint Bond			0.04	0.04	0.04	0.04	0.04	0.04	-
Land Acquisition Bond for 20-D-1200 and 20-E-300	10		191,820	185,700	179,580	173,460	167,340	161,220	155,100
Water Bond	11		70,635	68,340	66,045	63,750	61,455	54,160	52,120
Searles Chapel Building Roof and Tower Project	12		28,808	28,808	28,808	28,808	28,808	28,808	28,808
Total cost per thousand town valuation for other bonds			0.12	0.11	0.11	0.10	0.10	0.09	0.08

CIP FY 2021-2028 Footnotes

Fixed CIP Obligations:

- 1 Final payment on a three year lease payment plan for a new ambulance in 2019.
- 2 Two year bond for \$80,000 of the Rail Trail Improvement Project approved in 2020.
- 3 Final payment on two year bond for \$90,000 at 1.67% towards the purchase of a transfer station truck in 2019

Other CIP Annual Contributions:

None

Capital Reserve Funds:

- 4 Unexpended CIP funds from prior year for Town Complex Beautification (established in 2020).
- 5 Unexpended CIP funds from prior years for future School Building, Renovation and Land Acquisition (established in 2016).
- 6 Unexpended CIP funds from prior years for School District Repair/Replace Septic (established in 2002).

Other Annual Appropriations:

- 7 Primary High School Bond - 20 year term with last payment in 2026
- 8 Golden Brook School Bond - 20 year term with last payment in 2038
- 9 Fire Department Quint Bond - 10 year term with last payment in 2027
- 10 Conservation Land Acquisition Bond - 15 year term with last payment in 2034. Payments are anticipated to come from the Conservation Commission's Land Acquisition Fund.
- 11 Water Bond - 15 year term with last payment in 2034. Payments will ultimately come back to the Town from fees collected from water users initial hook-up fees.
- 12 Searles Chapel Bond - 12 year bond for \$300,000 with final payment in 2032. Up to 50% of the annual payments are anticipated to come from the Searles Revenue Fund

TAX VALUATION PROJECTION

PROPERTY VALUATION	% Increase	YEAR	PROJECTED CIP TAX RATE	\$	School portion	Town portion
				AVAILABLE	0.55	0.35
\$2,411,889,470		2020	\$0.90	\$2,170,701		
\$2,460,127,260	2.0	2021	\$0.90	\$2,214,115	\$1,353,070	\$861,045
\$2,509,329,805	2.0	2022	\$0.90	\$2,258,397	\$1,380,131	\$878,265
\$2,559,516,401	2.0	2023	\$0.90	\$2,303,565	\$1,407,734	\$895,831
\$2,610,706,729	2.0	2024	\$0.90	\$2,349,636	\$1,435,889	\$913,747
\$2,662,920,864	2.0	2025	\$0.90	\$2,396,629	\$1,464,606	\$932,022
\$2,716,179,281	2.0	2026	\$0.90	\$2,444,561	\$1,493,899	\$950,663
\$2,770,502,867	2.0	2027	\$0.90	\$2,493,453	\$1,523,777	\$969,676
\$2,825,912,924	2.0	2028	\$0.90	\$2,543,322	\$1,554,252	\$989,070

V: Requested Capital Projects and Action Taken

A. Fire Department

Project Title: Engine-1 Replacement

Proposed By: Chief Thomas L. McPherson

Estimated Cost: \$750,000 Requested for FY 2021

Proposal: Engine-1 is a 2006 KME with approximately 86,500 miles and approximately 7,398 engine hours. It is equipped with 1,000 gallons of water and has a Waterous 2,000 GPM (gallons per minute) rated pump. It also carries 30 gallons of Class B Foam. Engine-1 is also equipped with one of two of the department's hydraulic rescue tools which are also reaching their life expectancy and in need of replacement. As with any new vehicle purchased, Engine-1 ran as a primary unit during its first year of break in period both serving the town as well as responding on mutual aid requests. More recently, the department has spent \$17,000 replacing the transmission along with an additional \$3,000 replacing a defective fuel tank. The scheduled rotation of our fleet is safe and cost effective. The service requirements placed on these vehicles coupled with the many intricate systems requires a tremendous amount of service as they age.

CIP Recommendation: The sub-committee assigned a Classification of I (Urgent) with funding of \$750,000 through an 8-year bond with payments in FY2022 through FY2029.

Project Title: Ambulance Replacement

Proposed By: Chief Thomas L. McPherson

Estimated Cost: \$350,000 Requested for FY 2023

Proposal: Timely replacement of this high use equipment is critical to the safe and effective delivery of pre-hospital care. This replacement of an ambulance purchased in 2009 allows the department to stay on course for scheduled apparatus replacement. Over the past several years, the department has maintained a rotation of these vehicles to maximize the useful life of these vehicles without placing strain on the mechanical operation. Typically, each front-line ambulance is operated for four years before being downgraded to a backup ambulance. The current backup ambulance is then downgraded and kept in service as the department's rescue for cold water/ice rescue emergencies. This is equipped in the wintertime with ice rescue suits, a rescue a-live sled and a variety of rescue ropes and loose equipment. During the summer months, kayaks are placed into service and carried on the rescue to serve as rapid deployment vessels which allows rescuers to enter the water without delay. This allows the department to maximize each of the ambulances for approximately twelve (12) years.

CIP Recommendation: The sub-committee assigned a Classification of II (Necessary) with funding of \$350,000 in FY2023.

Project Title: Self-Contained Breathing Apparatus Upgrades

Proposed By: Chief Thomas L. McPherson

Estimated Cost: \$236,000 Requested for FY 2024

Proposal: The department replaced all of the Self-Contained Breathing Apparatus (SCBA) in 2014 to meet current Safety Standards. The purchase included: bottles, harnesses, and face pieces; including Rapid Intervention equipment dedicated solely for search and rescue of other firefighters in distress. This equipment was purchased to meet the National Fire Protection Association (NFPA) 1001 and 1002 Life Safety Standards. The recommendations of replacement are seven to ten years. In 2017 to prepare for replacement, the department began purchasing five (5) SCBA Cylinders a year to begin the next phase in project. What remains, is to purchase one (1) complete unit consisting of, bottle, harness, and face mask along with the replacement of the Rapid Intervention Firefighter Rescue Equipment. The request meets the requirements for submitting a federal grant through Assistance to Firefighters Grant (AFG) that will be applied for and if approved, provides 95% of the total costs.

CIP Recommendation: The sub-committee assigned a Classification of III (Desirable) with funding of \$236,000 in FY2024.

Project Title: Forestry-1 Replacement

Proposed By: Chief Thomas L. McPherson

Estimated Cost: \$220,000 Requested for FY 2026

Proposal: Forestry-1 is a 2006 KME manufactured unit mounted on a Ford F-550 chassis. This vehicle is equipped with a CET 650 GPM (gallons per minute) pump, a 300-gallon water tank, and a 10 Class A Foam for fighting fires in ordinary combustibles such as wood, paper, cloth, trash, and plastics. This vehicle is a vital piece of equipment in the protection and preservation of the town's open space and natural wooded preserves and Town Forests. In addition to more open space, the town also continues to experience increased development of homes and businesses which continue to be located close to densely populated woods, increasing the risk of brush fires.

CIP Recommendation: The sub-committee assigned a Classification of III (Desirable) with funding of \$220,000 in FY2026.

Project Title: Tanker-1 Replacement

Proposed By: Chief Thomas L. McPherson

Estimated Cost: \$580,000 Requested for FY 2027

Proposal: Tanker-1 is a 2006 KME Commercial Tanker, which carries 3,000 gallons of water. This Tanker has been a vital asset in the department's fire suppression operations and overall response. Because the town lacks a municipal water supply system, fire suppression needs throughout residential, commercial and business development, are dependent upon fire cisterns, static water sources and privately installed fire protection systems. In 2015, we replaced a 1994 Freightliner 1,500 gallon Pumper/Tanker with an additional 3,000 gallon Tanker. These additions coupled with the purchase of our new Quint Aerial has allowed the department to work with Insurance Service Office (ISO) to lower the fire protection rates for our residents.

CIP Recommendation: The sub-committee assigned a Classification of III (Desirable) with funding of \$580,000 in FY2027.

Project Title: Mobile/Portable Radio Replacement

Proposed by: Chief Thomas L. McPherson

Estimated Cost: \$275,000.00 Requested for FY 2028

Proposal: The current communication equipment used by the department will be obsolete. When units fail the department runs the risk of placing the apparatus out of service. Current radios have had approximately 11 years of operational use. Industry standard recommends public safety radios be moved to a secondary role after 7 years. Vendors historically announce they will be discontinuing all parts and support around 10 years into a product life cycle. The new radios requested will be digital and have voice cancelling algorithms that filter out background noise making the spoken voice clearer. New design features have made the radios easier to operate when wearing thick gloves. Standard enhancements such as Bluetooth and Wi-Fi allow for tracking a fire scene.

CIP Recommendation: The sub-committee assigned a Classification of IV (Deferrable) with funding of \$275,000 in FY2028.

B. Highway Department

Project Title: Roads

Proposed by: Dennis Senibaldi and Jack McCartney, Highway Agent

Estimated Cost: \$420,000 requested for FY 2021, Total of \$4,010,626 for Years 2021 – 2028

Proposal: This proposal requests funds to continue the needed upkeep of our town road infrastructure including where necessary repairs to drainage and pavement reconstruction projects and needed tree removal. Alleviates substandard conditions/deficiencies and improves quality of existing services.

CIP Recommendation: The sub-committee assigned a Classification I (Urgent) with funding of \$420,000 in FY2021, \$441,000 in FY2022, \$463,050 in FY2023, \$486,203 in FY2024, \$510,513 in FY2025, \$536,038 in FY2026, \$562,840 in FY2027 and \$590,982 in FY2028.

Project Title: Two New 5-Ton Trucks

Proposed by: Dennis Senibaldi and Jack McCartney, Highway Agent

Estimated Cost: \$365,000 requested for FY 2021

Proposal: Addition of two trucks to the current fleet. This will provide the ability to take aging equipment off the road to repair, while still having enough trucks on the road to get required work completed. Also, this will add additional service options presently done through subcontractors. The request is for the addition of these truck in 2021.

CIP Recommendation: The sub-committee assigned a Classification I (Urgent) with funding of \$365,000 in FY 2021 through 3-year financing with payments in FY2021 through FY2023.

Project Title: Small Excavator

Proposed by: Dennis Senibaldi and Jack McCartney, Highway Agent

Estimated Cost: \$100,000 requested for FY 2021

Proposal: This excavator would be used for maintenance on ditch lines, level spreaders, detention areas and other drainage areas as well as for culvert pipe replacement and installations, underdrain repairs and installations, and work on road shoulders including loaming and seeding, shimming and grading.

CIP Recommendation: The sub-committee assigned a Classification II (Necessary) with funding of \$100,000 in FY 2021.

Project Title: 5-Ton Truck Replacement (2014)

Proposed by: Dennis Senibaldi and Jack McCartney, Highway Agent

Estimated Cost: \$210,000 requested for FY 2024

Proposal: To replace aging equipment due to wear and tear related problems, and to add additional services presently done through subcontractors. The request is for the replacement of this 2014 truck in 2024. Purchasing these trucks rather than contracting out is more financially beneficial to the Town as the increase in labor and subcontractor costs, as well as the difficulty in getting subcontractors to do the work, is financially not feasible. Buying good equipment will provide a longer period of use and the ability to use some of the attachments on a new vehicle later.

CIP Recommendation: The sub-committee assigned a Classification III (Desirable) funding of \$210,000 in FY 2024.

Project Title: 5-Ton Truck Replacement (2016)

Proposed by: Dennis Senibaldi and Jack McCartney, Highway Agent

Estimated Cost: \$215,000 requested for FY 2026

Proposal: To replace aging equipment due to wear and tear related problems, and to add additional services presently done through subcontractors. The request is for the replacement of this 2016 truck in 2026. Purchasing these trucks rather than contracting out is more financially beneficial to the Town as the increase in labor and subcontractor costs, as well as the difficulty in getting subcontractors to do the work, is financially not feasible. Buying good equipment will provide a longer period of use and the ability to use some of the attachments on a new vehicle later.

CIP Recommendation: The sub-committee assigned a Classification III (Desirable) with funding of \$215,000 in FY 2026.

C. *Administration/Board of Selectmen*

Project Title: Town Complex Beautification

Proposed By: David Sullivan, Town Administrator

Estimated Cost: \$150,000 requested for FY 2021 and \$200,000 for FY 2022

Proposal: This is an existing two-phase planned project with a multi-year funding request. Total estimated budget for this project is \$400,000 (Phase I @ \$200,000 and Phase II @ \$200,000). This request encompasses an upgrade the areas in the Town Municipal Center consisting of the Town Hall, Community Development Building, Armstrong Building, Senior Center, and Bartley Building. Improvements will include “beautification” based projects such as improving the landscaping, visual appearance of the area, as well as “functional” projects such as providing additional parking areas in the rear of the Community Development Building, and “safety” projects including sidewalks and a crosswalk on North Lowell Road. The CIP supported partial funding Phase One of the project at \$100,000 in 2020. The Board of Selectmen reduced that amount \$50,000 which was approved by voters at the 2020 Town Meeting.

It is noteworthy that the project scope has not changed, and the Town did raise in excess of \$45,000 to fund items outside the CIP request such as replacing the bridge, fence and gazebo on the Town Common.

CIP Recommendation: The sub-committee assigned this request a Classification II (Necessary) with funding of \$75,000 in FY 2021, \$75,000 in FY 2022, \$100,000 in FY 2023 and \$100,000 in FY 2024.

Project Title: Nesmith Library Solar PPA

Proposed By: David Sullivan, Town Administrator

Estimated Cost: \$150,000 requested for FY 2026

Proposal: The project entails the installation of solar panels on the Nesmith Library roof which will yield a substantial reduction in the Library's annual electricity bill – on the order of \$6,000 annually – which corresponds to an approximate 25% annual reduction. The Project will proceed under a Purchase Power Agreement which provides the Town with the option of purchasing the system any time after the 6th year. Based on a 2019 bid process, but not implemented because of funding constraints and an issue with the final contract price, the Town estimated that a \$150,000 capital reserve fund accumulated through years 2021 – 2026 would be required to exercise the “buyout” option. This request provides for establishing a \$150,000 capital reserve fund by 2026 assuming the contract is awarded in 2021.

CIP Recommendation: The sub-committee assigned a Classification II (Necessary) with funding of \$150,000 over FY 2022-2026.

D. General Services

Project Title: Town Hall Exterior Renovation

Proposed By: Dennis Senibaldi

Estimated Cost: \$220,000 requested for FY 2022

Proposal: The Town Hall, the centerpiece of the Town's governmental area, has continued to deteriorate. Town Hall requires new siding since prior painting efforts have resulted in almost immediate peeling and have proven ineffective. In addition, windows will require replacement to overcome window sticking and draftiness within the building itself. This project will also include repair and replacement of damaged wood fascia and other exterior trim. This 2021 Project ensures that the Town Hall will contribute to the Town's overall beautification effort currently underway.

CIP Recommendation: The sub-committee assigned a Classification II (Necessary) with funding of \$220,000 in FY2022.

Project Title: Fire Department Roof

Proposed By: Dennis Senibaldi

Estimated Cost: \$110,000 Requested for FY 2021 **Proposal:** To replace the flat rubber and asphalt roof at the Windham Fire Department. The current Fire Department roof has passed its life expectancy of 20 years. The fire department has seen significant water leaks and has gotten progressively worse over the past 5 to 7 years. These leaks have happened in both the apparatus bay and office side of the building.

CIP Recommendation: The sub-committee assigned a Classification I (Urgent) with funding of \$110,000 in FY2021.

E. Trails Committee

Project Title: Greenway Recreation Trail and Planning Feasibility Study

Proposed By: Wayne Morris

Estimated Cost: \$1,200,000 requested for FY 2021

Proposal: The project has an estimated cost of \$1.2MM and involves creating a capital reserves fund for 5 years (\$240,000 per year). Improvements will include paving 2.27 miles (approx. 12,000') of the Greenway Recreational Trail (GRT). This portion of the GRT is predominantly located to the West of Rt. 93 and begins near the intersection of Meetinghouse Rd and Old Mill Rd

and runs Northeasterly to intersect with the Western right-of-way of Rt. 93. The NH DOT has installed two twelve-foot (12') box culverts under the highway to facilitate this connectivity between the GRT and RRT. The resulting corridor on nearly seven (7) miles would serve to interconnect miles of rail trail with the towns of Derry and Salem. It will also create a corridor that will connect the west and east sides of Windham. The project would include clearing the rail bed, repairing drainage culverts, building up rail bed base material and finally paving this 2.5 mile stretch. The town is currently working with the state to finalize the path from 93 to a North Lowell Road crossing.

A 2015 study by the Southern NH Planning Commission monitoring use of the RRT, showed 11,000 trips between the months of October and November. Averaging 397 daily trips. On Columbus Day, 2,645 trips were recorded.

Grant availability for this project is unknown. This project would increase Windham's recreational trails and connect several different communities. Derry and Salem are actively improving their connecting trail systems. Improving this area would also afford users to access scenic areas of Foster's Pond Conservation area, Mitchell Pond, and a number of other adjacent undeveloped areas in Windham. The development of this section will allow easy access for residents living on or near Beacon Hill Rd., Nottingham Rd., Londonderry Rd., Nashua Rd., Old Mill Rd. and Kendall Pond Rd.

In 2014 the CIP Committee gave the project a ranking of 1.7 (necessary and needed within 1-3 years). More recently, the CIP Committee ranked the project Classification I (urgent), however the project was contingent on the Town receiving a grant to off-set costs.

In 2018, the CIP Committee gave the project a Classification I to start a Capital Reserve Fund in 2019. The BOS voted not to send to warrant.

CIP Recommendation: The sub-committee assigned a Classification II (Necessary) with funding of \$30,000 in FY 2021 to start funding a capital reserve fund over five years for this project.

F. Windham School District

Project Title: WMS Classroom HV Units

Proposed by: Bill Hickey, Business Administrator, Windham School District

Estimated Cost: \$363,867 requested for FY 2021

Proposal: The request is for funding to replace the existing 1997 classroom HV units in Section C due to operational failures, efficiency, and life expectancy. These units need constant maintenance to ensure the louvers, actuators, and controls are in working order to provide fresh air and heat to each classroom space. In addition, the request is for funding to replace the existing classroom AC units in Section C due to operational failures, efficiency, and life expectancy. These units need constant maintenance to ensure the condensers, indoor units, condensation pumps and controls are in working order to provide cooling to each classroom space.

Finally, this request is for replacement of the 1997 ballasted roof and insulation due to age, maintenance and envelope efficiency. EPDM will be installed in this section.

CIP Recommendation: The sub-committee assigned a classification I (Urgent) with funding of \$363,867 in FY2021.

Project Title: WCS HVAC Replace

Proposed by: Bill Hickey, Business Administrator, Windham School District

Estimated Cost: \$217,385 requested for FY 2021

Proposal: The request is for funding to replace two of the existing 1999 rooftop units due to operational failures, efficiency and life expectancy. These units need constant maintenance to ensure the louvers, actuators and controls are in working order to provide fresh air and heat to each classroom space.

CIP Recommendation: The sub-committee assigned a classification I (Urgent) with funding of \$217,385 in FY2021.

Project Title: WCS Paving – Back Loop/Parking Area

Proposed by: Bill Hickey, Business Administrator, Windham School District

Estimated Cost: \$103,000 requested for FY 2022

Proposal: Preventive maintenance of existing parking lot and road. This will be a continuation of the 2019 paving work.

CIP Recommendation: The sub-committee assigned a classification II (Necessary) with funding of \$103,000 in FY2022.

Project Title: WCS Bus Drop Off Area

Proposed by: Bill Hickey, Business Administrator, Windham School District

Estimated Cost: \$223,000 requested for FY 2022

Proposal: Installation of an extended bus drop-off in front of Center School to help alleviate traffic congestion on Lowell Rd.

CIP Recommendation: The sub-committee assigned a classification II (Necessary) with funding of \$223,000 in FY2022.

Project Title: WHS Paving/Parking

Proposed by: Bill Hickey, Business Administrator, Windham School District

Estimated Cost: \$112,389 requested for FY 2022

Proposal: Installation of additional parking area for students and staff, building events such as Graduation, July 4th and Elections/Political Events. Preventive maintenance/replacement of portions of the existing parking area.

CIP Recommendation: The sub-committee assigned a classification II (Necessary) with funding of \$112,389 in FY2022.

Project Title: WCS Roof Repairs

Proposed by: Bill Hickey, Business Administrator, Windham School District

Estimated Cost: \$277,850 requested for FY 2023

Proposal: Replacement of the 1999 construction roof sections due to age, maintenance and building envelope efficiencies.

CIP Recommendation: The sub-committee assigned a classification II (Necessary) with funding of \$277,850 in FY2023.

Project Title: WCS Exterior Doors

Proposed by: Bill Hickey, Business Administrator, Windham School District

Estimated Cost: \$100,427 requested for FY 2023

Proposal: Replacement of 8 to 10 exterior doors and hardware to improve the building envelope and security. New doors will have new seals, hardware and secure guard film or glass.

CIP Recommendation: The sub-committee assigned a classification II (Necessary) with funding of \$100,427 in FY2023.

Project Title: WMS Paving – Main Parking Area

Proposed by: Bill Hickey, Business Administrator, Windham School District

Estimated Cost: \$210,000 requested for FY 2024

Proposal: Preventive maintenance of existing main parking lot and loop road. This will be a continuation of 1999 work.

CIP Recommendation: The sub-committee assigned a classification III (Desirable) with funding of \$210,000 in FY2024.

Project Title: WSD HVAC

Proposed by: Bill Hickey, Business Administrator, Windham School District

Estimated Cost: \$136,939 requested for FY 2024, \$118,762 requested for FY2025, \$124,735 requested for FY2026

Proposal: Replacement of District rooftop units due to age, maintenance, and efficiencies

CIP Recommendation: The sub-committee assigned a classification III (Desirable) with funding of \$380,436 in FY 2024-2026.

Project Title: Replenish the Capital Needs and Building Capital Reserve Fund

Proposed By: Bill Hickey, Business Administrator, Windham School District

Estimated Cost: Total of \$4,192,898 for FY 2022 – FY 2028

Proposal: The request is a continuing replenishment of the Capital Needs Assessment (CNA) account for future needs in the years 2022 through 2028. The District is utilizing most of the current funds in the CNA account for necessary projects throughout the District related roof replacement and repairs and parking lot repairs and maintenance.

CIP Recommendation: The sub-committee assigned a Classification II (Necessary) with funding of \$361,611 in FY2022, \$421,723 in FY2023, \$453,491 in FY2024, \$681,238 in FY2025, \$675,265 in FY2026, \$744,510 in FY2027, and \$800,000 in FY2028.

G. Departments/Committees with No Requested Projects for the FY 2019-2026 CIP:

- Police Department
- Recreation
- Tax Collector
- Assessor
- Forestry Committee
- Planning Board
- Local Energy Committee
- Housing Authority
- Cable
- Windham Historic Commission (Searles)
- Conservation Commission
- Solid Waste Management
- Library
- Town Clerk
- IT/GIS
- Historic District/Heritage Committee
- Community Development Department
- Economic Development Committee
- Cemeteries
- Senior Center
- Museum Trustees/Historical Society

APPENDIX A

2019 CIP SUB-COMMITTEE MEMBERSHIP

- Rob Gustafson – Chair, Citizen Volunteer
- Shannon Ulery – Vice Chair, School Board Representative
- Lee Maloney – Secretary, Citizen Volunteer
- Mark Kovacs – Citizen Volunteer
- Jacob Cross – Planning Board Member
- Jennean Mason – Planning Board Member
- Jennifer Simmons - Board of Selectmen Representative
- Cynthia Finn – Alternate School Board Representative
- Ross McLeod – Alternate Board of Selectmen Representative

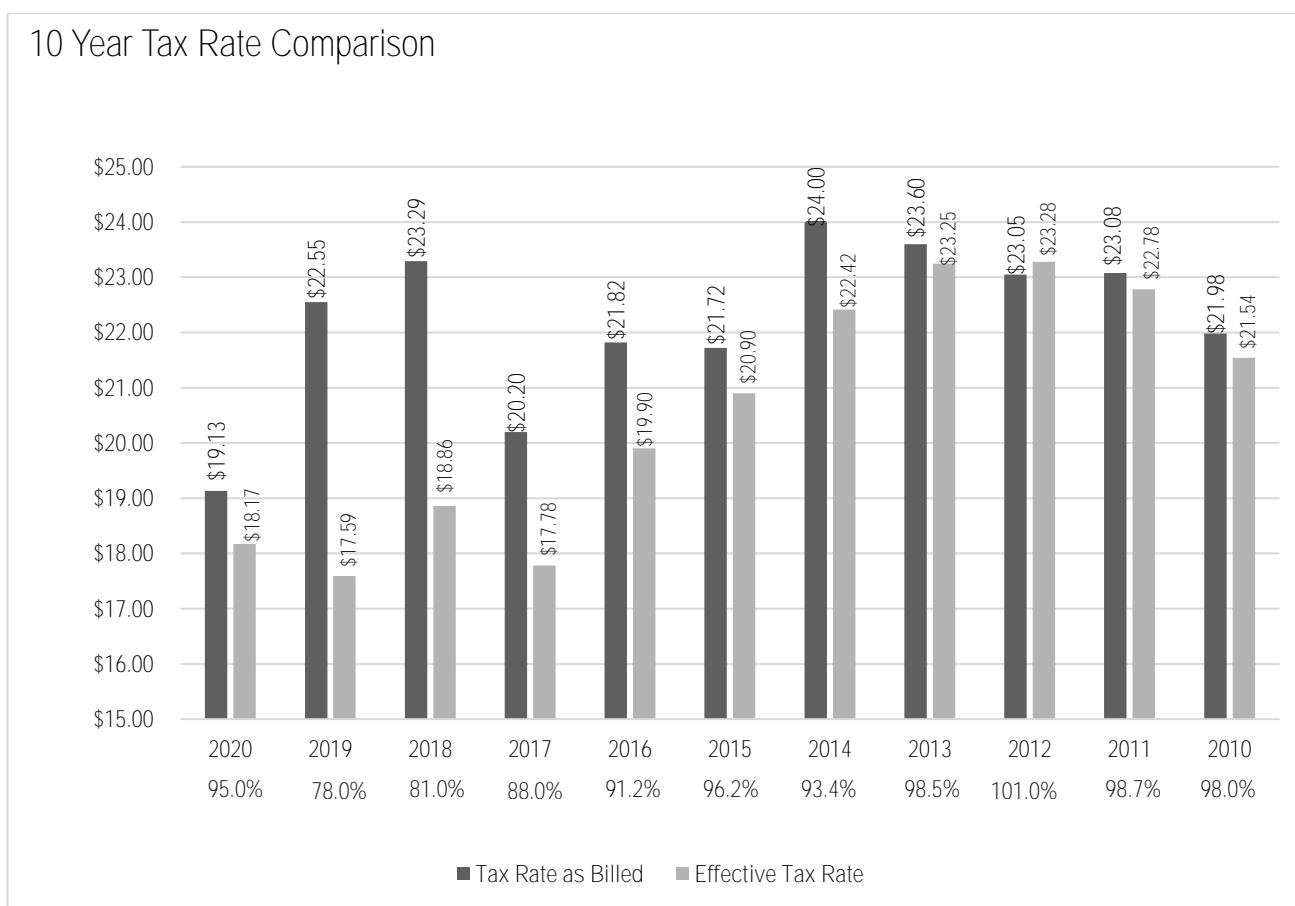
APPENDIX B

PROJECT CLASSIFICATIONS

Department	Project	Year	Cost	Class							Report Class								
				Class 1	Class 2	Class 3	Class 4	Class 5	Class 6	Class 7									
Fire Department	Engine 1 Replacement	2021	\$750,000	1	1	1	1	1	1		6	1.00	1						
Highway Department	Roads (\$420,000 in 2021)	2021-2028	\$4,010,626	1	1	1	1	1	1		6	1.00	1						
General Services	Fire Department Roof	2021	\$110,000	1	1	1	1	1	1		6	1.00	1						
Highway Department	(2) 5 Ton Truck purchases	2021	\$365,000	1	1	1	2	1	2		8	1.33	1						
Highway Department	Highway Equipment - Small excavator	2021	\$100,000	2	2	2	2	1	2		11	1.83	2						
Fire Department	Ambulance Replacement	2023	\$350,000	2	2	2	2	2	2		12	2.00	2						
Administration	Nesmith Library Solar PPA	2021-2025	\$150,000	2	2	2	2	3	1		12	2.00	2						
General Services	Town Hall exterior renovation	2022	\$220,000	2	2	2	2	2	2		12	2.00	2						
Trails Committee	Greenway project	2021-2025	\$1,200,000	2	2	2	3	2	3		14	2.33	2						
Administration	Town Complex Beautification (Phase I \$200,000 Phase II \$200,000)	2021	\$400,000	2	3	2	2	2	3		14	2.33	2						
Fire Department	SCBA Equipment Upgrades	2024	\$236,000	2	3	2	2	3	3		15	2.50	3						
Highway Department	5 Ton Truck replacement (2014 Truck)	2024	\$210,000	2	2	3	3	3	3		16	2.67	3						
Highway Department	5 Ton Truck replacement (2016 Truck)	2026	\$215,000	3	3	3	3	3	3		18	3.00	3						
Fire Department	Forestry Replacement	2026	\$220,000	3	4	3	3	3	3		19	3.17	3						
Fire Department	Tanker Replacement	2027	\$480,000	3	4	4	3	3	2		19	3.17	3						
Fire Department	Mobile/Portable Radio Replacement	2028	\$275,000	4	4	4	4	4	4		24	4.00	4						
School District	WCS HVAC Replace	2021	\$217,385	1	1	1	1	1	1		6	1.00	1						
School District	WMS Classroom HV&AC Units, and Roof Section C	2021	\$363,867	1	1	1	1	1	2		7	1.17	1						
School District	WCS Paving - back loop/parking area	2022	\$103,000	1	2	2	1	1	2		9	1.50	2						
School District	WCS Bus drop off redesign	2022	\$223,000	1	2	2	1	2	1		9	1.50	2						
School District	WCS Roof repairs	2023	\$277,850	2	2	2	2	1	2		11	1.83	2						
School District	WHS Paving/Parking	2022	\$112,389	2	2	2	2	2	2		12	2.00	2						
School District	WCS Exterior Doors 8-10	2023	\$100,427	2	2	2	2	3	2		13	2.17	2						
School District	WMS Paving - main parking area	2024	\$210,000	2	3	3	2	2	3		15	2.50	3						
School District	WSD HVAC	2024-2026	\$380,436	3	3	3	3	3	3		18	3.00	3						
				11,279,980															
Classifications	Category	Description																	
Class I	Urgent	Cannot be delayed, needed immediately for health and safety needs.																	
Class II	Necessary	Necessary. Needed within 1-3 years to maintain basic level and quality community services.																	
Class III	Desirable	Desirable. Needed within 4-6 years to improve quality and level of service.																	
Class IV	Deferable	Can be placed on hold until after the 6-year period, but supports community development goals.																	
Class V	Premature	Premature. Needs more research, planning and coordination.																	
Class VI	Inconsistent	Inconsistent. Contrary to land use planning or community development																	

TAX RATE & DISBURSEMENTS COMPARISONS

10 Year Tax Rate Comparison



The above chart presents a graphical depiction of the Town's overall tax rate from 2010 to 2020 showing both the Annual Tax Rate, as well as the Effective Tax Rate.

The **Annual Tax Rate** is determined based on the overall assessed valuation of all taxable properties in Town, and is the rate used to calculate each property's tax bill. Assessed values are different than "market" value and, in fact, generally represent a percentage of overall market value. Annually, the Town submits real estate sales data to the NH Department of Revenue so that they may conduct an Equalization Study, the results of which is the Town's Equalization Rate (ER). The ER is a statistical figure that represents the ratio of the total assessed value of **properties** in a community to those **property's** true market values.

The **Effective Tax Rate** is calculated by multiplying the Annual Tax Rate by the Equalization Rate. This rate provides a comparison of tax rates from year to year based on the assumption that properties are at 100% valuation. The Effective Rate provides a clearer perspective as to the overall trend in changes from year to year, although, as highlighted in the example below of our 2019 rate, both rates result in the same amount of actual taxes paid.

	Assessed Value	Ratio	Tax Rate	Tax Bill
Annual Tax Rate	\$ 350,000	78%	\$ 22.55	\$ 7,892
Effective Tax Rate	\$ 448,717	100%	\$ 17.59	\$ 7,892

On the following page, we've compiled the 2020 Town Appropriations and FY20 School appropriations, along with the State and County taxes, to give taxpayers a greater understanding of where their tax monies are spent in a given year.

BREAKDOWN OF 2020 TAX RATE:

County	0.85
State Education	1.84
Town	2.99
Local Schools	13.45
Tax rate per thousand:	\$ 19.13

COST OF SERVICES:

		Taxes on 300,000.00	Taxes on 500,000.00	Taxes on 700,000.00	% Bill
	Home Assessed Value				
	Total COUNTY Portion of Tax Bill	255.00	425.00	595.00	4.44%
	Home Assessed Value				
	Total STATE EDUCATION Portion of Tax Bill	552.00	920.00	1,288.00	9.62%
	2020 Appropriations	Taxes on 300,000.00	Taxes on 500,000.00	Taxes on 700,000.00	
Town Officers' Salaries	3,330.00	0.18	0.29	0.41	0.00%
Administration	784,770.00	41.33	68.89	96.45	0.74%
Town Clerk's Expenses	364,995.00	19.22	32.04	44.86	0.34%
Tax Collector's Expenses	174,880.00	9.21	15.35	21.49	0.16%
Election & Registration	51,140.00	2.69	4.49	6.28	0.05%
Cemeteries	41,450.00	2.18	3.64	5.09	0.04%
General Gov't Bldgs	408,670.00	21.52	35.87	50.22	0.39%
Appraisal of Property	208,095.00	10.96	18.27	25.57	0.20%
Information Technology	265,560.00	13.99	23.31	32.64	0.25%
Town Museum	5,650.00	0.30	0.50	0.69	0.01%
Searles Building	10,090.00	0.53	0.89	1.24	0.01%
Legal Expenses	51,900.00	2.73	4.56	6.38	0.05%
Retirement Service Charges	4,000.00	0.21	0.35	0.49	0.00%
Insurance	340,645.00	17.94	29.90	41.86	0.32%
Contracted Police and Fire Services	5.00	0.00	0.00	0.00	0.00%
Police Department	3,489,330.00	183.78	306.31	428.83	3.29%
Dispatching	523,975.00	27.60	46.00	64.39	0.49%
Fire Department	3,924,030.00	206.68	344.46	482.25	3.70%
Emergency Management	12,470.00	0.66	1.09	1.53	0.01%
Community Development	570,490.00	30.05	50.08	70.11	0.54%
Town Highway Maintenance	1,162,250.00	61.22	102.03	142.84	1.10%
Street Lighting	17,830.00	0.94	1.57	2.19	0.02%
Solid Waste Disposal	1,251,380.00	65.91	109.85	153.79	1.18%
Health & Human Services	50,475.00	2.66	4.43	6.20	0.05%
General Assistance	45,540.00	2.40	4.00	5.60	0.04%
Library	1,292,345.00	68.07	113.45	158.82	1.22%
Recreation	255,600.00	13.46	22.44	31.41	0.24%
Historic Commission	7,300.00	0.38	0.64	0.90	0.01%
Conservation Commission	6,910.00	0.36	0.61	0.85	0.01%
Senior Center	5,170.00	0.27	0.45	0.64	0.00%
Cable TV Expenses	124,430.00	6.55	10.92	15.29	0.12%
Long Term Notes - P & I	429,089.45	22.60	37.67	52.73	0.40%
Tax Anticipation Note - Interest	500.00	0.03	0.04	0.06	0.00%
Capital Outlay	688,770.00	36.28	60.46	84.65	0.65%
Operating transfers out	0.00	0.00	0.00	0.00	0.00%
Trust Accounts	75,000.00	3.95	6.58	9.22	0.07%
Special Articles	382,500.00	20.15	33.58	47.01	0.36%
Total TOWN Portion of Tax Bill		897.00	1,495.00	2,093.00	15.63%
	FY2020 Appropriations	Taxes on 300,000.00	Taxes on 500,000.00	Taxes on 700,000.00	
Golden Brook School	11,677,741.00	881.34	1,468.90	2,056.46	15.77%
Center School	5,663,695.00	427.45	712.42	997.38	7.65%
Middle School	6,683,416.00	504.41	840.68	1,176.96	9.02%
High School	13,573,568.00	1,024.42	1,707.37	2,390.32	18.33%
SAU	3,288,674.00	248.20	413.67	579.14	4.44%
School District	12,576,494.00	949.17	1,581.95	2,214.74	16.98%
Total LOCAL SCHOOLS Portion of Tax Bill		4,035.00	6,725.00	9,415.00	74.56%
TOTAL TAX BILL PAYMENT:		\$ 5,739.00	\$ 9,565.00	\$ 13,391.00	100.00%

COMPARATIVE STATEMENT

Unaudited	2020 APPROPRIATIONS	CARRYOVERS FROM 2019 TO 2020	TOTAL AMT AVAILABLE	EXPENDED 2020	CARRYOVERS FROM 2020 TO 2021	BALANCES UNEXPENDED (OVERDRAFTS)
GENERAL GOVERNMENT						
Town Officer's Salaries	3,330		3,330	3,107		223
Administration	784,770	56,665	841,435	798,051	47,149	(3,765)
Town Clerk's Expenses	361,125	3,870	364,995	340,154		24,841
Tax Collector's Expenses	173,970	910	174,880	155,512		19,368
Election and Registration	51,140		51,140	27,827		23,313
Cemetery	41,450	6,200	47,650	41,046	6,200	404
General Gov't Bldgs	408,670		408,670	409,927		(1,257)
Appraisal of Property	203,515	7,480	210,995	217,983		(6,988)
Information Technology	265,560		265,560	260,722		4,838
Town Museum	5,650		5,650	75		5,575
Searles Building	10,090		10,090	12,734		(2,644)
Legal Expenses	51,900		51,900	111,658		(59,758)
PUBLIC SAFETY						
Police Department	3,439,360	49,970	3,489,330	3,376,758		112,572
Contracted Details	5		5			5
Dispatching	515,965	8,010	523,975	511,975		12,000
Fire Department	3,858,020	66,010	3,924,030	3,918,324		5,706
Emergency Management	12,470		12,470	9,716		2,754
Community Development	564,790	5,700	570,490	555,011		15,479
HWYS/STREETS/BRIDGES						
Town Maintenance	1,158,920	164,570	1,323,490	1,185,839	36,380	101,271
Street Lights	17,830		17,830	19,507		(1,677)
SANITATION						
Solid Waste Disposal	1,244,600	6,780	1,251,380	1,257,092		(5,712)
HEALTH						
Health and Human Services	50,475		50,475	35,162		15,313
WELFARE						
General Assistance	45,540		45,540	64,838		(19,298)
CULTURE & RECREATION						
Library	1,292,345	4,350	1,296,695	1,210,644		86,051
Recreation	255,600	22,430	278,030	230,787		47,243
Historic Comm.	7,300	1,360	8,660	762	7,897	1
Conservation Comm.	6,910		6,910	2,361		4,549
Senior Center	5,170		5,170	4,171		999
Cable TV Expenses	124,430		124,430	115,969		8,461
DEBT SERVICE						
Long Term Notes - P + I	429,089		429,089	429,089		
Interest - TANS	500		500	5,576		(5,076)
CAPITAL OUTLAY						
Road Improvements	300,000		300,000	300,000		
Highway 5 Ton Truck 2016		180,000	180,000	170,130		9,870
Ambulance	93,770		93,770	93,328		442
AFG Grant Rescue Tool	50,000		50,000	49,998		2
AFG Grant Compressor 2019		50,000	50,000	49,900		100
Police Department Roof	65,000		65,000	51,427		13,573

<i>Unaudited</i>	2020 APPROPRIATIONS	CARRYOVERS FROM 2019 TO 2020	TOTAL AMT AVAILABLE	EXPENDED 2020	CARRYOVERS FROM 2020 TO 2021	BALANCES UNEXPENDED (OVERDRAFTS)
<u>CAPITAL OUTLAY CONT</u>						
Searles Improvement	300,000		300,000	195,342	104,658	
Town Common Beautification	50,000		50,000		50,000	
Rail Trail Improvements	180,000		180,000	179,689		311
Castlehill Rd Bridge		330,756	330,756	301,255	29,500	1
<u>OPERATING TRANSFERS OUT</u>						
Rail Trail Non-Capital Res Fd						
<u>MISCELLANEOUS</u>						
Retirement Svc Charges	4,000		4,000			4,000
Insurance	340,645		340,645	391,919		(51,274)
Property Maintenance Trust	75,000		75,000	75,000		
Searles Revenue Fund	32,500		32,500	7,696		24,804
Town Forest Improvements		9,000	9,000		9,000	
Municipal Union Contract	29,220	(29,220)				
Fire Union Contract	63,790	(63,790)				
Police Union Contract	56,150	(56,150)				
Marston-Finn Dam Grant		214,150	214,150	214,150		
<u>OTHER GOVT'L DIVISIONS</u>						
School District	46,727,341		46,727,341	46,727,341		
County	2,612,733		2,612,733	2,612,733		
Village Districts	21,217		21,217	21,217		
TOTALS	66,391,855	1,039,051	67,430,906	66,753,502	290,784	386,621

EXPENDABLE HEALTH TRUST

Month	Income	Premiums	Fees	Interest	End Balance
					\$ 38,573.05
Jan	\$ 26,285.44		\$ 71.50	\$ 19.07	\$ 64,806.06
Feb	\$ 27,455.63		\$ 71.50	\$ 31.37	\$ 92,221.56
Mar	\$ 34,952.10		\$ 71.50	\$ 41.39	\$ 127,143.55
Apr	\$ 27,286.59		\$ 68.75	\$ 33.06	\$ 154,394.45
May	\$ 27,226.76		\$ 68.75	\$ 29.77	\$ 181,582.23
Jun	\$ 34,181.75		\$ 68.75	\$ 37.28	\$ 215,732.51
Jul	\$ 27,167.95		\$ 68.75	\$ 45.91	\$ 242,877.62
Aug	\$ 27,345.40		\$ 68.75	\$ 51.53	\$ 270,205.80
Sep	\$ 33,918.87		\$ 68.75	\$ 55.48	\$ 304,111.40
Oct	\$ 26,819.64	\$ 123,049.15	\$ 68.75	\$ 65.00	\$ 207,878.14
Nov	\$ 27,082.52	\$ 123,189.41	\$ 68.75	\$ 62.97	\$ 111,765.47
Dec	\$ 100,259.23	\$ 125,511.54	\$ 68.75	\$ 31.03	\$ 86,475.44
Totals	\$ 419,981.88	\$ 371,750.10	\$ 833.25	\$ 503.86	

The Expendable Health Trust fund was used in 2020 to pay a portion of the health insurance premiums for employees. The income deposited into this fund consists of the employees' co-pay amounts from weekly payroll deductions.

The Town's general operating budget funds about 75% of the cost of the employees' health insurance plans. The remaining portion is funded from the Health Expendable Trust, with a breakdown as follows for 2020:

Funded from Town operating budget	\$ 1,214,854
Funded from trust (employee co-pays)	\$ 371,750
Total	\$ 1,586,604

A portion of the premium costs funded by the Trust represents payments made on behalf of retirees who qualify for the Town's post-employment benefits program based on years of service. For 2020, \$6,270 in payments for retiree insurance premiums were funded from the trust.

FINANCE DIRECTOR

The financial information maintained by the Finance office which appears in various sections of these Annual Town Reports is used in preparing annual required reports to the NH Department of Revenue, as well as in preparing the underlying financial data which comprises the Town's annual audited financial statements. The financial information summarized below is also used to keep the Board of Selectmen updated on a regular basis of the financial activity of the Town.

The Finance department provides continued oversight and departmental support and analysis, in order to ensure the overall Town finances are managed in a safe, accurate and professional manner. We also provide direct support during the Town's annual independent audit process.

In 2020, the Finance office worked with multiple lending institutions to issue leases for town vehicles, as well as a \$300,000 loan for repairing the Searles building and a \$80,000 loan for the Rail Trail as approved under Articles 6 and 7 of the 2020 Town Meeting. We also obtained a Tax Anticipation Loan of up to \$4,000,000 from Northway Bank to meet the cash flow needs of the town (only \$1,200,000 was borrowed).

My thanks go to all administrative staff for working together and going above and beyond during 2020, especially given the impact that COVID had on our community. I want to also commend Robert Parker for doing an excellent job in his first year as our bookkeeper and thank Nicole Yennaco for her professionalism in helping him get started on the right foot.

Town Tax Rate Highlights

While other sections of these Annual Town Reports contain information pertaining to the Total Town Tax Rate set by the NH Department of Revenue, the focus of this report will be the Town portion of the tax rate and the impact revenues have on the overall financial picture. The table below identifies how the town portion of the tax rate is derived, and the detailed breakdown of general revenues, including non-tax revenue sources available to support the Town's spending.

Town Only Tax Rate Breakdown	2020	2019	2018
Gross Appropriations (Approved Budget)	\$17,030,564	\$18,566,989	\$17,426,517
Less: General Fund Revenues (see Chart A)	(\$8,251,397)	(\$10,927,363)	(\$9,812,402)
Plus: Overlay (abatements)	\$68,643	\$101,927	\$93,232
Plus: War Service Credits	\$272,000	\$255,550	\$257,750
Net to Raise via taxation	\$9,119,810	\$7,997,103	\$7,965,097
Town Tax Rate	\$2.99	\$3.33	\$3.39

Chart A – General Fund Revenue (for tax rate)	2020	2019	Difference
Licenses, Permits & Fees	\$4,413,133	\$4,402,500	\$10,633
State Revenues	1,494,440	1,463,514	30,926
Income from Departments, Other Taxes & Interest, Grants & Intergovernmental	916,882	987,736	(70,854)
Capital Reserve Funds	50,000	0	50,000
Sale of Municipal Property	7,750	753	6,997
Cable Franchise Fees	314,750	293,500	21,250
Interest on Investments	52,570	110,000	(57,430)
Transfers In from other funds (Searles, Trust Funds)	32,500	32,500	0
Funds from Other Sources (Bond/Conserv, Rev funds)	584,990	2,846,500	(2,261,510)
Use of prior year fund balance to reduce the tax rate	384,382	790,360	(405,978)
<i>Total GF Revenue for tax rate (see chart above)</i>	\$8,251,397	\$10,927,363	(2,675,966)
Impact of Funds directly offsetting appropriations	0	0	0
Net GF Revenue on which the tax rate is set	\$8,251,397	\$10,927,363	(2,675,966)

What is referred to as the “General Fund Revenues” represents the majority of revenue, outside of property taxes, received through general operations of the town (i.e. motor vehicle registrations, revenues from the state, departmental income, etc.). Once the Town budget is voted on in March, the Finance office tracks the revenues received throughout the year and estimates the total expected general revenues that can be used to support the approved spending for that year. The estimated general revenues, combined with any funds available from the previous year’s ending fund balance, will be deducted from the approved budget, and the remainder is raised through annual property taxes. Chart A above adjusts for the impact of the “Funds from Other Sources”, which represents a direct offset to a particular appropriation article in a given year, and thus varies from year to year.

Other Town Revenues

For certain appropriation articles that are partly funded through grants funds, capital reserve funds or issuance of bonds, the revenues are detailed in Chart A and are recorded in the year in which the project was approved by the voters, not necessarily the year in which it was received.

Other revenues are accepted by the Board via public hearings throughout the year. These include State, Federal and private source grants and/or donations which are accepted and expended for a specified purpose during the year, and as such, are not considered a general revenue to the Town for tax rate setting purposes. As illustrated in the Town Only Tax Breakdown and Chart A above:

- Approximately 47.5% of the Town’s annual budget is raised through general taxation. The other approximately 52.5% is from other revenue sources as noted in Chart A.
- Of the \$8.25 million general fund revenue collected in 2020, 18.1% came from State funding (Meals & Rooms Tax, State Highway Block Grant, State Shared Revenues and Other State revenue) and 4.7% was from use of fund balance, with the remaining 77.2% coming from local revenue sources.
- Chart A reflects the change in *budgeted/estimated* revenues from one year to the next, however, a full revenue report containing *actual* results for 2020 can be found below.

Budgeted versus Actual Revenue Highlights

As seen in the Revenue report below which reflects the budgeted revenues for 2020 and the actual revenues for 2020 and 2019, this year’s revenues were \$1,007,671 (12.8%) over the budgeted amounts reported to the NH Department of Revenue Administration (DRA).

Comparing actual 2020 and 2019 revenues, the General Fund revenues decreased by \$1,515,619, mostly due to the \$2,425,000 decrease in proceeds from bond issuance (only \$380,000 in bonds were issued during 2020, versus \$2,805,000 in 2019).

After removing the impact of the bonds on the town revenues, the total increase of \$909,381 was driven mostly by the \$955,615 increase in State and federal grants. Other notable increases include \$75,600 in motor vehicle permit fees, \$204,990 in income from Conservation Funds, \$17,223 in Transfer Station fees, \$40,318 in Sale of Town Property and \$50,000 in income from Trust Funds. These increases were offset by decreases of \$61,670 in Interest and Penalties on Taxes, \$69,103 in interest on deposits, \$16,558 in Planning Board fees, \$27,758 in ambulance fees, \$41,941 in Insurance/Other Reimbursements/refunds and \$226,905 in donations. Due to an increase in gross appropriations that was only partly offset by the increase in revenues, the amount needed to be raised through taxation increased by \$1,122,707. Although some portions of the revenue budget remain steady from year to year, such as cable franchise fees, other portions tend to vary from year to year and have an impact on the resulting Town tax rate.

REVENUE REPORT - VARIANCE ANALYSIS AS OF DECEMBER 31, 2020						
Unaudited SOURCES OF REVENUE:	DRA Budget Revenue For 2020	Actual Revenue 2020	Actual Revenue 2019	Increase (Decrease) 20 vs. 19	2020 % Estimate Received	Actual Vs. Budget
TAXES						
Yield/Excavation Tax	\$3,155	\$3,152	\$5,070	\$(1,918)	99.9%	\$(3)
Tax - Interest & Penalties	159,015	176,982	238,652	(61,670)	111.3%	17,967
Misc. Taxes - PILOT	10,772	15,031	3,532	11,499	139.5%	4,259
Boat Taxes	14,520	14,117	16,082	(1,965)	97.2%	(403)
Subtotal Taxes	\$187,462	\$209,283	\$263,336	\$(54,053)	111.6%	\$21,821
INTERGOV. REVENUE						
Highway Block Grant	\$341,725	\$341,687	\$347,273	\$(5,586)	100.0%	\$(38)
Rooms and Meals	748,515	748,515	745,999	2,517	100.0%	0
Shared Revenue Grant	96,700	96,700	102,042	(5,342)	N/A	0
Subtotal Intergov. Revenue	\$1,186,940	\$1,186,902	\$1,195,313	\$(8,411)	100.0%	\$(38)
LICENSES AND PERMITS						
M V Permit Fees	\$4,102,600	\$4,143,175	\$4,067,575	\$75,600	101.0%	\$40,575
Building Permits	162,120	190,842	196,829	(5,987)	117.7%	28,722
Subtotal M V/Building Permits	\$4,264,720	\$4,334,017	\$4,264,404	\$69,613	101.6%	\$69,297
Other Licenses and Permits:						
Dog Licenses	18,555	\$18,302	\$22,684	\$(4,383)	98.6%	(254)
Animal Officer Fees	1,675	1,500	550	950	89.6%	(175)
Planning Board Fees	13,385	17,086	33,643	(16,558)	127.6%	3,701
Board of Adjustment Fees	8,870	7,737	10,370	(2,633)	87.2%	(1,133)
Town Clerk Miscellaneous	56,055	65,923	51,165	14,758	117.6%	9,868
Gun Permits	1,250	1,620	1,155	465	129.6%	370
Subtotal Other Licenses/Permits	\$99,790	\$112,167	\$119,567	\$(7,400)	112.4%	\$12,377
CHARGES FOR SERVICES						
Cable TV Fees	314,750	\$293,428	\$294,231	\$(803)	93.2%	\$(21,322)
Special Duty-Contracted Police	10,270	33,299	16,060	17,239	324.2%	23,029
Welfare Reimbursements	7,300	7,504	1,625	5,879	102.8%	204
Community Dev Miscellaneous	5,320	10,014	11,373	(1,360)	188.2%	4,694
Police Dept Miscellaneous	3,315	4,137	1,163	2,973	124.8%	822
Ambulance Fees	437,730	443,445	471,204	(27,758)	101.3%	5,715
Fire Dept Miscellaneous	25,000	33,811	25,539	8,272	135.2%	8,811
Transfer Station Fees	75,565	81,525	64,303	17,223	107.9%	5,960
Police - Accident Reports	1,850	1,982	2,542	(560)	107.1%	132
Recreation - Beach Income	0	-	3,966	(3,966)	#DIV/0!	-
Subtotal Charges for Services	\$881,100	\$909,145	\$892,006	\$17,139	103.2%	\$28,045
MISCELLANEOUS REVENUES						
Interest on Deposits	\$52,570	\$50,214	\$119,317	\$(69,103)	95.5%	\$(2,356)
Sale of Town Property	7,750	53,671	13,353	40,318	692.5%	45,921
Other State/Fed Grants/FEMA	356,123	1,203,424	247,808	955,615	337.9%	847,301
Insurance/Other Reimb/Refunds	142,800	147,556	189,498	(41,941)	103.3%	4,756
Parking Fines	600	645	1,405	(760)	107.5%	45
Town Building Rent	275	275	2,825	(2,550)	100.0%	-
Selectmen Miscellaneous	6,395	13,991	13,960	32	218.8%	7,596
Donations	13,000	10,711	237,617	(226,905)	82.4%	(2,289)
Treasurer's Miscellaneous	0	-	521	(521)		-
Town Clerk - Copy Fees	0	-	18	(18)		-
Subtotal Miscellaneous Revenue	\$579,513	\$1,480,487	\$826,321	\$654,167	255.5%	\$900,974
OTHER FINANCING SOURCES						
Income from Trust Funds	\$50,000	\$50,000	\$-	\$50,000	N/A	-
Income from Conservation Funds	204,990	204,990	-	204,990	N/A	-
Proceeds from Bond Issuance	380,000	380,000	2,805,000	(2,425,000)	100.0%	-
Income from Revenue Funds	32,500	7,696	24,358	(16,662)	23.7%	(24,804)
Subtotal Other Financing Sources	\$667,490	\$642,686	\$2,829,358	\$(2,186,672)	96.3%	(24,804)
TOTAL REVENUES	\$7,867,015	\$8,874,686	\$10,390,305	\$(1,515,619)	112.8%	1,007,671

Balance Sheet

The following represents the General Fund balance sheet as of December 31, 2020 as prepared by the Town's Finance Department. This information is presented in draft form and has not been audited or reviewed by the Town's Independent Auditors. This presentation omits substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included with the General Fund balance sheet, they might influence the user's conclusions about the Town's financial position. Accordingly, this General Fund balance sheet is not designed for those who are not informed about such matters.

BALANCE SHEET - General Fund as of December 31, 2020

ASSETS:	
Cash	\$23,358,545
Taxes receivable, net	2,447,983
Accounts receivable	57,418
Restricted cash - performance bonds	508,685
Other assets	10,288
Total Assets	\$ 26,182,919
LIABILITIES & FUND BALANCES:	
Liabilities	
Accounts payable and accruals	\$ 160,674
Tax abatements payable	142,425
Deposits	508,685
Deferred revenue/inflow of resources	748,958
Due to other governments, funds	23,235,632
Other liabilities	307,484
Total Liabilities	\$25,103,858
Fund Balances	
Committed fund balance	\$ 193,158
Assigned fund balance	97,626
Unassigned fund balance	788,277
Total Fund Balances	\$1,079,061
Total Liabilities & Fund Balances	\$ 26,182,919

School District Payments

Payments to the Windham School District for 2020 are summarized as follows:

Due to School District as of December 31, 2019	\$20,492,061
Total School District Funds Raised through 2020 Tax Rate	\$46,727,341
Total Transferred Out to School District during 2020	<u>(\$43,992,061)</u>
Balance due to School District as of December 31, 2020	\$23,227,341

Town Debt

The full Statement of Bonded Indebtedness at the end of 2020 is as follows: A loan taken in 2017 for the Fire Quint Aerial Truck (\$850,000), three loans taken through the NH Municipal Bond Bank in 2019 for conservation land (\$2,000,000), water rights to 200,000 gallons/day (\$715,000) and for a Tractor Truck (\$90,000), and the two loans taken in 202 from Northway Bank for Searles (\$300,000) and the Rail Trail (\$80,000). Town budget funds will be required to pay the debt service throughout the term of the bonds. However, the conservation land loan payments are expected to be reimbursed by the Conservation Commission through the use of their Land Acquisition Fund as long as funds remain available and the water rights bond payments are expected to be partially or fully covered over time by the connection fees that will be collected from the water users.

Fire Quint Aerial Truck Loan:

The third of ten annual payments for the Fire Quint Aerial Truck loan taken in May 2017 was made in March 2020. Two additional principal payments were made from Fire impact fee funds: \$28,584.08 in February 2020 and \$47,494.07 in December, reducing the total loan payments by \$85,401.19. The remaining payment schedule is detailed below:

Original Issue: \$850,000.00 / May 2017 / Northway Bank / Interest Rate of 2.45%, 10 year term.

Purpose: Purchase of Fire Quint Aerial Truck for the Windham Fire Department.

Remaining Principal at the end of 2020: \$490,296.55

Years	Beginning Principal	Principal Paid	Interest Paid	Ending Principal	Total Payment
2021	\$490,296.55	\$83,410.27	\$13,175.87	\$406,886.28	\$96,586.14
2022	\$406,886.28	\$86,617.43	\$9,968.71	\$320,268.85	\$96,586.14
2023	\$320,268.85	\$88,739.55	\$7,846.59	\$231,529.30	\$96,586.14
2024	\$231,529.30	\$90,898.13	\$5,688.01	\$140,631.17	\$96,586.14
2025	\$140,631.17	\$93,140.68	\$3,445.46	\$47,490.49	\$96,586.14
2026	\$47,490.49	\$47,490.49	\$1,163.52	\$0	\$48,654.01
Total:		\$490,296.55	\$41,288.16		\$531,584.71

Transfer Station Truck Loan:

Original Issue: \$90,000.00 / July 2019 / New Hampshire Municipal Bond Bank / True Interest Cost of 1.67% (adjusted for premium received), 15 year term, level principal payments.

Purpose: Purchase of a Truck for the Transfer Station.

Remaining Principal at the end of 2020: \$40,000.00.

The schedule of payments below reflects the remaining payments:

Years	Beginning Principal	Principal Paid	Interest Paid	Remaining Principal	Total Payment
2021	\$40,000.00	\$40,000.00	\$2,040.00	\$ -	\$42,040.00
Total		\$40,000.00	\$2,040.00		\$42,040.00

Note: while we received \$90,000.00 in loan proceeds and by the end of the loan we will pay 2,324.44 in interest for a total of 92,324.44, the loan was legally structured as a \$85,500.00 loan at a variable interest rate.

Clyde Pond Conservation Land Loan:

Original Issue: \$1,764,500.00 / July 2019 / New Hampshire Municipal Bond Bank / True Interest Cost of 2.13% (adjusted for premium received), 15 year term, level principal payments.

Purpose: Purchase of conservation land – Clyde Pond

Remaining Principal at the end of 2020: \$1,645,000.00.

The schedule of payments below reflects the remaining payments:

Years	Beginning Principal	Principal Paid	Interest Paid	Remaining Principal	Total Payments
2021	\$1,645,000.00	\$120,000.00	\$71,820.00	\$1,525,000.00	\$191,820.00
2022	\$1,525,000.00	\$120,000.00	\$65,700.00	\$1,405,000.00	\$185,700.00
2023	\$1,405,000.00	\$120,000.00	\$59,580.00	\$1,285,000.00	\$179,580.00
2024	\$1,285,000.00	\$120,000.00	\$53,460.00	\$1,165,000.00	\$173,460.00
2025	\$1,165,000.00	\$120,000.00	\$47,340.00	\$1,045,000.00	\$167,340.00
2026	\$1,045,000.00	\$120,000.00	\$41,220.00	\$925,000.00	\$161,220.00
2027	\$925,000.00	\$120,000.00	\$35,100.00	\$805,000.00	\$155,100.00
2028	\$805,000.00	\$115,000.00	\$28,980.00	\$690,000.00	\$143,980.00
2029	\$690,000.00	\$115,000.00	\$23,115.00	\$575,000.00	\$138,115.00
2030	\$575,000.00	\$115,000.00	\$17,250.00	\$460,000.00	\$132,250.00
2031	\$460,000.00	\$115,000.00	\$12,535.00	\$345,000.00	\$127,535.00
2032	\$345,000.00	\$115,000.00	\$9,545.00	\$230,000.00	\$124,545.00
2033	\$230,000.00	\$115,000.00	\$6,411.26	\$115,000.00	\$121,411.26
2034	\$115,000.00	\$115,000.00	\$3,277.50	\$0.00	\$118,277.50
Total		\$1,645,000.00	\$475,333.76		\$2,120,333.76

Note: while we received \$2,000,000.00 in loan proceeds and by the end of the loan we will pay 325,323.28 in interest for a total of 2,325,323.28, the loan was legally structured as a \$1,764,500.00 loan at a variable interest rate.

Searles Loan:

Original Issue: \$300,000.00 / September 2020 / Northway Bank / Interest rate of 2.3%, 12 year term, level payments.

Purpose: Searles building repairs

Remaining Principal at the end of 2020: \$300,000.00.

Years	Beginning Principal	Principal Paid	Interest Paid	Ending Principal	Total Payment
2021	\$300,000.00	\$23,173.75	\$5,596.67	\$276,826.25	\$28,770.42
2022	\$276,826.25	\$22,403.42	\$6,367.00	\$254,422.83	\$28,770.42
2023	\$254,422.83	\$22,918.69	\$5,851.73	\$231,504.14	\$28,770.42
2024	\$231,504.14	\$23,445.82	\$5,324.60	\$208,058.32	\$28,770.42
2025	\$208,058.32	\$23,985.08	\$4,785.34	\$184,073.24	\$28,770.42
2026	\$184,073.24	\$24,536.74	\$4,233.68	\$159,536.50	\$28,770.42
2027	\$159,536.50	\$25,101.08	\$3,669.34	\$134,435.42	\$28,770.42
2028	\$134,435.42	\$25,678.41	\$3,092.01	\$108,757.01	\$28,770.42
2029	\$108,757.01	\$26,269.01	\$2,501.41	\$82,488.00	\$28,770.42
2030	\$82,488.00	\$26,873.20	\$1,897.22	\$55,614.80	\$28,770.42
2031	\$55,614.80	\$27,491.28	\$1,279.14	\$28,123.52	\$28,770.42
2032	\$28,123.52	\$28,123.52	\$646.90	\$0.00	\$28,770.42
Total		\$300,000.00	\$45,245.04		\$345,245.04

Water Allocation – MSDC Loan:

Original Issue: \$631,500.00 / July 2019 / New Hampshire Municipal Bond Bank / True Interest Cost of 2.13% (adjusted for premium received), 15 year term, level principal payments.

Purpose: Purchase of a Water Allocation – MSDC of 200,000 gallons/day.

Remaining Principal at the end of 2020: \$585,000.00.

The schedule of payments below reflects the remaining payments:

Years	Beginning Principal	Principal Paid	Interest Paid	Remaining Principal	Total Payment
2021	\$585,000.00	\$45,000.00	\$25,635.00	\$540,000.00	\$70,635.00
2022	\$540,000.00	\$45,000.00	\$23,340.00	\$495,000.00	\$68,340.00
2023	\$495,000.00	\$45,000.00	\$21,045.00	\$450,000.00	\$66,045.00
2024	\$450,000.00	\$45,000.00	\$18,750.00	\$405,000.00	\$63,750.00
2025	\$405,000.00	\$45,000.00	\$16,455.00	\$360,000.00	\$61,455.00
2026	\$360,000.00	\$40,000.00	\$14,160.00	\$320,000.00	\$54,160.00
2027	\$320,000.00	\$40,000.00	\$12,120.00	\$280,000.00	\$52,120.00
2028	\$280,000.00	\$40,000.00	\$10,080.00	\$240,000.00	\$50,080.00
2029	\$240,000.00	\$40,000.00	\$8,040.00	\$200,000.00	\$48,040.00
2030	\$200,000.00	\$40,000.00	\$6,000.00	\$160,000.00	\$46,000.00
2031	\$160,000.00	\$40,000.00	\$4,360.00	\$120,000.00	\$44,360.00
2032	\$120,000.00	\$40,000.00	\$3,320.00	\$80,000.00	\$43,320.00
2033	\$80,000.00	\$40,000.00	\$2,230.00	\$40,000.00	\$42,230.00
2034	\$40,000.00	\$40,000.00	\$1,140.00	\$0.00	\$41,140.00
Total		\$585,000.00	\$166,675.00		\$751,675.00

Note: while we received \$715,000.00 in loan proceeds and by the end of the loan we will pay 113,904.35 in interest for a total of 828,904.35, the loan was legally structured as a \$631,500.00 loan at a variable interest rate.

Rail Trail Loan:

Original Issue: \$80,000.00 / September 2020 / Northway Bank / Interest rate of 1.8%, 2 year term, level payments.

Purpose: Rail Trail

Remaining Principal at the end of 2020: \$80,000.00.

Years	Beginning Principal	Principal Paid	Interest Paid	Ending Principal	Total Payment
2021	\$80,000.00	\$39,778.00	\$1,168.00	\$40,222.00	\$40,946.00
2022	\$40,222.00	\$40,222.00	\$724.00	\$0.00	\$40,946.00
Total		\$80,000.00	\$1,892.00		\$81,892.00

The Town continues to make payments on leases for Highway, Police and Fire equipment, the annual principal and interest payments for which are contained in the Town's annual operating budget.

The \$2,000,000 Tax Anticipation note that the Town entered in 2019 with Enterprise Bank was fully drawn upon in November and \$1,200,000 was borrowed in anticipation of tax revenues from Northway Bank in December. Both loans were repaid by the end of 2020. The Town worked cooperatively with the Windham School District to minimize the need for tax anticipation borrowing.

Fund Balance

Each year, the Board discusses the appropriate level of fund balance to protect the Town from unforeseen financial circumstances. As shown in the Balance Sheet earlier in this report, fund balance generally represents the difference between the Town's assets and liabilities, at a given point in time. Upon completion of the Town's annual financial audit, any variances in budgeted expenditures and revenues throughout the year become part of the Town's "budgetary basis" fund balance. The following chart shows the budgetary basis fund balance available for tax rate setting over the last several years, since the Board has elected to maintain a balance of \$300,000. While the NH Department of Revenue Administration recommends a much higher remaining fund balance, the Board has generally believed that with proper planning and oversight of Town finances, the Town's balance is sufficient. The Board has codified this level of minimum fund balance in its Fund Balance Policy.

End of year budgetary basis fund balance (per MS-434 form):	2020	2019	2018	2017
Available for tax rate setting	\$684,382	\$1,090,360	\$939,236	\$1,156,737
Amount used to reduce next year's tax rate	\$384,382	\$790,360	\$639,236	\$856,737
Remainder	\$300,000	\$300,000	\$300,000	\$300,000

Special Fund Activity

The following represents a summary of all transactions administered through the Town's Special funds (not including the General Fund) as compiled by the Town's Finance Department. These funds are held in custody by the Town Treasurer, however, funds are collected and expended based upon the designated purpose for which each fund was established. Please note that while impact fees not expended within 6 years would be returned to the affected property owners upon request, no such disbursements occurred during 2020.

	Beginning Balance 12/31/2019	Contributions	Expenses	Interest	Finance Balance 12/31/2020
Cable TV Trust Fund	\$356,349.37	\$22,561.75	\$50,795.75	\$2,079.03	\$330,194.40
Searles Special Rev.	\$6,375.92	\$2,088.50	\$8,470.65	\$17.26	-\$11.03
Searles Donations	\$599.41	\$0.00	\$0.00	\$2.00	\$601.41
Friends of Searles	\$368.45	\$0.00	\$0.00	\$1.25	\$369.70
Expendable Health Trust	\$5,975.71	\$452,644.52	\$371,816.10	\$503.86	\$87,307.99
Cemetery Operation Fund	\$130,203.66	\$7,800.00	\$0.00	\$440.64	\$138,444.30
Conservation Land Trust	\$490,001.97	\$425,329.48	\$230,905.63	\$2,070.57	\$686,496.39
Road Bond Fund	\$9,389.65	\$0.00	\$0.00	\$31.14	\$9,420.79
Law Enforcement Fund	\$985.49	\$0.00	\$0.00	\$3.27	\$988.76
Recreation-Programs	\$13,547.40	\$61,557.72	\$44,150.05	\$4.23	\$30,959.30
Bridge to Beautification	\$8,889.07	\$0.00	\$0.00	\$28.00	\$8,917.07
Conservation Grant Fund	\$2,192.19	\$0.00	\$0.00	\$7.27	\$2,199.46
Police Public Safety Revolve Fd	\$91,807.92	\$266,439.50	\$307,330.42	\$69.69	\$50,986.69
Fire Public Safety Revolve Fd	\$37,553.88	\$3,622.82	\$13,846.89	\$46.46	\$27,376.27
Subdivision Fees	\$65,442.26	\$47,970.19	\$29,175.98	\$83.98	\$84,320.45
Rte 28 Emergency Fund	\$11,439.17	\$0.00	\$0.00	\$37.94	\$11,477.11
Rail to Trail Fund	\$101.90	\$0.00	\$0.00	\$0.34	\$102.24
Fire Cistern Special Rev Fund	\$2,009.31	\$0.00	\$0.00	\$6.67	\$2,015.98
Forest Maintenance Fund	\$51,089.11	\$0.00	\$421.38	\$168.74	\$50,836.47
NH Municipal Bond Bank	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Police Impact Fee	\$171,754.09	\$49,776.57	\$122,685.87	\$211.34	\$99,056.13
Fire Impact Fee	\$268,924.89	\$141,732.93	\$177,199.07	\$317.02	\$233,775.77
School Impact Fees (Separate)	\$305,618.34	\$263,938.90	\$384,382.00	\$265.73	\$185,440.97
Total	\$2,030,619	\$1,745,463	\$1,741,180	\$6,397	\$2,041,299

The collective cash balances for the special funds were invested as follows as of December 31, 2020 (represents actual bank statement balances adjusted for timing of deposits/withdrawals):

Citizens Bank Operating Accounts – earning 0.1%	\$1,758,887.64
Enterprise Bank Investment Account – earning 0.1%	\$256,640.31
TD Bank Merchant Account – earning 0.0%	\$25,770.73

Performance Bonds As of 12/31/2020, the following bonds/escrow accounts are held in custody by the Town Treasurer, either for the completion of projects approved by the Planning Board or for other town requirements. These funds are collected and expended through Planning Board and/or Board of Selectmen approval.

Project	Type	Current Balance
13 & 15 Rockingham Rd.	Cash	\$2,018.10
13 & 15 Rockingham Rd.	Restoration Bond	20,000.00
126 Rockingham Rd.	Restoration Bond	8,500.00
7 Rockingham Rd.	Cash	7,067.74
Bank Rd.	Cash	28,941.56
Canobie Lake Vet	Cash	5,031.18
Chadwick Place	Letter of Credit	105,000.00
Chapin Rd. - Restoration Road Bond	Cash	20,203.01
Comcast/Adelphia (Cable TV)	Ins. Comp. Bond	75,000.00
Cricket Ridge	Cash	12,728.95
Gateway Park Completion	Cash	2,027.36
Gateway Park Performance Bond	Cash	132,776.08
Granite Woods	Letter of Credit	41,066.50
Highclere	Letter of Credit	340,797.90
Jenny's Hill Rd	Ins. Comp. Bond	21,000.00
Johnny Hill Estates	Cash	103,199.08
Libbey Rd	Cash	1,000.00
Libbey Rd	Restoration Bond	10,000.00
London Bridge South II	Letter of Credit	180,817.45
McIntosh Hollow	Letter of Credit	20,472.00
Medicus	Cash	6,088.17
Napa Estates	Cash	16,875.97
Netherwood Rd	Ins. Comp. Bond	14,600.00
Pennichuck Water/Right of Way	Ins. Comp. Bond	442,200.00
Ryan Farm Phase I (Great Mountain View)	Letter of Credit	7,200.00
Ryan Farm Phase II (Great Mountain View)	Letter of Credit	320,640.00
SBA Cell Towers Atlantic Telecom	Ins. Comp. Bond	30,000.00
Ten Harris Rd. LLC	Cash	8,533.24
Thordike	Ins. Comp. Bond	114,795.95
Walkers Woods	Letter of Credit	124,425.78
Wall St/International	Cash	33,641.94
Weston Estates	Cash	54,280.27
White Mountain Cable Construction (Cable TV)	Ins. Comp. Bond	20,000.00
Winslow Homes	Letter of Credit	24,831.60
Wood Meadow Phase 1	Letter of Credit	26,059.00
Wood Meadow Phase 2	Letter of Credit	56,189.00
Wood Meadow Phase 3	Letter of Credit	348,960.35
Woodside South II - L/C 27029, Enterprise	Cash	74,272.27
Total Performance Bonds		\$2,861,240.45

Please visit the Finance page of the Town's website for periodic Board reports and other finance related items. I encourage anyone to contact me directly with any questions or for more information.

Respectfully submitted,



Daniel Popovici-Muller, Finance Director

IMPACT FEES ASSESSED & COLLECTED 2020

The following report has been compiled by the Finance Office, based on data obtained from the Community Development Department, in accordance with RSA 674:21.

ASSESSMENTS FOR 2020 BUILDING PERMIT ISSUANCES

NAME	LOT #	STREET	DATE	--ASSESSMT DATE (PERMIT ISSUED)--		--COLLECTION DATE (CO ISSUED)--		
				SCHOOL	PUBLIC SAFETY	DATE	SCHOOL	PUBLIC SAFETY
Meadow Creek Homes	25-R-8013	34 Glendenin Rd	01/03/20	4,288.00	1,621.00			
Covnett Properties	21-U-30	3 Cobbets Pond	01/09/20	-	1,151.96	12/11/2020		1,151.96
Heritage Baptist	8-B-1000	108 Rockingham Rd	01/24/20	-	9,606.96	11/16/2020		9,606.96
Susan Bauchman	9-A-402	122 Haverhill Rd	02/11/20	6,357.87	1,460.00			
Debroah Croatti	24-F-300	11 Ryan Farm Rd	02/24/20	6,357.87	1,460.00			
DMH Development	13-B-85	10 Harris Rd	02/24/20	-	3,405.04			
Stephen Decker	25-R-9006	24 Glendenin Rd	02/27/20	4,288.00	1,621.00	12/16/2020	4,288.00	1,621.00
Hertrich (Tokenal Homes)	21-Y-278	3 Silver Rd	03/10/20	6,357.87		9/29/2020	6,357.87	
Meadow Creek Homes	25-R-9024	3 Acadia Rd	03/25/20	4,288.00	1,621.00	10/28/2020	4,288.00	1,621.00
Del Ray Place LLC	24-F-602	19 Del Ray*	10/11/19		1,140.48			
Nathan and Carin Rogers	25-E-420	17 Abbott Rd	4/2/2020	6,357.87				
Meadow Creek Homes	25-R-6260	7 Acadia Dr	04/07/20	4,288.00	1,621.00	10/28/2020	4,288.00	1,621.00
ADC	11-A-1731	6 Highclere	04/10/20	6,357.87	1,460.00	11/20/2020	6,357.87	1,460.00
Windham Woods	13-C-400	39 Roulston Rd	04/14/20	-	6,128.76			
KP Bergeron Dev, LLC	21-C-74	3 Chapin Rd	04/16/20	6,357.87	1,460.00	12/1/2020	6,357.87	1,460.00
KCL Homes	7-A-411	1 Netherwood	04/21/20	6,357.87	1,460.00			
Ralich	7-A-706	2 Newbury Rd	04/22/20	6,357.87	1,460.00			
London Bridge So Inc/ Currier Homes	14-B-2609	8 Ashton Park	05/08/20	6,357.87	1,460.00	10/19/2020	6,357.87	1,460.00
GBS Walker Woods	6-C-115	41 Sheffield St (or 43?)	05/14/20	3,848.00	1,621.00	9/18/2020	3,848.00	1,621.00
Del Ray Place LLC	24-F-602	6 Del Ray	05/15/20		1,460.00			
Del Ray Place LLC	24-F-602	8 Del Ray	05/15/20		1,460.00			
Lebel Inv Tr	16-P-570	21 Third Street	05/28/20	6,357.87				
Gonzalex	17-L-55	9 Farmer Rd	06/02/20	6,357.87				
Ruby Holdings	11-A-1718	40 Highclere	06/11/20	6,357.87	1,460.00			
Ruby Holdings	11-A-1715	46 Highclere	06/11/20	6,357.87	1,460.00			
Jamieson	21-V-204B	12 Ministerial Rd (SR)	06/22/20	6,357.87		12/1/2020	6,357.87	
MacThompson Realty Inc	17-L-140	23 Sawyer Rd	07/06/20	6,357.87	1,460.00			
Christopher Burns	25-R-9021	31 Glendenin Rd	08/03/20	4,288.00	1,621.00			
Dipietro Homes, LLC	11-A-1734	10 Chestnut St	08/25/20	6,357.87	1,460.00			
Currier Homes of Winslow, LLC	14-B-2614	20 Ashton Park Rd	08/26/20	6,357.87	1,460.00			
Jamieson, James	3-A-599	9 Morrison Rd	09/04/20	6,357.87	1,460.00			
Scott McFeeley	25-G-36	13 Lavender Ln	09/14/20	6,357.87	1,460.00			
Trevor Jeanson	7-A-726	5 Cardiff Rd	09/16/20	6,357.87	1,460.00			
Wood Meadow Land Dev, LLC	25-R-6265	5 Acadia Dr	09/16/20	4,288.00	1,621.00			
Laponius, Paul R	16-P-354	3 Fourth St	09/11/20	6,357.87	1,460.00			
KCL Homes, LLC	25-G-42	5 Stoney Brook Ln	09/29/20	6,357.87	1,460.00			
Ten Harris Road, LLC	13-B-85	10 Harris Rd	09/21/20		311.04			
Fitzpatrick	25-G-41	3 Stoney Brook Ln	10/05/20	6,357.87	1,460.00			
Del Ray LLC	24-F-602	16 Del Ray Dr	10/06/20		1,460.00			
Pawtucket Rd Land Holdings LLC	20-D-2310	31 Burnham	10/09/20	6,357.87	1,460.00			
Freshman	21-V-257	4 Fish Road (SC)	10/13/20	6,357.87		10/21/2020	6,357.87	
Deluca	21-H-15B	5 Cheryl Rd (SC)	10/27/20	6,357.87				
KCL Homes	13-C-9	10 McIntosh Hollow Rd	10/30/20	6,357.87	1,460.00			
Meadow Creek Homes	25-R-8012	32 Glendenin	11/16/20	4,288.00	1,621.00			
Meadow Creek Homes	25-R-8011	30 Glendenin	11/16/20	4,288.00	1,621.00			
London Bridge So	14-B-2602	1 Ashton Park	12/03/20	6,357.87	1,460.00			
16 London Bridge Rd LLC	16-D-9	19 No Shore*	12/09/20	6,357.87		10/7/2020	6,357.87	
Del Ray LLC	24-F-602	12 Del Ray LLC	12/14/20		1,460.00			
Del Ray LLC	24-F-602	14 Del Ray Dr	12/14/20		1,460.00			
Blaise COCO	7-A-446	8 Colechester Rd	12/22/20	6,357.87	1,460.00			
Demarco	21-F-72	0 Bayberry	12/23/20	6,357.87	1,460.00			
Corbett	20-D-2306	41 Burnham Rd	12/29/20	6,357.87	1,460.00			
Perry / KCL Homes	25-G-35	17 Lavender Ln	12/29/20	6,357.87	1,460.00			

ASSESSMENTS IN PRIOR YEARS (COLLECTED IN 2020 AT ISSUANCE OF CERTIFICATE OF OCCUPANCY)

NAME	LOT #	STREET	--ASSESSMT DATE (PERMIT ISSUED)--			--COLLECTION DATE (CO ISSUED)--		
			DATE	SCHOOL	PUBLIC SAFETY	DATE	SCHOOL	PUBLIC SAFETY
Judy Denardo	17-M-38	8 York Rd	06/05/17(1)	6,357.87	-	8/11/2020	6,357.87	-
Stone Hedge Builders	17-I-300	6 Chadwick Cir	3/6/2018+55		1,460.00	7/9/2020		1,460.00
Ruby Holdings LLC	11-A-1709	23 Highclere Rd	5/23/2018	6,357.87	1,460.00	9/29/2020	6,357.87	1,460.00
JL Powell Construction	25-R-9020	29 Glendenin Rd	5/24/2018	4,288.00	1,621.00	3/30/2020	4,288.00	1,621.00
Stone Hedge Builders	17-I-300	1 Chadwick Cir	06/21/18+55		1,460.00	3/9/2020		1,460.00
Boyle	20-D-2301	32 London Bridge Rd	6/26/2018	6,357.87	1,460.00	7/31/2020	6,357.87	1,460.00
Morgan St LLC	13-C-123	14 Morgan St	6/26/2018+55		1,460.00	3/27/2020		1,460.00
Dane Development	20-D-4002	10 Burnham Rd	8/23/2018	6,357.87	1,460.00	7/16/2020	6,357.87	1,460.00
NH Catholic Charities	12-A-500	21 Searles Rd	9/11/2018		76,429.00	1/6/2020		76,429.00
7 Rock Realty	13-A-4	7 Rockingham Rd	9/19/2018		4,712.00	2/13/2020		4,712.00
Stone Hedge Builders	17-I-300	24 Chadwick Cor	10/1/2018+55		1,460.00	9/22/2020		1,460.00
Wood Meadow Land	25-R-9016	21 Glendenin Rd	12/18/2018	4,288.00	1,621.00	1/17/2020	4,288.00	1,621.00
Dowd, Ryan	7-B-45	5 Orchard Blossom Rd	3/8/2019	6,357.87	1,460.00	1/10/2020	6,357.87	1,460.00
Meadow Creek Homes LLC	25-R-9015	19 Glendenin Rd	3/11/2019	4,288.00	1,621.00	6/25/2020	4,288.00	1,621.00
Gonzalez, Alex	17-L-56	11 Farmer Rd	3/12/2019	SC	6,357.87	10/2/2020	6,357.87	
DMH Dev	8-B-2499	2 Gordon Mountain Rd	4/8/2019	3,617.40	1,237.00	3/16/2020	3,617.40	1,237.00
DMH Dev	8-B-2499	4 Gordon Mountain Rd	4/8/2019	3,617.40	1,237.00	3/16/2020	3,617.40	1,237.00
ADC INC / Ruby Holdings	11-A-1732	4 Highclere Rd	4/11/2019	6,357.87	1,460.00	9/1/2020	6,357.87	1,460.00
ADC INC / Ruby Holdings	11-A-1710	25 Highclere Rd	4/11/2019	6,357.87	1,460.00	8/27/2020	6,357.87	1,460.00
Morgan St LLC	13-C-123	41 Morgan Street	4/26/2019+55		1,460.00	3/10/2020		1,460.00
Dreamscape Construction	21-C-60	3 Thorndike Street	4/30/2019	6,357.87	1,460.00	2/14/2020	6,357.87	1,460.00
Begeron	25-R-9003	27 Settlers Ridge	5/13/2019	4,288.00	1,621.00	1/30/2020	4,288.00	1,621.00
ADC INC / Ruby Holdings	11-A-1703	7 Highclere Rd	5/29/2019	6,357.87	1,460.00	1/23/2020	6,357.87	1,460.00
Delray	24-F-602	70 Ryan Farm Rd	6/11/2019+55		1,460.00	9/23/2020		1,460.00
Meadow Creek Homes	25-R-9009	18 Glendenin	6/27/2019	4,288.00	1,621.00	1/3/2020	4,288.00	1,621.00
Meadow Creek Homes	25-R-8014	36 Glendenin Rd	7/8/2019	4,288.00	1,621.00	4/17/2020	4,288.00	1,621.00
GBS Walker Woods	6-C-104	48 Sheffield St	7/8/2019	3,848.00	1,621.00	3/20/2020	3,848.00	1,621.00
Dreamscape Construction	21-C-61	5 Thorndike	7/12/2019	6,357.87	1,460.00	2/3/2020	6,357.87	1,460.00
London Bridge So Inc/ Currier Homes	14-B-2515	22 Ashton Park	7/16/2019	6,357.87	1,460.00	1/29/2020	6,357.87	1,460.00
London Bridge So Inc/ Currier Homes	14-B-2609	10 Ashton Park	8/9/2019	6,357.87	1,460.00	2/11/2020	6,357.87	1,460.00
Bill Andreoli	25-G-34	15 Lavender Lane	8/28/2019	6,357.87	1,460.00	7/27/2020	6,357.87	1,460.00
Dreamscape Construction	21-C-92	8 Thorndike	8/29/2019	6,357.87	1,460.00	3/19/2020	6,357.87	1,460.00
GBS Walker Woods	6-C-101	42 Sheffield St	9/25/2019	3,848.00	1,621.00	12/8/2020	3,848.00	1,621.00
GBS Walker Woods	6-C-102	44 Sheffield St	9/25/2019	3,848.00	1,621.00	7/21/2020	3,848.00	1,621.00
GBS Walker Woods	6-C-103	46 Sheffield St	9/27/2019	3,848.00	1,621.00	5/29/2020	3,848.00	1,621.00
Andover Electric Services	17-H-3	14 Bank Rd	10/1/2019		1,432.08	7/20/2020		1,432.08
Dreamscape Development	21-C-9	1 Thorndike Rd	10/9/2019	6,357.87	1,460.00	4/20/2020	6,357.87	1,460.00
Great Mountain View Estates, LLC	09-A-1	3 Meetinghouse	11/12/2019	6,357.87	1,460.00	8/7/2020	6,357.87	1,460.00
Dreamscape Development	21-C-11	2 Thorndike Rd	12/11/2019	6,357.87	1,460.00	6/12/2020	6,357.87	1,460.00
KP Bergeron Dev, LLC	21-C-73	1 Chapin Rd	12/31/2019	6,357.87	1,460.00	9/28/2020	6,357.87	1,460.00
London Bridge South, INC	14-B-2605	2 Ashton Park Rd	12/31/2019	6,357.87	1,460.00	6/8/2020	6,357.87	1,460.00

IMPACT FEES - AMOUNT DISBURSED 2020

Disbursed To:	Date:	Purpose:	Type	Amount	Originally Assessed
Windham School District	4/23/2019	Annual bond payments	School	384,382.00	N/A
Installed Building Products	1/10/2020	Insulation for AC Facility	Public Safety	1,695.00	N/A
Windham School District / Motorola	1/13/2020	Communication Upgrades	Public Safety	50,761.00	N/A
DEM Electric	1/13/2020	AC Facility Electric Upgrade	Public Safety	1,000.00	N/A
36 Burnham Road	1/28/2020	Impact Fee Refund	Public Safety	517.15	N/A
Barons Major Brands	1/28/2020	Washer/Dryer for AC Facility	Public Safety	2,792.99	N/A
11 Bennington Road	2/19/2020	Impact Fee Refund	Public Safety	517.15	N/A
DEM Electric	3/10/2020	AC Facility Electric Upgrade	Public Safety	93.75	N/A
Precision Door	3/24/2020	Doors for AC Facility	Public Safety	2,260.00	N/A
Stevenson Builders	3/24/2020	Renovations for Animal Control (AC) Facility	Public Safety	29,289.00	N/A
Stevenson Builders	5/5/2020	Renovations for AC Facility	Public Safety	29,289.00	N/A
Northway Bank	2/5/2020	Added Payment on Quint Loan	Public Safety	28,584.08	N/A
Bellemore	5/19/2020	Septic Repairs for AC Facility	Public Safety	445.00	N/A
Wilbur E. Tarbell Post 109	6/16/2020	Reimbursement for AC Facility	Public Safety	2,365.07	N/A
Citizens/Fastsigns	6/16/2020	Aluminum Sign for AC Facility	Public Safety	925.00	N/A
Stevenson Builders	6/30/2020	Renovations for AC Facility	Public Safety	29,289.00	N/A
SBCO Incorporated	7/14/2020	Locks for AC Facility	Public Safety	1,056.60	N/A
Citizens/Fastsigns	7/14/2020	Aluminum Sign for AC Facility	Public Safety	920.00	N/A
Precision Door	7/14/2020	Doors for AC Facility	Public Safety	2,000.00	N/A
Amore Electric	9/22/2020	Install Generator at Animal Control	Public Safety	7,630.42	N/A
Bellemore	9/22/2020	Septic Repairs for AC Facility	Public Safety	1,500.00	N/A
Stryker Medical	12/1/2020	Two (2) Lifepak Defib/Monitor Units	Public Safety	58,501.66	N/A
Northway Bank	12/29/2020	Added Payment on Quint Loan	Public Safety	47,494.07	N/A

INDEPENDENT AUDIT - 2019



James A. Sojka, CPA*

Sheryl A. Pratt, CPA***

Michael J. Campo, CPA, MACCY

February 3, 2021

Scott T. Eagen, CPA, CFE

Karen M. Lascelle, CPA, CVA, CFE

Ashley Miller Klem, CPA, MSA

Tyler A. Paine, CPA***

Kyle G. Gingras, CPA

Thomas C. Giffen, CPA

Ryan T. Gibbons, CPA, CFE

Brian P. McDermott, CPA**

Justin Larsh, CPA

Sylvia Y. Petro, MSA, CFE

Members of the Board of Selectmen

Town of Windham

P.O. Box 120

Windham, NH 03087

To the Members of the Board of Selectmen:

This is to advise you that as of February 3, 2021, the audit of the financial statements of the Town of Windham for the year ending December 31, 2019 has been substantially completed and we are in the process of finalizing the audit. A completed audit report will be sent to you in early Spring 2021. The prior year's audit has been completed and is available at the Town Office.

Sincerely,

Sheryl Pratt, CPA
Director

* Also licensed in Maine
** Also licensed in Massachusetts
*** Also licensed in Vermont

PLODZIK & SANDERSON, P.A.

Certified Public Accountants

100 Main Street • P.O. Box 100 • Windham, NH 03087 • (603) 448-2222 • (800) 448-2222

STATEMENT OF APPROPRIATIONS

General Government:		
	Town Officer's Salaries	3,330
	Administration	784,770
	Town Clerk's Expenses	364,995
	Tax Collector's Expenses	174,880
	Election and Registration Expenses	51,140
	Cemeteries	41,450
	General Government Buildings	408,670
	Appraisal of Property	208,095
	Information Technology	265,560
	Town Museum	5,650
	Searles Building	10,090
	Legal Expenses	51,900
	Retirement Service Charges	4,000
	Insurance	340,645
Public Safety:		
	Contracted Police Services	5
	Police Department	3,489,330
	Dispatching	523,975
	Fire Department	3,924,030
	Emergency Management	12,470
	Community Development	570,490
Highways, Streets and Bridges:		
	Town Maintenance	1,162,250
	Street Lighting	17,830
Sanitation:		
	Solid Waste Disposal	1,251,380
Health/Welfare:		
	Health and Human Services	50,475
	General Assistance	45,540
Culture and Recreation:		
	Library	1,292,345
	Recreation	255,600
	Historic Commission	7,300
	Conservation Commission	6,910
	Senior Center	5,170
	Cable TV Expenses	124,430
Debt Service:		
	Long Term Notes (Principal and Interest)	429,089
	Interest Expense - Tax Anticipation Notes	500

Capital Outlay/Special Articles:		
	Road Improvements	300,000
	Ambulance	93,770
	Town Common Beautification	50,000
	Searles Revenue Fund	32,500
	Police Department Roof	65,000
	AFG Grant – Rescue Tool	50,000
	Property Trust Contribution	75,000
	Searles Improvements – Bond Article	300,000
	Rail Trail Improvements	180,000
Total Appropriations:		\$17,030,564

2020 TAX RATE COMPUTATION

Total Town Appropriations	\$17,030,564	
LESS: Revenues	7,867,015	
LESS: Fund Balance to Reduce Taxes	384,382	
ADD: Overlay	68,643	
ADD: War Service Credits	272,000	

Net Town Appropriations	9,119,810	
Approved Town Tax Effort	9,119,810	
Town Rate:		2.99
Approved School Tax Effort	41,166,753	
Local School Rate:		13.45
State Education Taxes	5,560,588	
State School Rate:		1.84
Approved County Tax Effort	2,612,733	
County Rate:		0.85

Total of Town, School, State and County	58,459,884	
LESS: War Service Credits	(272,000)	
PLUS: Village District Commitments	21,217	

PROPERTY TAXES TO BE RAISED:	\$58,209,101	
TOTAL TAX RATE		\$19.13

SUMMARY INVENTORY OF VALUATION

DESCRIPTION OF PROPERTY

2020 VALUATION

VALUE OF LAND ONLY:

Current Use	\$ 79,580
Residential	1,027,973,500
Commercial/Industrial	<u>94,431,300</u>
Total of Taxable Land	\$ 1,122,484,380

VALUE OF BUILDINGS ONLY:

Residential	\$ 1,800,425,400
Manufactured Housing	74,100
Commercial/Industrial	<u>109,305,190</u>
Total of Taxable Buildings	\$ 1,413,804,690

PUBLIC UTILITIES

\$ 38,364,800

VALUATION BEFORE EXEMPTIONS

\$ 3,070,653,870

IMPROVEMENTS TO ASSIST PERSONS W/DISABILITIES

(600,600)

MODIFIED ASSESSED VALUATION OF ALL PROPERTIES

\$ 3,070,053,270

Deaf Exemptions - 1 @ \$15K	\$ 15,000
Blind Exemptions - 4 @ \$15K	\$ 60,000
Elderly Exemptions -	
9 @ \$160K	\$ 1,440,000
13 @ \$190K	2,470,000
18 @ Full Exemption	6,085,200
Disabled Exemption - 2 @ \$160K	\$ 320,000
Solar Exemption - 2 @ \$23K	<u>\$ 46,000</u>

TOTAL AMOUNT OF EXEMPTIONS

(10,436,200)

NET VALUATION ON WHICH TAX RATE IS COMPUTED

\$ 3,059,617,070

LESS: Public Utilities:

(38,364,800)

NET VALUATION ON WHICH STATE EDUCATION TAX RATE IS COMPUTED

\$ 3,021,252,270

TAX COLLECTOR

DEBIT REPORT

UNCOLLECTED TAXES BEGINNING OF YEAR:	2020	Prior Year
Property Taxes	0.00	1,545,121.76
Land Use Change Taxes	0.00	0.00
Yield Taxes	0.00	1,575.72
Excavation Tax	0.00	0.00
 TAXES COMMITTED THIS YEAR:		
Property Taxes	58,217,238.57	0.00
Land Use Change Taxes	182,750.00	0.00
Yield Tax	2,151.99	0.00
Excavation Tax	0.00	0.00
 OVERPAYMENTS		
Overpayments/Refunds	138,967.37	2,599.00
Miscellaneous	25.00	0.00
 INTEREST COLLECTED ON DELINQUENT TAXES:	13,559.50	79,990.78
 COLLECTED PENALTIES/FEES:	0.00	4,135.38
 TOTAL DEBITS	<u>\$58,554,692.43</u>	<u>\$2,022,422.64</u>

CREDIT REPORT

REMITTED TO TREASURER:		
Property Taxes	56,483,455.18	1,545,121.76
Land Use Change Taxes	0.00	0.00
Yield Taxes	1,576.73	1,575.72
Interest	13,559.50	79,990.78
Penalties/Fees	0.00	4,135.38
Overpayments/Refunds	138,967.37	2,599.00
Miscellaneous	25.00	0.00
Excavation Tax	0.00	0.00
 ABATEMENTS MADE:		
Property Taxes	2,474.00	0.00
Yield Taxes	0.00	0.00
Land Use Change Taxes	0.00	0.00
 UNCOLLECTED TAXES END OF YEAR:		
Property Taxes	1,731,309.39	0.00
Land Use Change Taxes	182,750.00	0.00
Yield Taxes	575.26	0.00
Excavation Tax	0.00	0.00
 TOTAL CREDITS	<u>\$58,554,692.43</u>	<u>\$2,022,422.64</u>

SUMMARY OF TAX SALE/LIEN ACCOUNTS

DEBIT REPORT

	2019 Levy	2018 Levy	2016 - 2007 Prior Levies
UNREDEEMED LIENS:			
Beginning of Year	0.00	320,996.07	250,455.99
LIENS EXECUTED:			
During Fiscal Year	868,308.63	0.00	0.00
INTEREST & COSTS:			
Collected After Execution	12,418.77	49,934.67	68,902.09
	<hr/> TOTAL DEBITS	<hr/> \$880,727.40	<hr/> \$370,930.74
			<hr/> \$319,358.08

CREDIT REPORT

REMITTANCE TO TREASURER:			
Redemptions	451,137.58	186,736.13	184,692.15
Interest & Costs	12,418.77	49,934.67	68,902.09
ABATEMENTS:	1,303.12	1,370.58	972.88
UNREDEEMED LIENS:			
Balance End of Year	415,867.93	132,889.36	64,790.96
	<hr/> TOTAL CREDITS	<hr/> \$880,727.40	<hr/> \$370,930.74
			<hr/> \$319,358.08

Respectfully submitted,



Ruth Robertson, Tax Collector

TOWN CLERK

I am pleased to present the narrative portion for the Town Clerk's Department for 2020. The office is responsible for a number of areas. Some of the many services that we provide are listed below:

- Motor Vehicle- Certified municipal agent for the State (Titling vehicles, plates, and registrations among many other functions in-person, by mail, and online).
- Election (voter registration, address change, party change, absentee ballots, testing of ballot machines, validating ballots, candidacy filing, coordination of all Election officials and training, reconciliation, and post-Election processes, among many other tasks).
- Census upkeep (maintain current resident list for all properties in Town).
- Record Keeper- Official record keeper for the Town, preserve and maintain all permanent records, and any other statuary records requirements in a safe and secure area.
- Local Registrar - Issuance and validation of all Births, Deaths, Divorces, and Marriages on behalf of the State.
- Dog Registration- Maintain registrations and issuance of all dog licenses and tags in person, mail or online on behalf of the Town.
- Boat Registrations- Certified boat agent on behalf of the State.
- Hunting and Fishing Agent on behalf of the State
- OHV (four wheelers, snow mobiles, trailbikes) Agent for the State
- Notary Public- 3 Notaries in office, free services to all.

We also issue an array of permits and licenses, as well as administer oaths and appointments to officials, among many other important responsibilities that are either statutory, or have been adopted by the Town.

Business Hours: Due to Covid, our hours changed to Monday- Friday 8am-4pm

Staff:

- Nicole Bottai, Town Clerk
- Vacant, Deputy Town Clerk
- Hannah Davis, Assistant Town Clerk
- Candis Johnson, part-time Assistant Town Clerk

I have been an employee with the Town since January 2004, and am honored to serve the Windham residents as your Town Clerk since 2009. I will happily continue to do so as long as the residents wish for me to stay in this position. Customer service, efficiency, progression, and willingness to go the extra mile have always been paramount to my philosophy. I am extremely active in my Association, and participate in various Committees throughout Town. My staff and I continue to attend conferences, meetings, and seminars to remain "in the know" for our community. Staying on top of law changes, and the newest processes are integral for the success of our operation. In addition, I continue to further my education and now am a certified Town Clerk. I am currently working towards getting certified for New England. My ultimate goal is to eventually become a Master Town Clerk for my community.

I've always felt it's extremely important for Windham to remain in great relations with all of the State Agencies. It is also essential to always remain fully aware of what the latest projects and updates that may be occurring throughout all of the State Divisions and to all of our vendors. Covid has certainly changed the way we do business, however it has given us the opportunity to develop innovative ways to accommodate our residents. We are always trying to keep the quality of service at the top, while adhering to State laws, remaining fiscally responsible, and securing efficiencies in all areas.

Election overview:

This was an active Election year, starting off with the Presidential Primary in February, our annual Town Meeting in March, a State Primary in September, and closing with the General Election (Presidential and State) in November. I can't tell you how many times we have received compliments from the voters, the Attorney General's office auditors, party appointed attorneys, and observers on how well our operation is run, and how organized everything is in Windham. The Town Moderator, Peter Griffin and I have worked very well together for the past 17 years and have fine-tuned the Election process so that's it's nearly seamless. There are existing Election laws to adhere to, and with each legislation session there are always amendments or new laws that we have to follow and execute properly. We have many important meetings leading up to each and every Election to ensure that the safety, traffic, set-up, training, and any last minute detail are being taken care of for the voters, volunteers, and Election officials. For the setup of these Elections, we had the privilege to have dedicated volunteers for the Town with all of the Election setups. We constantly say that it's such a fantastic way for the community to come together. I would also like to take this moment to also thank all of the ballot clerks, other Election officials, volunteers, and high school students that helped this past year. Without you, these Elections would never be as successful as they have been. On behalf and the Town of Windham, a heartfelt thanks to each and every one involved, and their willingness and dedication to the Town. If you ever want to be involved and have interest in understanding the Election process, please contact me. We are always looking for help, especially during the Presidential election year.

For the setup of these Elections, we have had the privilege of having Troop 263 and 266 helping to set up and take down with the Elections. The whole troop, scouters, and committee have dedicated themselves to the Town with all of the Election setups and take downs. We constantly say that it's such a fantastic way for the community to come together. We appreciate them and thank them immensely.

Amazingly enough, Tuscan Brands, Dunkin Donuts, donated the food for our Election workers and volunteers and we also had Walking Gourmet Food Truck standing by for the November Election. A huge thank you to all local companies involved!

For the minutes and the results for the Town Election that took place in 2020, please refer to the appropriate section of the report.

New in 2021:

Online forms/Workflow processes – Covid launched this initiative to the forefront. We've been working with our vendors, Interware and Inception Technologies to implement a way for our residents to gain more control of initiating their business through our website. We are focusing on your ability to upload supporting documents in a secure environment, accountability, and document storage with our existing software.

Pick up Box – Another initiative that Covid presented, and with CARES Act funding the Town was able to purchase the Luxer One locker system. This tool helps resident gain access to their materials on their schedule in a secure manner. Our goal is to bridge both online processes, and having the resident schedule a pick up time all on one platform for ease and security.

In closing:

We are always collecting emails and your contact information from residents for both dogs and vehicle registration renewals. We are using these emails to send out renewal reminders to reduce paper and postage. Please remember that the notifications for renewals (email and mailers) are a courtesy on behalf of the Town. It is ultimately the responsibility of registrant of the vehicle, or the owner of the dog to register on time. In the future, we are hoping to collect as many emails as possible to send residents news and updates about the Town Clerk's office, we are also looking into an enhancement on registering cars and dogs online so stand by for these exciting features! Please make sure you subscribe to us on Facebook, Instagram, and especially on our town website so you know what's going on, and don't miss out on important information. If you would like to receive an email for motor vehicle or dog reminders, please contact the Town Clerk's office directly.

We are constantly looking for ways to help save costs for the taxpayers of the Town of Windham, yet improve and streamline all services for all customers. Our Mission is always to conduct Town business with efficiency and effectiveness while catering to our residents, with a smile! If you want to stop by, my door is always open for any questions, suggestions, or concerns. Please come on by and say "hi!"

Finally, I would like to thank my fellow Department Heads, Town Administrator, Board of Selectmen, my staff, and the many dedicated Town employees for their continued support throughout the year. It has always been my pleasure serving as your Town Clerk and I thank you for the opportunity and looking forward to serving you happily for a long time.

General Fund Revenues Collected:

	2019	2020
Local Motor Vehicle Fee	\$4,009,085.34	\$4,060,268.97
Municipal Agent Fee	\$48,233.50	\$48,797.50
State Motor Vehicle Fees*	\$1,072,178.38	\$1,074,243.08
Titles	\$6,796.00	\$6,206.00
Dog Licenses	\$22,684.14	\$22,413.00
Income from Dog Officer	\$550.00	\$1,500.00
Sale of Town Information (copy fees)	\$534.50	\$101.00
Boats (Town)	\$16,081.53	\$14,352.45
UCC Filings / Other Misc	\$6,780.00	\$2,900.50
Vital Records (Town)	\$13,511.00	\$17,489.00
Vital Records (State) *	\$17,799.00	\$24,446.00
OHRV / Hunting & Fishing (Town)	\$588.00	\$486.00
OHRV/ Hunting & Fishing (State) *	\$15,430.00	\$11,606.50
Total	\$5,230,251.39	\$5,284,810.00
REMITTED TO TREASURER:	\$5,230,251.39	\$5,285,110.00
Quantity of Motor Vehicle Permits Issued:	19,293	19,519
Quantity of Dog Licenses Issued	2,867	2,840

* The State totals that are collected through the Town Clerk's Department are paid to the State through ACH daily, as well as monthly invoices.

Respectfully submitted,



Nicole Bottai, CMC, Town Clerk

TOWN TREASURER

The Town Treasurer Report presents a cash-basis summary of all transactions administered through the Town's General Fund, as compiled by the Town's Finance Department, working collaboratively with Robert Coole, the Town Treasurer.

General Fund Cash Balance on January 1, 2020	\$19,704,065.05
Cash Receipts:	
Tax Collector – Property Taxes, Interest, Etc.	59,002,645.32
Town Clerk	4,243,015.63
Community Development	225,678.51
Transfer Station	81,525.45
Police Department	41,682.56
Fire Department	477,256.09
State of NH – Meals & Rooms Distribution	748,515.24
State of NH – Highway Block Grant	341,686.73
State of NH – Bridge Grant	365,842.76
State of NH – Shared Revenue Grant	96,700.10
Other Intergovernmental –EM, State Grants, Etc.	837,580.80
Cable Franchise Fees	293,428.20
Sale of Town Property	53,671.00
Insurance & Other Miscellaneous Reimbursements	147,556.29
Donations/Gifts/Grants	10,711.49
Bond Proceeds	3,580,000.00
Administration & Miscellaneous Revenues	21,770.11
Interest on Investments	50,213.78
Transfers from Special Revenue, Property Trust Funds	350,831.68
Timing of Transfers Impact	-3,084,962.49
<i>Subtotal Cash Receipts</i>	<i>\$67,885,349.25</i>
Cash Disbursements:	
Selectmen's Warrants	-19,346,423.89
Bond Expenditures	-3,200,000.00
School District Transfers	-44,442,061.00
Transfer Out to Property/Earned Time Trust Funds	-50,000.00
Transfer Out to Village Districts	-21,217.00
<i>Subtotal Cash Disbursements</i>	<i>(\$67,059,701.89)</i>
General Fund Cash Balance on December 31, 2020	20,529,712.41

The Tax Collector also received \$620,692.53 in land use change taxes that were passed to the Conservation Commission and are not reflected in the report above.

The General Fund cash, held in custody by the Town Treasurer, was invested as follows as of December 31, 2020:

Citizens Bank Operating Account – earning 0.01%	\$328,343.98
Citizens Bank Investment Account – earning 0.15%	\$17,180,110.18
Citizens Bank TaxCC Account – earning 0.0%	\$4,890.16
TD Bank Ambulance Account – earning 0.0%	\$66,858.11

TRUSTEES OF THE TRUST FUNDS

NAME OF TRUST FUND	PRINCIPAL				INCOME				GR TOTAL PRINCIPAL & INCOME
	BALANCE BEGINNING YEAR	NEW FUNDS CREATED	WITH- DRAWALS	BALANCE END YEAR	BALANCE BEGINNING YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR	BALANCE END YEAR	
Armstrong Memorial Building	337.78			337.78	707.09	0.12		707.21	1,044.99
Campbell Farm House Trust	6.97			6.97	0.19	-		0.19	7.16
Cemetery Perpetual Trusts	62,965.38			62,965.38	35.26	11.66		46.92	63,012.30
Cemetery Trustees					25,787.90	2.58		25,790.48	25,790.48
Cemetery-on-Hill - Wilson Fund	1,189.03			1,189.03	0.59	0.12		0.71	1,189.74
Cemetery-on-the-Plains	17,574.89			17,574.89	9,777.62	2.71		9,780.33	27,355.22
Cobbett's Pond Village District	12,719.56			12,719.56	1,085.89	1.39		1,087.28	13,806.84
Dora Haseltine Fund	500.00			500.00	0.27	0.06		0.33	500.33
Earned Time Trust Fund	304,646.22			304,646.22	4,542.03	30.91		4,572.94	309,219.16
Eliz. Wilson Fund	1,000.00			1,000.00	0.55	0.12		0.67	1,000.67
Elizabeth Wilson Fund	1,000.00			1,000.00	0.55	0.12		0.67	1,000.67
Fire Apparatus	122.49			122.49	0.11	0.02		0.13	122.62
Garaphelia Park	1,000.00			1,000.00	0.55	0.12		0.67	1,000.67
Griffin Park Passive Recreation Area	5,898.36			5,898.36	2.82	0.60		3.42	5,901.78
Griffin Park Passive Recreation Area 2	3,891.02			3,891.02	0.09			0.09	3,891.11
Historic Commission District	1,453.00			1,453.00	0.03			0.03	1,453.03
Irene Herbert Memorial Scholarship Fund	14,075.00			14,075.00	687.46	1.51		688.97	14,763.97
Louise Anderson Hall Fund	1,300.00			1,300.00	0.61	0.12		0.73	1,300.73
Margaret Berry Neglected Lots	500.00			500.00	0.27	0.06		0.33	500.33
Martha Clark Fund	2,000.00			2,000.00	1.10	0.24		1.34	2,001.34
Martha Clark Fund - Books	1,000.00			1,000.00	0.55	0.12		0.67	1,000.67
Martha Clark Needy Persons Fund	1,400.00			1,400.00	4,442.52	0.60		4,443.12	5,843.12
Martina Gage Fund - Repair Town Bldgs	1,979.63			1,979.63	1.11	0.24		1.35	1,980.98
Mary Simpson Fund - Armstrong Library	1,000.00			1,000.00	0.55	0.12		0.67	1,000.67
Ministerial Fund - Presbyterian Church	1,989.63			1,989.63	133.22	0.24		133.46	2,123.09
Nesmith Library	1,000.00			1,000.00	0.55	0.12		0.67	1,000.67
Primary Cemetery Maintenance Fund	76,600.00	7,400.00	4,106.43	79,893.57	88.42	7.67	93.57	2.52	79,896.09
Property Trust - Town Maintenance	86,125.65	75,000.00	114,739.97	46,385.68	0.14	3.33	3.19	0.28	46,385.96
School Bldg/Grounds Maint	18,591.93		18,591.93		10.99	0.10	11.09		
School Dist. 2,3,4,6	4,022.00			4,022.00	1.85	0.36		2.21	4,024.21
Searles Landscaping Trust		1,296.41		1,296.41					1,296.41
Searles School Repairs	2,500.00			2,500.00	409.28	0.24		409.52	2,909.52
Town - Marston-Finn Dam Project		25,078.82		25,078.82		0.58		0.58	25,079.40
Town Common Beautification		51,375.00	19,628.24	31,746.76		1.18	0.76	0.42	31,747.18
Town Commons Veteran's Memorial	2,727.28			2,727.28	0.67	0.24		0.91	2,728.19
Town Facilities and Grounds Trust	11,470.00		11,454.01	15.99	15.99	0.04	15.99	0.04	16.03
Town Museum	4,453.36			4,453.36	110.49	0.48		110.97	4,564.33
WSD - Paving/Parking Repairs	25,957.35		25,957.35		1,241.61	0.15	1,241.76		
WSD - Primary Grounds & Maintenance	776,915.44	250,000.00	651,181.14	375,734.30	226.33	27.26	251.89	1.70	375,736.00
WSD - Repair/Replace Septic					1,646.75	0.12		1,646.87	1,646.87
WSD - Roof Repairs & Replacement	42,100.00		42,100.00		1,226.58	0.23	1,226.81		
WSD - Special Education Reserve Fund	200,000.00	200,000.00	149,912.86	250,087.14	69.86	18.63	87.14	1.35	250,088.49
GRAND TOTALS:	1,686,667.95	615,494.25	1,037,671.93	1,264,490.27	52,258.32	114.63	2,932.20	49,440.75	1,313,931.02

Respectfully submitted for the Trustees,

Michael Misiewicz
Michael Misiewicz, Chair

POLICE DEPARTMENT

It is my pleasure to provide you with the 2020 Annual Report for the Windham Police Department. As with every year that I sit and prepare this report, I reflect on our community, the events and activity that took place, and how the department made a difference in the safety, security and overall quality of life the community and its residents have come to expect from their Police Department. In consideration of this, I submit the following.

CORONAVIRUS (COVID-19) PANDEMIC

In January of 2020 the World Health Organization identified what would become the 2019 novel coronavirus which rapidly developed into a worldwide pandemic, arriving in the United States late in the month. By March the United States declared a National Emergency and by year's end in excess of 300,000 people had died in the United States with millions more infected.

Windham, along with bordering and area communities along the I-93 corridor, sustained higher than average infection rates for the State of New Hampshire. This was due in large part to the fact that we are a bedroom / commuter community to the greater Boston-Metro area.

Because of the communicability of the virus, New Hampshire instituted a number of stay-at-home orders while school districts, including Windham, began remote and hybrid learning modules. Businesses closed their doors, workers worked remotely, while others limited customers or moved to a pick-up or delivery type of operation. All of this changed the dynamics of the "public view" of our community – roadways saw significantly less vehicle traffic; retail establishments saw less foot traffic.

Considering all of the above, the Windham Police Department implemented drastic changes in operations to ensure the health and safety of employees. Personal Protective Equipment (PPE) was distributed to officers and civilian staff with a requirement that face coverings be worn when "social distancing" could not be maintained; face coverings as well as eye protection, and gloves were required when dealing with known or suspected COVID patients; officers were required to launder uniforms and clothing at the Police Department rather than take them home and risk infecting family members; initiation of traffic stops for all but serious or significant violations was discouraged; the issuance of summonses rather than in-custody arrests was required in all but the most serious of crimes; walk-in complaints, with the exception of emergencies, were prohibited.

As of this writing only one employee became infected with the virus and recovered without complications while several employees were quarantined out of abundance of caution due to known or suspected virus exposures.

As a result of the aforementioned information, 2020 should be considered an anomaly in comparison to other yearly reviews.

PERSONNEL / ORGANIZATION

In February, we hired Shannon Campbell to fill the vacancy created by a retirement in 2019. Shannon comes to us from the University of New Hampshire where she was a certified officer for 3-years.



In November, Officer Theresa Moore retired after spending 12-years with the department.

In December, we hired Daniel Boudreau to fill the vacancy created by the aforementioned retirement. Dan brings with him 2-years' experience as a certified police officer with the Laconia, New Hampshire, Police Department.



TRAINING

As stated in previous reports, one of the most important yet most overlooked functions within the department is training. It's critical that every officer and dispatcher not only maintain their current proficiencies but acquire new and relevant skills while also ensuring that personnel are aware of liability issues and concerns. We continue to enhance our "Response to Resistance" training program. Under this approach officers are confronted with various scenarios and are required to consider and choose the appropriate response and tools they carry for that response – just as if they were working on patrol. Previously, officers were trained to respond specifically based on the type of training being conducted (baton, OC, TASER, etc.), which in reality was not helpful in the decision-making process at a call.

As the year progressed, we began to develop a new team-training concept wherein a team of 4 trainers would acquire the skills to teach all aspects of the Response to Resistance Program. This will replace our current training program where a variety of individuals train officers on the single skill that they are certified to teach. This move, to a new program, will allow for more consistent and thorough training in all skills and systems that officers have the authority to deploy or use while at an incident. This transition will continue into the first part of 2021.

ANIMAL CONTROL FACILITY

In a unique opportunity the Town of Windham partnered with American Legion Post 109 and converted the old Police Department building at 21 Haverhill Road (RT 111) into a "home" for the Legion as well as an animal control facility for the Police Department. Having been used by the school administration after the Police Department moved, the building remained unoccupied for a number of years until the idea of a public/private partnership to occupy the building was floated and subsequently became a reality.

The Legion, through donations and their own labor, converted the upper portion of the building (that which faces the front parking lot) into their facility while the Police Department oversaw the rehabilitation of the lower part of the structure (located to the rear of the building) through the use of public safety impact fees (non-taxpayer dollars). The building will serve as the office and storage area for the Community Service Officer while a portable kennel facility just off the back of the building will house dogs taken into our care and custody.

ACTIVITY

With the ongoing growth of southern New Hampshire, we continue to see a corresponding impact in our calls for service and the amount of time that officers invest in resolving those calls and completing the necessary documentation. Of course, as previously stated, COVID-19 had a significant impact on our activity over the course of the year. As such, the below overview of some of our activity over the course of the year is not reflective of what we would consider a typical year. It should be noted that because of our proximity to I-93, as well as being a bedroom community to the Boston region, a significant amount of our yearly activity usually centers on traffic related matters.

Calls for Svc	M/V Stops	MV Arrests	Verbal Warning	Written Warning	Summons Issued	DWI	Drug Arrests	All Arrests
21,038	864	5	521	60	134	31	13	187

STAFFING

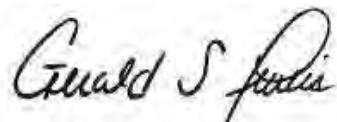
SWORN		CIVILIAN	
Chief of Police	1	Dispatcher (4 FT / 1 PT / 2 PD)	7
Captain	2	Prosecutor	1
Sergeant	5	Community Service Officer	1
Detective	1	Administrative Secretary	1
School Resource Officer	2	Records Clerk (P/T)	1
Patrol Officer	10		
TOTAL	21	TOTAL	11

CLOSING

The year 2020 will certainly be remembered for the societal and personal impacts that COVID-19 played in our lives. While we all look forward to a return to “normal,” the men and women of the Windham Police Department will continue to meet the challenges we encounter, be resourceful in our duties, and compassionate and understanding to those we meet.

Making a Difference – it's what we do.

Respectfully submitted,



Gerald S. Lewis, Chief of Police

FIRE DEPARTMENT

2020 wasn't just another busy year for our department, it was a year in which our world was shocked by the outbreak of coronavirus disease 2019 (COVID-19). A disease which spread rapidly from continent to continent, and finally, it became a pandemic resulting in many infected patients. This brought unprecedented challenges to our healthcare systems and first responders from inadequate medical staffing and capacity needs; to inadequate supplies of Personal Protective Equipment (PPE) for the protection of our front line workers. As the pandemic worsened, first responders not only continued on with their pre-pandemic roles, but took on the added risk of transporting infectious patients, all while trying to keep themselves protected and healthy. Despite the many challenges and stress this pandemic has placed on all of us, one thing that remained evident throughout was the community's willingness to be involved; the outpouring of generosity and the continual words of appreciation that came to us daily. We cannot begin to thank all of you enough.

The department ended 2020 with 1,746 calls for service. This high demand in services also represented 36% simultaneous calls which kept your firefighters very busy handling multiple calls frequently. New England is traditionally unpredictable and the wild weather did not disappoint where it gave us everything from significant wind and snow events, to prolonged record high temperatures to incredible amounts of rain. Each of these brought with it their own challenges which were met head on each time.

Residents are again reminded that the Fire Department and Emergency Management Office utilize Twitter and Facebook as alternate ways to reach out to residents during emergency events. Follow us on Twitter @WindhamFD and on Facebook; Windham Fire and Emergency Management, where residents can see on-going department incident and training events, storm related information, bulletins and fire prevention information.

In 2019, the Fire Department joined forces with New Hampshire Forest and Lands for residents to obtain their Open Burning Permits on-line. Residents can now go to the website; www.firepermit.com and choose "Windham" at the bottom of the page. Through this easy on line process, residents are now able to purchase their permits 24 hours a day, 7 days a week, providing permits are being issued. Another change which began in 2019 with open burning is that residents are now allowed to open burn between the hours of 5:00PM – 9:00AM. The exception to this rule is if the ground is completely snow covered and/or it is physically raining you do not need a permit, but do need to notify the Fire Department. The rules for burning brush has also changed where residents can purchase their permit 48 hours in advance of the day in which you wish to burn; you will have to obtain a permit each time this occurs. The cost of on line permits is \$3.00 which is non-refundable. This fee is paid to a "third party" vendor hired by the state to manage the on line system. If you have any questions please contact the Fire Department at 434-4907.

We continue to participate in a successful program titled "Adopt-A-Cistern/Hydrant". This program which began in 2011, asks for assistance from residents who live close to one of the community's fire cisterns or hydrants. While it is not your responsibility to do so, you could perform a valuable public service if, while clearing your driveways and walkways, you would take a few minutes more and remove the snow from the closest cistern or hydrant to your home. Once the storm has passed, Fire Department personnel do clear the cisterns and hydrants of snow, however, during the weather event personnel may be busy handling other emergency calls; ultimately delaying the opening of the cisterns/hydrants. Since the inception of this program, several residents and businesses have stepped up and begun assisting us in this endeavor, and this has proven a very positive program. If you are interested in participating in this program, you are asked to call Deputy Chief James Saulnier at 434-4907. Your assistance is greatly appreciated.

PERSONNEL

The department once again worked through change and growth. Unfortunately because of the pandemic, the department was unable to provide our departing members the sendoff they deserved but nonetheless, they deserve recognition for their service and commitment to our department. Assistant Fire Chief Edward Morgan retired on April 1, 2020. In his 11 years of service with the department, he also held the position of Deputy Chief of Fire Prevention. Before coming to Windham, Chief Morgan served the residents of North Andover, MA for over 30 years retiring at the rank of Deputy Fire Chief. In filling this vacancy, the department promoted Stephen Brady from Deputy Chief – Fire Prevention to Assistant Chief on April 2, 2020. Due to the challenges of the pandemic, Chief Brady filled both roles for the next several months until the department sought his replacement. On December 31, 2020 Firefighter Gordon Campbell retired from full-time service. Firefighter Campbell served the department for over 20 years both as a Call Firefighter and full-time service. During his service, Firefighter Campbell also served as a Technical Team Leader for the Southeastern New Hampshire Hazardous Materials Mutual Aid District. We are fortunate to retain his abilities. On November 30, 2020 the department hired James R. Saulnier as the new Deputy Chief-Fire Prevention. Previous to Windham, Deputy Saulnier served with the Auburn, NH Fire Department where he held the rank of Fire Captain and oversaw Fire Prevention. Prior to Auburn, Deputy Saulnier also served with the East Derry Fire Department and the Derry Fire Department. Deputy Saulnier brings nearly 30 years of service to Windham and we are excited to have him on board. We want to extend our deepest appreciation to those who have retired and thank them for their many years of dedicated service. We wish them and their families all the very best. We also welcome Deputy Saulnier to the department and wish him much success.

CALL VOLUME

As stated earlier, the high demand for services and simultaneous call volume continue to keep our members extremely busy. Statistically, nearly 80% of the call volume was related to Emergency Medical Services (EMS), while the remaining calls were Fire - Haz Mat related incidents. Of the 1,746 incidents, 36% percent were simultaneous calls for service. The average duration for an EMS call remains approximately 2 hours or less. This is from the initial dispatch of Emergency Personnel, until the ambulance is back in service and ready to respond to another emergency. This time frame is only for a single EMS response. The duration may be longer if a simultaneous call is received.

Managing the operational demands of the fire service necessitates a certain amount of overtime expense. As stated in the past, overtime cost covers pay for all full-time personnel for hours worked in excess of their normal 40-hour workweek. This may include coverage of personnel who have taken earned time, which is time personnel accumulated on a weekly basis for use toward bereavement leave, vacation, sick and personal time. Overtime also includes callback coverage, which occurs when off duty personnel are called back to the Station to provide additional support to on duty Firefighters, or to staff the Fire Station while on duty personnel are actively engaged in an emergency. “Callback” is the Operational Demand portion of the overtime budget. Other areas which may create overtime include paying for staff meetings, and any other events that personnel are required to work beyond their normal 40-hour work week.

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

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

Over the past several years, management and staff worked collectively to meet both the operational demands of the department and the Town's budgetary constraints relating to increased overtime; all the while attempting not to reduce the number of on-duty personnel. Traditionally in past years when an emergency medical call was received, on-duty firefighters responded and, if the ambulance (having 2 attendants) was committed to transport the sick or injured, off-duty personnel were called back to augment the reduction in staffing. Today, our daily on-duty staffing consists of one (1) Lieutenant and five (5) Firefighters, which has changed the way we deliver services. During an EMS incident, an ambulance is dispatched with two personnel while the engine responds with three personnel to provide additional assistance. One Firefighter remains at the station and is available to respond to another incident, meeting up with personnel from the engine. This has allowed us to capture a majority of simultaneous EMS calls that otherwise would be covered by mutual aid assistance as well as dispatch an additional Engine/Tanker, providing the additional water supply and equipment. There are varying circumstances in which these staffing levels may be reduced in order to comply with budgetary constraints. Labor and Management continue to review these circumstances and our response matrix throughout the year and make the necessary adjustments where needed.

TRAINING

The Department continues with its yearly training schedule, with EMT and Paramedic Refresher training continuing to be one of the largest training areas, however modified due to the pandemic. In addition, refresher training was conducted in areas such as ice/water rescue, blood borne pathogens, self-contained breathing apparatus and Rapid Intervention Team (RIT). One of the greatest challenges in training is keeping up with the ever-changing regulations. Federal, State and local regulations cover areas such as infectious substances, respiratory protection, hazardous materials, emergency vehicle operations, and structural fire fighting. Among the major training disciplines that personnel train in are areas such as Suppression, EMS, and Hazardous Materials Responses. Unfortunately because of the pandemic, events such as the 9/11 Ceremony was modified to include just fire department personnel, and the department's annual Fire Prevention Open House was cancelled. The department wishes to extend its thanks to the many vendors, businesses and local departments who supported this difficult decision. The department also thanks its members for their understanding.

EQUIPMENT

The department completed a nearly \$750,000 upgrade to our communications system bringing the department fully digital in its communications, which has greatly enhanced our Fireground communications and improved firefighter safety. A vast majority of costs were through the award of state and federal grants.

The department completed the replacement of our nearly 20 year old Self Contained Breathing Apparatus Air Compressor after receiving a federal grant under the Assistance to Firefighters Grant (AFG) for in the amount of \$50,000.00. This funding was approved by voters in 2019 contingent upon successful award of the grant; the town's cost share was 5% of the total cost.

A \$6,000 Emergency Management Planning Grant (EMPG) was submitted and approved to purchase additional tactical protective equipment for first responders for protection against Active Shooter scenarios.

A \$50,000 Assistance to Firefighter Grant (AFG) was submitted and approved for the purchase of Battery Operated Rescue Tools for Ladder-1. The town's cost share was 5% of the total cost.

Outside of grant funding and budget costs, the department was very fortunate to receive donation dollars from local residents to help offset costs associated with Emergency Medical Equipment. Equipment purchased will go a long way, over many years, to allow first responders to provide the best care with improved outcomes for the residents.

In closing, I want to thank Assistant Chief Steve Brady and Administrative Secretary Angela Marquis for their commitment, hard work and dedication throughout the year. Their assistance has been greatly appreciated. We are happy to have Deputy Chief James Saulnier as part of our team and look forward to his contributions. To the firefighters of Windham; we recognize the unprecedeted challenges and the immense pressure you face and we thank you for your continued dedication and perseverance. Lastly, I want to thank the town's management team, Board of Selectmen and the residents of Windham for the continued support of your Fire Department and we want to assure you that the members of the Department will continue to train and stand ready to meet the growing and ever changing needs of our community; while delivering a competent and compassionate service.

As always, if you have any questions or need any information, please do not hesitate to call or stop by the Fire Station. On behalf of the members of the Fire Department, we wish everyone a very happy and healthy new year.

2020 INCOME STATEMENT

RECEIPTS	2019	2020
Ambulance	\$415,916.8	\$472,224.37
Permit Fees	\$21,925.00	\$22,240.00
Copy Fees	\$140.00	\$140.00
Haz-Mat District Reimb	\$21,189.69	\$35,258.00
Contracted Services*	\$8,725.76	\$2,275.00
<i>Sub-Total</i>	<i>\$467,897.28</i>	<i>\$532,137.37</i>

**Represents 10% of the money collected and placed into the newly created Public Safety Revolving Fund for the fire hazardous materials contracted services.*

2020 FIRE PERMITS AND INSPECTIONS

TYPE	PERMITS	INSPECTIONS
Brush, Camp Cooking	824	0
Day Care	1	4
Heating Systems	252	317
Fuel Tank Installed	90	90
Fuel Tank Removal	2	2
In-Service	0	185
Place of Assembly	5	44
Water Supply	2	2
Wood Stoves	15	7
Smoke Detector Inspection	47	45
Fire Prevention Programs	0	20
Fire Alarm System	5	4
Sprinkler System	9	9
Fire Drills	0	18
Fire Watch	0	2
Construction Inspections/CO	0	73
Plan Reviews	0	104
Exterior Piping	107	110
Interior Piping	108	93
Blasting Permits	7	129
Blasting Complaints	0	3
Car Seat Safety Inspections	0	80
TOTALS	1,474	1,224

2020 INCIDENT RESPONSE SUMMARY

100 Fire		300 Rescue & Emergency Medical Service Incident, cont.
111 Building fire	22	322 Motor vehicle accident with injuries
114 Chimney Fires	1	323 Motor Vehicle/Pedestrian Accident
116 Fuel Burner/Boiler Malfunction	1	324 Motor vehicle accident with no injuries
130 Mobile Property Fire	1	353 Removal of Victims from Elevator
131 Passenger vehicle fire	3	381 Rescue or EMS Standby
134 Water, vehicle fire	1	
138 Off-road vehicle, heavy equipment fire	1	
140 Natural vegetation fires, other	3	400 Hazardous Conditions (No Fire)
141 Forest, woods, or wildland fire	2	400 Hazardous conditions, other
142 Brush or brush-and-grass mixture fire	16	410 Combustible/Flammable gas/liquid Conditions
150 Outside Rubbish, trash, or waste fire	2	411 Gasoline or other Flammable liquid spill(s)
151 Outside Rubbish/Trash Fire	1	412 Gas leak (natural gas or LPG)
154 Dumpster Fires	1	413 Oil or other combustible liquid spill
	<i>Totals 55</i>	422 Chemical Spill or leak
200 Overpressure Rupture, Explosion, Overheat (no fire)		424 Carbon monoxide incident
251 Excessive heat, scorch burns with no ignition	2	440 Electrical Wiring/Equipment Problem
	<i>Totals 2</i>	441 Heat from short circuit, defective wiring
300 Rescue & Emergency Medical Service Incident		442 Overheated motor
311 Medical Assist, assist crews	1	444 Power line down
320 Emergency medical service incident, other	1	445 Arcing, shorted electrical equipment
321 EMS call, excluding vehicle accident with injury	810	480 Attempted burning, illegal action, other
		<i>Totals 67</i>

500 Service Call		700 False Alarm & False Call	
500 Service Call, other	187	700 False alarm or false call, other	11
511 Lock-out	8	710 Malicious, Mischievous False Call	2
512 Ring or jewelry removal	1	714 Central Station – Malicious False	1
520 Water problem, other	5	730 System Malfunction	17
521 Water Evacuation	1	731 Sprinkler Activation due to malfunction	2
522 Water or steam leak	2	733 Smoke detector activation due to malfunction	7
531 Smoke or odor removal	6	734 Heat Detector Activation due to Malfunction	1
541 Animal Problem	2	735 Alarm system sounded due to malfunction	21
542 Animal Rescue	4	736 CO detector activation due to malfunction	14
550 Public service assistance, other	6	740 Unintentional transmission of alarm, other	8
551 Assist police or other governmental agency	4	743 Smoke detector activation, no fire - unintentional	20
553 Public service	1	744 Detector activation, no fire - unintentional	12
554 Assist invalid	45	745 Alarm system activation, no fire - unintentional	57
561 Unauthorized burning	18	746 Carbon monoxide detector activation, no CO	13
571 Cover assignment, standby, move-up	33		
	Totals 323		Totals 186
600 Good Intent Call		800 Severe Weather & Natural Disaster	
600 Good intent call, other	24	813 Wind Storm, tornado/hurricane assessment	4
611 Dispatched & canceled en route	96	815 Severe weather or natural disaster standby	1
621 Wrong location	2		
622 No incident found on arrival at dispatch address	24		
631 Authorized controlled burning	4		
650 Steam, other gas mistaken for smoke	2		
651 Smoke scare, odor of smoke	8		
661 EMS call, party transported by non-fire agency	3		
671 Haz-Mat release investigation w/no Haz-Mat	6		
	Totals 169		
			Totals 5
			Total Yearly Calls 1,746

Respectfully submitted,



Thomas L. McPherson Jr., Fire Chief

COMMUNITY DEVELOPMENT

Our Purpose:

To proactively attract and recruit new businesses to the Town that are in support of the Town's goals, with a strong priority on the Professional Business & Technology, Village Center, Gateway, and Market Square Overlay districts, as well as other districts that may be identified as a priority in the future.

Facilitate and promote re-development of underutilized, non-residential areas, in harmony with the Town's Master Plan.

Provide technical assistance to the general public regarding rules, regulations, and policies guiding land use and economic development. Meet with landowners and land developers regarding land development processes, feasibility, and permitting requirements.

Serve as an advocate for economic development, providing information and/or presentations to various boards, commissions, civic groups, businesses, individuals, and the general public on economic and community development issues, services, programs, and plans.

Integrate and align economic and community development initiatives and efforts across various Town boards and committees in keeping with the Master Plan, the Economic Development Committee, Planning Board, and the Board of Selectmen goals; periodically reviewing and prioritizing the Town's economic development initiatives to bring initiatives to fruition.

2020 Highlights - Activity & Growth

2020 will go down as a difficult year. The pandemic affected everyone and everything we did. Adapting to the circumstances, we made the best of it and got our work done. It did, however, expose our weaknesses and our inefficiencies. The fact we did not have electronic solutions, online applications and electronic payment methods made our work difficult in a remote environment. Fortunately, we recently implemented an electronic folder system for planning board meetings which were utilized by the zoning board and technical review committees. Having complete planning board applications on our website was very helpful. Had we been able to get funding and implement the scanning of all our building files last year, it would have been incredibly useful in this environment. It will certainly be looked into again as we go forward.

This year we implemented new procedures, added checklists and included multiple staff members in reviews of applications and the permitting process. It was in direct response to concerns raised by members of boards and the public. I believe they have improved our service to this community.

I look forward to a new year and more opportunity to improve the community development department. It is important to foster the trust of our community and offer the best support to our many volunteers and public officials on boards and committees. Without their help we could not function. I can't thank them enough for all they have contributed, the time, experience, and service.

So here is a recap on business this year:

Water still dominated the conversation this year and is possibly the most important planning issue into the future. Construction was completed on the Route 28 waterline, fully paid for by MtBE Settlement monies and is being built under supervision of the Town of Salem. This line will serve businesses and property along Route 28 and westward on Route 111 ending at Klemm's Mobile and MacDonald's. Certain current Pennichuck customers in this area will be able to tie in. Once the PUC approves Salem DPW to operate the line and the Town's agree, water will be available to Windham property owners along this waterline.

The Town approved the legislation to create a Tax Incremental Financing (TIF) District this year. This is a funding mechanism to help pay the infrastructure cost for an extension of the line westward on Route 111 ending in the vicinity of Ledge Road. We will apply to the New Hampshire Drinking Water and Groundwater Advisory Commission for grants and secure developer commitments to fully finance the infrastructure and payment of the \$9.5M cost. Watch for local initiatives and Warrant Articles to establish the TIF District. We feel this long-term solution will improve the quality of life, help replenish our aquifers, and have additional economic benefits.

The master planned “Village Center District” is still taking shape. Enterprise Bank and MVC Eye Care are thriving in their new locations. Property developer Chris McCarthy is hopeful his third building can be developed. Neighboring owner Tim Pitcher has renovated two existing historic homes into office space, using one as his company’s branch office, “Luckett & Farley”, and leased the other to “Willow Home Designs”. Developers here are hopeful for a municipal water system.

Windham is adding over 150K square feet of commercial space. Of the commercial development underway, two more received Certificates of Occupancy this year. The largest at 39,000 square feet, Medicus Healthcare Solutions completed a third building in its Roulston Road complex and is Windham’s largest employer. A. J. Letizio Sales & Marketing completed its new headquarters and conference center, adding 19,200 square feet of Class A office space. With its signature “Tower” modeled after Searles Castle features, it’s a new Windham landmark. Canobie Lake Veterinary Hospital recently built their new home on Range Road with 4,981 square feet, a state of the art veterinary care facility. Capitalizing on location, “Wee Care Learning Center” built and opened a new facility across from Medicus on Roulston Road, adding 6,400 square feet to our commercial inventory.

Route 28 has experienced a lot of interest this year, especially anticipating a municipal waterline. The owner of 13 Rockingham Road completed a facelift on an existing building, creating tenant opportunities that three new businesses have capitalized on. Club 14 Indoor Golf & Virtual Reality, Bar & Cafe opened and is thriving in this location. The Sugar & Spice Bake Shoppe, Forever Young Solutions, an esthetician, and “Play all Day Doggy Daycare” are fitting in well at this location. This property offers high visibility retail on a heavily trafficked location near its intersection with Route 111. There are eight remaining parcels with slightly over 48 acres available for development here.

Other commercial projects completed this year include NH Catholic Charities addition of an independent living wing to their Warde Health Center on Searles Road. The work included renovating the existing Castle College admin building and adding assisted living units. This will add much needed housing opportunities from independent living to short and long-term care.

Commercial development that broke ground and made significant progress in 2019 include a two-story retail/office building at 7 Rockingham Road offering 7,600 square feet to a single or multi-tenant user. Mesiti Development is completing its site plan at 1 Wall Street adding a two-story 19,500 square foot high visibility commercial building with a drive-thru opportunity. We are excited to know who will occupy this space. Ready to occupy space is at a premium in Town.

Three significant residential developments were finalized this year. Lilac Ridge, a 15-lot residential subdivision, Midtrail Crossing, a 51-unit 2-bedroom condominium complex, and Westchester Estates, 68 unit 3-bedroom condominium complex. All three projects are dependent on the municipal waterline constructed on Route 28. Year-end inventory shows Windham has less than 100 approved and ready to build single family lots available, with 33 newly constructed and age restricted condo units remaining for sale.

Community & Economic Development

The Planning Board heard 39 cases this year, and among those, three were conceptual site plans for commercial development, seven were commercial developments, several were lot line adjustments or subdivisions, and cases involved Major Watershed Protection Overlay District applications. New commercial development completed this year included a new Bank of New England branch building, a multi-unit 10,984 square foot commercial building, and a multi-lot light industrial development on 29 acres of land which will offer much needed industrial flex space.

The Department has an emphasis on working with residents and landowners to plan how the community will develop in the long-term. The opportunities to create and foster partnerships with local businesses and non-profit organizations to better serve the economic interests of the Town are plentiful. Additional details on these partnerships, initiatives, and events can also be found in links off the Community Development website www.WindhamNH.gov, or by contacting the Department.

Some of the continuing efforts facilitated by the Department in 2020 included:

Business Partnerships:

- Welcomed 25 new businesses into Windham;
- Represented the Town of Windham on the Derry/Londonderry Chamber Economic Development Committee;
- Participated with the Greater Salem Chamber of Commerce Economic Development Committee;
- Participated in the Southern NH Planning Commission regional economic development discussions; and
- Active member of the Regional Economic Development Center (REDC) contributing to the 2020 Comprehensive Economic Development Strategy (CEDS) program.

Long-Term Community Development Initiatives:

- Assist existing Windham businesses on expansion or relocation plans to have them remain in the community, as well as working with potential new Windham businesses on relocating to Town;
- Continue the Business Visitation Program which entailed one-on-one meetings with local businesses to gather information and seek feedback to help the Town be more responsive to the business community's needs.
- Support the Windham Economic Development Committee efforts to identify commercial development possibilities through zoning changes, infrastructure needs, and marketing opportunities.
- Continue the development of a community development focused website and social media to meet the needs of the residents and businesses.

Building/Construction Activities

From the desk of the Building Inspector; Good Bye and good riddance to 2020! Another year in the books and a trying year with COVID-19 it was! The department staff has been trying to maintain safe protocols while keeping everyone's projects on time admirably.

Although there was a bit of a slowdown in construction activity due to the uncertainty of the virus's toxicity, a lot of honey do lists were taken care of. I offer the following numbers for the year known as 2020:

Total building permits issued 365: 335 for residential properties
30 for commercial properties

The residential permits further breakdown into 63 pools, 22 solar systems, 45 single family dwellings, 51 porch and decks, 28 garages, barns or sheds, 24 additions, 93 remodels, 4 additional dwelling units (ADU), and 5 dwelling demolitions.

The commercial permits breakdown into 4 new structures and 26 remodels and relocations.

The department also received, reviewed and issued 423 electrical permits, 128 plumbing permits, 99 septic system permits, 37 well permits, 1 chimney, and 40 minor watershed permits in conjunction with the zoning department.

The building inspector issued 82 certificate of occupancies this year with the numbers further breaking down into residential: 48 new residences, 9 rehabilitations, 2 additional dwelling units (ADU's), and 8 seasonal conversions or replacements.

On the commercial side there were 3 new structures and 12 remodel and or relocations.

Wishing for a healthy New Year, Michael McGuire, Building Official/Deputy Health Officer

Code Enforcement

The role of Code Enforcement is one of a balancing act and one of the most challenging for the department; to enforce the Town of Windham Land Use and Zoning Ordinances making decisions based on technical judgment of Federal, State and Local laws and regulations. The Ordinances were enacted by the Board of Selectmen in March 1954 and have been revised over the years, most recently on March 12, 2020. The Code Enforcement Administrator meets with Federal and State officials as well as police, fire, health, and attorneys and other individuals to review and explain code enforcement activities. Assists residents, merchants and property owners in complying with Town zoning codes and ordinances. The approach is to enforce the ordinances to ensure that all residents and businesses follow the same rules and to treat everyone with respect to resolve the issues at hand that were brought to our attention.

In 2020, the Community Development Department staff worked to address the following code enforcement items:

- Dilapidated Property Concerns
- Unregistered Motor Vehicle Concerns
- Various Waterfront/Flood zone Issues with NH DES
- Non-Compliance properties with Planning Board Site Approval
- Unpermitted Temporary and Permanent Signs
- Unpermitted Fence Installations
- Vehicles on residential land exceeding gross vehicle weight limit allowed in zone
- Non-Compliance properties with Planning Board Site Approval

The Administrator worked on multiple aspects of municipal land use including research, analysis, report writing and public speaking. Also provided staff support to the Zoning Board of Adjustment (ZBA), which includes reviewing all ZBA applications and providing written analyses, assisting ZBA applicants through the process and attended ZBA meetings. This year the ZBA heard 34 new variance applications, a variety of residential properties and commercial. The Administrator also provided technical assistance to the Building Inspector, Planning Board, Conservation Commission, and the Historic District/Heritage Commission.

2020 was quite active with legal matters. Code Enforcement, legal opinions, and Court appearances required significant time and consideration from Staff and legal counsel. We would like to recognize Town Council Bernard Campbell for his assistance, patience and guidance that he provided throughout the year.

Department Staff

In 2020, the Department was fully staffed. We are lucky to have Julie Suech and Christine Freethey, our administrative Staff who are highly qualified and provide pleasant and efficient support. Brian Arsenault entered his third year as our ZBA/Code Enforcement Administrator. Brian's background made him a perfect fit for his position. The CDD team includes Dick Gregory, Planning Director/Health Officer; Mike McGuire, Building Inspector/Deputy Health Officer; and myself, Rex Norman, Community Development Director.

We also are appreciative of Anitra Brodeur as Minute Taker for the Conservation Commission and ZBA; and Renee Mallett, Minute Taker for the Planning Board. We couldn't do it without their reliable and dedicated help. With continuing focus on training opportunities, the fully staffed department will concentrate on procedural improvements, improving communication and customer service.

The department continued to assist the Planning Board, Zoning Board of Adjustment, the Historic District/Heritage Commission, Conservation Commission, and Windham Economic Development Committee. The Town of Windham is fortunate to have such wonderful, knowledgeable and dedicated volunteers serving on the Boards/Committees.

In 2021, we will continue to review internal Department processes to better serve the community, as well as adding more information on the Town website www.WindhamNH.gov as we move forward. We welcome your feedback as we move through this process.

I welcome you to stop by the Community Development Department to let us know how we are doing and introduce yourself. We are here to assist you in whatever way we can.

Respectfully submitted,



Rex Norman, CAE, Director

GENERAL SERVICES

HIGHWAY: In 2020 we said goodbye to long time employee Steve Hindes as he retired in November of this past year. Steve served this community faithfully as a Highway laborer for over 20 years assisting with snow plow operations, paving projects, truck maintenance and many other day to day operations. On behalf of the General Services Division and the Town we wish him well in his retirement. Also in 2020, the Highway Department welcomed two new staff members. In early 2020 we welcomed John Devlin, who comes with significant skillsets in all highway operations. Some might say he was born into this line of work. With the retirement of Steve in 2020, this left another vacancy which was filled in late 2020 by Damien Davis. Damien comes to us with skillsets in maintenance, plowing and an eagerness to learn.

In 2020, we completed many large paving projects: Londonderry Rd, Kent St, Bedros St, Castle Hill Rd, Griffin Park walkway and Oriole Rd. Before the close of 2020, we were also able to put out to bid the 2021 paving work, which was awarded in late December by the Board of Selectmen pending budget approval. On the schedule for 2021 will be Blossom Rd, Ledge Rd, Gertrude Rd, Searles Chapel Access Rd, Meetinghouse Rd, Haskell Rd, Thomas St, Administration Parking Lot, Landfill Rd and Golden Brook Extension Rd. Notices will be sent to all abutters before construction begins. Along with the completion of many paving projects in 2020 we also completed multiple projects throughout Town including replacement of the Community Development septic system, multiple catch basin repairs and several catch basin installations. We also completed our general daily work of catch basin cleaning, road sweeping, sign replacement or installation, landfill operations, shoulder work and many other operations intrical to the Highway Department.

MAINTENANCE: The maintenance Department worked aggressively to update or repair many of the old systems and issues within all our buildings.

Police Department: The Police Department had its 20 year old roofs replaced; both the rubber roof and asphalt roof. The asphalt roof was replaced using 50 year GAF shingles and the rubber roofs were replaced with .060 TPO. The Maintenance Department also had the water systems updated by installing 2 new carbon filters to offset issues with PFOA and PFOS.

Senior Center: The historic Senior Center had its addition roof replaced using 50 year GAF shingles.

Searles Building: The Searles building had the chapel side air handlers replaced with new efficient models. The General Services Division was also the oversight for both the tower roof replacement and the tower block repair.

The Depot: The maintenance department, in conjunction with hired contractors, replaced a significant portion of the Train Depot deck. We also repaired a large section of fencing that had falling over. During the fall we also cleared over 4 miles of the trail of brush and leaves making it safer for all to enjoy.

Community Development: The Community Development Department had its 40 +/- year old septic system replaced with a new efficient system that meets today's standards and building usage. We also updated their water system to include 2 new carbon filter to offset issues with PFOA and PFOS.

Along with all the larger projects overseen by the Maintenance Department we also oversee and assist with the setups of Town events and elections, Searles Chapel rentals, general maintenance, future construction/repair plans, building cleaning and supply distribution. All of which is done by a combination of staff, vendors and volunteers.

SOLID WASTE: The Transfer Station ongoing mission is to provide efficient and effective solid waste disposal services for the residents of Windham. This is done through an ongoing commitment to continuous improvement. Detailed information on the station's operation, as well as an informational brochure, can be found on the Town website www.windhamnh.gov.

In 2020, the Transfer Station said goodbye to Devon Crawford wishing him well in his future endeavors. Shortly after Devon's departure we welcomed our newest employee, Steve DiGloria, who is settling in nicely with his new role and responsibilities.

The Transfer Station also took delivery of a brand new Takeuchi loader which is used to load trailers and plow snow. I would like to thank the residents who overwhelmingly supported this purchase in the March 2020 election.

Unfortunately due to COVID-19 this year the Transfer Station, in conjunction with the Windham PTA, had to cancel its annual electronics collection event at the Windham High School. We look forward to making it happen in 2021.

The Transfer Station continues to dispose of its municipal solid waste (MSW) at Covanta Energy in Haverhill, which is a trash to energy plant. Our recyclables will continue to go to Greenworks of Peabody Massachusetts as we enter year four of a five year contract. Metal recycling and demolition continue to go to the Re-Energy facility in Salem NH.

Per Our NH Solid Waste Permit, an annual operational report was submitted to NH DES within the required time frame. This discloses our operation performance for the calendar year.

2020 WASTE STREAM STATISTICS

Municipal Solid Waste	6070 tons
Construction and Demolition	1210 tons
Single Stream Recycling	816 tons
Metal Recycling	393 tons
Oil Recycling	2890 gals

For all three departments I would like to express my gratitude to all the staff, other departments, vendors and volunteers who we work side by side with every day. It is with their dedication, commitment and support that we are able to provide high quality services to the residents of Windham.

Respectfully submitted,



Dennis Senibaldi, General Services Director



In 2020

- Nesmith Library customers borrowed more than 116,500 items.
- There were 8539 registered borrowers.
- 11751 eBooks and 8201 e-audio books were borrowed by residents through the 3 digital services we participate in (the NH Downloadable books consortium, the GMILCS 3M Cloud Library, and Hoopla).
- 4194 new books were added to the collection.
- 15359 materials were borrowed from GMILCS consortium members for Nesmith customers.

Nesmith Library completed year 9 as a member of the Greater Manchester Integrated Library Cooperative System. GMILCS is a nonprofit consortium of 11 public and 1 academic library in New Hampshire, sharing state of the art integrated library automation system software (POLARIS); resources, expertise and experience.

This year has brought the retirement of two of our long term, front desk library assistants. We wish both Maureen Kingsley and Cathy Duve the best in retirement. Maureen will be missed by our Sunday regulars. We will miss Cathy's gorgeous handmade decorations which often graced the Circulation desk area. We hope to add new staff to the library in the New Year.

Congratulations go out to Nancy Vigezzi, our Assistant Director and Head of Technology! She received the 2020 NETSL (New England Technical Services Librarians) from the New England Library Association. The NETSL Award recognizes and honors librarians who have made significant New England-based contributions to the field of library technical services. Such contributions may have been made in New England itself by librarians from throughout the United States, or nationally by librarians residing in New England, through publications, service, or innovations in practice. A certificate including an inscription recognizing the honoree's special contribution to the field of technical services librarianship.

Now to address the elephant in the room. The pandemic has presented challenges for all of us. The majority of us have never experienced the like in our lifetimes. Sadly, the library trustees and I made the difficult decision to close the building in March, but the staff quickly pivoted and found ways to provide services to the community. Initially we added more digital content to our ebook/audiobook services. As we slowly returned to working in the building, we made all of our materials available to the public by running everything to a table outside our door. Programming moved to virtual or outside. And eventually we were able to welcome patrons back inside the building, albeit with some minor adjustments (masks, time limits, hand sanitizer, Plexiglas etc.) We have discovered some great services that will survive this time. Curbside pickup will probably be with us in some capacity from now on. It has been so convenient for so many people. Our mystery bag service has been a great hit. Fill out our online form with a little information, we will do the browsing for you, and you get to pick up a bag full of surprise materials to enjoy.

But all of these wonderful things would not have been possible without this wonderful, creative, flexible, and dedicated staff. After the initial shock of our changed circumstances, everyone jumped into planning mode, came up with ideas of how to continue operations as smoothly as possible, used out of the box thinking to provide a Summer Reading program, and entertaining, educational programs for all ages.

While our book circulation had dropped somewhat for the year, a reflection of the time that we were only providing digital access, it is striking to see how much traffic to our building had dropped. Even as circulation rebounded with curbside services, the building traffic numbers continued to reflect a sharp decline from prior years. This really highlights how much the library building and grounds are used for activities other than traditional book borrowing, including providing a neutral public space for community groups, tutors meeting with students, and a safe place to work or study for anyone who needs it. The Nesmith Library is truly a community meeting place and resource. And we look forward to being able to provide that space again.

Our beloved FLOW (Friends of the library of Windham) received recognition from the NH Library Trustees Association and was awarded the Sue Palmatier Award for Outstanding Support by a Friends group. This recognition is long overdue.

This completes my second full year as Library Director. I am grateful for the support that the library received from the Town Administration as well as the Residents of Windham during this year of upheaval and unprecedented change. It is a pleasure working with this great staff, Board of Trustees, Friends of the Library volunteers, and the countless other volunteers that give of their time to make the library a wonderful community asset.

It has been our pleasure to serve you, your friends, families and neighbors in 2020. We look forward to seeing you in 2021!

Registered Patrons	8539
Books Added	4194
Total Number of Titles in Collection	74782
Items Circulated	116878
Library Visits	31652
Program Attendance	6163
*Multi-Purpose Room and Study Room Uses	95
*Internet Uses	1105
*Volunteer Hours	77

Respectfully submitted,



Sylvie Brikiatis, Director

**Represents 2 months of statistics due to pandemic.*

PARKS AND RECREATION

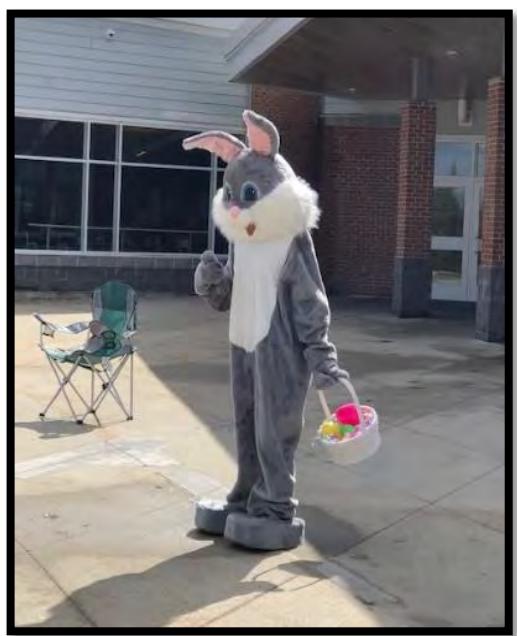
2020 was a difficult year for all of us. We physically could not get together as a community to celebrate holidays, annual traditions, socialize, or to enjoy recreation together. We all had to be creative as possible to try to keep some kind of normalcy in our lives. The Recreation Department worked hard to keep the community connected.



We began putting messages of encouragement on the Town sign. Thank you to Kaitlyn S, a student at Center School, for these inspiring words.



Visiting senior citizens to let them know we missed them.



Drive-thru and wave to The Easter Bunny event! Waved to people of all ages!



The Rochford Family laying the wreaths for our Memorial Day Ceremony that was filmed in advance, then aired on Memorial Day.



*Socially distanced, outdoor summer concert at Griffin Park
with Windham's own PopRoks!*



*Scarecrows on the Common
The Martins Family*



Drive-thru Santa Event!

Respectfully submitted,

Cheryl S. Haas

Cheryl Haas, Director

INFORMATION TECHNOLOGY/GIS

This year was interesting on many levels for the IT Department. I was required to expand remote access to our workstations, something I have been reluctant to do, as it is important to me to meet and greet my users in person; in this way maintaining a strong working relationship where IT and the end user know and understand each other well. As the effects of the pandemic recede, and I believe they will be going into 2021, I will maintain my ability to access systems remotely, but look forward to being able to return to visiting with users in person.

We did replace about a 3rd of our systems this year, and upgraded all but a few of the remaining systems to Windows 10. Going into 2021, we look forward to replacing another 3rd.

Also scheduled for this year in the budget will be a new server for the Police Department. This is a continuation of both maintaining robust equipment, and ensuring we have the best data security we can have.

We are also looking forward to reconstruction of the Town Web site. While continuing with CivicPlus as our Vendor, we will be working on a new look and feel, as well as continuing to encourage residents to stay informed with NotifyMe, a service provided with the site.

In the GIS department, I worked with the Highway Department to increase the Town's understanding of our infrastructure as it relates to water access, run-off, as well as pin pointing hundreds of inlets and outfalls at the direction of the DES/EPA; all of which is part of maintaining and monitoring water quality for residents. This work involved hours of field work, some new equipment and software enhancements to our GIS.

Respectfully submitted,



Eric Delong, IT/GIS Director

TAX ASSESSOR

The firm of Municipal Resources (MRI) continues to be contracted to handle the assessing functions for the Town of Windham. The primary members of the staff working in Town are, Paul McKenney, Scott Marsh, Paul Moreau, and Shawn Main. Additional staff members may be assisting. It is requested that if any of the appraisers come to your property, you support the Town's efforts to keep assessments equitable and proper by answering their questions and allowing them to verify the data for your property. Due to current health conditions, interior inspections are limited.

MRI personnel are available to meet with taxpayers and if an appointment is desired, Jennifer Zins in the Assessing Office can schedule one for you. She is a great resource should any type of information be desired.

Currently there are around 600 properties to be reviewed due to new building permits being issued and/or incomplete construction at the time of the last property visit. In addition, assessing staff will be reviewing additional properties as part of the continuing cyclical review process to verify the assessing information contained on the current property record cards.

Windham's overall taxable assessments increased approximately \$665,000,000 in 2020 or roughly 28%, as a result of continuing construction, property reviews and the completion of the required Town wide revaluation. The overall total assessed value is around \$3,218,000,000.

An analysis by the Department of Revenue Administration review of sales information has been completed and the Town's assessment ratio for the 2020 tax year is 94.3%.

Individual property information, as well as many other items related to assessing may be reviewed or obtained by visiting the Assessing office or online by following the links on the Town's website – windhamnh.gov.

The following is a list of Tax Exemptions and Credits currently available. Additional information and applications are available at the Assessing Office.

ELDERLY EXEMPTION	AMOUNT	AGES	INCOME LIMITS	ASSET LIMITS
<i>\$ off assessed valuation</i>	\$160,000	65-74	Not in excess of \$45,000 if single or \$55,000 if married	Not in excess of \$160,000 excluding value of residence and up to two (2) acres
	\$190,000	75-79		
	\$ Full	80 and up		

OTHER EXEMPTIONS	INCOME LIMITS	ASSET LIMITS
DISABLED <i>\$160,000 off assessed valuation</i>	Not in excess of \$45,000 if single or \$55,000 if married	Not in excess of \$160,000 excluding value of residence and up to two (2) acres
DEAF <i>\$15,000 off assessed valuation</i>		
BLIND <i>\$15,000 off assessed valuation</i>	No income/asset limits. Every inhabitant owning residential real estate and who is legally blind, as determined by the administrator of blind services of the vocational rehabilitation division of the education department is eligible.	

VETERAN CREDITS	ELIGIBILITY
Standard/All Veterans <i>Tax Credit \$500</i>	Every resident who served in the armed forces in any of the qualifying wars or armed conflicts as listed in RSA 72:28 or not less than ninety (90) days of active service per RSA 72:28-b and was honorably discharged; or the spouse/surviving spouse of such resident.
Surviving Spouse <i>Tax Credit \$2,000</i>	The surviving un-remarried spouse of any person who was killed or died while on active duty in the armed forces, as listed in RSA 72:28.
Service-connected Disability <i>Tax Credit \$2,000</i>	Any person who has been honorably discharged and received a form DD-214 and who has a total and permanent service-connected disability, or is a double amputee or paraplegic because of the service-connected injury, or the surviving spouse of such person if such surviving spouse has not remarried.

Respectfully submitted,

Scott Marsh

Scott Marsh, CNHA, Contracted Assessor

HUMAN SERVICES



The Town of Windham, as required by NH State Statutes, provides financial assistance for residents when situations arise in their lives which prevent them from meeting their basic needs. The Town is the safety net for our residents until their situation improves or aid can be received through other agencies or programs. Residents in need of assistance must meet eligibility standards in order to qualify for shelter, food, utilities, medical needs, and/or any other necessities. Assistance provided by the Town is temporary in nature, and may be provided directly by the Town or by referral to the appropriate Federal, State or local agencies.

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

The Town of Windham assisted approximately 19 households in 2020, which is 2 less than last year. The total cost of this assistance \$51,947.65; which reflects an increase of \$16,116.04. Of the 19 clients served, 8 were new clients, with 5 of those clients in need of assistance due to a financial hardship as a direct result of the COVID-19 Pandemic. It should be reiterated that many residents are, after meeting with us, referred to other agencies for appropriate assistance and these numbers are not reflected in our number of households assisted. Some of these referrals are to Food Stamps, Food Pantries, Financial Aid for Needy Families (FANF), shelters, Community Health Services, NH Medicaid, Fuel Assistance and other applicable programs. These agencies assist our residents who are ill, struggling on fixed incomes or those who have incurred job losses or reduction of pay.

We truly appreciate the many local organizations who continue to provide assistance to our families. Windham's Helping Hands continues to sponsor the Back to School Backpack Drive, provide winter coats, and coordinate Thanksgiving Baskets and Christmas gifts. The Windham Woman's Service Club, American Legion, FLOW, residents and businesses continue to be very generous, with gifts and donations, as well.

We are hopeful we will be able to resume our transportation services in 2021 for our seniors for doctor visits and the weekly Wal-Mart shopping trip. We know our residents rely on these services and enjoy the weekly shopping trip. Our drivers are compassionate, dependable and caring, and more information about the van can be obtained by calling (603) 432-7732.

We hope that our residents will be able to meet their needs, however we remain ready to assist by way of direct aid or referrals to other agencies. As always, we are here to help; compassionately and confidentially.

The following represents a breakdown of the assistance granted in 2020:

Food Vouchers	\$ 13,339.88
Shelter Voucher	33,892.85
Electricity Vouchers	2,436.57
Oil/Propane	0.00
Gasoline	1378.35
Miscellaneous	900.00
Total	\$ 51,947.65
Reimbursements	\$ 6,556.93

Respectfully submitted,

Paula Carmichael, HR Director

EMERGENCY MANAGEMENT

Windham's Emergency Management continues to benefit from both an active Regional Emergency Planning Committee (REPC) made up of fourteen (14) surrounding communities for the purposes of Hazardous Material Response and Mitigation, as well as an active Local Emergency Planning Committee (LEPC) composed of both daytime employees and volunteers who meet to improve our state of preparedness and readiness. The Office of Emergency Management also continues to be prepared for the possibility of an emergency or shelter opening. 2019 was again a very quiet year in terms of storm related emergencies, and of those we did encounter, we had no impact in terms of power outages and wind damage. EM also continued its work in other areas.

Some of the highlights as we reflect back on in 2020 were:

- Remained actively engaged in the COVID-19 Pandemic throughout the year.
- Continued its work on Local Emergency Planning Materials.
- The EM web page continues to be improved and updated. It can be found at: <http://windhamnh.gov/depts/em.htm>. There you will be able to find the location of all emergency shelters in town, along with other important Emergency Preparation information and links.
- Application of various grant funding will remain a high priority for the towns Emergency Management.
- Emergency Management pamphlets are available. They cover "Severe Weather", "Shelter", and general Emergency Management information. They were handed out at several town functions and were made available at various locations in town.
- Windham Fire and Emergency Management remain active on "Twitter" as an alternate way to inform residents of important information and weather alerts. You can find us at [@WindhamFD](https://twitter.com/WindhamFD).

As we enter 2021, we will continue to seek out additional Emergency Management grants whenever available, which would assist us in the purchase of equipment and offset training expenditures during the fiscal year.

As always, we extend an invitation to residents who would like to volunteer to assist us in such areas as management database integration, logistics, and shelter and communications sub-committees. If you are interested in joining, visit the website: www.windhamnh.gov and click on Departments – Emergency Management where you can contact Fire Chief Thomas McPherson or contact us at 434-4907.

In closing, I would like to extend my sincere thanks and gratitude to Mary Ann Horaj for her continued commitment and devoted dedication to Emergency Management in the assistance with secretarial and technical support. I also would like to thank our spirited team of volunteers who have continued to stand ready and work as a team to improve our planning and overall state of readiness at a moment's notice. Lastly, I want to thank all the members of Town Government for their continued support and dedication.

Respectfully submitted,



Thomas L. McPherson Jr.
Fire Chief/Emergency Management Director

Fire Warden/State Forest Ranger

This year we experienced challenging wildfire conditions which led to deep burning fires in remote locations that were difficult to extinguish. Your local fire departments and the Division of Forests & Lands worked throughout the year to protect homes and the forests. The statewide system of 16 fire lookout towers continues to operate on high fire danger days. The towers' fire detection efforts are supplemented by the NH Civil Air Patrol when the fire danger is especially high.

Many homes in New Hampshire are located in the wildland urban interface, which is the area where homes and flammable wildland fuels intermix. Every year New Hampshire sees fires which threaten or destroy structures, a constant reminder that wildfires burn more than just trees. Homeowners should take measures to prevent a wildfire from spreading to their home. Precautions include keeping your roof and gutters clear of leaves and pine needles, and maintaining adequate green space around your home free of flammable materials. Additional information and homeowner recommendations are available at www.firewise.org. Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

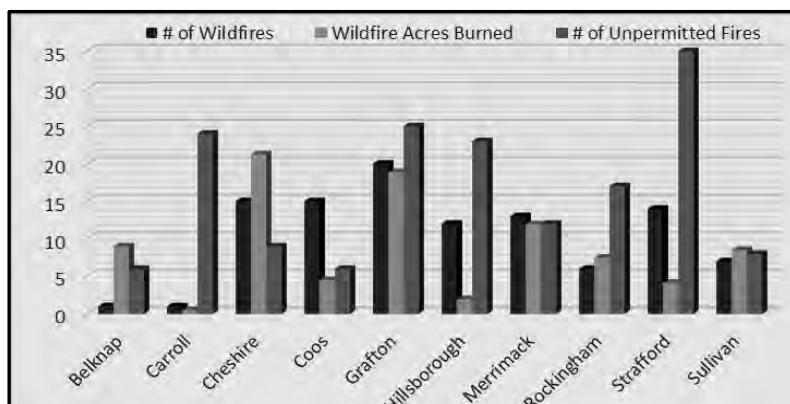
Between COVID-19 and the drought conditions, 2020 was a unique year. The drought conditions led to the need to have a Proclamation from the Governor, which banned much of the outdoor burning statewide. This, along with the vigilance of the public, helped to reduce the number of serious fires across New Hampshire. However, the fires which we did have burned deep and proved difficult to extinguish due to the lack of water. While the drought conditions have improved, we expect many areas of the state to still be experiencing abnormally dry and drought conditions this spring. For this reason, we ask everyone to remember Smokey's message about personal responsibility and follow his ABC's: Always Be Careful with fire. If you start a fire, put it out when you are done. **"Remember, Only You Can Prevent Wildfires!"**

As we prepare for the 2021 fire season, please remember to contact your local Forest Fire Warden or Fire Department to determine if a fire permit is required before doing ANY outside burning. Under State law (RSA 227-L:17) a fire permit is required for all outside burning, unless the ground is completely covered with snow. Fire permits are also available online in most towns and may be obtained by visiting www.NHfirepermit.com. The burning of household waste is prohibited by the Air Resources Division of the Department of Environmental Services (DES). You are encouraged to contact the local fire department for more information. Safe open burning requires your diligence and responsibility. Thank you for helping us to protect New Hampshire's forest resources. For more information, please contact the Division of Forests & Lands at (603) 271-2214, or online at www.nh.gov/nhdfi/. For up to date information, follow us on Twitter: **@NHForestRangers**



2020 WILDLAND FIRE STATISTICS

(All fires reported as of December 01, 2020)



Year	Number of Wildfires	Wildfire Acres Burned	Number of Unpermitted Fires*
2020	113	89	165
2019	15	23.5	92
2018	53	46	91
2017	65	134	100
2016	351	1090	159

CAUSES OF FIRES REPORTED (These numbers do not include the WMNF)								
Arson	Debris Burning	Campfire	Children	Smoking	Railroad	Equipment	Lightning	Misc.
4	22	21	4	3	1	4	10	44

*Unpermitted fires which escape control are considered Wildfires. *Misc. includes power lines, fireworks, electric fences, etc.

WINDHAM COMMUNITY TELEVISION

WCTV Channel Line Up (Windham Comcast Subscribers):

- Channel 20: Government
- Channel 21: Public Access
- Channel 22: Education
- Channel 30: Community Bulletin Board

Channel 20 and 22 are also available on Live Stream (visit www.wctv21.com for links). Live Streaming of government meetings has been an asset to many residents this year, especially with the addition of Channel 22 becoming available online just this year.

WCTV provides coverage of all Board of Selectmen, School Board, Zoning Board of Adjustment, Planning Board, Conservation Commission meetings. Coverage is also provided to many subcommittee meetings. WCTV also provides coverage for the Town Deliberative and School Deliberative Sessions.

WCTV Original Programming includes shows such as: Community Connection, Time for Animals, Windham Watch, and Town Talk.

Programs are produced by volunteers, non-profit organizations and WCTV staff. Most programs are aired monthly and are approximately 30 minutes long. Many programs are also aired in neighboring communities. WCTV also produces public service announcements in partnership with local non-profits and Town departments. Other programs aired on Channel 21 have been provided to us in partnership with local organizations, access stations, or by residents of Windham. Programs of interest to other New Hampshire communities are shared through the New Hampshire Coalition for Community Media (NHCCM) network.

Although 2020 was a challenging year for Town sponsored events, WCTV provided residents with coverage of Candidates Nights, Ballot Info Night, Candidate Interviews, Elections, 9/11 Ceremony, and a Town Holiday Message/Tree Lighting. We look forward to covering the events we have missed out on in the upcoming year.

WCTV offers training to residents interested in television production and looks forward to new endeavors. After certification, access users are able to produce studio or field productions with professional level audio and video equipment. Also, WCTV offers many opportunities for students to complete internship and work study programs.

The WCTV website www.wctv21.com provides residents a weekly schedule or programs, direct link to videos on demand, and announcements on special events covered by the studio. WCTV has also reached out using social media websites to further provide residents with information on WCTV programs and events.

In 2020, WCTV videographers Tom Case, Barbara Coish, Bob Coole, and Tom Nolan were responsible for coverage of government meetings, as well as full time staff.

WCTV would like to thank the Cable Advisory Board for all their help and support throughout 2020. WCTV would also like to thank all of our volunteers for all of their hard work and dedication to the studio.

Respectfully submitted,



Kelly McLaughlin, Coordinator

VITAL STATISTICS RECORDED

AS OF DECEMBER 31, 2020

BIRTHS

CHILD'S NAME	PARENT(S') NAME
ELLA B MARQUIS	NICHOLAS & JENNA MARQUIS
CHARLES J MORAN	JOHN & GINA MORAN
BRAYDEN DEBISZ	ERIC & JANEL DEBISZ
SERENITY R WILSON	DANIEL WILSON & KATIE HOLM
LANDON PINZONE	TYLER & DANIELLE PINZONE
THEA S LARSEN	JOSEPH & SAMANTHA LARSEN JR
THEODORE F DONNELLY	BRENNAN & AMY DONNELLY
EZEKIEL Z GOLDIAMOND	SOLOMON & KERI GOLDIAMOND
COLTON C IWORSKY	GREGORY & HEATHER IWORSKY
AIDAN M MICHAUD	NATHAN MICHAUD & LAURA OGONOWSKI-MICHAUD
RYKER B SEGAL	KYLE & MICHELLE SEGAL
OLIVIA R ROUSSEAU	COREY & STEPHANIE ROUSSEAU
JACK BRYAN	RICHARD ETLING & CHRISTINA BRYAN
BRYCE W DEERING	NATHANIEL DEERING & REBECCA KANE
JUNE MEISSNER	ROBERT & CAITLIN MESSNER
COLETTE ADAMS	DEREK & ALEXANDRA ADAMS
AADITYA HANUMOLU	LEELA HANUMOLU & SUSHMA THOTAKURA
THEODORE WINSLOW	JACOB & KATHERINE WINSLOW
ELLIOT M COUGHLIN	MICHAEL & NICOLE COUGHLIN
MARY L BYRON	VINCENT & LISA BYRON
EMERSON J DEVLIN	JOHN & ERIN DEVLIN
LUKE A MARVIN	KURT & GRACE MARVIN
SAVANNAH R BRUNO	LAWRENCE & TIANA BRUNO JR
FARYAL ADEEL	YAWAR ADEEL & SUMBAL NOUSHEEN
ANA L ARCHIBOLD	IAN & CHRISTA ARCHIBOLD
ORLAGH M POWERS	RYAN POWERS & MEGHAN SULLIVAN-POWERS
LIAM M RAMBERG	HENRIK RAMBERG & MOLLY LYNCH
MILES HUNTER CLARK BARRAFORD	NICHOLAS BARRAFORD & EMALEE DRAKE
THEO WALKER GREY BARRAFORD	NICHOLAS BARRAFORD & EMALEE DRAKE
ELLIANA M RUSSO	RICHARD & STEPHANIE RUSSO JR
VIVIAN L SHANE	WARREN & COURTNEY SHANE
MICHAEL J JOHNSON	RYAN & JACLYN JOHNSON
JOHN T GAYTON	JOHN & CASIE GAYTON
EDEN M WACTOWSKI	ADAM & LAURA WACTOWSKI
KINGLEO J ESPINOZA	JORGE ESPINOZA & RANA ALZOUBI
EVELYN J BERNI	ANTHONY & SHAWNA BERNI III

DEATHS

PLACE	DECEDENT'S NAME	PLACE	DECEDENT'S NAME
DERRY	CHERYL A SNOW	WINDHAM	JEANNE TETREAULT
WINDHAM	LAUREN W SCHALLER	DERRY	TIMOTHY J MORGAN
PORTSMOUTH	VICTORIA N MAHONEY	WINDHAM	DAPHNE A MERROW
WINDHAM	EDWARD CHARLES MIKONIS JR	WINDHAM	HOPE P HEATH
MERRIMACK	KAREN LEE STOKDYK	WINDHAM	JOSEPHINE B GRECO
HAMPTON	JAMES A HATZOS	WINDHAM	KENNETH P BERGERON
MERRIMACK	PATRICIA A ABELE	WINDHAM	FAY K POLES
WINDHAM	JANICE M CARLSON	DERRY	MURIEL E CASPER
PORTSMOUTH	ANTHONY J PELLEGRINI	WINDHAM	FRANCES M VACCARO
SALEM	CONCETTA M VENUTI	WINDHAM	NALIN VITHANAGE
DERRY	STEPHEN D MAVRELLIS	WINDHAM	JESSE GARZA
WINDHAM	ROBERT S MAYO	MANCHESTER	RACHAEL ST LAURENT
WINDHAM	JEFFREY D HINCKLEY	WINDHAM	BAILEY L ALLEN
BEDFORD	RICHARD J CAMPOLIA	WINDHAM	EILEEN E SHAPIRO
WINDHAM	NEAL E WILLIAMS III	WINDHAM	CATHERINE A FORTADO
WINDHAM	PIETRO T CORTESE	WINDHAM	ALICE MARKEY
WINDHAM	PAULINE R JANKOWSKI	WINDHAM	AMY HOEY
MANCHESTER	ELVIRA T BARONE	WINDHAM	RICHARD L FENNESSEY II
DERRY	MICHELLE B BECKER	WINDHAM	JOYCE M FLEISCHER
WINDHAM	VERNON J HOLDERMAN	WINDHAM	J STEWART DUNN
WINDHAM	LORETTE T CLOUTIER	WINDHAM	APRIL M TOUPIN
WINDHAM	SHIRLEY A BEAULIEU	DERRY	CAROLE ANN ARMSTRONG
MANCHESTER	ALBERT E KASHULINES	WINDHAM	PRISCILLA J SCHREIBER
SALEM	LILLIAN A MORIN	DERRY	MARVIN A HANSON
WINDHAM	PHYLLIS M JAROSKY	MANCHESTER	FREDERICK G LINNEMANN
SALEM	CHARLES J MOLL JR	WINDHAM	GRACE A CHARTRAND
SALEM	RUTHANNE GMINSKI	WINDHAM	HAYDEN A BAKER
MANCHESTER	ANNE VACCAREST	WINDHAM	EDWARD C COLEMAN
WINDHAM	JAMES E MARTORANA	WINDHAM	LILLIAN BAILEY
LEBANON	MELANIE A POTTER	WINDHAM	LUCILLE B CONNOR
WINDHAM	CHRISTOPHER A LOMBARDI	PORTSMOUTH	CLARE ANN DOWD
WINDHAM	JOSEPH B LEONARD	WINDHAM	DAVID W LIDDY
WINDHAM	THOMAS DUNN	NASHUA	LUCY D JAMIESON
WINDHAM	ELIZABETH T SARBANIS	WINDHAM	VIRGINIA P LEBLANC
WINDHAM	MICHAEL P MOONEY	WINDHAM	MARY R HIGGINS
WINDHAM	JAMES B HOWELL	WINDHAM	DORIS A HOULE
SALEM	BARBARA A MCKINNON	WINDHAM	FRANKLIN J NIETUPSKI
DERRY	JUDITH A KRYZYNISKI	WINDHAM	ROSELLE THERIAULT
WINDHAM	ANTHONY C LAPADULA	DERRY	MARIE R AIELLO
DERRY	MARY ANN L ATWOOD	WINDHAM	FRANCIS J REPKO
WINDHAM	LORRAINE M FISHER	WINDHAM	CHARLOTTE A FORTIER
WINDHAM	PAUL E KELLEHER	DERRY	DONNA J DECKER
WINDHAM	CHARLES ESTEY	BEDFORD	KEVIN J O'NEILL
WINDHAM	FLORENCE C ARMSTRONG	WINDHAM	MARGUERITE T KRALOVIC
LONDONDERRY	ANTOINETTE L LOMBARD	PORTSMOUTH	KENNETH M LAMALFA
MANCHESTER	THOMAS M WILLIAMS	WINDHAM	LILIANE H DUQUETTE

MARRIAGES

DATE	PARTIES WED	PLACE
2/1	NICHOLAS A BARRAFORD, EMALEE C DRAKE	DERRY
2/2	SAMUEL O BURT, ASHLEY S WELLS	WINDHAM
2/21	SCOTT R LEYDEN, JANUARY K MOONEY	DERRY
2/29	JUSTIN W MELVIN, KATIE L COLASURDO	AMHERST
3/14	RUBEN D ROSARIO JR, CAROLYN KAULBACH	LINCOLN
3/28	QUENTIN E ROUSSET, HALEY E PEREIRA	WINDHAM
5/20	GARY D DESPRES, JESSICA M BERGERON	GILFORD
6/6	KEVIN J MONAHAN, KENNA C FINLAYSON	WINDHAM
7/11	MOHAMMAD H ALMAWALI, TIFFANY A ALLAN	PORTSMOUTH
7/14	EVAN S FOSTER, RACHEL A CASK	DERRY
8/8	NATHAN C BARTLETT, CHANTAL A HART	LONDONDERRY
8/8	JEFFREY A MASUCCI JR, ALEXANDRA M SCHERMERHORN	RYE BEACH
9/19	THOMAS A MULLIN, LINDSAY J HILLYER	WINDHAM
9/26	SEAN C FROST, ALANNA L MENFI	BRETTON WOODS
9/27	DUNCAN D MULLINS, SUZANNE BEAULIEU	WINDHAM
10/3	GEORGE J PUDDISTER IV, TAYLOR C CIARALDI	DERRY
10/4	CHRISTOPHER M FODEN, LEAN M SMITH	WINDHAM
10/10	ALEXANDRA N ALOIS, CARSON A DESROSIERS	WINDHAM
10/17	DANIEL J SODERGREN, CHELSEA M PARENT	PORTSMOUTH
10/24	ROBERT P COSTA SR, TRACEY A GAGNER	ALBANY
12/31	NICHOLAS J LAROCHELLE, EMILY K OCONNOR	WINDHAM

Respectfully submitted,



Nicole Bottai, Town Clerk

CEMETERY TRUSTEES



As the coronavirus descended on us in 2020, there was some concern about the effects on graveside services; from restrictions limiting gathering numbers, even outside, to managing social distancing with residents in the cemeteries. The Trustees will continue to defer to the Governor's guidelines as it pertains to such things, and we ask that visitors to the cemeteries do the same.

Despite the pandemic, it remained mostly business as usual for us as far as maintenance, services, purchases, and the like. We undertook a fairly sizeable tree removal project in and around the Old Plains – spurred by the loss of one of the central trees during a storm event. The top half snapped off and landed partially in Ministerial Road. Thankfully, no one was injured, but it was clear it was time to take down some and cut back others. Thanks to Sean Devaney of Windham Tree for his excellent tree work – and for the added wildlife rescue efforts; saving a family of small squirrels found, literally, holed up in the biggest and oldest tree that needed removal.

As Memorial Day neared, and with the parade and service cancelled, the Trustees were prepared to move ahead as normal to carry out our annual clean-up and veteran flag replacements; with plans to also proceed, on Memorial Day itself, with our early morning placement of the service flags, as well as laying of the wreaths and raising and lowering of the flag to a recording of Taps. When recreation approached us, however, looking for ideas to replace the parade, we suggested a video be made that could include some of those things, along with a short speech from the American Legion; a compilation of the types of things the public would normally gather in the cemeteries for on this important day. The Trustees then prepped the cemeteries and wrangled a few participants, and Parks & Recreation Director Cheryl Haas worked with Cable to compile the video that aired throughout Memorial Day. Our thanks to all who assisted and participated, particularly Frank Farmer, American Legion Post 109 Commander, for a fantastic speech on such short notice.

Another item of importance that we worked on was the drafting of a warrant article, which voters will see on the ballot in March. In it, we are requesting that the purpose of the General Maintenance Fund moneys be changed to allow it to be used not only for the care of the cemeteries and the purchase of cemetery land, but towards construction of at least one columbarium; likely in the New Plains Cemetery. Currently, the principle of this fund can only be used towards future land, of which there is little available in Town. Although Rogers Field and Wonderland are cemetery land, recovering them for that purpose would, hopefully, be a last resort. Given the increasing number of people choosing cremation, a columbarium could be an effective means to address future space needs.

As always, our sincere thanks go out to our Custodian, Scott Polumbo, and to Jim and Ross Thornton our interment contractors; all of whom never hesitate to go the extra mile to ensure the success and safety of our cemetery operations. To General Services Director Dennis Senibaldi, as well, for working with us throughout the year and, in particular, on coordinating that long-overdue tree clearing.

On behalf of myself and Barbara, Scott, Jim and Ross, and the residents of Town, I want to say a special thank you to Bruce Moeckel – who has decided not to run for reelection – for ten years of dedicated service as a Trustee. We will miss working with you, but do wish you all the best in your newest “retirement” – may happiness, health, and humor find you, wherever the road takes you!

Respectfully submitted for the Trustees,



Wendi Devlin, Chair

CONSERVATION COMMISSION

The Commission continues to perform its essential responsibilities:

- Review of Planning Board applications, providing comments, concerns and suggestions where appropriate
- Zoning Board of Adjustment case review, providing comments and testimony on cases having environmental concerns
- Dredge and Fill review and associated site walks to assess environmental impacts related to the application
- Annual monitoring walks of the Landry Family, Ingersoll Rt. 28 Town Forest, and Deer Leap conservation easements

As your current elected chairman, I am proud to be part of the team. As a commission we come from different walks of life. Each of us carrying our own precise assets to the table. Like pieces of a puzzle, we come together as a diverse and complementary team. With one common goal in mind, known as the three “P’s” of conservation, plan, preserve, and protect, something I have learned from many mentors along my personal journey.

Plan

- Current landowner and future town prospector relationship development
- Proper forestry planning and management
- Compliant trail development, strategies, and practices
- Continue efforts to acquire open space parcels, while keeping an acceptable balance of residential, commercial, and industrial properties

Preserve

- Plant and wildlife preservation in our fields, forest, streams, wetlands, and ponds
- Preservation of historically significant monuments, structures, and town history specific areas

Protect

- Protecting our investment for the future environmentally, ecologically, and within compliance

As we close out 2020, I cannot help but reminisce the many great achievements we have made in conservation. We have many new and exciting land improvements, and preservation efforts happening.

We have opened a new door to communication with, you, the citizens of Windham. By utilizing social media with our weekly “Conservation Conversations” postings on Facebook, full of exciting news and happenings around town, combined with the postings also being published in the Windham Independent newspaper it really helps spread the word. We believe communication is the key to a successful relationship between the commission and our residents. We feel it is more beneficial to these lands, we all invest in, if everyone has a true sense of their value and recreational purpose.

2020 has proven to be a challenging time with the Covid 19 pandemic and the social distancing protocol put in place. People were itching to get out of their homes. Conservation lands provided a safer place to go and enjoy the trails and breath some fresh air. Our lands have experienced greater popularity and use, this leaves us happy to see everyone experiencing the natural resources we work to preserve.

Many great projects and achievements have come about in the past year. Some that are widespread through all properties and some that are specific to certain properties. Below you will see a great deal of efforts provided through the commission, other municipal boards, and many great volunteers. Although we worked through more challenging times these days, we have made some great achievements for 2020 and some great plans going forward into 2021.

The widespread improvements currently underway throughout our properties are as follows:

- Town wide GPS tracking and trail maps will be displayed at kiosks and available to print from the town website.
- Consistent work with developers and landowners for acquisition of open space and easements for trail connectivity from within their developments.
- Clearer more defined property by-laws in a single document form (pending town vote of approval)
- Trail signage and markers, kiosks, and parking improvements.

Most of this year's exciting and ongoing improvements have been focused on the following properties:

Clyde Pond:

- 13 miles of mountain biking trails created by local volunteers and NEMBA
- Proposed parking lot improvements are in planning and expected to be completed in spring 2021
- Proposed trail connection to Ashton Woods open space
- Trail markers, signage, and maps

Fosters Pond:

- Boy Scout volunteer bridge repair project
- Trail markers, signage, and maps
- Greenway trail improvements and rail trail connection

Deer Leap:

- Additional parking lot on Bayleaf Rd.
- Girl Scout kiosk project for Bayleaf Rd. parking lot
- Proposed ADA dock and boat launch at Bayleaf Rd Parking area (Planning underway)
- Proposed planning of parking lot expansion on Woodbury Rd.
- Trail markers, signage, and maps

Moeckel Pond:

- Marston-Finn Dam completion & Moeckel pond filling of water
- Boy Scout Island picnic area's completion

Campbell Farm:

- Layout and planning for historic/educational trail system
- Ongoing progress to historic farmhouse renovations

Rt. 28 Town Forest:

- Trail markers, signage, and maps
- Proposed bridgework and parking lot repairs

In closing remarks, I would like to say I am proud to be a part of all the efforts involved with the Conservation Commission. I take pride in putting my best foot forward to Plan, Preserve, and Protect the natural resources of our town, while making the best experience possible for all residents to enjoy. Passive and active recreation lands create a safe and serene place for everyone to absorb into their quality of life.

Respectfully submitted for the Commission,



David C. Curto, Chairman

DEPOT ADVISORY COMMITTEE

Starting in 2004, the Committee was charted by the Board of Selectmen to provide a plan and carry out the vision to improve the buildings and surrounding area in conjunction with the Town designation of the Depot as a Historic District and development of the Windham Rail Trail.

The Windham Depot site with the Depot building, Freight building, parking lot and C16 B&M caboose is one of Windham's designated Historic sites. The re-development efforts started in 2006, through private donations, grants, direct Town appropriation, and Transportation Enhancement funds matched by the Town. Continued maintenance and funding is provided in collaboration with the Windham Rail Trail Alliance.

Members of the committee are Mark Samsel, John Mangan, Wayne Morris, Carol Pynn, Norm Babineau, and Dick Forde.

2020 focused primarily on grounds maintenance and repair of the Depot platform. During the year, the Windham Rail Trail Alliance and volunteers provided over 50 hours of work at the site that included trash pickup, landscaping, mowing and maintenance.

Significant work was provided by the Town Maintenance Department to replace a major section of the Depot platform which weathered much quicker than anticipated. This work also provided improved subsurface drainage which will improve the service life of the deck.

We are also pleased of the completion of an Eagle Scout project by Alex Girata of Troop 266 of the complete frame off restoration of a former B&M freight wagon. It was donated in 2011 by Mr. George Frick of Durham, NH, to the Windham Rail Trail Alliance, which sponsored the project. These wagons are captured in several historical pictures of the Windham Depot and we are thrilled to have one in our growing collection of Depot and B&M artifacts. The committees will determine the final display location of the wagon in 2021.

In collaboration with the Windham Historic District//Heritage Commission, funding for the project to provide electricity to the buildings was approved with installation planned for 2021. For the short-term this will allow for safety lighting and an electrical source and fits into the long-term plan for eventual further interior restoration of the Depot building.

The Windham Depot Advisory Committee thanks the Town and community for its continued support and to those who have donated their time and materials. We have openings on the Committee, so anyone interested in Depot maintenance activities and potential building project, please contact the Town Administrator or the Chairman. As well, please contact the same for any requests for guided discussion of this historic site, and tours of the C-16.

Respectfully submitted for the Committee,



Mark Samsel, Chair

FORESTRY COMMITTEE



The Windham Forestry Committee was established in 2014 following an affirmative Town Meeting vote to create a new town forest. Six designated parcels of town conservation land totaling approximately 200 acres are now known as the McIlvaine Town Forest. The function of the Committee is to encourage proper management of the town forest timber resources, as well as supporting other multiple use programs that are consistent with our formal Forest Stewardship Management Plan.

Committee members meet regularly to discuss management and administration of the McIlvaine Town Forest. An initial timber thinning harvest was completed early in 2016. This activity removed mature and low-quality trees, allowing new tree and brush growth to improve the overall health and biodiversity of the forest. Revenue generated from the sale of harvested wood products was placed in the Windham Special Forestry Fund. This special fund will be utilized for ongoing town forest maintenance including recreational trail improvements, wildlife habitat management and historical artifact protection.

2020 McIlvaine Town Forest highlights include:

- Committee members and volunteers performed trail maintenance on a 1.5-mile loop trail that connects neighborhoods in the areas of Wood Meadow Estates, Bayberry Road, Weston Road, Osgood Street and Copps Hill Road. This included some rock work to improve 3 stream crossings.
- A rare American Chestnut in the forest was recognized as the biggest recorded tree of its species in Rockingham County. The bole has a 31" circumference (about 10" in diameter) and a height of about 61'. For more about this program, search for NH Big Tree program with NH Cooperative Extension.
- New trail head signs with maps were installed at several entry points to the forest.
- We planted more wildflower seeds and wildlife friendly native shrubs in our continuing efforts to establish a wildflower meadow on the property.
- We have committed to a largescale invasive species removal project for 2021 which will address issues with buckthorn, multiflora rose and bittersweet near the beaver pond on the property.
- We participated in additional trail access planning from the area of Settlers Ridge and Glendennin.

In 2021, the Committee will continue maintaining the McIlvaine Town Forest recreational trail network and hopefully begin planning a trail expansion project. In addition, we will continue long range planning for maintenance, wildlife habitat improvements, and other forest resource stewardship projects. Our goal is to maintain a healthy forest that provides wildlife habitat, renewable timber resources, clean air, clean water, and varied outdoor recreational opportunities to the residents of Windham.

Respectfully submitted for the Committee,

Wanda Rice
Wanda Rice, Chair

HIGHWAY SAFETY COMMITTEE

The Highway Safety Committee, which is comprised of the Police and Fire Chiefs, Highway Agent/Maintenance Supervisor, Community Planner and four (4) citizen representatives, exists to promote highway safety through the use of road signage, literature, and/or educational media.

The Committee accomplishes this mission in two main ways. First, we review all plans submitted to the Planning Board and comment on any issues that are related to Highway Safety such as road widths, signage, and access and egress points. Second, we review all requests from our residents and employees for such items as speed limit, stop, and yield signs, and other traffic related sign installations.

This year, meetings were limited due to the COVID-19 Pandemic, however we remained active in site plans review and submitted applicable comments to the Planning Board. The committee also reviewed and took action on several other issues such as:

- Rock Pond Road
- Londonderry Road
- West Shore Road
- North Lowell Road
- Autumn Street
- Rock Pond Road

The Committee maintains its standard policy of recommending new roads be constructed with a minimum pavement width of twenty-eight (28) feet with curbing and closed drainage systems on all applicable applications.

If anyone has a recommendation or request for a highway safety measure, we encourage them to submit it to us using the "Highway Safety Request Form", which may be obtained from the Town Administrator's Office or email us at hsc@windhamnh.gov.

Each request received, is reviewed carefully and recommendations are made to the Board of Selectmen to either approve or deny the request.

In closing, we wish to offer the Committee's continuing appreciation to the residents for their interest and involvement in Highway Safety. We are always looking for suggestions to improve the safety of Town roads and, to this end, welcome your input.

We also wish to thank the Board of Selectmen for the support they have shown the Committee in endorsing many of our recommendations. Finally, we offer our appreciation and gratitude to the members of the Highway Safety Committee for their involvement and commitment to meeting our mission.

Respectfully submitted for the Committee,

Thomas Sharpe, Sr.
Thomas Sharpe, Sr., Chair

HISTORIC DISTRICT/HERITAGE COMMISSION

The Historic District Commission/Heritage Commission (HDC/HC) is a Town land use board appointed by the Board of Selectmen. Its purpose is to preserve Windham's Historic Districts and heritage landmarks, especially those that are included in the Historic Cultural Resource List (HCRL), which can be reviewed on the Town of Windham website at <https://windhamnh.gov/302/Historic-DistrictHeritage-Commission>. The Commission has two separate and related, duties/charges. The first is to oversee buildings and land use within the designated Historic Districts, while the second is to encourage documentation and preservation of historic resources in the Town of Windham. During 2020, the HDC/HC continued to work on both fronts with efforts to restore, renovate and, as a last resort, document historic buildings prior to demolition. A high priority for 2021 will be raising public awareness of any issues concerning the diminishing historic locations in our Town and adding Historic Districts for preservation.

The HDC continued in our duties collaborating with Planning Board, Zoning Board of Adjustment, Conservation Commission, Board of Selectmen, and Community Development. Our duties include serving on the Technical Review Committee (TRC), reviewing building permits, reviewing planning board and zoning variance applications related to historic assets in town. We thank Heath Partington for continuing as our Selectman liaison. Committee members Skot Paré, and Peter Noel resigned their positions, and the committee thanks them both for their dedication to the HDC/HC.

2020 started with successful visits by The Duke of Windham to the 3rd grade children at Golden Brook School. The Duke shared the history of our town while in costume and answered many questions from the inquisitive kids. The Duke had planned to also present to the 4th graders in the autumn, but COVID-19 had other plans. The effort was very well received and continued collaboration is expected once school resumes normal operations.

In March COVID-19 shut down everything for a few months creating an ideal time to complete some "housekeeping". The Historical Cultural Resource List was thoroughly updated and corrected, cellarholes were surveyed, a map of the historic structures in town was created in preparation for the future Master Plan. The Commission's Rules of Procedure were updated and sections 608 and 719 of the Windham Zoning Ordinance and Land Use Regulations are in the process of being updated.

Dinsmore Plaque:

The Dinsmore Plaque Historic District was approved by voters in March becoming the 8th historic district in Windham. In July 1901, Edward Frances Searles erected the commemorative plaque to honor governor Samuel Dinsmoor near his birthplace on Jenny's Hill.

Indian Rock:

Indian Rock located on Enterprise Drive has become a significant part of the Town's past lending credence to the first Indian settlers of Windham. The Commission added this site to the 2021 Historic District Listing and will be working with the Town to include this site on a future ballot as a Historic District. As mentioned in L.A. Morrison's "History of Windham", Indian Rock will become a fitting memorial once the land boundaries are finalized with the State.

Town Hall:

The Town of Windham successfully applied for and received a New Hampshire Preservation Alliance Assessment Grant. This grant is provided for through funding from LCHIP (Land and Community Investment Program). The awarded funds pay for half of the assessment performed by qualified historic consultants. The resulting document will help the town identify areas of concern with the town hall structure to submit for appropriate funding for CIP considerations and a possible LCHIP Grant in the future.

Historical Town Records:

The Commission is continuing to collect, index and archive all Commission and historical records for digitizing into the Town records system designated for this purpose. Of great concern are the Thorndike survey maps and various records held by the Commission.

Original Windham Historic Town Center:

The future landscape of our Town remains on the drawing board and we hope that the visions of our Rural Oasis do not fade into memory. Working closely with the Town Center Beautification Committee, the American Legion Post 109, and the Parks & Recreation Director the HD/HC has worked to upgrade the Town Common, which included a Veterans Memorial dedicated in 2018. The work on the new pedestrian bridge over Golden Brook has begun and its completion is looked forward to by all. The HDC became aware of the rarity and importance of stone box culverts and a beautiful intact example can be seen on the wooded side of Church Street opposite the Town Common through which Golden Brook flows.

Armstrong Memorial Building:

The Armstrong Memorial Building was entered into the National Register of Historic Places on September 11, 2018 by the National Park Services. A dedication of the building and plaque has been delayed to 2021.

Looking forward to 2021:

The Commission plans include:

- Documenting and preserving:
 - Granite finger post signs
 - Stone box and arch culverts
 - Stone walls
 - Cellarholes and foundations
 - Whitehead Log Cabin, Bowery Brae
 - Robert Armstrong House
 - Indian Rock
 - London Bridge
- Working with the Strawberry Festival Committee to bring an annual historic presence by incorporating the history of the Town from its incorporation in 1742 to the present
- Duke of Windham visits to Golden Brook 3rd and 4th graders

In Memoriam:

We fondly remember Joan Normington, a long-time resident of Campbell Farm, and an integral part of various historic endeavors in Windham including HDC/HC, Museum Trustees, and the Historical Society, to name a few. Joan was intimately involved in the beloved annual Historical Society Mystery Tours, the Nutfield 300th driving tour and an avid photographer documenting numerous historic homes and sites in town. Joan is fondly remembered, and her legacy lives on through her photos and work for the town. Godspeed.



Respectfully submitted for the Commission,

Wendy M. Williams

Wendy Williams, Chair

LOCAL ENERGY COMMITTEE

The Committee made progress in a several areas. These include:

- a. Selection of ReVision Energy as the supplier for a solar system for Nesmith Library;
- b. Initial investigation of a LED upgrade for Windham street lighting;
- c. Consideration of a Community Electricity Power Initiative approved by NH; and
- d. Review of a “Carbon Fee Initiative” to reduce hydrocarbon emissions nationwide.
- e. Volkswagen Environmental Mitigation Trust Funds

The LEC thanks Peter Tousignant and Michael Misiewicz for their service to the LEC over the past several years. The LEC welcomed new members Allen Reed and Chris Mancuso at mid-year. John Gage, Joel Taft, Pat Manzo, and Mark Kovacs continued as members.

a. RFP for Nesmith Photovoltaic, Solar System – P. Manzo and M. Kovacs

The LEC renewed its search for a photovoltaic (PV) solar system for the Nesmith Library following the revocation of last year’s winning bid because the bidder was unable to obtain NH rebate funding. In July, the LEC revised the 2019 RFP for a PV system acquired under a Purchase Power Agreement (PPA) which involves a private entity purchasing and installing the system, selling the Town electricity at a specified price for a specified period and selling the installation to the Town after the specified period at a discounted price. The LEC sent the RFP to six potential bidders; ReVision Energy was the only responding bidder.

The LEC evaluated the ReVision Energy PPA proposal using analysis tools developed previously to evaluate both the technical and financial aspects of a bid. This assessment validated the technical performance projections by ReVision Energy and showed that the Library would experience annual cost savings of approximately \$5500 per year over a 25-year period as compared to continuing electricity purchases from the Southern New Hampshire Electric Consortium.

Both the Board of Selectmen and Nesmith Trustees accepted the LEC’s recommendation to move forward with the ReVision bid. During initial contract negotiations of the Purchase Power Agreement, Town Administration determined that the Town would need to grant ReVision Energy an easement to install the privately-owned PV system on the Library. NH law stipulates that only Town Meeting can grant such an easement. In early 2021, the LEC will assist the Town in preparing and advocating for the related Town Warrant article.

b. Initiated assessment of LED Lighting Upgrade for Windham Street Lighting – J. Plonsky and J. Gage.

At the recent encouragement of the Town Administration, the LEC is in the early stages of assessing the cost/benefit of upgrading the Town’s street lighting from high-pressure sodium (HPS) to LED lamps. LED lamps typically are more efficient (more lumens/watt) than high pressure sodium lamps, have longer lifetimes (lower maintenance costs) and better color rendition (HPS lamps have a decided yellow color whereas LED lamps can produce a very white light). HPS lamps do have the advantage of lower capital cost. The LEC will examine these factors and make a recommendation to the Board of Selectman in early 2020.

c. Community Electric Power Initiative – A. Reed and C. Mancuso

The NH legislature approved a bill which would enable local communities to act as an aggregator for electric power to be sold to community residents. This legislation allows the Town to negotiate lower cost, large volume electricity rates on behalf of all residents and eliminates the need for individual residents to negotiate third-party supply rates for themselves and eliminate predatory practices. Residents may select to allocate a portion of their savings to procure renewable energy to reduce their carbon footprint. Although the legislation took effect October 1, 2019, the implementation rules were still under consideration by the NH PUC in December due to the impact of the global pandemic. In December the committee invited representatives from Standard Power and Good Energy to explain the new Community Power Aggregation regulations. In 2021 the LEC will take action to prepare a proposal to residents and work to bring it to a vote at the 2022 Town Meeting.

d. Federal Carbon Pricing Report – J. Gage

Strong signals portend changes in the national and global energy markets in the next several years that will be reflected in our town's energy costs. The IPCC, World Bank, World Economic Forum, US business leaders, and leading US economists have identified carbon pricing as a necessary part of climate pollution mitigation. LEC is monitoring this to be able to provide recommendations to the Board of Selectmen about related decisions.

Carbon pricing increases the cost of fossil fuel energy. Preparations to avoid those cost increases include energy efficiency measures and switching to non-carbon-emitting options. Currently, clean energy choices may cost more up front but result in cost savings over time (e.g., electric vehicles and heat pumps vs gasoline and oil-powered alternatives). The savings will be magnified under carbon pricing.

Forty-six countries are already pricing carbon. Most are not yet on track to reach the \$100 per ton of CO₂ emitted price on fossil fuels by 2030 that climate economists say is required. However, major US trading partners are taking steps to get there. The EU charges \$27/tCO₂ and has ambitions to increase that price. To apply the price on imports to protect EU businesses in trade with other regions, the EU will begin using Border Carbon Adjustments by 2023. Canada uses Carbon Fee and Dividend, with a price that will reach \$130/tCO₂ by 2030. China will begin pricing carbon nationally this year.

Climate legislation is likely in the next session of Congress. There are many approaches that could be used, but carbon pricing is likely. The bill with the most support is the bipartisan Energy Innovation Act, with 87 cosponsors in the House. It uses the Carbon Fee and Dividend approach, and if passed this year will achieve a carbon price of \$100/tCO₂ on all fossil fuels in the US by 2030. Windham voters demonstrated support for this bill by passing Warrant Article #24 in 2020. The LEC recommends the town anticipate a US carbon price of \$100/tCO₂ by 2030, and plan accordingly, by investing in energy efficiency and transitioning to clean energy alternatives where possible and economically sensible.

e. Volkswagen Environmental Mitigation Trust Fund- C. Mancuso

As part of their violation of the “Clean Air Act” Volkswagen has set aside ~30.9 million dollars to enable clean energy projects in New Hampshire. Some of this money has been put aside specifically for the purpose of funding new fast charging electric car stations across the state. See link. <https://www.nh.gov/osi/energy/programs/vw-trust-funding.htm>. So far there has only been one successful applicant for funding, but they are actively seeking new applications for this fund. Currently they are in process of updating requirements and Chris Mancuso is monitoring for changes so we can attempt to have a fast-charging station installed in Windham. Locations have not yet been selected, but ideas include: Park & Ride, near the town hall or nearby businesses, both of which are close to route 93 – a requirement outlined from last year’s proposal. Electric cars are part of the electrification of America and will enable us to move away from gasoline, but a major deterrent for purchasing electric cars is fear of low milage/range. Adding recharge areas helps abate some of these fears and may potentially bring in more travelers to the town adding revenue to local businesses.

Respectfully submitted for the Committee,

Mark Kovacs

Mark Kovacs, Chair

MUSEUM TRUSTEES



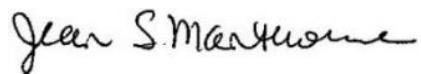
The Trustees of the Windham Museum are charged with the development and oversight of the Town Museum which is located in the historic Armstrong Building at 3 North Lowell Road. It houses purchased, recovered, and donated artifacts of Windham's past.

The year 2020 was a quiet one for the Museum due to the Pandemic. We were fortunate enough to obtain a donation of artifacts from a descendant of Captain Isaac Cochran. The Cochran family were among the original settlers of Windham. Among the donated items were a photograph of the Windham Glee Club taken in the late 1880's with several members of the Cochran family identified, an original edition of L. A. Morrison's History of Windham in New Hampshire with hand written notations in the Cochran genealogy section, and a photograph of the Cochran farm, later known as the Fellow Farm

A sad event in 2020 was the passing of Joan Normington, a founding member and officer of the Windham Historical Society, a member of the HDC/Heritage Commission, and a significant contributor to the founding and growth of the Windham Museum. Joan's deep knowledge of the Campbell Family history, her exceptional photography skills, and her creativity made her an extremely valued member of the Windham community. The Museum is grateful to her family for their contribution of Joan's albums to our collection.

The Museum's website can be reached at: <https://www.windhamnhmuseum.com>.

Respectfully submitted for the Trustees,



Jean Manthorne, Chair

NESMITH LIBRARY TRUSTEES

2020 was not a year to recall stats or numbers, but a year to appreciate and acknowledge the people who make Nesmith Library such a special place. The Nesmith Library Board of Trustees is incredibly grateful for such a skilled and dedicated library staff who went above and beyond during this particularly challenging year. As a result of the Covid-19 pandemic, the role of the library needed to quickly pivot in order to provide the services that the community of Windham has grown to expect. In-person book recommendations, research assistance, widely-attended programs and the everyday conversations resulting in so many of the residents of Windham calling the Nesmith library staff “friends,” all required adapting. The staff enthusiastically assumed the task of learning new ways of providing as many of the usual library services as possible with minimal disruption to the patrons. From virtual programs, curbside book pickup, take-away crafts, mystery book grab bags, to virtual book clubs, online TAG meetings, increased electronic selections and checkouts, the staff found ways to bring some sense of normalcy to the community.

Sylive Brikiatis and Nancy Vigezzi have shown great leadership and support for the library staff. They have worked closely with town and state safety officials to quickly develop a library pandemic policy. With the support of a wonderful staff, the library adapted to sometimes daily changes in services and, once able, implemented a well-thought-out phased reopening. All of this resulted in a safe way to continue providing the library services that the residents of Windham have grown accustomed to.

The Trustees would also like to acknowledge the board members of the Friends of the Library of Windham for their innovative ideas in continuing their fundraising efforts to support the Nesmith Library. F.L.O.W. is known area-wide for its annual Strawberry Festival and Book Fair, but like so many events in 2020, was canceled this past June. Undeterred, the group devised alternate fundraisers, including a new membership drive, take-home holiday crafts, online raffles and silent auctions.

Lastly, we would like to thank the residents of Windham for their support and understanding during this past year. We look forward to the day when the library can fully and safely open once again.

Respectfully submitted for the Trustees,

Michelle M. Stith
Michelle M. Stith, Chair

PLANNING BOARD



2020 was an interesting year for the Planning Board. With the Covid 19 Pandemic, things were slower than expected, and meetings went virtual. Below you will see a compilation of our activity.

- 6 Major Watershed Applications
- 4 WWPD Special permits
- 3 Minor Subdivision Applications
- 3 Minor Site Plan Applications
- 1 Major Subdivision Application
- 6 Minor Site Applications
- 1 Housing for Older Persons Application
- 5 Conceptual Applications, Government Applications

The Board decided to start updating the Master Plan, so created a survey to help guide our efforts. Results of the survey can be found on the Town Website at:

<https://www.windhamnh.gov/DocumentCenter/View/7453/Windham-Planning-Survey-Results>

Matthew Rounds, a Board Alternate, generously offered to create a draft of the revised Vision Section, and we are currently reviewing progress. Once written and accepted, the Board will decide how to move forward to update the Master Plan chapters that need modification.

The Board adopted several changes to the Site Plan Regulations and Subdivision regulations, and is currently working on zoning amendments for the March 2021 ballot.

Our current Planning Board is made up of highly committed and passionate members that are working together in order to implement Windham Residents' desires.

Respectfully submitted for the Board,

Derek Monson

Derek Monson, Chair

ROUTE 111 BEAUTIFICATION COMMITTEE

The Board of Selectmen made the beautification of our town a priority in 2015 and this has remained a priority in succeeding years. With all the construction on the I93 project now behind us, including the complete restructuring of Route 111 from the Hampstead line all the way to our town center, Windham residents have had a lot to endure during the process, including the extended esthetic disruption of the beauty of our town. The Board of Selectmen formed two committees who were charged with advancing the “beautification” of our town. One committee focused efforts on the Town Hall complex and surrounding areas. The other committee focused on the stretch of Route 111 from the eastward limit of the Rockingham Road (Rt. 28) intersection, westward to the Wall Street/Enterprise Road intersection. I have served as the Chairman of that “other committee” which is referred to herein as the “Windham Rt. 111 Corridor Beautification Committee.” As of the writing of this letter, that committee is comprised of the following members:

Al Letizio, Jr. – Chairman

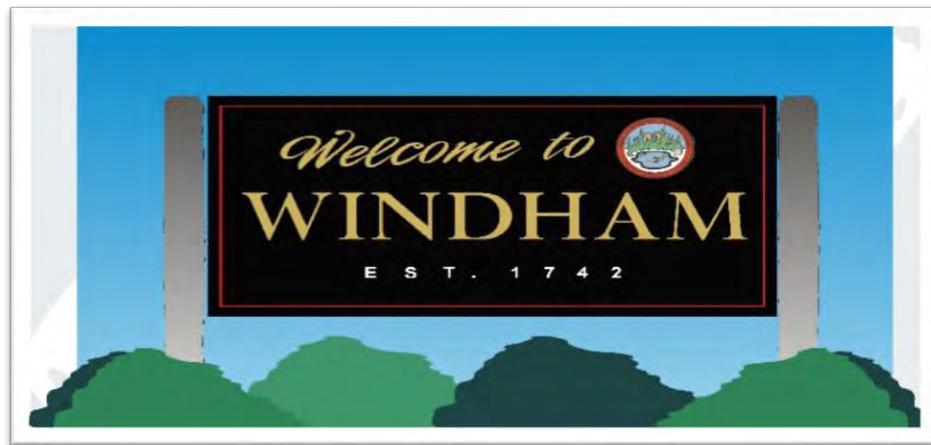
Jennifer Simmons - Board of Selectmen Member

Jay Yennaco – Windham Resident and Business Owner (Delahunty Nurseries)

Anthony Berni – Windham Resident and Business Owner (Canobie Lake Park)

Bill Deluca – Windham Resident and Business Owner (Bill Deluca Family of Dealerships)

The group met on several occasions and developed a strategy for the ongoing beautification and esthetic improvement of the Route 111 corridor in Windham. The first phase of this effort was to create FOUR prominent locations near major entry points where beautifully styled “Welcome to Windham” signs would be installed, featuring attractive perennial flower displays, with low voltage lighting and designed for longevity and low maintenance.



The four sign locations are as follows:

1. On the northerly side of Route 111, just west of the Rockingham Road (Rt 28) intersection, just before the Rail Trail bridge
2. On the Southerly side of Route 111 in the vicinity of the Mammoth Road intersection
3. At the bottom of the exit 3 off ramp from I93 southbound, within the current triangle area
4. At the bottom of the exit 3 off ramp from I93 northbound, within the current triangle area

The Board of Selectmen agreed unanimously to write \$25,000 into its 2016 operating budget for this “Phase 1” Welcome to Windham sign project of the Beautification Committee.

Meetings were conducted with DOT officials and the locations were confirmed. Final awarding of the contract for the sign construction was to Brothers Sign Company, who installed three of the four signs during the summer of 2017. Sign number 2 above was installed adjacent to Klemm’s Country Store in the summer of 2018, following the renovation of the Klemm site. This is the first of the signs to be illuminated at night, thanks to a generous offer from Arthur Klemm to provide power to the sign from his property at no cost to the town. The Board of Selectmen voted unanimously to fund the \$1,500 cost of lighting and wiring the sign, and the work was performed by Stephens-Marquis Associates of Bedford, NH.

The Committee will reconvene in the Spring of 2021 to develop additional recommendations to the Board of Selectmen relating to the continued beautification of the Route 111 Corridor through Windham.

Respectfully submitted for the Committee,

A handwritten signature in black ink, appearing to read "Al Letizio, Jr." followed by a surname.

Al Letizio, Jr., Chairman

SEARLES SCHOOL & CHAPEL TRUSTEES



2020 was both a successful and challenging year for Searles School and Chapel Trustees. It began well for the Searles School and Chapel with the voters overwhelming approval of a \$300,000 bond to fund major repairs to the Searles tower. The repairs involved repair and restoration of the tower stonework, both interior and exterior, and replacement of the tower roof. As of this writing, the stonework repairs have been completed and the roof has been replaced. The only remaining phase of the project is to reconstruct the interior of the upper tower where interior plaster walls were demolished in order to repair the stonework behind them. We are happy to report that the total cost of the completed project will be less than the amount budgeted!

The challenging part of the year was the devastating effect COVID-19 had on Searles operations. The building was closed for most of the year to comply with social distancing policies and an overall concern for the health of its patrons. Previously scheduled events were cancelled and security deposits were returned. This resulted in an almost complete loss of operational income. For 2021, we look forward to cautiously and safely reopening Searles for events, likely in phases, beginning with outdoor events.

Sadly, this year we lost one of the senior trustees, Fred Linnemann. Fred's contributions over an almost 30 year tenure were invaluable. Go back to the photo and documentation in the 2006 Town Report, and you will see that Fred performed a huge amount of physical work in restoring the schoolroom at Searles, as well as imparting his wisdom and knowledge throughout the years. Fred was a key part in the restoration and improvement of the Searles School & Chapel and will be sorely missed.

Cristy Kadish, our Searles Coordinator resigned to explore other professional opportunities. The Trustees thank Cristy for her successful efforts in promoting the Searles School & Chapel brand in the community. Succeeding Cristy is Oriana Raymond. Oriana comes to us with experience in events planning and social media marketing, and Oriana will build on Cristy's legacy.

It was a successful year for receiving grants:

- **NH Preservation Alliance Assessment Grant:** \$4,500 grant partially funded a Conditions Assessment report (completed by The Preservation Company) and a structural engineering report (conducted by Martel Engineering). The Conditions Assessment report has provided a road map to prioritize future preservation/restoration projects at Searles.
- **Conservation License (Moose) Plate Grant:** A \$10,000 grant will partially fund our interior woodwork conservation/restoration project. This project is planned to be done in phases as the further funding becomes available.
- **Donation:** We are looking forward to an additional private donation toward the restoration of the interior woodwork. The woodwork repair is key to our event marketing capabilities.
- **Landscaping:** Work continues on improving the landscaping using the balance of the funding received last year from the Baker grant and the help of the Windham Garden Club.

The Trustees wish to thank Town Administrator, David Sullivan for his continued guidance, Dennis Senibaldi for his collaboration, and the Windham Board of Selectmen, particularly our liaison, Jennifer Simmons, for their continued support.

Respectfully submitted for the Trustees,

Betty Dunn, Chair

SENHHMMAD



About the District: The Southeastern New Hampshire Hazardous Materials Mutual Aid District's membership is comprised of 14 communities, covering approximately 350 square miles with a population of over 175,000 people. The District was formed in 1993 to develop a regional approach for dealing with the increasing amounts of hazardous materials being used and transported within these communities.

The District draws its funding from an annual assessment from each community as well as from grants and donations. The FY 2021 operating budget for the District was \$137,829. Additionally, in 2020 the District applied for and received federal grants for equipment, training, and operational expenses totaling \$117,960. This grant funding included funding for the replacement of a handheld Chemical Identifier, equipment maintenance plans and additional leak control equipment, and Haz Mat management software. The Fire Chiefs from each member community make-up the Operations Committee of the District. The Operations Committee is overseen by a Board of Directors consisting of elected representatives from each community. It is the Board of Directors who approves the budget and any changes to the bylaws of the District. The Executive Board of the Operations Committee, which consists of the Chairman, Vice-Chairman, Treasurer, Technician Team Liaison, and one Member at Large, manages the operations of the District within the approved budget. The District employs a part-time REPC Director to manage the administrative functions of the District, including but not limited to, grants management, financial management, and emergency planning.

District Facility: The District maintains a facility in Windham that provides space to house several of its response vehicles and trailers, as well as provide office and meeting space for the REPC Director. In addition, the District is able to utilize the facility for monthly training for the Emergency Response Team.

The Emergency Response Team: The District operates a Technical Emergency Response Team. This Response Team is overseen by one of the member community's Chief Fire Officers who serves in the Technical Team Liaison position. The Team maintains a three level readiness response posture to permit it to immediately deploy an appropriate response to a District community's request for help involving an unplanned release of potentially dangerous chemicals within their jurisdiction. While the Team primarily prepares for response to unplanned accidental chemical releases it is also equipped and trained to deal with a variety of Weapons of Mass Destruction (WMD) scenarios. The team maintains a host of specialized response equipment to deal with chemical and environmental emergencies.

The Team has undergone some changes in 2020 with the retirements of long time Team members Team Leader Michael Stanhope, Communications Specialist Robert Sprague and the resignation of Technician Brian Bedard who has taken a position out of State. Haz Mat Technician Eric Hildebrandt has been promoted to Technician Team Leader.

The Emergency Response Team is made up of 20 members drawn from the ranks of the fire departments within the District. The Team consists of 5 Technician Team Leaders, 12 Hazardous Materials Technicians, and 3 Communication Specialists. In addition to these personnel, the team also includes an industrial chemist from a local industry.

District Resources: The District's new grant funded Hazardous Materials Response truck has been received and put in service. This vehicle is the primary response vehicle and carries chemical detection and identification instruments, containment supplies, plugging, patching and intervention supplies, communication equipment, computer based and other chemical reference guides as well as chemical protective equipment. The Team's other vehicles consist of a Mobile Command Support Unit, Rehab truck, three Spill Trailers, a Technician Trailer, an Operations/Spill Trailer, a Firefighting Foam Trailer, an Air Supply/Lighting Trailer and SUV utility vehicle.

The Command Support Unit and Response Truck along with the Technician Trailer are housed in our Windham facility, while spill trailers are located in Derry, Sandown and Plaistow allowing for rapid deployment. The Foam Trailer is housed by Salem Fire. Activation of the team is made at the request of the local Incident Commander through the Derry Fire Department Dispatch Center.

The Rehab truck which serves as a firefighter rehabilitation unit is also housed at our Windham facility. This unit is available to our member departments and is equipped with refrigerated cases of water and sports drinks and has the ability to serve hot beverages. The truck is also equipped with a heated inflatable shelter to provide first responders with a place to get out of the weather. In order to remove carcinogens from firefighters as soon as possible this truck is also equipped with garden hoses and soap and brushes to assist with the decontamination of firefighters at the scene. Staffing of this vehicle is done by a team of dedicated volunteers recruited from some of the District's fire departments along with the Derry Community Emergency Response Team (CERT).

In conjunction with the New Hampshire State Fire Marshal's Office and with a Hazardous Materials Emergency Planning grant the District has received computer hardware and software to facilitate the management of a comprehensive database of chemical storage facilities within the District which is used for response planning and incident management.

Response Team Training: Because of the Covid 19 Pandemic the Emergency Response Team was unable to participate in regular monthly training, however Team members were able to complete 520 hours of training. This training consisted of in person and virtual training programs covering Hazardous Materials Transportation, Computer-Aided Management of Emergency Operations, Palmtop Emergency Action for Chemicals (PEAC), Hazardous Materials Simulation Equipment, Chemical Protective Clothing, Decontamination, and leak control techniques. Due to the pandemic the New Hampshire Hazardous Materials Training Conference and the International Association of Fire Chiefs Hazardous Materials Teams Conference were both canceled this year.

Emergency Responses: In 2020 the Hazardous Materials Team responded to 9 incidents. These included spill trailer responses for hydrocarbon fuel spills from motor vehicle crashes. Other responses included identifying unknown substances and suspicious packages, as well as requests for technical assistance for member departments where a Response Team Leader provided consultation to the fire department on the handling of an incident.

The REHAB team responded to 7 incidents including fire scenes and large scale training events.

For further information about the Southeastern New Hampshire Hazardous Materials District please visit our website at www.senhhazmat.org.

Respectfully submitted for the District,



Bruce Breton Selectman, Windham
Chairman, Board of Directors



Chief Thomas McPherson, Jr. Windham Fire Dept.
Chairman, Operations Committee

SOUTHERN NH PLANNING COMMISSION



SNHPC

The Southern New Hampshire Planning Commission (SNHPC) has a wide range of services and resources available to help member communities deal with a variety of municipal issues. Technical assistance is provided by professional staff related to land use and transportation planning. Each year, with the approval of appointed representatives, the Commission's staff designs and carries out programs of regional significance mandated by New Hampshire and federal laws or regulations, as well as local projects which pertain more exclusively to a specific community.

Often, Community Planning Boards, Conservation Commissions, and Governing Boards request assistance from SNHPC for traffic, pedestrian, and bicycle counts, grant assistance, specific studies, mapping, and facilitation services. Technical assistance is provided in a professional and timely manner as SNHPC carries out projects of common interest and benefit to all member communities; keeps officials apprised of changes in planning and land use regulations; and in conjunction with the New Hampshire Municipal Association, offers annual training workshops for Planning Board and Zoning Board members.

In 2020, some of the highlighted projects the Commission assisted the Town of Windham with included:

- Conducting traffic counts and collecting speed data
- Completing a roadway “bike level of stress” analysis and mapping
- Completing strategies for congestion management on roadway segments
- Assisting Town staff in a DOT scoping meeting for a new development on Route 111
- Representing the municipality at the NH Lower Merrimack Valley Stormwater Coalition and providing technical assistance with MS4 stormwater asset inventory requirements
- Providing outreach and education on Census programs, including the New Construction program (2020 response rate: 79.4% compared to 2010: 70.8%)
- Providing culvert field assessments and analysis for the regional Vulnerability Assessment

The following table details services performed for the Town of Windham during the past year and includes both hours worked specifically for the Town and for projects involving multiple municipalities. In the latter case, the total hours spent by SNHPC staff are divided equally by the number of communities, resulting in time allotment attributed to each of the communities. Examples of regional projects are the development of the New Hampshire Department of Transportation (NHDOT) Ten-Year Transportation Improvement Plan and a regional Congestion Management Plan update.

Hours	Description
125.75	Began working with the Conservation Commission in locating and documenting trail networks and conservation areas in Town in order to create a set of maps for trail kiosks and for online distribution.
89.9	Analyzed transportation needs of each municipality for inclusion in the SNHPC Metropolitan Transportation Plan. Added significant projects beyond the current Ten-Year Plan period with projected available funding to 2045.
35.2	Conducted 7 culvert field assessments in the Town of Windham; for ongoing development of the Regional Vulnerability Assessment; this work identifies climate related risk to culverts and small bridges.
27.8	Conducted two bicycle/pedestrian counts on the Windham Rail Trail; analyzed and shared data with interested stakeholders.

27	Continued updating the regional travel demand model, which is used to forecast traffic volumes on roads in throughout the region.
24.1	Coordinated with regional municipalities and the NHDOT to develop the 2023-2032 Ten-Year Transportation Improvement Plan.
22.4	Performed traffic counts at 4 sites in town.
22.3	Completed the congestion management process, which included working with municipal and state transportation officials in conducting assessments and identifying strategies for congestion management on federal and state route segments and intersections throughout the region.
21.25	Assisted the Town of Windham in mapping stormwater infrastructure in accordance with the requirements Municipal Separate Storm Sewer System (MS4) stormwater permit; conducted QA/QC testing and troubleshooting for the mobile mapping application; carried out data model and database changes in partnership with the IT director; provided GIS data requests for the town.
15.8	Implemented the Becoming Age-Friendly Pilot Program Phase IV: Continued outreach efforts with community representatives and staff, created outreach materials from phases I-III including PowerPoint presentations and a new webpage.
15	Provided monthly information to the Planning Board regarding upcoming SNHPC meetings, project and grant updates, webinars and other training opportunities through the SNHPC's quarterly Newsletters, monthly Media Blasts and periodic E-Bulletins.
14.1	Completed a major update to the SNHPC regional Public Participation Plan including expanded regional planning outreach efforts to engage people and increase participation within underserved populations.
12.6	Represented the interests of the town on the Region 9 Regional Coordinating Council, coordinating community transportation, maintaining a directory of regional providers, and soliciting projects for Federal Transit Administration's (FTA) 5310 program.
11.2	Conducted a statewide volunteer driver program (VDP) survey to understand the impacts of COVID-19, created a forum for VDPs to review survey results and discuss needs and resources and continued outreach efforts to share VDP mapping tool with service agencies across the state.
7.8	Completed amendments and minor revisions to the FY 2019-2022 Transportation Improvement Program.
7.3	Participated in the NHDOT Complete Streets Advisory Committee. Provided feedback especially on mapping resources to be utilized in the NHDOT State Bicycle/Pedestrian Plan.
6.8	Assisted the Statewide Coordinating Council for Community Transportation in developing state-level coordination systems, working toward improved transportation options for communities statewide, and working with regional groups to establish regional councils.
6.3	Continued work with the Environmental Protection Agency (EPA) Brownfields Region-wide Assessment Grant for environmental studies and investigations to help move contaminated sites to clean up, redevelopment and reuse.
4.8	Updated and maintained the Commission's GIS transportation database for project evaluation. Updates included FEMA flood zones, NHDES dams, culverts, land use changes, and political boundaries among many others. The database was also successfully migrated to a new server.

3.4	Conducted outreach to towns for the development of Road Safety Audit (RSA) and Highway Safety Improvement Program (HSIP) funding applications to the NHDOT.
3.2	Assisted the town in preparing for the 2020 Census by partaking in the Participant Statistical Area program, New Construction program, and statewide Complete Count Committee. Assisted in outreach, encouraging residents to participate in the Census to ensure a successful self-response rate.
2.9	Implemented a Bicycle Level of Traffic Stress (LTS) analysis in which a rating was given to a road segment indicating the traffic stress it imposes on bicyclists. Staff completed LTS analysis on public roads within the SNHPC region through coordination with other regional planning commissions and Plymouth State University.
2.5	Developed regional transportation and safety benchmarks and performance targets in performance measurement categories such as Safety, Bridge and Roadway Condition, and overall System Performance (for transportation) to measure improvement over time.
2.2	Collaborated with Executive Director of the New Hampshire Land and Community Heritage Investment Program (LCHIP) to provide a virtual workshop about LCHIP-supported projects and funding in the SNHPC region.
2.0	Represented the Commission on the MS4 Stormwater Coalition and helped with regional coordination of MS4 efforts.

Town of Windham Representatives to the Commission

Peter Griffin (Vice Chair)
John Hiltz

Executive Committee Member

Peter Griffin (Vice Chair)

TOWN CENTER BEAUTIFICATION COMMITTEE

2020 was a successful year for the Town Center Beautification project.

The steel bridge to replace the deteriorated wooden bridge over Collin's Brook is currently under construction. The concrete footings are in place as well the access ramps. Installation is expected in the spring.

The project was made possible by generous donations from the following:

Elizabeth Marston and Jim Finn

Gina and Bruce Anderson

Windham Seniors Inc.

The Weller Family

Homeyer Consulting

The Devries

Carl Smith

Also, Theresa and James Arangio, Ron Emrick, James Hebert, Patti and Al Letizio, The Lions Club, Deborah and Douglas Melanson, Donna and Martin McDonough, Dennis, Sharon, and Jason Rogers, Christine and Thomas Surette, and The Windham Restaurant.

The CIP committee recommended funding \$50,000 for phase one of the project.

The Selectmen supported the recommendation and it appeared as an article on the March warrant. Subsequently, the voters supported the proposal.

The Selectmen supported another \$50,000 for phase one. It will appear on the March 2021 warrant for voter action.

Respectfully submitted for the Committee,

Peter Griffin

Peter Griffin, Chair

ZONING BOARD OF ADJUSTMENT

As I look back on the past year, which was rife with unrest and amid a global pandemic that has already taken the lives of too many of our colleagues, friends and family, I offer my deepest sympathies and condolences to everyone who was impacted and my hopes and wishes for a better tomorrow.

For 2020, the Zoning Board of Adjustment held 22 meetings to handle a total of 35 cases. The cases heard consisted of 34 variance requests (27 granted, 6 denied, 2 without jurisdiction to hear case), 1 appeal of administrative decisions (granted) and 3 rehearing requests (each denied). The Board also met to review our Rules of Procedure so that we can ensure our meetings are efficient for applicants and the community, as well as align with current legislative and case-law requirements.

In the March election, Nick Shea was elected to a 3-year term and Neelima Gogumalla was elected to a 2-year term. The Board also appointed Betty Dunn as an alternate. Regular members at the conclusion of the year were: Michael Scholz, Chairman (2022); Bruce Breton, Vice Chairman (2021); Pam Skinner, Secretary (2021), Nick Shea (2023) and Neelima Gogumalla (2022). Alternates included Kevin Hughes (2021) and Betty Dunn (2023).

Members attended the New Hampshire Municipal Association's Land Use Law Conference. Because in-person conferences were not possible this year, the event was held virtually for the first time.

The Zoning Board of Adjustment has quasi-judicial powers, serving in its role "as the lowest court in the land" relative to land use issues. The purpose of the ZBA is to properly apply Windham's Zoning Ordinance in a fair manner when called upon by an applicant to provide relief, if necessary, from the strict interpretation of the Ordinance while preserving the spirit and intent of the Ordinance. Following New Hampshire State Law, the Board must decide what is lawful, not necessarily popular, in determining the balance between the constitutional rights of property owners for the reasonable use of their land and the public rights of others. In addition to the responsibility of reviewing requests for variances, the Board is also charged with approval of special exceptions, grants of equitable waivers and hearing appeals of administrative decisions.

Information regarding Zoning Board of Adjustment applications, handbook, and by-laws is available on the Town of Windham website, as well as public hearing notices, agendas, minutes and the annual meeting schedule.

The Board would like to thank Brian Arsenault (ZBA Administrator/Code Enforcement Officer) for all of his hard work in supporting the Board throughout a year that was severely challenged with a global pandemic. It is also with great respect and appreciation that we offer Brian a special recognition for his dedication to the Board and to our community as Brian resigned from his position in December. The Board wishes him well on his next endeavor; we are grateful for his service.

The Board thanks Anita Lincicum (Minute Taker), Christine Freethey (Office Administration Assistant) and Julie Suech (Department Administrative Assistant) for their attendance at our meetings, preparing case information and providing information to the Board throughout this entire year. Without your assistance, much of what we do as a Board would not be possible.

Lastly, a special thanks goes to Kelly McLaughlin, Tom and Margaret Case as well as the entire Cable Committee for their tremendous dedication to our community for ensuring cable coverage, recording our meetings and providing televised access to Windham residents throughout a very challenging year.

Respectfully submitted for the Board,



Michael Scholz, Chair

AMERICAN LEGION POST 109



The American Legion Post 109 was organized after the Second World War - its Charter meeting held on March 15, 1951. On May 7, 1956, the post was officially incorporated and the name chosen in memory of Wilbur E. Tarbell, son of Mr. and Mrs. Maurice Tarbell. He was the town of Windham's only casualty of WWII. Although a building for the Post was erected shortly after its incorporation, located adjacent to the Presbyterian Church, interest waned and the building was sold.

The Post did eventually, however, become active and moved the meetings to the upstairs of the Windham Town Hall. In 2019 the Post placed an article on the town ballot allowing the American Legion to lease the old Police Station, located at 21 Haverhill RD, for 25 years. The building was in desperate need of repair and needed a major renovation. After the first 71 mice were evicted for failure to pay rent, and a female raccoon and her two kits were relocated to more suitable housing, the work was started. We were told not to use the second floor of the building because it was found to be structurally unsound, the roof leaked, and the air conditioning and heating system needed to be replaced. It was also quickly noted that the building would have to be up graded to accommodate a Handicap bathroom.

That being said, work progressed over the first year until we ran into COVID 19. The work has slowed and our building dedication delayed. As of this printing a new date has yet to be established. Once that date has been announced we will continue to pick up where we left off on sponsoring town events which includes:

- Participation in joint activities with other Legion Posts
- Participation in the Memorial Day Parade and Ceremony
- Proper Flag Disposal ceremony in June on Flag Day with the Boy Scout and Girl Scout Troops
- Ongoing support of the local Thanksgiving program with the Windham Service club of Windham
- Sponsorship of both Boy Scout Troops 263 and 266

Our hopes are to continue these activities and grow participation in other areas such as American Red Cross Blood drives, Boy Scouts Eagle and Girl Scouts Gold Awards, First Aid Classes, town group meeting events, Thank You breakfast day.

The Post invites you to join us and become acquainted with our current and other possible activates that we can become involved in. Please contact us at: American Legion Post 109, 21 Haverhill Road.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J. P. Farmer".

Francis Farmer, Post Commander

FRIENDS OF MOECKEL POND

For the people working hard to restore Moeckel Pond, 2019 and 2020 were a big challenge. Construction on the new Marston-Finn Conservation Dam started in August of 2019. Our goal was to restore Moeckel Pond, preserve as much of the historic Simpson Mill structure as possible, and construct a modern dam that could handle 43% of Windham's ever increasing storm runoff flowing through Golden Brook. The water you see in Moeckel Pond comes to us from just north of the Derry town line, includes the watershed around the Windham Rail Trail, all 3 schools, Cobbett's and Rock Pond, and Searles Castle before it empties over the 150-foot spillway.

In the fall of 2019, the George Cairns and Sons Construction crew began building a temporary (coffer) dam and by-pass spillway. The historic dam was deconstructed, boulders were set aside for future use, grist wheels rescued from the brook, archaeological structures and artifacts uncovered and preserved, bedrock exposed, and new foundations were poured. Unfortunately, unprecedented rainfall eventually shutdown the construction site in December of 2019. We said a heavy-hearted, if temporary, goodbye to the battle-weary Cairns team.

It took the first half of 2020 for the water to drop low enough for construction to resume. The Cairns crew returned to repair the temporary dam, clear away the mud, and prepare for the new foundation concrete pour. In June VR Concrete, Inc. returned to the site to repair framing and begin setting the rebar for the dam and spillway structure. VR's skillful crew worked quickly and soon we had a new structure.

In September, our Cairns family returned to the site to remove the temporary dam and spillway. But first, they had to install the emergency gate at the bottom of the new concrete spillway and divert the temporary spillway through that gate. On September 21, 2020, the new dam was completed, and dismantling the temporary dam was initiated. One year from the original start date in 2019, the George Cairns Construction crew prepared the site for the return of the pond to the people who would enjoy it. Work roads were removed, Fences Unlimited installed fencing, historic mill foundation walls were restored, the ADA path to the future dock site was established (material donated by Windham Outdoor Materials), and topsoil and hydroseeding completed.

This left just a few items left to be accomplished before the dam could start impounding water. We needed final site inspections by Milone and MacBroom Engineering firm, NH Dam Bureau, and the Land and Water Conservation Fund grant managers. With their approvals, the largest dam of its kind in New Hampshire was ready to start working. After 10 years of community effort, kayaks are in the pond, families are fishing, and the waterfowl have come home. Current weeds above the water will continue to decompose over the winter and we will encourage the beavers do the rest.

In the spring the ADA dock will go in along with all the amenities funded by designated donations to the Windham Endowment for Community Advancement. You will enjoy the wood duck boxes, the osprey nesting platform, and the new picnic areas on Moeckel Island all Boy Scout Eagle projects, along with the hand painted informational kiosk, Girl Scout Gold Award project.

But we aren't done yet, when we can gather as a community again safely, we will celebrate the new Marston-Finn Conservation Dam and the return of Moeckel Pond. Keep up with what's new on the Friends of Moeckel Pond Facebook page.

Respectfully submitted,


Dianna Fallon, President

SUZDAL SISTER CITY COMMITTEE

Our friends in Suzdal, Russia have been dealing with the Coronavirus as we have here in the United States. They have been isolated for a time and are wearing masks in public. On Facebook, I can see that our quilt club friends have continued their work as best they can. There have been displays and competitions in Moscow and other locations. Oksana Vinnichenko, the group leader and very talented artist also works with young students passing on the craft to the next generation (see photos below of her and some of those students). I hope very soon to be able to resume sending fabric to the group from us for them to incorporate into some of their quilts.

Very recently, I had a conversation on Messenger with Evgeny Borisov, who is a fireman and son of the Fire Chief Sasha Borisov, who visited Windham with a group in the 1990s. Genya expressed to me the news that our friends in Suzdal are dealing with COVID19 as we are here. He tells me that our friends are faring well. Suzdal was founded in 1024 and Genya reminded me that the town will celebrate 1000 years in 2024. Huge celebrations are already in the planning stages. He said even building a new school is in the planning. That would be terrific. I just hope that the beautiful, historic nature of Suzdal does not change.

I and others dream to return to Suzdal. The last visit was in 2013, when I traveled there alone. Since then. It has become a bit more difficult to obtain official letters of invitation. I am told that being invited personally by a family may be the best route to go. Hopefully, vaccines will soon make international travel once again be the wonderful adventure that many of us love.

Because of computer access, we are able to keep in touch easily with our friends there. Many young people who visited Windham as students keep us updated on their lives. Many are parents now and share their children with us digitally.

We cherish our almost 30year relationship with Suzdal, Russia and her wonderful people. Suzdal has Sister Cities in other countries and it was fun to be there in 1999, with delegations from Germany and Portugal. Perhaps in 2024, we can all be together again.

Respectfully submitted,



Barbara Coish, President



WINDHAM ENDOWMENT

FOR COMMUNITY ADVANCEMENT



Dear Windham Resident,

Reflecting on events in 2020 without first talking about COVID-19 and its local impact is not possible. We hope this letter finds you safe and well.

Starting in the spring, many of our neighbors who were hurting turned to our town's two front line organizations that support food insecurity and other services to families, Shepherd's Pantry and Windham's Helping Hands. Due to the past generosity of our donors, we were able to act quickly and generously by making immediate donations to those organizations. Knowing that the need would continue, the Board then established the COVID-19 Response Fund and launched a fundraising campaign through NH Gives in June. Our community responded generously, to-date donating over \$10,000 to the fund.

Because of your generosity, seniors facing isolation due to social distancing have benefited from several luncheons, front line workers at the Town Hall and the Windham Post Office have received gift baskets, and the Windham School District was supplied with lanyards to help with the logistics of handling masks. As much spending as possible has been through local businesses to support them through this challenging time. We are currently working on further distributions from this fund to help our community, including assisting families with remote learning issues.

Aspects of our normal lives go on, of course, and we continue our usual support for the community. In the spring, eleven students received a total of \$12,500 in Scholarship Awards and we look forward to distributing thirteen awards totaling \$17,000 next year. Two scholarships will be for students pursuing trade careers—the Technical Trades Scholarship and the new Lieutenant James M. Brown Memorial Scholarship. We are honored to administer scholarships in our community and are grateful to those who offer the funding for this important and meaningful program.

In this difficult year it is gratifying to complete the ten-year effort to build the Marston-Finn Conservation Dam, restoring Moeckel Pond. In our partnership with the Friends of Moeckel Pond, our role has been to enhance access to the site, supply equipment necessary to bring recreation to the pond, and help make it safe for all. In the spring of 2021, an ADA kayak launch, a fishing pier, benches, safety equipment, and historical and other signage will be installed, none of which would have been possible without your support. We look forward to next summer's activity on the new Moeckel Pond!

As with all non-profits, the need for our services is greater than ever while revenues from our traditional fundraising activities have declined or been eliminated. One of the efforts that we can continue, and one that we rely on, is this annual year-end appeal. As you consider your year-end giving options, we would be most grateful for your help bridging the gap in our fundraising shortfall. Please see the enclosed donation form for the many ways you can give.

If you think a small gift won't matter, please reconsider. Gifts of \$100 or less, when combined, were the largest donation to the Windham Endowment in 2019. Your gift, of any size, is both important and valued.

At this special time of year, now more than ever, we thank you for your support and wish you and your family a very happy and healthy New Year.

Respectfully submitted,

Diane Carpenter

Diane Carpenter, President

P.S. Would you like to stay in touch? You can follow us on Facebook at @windhamendowment and sign up for our quarterly newsletter at tiny.cc/WECAnewsletter or on our website.



P.O. Box 4315 • Windham, New Hampshire 03087-4315
603-437-0686 • contactWE@windhamendowment.org
www.windhamendowment.org

WINDHAM LIONS CLUB



While this, the year 2020, has been a challenging year and impacted life at all levels, the Windham Lions Club is thankful for the continued support and generosity of our community.

Windham Lions continues to provide support, commitment and financial assistance to its charitable endeavors within the Windham Community, the State of New Hampshire and the National and International Lions.

Local Windham Service Projects and activities for the year ending 2020:

- Six thousand Dollars (\$6,000) in Scholarships awarded to six (6) high school seniors in the furtherance of their college education:

- **David Dunn Memorial Scholarship** - \$1,000

The David Dunn Memorial Scholarship was awarded to ***Alesandro Jacobellis-Windham High School***. Alesandro is attending Rochester Institute of Technology (RIT) and is the son of Robert and Kristie Jacobellis of Windham.

- **Merrill Greenly Memorial Scholarship** - \$1,000

The Merrill Greenlee Memorial Scholarship was awarded to ***Sydney Pesaturo- Windham High School***. Sydney is attending LaSalle University and is the daughter of Arthur Pesaturo and Rita Bergeron of Windham.

- **Four (4) Jeffrey P. Shaw Memorial Engineering Scholarships** - \$4,000

The Jeffery P. Shaw Memorial Engineering Scholarship consists of four (4) scholarships, each in the amount of \$1,000. Two (2) were awarded to graduating seniors from Pinkerton Academy, regardless of his or her residency and two (2) were awarded to graduating seniors from any accredited high school while residing in the Town of Windham.

Duncan Korkosz-Pinkerton Academy is attending Dartmouth College and is the son of Trisha Korkosz of Hooksett.

Ella Dandrade-Pinkerton Academy is attending the University of New Hampshire and is the daughter of Kevin and Tracey Dandrade of Auburn.

Maryka Tousignant-Windham High School is attending the University of Waterloo and is the daughter of Peter and Maureen Tousignant of Windham.

Olivia Kendzulak-Windham High School is attending Worcester Polytechnic Institute (WPI) and is the daughter of Thomas and Rebecca Kendzulak of Windham.

Other local activities include:

- \$1000 Holiday donation to Shepherd's Pantry
- Food donation to Shepherd's Pantry
- Donation to Windham Senior Center
- Donation to Windham Helping Hands F2FC Race/Walk
- Christmas Donation to Windham Helping Hands
- Operation Kid-Sight (Eye Testing of Preschoolers)

- Donation of eye-exams and glasses to local residents
- Collection of used eyeglasses and hearing aids donated at one of the collection boxes at the Windham Transfer Station and the Nesmith Library
- Windham Senior Center Beautification Project
- Donation to Waypoint (formerly known as Child & Family Services)
- Christmas Cards for Troops
- Donation to American Cancer Society
- Donation to Juvenile Diabetes Foundation
- Donation to Heritage Baptist Church
- Donation to Homeland Heroes Foundation

New Hampshire Lions District Level Projects this year have included:

- Donations to NH Lions Sight and Hearing Foundation
- Donations to FIDELCO Foundation for Seeing Eye Dogs for New Hampshire residents
- Financial Support to NH Lions Camp Pride www.camppride.nhlions.org in New Durham, New Hampshire – a Camp for Special Needs Children & Adults
- Donation to Lions Twin State Soccer Games
- Donation and support of Lions Recreation for the Vision Impaired Weekend
- Donation to Lions Club International Foundation for Disaster Relief
- Donation to Lions Youth Service

Unfortunately this year we were unable to hold our annual Christmas Wreath and Kissing Ball fundraiser due to COVID-19, but would like to express our grateful appreciation and sincere thank you to Jay Yennaco, proprietor of Delahunty Nurseries and Florist. Jay generously offered to donate a portion of each wreath, kissing ball, and any other greenery sale to Windham Lions if residents mentioned they usually supported our fundraiser. This was truly an act of kindness that Windham Lions will always remember.

We were able to hold our 52-Week Raffle and for the first time in fourteen (14) years, we sold all 400 tickets! Once again, we are very grateful and appreciative of the support of our community.

The Windham Lions meet the first and third Wednesdays of the month at the Windham Senior Center beginning at 7:00 p.m. Windham Lions is always looking to recruit new members – if you would like to join us, please contact President Renée Bailey at 603-893-1163.

The Windham Lions Club would like to take this opportunity to thank the local businesses, community organizations, residents and friends for their ongoing support in promoting Windham Lions charitable endeavors.

Stay Safe, Stay Healthy, Stay Positive!

Respectfully submitted for the Club,

Patricia A. Provenzano

Patricia A. Provenzano, Secretary

WINDHAM RAIL TRAIL ALLIANCE



Founded in 2004, the Windham Rail Trail Alliance is dedicated to the development and management of this remarkable 4.6 mile section of abandoned rail bed as a paved rail trail which is part of the Granite State Rail Trail. Connected with Derry and Salem, the 2 trails offer 12 miles of paved trail, the longest stretch along an abandoned rail bed in New Hampshire!

For 2020, COVID brought an unprecedented challenge to the Windham Rail Trail serving as a recreational outlet for many during this difficult period and bringing the highest user counts that we have experienced. Although not pleased with the main cause driving the high numbers, we are humbled and gratified to offer the Community our exceptional trail experience.

Despite the obstacles this year we successfully completed the Rainforest rebuild, re-gravel of the shoulders and reinforcement of banking along Mitchell pond. Approximately 225 hours were spent on maintenance by the WRTA and trail volunteers on brush cutting, trash removal, cutting brush, and the clearing the trail and drainage lines of leaves. Included are over 50 hours of work at the Windham Depot that included mowing, landscaping, and lawn upkeep. The WRTA always thanks those who contribute in their own way, picking up and keeping the trail clean, and always welcomes volunteers and sponsors, who may contact us through our website or phone contact.

Unfortunately, our 13th Annual Flat n Fast Race and a planned September race in coordination with the Windham Endowment were cancelled for the concern of safety. At this time we are planning for the June race in 2021. As our primary fundraiser we lost our opportunity for major sponsorships this year.

A bright spot for funding was that the WRTA was awarded one of 10 \$2,500 grants awarded by the renowned Granite State Wheelmen organization. We are very pleased with our association with the GSW and encourage our users to consider a membership.

An Eco Counter installed by Southern NH Planning for the month of May recorded an astounding 31,454 trips heading south from the Depot, exceeding our previous high of 12,418 in a similar period. The daily average was counted at 1,015. The increase in use along with COVID safety protocols brought parking and safety issues on Depot Rd. After meetings with the BOS and Police, it was decided to restrict parking along Depot Rd from North Lowell Rd to the Derry line as well part of Frost Rd.

2020 was a challenging yet successful year with the major work completed. This was funded through the support of the Town, sponsors and donors we are fortunate to have as partners. We anticipate our races in 2021, however extend our reach out to additional contributors who support our vision and work.

The Windham Rail Trail Alliance is thankful for the support from town officials and accolades from Windham residents and many users from surrounding Communities. The formal usage counts demonstrate the popularity, recognition, and need of the recreational opportunity that the Windham Rail Trail provides as the most renowned paved rail trail in the state! Windham should take pride in that the success of the Trail has spread to the region, and along with the connected Salem and Derry sections puts us on the national scene. We remain the exclamation point for rail trail recreation in Windham and New Hampshire!

Respectfully submitted,

Mark Samsel, President

WINDHAM SENIOR CITIZENS, INC.

The year of COVID 19 has caused many changes in the way the Senior Citizens operate at the Senior Center during these times of restriction. The year began like any other with meetings, lunch on Tuesday and Thursday, people renting the building and other groups using the building at night. All of this changed in March when the Town closed buildings to the public. Refunds were sent to those who had reserved the building. Nothing happened at the Senior Center except the weekly plant watering and checking that things were ok. The Seniors were compliant although often calling for the building to reopen.

In June, the Volunteer Manager appeared before the Selectmen to request to reopen the building with precautions in place. We would take temperatures, wear masks when distancing is not possible, have hand sanitizing stations, disinfecting of surfaces and rearranging tables and chairs in a more suitable configuration for distancing. The Selectmen voted to allow the reopening on July 7th.

At this point, RNMOW was not delivering meals for congregate seniors to eat inside any senior center. Our answer to this issue was to supply our own lunch from our treasury, which consisted of pizza, hot dogs, hamburgers cold cut sandwiches and the sides and dessert to go along with the main meal. In the middle of August, the COVID19 numbers in Rockingham County were below 155 and meal delivery from RNMOW was resumed for congregate. In early October, as the COVID19 numbers rose again above 155 active cases in the County, another new process began. RNMOW still delivers meals, however we must package the meals to go and eat them at home (State of NH Guidelines). Because the congregate seniors are already present at the center, we have been enjoying dessert at noon, which is purchased from our treasury. Everyone is happy to eat pie and ice cream and other desserts at noon. Eating the meal of the day backward has been fun and has not been a problem.

As of this writing, the center remains open following the most recent process stated above. We have stayed happy and healthy meeting together up to now and this closer contact with other friends has kept the mental health of all of us on an even keel. In December, Emily "Mickey" Gebo was named Senior Angel of 2020 at a small ceremony at the center.

The sadness of death has been magnified by the fact that many people who died this year did not have the usual final ceremonies due to COVID19. This year we lost members Lillian Morin, Barbara McKinnon and Lila Baily as well as friends to many Shirley Beaulieu and Winifred Carpenter. A huge hole has been left in the lives of all of us by the passing of these wonderful women. We all look forward to the year 2021 and hope that the new year will bring us all back to some form of normalcy in our lives.

Respectfully submitted,



Barbara Coish, President

WOMAN'S SERVICE CLUB OF WINDHAM

The Woman's Service Club of Windham (formerly the Windham Woman's Club) is a volunteer-run nonprofit organization founded in 1911.

Purpose of Club: To contribute to the education, culture, and needs of the Windham community and beyond, and to enhance the social life of its members. In so doing, it will not promote or support any political cause, party, or individual.

2020 has been a most unusual year due to Covid-19. Thus our only fundraisers have been the March Election and a November Honey Sale. The Windham community was most generous in supporting those fundraisers.

This year the money raised will be used to fund two scholarships to Windham High School seniors. The Club's traditional gifts to the four Windham School Libraries and Nesmith Library as well as other worthwhile local causes will occur when it's able to resume normal fundraising activities again.

The Woman's Service Club of Windham thanks the Windham community and Shaw's of Windham for its support of its two Drive-By Clothing Drives. Together the two drives collected 592 bags of clothing from 158 cars. This clothing was donated to Families in Transition-New Horizons based in Manchester.

WSCW works with Windham's Helping Hands, the Windham Fire Department and American Legion Post 109 to provide Thanksgiving Baskets for local families. It also collaborates with Windham's Helping Hands to provide gifts for the Holiday Families Project.

In a normal year the Veteran's Committee makes monthly visits to the Community Living Center at the Manchester V A. This year volunteers are not permitted, but the Club was able to participate in a Drive-By Baby Shower for women Veterans.

In 2020 the Club hosted Candidate's Night at Town Hall prior to the local election. The event was televised on local cable TV and gave the candidates an opportunity to present their views on the issues and residents a chance to ask questions. This year it hopes to continue the tradition, but to do so remotely via Zoom.

Every May, WSCW sponsors a "Baby Shower" to benefit Our Place in Manchester. This program is sponsored by Catholic Charities. It follows needy new parents from pregnancy through the first three years of their child's life. In 2020 with Nesmith Library and the Windham schools closed, it was not possible to make collection boxes available to the public. However, individual Club members generously donated over \$700 to the organization.

Because of Covid-19, the upstairs of Town Hall has been closed and the Club has not been able to meet in person since March. The monthly meetings and the Book Club meetings have been held via Zoom. Everyone looks forward to the time when the Club can resume its monthly programs and luncheons. New members are always welcome.

For more information, visit www.womansserviceclubofwindham.org or the Club's Facebook page.

Respectfully submitted,

Valerie Bronstein
Valerie Bronstein, President

You have reached the end of the Town
portion of our Annual Reports

Please visit the School District website for
their submissions to the printed copy.

