

**ANNUAL REPORT OF THE OFFICERS  
AND COMMITTEES OF THE  
TOWN OF BROOKLINE, NEW HAMPSHIRE**

**For Year Ending December 31, 2017**



**WITH REPORTS OF THE SCHOOL DISTRICT  
For Year Ending June 30, 2017**

## TABLE OF CONTENTS

Overview of Annual Meetings .....	1
List of Town Officers .....	7
Federal & State Officials .....	12
Town Warrant .....	13
Estimate of Tax Impact for 2018 Warrant Articles .....	20
Summary of Proposed Budget .....	21
Annual Revenue .....	22
Budget of the Town of Brookline .....	23
Independent Auditor .....	40
Combined Balance Sheet .....	42
Comparative Statement of Appropriations .....	43
Schedule of Town Property .....	45
Statement of Appropriations .....	49
Statement of Bonded Debt .....	51
Summary Inventory of Valuation .....	62
Town Meeting Minutes – March 15 <sup>th</sup> and 21 <sup>st</sup> , 2017 .....	64
<b>Reports</b>	
250th Anniversary Committee .....	75
Ambulance Service .....	76
Building Inspector .....	78
Conservation Commission .....	79
Economic Development .....	81
Emergency Management .....	84
Finance Committee .....	86
Fire Department .....	87
Hollis Communication Center .....	94
Library .....	97
Melendy Pond Authority .....	103
Nashua Regional Planning Commission .....	104
Planning Board .....	110
Planning Board and Board of Adjustment Statistics .....	113
Police Department .....	114
Road Agent .....	116
Selectboard .....	119
Tax Collector .....	122
Town Clerk .....	128
Town History Committee .....	129
Treasurer .....	131
Trustees of Trust Funds .....	134
<b>Vital Statistics</b>	
Marriages .....	136
Births .....	138
Deaths .....	140
Brookline School District .....	Blue Section
Hollis Brookline Cooperative School District .....	Yellow Section



## **2018 Overview of Brookline Annual Meetings**

**Brookline voters have three annual meetings:**

- ◆ Brookline School District Meeting (Grades K-6): **Monday, February 5<sup>th</sup>, at 7:00 p.m. at CSDA**
- ◆ Brookline Town Meeting: **Wednesday, March 14<sup>th</sup> 7:00 p.m. at CSDA**
- ◆ H/B Coop School District Meeting (Grades 7-12): **Thursday, March 15<sup>th</sup>, at 7:00 p.m. at Hollis Brookline High School**

A 4<sup>th</sup> day (**Tuesday, March 13, at CSDA**) is Election Day, when residents go to the polls to elect town/school officials as well as to vote on any other issues that require “ballot” voting. Brookline’s polls are open from 7:00 a.m. to 7:30 p.m.

**Brookline’s School District Meeting and Town Meeting have different formats**

New Hampshire law gives the voters the choice of two formats by which the annual meeting of their “governing body,” a school district or a town, can be conducted.

The Brookline Town Meeting (and the Coop) are conducted in the traditional town meeting format. The respective board publicly posts a list of subjects to be considered (“warrant”). At the meeting the individual subject matters noticed in the warrant (“articles”) are read. Motions are made under each article. There is discussion, potential amendment of the motion, and a vote when discussions have ended. In that manner, the voters make their decisions.

The other meeting format under which a governing body can operate is referred to as the “Official Ballot Referenda” (RSA 40:13, also known as “SB 2”). The Brookline School District Meeting is conducted under this alternative format. The School Board posts a warrant with the several subject matter articles. At the “deliberative meeting,” the articles are individually raised, discussed and subject to amendment. However, the articles are not voted upon at the meeting. Instead, all warrant articles are thereafter placed on the official ballot for voting on election day at the polls. The School District’s SB2 format also includes a “default budget” which becomes effective if the School District’s proposed budget is



defeated on election day. The “default budget” is the prior year’s budget plus some non-discretionary expenses.

In both meetings, basic parliamentary procedures tend to be followed, but they are not mandatory. If you wish to speak, feel free to explain your intent at the microphone, and the Moderator will try to help. The Moderator conducts the meetings, but it is the voters’ meeting. The voters can overrule any decision the Moderator makes or any rule the Moderator establishes. The Moderator does have the right to have a disorderly person removed by a police officer (RSA 40:8).

In both meeting formats, the Moderator will take up one article at a time in the order in which they appear on the warrant. The voters can vote to change the order. The Moderator will announce the article number and read the article aloud.

At Town Meeting, the Moderator will ask for a motion under the article. The article itself is not a motion. The article serves only to give public notice of a matter to be discussed at the meeting. The motion under that article, which must be germane to the article, is what is to be discussed and decided. That is why, for example, the dollar amount in the article may be different from the amount in the motion made and to be considered under the article. After a motion is made, the Moderator will ask for a second. If seconded, the motion is open for discussion. Discussion can include motions to amend the original motion. Such a motion needs a second. After discussion, the voters vote on the motion as it exists.

At the School District Meeting, there is no motion under each article. The articles are presented, explained, and discussed one at a time per the School Board’s warrant. The discussion can include amending the article as presented. One SB2 caveat is that no warrant article shall be amended to eliminate the subject matter of the article. RSA 40:13, IV (c). After discussion, there is no vote. Instead, the article (in original or, if amended, in amended form) is thereafter placed on the ballot for election day.

In both meetings, the Moderator will begin discussion by asking a proponent of the motion or article to address it. The Moderator will seek input from the Finance Committee on budgetary issues. Voters wishing to speak to the motion/article must do so at the microphone. They must be recognized by the Moderator and address their comments to the

Moderator. Each time they speak, speakers must clearly state their name and address. Discussion must be limited to the motion/article under consideration. Lack of civility or personalizing the discussion will be deemed out of order. Although the Moderator's rules don't include a specific maximum time per speaker, undue repetition and unreasonably monopolizing the microphone will be deemed out of order. Discussion ceases when no one wishes to speak, or when a "motion to move the question" is made, seconded and supported by a 2/3 majority.

### **Some annual meeting incidentals:**

- **Warrant:** This is the public notice of the meeting's subject matter agenda. It is set by the Selectboard/School Board and must be publicly posted before the meeting. It identifies the subjects that can be addressed. All of those subjects and only those subjects are open for discussion.
- **Articles:** These are the individual subject matters listed on the warrant. The articles are ordinarily chosen by the Selectboard/School Board, but an article supported by the written petition of 25 registered voters in the requisite time must also appear in the warrant. The articles are taken up one at a time in the order in which they appear on the warrant, unless it is voted to change that order. A "special warrant article" is a separate article that proposes an appropriation for a specific limited purpose.
- **Line Item Budget Amendments:** The voters do not have the power to make binding amendments to specific line items in the town's/district's budget - RSA 32:3, V and RSA 32:10, I (e). While the voters have the right to reduce the overall operating budget, the Selectboard and School Board retain discretionary authority to move spending within their budgets - RSA 32:10. An exception to that rule is an appropriation under a "special warrant article" which can only be used for that express purpose - RSA 32:10, I (d).
- **Cost Items:** "Cost items" are benefits acquired through collective bargaining - RSA 273-A:1, IV. The NH Supreme Court has ruled that the future cost items of a multi-year collective bargaining agreement are binding in those future years if the future financial impact was disclosed and approved in the first year. Sanborn, 133

NH 513 (1990). Such cost items, therefore, are not subject to amendment or disapproval.

- **Non-Lapsing Appropriation:** This is an appropriation which creates an exception to the normal rule that an approved annual meeting appropriation expires after one fiscal year. By special warrant article, the voters can grant a governing body the authority to carry over an approved appropriation for up to 5 years - RSA 32:7.
- **Capital Reserve Fund:** A fund created for receipt and retention of non-lapsing appropriations for certain identified purposes including capital construction, maintenance, improvements or acquisition, and special education expenses. Unless an “agent” is appointed under the article, payments out from the fund require town vote - RSA 35.
- **Motion to Move the Question:** This is a motion to end the discussion on a pending motion/article. This motion must be seconded, is non-debatable, and requires a 2/3 majority. It is improper for a speaker to express an opinion and then to move to close discussion. If a motion to move the question is approved, discussion on the motion/article ceases; however, the practice has been that the voters in line at the microphone at that time will be heard, but will not be permitted to make any further motion.
- **Vote:** In Town meeting, when discussion is ended, the vote on a pending motion will usually require a simple majority vote to pass (with several exceptions such as a motion for a bond exceeding \$100,000, which by law requires a 2/3 majority and a ballot vote - RSA 33:8-a). Initially, the Moderator will usually ask for a “show of hands” vote. Those supporting the motion will raise their index cards signifying their vote. Then those opposing the motion will raise their cards to signify their vote. If the Moderator deems the “show of hands” vote too close to call, a hand count will be conducted. The voters will be asked to raise their index cards again, and each vote will be counted by designated counters. After the vote, the Moderator will move on to the next article.
- **Written Ballot:** The Moderator must conduct a vote by written ballot if five identifiable voters, recognized at the meeting, provide

the Moderator with a written request to do so before the vote - RSA 40:4-a, I, (a). If the result of a non-ballot vote is questioned immediately and before other business is begun, upon request of seven or more voters, the Moderator must retake the vote by written ballot - RSA 40:4-b. If the vote margin is less than 10%, upon the request of 5 voters, the Moderator must conduct a recount of a written ballot vote - RSA 40:4-a, I, (b).

- **Motion to Pass Over:** This motion has in practice been a proposal to take no action on a specific article and to simply proceed to the next article. The motion requires a second, is non-debatable, and requires a 2/3 majority.
- **Motion for Reconsideration:** This motion asks voters to reconsider any vote previously made at the meeting. This motion can only be made by a voter who had voted on the prevailing side of the previous vote, so as not serve as a simple “do over.” If such a motion is made and seconded, the discussion on this motion is limited to the reasons why the voters should reconsider the earlier vote. The approval of a motion for reconsideration requires the same majority as the original motion required. If passed, the prior vote is vacated and the original motion is again before the voters.
- **Motion to Restrict Reconsideration:** To discourage strategic late-night motions to reconsider, state statute created a motion to restrict reconsideration - RSA 40:10. This motion can be made at any time during the meeting relative to any previous vote at the meeting. This motion needs a second, is debatable, and requires a simple majority. After such a motion is approved, if a motion for reconsideration of the subject original main motion is later approved, the reconsideration can only take place at a future, publicized reconvening of the meeting not sooner than seven days later. At our School District’s SB2 meeting, a passed motion to restrict reconsideration means that there can be no reconsideration.
- **Motion to Appeal:** This is a motion by which a voter can appeal a rule or decision of the Moderator. It is a motion which can be made by anyone at any time by announcing a “point of order.” The motion requires a second, is debatable, and needs a simple majority.

- **Point of Order:** A voter may also rise and assert a “point of order” when the voter believes that a fundamental procedural error has occurred. Asserting a point of order is not to be misused as license to make whatever statement the speaker wishes to interject.
- **Motion to Adjourn:** This motion must be seconded, is not debatable and requires a simple majority. Although “adjourned” might suggest a future continuation, in practice it means to end the meeting. If at 11:00 pm it appears that all matters can be disposed of by midnight, the meeting will continue. If not, a motion to adjourn to an announced time and date will be entertained.

## **Annual Town Report**

### **Town Officers**

#### **Town Clerk/Tax Collector**

(By Ballot - 3 Year Term)

Patricia A Howard-Barnett

Term Expires 2020

#### **Selectboard**

(By Ballot - 3 Year Term)

John J Carr

Term Expires 2018

Brendan Denehy

Term Expires 2019

Thomas Humphreys

Term Expires 2019

Valerie Ogden

Term Expires 2020

Eddie Arnold

Term Expires 2020

Tad Putney, Town Administrator

Sharon Sturtevant, Administrative Assistant/Bookkeeper

#### **Board of Assessors**

(By Ballot - 3 Year Term)

Marcia T Farwell

Term Expires 2018

Peter A Cook

Term Expires 2019

Kevin Visnaskas

Term Expires 2020

Kristen Austin, Secretary

#### **Town Treasurer**

(By Ballot - 1 Year Term)

Eric Bernstein

Term Expires 2018

#### **Moderator**

(By Ballot - 2 Year Term)

Peter G Webb

Term Expires 2018

### **Road Agent**

(By Ballot - 1 Year Term)

Gerald G Farwell

Term Expires 2018

### **Fire Wards**

(By Ballot - 3 Year Term)

David Santuccio

Term Expires 2018

David Flannery

Term Expires 2019

David Joki

Term Expires 2020

### **Recreation Commission**

(Appointed by Selectboard - 3 Year Term)

Richard Vertullo

Term Expires 2018

Tom LaRochelle

Term Expires 2018

Yvonne Gutierrez

Term Expires 2019

Jaye Duncan

Term Expires 2020

*open seat*

### **Finance Committee**

(By Ballot - 3 Year Term)

Brian Rater

Term Expires 2019

Linda Chomiak

Term Expires 2020

*open seat*

### **Library Trustees**

(By Ballot - 3 Year Term)

Sara Rockwell

Term Expires 2018

Edward Cook

Term Expires 2019

Karen Jew

Term Expires 2019

David Partridge

Term Expires 2020

Stephen Russo

Term Expires 2020

### **Supervisors of Checklist**

(By Ballot - 6 Year Term)

Linda Saari	Term Expires 2018
Patricia Rosenberg	Term Expires 2020
Karen Roberts	Term Expires 2022

### **Town Trustees**

(By Ballot - 3 Year Term)

Rodney Lockwood	Term Expires 2018
Clarence Farwell	Term Expires 2019
Melanie Levesque	Term Expires 2020

### **Cemetery Trustees**

(By Ballot - 3 Year Term)

Keith Thompson	Term Expires 2018
Brian Rater	Term Expires 2020
<i>open seat</i>	

### **Chief of Police**

(Appointed by Selectboard)

William H. Quigley III  
Donna Matheson, Administrative Assistant

### **Ambulance Director**

(Appointed by Selectboard)

Jan Watt (Acting)

### **Emergency Management Director**

(Appointed by Selectboard)

*vacant*

### **Fire Chief**

(Appointed by Fire Wards)

Charles Corey Sr.

### **Overseer of Public Welfare**

(Appointed by Selectboard - 1 Year Term)

Mary Bunker	Term Expires 2018
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### **Planning Board**

(Appointed by Selectboard - 3 Year Term)

Alan Rosenberg (Co-Chair)	Term Expires 2018
Jill Adams (Alternate)	Term Expires 2018
Ronald Pelletier	Term Expires 2019
Eric Bernstein	Term Expires 2019
Valerie Ogden (Selectboard Rep)	Term Expires 2020

Valerie Rearick, Planner  
Kristen Austin, Recording Secretary

### **Building Inspector**

(Appointed by Selectboard)

Romeo Dubrueil

### **Souhegan Regional Landfill District**

(Appointed by Selectboard)

Gerald Farwell  
Tom Humphreys

### **Commissioners, NRPC**

(Appointed by Selectboard)

Jill Adams	Term Expires Nov. 9, 2019
Tom Rogers	Term Expires Jun. 6, 2020

### **Board of Adjustment**

(Appointed by Selectboard - 3 Year Term)

Kevin Visnaskas	Term Expires 2018
Peter Cook (Vice Chairman)	Term Expires 2018
Webb Scales (Clerk)	Term Expires 2018
Jill Adams (Alternate)	Term Expires 2018
Marcia Farwell	Term Expires 2019
George Foley (Chairman)	Term Expires 2020
Charlotte Pogue (Alternate)	Term Expires 2020

Kristen Austin, Secretary

### **Conservation Commission**

(Appointed by Selectboard - 3 Year Term)

Francis Dougherty (Chairman)	Term Expires 2018
Drew Kellner (Alternate)	Term Expires 2018
Jay Chrystal	Term Expires 2019
Brendan Denehy (Selectboard Rep)	Term Expires 2019
Thomas Rogers	Term Expires 2019
Jordan Bailey	Term Expires 2020
Eric Divirgilio (Alternate)	Term Expires 2020
Kristen Austin, Secretary	

### **Surveyor of Wood and Lumber**

(At Meeting - 1 Year Term)

Gerald Farwell	Term Expires 2018
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### **Melendy Pond Authority**

(At Meeting - 6 Year Term)

Peter Cook	Term Expires 2018
Russell Haight	Term Expires 2018
Peter Webb	Term Expires 2020
Francis Lafreniere	Term Expires 2021
Randolph Haight	Term Expires 2023

### **Sexton**

(At Meeting - 1 Year Term)

Gerald Farwell	Term Expires 2018
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### **Forest Fire Warden**

(Appointed by State)

Charles E. Corey

### **Health Officer**

(Appointed by State)

John Carr	Term Expires Jan 18, 2020
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### **Tree Warden**

(Appointed by State)

Gerald Farwell

## **Federal Officials**

### **Congressional Delegation:**

Margaret Wood Hassan, 142 Main Street, Suite 520, Nashua, NH 03060, 880-3314

Senator Jeanne Shaheen, 2 Wall Street, Suite 220, Manchester, NH 03101, 647-7500

### **Representative Second District:**

Ann McLane Kuster, 184 Main Street, Suite 222, Nashua, NH 03060, 595-2006, Fax 595-2016

## **State Officials**

### **Governor:**

Christopher T. Sununu, State House, 107 N Main Street, Concord 03301, 271-2121, Fax 271-7680 / Constituent Services (800)852-3456, Fax 271-7640

### **State Senator:** (District 12)

Kevin A Avar

Senate Office: Statehouse, 107 N Main St, Rm 105A, Concord 03301, 271-4151

email: [kevin.avard@leg.state.nh.us](mailto:kevin.avard@leg.state.nh.us)

### **Executive Council:** (District 5)

David K Wheeler, 523 Mason Road, Milford, NH 03055

Home Office 672-6062, Executive Council Office 271-3632

email: [david.wheeler@nh.gov](mailto:david.wheeler@nh.gov)

### **Representatives to the General Court:** (District 26)

John Joseph Carr, 8 Barber Way, Brookline, NH 03033-2242 673-3603 email: [john.carr@leg.state.nh.us](mailto:john.carr@leg.state.nh.us)

John Lewicke, 928 Starch Mill Road, Mason, NH 03048-4003, 878-2610 email: [lewicke@yahoo.com](mailto:lewicke@yahoo.com)

**TOWN WARRANT  
THE STATE OF NEW HAMPSHIRE**

**The Polls will be open from 7:00 am to 7:30 pm  
Tuesday, March 13, 2018**

**Business meeting starts at 7:00 pm on  
Wednesday, March 14, 2018  
(Snow Date: Monday, March 19, 2018)**

**At Captain Samuel Douglass Academy  
24 Townsend Hill Road**

To the inhabitants of the Town of Brookline in the County of Hillsborough in said State, qualified to vote in Town Affairs:

You are hereby notified to meet at the Captain Samuel Douglass Academy in said Brookline on Tuesday, the thirteenth (13<sup>th</sup>) day of March at 7:00 a.m. to act upon the following subjects:

- 1.) To choose all necessary Town Officers for the ensuing year.
- 2.) **(By Ballot)** Are you in favor of the adoption of the following amendments as proposed by the Planning Board for the Town of Brookline Zoning Ordinances as follows?

<del>Proposed deleted items-</del>	<b>Proposed new items</b>
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Amendment No.1

**1506.00**

***OPEN SPACE DEVELOPMENT***

1506.01 - The open space shall be conveyed to a homeowners association, whose membership includes all the owners of lots or units contained in the tract. Where the Planning Board feels that it is in the best interest of the Town, this land may be conveyed to the Town (~~subject to the approval of voters at Town Meeting~~), or shall be permanently protected in other suitable ways which would

ensure the continued use of the land for intended purposes and proper maintenance of the land.

*(Explanation: RSA 35-A:4 – Conservation Commissions, Powers – requires approval of the local governing body; does not refer to Town Meeting. Removing the need of approval at Town Meeting would simplify the process of the recording of the Conservation easement deed once an open space subdivision is finalized and road system accepted by the Town).*

## Amendment No. 2

**2000.00**

### ***ACCESSORY DWELLING UNITS***

2002.02 - One of the two dwelling units shall be the primary residence **and legal domicile** of the property owner.

**3.) (By Ballot via petition)** Shall we adopt the provisions of RSA 40:13 (known as SB 2) to allow official ballot voting on all issues before the town Brookline on the second Tuesday of March.

**4.)** To hear reports of the Selectboard and other Town Officers and Committees.

**5.)** To see if the Town will vote to raise and appropriate the sum of **\$4,700,294** to defray town charges for the ensuing year and make appropriation of the same.

***Recommended by the Selectboard 3-1-1***

***Recommended by the Finance Committee 2-0***

**6.)** To see if the Town will vote to raise and appropriate the sum of \$485,000 to purchase a new fire (pumper) truck. Said appropriation is contingent upon and will be offset by an Assistance to Firefighters Program grant in the amount of \$300,000 and **\$185,000** from general taxation. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2019.

***Recommended by the Selectboard 4-1***

***Voted by the Finance Committee 1-1***

- 7.) To see if the Town will vote to raise and appropriate the sum of **\$68,522** for the purpose of hiring a full-time Public Works Director for the Town of Brookline, or take any action relative thereto. Said sum includes \$50,000 in salary and \$18,522 in benefits for eight (8) months of 2018 (the 12-month total annualized cost is \$102,782).

***Recommended by the Selectboard 5-0***

***Recommended by the Finance Committee 2-0***

- 8.) (If Article #7 is approved) To see if the Town will vote to discontinue the Road Agent as an elected position and, further, authorize the Selectboard to appoint an expert agent under the provisions of RSA 231:64 to serve as interim Public Works Director until the full-time position is filled.

- 9.) To see if the Town will vote to establish a Capital Reserve Fund (CRF) pursuant to the provisions of RSA 35:1, which shall be known as the Public Works Equipment Capital Reserve Fund, the purpose of which shall be to defray costs of purchasing or leasing equipment for the Public Works Department and, pursuant to RSA 35:15, to name the Selectboard as agents to enter into lease agreements and to expend from said fund; and, further, to raise and appropriate the sum of **\$100,000** to be placed in said fund.

***Recommended by the Selectboard 5-0***

***Recommended by the Finance Committee 2-0***

- 10.) To see if the Town will vote to raise and appropriate the sum of **\$60,000** for the purpose of road improvements for Hood Road, or take any action relative thereto. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2023.

***Not recommended by the Selectboard 3-2***

***Voted by the Finance Committee 1-1***

- 11.) To see if the Town will vote to raise and appropriate the sum of **\$25,000** for the purpose of defraying the costs of the 250<sup>th</sup> celebration

of the Town of Brookline, or take any action relative thereto. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2020.

***Recommended by the Selectboard 5-0***

***Voted by the Finance Committee 1-1***

- 12.)** To see if the Town will vote to establish a Capital Reserve Fund (CRF) pursuant to the provisions of RSA 35:1, which shall be known as the Town Facilities Capital Reserve Fund, the purpose of which shall be to defray costs of repairs to town buildings and, further, pursuant to RSA 35:15, to name the Selectboard as agents to expend from said fund; also to raise and appropriate the sum of **\$10,000** to be placed in said fund.

***Recommended by the Selectboard 5-0***

***Recommended by the Finance Committee 2-0***

- 13.)** To see if the Town will vote to approve the cost items included in the collective bargaining agreement reached between the Brookline Selectboard and Local 3657 of the American Federation of State, County, and the Municipal Employees, AFL-CIO Brookline Police Officer's Union which calls for the following increases in costs at current staffing levels:

<u>Year</u>	<u>Cost Increase</u>
2018	<b>\$6,360</b>
2019	<b>\$13,530</b>
2020	<b>\$21,400</b>
2021	<b>\$6,394</b>

and, further, to raise and appropriate the sum of \$6,360 for the current fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those to be paid at current staffing levels in accordance with the most recent collective bargaining agreement.

***Recommended by the Selectboard 5-0***

***Recommended by the Finance Committee 2-0***

- 14.)** To see if the Town will vote to raise and appropriate the sum of **\$5,000** for the purpose of funding an update to Brookline's town history (from 1914 to the present), which will be completed in time for

the town's 250<sup>th</sup> anniversary in 2019. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2020.

***Recommended by the Selectboard 5-0***

***Recommended by the Finance Committee 2-0***

- 15.) To see if the Town will vote to raise and appropriate the sum of **\$3,960** to be deposited into the Ambulance Service Expendable Trust Fund with said funds to come from the unassigned fund balance. The Selectboard and Ambulance Director have already been voted agents to expend from this fund (1998 –warrant article #6).

***Recommended by the Selectboard 5-0***

***Recommended by the Finance Committee 2-0***

- 16.) To see if the Town will vote to establish a Capital Reserve Fund (CRF) pursuant to the provisions of RSA 35:1, which shall be known as the Ambulance Capital Reserve Fund, the purpose of which shall be to defray costs of purchasing or leasing new ambulances and, further, to direct revenue received from the delivery of ambulance services into said fund, and, pursuant to RSA 35:15, to name the Selectboard as agents to expend from said fund.

- 17.) To see if the Town will vote to adopt the provisions of RSA 72:80 through 72:83, Commercial and Industrial Construction Exemption, to allow a new construction property tax exemption for commercial uses as that term is defined in RSA 72:80. The exemption shall apply only to municipal and local school property taxes assessed by the municipality and shall exclude state education property taxes and county taxes. The exemption shall be as follows: 50% for the first year, 40% for the second year, 30% for the third year, 20% for the fourth year and 10% for the fifth year. Subsequent years will be assessed at the full rate. This schedule will be applied to all projects submitting a proper application during the exemption period and will remain in effect for a period of five years from adoption.

- 18.) To see if the Town will vote to allow the operation of KENO within the town pursuant to the provisions of RSA 284:41 through 51.

- 19.) To see if the Town will accept the locally-developed River Stewardship Plan drafted by the Nashua River Wild and Scenic River Study Committee and its recommendation that the portion of the



Nissitissit River flowing through Brookline be designated a Wild and Scenic River with the understanding it would not involve Federal acquisition or management of lands.

- 20.)** To see if the Town, pursuant to the authority contained in Section 1506.01 of the Town of Brookline Zoning Ordinance, will approve the decision of the planning board recommending such acquisition, thereby authorizing the Town of Brookline to acquire and own the following property designated as “Open Space” in the approved subdivision: Canney Hill Woods (Wildwood Drive), Map/lots # J-24-32, J-24-33 and J-24-34. The subdivision was approved in 2007.
- 21.)** To see if the Town will authorize the Selectboard to convey certain easements received by the Town as a condition of an earlier subdivision approval, which easements were received in a deed recorded at Volume 5967, Page 1577, said easements to be conveyed to the current owner of Lot F-71-1 in order that the Town can implement drainage modifications to the approved plan.
- 22.)** To see if the Town will vote to accept the following legacies:
- Sum of \$300 for general maintenance of the T. Murphy Lot #355B in Pine Grove Cemetery
  - Sum of \$600 for general maintenance of K. Connors Lots #356B&C in Pine Grove Cemetery
  - Sum of \$300 for general maintenance of the J. Bazemore Lot #357B in Pine Grove Cemetery
  - Sum of \$600 for general maintenance of the K. Gorgoglione Lot #354A&B in Pine Grove Cemetery
- 23.)** (*By petition*) Raise and appropriate up to \$25,000 for design engineering, drawings, surveys, inspections, permits and bid process submission for proposed improvements to the transfer station. The improvements proposed require a building and equipment to support baling recyclable material.
- 24.)** To transact any other business that may legally come before said meeting.
- Given under our hands and seal this twelfth (12<sup>th</sup>) day of February, 2018.

\_\_\_\_\_  
John J. Carr

\_\_\_\_\_  
Brendan Denehy

\_\_\_\_\_  
Tom Humphreys

\_\_\_\_\_  
Valerie Ogden

\_\_\_\_\_  
Eddie Arnold

Selectboard of Brookline

A True Copy of Warrant, attest:

\_\_\_\_\_  
John J. Carr

\_\_\_\_\_  
Brendan Denehy

\_\_\_\_\_  
Tom Humphreys

\_\_\_\_\_  
Valerie Ogden

\_\_\_\_\_  
Eddie Arnold

Selectboard of Brookline

*It is our practice to recess at 11:00pm; however, we will continue if it appears that the meeting will not extend beyond 12:00.*

Estimate of Tax Impact for 2018 Warrant Articles

#	Warrant Article	Amount	Est. Tax Impact Per \$1,000 Value*	Estimated 2018 Tax Impact for Assessed Home Value of:	
				\$250,000	\$400,000
5	Oper. Budget (net increase from 2017)	\$79,220	\$0.15	\$38	\$61
6	New Fire Truck	\$185,000	\$0.35	\$88	\$141
7	Public Works Director	\$68,522	\$0.13	\$33	\$52
9	Public Works Equip. Cap. Res. Fund	\$100,000	\$0.19	\$48	\$76
10	Hood Road Improvements	\$60,000	\$0.11	\$29	\$46
11	250th Celebration	\$25,000	\$0.05	\$12	\$19
12	Town Facilities Cap. Res. Fund	\$10,000	\$0.02	\$5	\$8
13	Police Union Contract	\$6,360	\$0.01	\$3	\$5
14	Town History	\$5,000	\$0.01	\$2	\$4
	<b>Total:</b>		<b>\$1.03</b>	<b>\$258</b>	<b>\$412</b>
	<b>Total without Fire Truck Grant:</b>		<b>\$0.68</b>	<b>\$169</b>	<b>\$271</b>

\* Assumes revenue flat and total valuation of \$523,265,230

## Summary of Proposed 2018 Town Budget

	2017				
	Appropriated	Actually Expended	% Expended	Proposed for 2018	% Change
General Government					
Executive	\$214,271	\$225,194	105%	\$220,176	2.8%
Election & Registration	\$3,250	\$2,381	73%	\$6,600	103.1%
Financial Administration	\$178,565	\$178,400	100%	\$182,487	2.2%
Revaluation of Property	\$46,259	\$42,695	92%	\$45,062	-2.6%
Legal Expenses	\$35,000	\$43,003	123%	\$35,000	0.0%
Personnel Administration	\$529,445	\$541,161	102%	\$533,151	0.7%
Planning & Zoning	\$60,554	\$54,336	90%	\$60,606	0.1%
General Government Building	\$161,624	\$160,863	100%	\$190,180	17.7%
Cemeteries	\$16,000	\$16,000	100%	\$16,000	0.0%
Insurance	\$79,500	\$79,131	100%	\$82,754	4.1%
Regional Association	\$4,004	\$4,004	100%	\$4,005	0.0%
Cable Access Fund	\$19,095	\$11,833	62%	\$17,795	-6.8%
Public Safety					
Police Department	\$800,890	\$780,917	98%	\$820,211	2.4%
Ambulance Service	\$178,351	\$162,129	91%	\$190,451	6.8%
Fire Department	\$452,940	\$452,933	100%	\$475,008	4.9%
Building Inspection	\$40,201	\$38,233	95%	\$34,051	-15.3%
Emergency Management	\$20,042	\$17,117	85%	\$24,333	21.4%
Communications	\$110,630	\$109,750	99%	\$118,866	7.4%
Highways & Streets					
Highways & Streets	\$709,500	\$674,698	95%	\$640,001	-9.8%
Street Lighting	\$12,000	\$11,804	98%	\$12,000	0.0%
Sanitation					
Solid Waste Disposal	\$276,084	\$285,381	103%	\$300,594	8.9%
Health					
Pest Control	\$200	\$0	0%	\$200	0.0%
Health Agencies	\$23,710	\$23,710	100%	\$23,710	0.0%
Welfare					
Direct Assistance	\$18,500	\$9,799	53%	\$15,000	-18.9%
Culture & Recreation					
Parks & Recreation	\$33,205	\$30,083	91%	\$42,575	28.2%
Library	\$255,183	\$255,183	100%	\$259,641	1.7%
Patriotic Purposes	\$8,750	\$8,500	97%	\$8,750	0.0%
Conservation and Development					
Conservation	\$19,023	\$15,539	82%	\$34,323	80.4%
Economic Development	\$4,400	\$2,397	54%	\$3,550	-19.3%
Debt Service					
Principal - Long-term Bonds	\$160,000	\$160,000	100%	\$199,600	24.8%
Interest - Long-term Bonds	\$75,949	\$75,948	100%	\$103,614	36.4%
Total Operating Budget:	\$4,547,125	\$4,473,122	98%	\$4,700,294	3.4%
Total Increase:				\$153,169	
Increase Net of Martin/Austin Bond Expense:				\$79,220	1.7%

# Annual Revenue

Estimated and Actual for 2017 and Estimated for 2018

	Estimated Revenue 2017	Actual Revenue 2017	Estimated Revenue 2018
<b>Sources of Revenue</b>			
Yield/Timber Taxes	\$5,000	\$15,999	\$5,000
Gravel Tax	\$0	\$180	\$0
Interest & Penalties on Delinquent Taxes	\$35,000	\$32,279	\$35,000
<b>Licenses, Permits &amp; Fees</b>			
Motor Vehicle Permit Fees	\$1,000,000	\$1,113,595	\$1,100,000
<b>From State</b>			
Meals & Rooms Tax	\$240,000	\$269,025	\$270,000
Highway Block Grant - Regular	\$125,000	\$141,687	\$141,000
Highway Block Grant - Additional	\$0	\$121,256	\$0
Milfoil Reimbursement	\$10,000	\$2,457	\$5,000
Income from Departments	\$190,169	\$184,246	\$255,014
<b>Miscellaneous Revenues</b>			
Interest on Investments	\$2,000	\$1,777	\$2,000
Cable Fees	\$38,000	\$44,639	\$43,000
<b>Interfund Operating Transfers</b>			
Unreserved Fund Balance, Amb. Expen.	\$3,015	\$3,015	\$3,960
<b>Total Revenues and Credits</b>	<b>\$1,648,184</b>	<b>\$ 1,930,156</b>	<b>\$1,859,974</b>

**Budget for the Town of Brookline**  
**2017 Appropriations, Actual 2017 Expenditures**  
**and Proposed Expenses for 2018**

	2017 Appropriation/ Revenue	2017 Actual Expenditure/ Revenue	Proposed for 2018
<b>EXECUTIVE</b>			
<b>Revenue:</b>			
Administration	\$450	\$35	\$100
<b>Total Revenue:</b>	<b>\$450</b>	<b>\$35</b>	<b>\$100</b>
<b>Expenses:</b>			
Chairman of Selectboard	1,500	1,500	2,200
Selectboard Members(4)	4,800	4,800	7,000
Overseer of Welfare	5,000	5,000	5,000
Food Pantry Coordinator	1,000	1,000	1,000
Fire Wards (3)	3,000	3,000	3,000
Moderator	100	100	100
Health Officer	750	750	1,100
Dues	4,750	4,555	4,700
Conventions, Meetings & Training	350	122	250
Notices	500	638	725
Contracted Services:			
Tax Maps	0	0	1,250
Town Report	1,500	1,403	1,500
Payroll Service	6,500	5,359	6,500
Travel	375	156	200
Office Salaries	167,946	166,123	169,501
Office Equipment	500	500	500
Miscellaneous	500	15,653	500
Auditors	15,000	14,500	15,000
Health Officer Expenses	200	35	150
<b>Total Expenses:</b>	<b>\$214,271</b>	<b>\$225,194</b>	<b>\$220,176</b>
<b>Net Tax Appropriation:</b>	<b>\$213,821</b>	<b>\$225,158</b>	<b>\$220,076</b>

**Budget for the Town of Brookline**  
**2017 Appropriations, Actual 2017 Expenditures**  
**and Proposed Expenses for 2018**

	2017 Appropriation/ Revenue	2017 Actual Expenditure/ Revenue	Proposed for 2018
<b>ELECTION &amp; REGISTRATION</b>			
<b>Revenue:</b>			
Administrative	\$0	\$338	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$338</b>	<b>\$0</b>
<b>Expenses:</b>			
Supervisors of Checklist (3)	300	400	1,350
Ballots	900	626	900
Salaries - Clerks and Counters	300	225	900
Supplies & Postage	350	186	500
Notices	200	37	200
Software Support	1,200	907	2,750
<b>Total Expenses:</b>	<b>\$3,250</b>	<b>\$2,381</b>	<b>\$6,600</b>
<b>Net Tax Appropriation:</b>	<b>\$3,250</b>	<b>\$2,043</b>	<b>\$6,600</b>
<b>FINANCIAL ADMINISTRATION</b>			
<b>Revenue:</b>			
Administrative	\$36,000	\$37,792	\$37,000
<b>Total Revenue:</b>	<b>\$36,000</b>	<b>\$37,792</b>	<b>\$37,000</b>
<b>Expenses:</b>			
Chairman of Assessors	900	900	1,200
Assessors (2)	1,500	1,500	2,000
Treasurer	4,000	4,000	4,500
Office Equipment Maintenance	4,250	3,596	4,000
Office Supplies	4,000	4,377	4,000
Postage	500	746	3,000
Recording Fees	250	558	300
Communications	2,900	3,303	3,300
Internet Access	3,700	3,814	3,800
T. Clerk/T. Collector's Office - Salaries	88,465	88,302	90,845
T. Clerk/T. Collector's Office - Expenses	21,300	24,703	20,283
Preservation of Town Records	2,300	2,288	2,409
IT Support	44,500	40,312	42,850
<b>Total Expenses:</b>	<b>\$178,565</b>	<b>\$178,400</b>	<b>\$182,487</b>
<b>Net Tax Appropriation</b>	<b>\$142,565</b>	<b>\$140,609</b>	<b>\$145,487</b>

**Budget for the Town of Brookline**  
**2017 Appropriations, Actual 2017 Expenditures**  
**and Proposed Expenses for 2018**

	2017 Appropriation/ Revenue	2017 Actual Expenditure/ Revenue	Proposed for 2018
<b>REVALUATION OF PROPERTY</b>			
Vouchered Expenses	\$20	\$20	\$20
Updates/BTLA Expenses	12,000	10,833	10,750
Equipment & Software	2,637	2,690	2,690
Data Verification	29,400	26,950	29,400
Online Assessing Data	2,202	2,202	2,202
<b>Total Expenses:</b>	<b>\$46,259</b>	<b>\$42,695</b>	<b>\$45,062</b>
<b>LEGAL</b>			
<b>Total Expenses:</b>	<b>\$35,000</b>	<b>\$43,003</b>	<b>\$35,000</b>
<b>Net Tax Appropriation:</b>	<b>\$35,000</b>	<b>\$43,003</b>	<b>\$35,000</b>
<b>PERSONNEL ADMINISTRATION</b>			
<b>Revenue:</b>			
NH Retirement Refund	\$0	\$1,595	\$0
<b>Total Revenue:</b>	<b>\$0</b>	<b>\$1,595</b>	<b>\$0</b>
<b>Expenses:</b>			
Health Insurance	231,544	232,059	208,100
NH Retirement	245,700	257,601	272,000
FICA/Medicare	32,500	33,261	33,000
Dental	9,500	7,571	9,250
Long Term Disability	3,500	4,155	4,200
Short Term Disability	4,800	4,235	4,300
Life Insurance	1,900	2,280	2,300
Unemployment Benefits	1	0	1
<b>Total Expenses:</b>	<b>\$529,445</b>	<b>\$541,161</b>	<b>\$533,151</b>
<b>Net Tax Appropriation</b>	<b>\$529,445</b>	<b>\$539,566</b>	<b>\$533,151</b>



**Budget for the Town of Brookline**  
**2017 Appropriations, Actual 2017 Expenditures**  
**and Proposed Expenses for 2018**

	2017 Appropriation/ Revenue	2017 Actual Expenditure/ Revenue	Proposed for 2018
<b>PLANNING &amp; ZONING</b>			
<b>Revenue:</b>			
Administrative - Planning Board	\$10,000	\$5,365	\$5,000
Administrative - Zoning Board	\$1,500	\$1,275	\$1,500
<b>Total Revenue</b>	<b>\$11,500</b>	<b>\$6,639</b>	<b>\$6,500</b>
<b>Expenses:</b>			
Consulting Services (NRPC)	1	0	1
Town Planner	52,052	51,481	53,353
Legal Expenses	3,000	468	1,500
Outside Consulting Services	5,000	1,950	5,000
Training & Education	100	72	100
Recording Fees	200	154	250
Office Supplies & Equipment	100	26	1
Notices	100	184	400
CIP & Master Plan Update	1	0	1
<b>Total Expenses:</b>	<b>\$60,554</b>	<b>\$54,336</b>	<b>\$60,606</b>
<b>Net Tax Appropriation</b>	<b>\$49,054</b>	<b>\$47,696</b>	<b>\$54,106</b>

**Budget for the Town of Brookline**  
**2017 Appropriations, Actual 2017 Expenditures**  
**and Proposed Expenses for 2018**

	2017 Appropriation/ Revenue	2017 Actual Expenditure/ Revenue	Proposed for 2018
<b>GENERAL GOVERNMENT BUILDINGS</b>			
<b>Revenue:</b>	<b>\$8,000</b>	<b>\$6,960</b>	<b>\$7,000</b>
<b>Expenses</b>			
Outside Services/Facility Evaluation	1	0	1
<b>Town Hall:</b>			
Propane for Generator	100	0	100
Fuel Oil	2,800	3,485	3,000
Electricity	5,670	5,048	5,025
Custodial	5,650	5,401	5,765
Maint. & Improvements	10,220	14,693	7,220
Equipment	1	2,323	1
Elevator	1,000	425	1,500
<b>Annex:</b>			
Electricity	250	247	250
Maintenance & Improvements	200	764	200
<b>Safety Complex:</b>			
Propane	5,700	5,191	6,400
Electricity	12,500	10,722	11,000
Cleaning Supplies	900	862	900
Maintenance & Improvements	19,553	16,049	39,685
Custodial	6,850	5,494	6,360
<b>Library:</b>			
Propane	2,400	1,511	2,720
Electricity	3,800	3,623	3,700
Custodial	4,800	4,605	5,075
Maintenance & Improvements	5,760	6,742	5,710
Equipment	1	0	1
Elevator	1,000	1,966	1,500
Lease on Land	8,500	8,500	8,500
<b>Fire Station:</b>			
Fuel Oil/Propane	5,400	4,008	6,120
Electricity	5,300	4,759	4,850
Maintenance & Improvements	43,798	45,731	57,837
<b>Brookline Chapel</b>			
Fuel Oil	\$900	\$954	\$1,000
Electricity	400	375	400
Maintenance & Improvements	800	1,339	1,300
<b>Brusch Hall</b>			
Fuel Oil	300	167	335
Electricity	1,500	855	1,050
Communications	400	461	450
Maintenance & Improvements	2,370	3,101	625
Custodial	2,800	1,463	1,600
<b>Total Expenses:</b>	<b>\$161,624</b>	<b>\$160,863</b>	<b>\$190,180</b>
<b>Net Tax Appropriation:</b>	<b>\$153,624</b>	<b>\$153,903</b>	<b>\$183,180</b>

**Budget for the Town of Brookline**  
**2017 Appropriations, Actual 2017 Expenditures**  
**and Proposed Expenses for 2018**

	2017 Appropriation/ Revenue	2017 Actual Expenditure/ Revenue	Proposed for 2018
<b>CEMETERIES</b>	<b>\$16,000</b>	<b>\$16,000</b>	<b>\$16,000</b>
<b>INSURANCE</b>			
<b>Total Revenue</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Expenses:</b>			
Worker's Compensation	36,300	36,288	36,518
Accident & Health	450	439	450
Property/Liability/Auto	42,500	42,404	45,536
Flexible Benefit Plan	250	0	250
<b>Total Expenses:</b>	<b>\$79,500</b>	<b>\$79,131</b>	<b>\$82,754</b>
<b>Net Tax Appropriation:</b>	<b>\$79,500</b>	<b>\$79,131</b>	<b>\$82,754</b>
<b>REGIONAL ASSOCIATION</b>	<b>\$4,004</b>	<b>\$4,004</b>	<b>\$4,005</b>
<b>CABLE ACCESS</b>			
<b>Revenue:</b>	<b>\$19,095</b>	<b>\$11,833</b>	<b>\$17,795</b>
<b>Expenses:</b>			
Equipment	5,000	50	5,000
Supplies	200	0	100
Stipends	1,700	1,500	1,700
Town Website/Streaming of Public Meetings	4,995	5,216	4,995
Content Editing and Production (Pepperell TV)	7,200	5,067	6,000
<b>Total Expenses:</b>	<b>\$19,095</b>	<b>\$11,833</b>	<b>\$17,795</b>
<b>Net Tax Appropriation:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Budget for the Town of Brookline**  
**2017 Appropriations, Actual 2017 Expenditures**  
**and Proposed Expenses for 2018**

	2017 Appropriation/ Revenue	2017 Actual Expenditure/ Revenue	Proposed for 2018
<b>POLICE DEPARTMENT</b>			
<b>Total Revenues:</b>	<b>\$13,454</b>	<b>\$10,735</b>	<b>\$1,700</b>
<b>Expenses:</b>			
Salaries	664,488	644,442	673,408
Salaries - Overtime	40,000	41,149	35,000
Gas	12,500	14,209	14,000
Vehicle Operations	7,500	8,299	7,500
Administration	19,000	19,970	19,000
Ammunition/Firearms Training	5,000	4,665	4,000
Communications	11,000	10,864	11,000
Uniforms	8,400	8,155	8,400
New Equipment	900	782	900
Equipment Repair	2,000	1,253	1,500
Medical	600	685	600
DARE Program	1	0	1
Grant Funded Programs	1,000	0	1
School Crossing Guard	1	0	1
Tuition Reimbursement	2,000	0	2,000
New Cruisers - Lease Program	26,500	26,444	42,900
<b>Total Expenses:</b>	<b>\$800,890</b>	<b>\$780,917</b>	<b>\$820,211</b>
<b>Net Tax Appropriation:</b>	<b>\$787,436</b>	<b>\$770,182</b>	<b>\$818,511</b>

**Budget for the Town of Brookline**  
**2017 Appropriations, Actual 2017 Expenditures**  
**and Proposed Expenses for 2018**

	2017 Appropriation/ Revenue	2017 Actual Expenditure/ Revenue	Proposed for 2018
<b>AMBULANCE:</b>			
<b>Revenue:</b>			
Town of Mason	\$21,870	\$21,870	\$23,600
Grant	\$0	\$0	\$6,000
Gas Tax Reimbursement & Misc.	\$500	\$68	\$100
<b>Total Revenues:</b>	<b>\$22,370</b>	<b>\$21,938</b>	<b>\$29,700</b>
<b>Expenses:</b>			
Volunteers:			
Medical Supplies	7,000	6,681	7,000
Office Supplies	1,500	1,775	1,500
Training	11,700	9,241	11,700
New Equipment	6,500	6,835	12,500
Medical	2,300	2,232	2,300
Insurance	3,250	3,248	3,250
Ambulance:			
Gas & Diesel	3,900	2,846	3,900
Oil & Maintenance	4,500	8,463	7,500
Equipment Maintenance	5,000	4,689	5,000
Oxygen	800	632	800
New Equipment	5,000	766	5,000
Communications	4,700	4,519	4,700
Paid Attendants:			
Salaries	117,600	108,369	120,700
Uniforms	1,400	244	1,400
Training	2,200	226	2,200
Medical	1	0	1
Miscellaneous	1,000	1,363	1,000
<b>Total Expenses:</b>	<b>\$178,351</b>	<b>\$162,129</b>	<b>\$190,451</b>
<b>Net Tax Appropriation:</b>	<b>\$155,981</b>	<b>\$140,192</b>	<b>\$160,751</b>

**Budget for the Town of Brookline**  
**2017 Appropriations, Actual 2017 Expenditures**  
**and Proposed Expenses for 2018**

	2017 Appropriation/ Revenue	2017 Actual Expenditure/ Revenue	Proposed for 2018
<b>FIRE DEPARTMENT</b>			
<b>Revenue:</b>			
Grants	\$0	\$0	\$1,869
Permits and Misc.	\$5,000	\$4,797	\$5,000
<b>Total Revenues:</b>	<b>\$5,000</b>	<b>\$4,797</b>	<b>\$6,869</b>
<b>Expenses:</b>			
Gas & Diesel	4,163	2,977	4,206
Oil & Maintenance	16,308	12,036	30,000
Salaries - Firefighters	27,336	17,675	28,088
Salaries - Full Time & Clerical	160,691	159,351	165,110
Salaries - Custodial	5,884	5,631	6,046
Training	5,360	5,683	5,360
Oxygen & Chemicals	8,175	8,385	8,175
Equipment Maintenance	4,000	3,481	2,000
New Equipment	80,405	93,725	62,107
Administrative	13,143	17,031	15,143
Fire Pond Maintenance	10,372	12,212	10,372
Forest Fires	1,085	29	4,085
Medical	9,860	8,644	9,860
Communications	4,840	4,650	3,840
Command Car, 1st Lease Payment of 3 in 2018	0	0	19,298
Fire Radios, 3rd Lease Payment of 3 in 2018	101,318	101,424	101,318
<b>Total Expenses:</b>	<b>\$452,940</b>	<b>\$452,933</b>	<b>\$475,008</b>
<b>Net Tax Appropriation:</b>	<b>\$447,940</b>	<b>\$448,137</b>	<b>\$468,139</b>
<b>COMMUNICATION CENTER</b>			
Hollis	105,730	105,730	111,016
Communications	2,700	2,684	2,650
Electricity	550	586	550
Equipment repair	1,650	750	1,650
Ball Hill shed upgrades	0	0	3,000
<b>Total Expenses:</b>	<b>\$110,630</b>	<b>\$109,750</b>	<b>\$118,866</b>

**Budget for the Town of Brookline**  
**2017 Appropriations, Actual 2017 Expenditures**  
**and Proposed Expenses for 2018**

	2017 Appropriation/ Revenue	2017 Actual Expenditure/ Revenue	Proposed for 2018
<b>BUILDING INSPECTION</b>			
<b>Revenue:</b>			
Building Permit Fees & gas reimb.	\$31,000	\$26,935	\$27,000
<b>Total Revenues:</b>	<b>\$31,000</b>	<b>\$26,935</b>	<b>\$27,000</b>
<b>Expenses:</b>			
Salary - Building Inspector	32,300	32,102	32,700
Office Supplies	200	72	100
Memberships & Conferences	300	185	250
Books & Training Material	200	35	100
Gas	300	314	300
Oil & Maintenance	400	575	400
Certification Courses	400	0	100
Miscellaneous	1	0	1
Equipment	100	0	100
Clean up of junky yards	6,000	4,950	0
<b>Total Expenses:</b>	<b>\$40,201</b>	<b>\$38,233</b>	<b>\$34,051</b>
<b>Net Tax Appropriation:</b>	<b>\$9,201</b>	<b>\$11,298</b>	<b>\$7,051</b>
<b>EMERGENCY MANAGEMENT</b>			
<b>Revenue:</b>			
Grant	\$0	\$0	\$4,000
<b>Expenses:</b>			
Clerical	10,650	10,650	10,941
Office Supplies	200	333	200
Books & Training Materials	250	10	250
Gas & Vehicle Maintenance	650	231	650
Conferences & Training	100	18	100
Equipment & Maintenance	2,004	462	6,004
Communications	6,188	5,414	6,188
<b>Total Expenses:</b>	<b>\$20,042</b>	<b>\$17,117</b>	<b>\$24,333</b>
<b>Net Tax Appropriation:</b>	<b>\$20,042</b>	<b>\$17,117</b>	<b>\$20,333</b>

**Budget for the Town of Brookline**  
**2017 Appropriations, Actual 2017 Expenditures**  
**and Proposed Expenses for 2018**

	2017 Appropriation/ Revenue	2017 Actual Expenditure/ Revenue	Proposed for 2018
<b>HIGHWAYS, STREETS &amp; BRIDGES</b>			
<b>Revenue:</b>			
Miscellaneous	\$0	\$0	\$0
<b>Total Revenues:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Expenses:</b>			
General Maintenance	70,000	88,914	70,000
General Maintenance - Patching	2,500	3,459	2,500
General Maintenance - Drainage	40,000	33,752	40,000
General Maintenance - Gravel & Grading	30,000	42,166	30,000
General Maintenance - Sweeping	8,500	4,150	5,000
General Maintenance - Paving	5,000	2,761	5,000
Snow Plowing	168,000	230,925	164,500
Sanding	90,000	117,447	92,500
Brush Cutting	15,000	19,256	15,000
Street Lighting	12,000	11,804	12,000
General Highway Expenses	500	0	500
Tree Warden	5,000	6,678	5,000
Sidewalks	13,000	16,988	1
Dust Control	10,000	2,741	10,000
Resurfacing Town Roads	252,000	105,463	200,000
<b>Total Expenses:</b>	<b>\$721,500</b>	<b>\$686,502</b>	<b>\$652,001</b>
<b>Net Tax Appropriation:</b>	<b>\$721,500</b>	<b>\$686,502</b>	<b>\$652,001</b>



**Budget for the Town of Brookline**  
**2017 Appropriations, Actual 2017 Expenditures**  
**and Proposed Expenses for 2018**

	2017 Appropriation/ Revenue	2017 Actual Expenditure/ Revenue	Proposed for 2018
<b>SANITATION</b>			
<b>Revenue:</b>			
Construction Debris	\$11,000	\$10,926	\$9,500
Misc., sofas, mattresses, tires, etc.	9,000	10,103	10,000
Metal	1,500	3,423	3,500
Electronics	2,800	1,889	2,000
<b>Total Revenues:</b>	<b>\$24,300</b>	<b>\$26,341</b>	<b>\$25,000</b>
<b>Expenses:</b>			
Attendant Salaries	74,000	74,683	76,035
Contracted Services	16,000	18,552	17,000
Construction Debris	14,000	20,893	20,000
Electricity	2,500	2,070	2,205
Communications	450	515	515
Souhegan Regional Landfill	162,060	162,172	163,015
Solid Waste Management	4,774	4,774	4,774
Groundwater Monitoring	1,800	1,721	1,800
Medical	500	0	250
Costs for compactor	0	0	15,000
<b>Total Expenses:</b>	<b>\$276,084</b>	<b>\$285,381</b>	<b>\$300,594</b>
<b>Net Tax Appropriation:</b>	<b>\$251,784</b>	<b>\$259,040</b>	<b>\$275,594</b>
<b>PEST CONTROL</b>			
<b>Revenue:</b>			
Fines	0	0	0
<b>Total Revenues:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Expenses:</b>			
Boarding	200	0	200
<b>Total Expenses:</b>	<b>\$200</b>	<b>\$0</b>	<b>\$200</b>
<b>Net Tax Appropriation:</b>	<b>\$200</b>	<b>\$0</b>	<b>\$200</b>

**Budget for the Town of Brookline**  
**2017 Appropriations, Actual 2017 Expenditures**  
**and Proposed Expenses for 2018**

	2017 Appropriation/ Revenue	2017 Actual Expenditure/ Revenue	Proposed for 2018
<b>HEALTH AGENCIES</b>			
<b>Revenue:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Expenses:</b>			
Home Health & Hospice Care	\$10,000	\$10,000	\$10,000
Community Council	3,500	3,500	3,500
St. Joseph Community Service	960	960	960
Milford Regional Counseling	500	500	500
Bridges	500	500	500
Lamprey Health Center	1,100	1,100	1,100
SHARE	1,500	1,500	1,500
Big Brothers Big Sisters	250	250	250
Souhegan Valley Transp. Collaborative	2,000	2,000	2,000
Child Advocacy Center	250	250	250
CASA of NH	150	150	150
Harbor Homes	3,000	3,000	3,000
<b>Total Expenses:</b>	<b>\$23,710</b>	<b>\$23,710</b>	<b>\$23,710</b>
<b>Net Tax Appropriation:</b>	<b>\$23,710</b>	<b>\$23,710</b>	<b>\$23,710</b>
<b>PUBLIC WELFARE</b>			
<b>Total Revenues:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
General Assistance	\$18,500	\$9,799	\$15,000
<b>Total Expenses:</b>	<b>\$18,500</b>	<b>\$9,799</b>	<b>\$15,000</b>
<b>Net Tax Appropriation:</b>	<b>\$18,500</b>	<b>\$9,799</b>	<b>\$15,000</b>
<b>RECREATION</b>			
<b>Total Revenues:</b>	<b>\$14,500</b>	<b>\$14,343</b>	<b>\$9,000</b>
<b>Expenses:</b>			
Ball Park Maintenance	\$29,880	\$27,563	\$31,250
Park Improvements	2,000	1,600	10,000
Concession Stand	1,325	921	1,325
<b>Total Expenses</b>	<b>\$33,205</b>	<b>\$30,083</b>	<b>\$42,575</b>
<b>Net Tax Appropriation:</b>	<b>\$18,705</b>	<b>\$15,740</b>	<b>\$33,575</b>

**Budget for the Town of Brookline**  
**2017 Appropriations, Actual 2017 Expenditures**  
**and Proposed Expenses for 2018**

	2017 Appropriation/ Revenue	2017 Actual Expenditure/ Revenue	Proposed for 2018
<b>LIBRARY</b>			
<b>Total Revenues:</b>	<b>\$0</b>	<b>\$7,216</b>	<b>\$4,901</b>
<b>Expenses:</b>			
Communications	2,900	2,238	3,120
Postage	200	212	275
Office Supplies	4,000	1,979	3,800
Equipment	800	501	600
Equipment Maintenance & Repair	400	431	400
Professional Dues, etc.	600	535	600
Mileage	900	767	900
Media: Books, Magazines, Audio, Visual	29,000	27,183	29,000
Education	800	650	800
Programs	3,800	5,188	4,000
Salaries	184,117	184,266	189,180
NH Retirement	9,823	10,654	9,921
Automation	2,000	1,265	2,200
Grants	1	0	1
Health and Dental Insurance	14,302	9,401	13,304
Criminal Background Check	110	0	110
Payroll Expenses	1,430	1,161	1,430
Portion of Budget Unspent		3,851	
Funds Returned to Town		4,901	
<b>Total Expenses:</b>	<b>\$255,183</b>	<b>\$255,183</b>	<b>\$259,641</b>
<b>Net Tax Appropriations:</b>	<b>\$255,183</b>	<b>\$247,967</b>	<b>\$254,740</b>
<b>PATRIOTIC PURPOSES</b>			
<b>Revenue:</b>			
Donations	0	0	0
<b>Total Revenues:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Expenses:</b>			
Flags, flowers, etc	250	0	0
Fireworks	8,500	8,500	8,750
<b>Total Expenses:</b>	<b>\$8,750</b>	<b>\$8,500</b>	<b>\$8,750</b>
<b>Net Tax Appropriation:</b>	<b>\$8,750</b>	<b>\$8,500</b>	<b>\$8,750</b>

**Budget for the Town of Brookline**  
**2017 Appropriations, Actual 2017 Expenditures**  
**and Proposed Expenses for 2018**

	2017 Appropriation/ Revenue	2017 Actual Expenditure/ Revenue	Proposed for 2018
<b>CONSERVATION COMMISSION</b>			
<b>Total Revenues:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Expenses:</b>			
Maintenance of Conservation Lands	3,000	3,030	3,000
Conferences	170	60	170
Memberships	733	733	733
Postage & Public Information	220	0	220
Outside Consulting	300	0	300
Water Sampling	2,000	919	2,000
Invasive Species Control - Lake Host Program	2,200	2,220	7,500
Taylor Dam Yearly Fee	400	400	400
Milfoil Treatment	10,000	6,516	20,000
Balance to Land Acquisition Acct. (ex. milfoil)		1,662	
<b>Total Expenses:</b>	<b>\$19,023</b>	<b>\$15,539</b>	<b>\$34,323</b>
<b>Net Tax Appropriation:</b>	<b>\$19,023</b>	<b>\$15,539</b>	<b>\$34,323</b>
<b>ECONOMIC DEVELOPMENT</b>			
<b>Total Revenues:</b>	<b>\$1,000</b>	<b>\$3,034</b>	<b>\$1,000</b>
<b>Expenses:</b>			
Newsletter/Mailings	1,200	1,605	1,350
Events	2,000	791	1,000
Welcome Sign	1,200	0	1,200
<b>Total Expenses:</b>	<b>\$4,400</b>	<b>\$2,397</b>	<b>\$3,550</b>
<b>Net Tax Appropriation:</b>	<b>\$3,400</b>	<b>-\$637</b>	<b>\$2,550</b>

**Budget for the Town of Brookline**  
**2017 Appropriations, Actual 2017 Expenditures**  
**and Proposed Expenses for 2018**

	2017 Appropriation/ Revenue	2017 Actual Expenditure/ Revenue	Proposed for 2018
<b>DEBT SERVICE</b>			
<b>Revenue:</b>			
Impact Fees	\$3,500	\$3,716	\$3,500
Austin/Martin Bond \$ from Land Acq. Fund	0	0	73,949
<b>Total Revenues:</b>	<b>\$3,500</b>	<b>\$3,716</b>	<b>\$77,449</b>
<b>Expenses:</b>			
Principal-First Safety Complex -14 of 20 yrs	65,000	65,000	65,000
Interest-First Safety Complex	18,513	18,513	14,735
Principal-CC Bond - (Bross) 11 of 20 yrs	25,000	25,000	25,000
Interest-Cons. Bond (Bross)	10,137	10,137	9,044
Principal-CC Bond - (Cohen, Olson) 10 of 20 yrs	15,000	15,000	15,000
Interest-CC Bond - (Cohen; Olson)	6,419	6,419	5,706
Principal-2nd Safety Complex - 5 of 20 yrs	55,000	55,000	55,000
Interest-2nd Safety Complex	40,880	40,880	39,780
Principal-CC Bond - (Martin/Austin) 1 of 20 yrs	0	0	39,600
Interest-CC Bond - (Martin/Austin) 1 of 20 yrs	0	0	34,349
<b>Total Expenses:</b>	<b>\$235,949</b>	<b>\$235,948</b>	<b>\$303,214</b>
<b>Net Tax Appropriation:</b>	<b>\$232,449</b>	<b>\$232,232</b>	<b>\$225,765</b>
<b>Total Department Revenue:</b>	<b>\$190,169</b>	<b>\$184,246</b>	<b>\$255,014</b>
<b>TOTALS, LESS WARRANT ARTICLES</b>	<b>\$4,547,125</b>	<b>\$4,473,122</b>	<b>\$4,700,294</b>

**Budget for the Town of Brookline**  
**2017 Appropriations, Actual 2017 Expenditures**  
**and Proposed Expenses for 2018**

	2017 Appropriation/ Revenue	2017 Actual Expenditure/ Revenue	Proposed for 2018
<b>CAPITAL OUTLAYS</b>			
<b>2017 Approved Warrant Articles:</b>			
TAP-2 Grant, Article 7	\$725,000	\$11,631	
Bond Street Bridge Cap. Reserve, Article 8	\$167,000	\$167,000	
Hood Road, Article 9	\$60,000	\$60,000	
250th Celebration, Article 10	\$25,000	\$25,000	
Melendy Pond Evaluation, Article 11	\$13,680	\$6,205	
HazMat Expendable Trust Fund, Article 12	\$10,000	\$10,000	
Regulatory Policy Audit, Article 13	\$5,500	\$4,187	
Update Town History, Article 14	\$5,000	\$0	
Ambulance Exp. Trust Fund, Article 15	\$3,015	\$3,015	
<b>2018 Warrant Articles</b>			
New Fire Truck, Article 5			\$485,000
Public Works Director, Article 7			\$68,522
Public Works Equip. Cap. Res. Fund, Article 9			\$100,000
Hood Road Improvements, Article 10			\$60,000
250th Celebration, Article 11			\$25,000
Town Facilities Capital Reserve Fund, Article 12			\$10,000
Police Union Contract, Article 13			\$6,360
Town History, Article 14			\$5,000
Ambulance Expendable Trust Fund, Article 15			\$3,960

<b>TOTALS WITH WARRANT ARTICLES</b>	<b>\$5,561,320</b>	<b>\$4,760,160</b>	<b>\$5,464,136</b>
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**Operating Transfers Out:**

Rebates & Refunds	\$34,957
Land Use Money to Conservation Fund	\$100,115
Fairpoint Tax Credit	\$31,613
Off Site Improvement Funds Used	\$4,500
Taxes Bought by Town	\$172,999
2013 - Update Town History (2017)	\$6,051
2015 - TAP Sidewalks (2020)	\$451,763
2015 - Sidewalks; Unanticipated Revenue Spent	\$65,554
2015 - Road/Bridge Improvements (2020)	\$2,488
2016 - Milfoil (2021)	\$14,917
Less: Miscellaneous Liability	-\$1,284

**Payments to Other Governments**

Taxes Paid to County	\$724,333
H/B Co-op 2016-2017	\$2,708,813
H/B Co-op 2017-2018	\$4,650,000
Brookline School District 2016-2017	\$1,370,768
Brookline School District 2017-2018	\$4,650,000
<b>TOTAL PAYMENTS FOR ALL PURPOSES:</b>	<b>\$19,747,746</b>



## **PLODZIK & SANDERSON**

*Professional Association/Accountants & Auditors*

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### ***INDEPENDENT AUDITOR'S REPORT***

To the Members of the Select Board  
Town of Brookline  
Brookline, New Hampshire

We have audited the accompanying financial statements of the governmental activities, major fund, and aggregate remaining fund information of the Town of Brookline, New Hampshire as of and for the year ended December 31, 2016 and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

#### ***Management's Responsibility for the Financial Statements***

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

#### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

#### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, major fund, and the aggregate remaining fund information of the Town of Brookline, New Hampshire as of December 31, 2016, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Other Matters***

**Management Discussion and Analysis** – Management has omitted a Management's Discussion and Analysis that accounting principles generally accepted in the United States of America requires to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by the missing information.

*Town of Brookline*  
*Independent Auditor's Report*

**Required Supplementary Information** – Accounting principles generally accepted in the United States of America require that the Schedule of the Town's Proportionate Share of Net Pension Liability (page 31) and the Schedule of Town Contributions (page 32) be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers them to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance.

**Other Information** – Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Brookline, New Hampshire's basic financial statements. The combining and individual fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

August 21, 2017

*Plodryk & Sanderson*  
*Professional Association*



**Combined Balance Sheet  
Governmental Funds  
December 31, 2016 (Audited)**

	General	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>			
Cash & cash equivalents	\$4,867,757	\$275,626	\$5,143,383
Investments	\$65,361	\$199,182	\$264,543
Taxes receivable	\$688,796		\$688,796
Intergovernmental receivable	\$44,639		\$44,639
Interfund receivable	\$2,453	\$7,000	\$9,453
<b>TOTAL ASSETS</b>	<b><u>\$5,669,006</u></b>	<b><u>\$481,808</u></b>	<b><u>\$6,150,814</u></b>
<b>LIABILITIES</b>			
Accounts payable	\$31,614		\$31,614
Accrued salaries & benefits	\$26,784		\$26,784
Intergovernmental payable	\$4,079,581		\$4,079,581
Interfund payable	\$7,000	\$2,453	\$9,453
<b>Total Liabilities</b>	<b><u>\$4,144,979</u></b>	<b><u>\$2,453</u></b>	<b><u>\$4,147,432</u></b>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Unavailable revenue - Property taxes	\$82,671		\$82,671
Unavailable revenue - Off-site improvements	\$25,989		\$25,989
<b>Total deferred inflows of resources</b>	<b><u>\$108,660</u></b>		<b><u>\$108,660</u></b>
<b>FUND BALANCES</b>			
Nonspendable		\$112,336	\$112,336
Restricted	\$83,757	\$110,392	\$194,149
Committed	\$11,885	\$256,627	\$268,512
Assigned	\$565,612		\$565,612
Unassigned	\$754,113		\$754,113
<b>Total Fund Balances</b>	<b><u>\$1,415,367</u></b>	<b><u>\$479,355</u></b>	<b><u>\$1,894,722</u></b>
<b>Total liabilities, deferred inflows of resources, and fund balances</b>	<b><u>\$5,669,006</u></b>	<b><u>\$481,808</u></b>	<b><u>\$6,150,814</u></b>

**Comparative Statement of Appropriations  
Fiscal Year Ending December 31, 2017**

<b>Title of Appropriation</b>	<b>2017 Appropriated</b>	<b>Receipts &amp; Reimburse.</b>	<b>Total Amount Available</b>	<b>Expenditures</b>	<b>Unexpen Bal or Overdraft</b>
Executive	\$214,271	\$35	\$214,306	\$225,194	-\$10,888
Election, Registration & Vital Statistics	\$3,250	\$338	\$3,588	\$2,381	\$1,207
Financial Administration	\$178,565	\$37,792	\$216,357	\$178,400	\$37,957
Revaluation of Property	\$46,259	\$0	\$46,259	\$42,695	\$3,564
Legal Expense	\$35,000	\$0	\$35,000	\$43,003	-\$8,003
Personnel Administration	\$529,445	\$1,595	\$531,040	\$541,161	-\$10,121
Planning & Zoning	\$60,554	\$6,639	\$67,193	\$54,336	\$12,857
General Government Buildings	\$161,624	\$6,960	\$168,584	\$160,863	\$7,721
Cemeteries	\$16,000	\$0	\$16,000	\$16,000	\$0
Insurance	\$79,500	\$0	\$79,500	\$79,131	\$369
Advertising & Regional Association	\$4,004	\$0	\$4,004	\$4,004	\$0
Cable Access	\$19,095	\$11,833	\$30,928	\$11,833	\$19,095
Police Department	\$800,890	\$10,735	\$811,625	\$780,917	\$30,708
Ambulance Service	\$178,351	\$21,938	\$200,289	\$162,129	\$38,160
Fire Department	\$452,940	\$4,797	\$457,737	\$452,933	\$4,804
Building Inspection	\$40,201	\$26,935	\$67,136	\$38,233	\$28,903
Emergency Management	\$20,042	\$0	\$20,042	\$17,117	\$2,925
Communication Center	\$110,630	\$0	\$110,630	\$109,750	\$880
Highways, Streets & Bridges	\$709,500	\$0	\$709,500	\$674,698	\$34,802
Street Lighting	\$12,000	\$0	\$12,000	\$11,804	\$196
Solid Waste Disposal	\$276,084	\$26,341	\$302,425	\$285,380	\$17,045
Pest Control	\$200	\$0	\$200	\$0	\$200
Health Agencies	\$23,710	\$0	\$23,710	\$23,710	\$0
Direct Assistance	\$18,500	\$0	\$18,500	\$9,799	\$8,701
Parks & Recreation	\$33,205	\$14,343	\$47,548	\$30,083	\$17,465
Library	\$255,183	\$7,216	\$262,399	\$255,183	\$7,216
Patriotic Purposes	\$8,750	\$0	\$8,750	\$8,500	\$250
Conservation Commission	\$19,023	\$0	\$19,023	\$15,539	\$3,484
Economic Development	\$4,400	\$3,034	\$7,434	\$2,397	\$5,037
Principal - Long Term Bonds	\$160,000	\$3,716	\$163,716	\$160,000	\$3,716
Interest - Long Term Bonds	\$75,949	\$0	\$75,949	\$75,948	\$1
<b>Total Operating Budget:</b>	<b>\$4,547,125</b>	<b>\$184,247</b>	<b>\$4,731,372</b>	<b>\$4,473,121</b>	<b>\$258,251</b>

**Comparative Statement of Appropriations  
Fiscal Year Ending December 31, 2017**

<b>Title of Appropriation</b>	<b>2017 Appropriated</b>	<b>Receipts &amp; Reimburse.</b>	<b>Total Amount Available</b>	<b>Expenditures</b>	<b>Unexpen Bal or Overdraft</b>
<b>2017 Approved Warrant Articles</b>					
Art 7 TAP-2 Sidewalk/Bridge Grant (2022)	\$725,000	\$0	\$725,000	\$11,631	\$713,369
Art 8 Bond St Bridge Cap Reserve Fund	\$167,000	\$0	\$167,000	\$167,000	\$0
Art 9 Hood Rd Improvements (2022)	\$60,000	\$0	\$60,000	\$60,000	\$0
Art 10 250th Anniv Celebration (2020)	\$25,000	\$0	\$25,000	\$25,000	\$0
Art 11 Melendy Pond Evaluation (2018)	\$13,680	\$0	\$13,680	\$6,205	\$7,475
Art 12 HazMat Expendable Trust Fund	\$10,000	\$0	\$10,000	\$10,000	\$0
Art 13 Regulatory Policy Audit (2018)	\$5,500	\$0	\$5,500	\$4,187	\$1,313
Art 14 Update Town History (2020)	\$5,000	\$0	\$5,000	\$0	\$5,000
Art 15 Ambulance Expendable Trust Fund	\$3,015	\$0	\$3,015	\$3,015	\$0
<b>Totals Including Warrant Articles</b>	<b>\$5,561,320</b>	<b>\$184,247</b>	<b>\$5,745,567</b>	<b>\$4,760,159</b>	<b>\$985,408</b>

**SCHEDULE OF TOWN PROPERTY  
AS OF DECEMBER 31, 2017**

<b>DESCRIPTION</b>	<b>VALUE</b>
Town Hall, Lands and Buildings (H-31)	\$1,173,700
Furniture & Equipment	\$150,000
Fire Station, Bldg Only (H-31)	\$289,800
Furniture & Equipment (excludes vehicles)	\$350,000
Library, Land and Building (H-59)	\$532,800
Furniture & Equipment	\$350,000
Safety Complex (F-155)	\$1,005,300
Furniture & Equipment (excludes vehicles)	\$350,000
Annex, Land & Building (F-116)	\$167,900
Parks & Playgrounds (F-132)	\$175,300
Parks & Playgrounds (L-35)	\$284,200
Richard Maghakian Memorial School (F-80)	\$2,743,700
Cpt. Samuel Douglass Academy (K-84)	\$4,904,500
<b>Total:</b>	<b>\$12,477,200</b>
All Lands & Buildings acquired through Tax Collector's Deeds	
B-37	\$18,600
B-49	\$1,300
B-97	\$70,800
C-3	\$70,300
D-31	\$11,200
D-37	\$2,600
D-96	\$80,700
F-17	\$44,900
G-65	\$200
H-43	\$6,300
H-70	\$13,300
H-71	\$7,900
J-2	\$95,800
J-35	\$151,400
J-54	\$68,700
J-58	\$4,800
M-12	\$35,600
<b>Total:</b>	<b>\$684,400</b>
All Other Property and Equipment	
Cemeteries (D-39)	\$22,900
Cemeteries (H-108)	\$123,800

**SCHEDULE OF TOWN PROPERTY  
AS OF DECEMBER 31, 2017**

<b>DESCRIPTION</b>	<b>VALUE</b>
Cemeteries (L-13)	\$86,200
Conservation Commission (K-058)	\$10,400
B-6	\$44,100
B-7	\$45,300
B-11	\$1,800
B-11-1	\$1,800
B-12	\$24,400
B-14	\$6,400
B-22	\$4,100
B-25	\$3,200
B-27	\$5,900
B-34	\$178,200
B-35	\$28,000
B-36	\$83,800
B-54	\$4,000
B-55 - Melendy Pond Authority	\$1,024,900
B-65-10	\$66,300
B-65-11 - Palmer Land	\$180,100
B-68	\$112,300
B-69	\$7,900
B-70	\$21,300
B-71	\$80,800
B-73	\$17,100
B-74	\$123,100
B-75	\$69,600
B-94 - Morrill Land	\$123,700
B-95	\$20,300
B-96	\$18,800
B-98	\$9,300
B-101	\$19,400
C-11	\$8,700
C-12 - Transfer Station	\$211,900
C-13	\$229,300
C-25	\$208,000
C-26	\$72,600
C-30	\$160,500
C-45	\$11,000
C-46-3	\$0

**SCHEDULE OF TOWN PROPERTY  
AS OF DECEMBER 31, 2017**

<b>DESCRIPTION</b>	<b>VALUE</b>
C-48	\$11,400
C-49	\$164,700
D-4	\$118,600
D-18-5	\$93,100
D-18-25 - Fire Pond	\$82,400
D-21	\$11,200
D-22	\$14,100
D-25	\$99,100
D-25-4	\$86,300
D-26-21	\$6,100
D-52-53	\$53,600
D-55-22	\$0
D-57-7	\$152,900
D-91	\$100
D-93 - Fire Pond	\$7,100
E-9-23	\$85,100
F-16	\$0
F-63	\$164,000
F-104	\$5,700
F-106	\$0
F-107	\$18,500
F-109	\$17,000
F-110	\$7,100
F-111	\$9,500
F-118	\$1,300
F-141	\$96,500
F-144 - Historical Society	\$191,600
F-158	\$14,700
G-6	\$119,300
G-20	\$83,900
G-45	\$109,900
G-61-30	\$82,300
H-39 (across from Chapel)	\$76,500
H-49	\$132,700
H-67	\$104,900
H-68	\$14,600
H-69	\$31,100
H-84 (Brookline Chapel & Bruschi Hall)	\$424,600

**SCHEDULE OF TOWN PROPERTY  
AS OF DECEMBER 31, 2017**

<b>DESCRIPTION</b>	<b>VALUE</b>
H-101	\$6,200
H-126-1	\$78,700
H-127	\$54,500
H-130-1	\$116,900
H-132	\$11,300
H-138	\$0
H-144	\$12,400
H-145	\$23,300
H-149	\$17,600
J-30-2-5	\$11,100
J-33-11	\$98,800
J-39 (Fire Pond)	\$146,000
J-39-45	\$30,900
J-39-46	\$82,800
J-51	\$40,900
K-28	\$0
K-28-1	\$93,100
K-28-13	\$39,100
K-66-18	\$44,000
K-66-20	\$90,900
K-69 - donated	\$113,200
K-80	\$0
K-101	\$148,800
K-101-5	\$10,400
K-101-16	\$4,600
K-102	\$68,900
M-18 - Melendy Pond	\$202,200
M-19 - Melendy Pond	\$228,000
<b>Total:</b>	<b>\$7,937,300</b>
<b>TOTAL:</b>	<b>\$21,098,900</b>

## STATEMENT OF APPROPRIATIONS - 2017

Executive.....	\$214,271
Election, Registration & Vital Statistics.....	\$3,250
Financial Administration.....	\$178,565
Revaluation of Property.....	\$46,259
Legal Expenses.....	\$35,000
Personnel Administration, .....	\$529,445
Planning and Zoning.....	\$60,554
Regulatory Policy Audit, Art. 13 .....	\$5,500
General Government Buildings .....	\$161,624
Update Town History, Art. 14.....	\$5,000
Cemeteries.....	\$16,000
Insurance.....	\$79,500
Advertising & Regional Association.....	\$4,004
Cable Access.....	\$19,095
Police Department .....	\$800,890
Ambulance Service.....	\$178,351
Ambulance Expendable Trust Fund, Art.15.....	\$3,015
Fire Department.....	\$452,940
Hazardous Material Expendable Trust Fund, Art. 12.....	\$10,000
Building Inspection.....	\$40,201
Emergency Management.....	\$20,042
Communications.....	\$110,630
Highways, Streets & Bridges.....	\$709,500
Street Lighting.....	\$12,000
TAP 2 Sidewalk/Bridge Grant, Art. 7.....	\$725,000
Bond Street Bridge Capital Reserve Fund, Art. 8.....	\$167,000
Hood Road Improvements, Art. 9 .....	\$60,000
Solid Waste Disposal.....	\$276,084
Pest Control.....	\$200
Health Agencies.....	\$23,710
Direct Assistance.....	\$18,500
Parks and Recreation.....	\$33,205
Library.....	\$255,183
Patriotic Purposes.....	\$8,750
250th Anniversary Celebration, Art. 10.....	\$25,000
Conservation Commission.....	\$19,023
Melendy Pond Evaluation, Art. 11.....	\$13,680
Economic Development.....	\$4,400
Debt Service, Principal.....	\$160,000
Debt Service, Interest.....	\$75,949
 Total Appropriations.....	 \$5,561,320
 Less: Estimated Revenue and Credits (from MS-434):	
Source of Revenue:	
Yield/Timber Tax.....	\$5,000



Gravel Tax.....	\$0
Interest on Delinquent Taxes.....	\$35,000
Motor Vehicle Permit Fees.....	\$1,075,000
From State:	
Meals & Rooms.....	\$269,025
Highway Block Grant.....	\$141,684
Highway Block Grant Additional.....	\$121,256
Milfoil Reimbursement .....	\$2,457
Income from Departments.....	\$184,246
Interest on Deposits.....	\$1,777
Other (Cable Franchise Payment).....	\$44,639
Net Revenues (Not Including Fund Balance).....	-\$1,880,084
Fund Balance Voted Surplus, Art. 15.....	-\$3,015
Fund Balance to Reduce Taxes.....	-\$500,000
Total Revenues and Credits:.....	-\$2,383,099
Appropriations.....	\$5,561,320
Less: Revenues.....	-\$2,383,099
Add: Overlay.....	\$31,368
Add: War Service Credits.....	\$89,000
Net Town Appropriations:.....	\$3,298,589
Net Local School Appropriations.....	\$8,256,459
Net Cooperative School Appropriations.....	\$9,370,921
Net Education Grant.....	-\$3,967,865
Locally Retained State Education Tax.....	-\$1,233,324
Net Required Local Education Tax Effort.....	\$12,426,191
State Education Tax.....	\$1,233,324
Total Assessment Valuation with Utilities.....	\$523,265,230
Total Assessment Valuation without Utilities.....	\$515,015,430

**Tax Rate for 2017: \$32.94 per thousand**

Breakdown of 2017 Tax Rate:

Town	\$ 5.42
County	\$ 1.38
School	\$23.75
State	\$ 2.39

**Total:       \$32.94**

**Statement of Bonded Debt  
Land Acquisition**

Original Amount Bonded: Cohen/Olson Lots C-13, D-21, D-22	\$291,900
Twenty (20) Year Bond @ 4.05%	\$133,694
Less: Interest Paid in 2007	\$7,481
Less: Principal Due in 2008	\$11,900
Less: Interest Due in 2008	\$12,904
Less: Principal Due in 2009	\$15,000
Less: Interest Due in 2009	\$12,287
Less: Principal Due in 2010	\$15,000
Less: Interest Due in 2010	\$11,593
Less: Principal Due in 2011	\$15,000
Less: Interest Due in 2011	\$10,881
Less: Principal Due in 2012	\$15,000
Less: Interest Due in 2012	\$10,169
Less: Principal Due in 2013	\$15,000
Less: Interest Due in 2013	\$9,419
Less: Principal Due in 2014	\$15,000
Less: Interest Due in 2014	\$8,669
Less: Principal Due in 2015	\$15,000
Less: Interest Due in 2015	\$7,919

Less: Principal Due in 2016	\$15,000
Less: Interest Due in 2016	\$7,169
Less: Principal Due in 2017	\$15,000
Less: Interest Due in 2017	\$6,419
Less: Principal Due in 2018	\$15,000
Less: Interest Due in 2018	\$5,706
Less: Principal Due in 2019	\$15,000
Less: Interest Due in 2019	\$5,069
Less: Principal Due in 2020	\$15,000
Less: Interest Due in 2020	\$4,431
Less: Principal Due in 2021	\$15,000
Less: Interest Due in 2021	\$3,794
Less: Principal Due in 2022	\$15,000
Less: Interest Due in 2022	\$3,156
Less: Principal Due in 2023	\$15,000
Less: Interest Due in 2023	\$2,519
Less: Principal Due in 2024	\$15,000
Less: Interest Due in 2024	\$1,909
Less: Principal Due in 2025	\$15,000
Less: Interest Due in 2025	\$1,300
Less: Principal Due in 2026	\$15,000
Less: Interest Due in 2026	\$700

Less: Principal Due in 2027	\$10,000
Less: Interest Due in 2027	\$200
Balance 12/31/2027	\$0

# **Statement of Bonded Debt** **Land Acquisition**

Original Amount Bonded: Bross - C-30	\$492,842
Twenty (20) Year Bond @ 4.74%	\$241,407
Less: Principal Paid in 2007	\$27,842
Less: Interest Paid in 2007	\$25,063
Less: Principal Due in 2008	\$25,000
Less: Interest Due in 2008	\$22,044
Less: Principal Due in 2009	\$25,000
Less: Interest Due in 2009	\$20,793
Less: Principal Due in 2010	\$25,000
Less: Interest Due in 2010	\$19,543
Less: Principal Due in 2011	\$25,000
Less: Interest Due in 2011	\$18,544
Less: Principal Due in 2012	\$25,000
Less: Interest Due in 2012	\$17,544
Less: Principal Due in 2013	\$25,000
Less: Interest Due in 2013	\$16,294
Less: Principal Due in 2014	\$25,000
Less: Interest Due in 2014	\$15,044
Less: Principal Due in 2015	\$25,000
Less: Interest Due in 2015	\$13,794

Less: Principal Due in 2016	\$25,000
Less: Interest Due in 2016	\$12,544
Less: Principal Due in 2017	\$25,000
Less: Interest Due in 2017	\$10,137
Less: Principal Due in 2018	\$25,000
Less: Interest Due in 2018	\$9,044
Less: Principal Due in 2019	\$25,000
Less: Interest Due in 2019	\$6,869
Less: Principal Due in 2020	\$25,000
Less: Interest Due in 2020	\$5,463
Less: Principal Due in 2021	\$25,000
Less: Interest Due in 2021	\$4,306
Less: Principal Due in 2022	\$25,000
Less: Interest Due in 2022	\$3,419
Less: Principal Due in 2023	\$25,000
Less: Interest Due in 2023	\$3,231
Less: Principal Due in 2024	\$25,000
Less: Interest Due in 2024	\$2,075
Less: Principal Due in 2025	\$20,000
Less: Interest Due in 2025	\$1,000
Less: Principal Due in 2026	\$20,000
Less: Interest Due in 2026	\$500
Balance 12/31/2026	\$ 0

## Statement of Bonded Debt Land Acquisition

Original Amount Bonded: K-33&34	\$714,600
Twenty (20) Year Bond @ 2.6685%	\$297,264
Less: Principal Paid in 2018	\$39,600
Less: Interest Paid in 2018	\$34,349
Less: Principal Due in 2019	\$40,000
Less: Interest Due in 2019	\$29,525
Less: Principal Due in 2020	\$40,000
Less: Interest Due in 2020	\$27,485
Less: Principal Due in 2021	\$35,000
Less: Interest Due in 2021	\$25,445
Less: Principal Due in 2022	\$35,000
Less: Interest Due in 2022	\$23,660
Less: Principal Due in 2023	\$35,000
Less: Interest Due in 2023	\$21,875
Less: Principal Due in 2024	\$35,000
Less: Interest Due in 2024	\$20,090
Less: Principal Due in 2025	\$35,000
Less: Interest Due in 2025	\$18,305
Less: Principal Due in 2026	\$35,000
Less: Interest Due in 2026	\$16,520

Less: Principal Due in 2027	\$35,000
Less: Interest Due in 2027	\$14,735
Less: Principal Due in 2028	\$35,000
Less: Interest Due in 2028	\$12,950
Less: Principal Due in 2029	\$35,000
Less: Interest Due in 2029	\$11,165
Less: Principal Due in 2030	\$35,000
Less: Interest Due in 2030	\$9,730
Less: Principal Due in 2031	\$35,000
Less: Interest Due in 2031	\$8,295
Less: Principal Due in 2032	\$35,000
Less: Interest Due in 2032	\$6,860
Less: Principal Due in 2033	\$35,000
Less: Interest Due in 2033	\$5,425
Less: Principal Due in 2034	\$35,000
Less: Interest Due in 2034	\$4,340
Less: Principal Due in 2035	\$35,000
Less: Interest Due in 2035	\$3,255
Less: Principal Due in 2036	\$35,000
Less: Interest Due in 2036	\$2,170
Less: Principal Due in 2037	\$35,000
Less: Interest Due in 2037	\$1,085
Balance 12/31/2037	\$0



**Statement of Bonded Debt**  
**Police Addition - Safety Complex**

Original Amount Bonded: F-155	\$1,362,400
Twenty (20) Year Bond @ 3.2977%	\$562,319
Less: Principal Paid in 2013	\$47,400
Less: Interest Paid in 2013	\$50,884
Less: Principal Due in 2014	\$50,000
Less: Interest Due in 2014	\$46,030
Less: Principal Due in 2015	\$50,000
Less: Interest Due in 2015	\$44,030
Less: Principal Due in 2016	\$55,000
Less: Interest Due in 2016	\$42,530
Less: Principal Due in 2017	\$55,000
Less: Interest Due in 2017	\$40,880
Less: Principal Due in 2018	\$55,000
Less: Interest Due in 2018	\$39,780
Less: Principal Due in 2019	\$60,000
Less: Interest Due in 2019	\$37,580
Less: Principal Due in 2020	\$60,000
Less: Interest Due in 2020	\$35,930
Less: Principal Due in 2021	\$60,000
Less: Interest Due in 2021	\$33,530
Less: Principal Due in 2022	\$65,000

Less: Interest Due in 2022	\$31,130
Less: Principal Due in 2023	\$70,000
Less: Interest Due in 2023	\$28,530
Less: Principal Due in 2024	\$70,000
Less: Interest Due in 2024	\$25,730
Less: Principal Due in 2025	\$75,000
Less: Interest Due in 2025	\$22,930
Less: Principal Due in 2026	\$75,000
Less: Interest Due in 2026	\$20,680
Less: Principal Due in 2027	\$80,000
Less: Interest Due in 2027	\$16,930
Less: Principal Due in 2028	\$80,000
Less: Interest Due in 2028	\$14,430
Less: Principal Due in 2029	\$85,000
Less: Interest Due in 2029	\$11,930
Less: Principal Due in 2030	\$85,000
Less: Interest Due in 2030	\$9,168
Less: Principal Due in 2031	\$90,000
Less: Interest Due in 2031	\$6,363
Less: Principal Due in 2032	\$95,000
Less: Interest Due in 2032	\$3,324
Balance 12/31/2032	\$0

**Statement of Bonded Debt  
Ambulance Facility - Safety Complex**

Original Amount Bonded: F-155	\$1,285,000
Twenty (20) Year Bond @ 3.2887%	\$588,787
Less: Principal Paid in 2004	\$65,000
Less: Interest Paid in 2004	\$63,764
Less: Principal Due in 2005	\$65,000
Less: Interest Due in 2005	\$55,263
Less: Principal Due in 2006	\$65,000
Less: Interest Due in 2006	\$52,662
Less: Principal Due in 2007	\$65,000
Less: Interest Due in 2007	\$50,063
Less: Principal Due in 2008	\$65,000
Less: Interest Due in 2008	\$47,463
Less: Principal Due in 2009	\$65,000
Less: Interest Due in 2009	\$44,862
Less: Principal Due in 2010	\$65,000
Less: Interest Due in 2010	\$41,613
Less: Principal Due in 2011	\$65,000
Less: Interest Due in 2011	\$36,711
Less: Principal Due in 2012	\$65,000
Less: Interest Due in 2012	\$33,462

Less: Principal Due in 2013	\$65,000
Less: Interest Due in 2013	\$30,212
Less: Principal Due in 2014	\$65,000
Less: Interest Due in 2014	\$25,462
Less: Principal Due in 2015	\$65,000
Less: Interest Due in 2015	\$23,513
Less: Principal Due in 2016	\$65,000
Less: Interest Due in 2016	\$20,263
Less: Principal Due in 2017	\$65,000
Less: Interest Due in 2017	\$18,512
Less: Principal Due in 2018	\$65,000
Less: Interest Due in 2018	\$14,735
Less: Principal Due in 2019	\$65,000
Less: Interest Due in 2019	\$11,595
Less: Principal Due in 2020	\$65,000
Less: Interest Due in 2020	\$8,508
Less: Principal Due in 2021	\$60,000
Less: Interest Due in 2021	\$5,406
Less: Principal Due in 2022	\$60,000
Less: Interest Due in 2022	\$3,300
Less: Principal Due in 2023	\$60,000
Less: Interest Due in 2023	\$1,418
Balance 12/31/2023	\$0

## SUMMARY INVENTORY OF VALUATION (MS-1) 2017

### Value of Land Only

Current Use (at current use values)	\$409,131
Conservation Restriction Assessment	\$962
Discretionary Easement (at current use value)	\$2,409
Residential	\$174,479,800
Commercial/Industrial	\$6,482,600

### Total of Taxable Land **\$181,374,902**

Tax Exempt & Non-Taxable Land	\$13,299,900
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### Value of Buildings Only

Residential	\$320,801,928
Manufactured Housing	\$941,000
Commercial/Industrial	\$16,020,800

### Total of Taxable Buildings **\$337,763,728**

Tax Exempt & Non-Taxable Buildings	\$13,993,872
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Public Utilities	\$8,249,800
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### Valuation Before Exemptions **\$527,388,430**

Blind Exemptions (1)	\$15,000
Elderly Exemption (33)	\$3,548,200
Disabled Exemption (8)	\$560,000

### Total Dollar Amount of Exemptions: **\$4,123,200**

### Net Valuations on Which Tax Rate for Municipal, County & Local Education Tax is Computed **\$523,265,230**

Less Public Utilities	\$8,249,800
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### Net Valuation without utilities on which tax rate for state education is computed **\$515,015,430**

Total Number of Acres Receiving Current Use	4,430.66
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Number of Individuals Granted Elderly Exemptions in 2017:	33
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10 age 65-74: total exemption granted: \$700,000

6 age 75-79: total exemption granted: \$630,000

17 age 80+: total exemption granted: \$2,218,200

**TOWN MEETING MINUTES**  
**BROOKLINE, NH**  
**March 15 & 21, 2017**

The voting was opened at 7am, on Tuesday, March 21<sup>th</sup> by Moderator Peter Webb.

Inspectors of Election/Ballot Clerks were sworn in. The ballot box was verified to be empty, the ballots were distributed and the polls were opened under Article 1.

Ballot Clerks were as follows: Susan Chimento, Marybeth Lukovits, James Rezzarday & Kathleen Trasatti.

Polls closed at 7:30pm

Total names on the checklist	3880
Total Ballots cast	663
<u>Absentee voters</u>	<u>16</u>
Total votes	679

The business meeting was called to order at 7:00pm, on March 15<sup>th</sup> by Moderator Peter Webb.

Peter Webb led the Pledge of Allegiance.

A round of applause was given to the people who served in the military and a moment of silence for the residents that passed away in 2016.

State Representative John Lewicke stopped in to let residents know that if they have any issues that need to be addressed at the State level to feel free to reach out to him.

Peter Webb welcomed Brookline residents to the 247<sup>th</sup> annual meeting

Brendan Denehy read a resolution for Darrell Philpot  
RESOLUTION-

Be it resolved that: In acknowledgement of and with great appreciation for his service to the Town of Brookline as a Selectboard member for six years, including a tenure as the Selectboard Representative on the Planning Board and Conservation Commission, the Town of Brookline, through its Selectboard, gives thanks to and recognizes:

Darrell Philpot

You have consistently demonstrated excellence and dedicated service to the Town of Brookline for which we are all very grateful.

Presented, this 15th day of March 2017

By the Selectboard, John J. Carr, Brendan Denehy, Karl D. Dowling, Tom Humphreys

Darrell Philpot acknowledged all volunteers that have served on various Committees and Boards for the past 10+ years.

1.) To choose all necessary Town Officers for the ensuing year.

Selectboard Member	3 year	Edward D Arnold- 316 Valerie Ogden- 315
Town Clerk/ Tax Collector	3 year	Patricia Howard-Barnett- 625
Road Agent	1 year	Gerald Farwell- 573
Town Treasurer	1 year	Eric Bernstein- 551
Board of Assessors	3 year	Kevin Visnaskas- 557
Fire Ward	3 year	David Joki- 560
Finance Committee	3 year	Linda Chomiak- 523
Library Trustee	3 year	David Partridge- 539   Stephen Russo- 516
Town Trustee	1 year	Rodney Lockwood- 540
Town Trustee	3 year	Melanie Levesque- 517
Cemetery Trustee	3 year	Brian Rater- 565
Supervisor of the Checklist	5 year	Karen Roberts- 568

**Brookline School District Ballot**

School District Moderator	Write-in- Peter Webb- 43
School District Treasurer	Robert Rochford- 506
School District Clerk	Write-in- Kacie Petrin Ellis- 40
School Board	Matthew Maguire- 497 Alison Marsano- 472



**Article 2.** To see if the Brookline School District will vote to 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 **\$8,833,998**. Should this article be defeated, the default budget shall be \$8,759,757, which is the same as last year, with certain adjustments required by previous action of the school district 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. Majority vote required to pass. The School Board recommends this article 4-1-0. The Finance Committee recommends this article 3-0-0.  
**YES- 464 NO- 184**

**Article 3.** To see if the school district will vote to raise and appropriate a sum of up to **\$40,000** from the June 30 unreserved fund balance (surplus) available for transfer on July 1 of this year to be added to the previously established SCHOOL FACILITIES MAINTENANCE FUND. The School Board recommends this article 5-0-0. The Finance Committee recommends this article 3-0-0.  
**YES- 535 NO-141**

**Article 4.** To see if the Brookline School District will vote to establish a SPECIAL EDUCATION EXPENDABLE TRUST FUND per RSA 198:20-c, to be used for special education expenses and to raise and appropriate up to **\$100,000** to put in a fund, with this amount to come from fund balance available for transfer on July 1. No amount to be raised from taxation, further to name the school board as agents to expend from the fund. The School Board recommends this article 5-0-0. The Finance Committee voted on this article 1-1-0.0  
**YES-482 NO- 168**

**Article 5.** Shall the voters of the Brookline School District adopt a school administrative unit budget of \$1,498,630 for the forthcoming fiscal year in which **\$271,051** is assigned to the school budget of this school district? This year's adjusted budget of \$1,485,787 with \$268,679 assigned to the school budget of this school

district will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. The School Board recommends this article 5-0-0. The Finance Committee recommends this article 3-0-0.  
**YES- 527 NO-119**

**Article 6.** To see if the school district voters will authorize the Brookline School District to access future year state and federal catastrophic aid funds in the event that special education costs exceed budget limitations.  
**YES- 491 NO-153**

Hollis/Brookline Cooperative Election Results

School Board 2 yrs.	Christopher R Adams- 520
School Board 3yrs.	<b>Melanie Levesque- 435</b> Eric Pauer- 206
Budget Committee	David Blinn-584

By Petition  
Shall the school district adopt the provisions of RSA 40-13(known as SB2) to allow official ballot voting on all issues before the Hollis Brookline Cooperative School District on the 2<sup>nd</sup> Tuesday in March?  
Brookline YES- 381 **NO- 210**  
Hollis YES- 188 **NO- 500**  
Total YES- 569 **NO- 710**

**2.) (By Ballot)** Are you in favor of the adoption of the following amendments as proposed by the Planning Board for the Town of Brookline Zoning Ordinances as follows?  
**Amendment No. 1**  
200.00 – Definitions: Revise the definition of “frontage”.  
**YES- 420 NO- 178**

**Amendment No. 2**

603.06 – Remove “on a Class I, II, or V road” from the back lot minimum frontage requirements.

**YES- 387 NO- 207**

**Amendment No. 3**

1102.04 – Revise “buffer zone” definition to combine it with (to be deleted) section 1103.01 (jurisdiction, buffer zone).

**YES-391 NO- 185**

**Amendment No. 4**

1105.01 – Change septic system setback from wetland areas from 75’ to 50’ in order to match State requirements.

**YES- 425 NO- 227**

**Amendment No. 5**

1300.00 – Update the “Aquifer Protection District Performance Standards” reference related to Best Management Practices to be consistent with the NH DES code numbering to ENV-Wq 401.

**YES- 534 NO – 80**

**Amendment No. 6**

1505.03 – Remove “The subdivision perimeter will contain a 50’ setback where no structure shall be built” **and** 1505.04 – Add “where no structure shall be built” after “protected undeveloped site perimeter buffer”.

**YES- 422 NO- 180**

**Amendment No. 7**

2000.00 – Accessory Dwelling Units – Amend the entire ordinance in order to comply with SB 146 that will take effect on June 1, 2017.

**YES- 487 NO- 109**

**Surveyor of Wood and Lumber:** On a motion by Judy Cook, 2<sup>nd</sup> Rena Duncklee, we elected Jerry Farwell as Surveyor of Wood and Lumber.

**Melendy Pond Authority:** On a motion by Rena Duncklee, 2<sup>nd</sup> Judy Cook, we elected Randolph Haight to the Melendy Pond Aunthority.

**Sexton:** On a motion by George Foley, 2<sup>nd</sup> Rena Duncklee, we elected Jerry Farwell as Sexton

**3.) (By Ballot)** To see if the Town will vote to raise and appropriate the sum of **\$1,200,000** (gross budget) to acquire full ownership interest to one or both of two (2) certain tracts or parcels of land, together with any buildings thereon, in the Town of Brookline, said properties consisting of a parcel consisting of approximately 23.07 acres owned by Pamela Austin and shown on the Town of Brookline tax maps as **Map K, Lot 33**, and another parcel consisting of approximately 55.1 acres owned by the John C. Martin Living Trust and shown on the Town of Brookline tax maps as **Map K, Lot 34**, on such terms and conditions as determined by the Selectboard, except that the future use of either or both said properties shall be limited in perpetuity to conservation purposes in a manner consistent with the purpose and intent of RSA 36-A and the same shall be managed and controlled by the Town of Brookline Conservation Commission, and to authorize the issuance of not more than \$1,200,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33); and, also, to authorize the Selectboard to issue and negotiate such bonds or notes and to determine the rate of interest thereon. The Selectboard is hereby also authorized to apply for and accept gifts, grants or other forms of assistance, if any, in order to offset the raising and appropriating of the funds referenced above. (2/3 ballot vote required).

Drew Kellner gave a presentation on behalf of the Conservation Commission.  
Rebecca Keller made a motion, 2<sup>nd</sup> George Foley.

**SECRET BALLOT**

**YES-281**

**NO - 27**

**4.)** To see if the Town (assuming that Article 3 above is adopted, and, assuming further, that the Town acquires either or both of the properties identified in Article 3, the same being **Map K, Lot 33** and **Map K, Lot 34**), will authorize the Selectboard to convey a conservation easement relative to either or both of those properties to a “qualified organization”, as defined in section 170(h)(3) of the Internal Revenue Code of 1986 (the organizational purpose of which is to hold and manage the type of preservation interests in land defined in RSA 477:45), said easement to be given to carry out the purposes of RSA 36-A. The terms and conditions of the conservation easements, including duration, shall be determined by the Selectboard with review and recommendation of the Conservation Commission.

Jay Chrystal gave a brief presentation on behalf of the Conservation Commission.

Brendan Denehy made a motion, 2<sup>nd</sup> Ann Webb.

## **HAND VOTE YES**

**16.)** To see if the Town (assuming that the contemplated acquisition of the properties known as **Map H, Lot 102, Map K, Lot 62, and/or Map K, Lot 62-1**, by the Town, occurs during calendar year 2017), will vote to authorize the Selectboard to convey a conservation easement relative to the properties, as well as **Map H, Lot 101 and Map H, Lot 127** already owned by the Town, to a “Qualified organization” as defined in section 170(h)(3) of the Internal Revenue Code of 1986 (the organizational purpose of which is to hold and manage the type of preservation interests in land defined in RSA 477:45), said easement to be given to carry out the purposes of RSA 36-A. The terms and conditions of the conservation easement, including duration, shall be determined by the Selectboard with review and recommendation of the Conservation Commission.

Chris Wells from Piscataquog Land Conservancy spoke to the Article. He states that as a 3<sup>rd</sup> party easement holder, they won’t be dictating recreational use; but they will be there to make sure the Town sticks to the agreement as to how they use the property.

Rebecca Keller made a motion, 2<sup>nd</sup> Kirk Randlett.

## **HAND VOTE YES**

**5.)** To hear reports of the Selectboard and other Town Officers and Committees.

Judy Cook made a motion, 2<sup>nd</sup> Ann Somers

## **HAND VOTE YES**

**6.)** To see if the Town will vote to raise and appropriate the sum of **\$4,547,125** to defray town charges for the ensuing year and make appropriation of the same.

Selectboard member Darrell Philpot spoke to the Article. Finance Committee member Brian Rater also spoke to the article. Tad Putney made a motion, 2<sup>nd</sup> Rena Duncklee.

## **HAND VOTE YES**

**7.)** To see if the Town will vote to raise and appropriate the sum of **\$725,000** to construct a pedestrian bridge over the Nissitissit River on Mason Road and a sidewalk (including pedestrian bridge) on South Main Street (from Route 130 to the new rail trail). Said appropriation will be offset by a Federal Transportation Alternative Program Grant in the amount of \$580,000 and \$145,000 from general

taxation. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2022.

Tad Putney spoke to the article.

Rebecca Keller made a motion, 2<sup>nd</sup> Jay Sartell.

**HAND VOTE YES**

**8.)** To see if the Town will vote to establish a Capital Reserve Fund (CRF) pursuant to the provisions of RSA 35:1, which shall be known as the Bond Street Bridge Engineering and Reconstruction Capital Reserve Fund, the purpose of which shall be to defray costs of engineering as well as actual costs of reconstructing the Bond Street Bridge and, further, pursuant to RSA 35:15, to name the Selectboard as agents to expend from said fund; also to raise and appropriate the sum of **\$167,000** to be placed in said fund.

Tad Putney spoke to the article.

Rebecca Keller made a motion, 2<sup>nd</sup> David Lynch.

**HAND VOTE YES**

**9.)** To see if the Town will vote to raise and appropriate the sum of **\$60,000** for the purpose of road improvements for Hood Road, or take any action relative thereto. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2022.

Tad Putney spoke to the article. Hood Road residents, Christina Brown, Richard & Karen Coutermarsh spoke to the article. They stated that there are 26 children living on Hood Rd, the gravel road freezes faster than a paved road, children are walking home from the bus stops and Hood Rd has become a safety issue. Paving the road will make it wider and safer for all residents.

Rebecca Keller made a motion, 2<sup>nd</sup> Peter D'Agostino.

**YES- 72 NO- 56**

**MOTION PASSED**

**10.)** To see if the Town will vote to raise and appropriate the sum of **\$25,000** for the purpose of defraying the costs of the 250<sup>th</sup> celebration of the Town of Brookline, or take any action relative thereto. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2020.

Brian Rater spoke to the article. He stated that events would run through the whole year.

There will be the parade September 14, 2019, fireworks and a dance. The 250<sup>th</sup> celebration committee is looking for volunteers and they are fundraising to raise money for the event.

Brendan Denehy made a motion, 2<sup>nd</sup> Rena Duncklee.

**HAND VOTE YES**

**11.)** To see if the Town will vote to raise and appropriate the sum of **\$13,680** for the purpose of retaining the Nashua Regional Planning Commission to facilitate meetings, conduct research and develop recommendations, in conjunction with the Melendy Pond Evaluation Committee, to be appointed by the Selectboard, for the future of the Melendy Pond property, shown on the Town of Brookline tax maps as **Map B, Lot 55**. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2018.

Tom Humphreys spoke to the article. Peter Cook spoke on behalf of Melendy Pond Authority.

Kelly Messier made a motion, 2<sup>nd</sup> Rebecca Keller.

**HAND VOTE YES**

**12.)** To see if the Town, pursuant to RSA 31:19-a, will vote to create a Hazardous Materials Contingency Expendable Trust Fund, the purpose of which will be to defray the costs of carrying out the clean-up of Hazardous Materials and to raise and appropriate the sum of **\$10,000** to be placed in the fund; Also, pursuant to RSA 31:19-a(I), to authorize the Selectboard and Board of Fire Engineers, acting collectively, to expend the principal and interest as the need arises, any such expenditures to require a majority vote of a quorum of each said Board. Tad Putney and Fire Chief Charlie Corey spoke to the article.

Brendan Denehy made a motion, 2<sup>nd</sup> Keith Thompson.

**HAND VOTE YES**

**13.)** To see if the Town will vote to raise and appropriate the sum of **\$5,500** for the purpose of retaining the Nashua Regional Planning Commission to conduct a Regulatory Policy Audit, or take any action relative thereto. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2018.

Brendan Denehy spoke to the article.

Darrell Philpot made a motion, 2<sup>nd</sup> Eric Bernstein.

**HAND VOTE YES**

**14.)** To see if the Town will vote to raise and appropriate the sum of **\$5,000** for the purpose of funding an update to Brookline's Town History (from 1914 to the present), which will be completed in time for the town's 250<sup>th</sup> anniversary in 2019. This will be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until December 31, 2020.

Brendan Denehy spoke to the article.

John Carr made a motion, 2<sup>nd</sup> Rena Duncklee.

**HAND VOTE YES**

**15.)** To see if the Town will vote to raise and appropriate the sum of **\$3,015** to be deposited into the Ambulance Service Expendable Trust Fund with said funds to come from the unassigned fund balance. The Selectboard and Ambulance Director have already been voted agents to expend on this fund (1998 WA 6).

Tad Putney spoke to the article.

John Carr made a motion, 2<sup>nd</sup> George Foley.

**HAND VOTE YES**

**17.)** To see if the Town, pursuant to the authority contained in Section 1506.01 of the Town of Brookline Zoning Ordinance, will approve the decision of the Planning Board determining that the Town of Brookline should acquire and own the property designated as “Open Space”, shown as **Map B, Lot 79** and **Map D, Lot 1**, on the approved subdivision plan recorded as Plan #35043 in the Hillsborough County Registry of Deeds.

Brendan Denehy spoke to the article.

Judy Cook made a motion, 2<sup>nd</sup> Doug Barnett.

**HAND VOTE YES**

**18.)** To see if the Town, pursuant to the authority contained in Section 1506.01 of the Town of Brookline Zoning Ordinance, will approve the decision of the planning board determining that the Town of Brookline should acquire and own the following listed properties designated as

“Open Space” in prior subdivision approvals:

<b>Map/Lot #</b>	<b>Name of Subdivision</b>	<b>Year of Plan Approval</b>
H-138	Maplewood Estates/Cider Mill	2002
F-104 and F-106	Stonehouse Estates/Hobart Hill	2004
G-45	Winterberry Estates	2005

**HAND VOTE YES**



age or older, \$140,000. To qualify, the person must have been a New Hampshire resident for at least 3 years, own the real estate individually or jointly, or if the real estate is owned by such person's spouse, they must have been married for at least 5 years. In addition, the taxpayer must have a net income of not more than \$30,000 or, if married, a combined net income of less than \$40,000; and own net assets not in excess of \$100,000, excluding the value of the person's residence.

Peter Cook from the Board of Assessors spoke to the article.

Drew Kellner made a motion, 2<sup>nd</sup> Keith Thompson.

**HAND VOTE YES**

**20.)** To see if the Town will vote to accept the following legacies:

The sum of \$300 for general cemetery maintenance (King Lot #356A) in Pine Grove Cemetery.

The sum of \$300 for general cemetery maintenance (Allen Lot #SF20) in Pine Grove Cemetery.

The sum of \$300 for general cemetery maintenance (Kohli Lot #341D) in Pine Grove Cemetery.

Tad Putney made a motion, 2<sup>nd</sup> Keith Thompson.

**HAND VOTE YES**

**21.)** To transact any other business that may legally come before said meeting.

Darrell Philpot spoke to the article seeking a non-binding “sense of the meeting”.

He asked if it was preferable for the Selectboard to take nominal items below

\$10,000, and include them in the operating budget as opposed to having a

separate warrant article for them. 2<sup>nd</sup> George Foley.

**HAND VOTE- NO**

Buddy Dougherty, Chairman of the Conservation Commission thanked everyone for coming out and supporting Article #3 and the Commission members for the countless hours they put into making it happen.

Buddy Dougherty made a motion to adjourn, 2<sup>nd</sup> Rena Duncklee

The meeting adjourned at 11:40 pm

Monies raised and appropriated- \$6,761,320.00

Respectfully submitted,  
Patricia Howard-Barnett  
Brookline Town Clerk

## **250<sup>th</sup> Anniversary Committee**

The 250<sup>th</sup> committee is happy to report we are moving forward and the 250<sup>th</sup> celebration is coming way too fast. We have been working with a great event/parade coordinator who is leading us into a wonderful year of celebration, which will end with a parade and fireworks that will be talked about for many years to come. We will be looking for all town organizations to get involved and help to bring forth monthly events to help celebrate the Anniversary throughout 2019. Meetings will be posted shortly to discuss future events, so please be on the lookout for these dates.

Please look for updates as we fundraise and start the 2019 year off with a New Year's Eve Gala. More details will be available as the end of 2018 closes and we welcome 2019.

### **Brookline 250<sup>th</sup> Committee**

Sheryl Corey  
Cindy Gorgoglione  
Carol Anderson-Farwell  
Marcia Farwell  
Clarence Farwell  
Scott Grzyb  
Diane Grzyb  
Kathy Pelletier  
Cathi Whitcomb  
Vicki Pope  
Brendan Denehy  
Brian Rater

## **BROOKLINE AMBULANCE**

### **2017 Annual Report**

Brookline Ambulance Service answered 395 emergency calls in 2017. Its two full-time staff members are the Ambulance Director and a Paramedic attendant who cover the hours of 8 a.m. to 4 p.m. on weekdays. In addition to responding to Brookline calls, Brookline Ambulance also provides services to the Town of Mason for emergency transport, and occasional mutual aid response to surrounding towns. Patient care is defined in the State of New Hampshire Patient Care Protocols, and also relies on guidance from our Medical Resource Hospital.

All evening, night and weekend hours are covered entirely by the volunteer members of Brookline Ambulance Service, as are all calls requiring our second ambulance. In addition, this vibrant, dedicated, and skilled volunteer group covers day shifts on holidays and whenever the day crew is unavailable. They also participate in community events, assist with school evacuation drills, provide support for blood drives, and serve as mentors to new members.

We are fortunate to work and train closely and cooperatively with the Brookline Fire Department, Brookline Police Department, the Road Agent, Hollis Communications, and Mason Fire Department and First Responders. This year we expanded our training to include Warm Zone and Active Shooter Drills with the cooperation of Homeland Security.

All patient care providers hold national (NREMT) certification and are state-licensed as EMTs, Advanced EMTs or Paramedics. To maintain certification they must attend many hours of on-going training. We are proud and grateful for the extraordinary dedication of our volunteers in maintaining their certifications and enhancing their patient care skills.

We are always looking for new volunteers, and we provide training for Brookline residents. While the time commitment is substantial, so is the satisfaction of working alongside people who love what they do. EMT Bobbie Canada will mark his 40<sup>th</sup> year with Brookline Ambulance in 2017, and there are literally hundreds of years of service reflected in our

current membership roster. If you are interested in learning more, please call or stop in at the Safety Complex for more information.

Throughout the year we receive donations which are deposited into a trust fund. This fund helps to pay for new equipment which will enhance the care and safety of our patients and providers. We truly appreciate each and every donation.

I extend my most sincere thanks to the volunteers of Brookline Ambulance. In addition to ambulance calls, you have been of invaluable assistance with the daily operations of the department, and have responded tirelessly throughout the year with the professionalism and dedication for which our service is known. Thank you to their families as well, who have given up so much time with their loved ones. Thank you to Tad Putney and Sharon Sturtevant for all of the support from the Town Hall. Our special thanks to Chief Corey, Chief Quigley, Road Agent Farwell and their departments for their unfailing presence any time we need them, day or night. And finally thank you to the residents of Brookline for your continued support, may you all have a healthy and safe year.

Respectfully submitted,  
Janice Watt, Acting Director

### Building Inspector's Report - 2017

Type	Number	Revenue
New Single Family Homes	18	\$10,551
New Electrical issued with building permits		Included w/new BP
New Plumbing issued with building permits		Included w/new BP
New HVAC Mechanical issued with building permits		Included w/new BP
New two family homes	0	\$0
New commercial Building	1	\$120
Additions/Alterations Residential	45	\$6,147
Additions/Alterations Commercial	2	\$304
Garages/Barns	3	\$388
Sheds	8	\$359
Pools, Above & Inground	8	\$560
Decks/Porches	6	\$450
Plumbing	29	\$1,835
HVAC/Mechanical or Gas Fitup	0	\$0
Electrical	96	\$5,816
Masonry/Chimney	0	\$0
Driveways	0	\$0
Fire Sprinklers Residential	0	\$0
Fuel Tanks Propane & Oil	0	\$0
Signs	4	\$200
Early Start, Extend Permits and Postage Fees	2	\$120
Reinspection Fees	0	\$0
Demolition Only	0	\$0
Airplane Hangar	0	\$0
Records from Archives	0	\$0
Temporary Housing	0	\$0
Fines/etc.	0	\$0
<b>Total:</b>	<b>222</b>	<b>\$26,850</b>

## **2017 Conservation Commission Report**

2017 was a very successful year for the Conservation Commission and the town of Brookline. We preserved the Martin - Cummings properties (formerly known as Martin - Austin), over 75 acres of prime woodland, river frontage, fields and farmland which lies over one of the town's key aquifers, including key conservation easements that will permanently protect these properties while allowing appropriate management and recreational uses. In order to purchase these properties we worked with the land owners, key local and regional land management groups such as Beaver Brook, the Nissitissit River Land Trust, Trout Unlimited and the Piscataquog Land Conservancy, and interested local residents. Together we raised over \$430,000, one third of the purchase price, to offset the costs of the acquisition, and to perform critical erosion controls along the riverbank. This work was recognized by the Nashua River Watershed in November when the Conservation Commission received the 2017 Land and Water Conservation Award for our work protecting this key piece of riverfront property.

Also during 2017 and into 2018 Brookline and Hollis continued our relationship with nine towns in Northern Massachusetts which are working to gain a 'Wild and Scenic' designation for the Nissitissit, Squanacook and Nashua rivers. The headwaters of the Nissitissit start at Lake Potanipo, and 5 miles of the river are in Brookline. This designation will provide protection to the river, and the opportunity for Brookline to benefit from federal funds which will help protect and improve this important water body. The Conservation Commission hopes everyone will vote 'Yes' on this article at town meeting. For more information, please visit: <https://www.wildandscenicnashuarivers.org/> ; the "Stewardship Plan" is available under the Documents tab and a few text copies are available at the town hall.

In addition, work continued on the Nissitissit River Park, which is located along the river between Route 13 and South Main Street. The rail bed was improved, and planning work for an accessible fishing landing/canoe launch continues, with work in this area funded by \$60,000 in grants. And in the northern part of the rail trail, major improvements to the former rail bed created a smoother and wider trail for use by hikers, runners, bicyclists and snowmobiles. This work was funded in part by a New Hampshire Recreational Trails grant and by funds raised by the Ghost Train races. In addition, the Commission purchased a permanent easement

from the Nowaks on a private section of the rail trail; part of the town's ongoing goal of 'connectivity' with our trail and sidewalk systems.

The Brookline and Milford Conservation Commissions hosted the 9th annual Ghost Train race in October, which is a major fundraiser for both towns. Over 350 runners participated in the Ultra race (running between 30 and 100 miles in 24 hours), and the winner, Patrick Caron, ran the 2nd fastest 100 miler in the United States, and 3rd fastest race in the world!

The Commission's work was supported by several volunteer projects. A Girl Scout Gold Award project by Cordelia Scales created a picnic table area and wild flower plantings at the Cider Mill Trail Head. An Eagle Scout project by Bennet Decouteau replaced a bridge near the Rail Trail in North Brookline, another by Tyler St. Pierre provided signage for the Palmer/Bartell Parking lot, and a third by Justin Hawkins created tent platforms at 'Camp Flannery' on Cleveland Hill Road. Volunteer Ryan Pauer provided trail improvements and signage.

We had several opportunities to work with the local schools this year. We made presentations on mapping and trail building to three 2<sup>nd</sup> grade classes at RMMS in February. We also ran a map reading/navigation station as the CSDA 5<sup>th</sup> grade in-site field trip that took place in the trails behind the school off Parker Road in May, and provided a guided hike of the rail trail in Nissitissit Park for teachers from RMMS.

The Commission continues to monitor both Lake Potanipo and Melendy Pond for invasive water species such as variable Milfoil (present in both water bodies), and works with the state to attempt to control the spread of these plants. This year we redesigned our Lake Host program to better educate boat users on the dangers of these plants, and to provide courtesy inspections; these inspections caught several invasive plants which might have been introduced to Potanipo.

Between grants, gifts, matching funds and fundraising, the Conservation Commission was able to harness over a half million dollars to improve the conservation and recreational properties of Brookline!

The Commission looks forward to continuing our work in 2018. We welcome public participation in our meetings, we invite you to work with us to improve our trails and do roadside cleanups, and we encourage you to take full advantage of everything that your conservation lands provide.

## 2017 ECONOMIC DEVELOPMENT COMMITTEE - *THE YEAR IN REVIEW*

Since chartered In April 2012, the Economic Development Committee (EDC) has met once a month and continued to have individual and successful interactions with Brookline business owners and organizations.

### ***House Bill 316 – Property Tax Exemption for Businesses***

The EDC discussed recently passed HB 316, which allows a town (via town meeting vote) to provide a property tax exemption for businesses that build, rebuild, modernize or enlarge within a community. The exemption applies to the municipal and local school property tax portions of property taxes. The town sets the percentage of the increased assessed value attributable to the construction/addition/renovation (up to 50%) that is exempt. The exemption may run for a maximum of 10 years and the set percentage and duration must be uniformly applied to all projects within the municipality. The adoption of the exemption is good for a maximum period of 5 years. The exemption is not limited to new construction, but also applies to “additions”.

A warrant article will be prepared for the March 2018 Town Meeting. You will find the full text of the warrant article at the beginning of this report, or you may contact the Town Administrator for more information.

The EDC had a very busy year working on two great events that, this year again, received a lot of success!

The third annual ***Chili-Chowder-Soup Cook-Off*** was held in February at the Event Center. What a crowd we had! Over 300 visitors packed the room where professionals and amateurs brought the best **Chilis, Chowders** and **Soups** we ever tasted! The event was so successful that some competitors ran (again this year) out of food!

The ***4th Cook-Off*** will be on Sunday, February 18, 2017 from noon to 3:00 pm at the Brookline Event Center. See you then!

Brookline was once again the center of attention for many future couples in the region! The third annual ***Brookline Bridal Show*** took place early October and was another successful event! Returning and new amazing exhibitors set up beautiful booths for future couples, their families and friends to visit during the 3-hour long show.



The *Brookline Bridal Show Facebook page* now has over 300 “likes” which demonstrates how popular the page has been.

The EDC has already scheduled the fourth annual Brookline Bridal Show that will be held on Sunday, September 30<sup>th</sup>, 2018 from 11:00 am to 1:00 pm.

The EDC continued working on promoting the *Brookline Chapel* and set up an Open House on the same day the Bridal Show was held. So far, almost 100 weddings have been celebrated at the Chapel. A new *Facebook page* set up for last year for the Brookline Chapel is another way to let people know about this beautiful building.

***Did you know?*** The Chapel is also available for many other types of events or celebrations such as baptisms, concerts or art expos!

A *short video* on the chapel was created and can be viewed on the Brookline Bridal Show & Brookline Chapel Facebook pages as well as on the Brookline website.

In order to keep Brookline Residents and Businesses informed of our efforts, the EDC publishes the *Economic Development Newsletter* that is being distributed to all businesses and residents. Many businesses, organizations and committees have offered their support by providing articles and photos – Another great way to put their name out there and get some “publicity”! The newsletters are all available on the Brookline website which is being viewed by many people and organizations outside Brookline! We want them to know what a great town Brookline is, to live and work.

This year again, the “*Welcome Packet*” with valuable information about Town services, Boards & Committees, Clubs, and local resources has been offered to all new Brookline residents. Many Brookline entrepreneurs are taking the opportunity to advertise their business by providing coupons and special offers that are included in the packet. Since created in 2013, the packets have received so many positive comments. Welcome Packets are available at the Town Hall.

The Committee renewed its membership with the *Souhegan Valley Chamber of Commerce*.

The *Business Directory* available on the Brookline website is a great way for residents to contact local businesses. Business owners, do not forget to

contact the Town Hall with any updates you may have or if you are not yet listed!

The EDC would like to thank ***Gale Taylor*** for her dedication and active participation on the Committee since its creation. Late fall, Gale moved closer to Concord, NH to pursue new opportunities. We wish you the best in your new adventure.

The EDC encourages Brookline Businesses to get involved and contribute to the economic development of our wonderful town by attending the meetings and sharing their ideas.

***By working together, we can achieve great things!***

On behalf of the current Economic Development Committee:

**Eddie Arnold**, Selectboard

**Eric Bernstein**, Planning Board & Business Owner

**Donna Marsh**, Realtor

**Ron Pelletier**, Planning Board & Business Owner

**Tad Putney**, Town Administrator

**Valérie Rearick**, Town Planner

**Steve Russo**, Realtor

**Gerrell Smith**, Businessman

**Gale Taylor**, Finance Committee & Business Owner

***“Promote balanced, long-term economic development,  
which reflects and enhances the character of our community”***

## **BROOKLINE EMERGENCY MANAGEMENT 2017 ANNUAL REPORT**

Brookline Emergency Management reminds everyone to prepare for emergencies before they happen. In an emergency, expect to be without power for at least 72 hours. Information on readiness is available at ReadyNH.gov. The Town of Brookline subscribes to the Code Red emergency notification system which can send phone, text, and e-mail messages to alert you to emergencies and inform you of resources that are available to Brookline residents. Please visit the Town of Brookline web site and use the Code Red link on Brookline's home page to sign up. Also see our Facebook page at <https://www.facebook.com/brooklineemergencymanagementnh> for readiness information and local updates.

The NH Department of Safety, Division of Homeland Security offers a free mobile app called NHAAlerts, through which you can receive emergency, weather, and traffic alerts from the State as well. More information is available at NHAAlerts.

Please keep your street numbers visible to avoid delays during any emergency situation. Remember, with heavy snow and ice, numbers can become covered.

The Brookline Emergency Management Director works closely with Brookline Emergency departments, and with the RMMS and CSDA Safety Committees, the SAU 41 Emergency Management Team, and the NH DOS/Division of Homeland Security to plan and train for emergencies. One grant received this year will substantially enhance the safety of responders to an Active Shooter event.

Brookline CERT (Citizens Emergency Response Team) is a dedicated group of citizens who meet monthly under the direction of the Emergency Management Director, and are trained to operate the EOC (Emergency Operations Center) at the Safety Complex in the event of an emergency. Each member brings his or her own particular background and skills, forming a diverse and enthusiastic group. Members take CERT basic training courses and many have attended local Emergency Management

conferences. Some of the subjects on which Brookline CERT has been trained include First Aid, Ham Radio operations, WebEOC (online emergency management tracking system), Incident Command, traffic control, fire extinguisher use, drone basics, and shelter principles. Several of our CERT members conduct a monthly test of Ham Radio capabilities with dispatch centers, hospitals and emergency sites. This year CERT members staffed the Emergency Operations Center on several occasions for storms, power outages and school evacuation drills. In addition, they supported community efforts such as Drug Take-Back days, parade details, road races, October Eve, Red Cross blood drives, and other community events. Our sincere appreciation goes to each member for their dedication and time.

Brookline CERT is looking for volunteers to assist with town emergencies and community events. If you would like information on joining this great group, please contact the Emergency Management Director at 672-6216.

## **2017 Finance Committee Report**

The Finance Committee reviews both the town and the Brookline School District budgets. The members of the committee work with the Selectboard and School Board to review the budget and make recommendations and suggestions to town officials, the School Board, school administration, and the voters. The committee consists of three townspeople elected by the voters.

The Finance Committee makes recommendations on all town and school district warrant articles that have a financial impact. The committee has been meeting with town and school officials for the past 5 months discussing the financial and operational impact of the proposed warrant articles.

The Town Budget for 2018 is up somewhat from 2017 (3.8%), although this includes the bond payments for the Austin-Martin property, which are paid from a special fund. Excluding this bond, the operating budget is actually up 1.7%, which is below the rate of inflation (roughly 2.1%). The town departments do a great job of managing budgets, and most are usually able to return some funds back to the town at the end of the year, which lowers taxes.

We would to thank the members of the committee studying a potential Department of Public Works for their efforts to map out a smooth transition to a potentially new model for providing road and sidewalk services. This is a significant driver for the town operating budget and there were a number of issues that needed to be researched in order for the town and town officials to make informed decisions.

The Finance Committee would like to recognize the hard work done by the Town, the School District (including the SAU office) and everyone who work together to keep budgets level and lessen tax increases. Brookline is fortunate to have many civic minded volunteers, which helps to keep our taxes lower and provide the town with services and opportunities which would otherwise not be available.

Finally, we would like to recognize and thank Gale Taylor for her valuable service on the Finance Committee.

Brian Rater  
Linda Chomiak

## **2017 Fire Department Report**

The Brookline Fire Department would like to thank the taxpayers for their continued support of our acquisition of state-of-the-art equipment and apparatus. This continues to keep us up to NFPA standards of today.

This year we continued to spend a significant amount of time writing grants. We applied for a grant to replace 5E4, a 32-year old truck. We would like to purchase a pumper with 3,000 feet of 5-inch hose, 2,000 gallons per minute pump and 350 gallons of water. We ask for your support on article #6.

This year we received an Assistance to Firefighters Grant in the amount of \$134,400, for new air packs. We received the 21 new air packs in November. They are in service, and used on all calls except for brush fires. Our grant application for a new pumper with 5-inch hose was denied.

We also received a 2018 Volunteer Fire Assistance grant in the amount of \$1,870, which will be used to purchase wildland helmets and gear.

Our ISO ratings have been lowered from a 9 and 10 to an 8B for buildings located within five driving miles of the fire station. Over five miles from the fire station will remain a 10. The Nashua Regional Planning Commission will be providing us with a map that will be on display at the fire station, showing what falls within the five-mile range. Preliminary plans show that this encompasses the majority of Brookline. Your insurance company can tell you whether or not they are able to reduce the cost of your insurance.

We have applied for a grant to purchase new extrication equipment. Our existing equipment is 17-20 years old and is not capable of cutting the steel used to manufacture modern day cars and trucks. If we receive this grant, we will be brought up to NFPA 1936 standards with little cost to the town.

Cancer is a growing problem within the fire service. As part of our cancer prevention initiative, last year we had a plymovent exhaust system installed in the fire station upper bay, and this year we will finish the project by having a system installed in the downstairs bay. We also purchased a second set of gear for all fire personnel, which allows firefighters to respond to all calls in a clean set of gear, while we wash and dry their other set of gear. We continue to do our part to keep Brookline firefighters cancer- free.

We have had a roof installed over the ramp leading to the upstairs meeting room. This has allowed the ramp to remain free of snow and ice, providing safe meeting room access.

The world is a changing place. We must train for incidents we never thought we would be going to.

This year we performed two Active Shooter Drills, working with Brookline Police Department, Brookline Ambulance Service, Souhegan Mutual Aid, Hollis Communications, school personnel and Brookline Fire Department operating under a Unified Command. We carried out drills at RMMS and CSDA, both of which went very well.

As more and more training is required for the varied incidents to which we respond, it becomes quite challenging for our personnel and their families to continually deal with the time spent on emergency calls, training and fundraising events. We would like to give the firefighters and their families a special Thank You for all you do, as we continually strive to provide our community members with the professional service you expect from the Brookline Fire Department.

We would like to thank Joe Delpapa for his 11 years of service and Paul Knightly for his 9 years. We wish you well in your retirement. We welcome new firefighters Jay Duval, Dave Michaud and Gretchen Joki.

We would like to thank the townspeople and everyone else for their continued support at our annual Barbecue Competition, Duck Race and other fundraising events. The Brookline Fire Association recently purchased the bronze statue being built by John Weidman to finish our monument. Dominick Delpapa was the recipient of the Pat Burke scholarship for Fire/EMS. He has already completed his Level 1 training.

Many thanks to Association board members Sheryl Corey, Meaghan Fricke, Phil Soletsky and Beth Boggis for managing these projects. Our department continues to receive untold benefit from their hard work and dedication.

Thank you to our Administrative Assistant, Polly Duprez, who does a great job keeping our paperwork straight, to Lieutenant JP Royea for keeping our station clean (and snow and ice free!), Dave Cook, for making sure our equipment is always well-maintained and ready-to-go, and Art Korn, owner of Akorn landscaping, for keeping our landscaping meticulously maintained.

We work very closely with our neighboring towns, providing mutual aid to them, as well as benefitting from the mutual aid provided to us.

Thanks go out to Brookline Ambulance Service, Brookline Police Department, Road Agent and his crew and Brookline Selectboard. We thank Sharron Sturtevant, Tad Putney, Kristen Austin, Valerie Rearick and Romeo Dubreuil for a great year of working together.

Respectfully submitted,  
Charles E. Corey, Sr., Fire Chief

The Board of Fire Engineers:  
David Joki, Asst. Chief  
David Flannery, Asst. Chief  
David Santuccio, Captain

# Years			
<u>Name</u>	<u>Title</u>	<u>Service</u>	<u>Certifications</u>
Charles Corey, Sr	Fire Chief	40	Career
David Joki	Assistant Chief	29	Level III/EMT
David Flannery	Assistant Chief	18	
David Santuccio	Captain	20	Level I
Scott Boggis	Captain	19	Level I
Sheryl Corey	Radio	34	
Tom Humphries	Radio	2	
Roger Francis	Chaplain	2	
Polly Duprez	Admin. Asst.	6	



**Company 1**

Jean-Paul Royea	Lieutenant/Fire Inspector	10	Level II/EMT
Michael Wenrich	Firefighter	3	Level I
Tyler Pelletier	Firefighter	2	Level I
Josh LaLancette	Firefighter	1	Level I/EMT
James Duval	Firefighter	New	

**Company 2**

Shawn Ricard	Lieutenant	11	Level II/EMT
Richard Montgomery	Firefighter	15	
Paul Bourassa	Firefighter	26	Level I
Timothy Brown	Firefighter	6	Level II
Gretchen Joki	Firefighter	New	

**Company 3**

Barry Doyle	Lieutenant	16	Level II
David Cook	Firefighter	7	Career/EMT
Joe Cooper	Firefighter	17	
Jonathan Boyle	Firefighter	10	Level I
Joe Delpapa	Firefighter	11	Level II/EMT
Meaghan Fricke	Firefighter	15	Level II

**Company 4**

Colin Shea	Lieutenant	9	Level II/AEMT
Peter Bretschneider	Firefighter	21	Level I
Phil Soletsky	Firefighter	15	Level I
Paul Knightly	Firefighter	9	Level II
David Michaud	Firefighter	New	

**Company 5**

Brian Moore	Lieutenant	15	Level I
Richard Gribble	Firefighter	3	Level I/AMET
Corey Porter	Firefighter	1	Level I/EMT
Richard Williams	Firefighter	1	

**Company 6**

Charles Corey, Jr.	Lieutenant	8	Level I
Francis Gavin	Firefighter	3	Level
I/Paramedic			
Daryl Pelletier	Firefighter	2	Level I
Cole Boggis	Firefighter	2	Level I

### Fire Calls

The Brookline Fire Department responded to a total of 276 calls, which resulted in a total of 1,838 firefighter hours through December 31st, 2017, and 1,520 Training hours. The following is the breakdown of the calls.

House/Structure	5	Chimney Fire	2
Car Fire	2	CO Detectors	15
Public Assist	4	Brush/Illegal Burn	13
Car Accidents	27	Mutual Aid Given	15
Wire/Trees	30	Alarm Activation	54
Gas/Propane/Oil	6	Electrical	4
Other	15	Service Request	43
Assist Ambulance	12	Smoke Check	24
Assist Police	5	Mutual Aid Received	5

In 2017 there were 177 Seasonal Burn Permits issued. Seasonal Permits may be renewed during the week at the Brookline Fire Station and expire December 31, 2018. Anyone wishing to obtain a Seasonal Burn Permit for the first time may contact Chief Corey at the station (672-8531).

### Fire Inspections

Business Inspections/Re-Inspection	/		
Assembly Permits	64	Wood Stove	7
Stand-alone Heater	1	Pool Heater	1
Fuel Storage	87	Foster Home	1
Boiler	3	Pellet Stove	1
Fire Alarm System	1	Generator	16
Gas Furnace	28	Gas Air Conditioner	1
Hot Water Heater	15	Chimney	7
Gas Stove	2	Plan Review	1
Gas Fireplace	9	Final Inspection	13
Gas Piping	44	Oil Furnace	5
Smoke/Heat Detectors	3		

## **Report of Forest Fire Warden and State Forest Ranger**

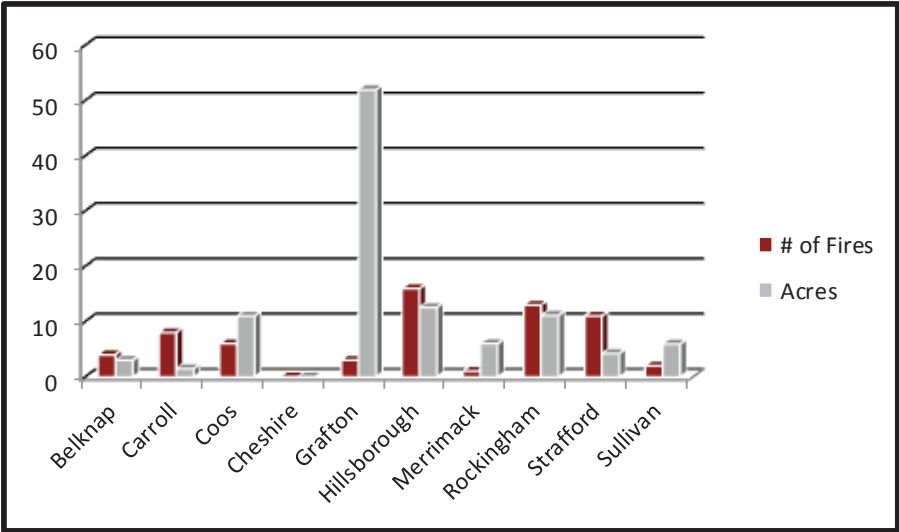
This past year we were fortunate enough to have favorable weather conditions in the spring and summer which limited the amount of wildland fire activity throughout the state. September and October saw fire conditions change and the state was faced with some difficult fires. The Dilly Cliff fire in North Woodstock was one of the most challenging fires we have seen in New Hampshire. Steep terrain and extreme fire behavior made this fire difficult to fight. It lasted for over 3 weeks and the final hotspots in inaccessible terrain were extinguished by heavy rains. 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. Our fire lookouts are credited with keeping many fires small due to their quick and accurate spotting capabilities. The towers fire detection efforts were supplemented by the NH Civil Air Patrol when the fire danger was 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. Several of the fires during the 2017 season threatened structures, a constant reminder that forest fires burn more than just trees. Homeowners should take measures to prevent a wildland fire 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](http://www.firewise.org). Please help Smokey Bear, your local fire department, and the state's Forest Rangers by being fire wise and fire safe!

As we prepare for the 2018 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](http://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 or DES at 603-271-3503 or [www.des.nh.gov](http://www.des.nh.gov) 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.nhdfl.org](http://www.nhdfl.org).

**2017 WILDLAND FIRE STATISTICS**  
(All fires reported as of December 2017)



HISTORICAL DATA		
YEAR	NUMBER of FIRES	ACRES BURNED
2017	64	107
2016	351	1090
2015	124	635
2014	112	72
2013	182	144
2012	318	206

CAUSES OF FIRES REPORTED								
(These numbers do not include the WMNF)								
Arson	Debris Burning	Campfire	Children	Smoking	Railroad	Equipment	Lightning	Misc.*
	7	11	1	4	0	4	0	37

**REMEMBER, ONLY YOU CAN PREVENT WILDFIRES!**

## Hollis Communications Center 2017 Annual Report

### *Mission Statement*

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

It is a pleasure providing excellent service to the emergency personnel and citizens of Brookline. If you are interested in a tour of the Communications Center please contact Manager John DuVarney at 465-2303.

The Communications Center is located in the Hollis Police Station at 9 Silver Lake Road. It is your link to all town services, in emergency and non-emergency situations. The Center is open 24 hours a day, seven days a week. Our staff consists of a Manager, Supervisor, 6 full-time and 2 part-time Communications Specialists. We operate under the direction of the Communications Advisory Board, which includes the Hollis police chief, fire chief and DPW Director. The Communications Center is also pleased to provide dispatch service to the Towns of Brookline and Mason on a contractual basis.

If you are interested in a tour of the Communications Center please contact Manager John DuVarney at 465-2303.

The communications staff plays a vital role in communicating between the units in the field and the public. We answer all police department telephone lines and 911 calls for police, fire and EMS for the towns of Hollis, Brookline and Mason. We also handle radio communications with all police, fire, EMS, and public works units as well as assisting citizens that walk into the Hollis Police Department with complaints or requests for service.

### Full Time Personnel

### Experience

Manager John DuVarney	43 years
Supervisor Robert Dichard	33 years
Communications Specialist Matthew Judge	32 years
Communications Specialist Anna Chaput	30 years
Communications Specialist Robert Gavin	11 years
Communications Specialist Jayne Belanger	16 years
Communications Specialist Rick Nicosia	4 years
Communications Specialist Chip Brisk	6 months

### Part Time Personnel

Communications Specialist Richard Todd	38 years
Communications Specialist Norma Traffie	19 years

When combined, the Communications Center Staff has over 200 years of experience in public safety.

In 2017, the Communications Center answered a total of 47,907 calls for service. This represents an 18% increase in activity from 2016.

In June Ross Rawnsley, a 22-year veteran of the Communications Center resigned. He and his wife Lynda relocated to Arizona. Ross was a very dedicated member of our team and also served as one of our trainers. Ross will be missed very much.

With the departure of Ross in July we welcomed Charles “Chip” Brisk to our team. Chip is married to his wife Sarah, has two daughters, and resides in Nashua. Chip has been with the Hollis Fire Department as a part-time firefighter/EMT for 19 years. Chip has a vast knowledge not only of Hollis but of Brookline and Mason the other two towns that we dispatch for. We are very proud to have Chip join our team.

The Communications Center is very much committed to keeping our personnel current in training. Training that our specialists completed this year includes: Next Generation 911, The Self-Confident Telecommunicator, Alzheimer’s Disease & Autism Spectrum Disorder, Difficult Callers, Fire Communications, Morale, Domestic Violence & Sexual Assault, Stress, and Suicide Intervention. This training program

has been very beneficial to all dispatchers. In addition to the in-house training program, several personnel attended outside classes during the year. Last year these included: Advanced NCIC Training, Surviving 911 and Dispatcher Stress, Ripped from the Headlines, Incidents Involving Veterans, Active Shooter, Social Media in Emergency Communications, and attendance at the annual NH Emergency Dispatchers Association Training Conference.

The Communications Center also provides a Senior Citizen Response Program. This program has proved to be very successful. When you sign up for this program you will be given a specific time to call the Communications Center every day. If we don't receive a call from you we will call your residence. If there is no answer a police officer will be sent to your residence. This program will also give us specific medical conditions that you might have and will assist the medical responders prior to their arrival. If you would like to sign up for this program please contact John DuVarney, Manager Hollis Communications Center at 465-3636.

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

Respectfully submitted,

John V. DuVarney, Manager

Communications Advisory Board  
Police Chief Joseph Hoebeke  
Fire Chief Richard Towne  
Director of Public Works Thomas Bayrd

## BROOKLINE PUBLIC LIBRARY

### 2017 ANNUAL REPORT

The Library enjoyed wonderful support and kindness from patrons, volunteers, staff, town officials and Brookline residents throughout 2017. The Board would like to take this opportunity to recap the highlights from the year and to thank the many people who made this year so memorable.

The Library offered a wide variety of programs to encourage literacy, foster a love of reading, and cultivate the Library as a hands-on learning resource. Some of the most popular children programs presented were: story times, reading dogs, summer reading program, music and movement, and school break STREAM programs. The Library also hosted adult programs such as the Galileo and Camino de Santiago presentations, which were exceptionally performed. The eclipse viewing event held at the Ball Field on August 21 attracted over 250 participants and was mentioned on WMUR!

Many of these wonderful programs were made possible through the hard work of the Friends of the Library. The Friends support the Library through book and bake sales, a silent auction, and by reaching out for contributions from local businesses and residents. The group did an extensive reorganization of annex space and added shelving so that book sales can now be held at the annex itself. The Friends continued to support the community by providing access to discount passes to a wide variety of area museums, science and nature centers, and by hosting a special event with book appraiser Ken Gloss.

Building ties and supporting the community was one of the main objectives of the Library this past year. Initiatives such as the eclipse event and participation in the Chili Cook-off helped us reach out to the community in new ways. Further initiatives to expand collaboration with the schools resulted in better communication, expanded services and a focus on complementary collections. Surveys collected at the library reflected positively on these efforts. There was resounding praise for our friendly, helpful staff, and constructive feedback was collected to help us plan our path forward. As we look to the new year, suggestions for improved services are being taken into consideration, with extended hours, updated technology, expanded space and increased services for seniors among our top priorities.



Continuing to expand community ties, the Library took part in the 4<sup>th</sup> of July parade with a Willy Wonka-themed float, and installed a Little Free Library – built by Brookline’s own Jack Fallon – at the Ball Field. A second Little Free Library was donated by the Spokane family and will be placed on the Library property to make sure books are available at any time, in case of book emergencies!

The Library Trustees value the continued support of the Select Board as well as the assistance of the town administrative and departmental staff, and look forward to strengthening these relationships. Along with Director Myra Emmons, our exceptional staff, Friends, advocates and volunteers, we look forward to another exciting year serving and supporting Brookline residents. Come explore, discover and connect @ Brookline Public Library!

Respectfully Submitted,  
Karen Jew, Chair  
Ed Cook  
David Partridge  
Sara Rockwell  
Steve Russo

<u>Brookline Public Library - 2017 Statistics</u>	
Annual Service Hours	2464
Registered Patrons	2719
Number of library visits	31,304
<u>Programs &amp; Services</u>	
Reference transactions	11,128
Meeting space use (hrs)	84
Youth programs	221
Adult programs	108
Total programs:	..... 329
Attendance – Youth	2,609
Attendance – Adult	2,562
Total Attendance: .....	5,334
Database use (Ancestry, Ebsco, Online Catalog etc)	
Total searches.....	20,326
<u>Collections</u>	
Print materials	
(includes 90 Periodicals)	28,470
Audios (books and music)	1,830
DVDs	2,892
Museum Passes	15
Circulating Equipment	14
Realia (games, puzzles etc)	5
Total locally-owned Collections: .....33,226	
Licensed Databases (thru NHSL)	23
Licensed Database (local)	3
E-books (through NHDB subscription)	21,863
Audio Downloadables (NHDB)	15,871

<div> <div>Total Available</div> <div>Resources:.....70,986</div> </div>	
<u>Brookline Public Library - 2017 Statistics con't</u>	
<u>Circulation</u>	
Adult materials, all formats	25,721
Children's materials, all formats	
23,511	
Museum Passes	390
Other: ILLs, ebooks etc	9,329
Total Circulation:	58,951
<u>Volunteers &amp; Sponsors</u>	
Volunteer hours	1312
Number of Sponsors	23
Number of sponsored items	139

**Library Use Value Calculator** (adapted from ALA calculator)

<i>Material/Service</i>	<i>Usage</i>	<i>Cost</i>	<i>Total Value</i>
Adult Books	8973	20	\$179,460.00
YA Books	4283	16	\$68,528.00
Children's Books	15624	15	\$234,360.00
Audios	4866	30	\$218,970.00
Interlibrary Loan	699	25	\$17,475.00
E-books	4315	23	\$99,245.00
Magazines	1829	6	\$10,974.00
Newspapers	3811	2	\$7,622.00
Movies	7982	17	\$135,694.00
Music CDs	90	22	\$1,980.00
Meeting Room	102	25	\$2,550.00
Adult Programs	2192	18	\$39,456.00
Ch/YA Programs	2132	12	\$25,584.00
Museum Pass Use	147	20	\$2,940.00
Computer Use	1352	12	\$16,224.00
Database Use	1128	10	\$11,280.00
Reference Assistance	9932	10	\$99,320.00

Total Value of Measurable Library Services \$1,171,662.00

**Library Treasurer's Report**  
**Brookline Public Library**  
Account Balances for Year Ending 12/31/2017

**Library General Funds**

**Checking Account**

Balance December 31, 2016	\$67,365.15	
Receipts: Town Appropriation	\$255,185.00	
Fines	508.94	
Copy/FAX/Print	232.05	
Donations	\$2,883.97	
Interest Earned	\$46.35	
Grants	\$623.00	
Other Income	\$1,393.89	
Payments: Expenses	\$240,823.83	
Ending Balance December 31, 2017	<b>\$87,414.52</b>	<b>\$87,414.52</b>

**Savings Account**

Balance December 31, 2015	\$19,834.03	
Receipts: Income	\$0.00	
Interest Earned	\$19.85	
Payments: Expenses	\$0.00	
Ending Balance December 31, 2016	<b>\$19,853.88</b>	<b>\$19,853.88</b>

<b>Total of All Accounts in Hands of Treasurer 12/31/15</b>	<b>\$107,268.40</b>
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David Partridge  
Treasurer, Brookline Public Library

**Library Treasurer's Report  
Brookline Public Library  
Year End Summary 2016**

**Income**

**Donations**

Friends of Library	1,490.25
Sponsors	1,126.83
Other donations	<u>798.08</u>
Total Donations	3,415.16

Donations (see above)	3,415.16
Copy/FAX	140.00
Fines	273.00
Grants	245.00
Interest	46.35
Lost & Paid	497.12
Media Sales	5.00
Non-Resident Cards	80.00
Sale of Items	34.00
Trust Fund	698.37
Town Appropriation	<u>255,185.00</u>

**Total Income      \$260,619.00**

**Expense**

Automation	1,264.95
Communications	2,238.01
Education	650.00
Equipment	501.27
Equipment Maintenance & Repair	431.08
Health Insurance	9,400.98
Media (see below)	27,183.09

Audio Materials	3,319.00
Dues and Membership Fees	404.00
Printed Materials	18,319.57
Serial Subscriptions	1,531.07
Video Materials	1,866.06
Media - Other	1,743.39
Total Media	27,183.09

Mileage	767.39
Office Supplies	1,979.12
Payroll Expense	1,161.00
Postage	212.28
Professional Dues, Fees, Etc.	535.00
Programs	5,188.27
Retirement (Employer)	10,667.17
Salaries	171,236.16
SS/Medicare (Employer)	<u>13,015.24</u>

**Total Expense      246,431.01**

**Return to town      4,901.00**

**Net Income      9,286.99**

David Partridge  
Treasurer, Brookline Public Library

## **MELENDY POND AUTHORITY**

CASH ON HAND - JANUARY 1, 2017: \$15,345.63

### **RECEIPTS:**

RECEIVED ON LEASES	4,745.00
INTEREST ON DEPOSITS	42.44

TOTAL RECEIPTS: \$4,787.44

### **EXPENSES:**

WATER TESTING AND TREATMENT	668.00
ROAD MAINTENANCE/REPAIR	1,960.00

TOTAL EXPENSES: \$ 2,628.00

CASH ON HAND - DECEMBER 31, 2017: **\$17,505.07**

The assessed valuation of the buildings on the Melendy Pond Authority for 2017 was \$772,900 with an anticipated tax return to the town of \$25,459.

Peter Webb, Chairman  
Randolph Haight, Secretary  
Russell Haight, Treasurer  
Peter Cook  
Francis LaFreniere  
Carol Anderson- Farwell  
Pam Austin, Lessee Representative

## **NASHUA REGIONAL PLANNING COMMISSION 2017 BROOKLINE MEMBERSHIP BENEFITS**

The NRPC provides comprehensive planning services for local land use, transportation, and environmental planning efforts, and delivers extensive mapping and data management assistance utilizing the latest technologies available. Membership in NRPC allows our communities to access a broad range of services by request and gain access to valuable planning resources as summarized below.

- **Transportation Planning:** Standardized and customized vehicular traffic, bicycle and pedestrian counts; circulation and corridor studies; transportation modeling; intersection analyses; road safety audits; pavement conditions surveys; traffic study reviews and parking studies.
- **Land Use Planning:** Planning and Zoning Board staff support and training; draft ordinance and regulation review; special projects and research assistance; distribution of planning related fact sheets, guidebooks and educational resources; master plan development; capital improvement program preparation, and economic development consultation.
- **Data Management and GIS Mapping:** Demographic, land use, transportation, natural resources and related data collection and analyses; individual municipal and regional base map sets; production of annual tax maps; natural features, water resources, trails and street mapping; and development of online interactive apps.
- **Environment and Energy:** Electrical energy purchase aggregation for municipal and school facilities; consultation with local Energy Committees; MS4 Stormwater Permit coordination; Natural Resource Conservation planning; Hazard Mitigation Planning; and household hazardous waste collections.

NRPC uses local dues to leverage grant funds and support the planning needs of local communities. The most recent NRPC budget was comprised

of 73% federal funding, 8% private foundation grants, 12% local dues, 7% local contracts and 1% from the State of NH. Highlights of 2017's regional initiatives of benefit to all communities include:

- **Renewable Energy Tool Belt:** Community leaders representing municipalities and school districts across NH want to incorporate renewable energy into their operations for various reasons. Some wish to save money, others want more reliable energy, and others have goals of reducing their environmental impact. The Renewable Energy Tool Belt is designed to help community leaders evaluate potential renewable energy systems. It was created by the Nashua Regional Planning Commission in partnership with the Local Energy Solutions Work Group with funding from NH Charitable Foundation, Charles H. Cummings Fund.
- **Metropolitan Transportation Plan:** NRPC coordinated a public engagement process to generate input on transportation projects to be included in future editions of the region's Metropolitan Transportation Plan.
- **Planning for Parks and Playgrounds:** With grant funding assistance from the *HNHfoundation*, NRPC developed a suite of resources to support municipal recreation planning including a GIS inventory of recreation sites in the region and online StoryMap, an analysis of "play deserts", and a guide book for municipal leaders looking to implement a park or playground improvements.
- **Climate Health and Adaptation Plan:** NRPC has partnered with the Greater Nashua Regional Public Health Network through a grant from the NH Department of Health and Human Services to develop a plan that identifies potential health hazards related to severe weather events. NRPC conducted outreach with planners, healthcare workers, and emergency responders to help identify and implement intervention strategies to mitigate the effects and reduce costs of severe weather events on the region's health care system.
- **Technical Support for Stormwater Permitting:** NRPC continues to provide EPA Small Municipal Separate Storm Sewer Systems (MS4) permit technical assistance to the affected NRPC communities and the Nashua/Manchester Stormwater Coalition.



As part of this effort, NRPC prepared a short guide outlining the new permit requirements and organized a “Demystifying the MS4 Permit” with NHDES, UNH, NHARPC, and NHMA. GIS assistance has been focused on addressing the general mapping requirements of the permit and completion of Phase I System Mapping.

- **Census State Data Center Affiliate Activities:** As a State Data Center affiliate, NRPC has partnered with the U.S. Census Bureau to raise awareness of the Local Update of Census Addresses (LUCA) initiative that is crucial to an accurate 2020 census of population. NRPC hosted a Census workshop on LUCA and offered to serve as an official reviewer for communities wishing to participate. NRPC also hosted a separate Census Bureau workshop focused on web applications for economic development.
- **MapGeo Workshops:** NRPC hosted two workshops on MapGeo, NRPC’s flagship web GIS application. The agenda included a review of the main functionality of the MapGeo application with a particular emphasis on conservation-related data, followed by questions and answers.
- **New Conservation and Recreation Maps:** NRPC has completed a comprehensive re-design of our environmentally-themed maps. Each of the 13 community-specific posters emphasize conservation, recreation, and natural resource data. These maps are now available for free download from the NRPC online Map Gallery.

<i><b>HIGHLIGHTED BROOKLINE MEMBERSHIP BENEFITS</b></i>	<i><b>ESTIMATED VALUE</b></i>
<b>ELECTRICITY SUPPLY AGGREGATION</b> <a href="http://www.nashuarpc.org/energy-environmental-planning/energy-aggregation">www.nashuarpc.org/energy-environmental-planning/energy-aggregation</a> NRPC serves as an aggregator to facilitate a bid process among competitive electricity suppliers licensed with the NH Public Utilities Commission. Each aggregation member signs its own contract with the supplier for a fixed electricity supply rate. Rates and contracts are identical for each member within a given electric distribution territory. In 2017, Brookline signed a 12-month contract	<b>Brookline savings since 2012:</b> \$30,721 (compared to the default utility rate)  <b>NRPC Staff Time: 140 hours</b>

<b>HIGHLIGHTED BROOKLINE MEMBERSHIP BENEFITS</b>	<b>ESTIMATED VALUE</b>
with a competitive supplier as part of the aggregation.	
<b>HOUSEHOLD HAZARDOUS WASTE COLLECTION</b> <a href="http://www.nashuarpc.org/hhw">www.nashuarpc.org/hhw</a> <p>NRPC staff conducted seven HHW collections this year on behalf of the Nashua Region Solid Waste Management District (NRSWMD) to allow residents to properly dispose of hazardous products. Five of the events were located in Nashua, one was held in Milford, and one in Pelham. Residents of Brookline could attend any of the seven events. In 2017, a total of 1,808 households participated in the HHW collections District-wide.</p>	<p><b>NRPC Staff Time: 500 hours</b></p> <p><b>Brookline households served: 53</b> (3% of total served)</p> <p><b>Single collection event cost savings to NRSWMD: \$16,250.</b></p>
<b>HAZARD MITIGATION</b> <a href="http://www.nashuarpc.org/energy-environmental-planning/hazard-mitigation-planning/">http://www.nashuarpc.org/energy-environmental-planning/hazard-mitigation-planning/</a> <p>NRPC worked with Brookline's Hazard Mitigation team to complete an update to the Town's Hazard Mitigation Plan. The Federal Emergency Management Agency (FEMA) requires that municipalities update their hazard mitigation plans every 5 years in order to maintain eligibility for federal mitigation grants. The 2017 update identified critical facilities and areas of concern throughout Brookline, analyzed potential natural hazards and risks to these facilities, and prioritized mitigation measures to address the hazards.</p>	<p><b>Value:: \$7,500</b></p>
<b>TRAFFIC COUNTING</b> <a href="http://www.nashuarpc.org/transview">www.nashuarpc.org/transview</a> <p>NRPC collected traffic counts at 8 locations in Brookline. These counts were collected in cooperation with NH Department of Transportation to support the Highway Performance Monitoring System. NRPC also collects traffic data at the request of Brookline town officials.</p>	<p><b>NRPC Staff Time: 20 hours</b></p> <p><b>Estimated value: \$1,200</b></p>
<b>TRANSPORTATION PLANNING ADMINISTRATION</b> <p>NRPC maintained the region's Transportation Improvement Program (TIP) and Long Range Metropolitan Transportation Plan. These documents list multimodal projects over a 25-year planning horizon and serve as the source from which specific projects are identified, prioritized and selected for funding through the Ten Year Plan. This is a critical step to ensure federal highway transportation dollars are available to Brookline and the rest of the region. NRPC</p>	<p><b>NRPC Staff Time: 200 hours</b></p>

<b>HIGHLIGHTED BROOKLINE MEMBERSHIP BENEFITS</b>	<b>ESTIMATED VALUE</b>
also continues to provide technical support to the Souhegan Valley Transportation Collaborative bus service.	
<b>MASTER PLAN REGULATORY AUDIT</b>  The Brookline, NH Planning Board partnered with NRPC to perform a Regulatory Policy Audit to provide a comprehensive analysis of points of consistency or conflict between the Master Plan, Zoning Ordinance, and other land use regulations). The final report presents opportunities for implementation of eight selected priority goals.	<b>NRPC Staff Time: 108 hours</b> <b>Cost: \$5,500</b>
<b>CUSTOM GIS</b>  NRPC provided various GIS technical assistance to Brookline throughout the year, including mapping to support a regulatory audit, the Melendy Pond proposal, and fire time response planning.	<b>Estimated staff time: 40 hours</b>
<b>ONLINE GIS</b> <a href="https://nrpcnh.mapgeo.io">https://nrpcnh.mapgeo.io</a>  MapGeo, NRPC's award-winning Live Maps App, is a public-facing resource for property information in the region available to Brookline residents. The Town's webpage features a referral link to MapGeo.	<b>Licensing fee: \$6,000/year</b> <b>NRPC staff time: 40 hours</b>
<b>MELENDY POND EVALUATION COMMITTEE ASSISTANCE</b>  NRPC staff worked closely with the Town's Melendy Pond Evaluation Committee to evaluate the associated issues with the pending expiration of recreational property leases on the Town-owned Melendy Pond properties and recommend future alternatives for the properties. Throughout the process, staff assisted the committee with meeting facilitation, researching regulatory constraints for the properties, compiling case studies, and analyzing cost and revenue estimates for identified scenarios. NRPC staff developed a final report, which documented the committee's findings and recommendations for the committee to present before the Selectboard.	<b>Staff time: 235</b> <b>Cost: \$13,680</b>

#### **PAYMENTS TO NRPC**

<b>FY 18 Membership Dues:</b>	<b>\$4,004.00</b>
<b>Other Contractual Amounts:</b>	<b>\$19,180.00</b>

## **REPRESENTATIVES FROM BROOKLINE TO NRPC:**

NPRC extends its heartfelt thanks to the citizens and staff of Brookline who volunteer to support regional planning. The work of NPRC would not be possible without the support of the dedicated Commissioners and Advisory Committee members from Brookline. Special thanks to:

**Commissioners:** Jill Adams, Tom Rogers

**Transportation Technical Advisory Committee:** Tad Putney

**Nashua Regional Solid Waste Management District:** Jim Solinas, Tad Putney

**Energy Facilities Advisory Committee:** Tad Putney

Respectfully Submitted,  
*Jay Minkarah, Executive Director*

## **2017 PLANNING BOARD REPORT - *THE YEAR IN REVIEW***

The Planning Board's mission is to ensure compliance with Planning and Zoning regulations and ordinances when reviewing site plans and subdivision applications and to provide excellent customer service. The Board also revisits the regulations and ordinances to ensure compliance with State and Federal regulations while trying to maintain a balance between the rights of landowners and residents' vision to preserve the rural character of Brookline.

The Board meets once a month, on the third Thursday. Meetings are open to the public and there is always the option of watching the meetings on TV or the broadcasts live via the internet from the comfort of one's home!

### ***Land Use & Zoning Ordinance***

The Board reviewed several sections of the Zoning Ordinance, mainly to provide clarifications and/or match NH State's Agencies regulations.

Two small amendments to the Zoning & Land Use Ordinance will be submitted to voters and put on the ballot for the March 13, 2018 Voting Day. The full text of the proposed amendments is available at the beginning of this annual report.

### ***Master Plan***

The Board reviewed and adopted an amended Economic Development Chapter. Amendments to other chapters is an ongoing task.

### ***NRPC Regulatory Audit***

The Board selected several priority Master Plan goals to perform a regulatory audit of points of consistency and conflict with the Town's Land Use Regulations and Zoning Ordinance. This process analyzed the points of consistency and conflict between the Master Plan and Regulations as well as present opportunities for implementation of the goals.

### ***Cases Reviewed***

The Board held public hearings for the following applications:

- *Daniel Davison*, Danny D. Construction/Carpentry, Home Business – Approved in February
- *Clover Hill Realty*, 15-lot subdivision – Approved in February
- *Spiros Gerekos*, Parking extension – Approved in February
- *Autumn Gue*, Childcare Center – Approved in March
- *Justin Whitaker*, Brick House Gift Shop, Home Business – Approved in March
- *Al Patenaude*, 9-lot subdivision – Approved in April
- *Camp Tevya*, Athletic field – Approved in April
- *Johnson/Town of Brookline*, Lot line adjustment – Approved in June
- *Tracy/Razzaboni*, Lot line adjustment – Approved in July
- *Kyle Rasmussen*, Auto diagnostic Home Business – Approved in July
- *Spiros Gerekos*, Restaurant addition – Approved in July
- *David Janik*, Auto Sales – Approved in July
- *Bingham Lumber*, 2-lot subdivision – Approved in August
- *Carlie Howard*, Piano Studio – Approved in November
- *Sarah Hendrick*, Brookline Beauty, LLC – Approved in December
- *Barbara Longfellow*, CoMotion Fitness, LLC – Approved in December

Other Reviews conducted by the Board included construction & maintenance road bonds for existing subdivisions, engineering reviews for subdivisions and commercial developments.

### ***Capital Improvement Plan***

This year again, ***Alan Rosenberg*** prepared an extensive Capital Improvement Plan that was presented to the Board for review and adoption prior to its submission to the Selectboard and Finance Committee for their consideration during their budget meetings. The Board wants to thank Alan for all the numerous hours he spent preparing the Plan.

### ***Members***

The Planning Board wants to thank ***Richard R. Randlett*** for his dedication and active participation during his almost 20 years on the Board. Richard, who retired in November, was first appointed to the Board as an Alternate in 1998, then became a Full Member in 1999, and was the Co-Chair from March 2000 to March 2007. It is going to be hard to find a replacement to

always end the meetings with: ***“I move to adjourn the meeting!”*** Richard, thank you and enjoy your retirement.

The Board welcomed new Alternate Members: ***Christopher Duncan*** in February and ***Peter Keenan*** in December.

**On behalf of the entire Planning Board and Staff:**

Eric Bernstein, Co-Chair

Alan Rosenberg, Co-Chair

Valerie Ogden, Selectboard Ex-Officio

Ronald Pelletier, Member

Richard Randlett, Member

Jill Adams, Alternate

Christopher Duncan, Alternate

Peter Keenan, Alternate

Valérie Rearick, Town Planner & Administrative Assistant

Kristen Austin, Recording Secretary

### **PLANNING BOARD STATISTICS – 2017**

Cases Heard .....	18
Cases Continued from 2016 .....	
Conceptual Consultations / Other .....	1
Hearth Removal .....	
Lot Line Adjustments Approved .....	3
Lot Line Adjustments Disapproved .....	
Non-Residential Site Plans Approved .....	11
- Including Home Businesses .....	2
Non-Residential Site Plan Denied .....	
Sign Master Plan Approved .....	
Subdivisions Approved .....	2
Subdivisions Disapproved .....	
Subdivisions Revoked .....	
New Lots Created .....	25
Cases Pending (to be finalized in 2018) .....	

### **BOARD OF ADJUSTMENT STATISTICS – 2017**

Cases Heard .....	10
Special Exceptions Granted .....	5
Special Exceptions Denied .....	
Variances Granted .....	3
Variances Denied .....	
Appeal of Administrative Decision .....	
Second Appeal of Adm. Decision Accepted .....	
Second Appeal of Adm. Decision Denied .....	
Cases Withdrawn .....	1
Equitable Waiver Granted .....	1
Rehearing .....	
No Action Taken .....	





*William Quigley III*  
*Chief of Police*

Brookline Police Department  
3 Post Office Drive, PO Box 341  
Brookline, NH 03033  
603-673-3755  
Fax: 603-673-7575

To the Brookline Residents;

All members of the Brookline Police Department strive to provide the best and most vital services to our residents, their families, homes and community. We take great pride in our agency and realize our role in providing safety, along with assurance, to our residents.

The Brookline Police Department had a very busy year. In addition to responding to 19,415 calls for service, officers conducted more than 4600 motor vehicle violation stops in 2017. In a 2016/2017 comparison, 9 more impaired driver arrests were effected and the number of motor vehicle crashes were reduced from 66 in 2016 to 55 in 2017.

For the first time, members of the Brookline Police, Fire and EMS trained cooperatively in active shooter drills. Sessions took place at each of the town's schools. Both events were overseen and critiqued by representatives from NH Homeland Security and the Office of Emergency Management.

Also during 2017, we implemented COPSync, Inc. The high-tech emergency notification software provides a communication link between police, school and town office computers. In the event of an emergency, a message can be transmitted and connection established between every cruiser, dispatch and police desktop computer. As a result, police response time would be reduced to an absolute minimum.

*Striving to Maintain the Unity in Our Community*

We are realizing, and cannot disregard, an unprecedented increase in the demands of society. Please rest assured the Brookline Police Department will continue its training and enforcement efforts to ensure the highest level of safety for our community.

Respectfully submitted,

*Chief William Quigley III*

*Striving to Maintain the Unity in Our Community*

## 2017 ROAD AGENT'S REPORT

### GENERAL MAINTENANCE

BUDGET APPROPRIATIONS			<b>\$ 156,000.00</b>
EXPENDITURES			
Sweeping			
F.B. Hale - Sweeper	\$	4,150.00	
Drainage , cleaning catch basins , culverts and road edges			
C.L. Farwell Constr LLC	\$	28,520.00	
Bellemore Catch Basins	\$	1,960.00	
Core and Main	\$	2,349.00	
William N LaMarre	\$	922.75	
Patching			
C.L. Farwell Constr LLC	\$	3,459.00	
Miscellaneous			
State of N.H. - signs	\$	769.91	
AFTC Inc	\$	1,293.45	
State of N.H. - Dam permit	\$	750.00	
NH Rocks-bark mulch	\$	340.00	
Burbee Sand and Gravel	\$	820.05	
Industrial Traffic Signs - striping	\$	4,326.22	
Miscellaneous maintenance ,mowing , trash removal,roadside brush cleanup, street signs repair and maintaining town properties	\$	80,156.05	
Paving			
C L Farwell Constr LLC	\$	1,700.00	
Brox Industries, Inc.	\$	1,060.62	
Graveling and Grading			
C L Farwell Constr LLC	\$	34,472.50	
Granite State Concrete	\$	7,693.49	
TOTAL EXPENDITURES	\$	174,743.04	

### SNOW PLOWING

BUDGET APPROPRIATION			<b>\$ 168,000.00</b>
EXPENDITURES			
George Razzaboni III	\$	11,520.00	
C L Farwell Constr LLC	\$	182,923.73	
Town of Hollis - plowing Iron Works Ln	\$	500.00	
Ben Senter Trucking	\$	23,732.00	
Daryl Pelletier	\$	12,027.00	
Damaged mailboxes	\$	222.52	
TOTAL EXPENDITURES	\$	230,925.25	

### SANDING

BUDGET APPROPRIATION \$ 90,000.00  
EXPENDITURES

Granite State Minerals, Inc. (salt)	\$ 29,589.26
C L Farwell Constr LLC	\$ 87,358.00
Town of Hollis	<u>\$ 500.00</u>

TOTAL EXPENDITURES \$ 117,447.26

### DUST CONTROL

BUDGET APPROPRIATION \$ 10,000.00  
EXPENDITURES

Water truck and Pump	<u>\$ 2,741.00</u>
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TOTAL EXPENDITURES \$ 2,741.00

### BRUSH CUTTING

BUDGET APPROPRIATION \$ 15,000.00  
EXPENDITURES

CL Farwell Constr LLC	\$ 6,223.00
Daryl Pelletier	<u>\$ 13,032.50</u>

TOTAL EXPENDITURES \$ 19,255.50

### TREE WARDEN

BUDGET APPROPRIATION \$ 5,000.00  
EXPENDITURES

Souhegan Valley Tree	\$ 4,200.00
C L Farwell Constr LLC	<u>\$ 2,477.50</u>

TOTAL EXPENDITURES \$ 6,677.50

### SIDEWALKS

BUDGET APPROPRIATION \$ 13,000.00  
EXPEDITURES

Accura Constr Corp	\$ 3,751.89
Hayner/Swanson Inc	<u>\$ 13,235.86</u>

TOTAL EXPENDITURES \$ 16,987.75

### STREET LIGHTING

BUDGET APPROPRIATION \$ 12,000.00  
EXPENDITURES

Eversource	<u>\$ 11,803.52</u>
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TOTAL EXPENDITURES \$ 11,803.52

### GENERAL HIGHWAY EXPENSE

BUDGET APPROPRIATION		\$	500.00
EXPENITURES			
Eversource	\$	458.51	
TOTAL EXPENDITURES	\$	458.51	

### RESURFACING ROADS

BUDGET APPROPRIATION		\$	252,000.00
EXPENDITURES			
Lakin Rd			
Ruonala Rd			
Elm St			
One way Old Milford Rd			
Nightingale Rd			
Continental Paving	\$	97,830.50	
C L Farwell Constr LLC	\$	7,632.00	
TOTAL EXPENDITURES	\$	105,462.50	
TOTAL Expenditures	\$	686,501.83	
EXPENDITURES			
TOTAL BUDGET APPROPRIATION		\$	721,500.00
BALANCE		\$	24,997.83

### HOOD ROAD PROJECT

MONIES AVAILABLE		\$	60,000.00
2017 Road/Bridge improvements		\$	2,487.97
EXPENDITURES			
CL Farwell Constr.LLC	\$	40,770.80	
Wm N LaMarre	\$	1,710.00	
Continental Paving	\$	17,519.50	
	\$	60,000.30	
TOTAL EXPENDITURES			
BALANCE IN ACCOUNT	\$	(0.30)	

Gerald G. Farwell  
Road Agent  
Tree Warden

I WANT TO THANK ALL OF THE CITIZENS OF BROOKLINE FOR YOUR YEARS OF SUPPORT. IT'S BEEN A PRIVILEGE SERVING OUR GREAT COMMUNITY.

RESPECTFULLY,

JERRY FARWELL

## **Selectboard Report**

During 2017 a number of important tasks were completed for the benefit of Brookline residents.

Construction work was completed to address safety concerns at two significant intersections in town. The NH Department of Transportation added left turning lanes for both the north and southbound lanes of Route 13 approaching the intersection with Route 130. The project was fully paid for with Highway Safety funds; no town funds were required. Additionally, the town added a new traffic island at the intersection of Route 130 and Cross Road to improve the intersection's safety as part of a sidewalk construction project. Town funds covered 20% of this second project.

During the spring and summer of 2017, approximately one mile of new sidewalks was added with 80% of the funding coming from a federal grant. The project added a sidewalk on Old Milford Road from Steam Mill Hill Road to Rocky Pond Road as well as a sidewalk along Route 130 from South Main Street to Bohanon Bridge Road. Since 2009, approximately 12,000 feet of new sidewalks have been added in Brookline.

In 2017, the Board selected the engineering firm of DuBois & King to evaluate and design the Town's next pedestrian/recreation project – approximately 2,300 feet of sidewalk along South Main Street to the new rail trail as well as a pedestrian bridge on Mason Road over the Nissitissit River. Design will continue during 2018 and construction is expected in 2019.

The Board continued to work with state officials to add a left turning lane southbound on Route 13 at Old Milford Road and was pleased that the state has added the project into its 10-Year Plan. Construction is scheduled for 2026 and we are working to expedite the project's timetable.

After a comprehensive review process, the Board selected the engineering firm of Hoyle Tanner to evaluate and design a replacement for the Bond Street bridge. Evaluation and design work will begin in 2018. The timeframe for construction is subject to design completion and availability of funds from the State Bridge Aid Program.

During 2017, the Board and police union agreed on a new three-year contract, which will run from April 1, 2018 through March 31, 2021. It includes annual pay increases of 2.25% in 2018, 2.0% in 2019, and 2.25% in 2020. The contract is contingent upon taxpayer approval at March's town meeting.

In 2017, the Public Works Study Committee evaluated alternatives to the traditional road agent approach for maintaining the town's roads. The committee's final report recommended a full time Public Works Director be hired, that the elected road agent position be discontinued, and that an Equipment Capital Reserve Fund be established in 2018 to accumulate funds to acquire public works equipment over the next five years. Warrant articles have been drafted for town meeting to address these recommendations.

The Selectboard notes that the Economic Development Committee held two successful events in support of local businesses during 2017 – the “Chili/Chowder/Soup Cook-off” in February and “Bridal Show” in October. Both events were very well attended, generated revenue for the town, and will be repeated again in 2018.

In support of Brookline's ongoing economic development, the Board has included a warrant article for March's town meeting that will provide a graduated 5-year tax break for businesses that pursue new construction in town. This tax incentive was made possible by new state legislation that was signed into law in 2017.

Brookline continues to enjoy the dedicated service of our town employees at the town hall, transfer station, library, police, fire and ambulance services. Brookline is also fortunate to have many active volunteers that serve on the ambulance service, fire association, planning board, zoning board of adjustment, board of assessors, supervisors of the checklist, recreation commission, conservation commission, library trustees, finance committee, capital improvements committee, sidewalk and trails planning group, Community Emergency Response Team (CERT), Souhegan Valley Transportation Collaborative, Brookline school board, Hollis Brookline COOP board and budget committee, and we thank all of them for their hard work on the Town's behalf.

We also thank all who are active in youth sports, Scouts, the Friends of the Library, the Fourth of July parade, fireworks, Christmas tree lighting,

Winter Festival and the fishing derby. Brookline is fortunate to have the active support of the Garden Club, Brookline Women's Club, Souhegan Valley Karate Club, Hollis Brookline Rotary Club and the Brookline Lions Club for our community programs.

We also express our sincere gratitude to all members of the armed services – both past and present.

Respectively Submitted,

John Carr, Chair  
Brendan Denehy, Vice Chair  
Tom Humphreys  
Valerie Ogden  
Eddie Arnold

January 24, 2018





## Tax Collector's Report

For the period beginning  and ending

This form is due **March 1st (Calendar Year)** or **September 1st (Fiscal Year)**

### Instructions

#### Cover Page

- Specify the period begin and period end dates above
- Select the entity name from the pull down menu (County will automatically populate)
- Enter the year of the report
- Enter the preparer's information

#### For Assistance Please Contact:

NH DRA Municipal and Property Division  
Phone: (603) 230-5090  
Fax: (603) 230-5947  
<http://www.revenue.nh.gov/mun-prop/>

### ENTITY'S INFORMATION

Municipality:  County:  Report Year:

### PREPARER'S INFORMATION

First Name  Last Name   
Street No.  Street Name  Phone Number   
Email (optional)



New Hampshire  
Department of  
Revenue Administration

MS-61

Debits

Uncollected Taxes Beginning of Year	Account	Levy for Year of this Report	Prior Levies (Please Specify Years)		
			Year: 2016	Year: 2015	Year: 2014
Property Taxes	3110		\$426,554.91		
Resident Taxes	3180				
Land Use Change Taxes	3120		\$7,500.00		
Yield Taxes	3185		\$2,537.11		
Excavation Tax	3187		\$147.30		
Other Taxes	3189				
Property Tax Credit Balance		(\$0.23)			
Other Tax or Charges Credit Balance					

Taxes Committed This Year	Account	Levy for Year of this Report	Prior Levies	
			2016	
Property Taxes	3110	\$17,133,720.00		
Resident Taxes	3180			
Land Use Change Taxes	3120	\$132,615.00		
Yield Taxes	3185	\$13,461.89		
Excavation Tax	3187	\$32.94		
Other Taxes	3189			

Overpayment Refunds	Account	Levy for Year of this Report	Prior Levies		
			2016	2015	2014
Property Taxes	3110	\$24,203.57			
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185				
Excavation Tax	3187				
Interest and Penalties on Delinquent Taxes	3190	\$9,001.05	\$23,278.38		
Interest and Penalties on Resident Taxes	3190				
Total Debits		\$17,313,034.22	\$460,017.70	\$0.00	\$0.00



**Credits**

Remitted to Treasurer	Levy for Year of this Report	Prior Levies		
		2016	2015	2014
Property Taxes	\$16,874,151.20	\$267,955.85		
Resident Taxes				
Land Use Change Taxes	\$100,115.00	\$7,500.00		
Yield Taxes	\$13,461.89			
Interest (Include Lien Conversion)	\$8,911.05	\$21,666.38		
Penalties	\$90.00	\$1,612.00		
Excavation Tax	\$32.94			
Other Taxes				
Conversion to Lien (Principal Only)		\$161,282.12		
Discounts Allowed				

Abatements Made	Levy for Year of this Report	Prior Levies		
		2016	2015	2014
Property Taxes	\$3,422.00	\$1.35		
Resident Taxes				
Land Use Change Taxes				
Yield Taxes				
Excavation Tax				
Other Taxes				
Current Levy Deeded				



New Hampshire  
Department of  
Revenue Administration

MS-61

Uncollected Taxes - End of Year # 1080	Levy for Year of this Report	Prior Levies		
		2016	2015	2014
Property Taxes	\$433,356.29			
Resident Taxes				
Land Use Change Taxes	\$32,500.00			
Yield Taxes				
Excavation Tax				
Other Taxes				
Property Tax Credit Balance	(\$153,006.15)			
Other Tax or Charges Credit Balance				
Total Credits		\$17,313,034.22	\$460,017.70	\$0.00
			\$0.00	\$0.00

For DRA Use Only	
Total Uncollected Taxes (Account #1080 - All Years)	\$312,850.14
Total Unredeemed Liens (Account #1110 - All Years)	\$222,898.21



Lien Summary

Summary of Debits

	Last Year's Levy	Prior Levies (Please Specify Years)		
		Year: 2016	Year: 2015	Year: 2014
Unredeemed Liens Balance - Beginning of Year			\$129,400.41	\$130,156.46
Liens Executed During Fiscal Year		\$172,999.13		
Interest & Costs Collected (After Lien Execution)		\$1,684.77	\$16,651.77	\$31,328.37
<b>Total Debits</b>	<b>\$0.00</b>	<b>\$174,683.90</b>	<b>\$146,052.18</b>	<b>\$161,484.83</b>

Summary of Credits

	Last Year's Levy	Prior Levies		
		2016	2015	2014
Redemptions		\$44,317.09	\$70,081.19	\$95,259.51
Interest & Costs Collected (After Lien Execution) #3190		\$1,684.77	\$16,651.77	\$31,328.37
Abatements of Unredeemed Liens				
Liens Deeded to Municipality				
Unredeemed Liens Balance - End of Year #1110		\$128,682.04	\$59,319.22	\$34,896.95
<b>Total Credits</b>	<b>\$0.00</b>	<b>\$174,683.90</b>	<b>\$146,052.18</b>	<b>\$161,484.83</b>

For DRA Use Only

Total Uncollected Taxes (Account #1080 - All Years)	\$312,850.14
Total Unredeemed Liens (Account #1110 - All Years)	\$222,898.21



**BROOKLINE (63)**

**1. CERTIFY THIS FORM**

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Preparer's First Name

Preparer's Last Name

Date

Patricia

Howard-Barnett

Jan 10, 2018

**2. SAVE AND EMAIL THIS FORM**

Please save and e-mail the completed PDF form to your Municipal Bureau Advisor.

**3. PRINT, SIGN, AND UPLOAD THIS FORM**

This completed PDF form must be PRINTED, SIGNED, SCANNED, and UPLOADED onto the Municipal Tax Rate Setting Portal (MTRSP) at <http://proptax.org/nh/>. If you have any questions, please contact your Municipal Services Advisor.

**PREPARER'S CERTIFICATION**

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Howard Barnett Tax Collector  
Preparer's Signature and Title

Town Clerk's Report  
01/01/2017-12/31/2017

MV Permit Fees (7026)	\$ 1,113,595.16
Boat Registrations	\$ 890.00
MV Title Fees	\$ 2,686.00
UCC Filing/ IRS Liens	\$ 1,080.00
Municipal Agent Fees	\$ 17,503.00
Vital Records	\$ 4,455.00
Hunting & Fishing Licenses	\$ 791.00
Dog Licenses(1190)	\$ 8,001.00
Dog Fines/ Penalties	\$ 2,355.50
Pole Permits	\$ 30.00
Dredge & Fill Permits	\$
Filing Fees	\$
Total to Treasurer	\$ 1,151,386.66

## **2017 Town History Committee Report**

The Brookline Town History Committee was chartered by the Selectboard in 2013 to research, organize and recommend to the Town the best way to update the Town History in time for our 250th anniversary in 2019.

There are more than 100 years to cover, as the last historical account, commonly known as the Parker History (after its author Edward E. Parker) was published in 1914.

The Committee has met monthly since May of 2013, with an initial focus on what such a history should encompass, how it should be researched, its potential costs, the content and cost of other recently published town histories, and the lead time needed for publishing. Additional research has included leveraging the insight and resources of the Brookline Historical Society, the Brookline Public Library, the archives of the Milford Cabinet, and the New Hampshire Historical Society in Concord, and research in Nashua into what other towns have included in their recent history updates.

In 2017, the Committee focused on indexing and transcribing interviews with members of the Brookline scanning all available copies of the Brookline News and The Brookliner and making them searchable for writers, and have written a significant portion of the articles that will appear in the book. Editor Sid Hall has recruited several writers from Brookline and surrounding communities, and has also recruited two volunteer assistant editors.

Members serving in 2017/2018 are Keith Thompson, Robert Ottavi, Scott Grzyb, Nancy Reinbold, Dan Marcek, Donna Corey, Vicki Pope, Eric DiVirgilio, Peter Webb, Louise Eldridge and Roy Wallen. We are thankful for the many ad-hoc members who have contributed to this project.

The project's final cost will depend mostly on the content and quality of the book and will likely be a primary factor in determining the book price. Based on our research into recent projects by other New Hampshire towns, we are anticipating writing, editing and publishing costs and are recommending that the Town approve \$5,000 towards those costs this



year. This minimizes the impact on taxes and will allow the committee to access funds in a timely manner as project needs arise, and in accordance with the Town purchasing policy. We remind voters that the costs of the project will be recouped through book sales once the book is complete.

There are many opportunities for current and former Brookline residents to contribute to this important project. The Committee would gratefully welcome help with research, interview contacts, and topic suggestions of historic value.

Consider attending one of our meetings! The next one is [Monday, April 9th at 6:30 pm](#) at Brusch Hall, and future meetings will be the second Monday of month, any changes will be posted at <http://www.brookline.nh.us/town-history-committee>. We can also be contacted at [BrooklineHistoryCommittee@gmail.com](mailto:BrooklineHistoryCommittee@gmail.com). How about sharing a Brookline-related thought, memory and/or picture on our Facebook page!

The Brookline Town History Committee,  
Keith F. Thompson, Chair

**Town Treasurer's Report  
For the Year Ended December 31, 2017**

**Town Accounts**

**General Fund**

Balance January 1, 2017	\$ 4,790,801
Receipts:	
Taxes	17,716,101
Motor Vehicle Permits	1,113,595
Federal and State Funding	947,745
Other Local Sources	390,101
Interest on Investments	4,209
Warrant Disbursements	(19,895,614)
Pistol Permit Account Expenditures	(5,489)
<b>Ending Balance December 31, 2017</b>	<b><u>\$ 5,061,450</u></b>

**Brookline 250th Anniversary Accounts**

Balance January 1, 2017	\$ 9,205
Contributions	29,046
Interest Earned	34
Expense	(2,738)
<b>Ending Balance December 31, 2017</b>	<b><u>\$ 35,547</u></b>

**Police Special Detail Fund**

Balance January 1, 2017	\$ 21,642
Police Details	47,771
Expense	(37,550)
<b>Ending Balance December 31, 2017</b>	<b><u>\$ 31,863</u></b>

**Ambulance Facility Impact Fee**

Balance January 1, 2017	\$ 2,675.00
Impact Fees	3,332
Interest Earned	4
Payments to Town of Brookline	(2,675)
<b>Ending Balance December 31, 2017</b>	<b><u>\$ 3,336</u></b>

**CSDA School Impact Fee**

Balance January 1, 2017	\$ 15,706
Impact Fees	19,564
Interest Earned	27
Payments to Brookline School District	(15,706)
<b>Ending Balance December 31, 2017</b>	<b><u>\$ 19,591</u></b>

**HBMS 2004 Impact Fee**

Balance January 1, 2017	\$ 18,505
Impact Fees	23,964
Interest Earned	32
Payments to Hollis-Brookline Co-op School District	(18,505)
<b>Ending Balance December 31, 2017</b>	<b><u>\$ 23,996</u></b>

**Police Dept Impact Fee**

Balance January 1, 2017	\$	1,041
Impact Fees		692
Interest Earned		1
Payments to Police Department		(1,041)
<b>Ending Balance December 31, 2017</b>	<b>\$</b>	<b>693</b>

**Subtotal of Town Accounts**

<b>\$</b>	<b>5,176,475</b>
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**Conservation Commission Accounts****Conservation Fund**

Balance January 1, 2017	\$	174,920
Receipts:		
Land Use Change Tax		32,500
Donations		318,423
Interest Earned		511
State Funds		99,000
Disbursements:		
Conservation Expenses		(10,120)
Land Acquisition Expenses		(403,270)
<b>Ending Balance December 31, 2017</b>	<b>\$</b>	<b>211,964</b>

**Subtotal of Conservation Commission**

<b>\$</b>	<b>211,964</b>
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**Recreation Commission Accounts****Max Cohen Memorial Grove**

Balance January 1, 2017	\$	23,985
Receipts:		
Memberships		20,705
Swimming Lessons		10,130
Other (Guest fees, donations)		2,670
Disbursements:		
Payroll		(25,757)
Utilities (Electricity, Telephone)		(680)
Portable Toilets, Trash Removal		(1,715)
Lifeguard Supplies & Training		(393)
Other (Repairs, Maintenance, Improvements, Water Testing)		(7,402.02)
<b>Ending Balance December 31, 2017</b>	<b>\$</b>	<b>21,542</b>

**Recreation Revolving Fund**

Balance January 1, 2017	\$	4,307
Receipts:		
Skating Rink		1,855
Concession Stand		580
Winter Festival		500
Fishing Derby		898
Interest		6
Disbursements:		
Skating Rink		(2,490)
Winter Festival		(95)
Fishing Derby		(290)
250th Anniversary (Concession Stand Proceeds)		(2,615)
Ball Field Improvements & Maintenance		
<b>Ending Balance December 31, 2017</b>	<b>\$</b>	<b>2,656</b>
<b>Subtotal of Recreation Commission</b>	<b>\$</b>	<b>24,198</b>
<b>Total of all Accounts in Hands of Treasurer</b>	<b>\$</b>	<b>5,412,637</b>

Eric S. Bernstein, Treasurer - Town of Brookline, NH

## Trustees of Trust Funds - Year End 2017

	Beginning Balance	Receipts	Expenses	Ending Balance
<b>Cemetery Funds</b>				
<b>General Fund</b>	<b>\$23,067.70</b>			
Town Appropriation		\$16,000.00		
C L Farwell Construction, LLC			\$16,388.50	
Dee Sinclair			\$1,250.00	
Kazanjian Hotricultural			\$540.00	
Wilson's Ground Maintenance			\$400.00	
Transfer to Cemetery Irrigation			\$4,053.67	
<i>Cemetery Trust Fund</i>				
<i>Funds Received - Pine Grove</i>				
Dividends and Interest		\$20.93		
<b>Totals:</b>		<b>\$16,020.93</b>	<b>\$22,632.17</b>	
				<b>\$16,456.46</b>
<b>Cemetery Trust Fund</b>	<b>\$166,520.09</b>			
Dividends and Interest		\$7,574.42		
Capital Gains (losses)		\$10,292.15		<b>\$184,386.66</b>
<b>General Cemetery Maintenance Fund</b>	<b>\$3,807.94</b>			
Interest		\$7.08		
Receipts for Plots		\$1,800.00		<b>\$5,615.02</b>
<b>Library Common Trust</b>	<b>\$14,745.06</b>			
Interest/Dividends		\$946.98		
Capital Gains (Losses)		\$1,471.79		<b>\$17,163.83</b>
<b>Common Trust Fund</b>	<b>\$7,945.59</b>			
Interest/Dividends		\$459.82		
Capital Gains (Losses)		\$702.72		<b>\$9,108.13</b>
<b>Dodge Common Trust Fund</b>	<b>\$31,600.03</b>			
Interest/Dividends		\$1,284.43		
Capital Gains (Losses)		\$3,372.83		<b>\$36,257.29</b>
<b>Scholarship Trust Fund</b>	<b>\$20,757.74</b>			
Interest/Dividends		\$917.18		
Capital Gains (Losses)		\$1,519.97		
Scholarship Award			\$1,000.00	<b>\$22,194.89</b>
<b>Ambulance Service Exp. Trust</b>	<b>\$3,206.23</b>			
Interest		\$3.32		
Monies from private donations		\$3,015.00		<b>\$6,224.55</b>

## Trustees of Trust Funds - Year End 2017

	<u>Beginning Balance</u>	<u>Receipts</u>	<u>Expenses</u>	<u>Ending Balance</u>
<b>School Facilities Maint. Trust</b>	<b>\$45,627.58</b>			
Dividends and Interest		\$25.58		
Monies in		\$10,000.00		<b>\$55,653.16</b>
Repairs and Maintenance				
<b>Cemetery Irrigation Trust Fund</b>	<b>\$6,641.56</b>			
Dividends and Interest		\$191.88		
Capital Gains (Losses)		\$272.73		
Monies In		\$4,053.67		
Eversource			\$123.10	<b>\$11,036.74</b>
<b>Milner Wallace Memorial Trust</b>	<b>\$1,769.61</b>			
Interest		\$1.76		
Monies Out			\$150.00	<b>\$1,621.37</b>
<b>Neighbors Helping Neighbors Fund</b>	<b>\$6,909.21</b>			
Monies In		\$4,235.00		
Interest		\$6.61		
Monies Out			\$1,350.35	<b>\$9,800.47</b>
<b>Bond St. Bridge Engineering</b>	<b>\$0.00</b>			
Monies In		\$167,000.00		
Interest		\$29.97		<b>\$167,029.97</b>
<b>Hazardous Materials Trust Fund</b>	<b>\$0.00</b>			
Monies In		\$10,000.00		
Interest		\$1.79		<b>\$10,001.79</b>
			<b>Grand Total:</b>	<b>\$552,550.33</b>

Town Trustees of the Trust Funds:

Melanie Levesque, Clarence Farwell, and Rodney Lockwood

2017 Marriages  
January 1- December 31, 2017

<u>Date/Place of Marriage</u>	<u>Person A/Person B</u>	<u>Residence</u>	<u>By Whom</u>
Mar 04 West Chesterfield, NH	Robert A LaBelle Sarah E Whitcomb	Brookline, NH Brookline, NH	
Jun 17 Jaffrey, NH	Justin M Chivilo Allyson K Bruder	Brookline, NH Brookline, NH	Tony Tryonis Pastor
Jun 24 Sandown, NH	Corey P Dickerson Michelle L Weysham	Brookline, NH Brookline, NH	Cindy Gorgoglione Justice of the Peace
Aug 26 Brookline, NH	Gerald G Farwell Cathleen J Burbee	Brookline, NH Brookline, NH	Tracy Dunne Justice of the Peace
Sep 16 Harrisville, NH	Chad A Rodgers Chelsea R Theriault	Nashua, NH Brookline, NH	

<u>Date/Place of Marriage</u>	<u>Person A/Person B</u>	<u>Residence</u>	<u>By Whom</u>
Oct 04 Whitefield, NH	Steven A Charron Doreen M Beaulieu	Brookline, NH Brookline, NH	
Oct 06 Brookline, NH	David W Lavoie Jacy J Pack	Brookline, NH Brookline, NH	Cathy Bujnowski Justice of the Peace
Oct 07 Milford, NH	Leon J Belesca Sarah M Smith	Brookline, NH Brookline, NH	Kenneth Lambert Minister
Oct 20 Brookline, NH	Michael E Finigan Amanda C Coffey	Brookline, NH Brookline, NH	
Dec 22 Brookline, NH	Adam J Robitaille Thomas J Chabot	Brookline, NH Brookline, NH	



2017 Births  
January 1-December 31, 2017

Date of Birth	Name of Child	Mother & Father
Jan 27	Eve Marie Foley	Lindsay & Sean Foley
Feb 01	Elina Himansi Maha Acharige	Madhira Gammana
		Asela Maha Acharige
Mar 14	Nicholas Cash Petroules	Nicole & Nicholas Petroules
Apr 08	William Troy Murphy	Lisbeth & William Murphy
Apr 16	Ethan Alexander Frost	Celina & Dustin Frost
Jun 06	Abby Marie Bairstow	Jennifer & Scott Bairstow
Jun 09	Ada Pauline Bassett	Mary & Jesse Bassett
Jun 23	Henley Hazel Gaudreau	Jodi & Jason Gaudreau
July 12	Adaline Elizabeth Cobb	Leeanne & Jeffrey Cobb
Jul 19	Aaliyah Rose Zapata	Kristy & Rafael Zapata
Jul 19	Kinsley Rita Jencks	Jennifer & Kyle Jencks
Jul 25	Maddox Robert Warren	Courtney & Daniel Warren
Aug 08	Emerson Elizabeth Lyon	Heather & Brandon Lyon
Aug 08	Walter Glen Schult	Emily & Brandyn Schult
Sep 05	Audrey Willow Donovan	Niccole Letendre & Scott Donovan
Sep 22	Kevin John Aitken	Jill & Kevin Aitken
Oct 04	Faye Antonia Benson	Rebecca & Andrew Benson
Oct 05	Calvin Lewis Feightner	Alisha & Derrick Feightner
Oct 14	Wolfgang Malatras Bak	Cara & Jameson Bak

Date of Birth	Name of Child	Mother & Father
Oct 15	Lincoln Merrick Schaefer	Chelsea & Benjamin Schaefer
Nov 04	Myra Claire Austin	Victoria & Russell Austin
Dec 08	Penelope Faith Gwarjanski	Kalee & Andrew Gwarjanski
Dec 15	Caden Dylan Johnston	Nicole & Chase Johnston
Dec 19	Eli Charles Burgess	Nicole & Hudson Burgess
Dec 20	Connor Christopher Powers	Lynn & Patrick Powers
Dec 27	Gia Maria Marchionda	Mallory & Guido Marchionda

2017 DEATHS  
January 1-December 31, 2017

<b>Date of Death</b>	<b>Place of Death</b>	<b>Name</b>	<b>Place of Burial</b>
Jan 03	Brookline, NH	Arthur G Fenske	East Hanover, NJ
Jan 10		John Wheeler	Pine Grove Cemetery, Brookline, NH
Jan 13	Brookline, NH	Caylin M Bowen	Concord Crematorium, Concord, NH
Jan 14	Manchester, NH	Raymond J Duval	
Jan 15	Brookline, NH	Basil Harris Jr	Phaneuf Crematorium, Manchester, NH
Jan 15	Burlington, MA	Richard E Shamp Jr	
Jan 28	Merrimack, NH	Eleanora K Cropley	Pine Grove Cemetery, Brookline, NH
Feb 15	Brookline, NH	Agnes J Bent	Concord Crematorium, Concord, NH
Mar 10	Nashua, NH	John Murphy	
Mar 29	Merrimack, NH	Robert Edgecomb	
Mar 3	Nashua, NH	John Fisher	Concord Crematorium, Concord, NH
Apr 06	Brookline, NH	Joshua W McNally	
Apr 18	Merrimack, NH	Robert G Bramley	Pine Grove Cemetery, Brookline, NH
May 13	Brookline, NH	Hannah G Bazemore	Concord Crematorium, Concord, NH
Jun 05	Brookline, NH	Charles T Anderson	
Jul 10	Nashua, NH	War Yi	
Jul 12	Brookline, NH	Victor J Webster	Concord Crematorium, Concord, NH
Jul 14	Clearwater, FL	Gail E Fessenden	Pine Grove Cemetery, Brookline, NH
Aug 25	Brookline, NH	Eugene W. Pudsey	Fairview Cemetery, N Chelmsford, MA
Aug 25	Londonderry, NH	Barbara C Coon	

<u>Date of Death</u>	<u>Place of Death</u>	<u>Name</u>	<u>Place of Burial</u>
Aug 31	Lebanon, NH	Mark H Breda	Pine Grove Cemetery, Brookline, NH
Sept 13	Ayer, MA	Bruce J Ingraham	Eglington Cemetery, Clarksboro, NJ
Sept 22	Brookline, NH	Antoinette M Thompson	Concord Crematorium, Concord, NH
Oct 01	Brookline, NH	Sean W Lorette	
Oct 18	Merrimack, NH	Joseph D King	
Oct 29	Nashua, NH	Nanette Condon	
Nov 10	Nashua, NH	Ruth Verdejo-Duarte	
Dec 03	Boston, MA	Adrian O Drakes	Evergreen Cemetery, Stoughton, MA
Dec 06	Bedford, NH	Dorothy T Haight	Pine Grove Cemetery, Brookline, NH
Dec 07	Concord, NH	Nicholas C Shutt	Pine Grove Cemetery, Brookline, NH
Dec 19	Nashua, NH	James Treacy Jr	
Dec 25	Milford, NH	Laurette Ouellette	



ANNUAL REPORT OF THE OFFICERS  
of the  
BROOKLINE SCHOOL DISTRICT  
For the year ending June 30, 2017

OFFICERS

Mr. Matthew Maguire, Chair	Term Expires 2020
Mrs. Lauren DiGennaro	Term Expires 2018
Mr. Kenneth Haag	Term Expires 2018
Mrs. Erin Sarris	Term Expires 2019
Ms. Alison Marsano	Term Expires 2020

Mr. Peter Webb, Moderator	Term Expires 2018
Mr. Robert L Rochford, Treasurer	Term Expires 2018
Kacie Ellis, School District Clerk	Term Expires 2018

SAU #41 Administration

Mr. Andrew F. Corey, Superintendent of Schools  
Ms. Gina Bergskaug, Assistant Superintendent  
Ms. Kelly Seeley, Business Administrator  
Ms. Amy Rowe, Director of Student Services  
Mrs. Anne Elser, Asst. Director, Student Services  
Mr. Richard Raymond, Network Administrator

Brookline Elementary Schools

Mr. Daniel Molinari, Principal, Richard Maghakian Memorial School  
Mr. Dennis Dobe, Principal, Capt. Samuel Douglass Academy  
Mrs. Karen Kulick, Special Education Administrator

**BROOKLINE SCHOOL DISTRICT  
2018 WARRANTS  
February 5, 2018 and March 13, 2018**

**Reflects First Session Amendments**

To the inhabitants of the Brookline School District, in the Town of Brookline in the County of Hillsborough, and State of New Hampshire, qualified to vote in District affairs.

You are hereby notified to meet at Captain Samuel Douglass Academy in said district on Monday, February 5, 2018 (snow date: February 7, 2018), at 7:00 p.m., for Session I (Deliberation), for the transaction of all business other than voting by official ballot. This session shall consist of the explanation of all the warrant articles and the discussion and debate of warrant articles 1 through 9. Warrant articles may be amended subject to the following limitations: (a) warrant articles whose wording is prescribed by law shall not be amended, (b) warrant articles that are amended shall be placed on the official ballot for final vote on the main motion as amended and (c) no warrant article shall be amended to eliminate the subject matter of the article.

You are hereby further notified to meet at Captain Samuel Douglass Academy on Tuesday, March 13, 2018, between the hours of 7:00 a.m. and 7:30 p.m. to vote by official ballot for the election of School District officers and other action required to be inserted on the official ballot (warrant articles 1 through 10).

**Article 1. Election of Officers.** To elect all necessary School District officers for the ensuing terms by official ballot vote on March 13, 2018, Captain Samuel Douglass Academy, 7:00 a.m. to 7:30 p.m.:

- To choose a Moderator for the ensuing year.
- To choose a Clerk for the ensuing year.
- To choose a Treasurer for the ensuing year.
- To choose two (2) members of the School Board for the ensuing three (3) years.

**Article 2.** To see if the Brookline School District will vote to approve the cost of items for the first of a two-year collective bargaining agreement reached between the Brookline School Board and the Brookline Teachers Association for the 2018-2019 and 2019-2020 school years, which calls for the following increase in professional staff salaries and benefits at the current staffing levels:

<b><u>Fiscal Year</u></b>	<b><u>Estimated Increase</u></b>
<b>2018-19</b>	<b>\$154,095</b>

and further to raise and appropriate a sum of **\$154,095** for the first fiscal year (2018-2019 school year), such sum representing the additional costs attributable to the increase in professional staff salaries and benefits required by the new agreement over those that would be paid at current staffing levels. This is the first fiscal year of a two-year agreement. Negotiated cost item increases for the second year of the contract (fiscal year 2019-2020) will require approval of a specific warrant article on the 2019 ballot. **The School Board recommends this article 4-0-0. The Finance Committee recommends this article 2-0-0.**

**Article 3.** To see if the Brookline School District will vote to approve the cost of items included in a four-year collective bargaining agreement reached between the Brookline School Board and the Brookline Education Support Staff Association for the 2018-2019 through 2021-2022 school years, which calls for the following increase in support staff salaries and benefits at the current staffing levels:

<b><u>Fiscal Year</u></b>	<b><u>Estimated Increase</u></b>
<b>2018-2019</b>	<b>\$40,467</b>
<b>2019-2020</b>	<b>\$32,542</b>
<b>2020-2021</b>	<b>\$35,544</b>
<b>2021-2022</b>	<b>\$31,754</b>

and further to raise and appropriate a sum of \$40,467 for the first fiscal year (2018-2019 school year), such sum representing the additional costs attributable to the increase in support staff salaries and benefits required by the new agreement over those that would be paid at current staffing levels. **The School Board recommends this article 4-0-0. The Finance Committee recommends this article 2-0-0.**

**Article 4.** To see if the Brookline School District will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$9,080,562. Should this article be defeated, the default budget shall be \$8,939,050, which is the same as last year, with certain adjustments required by previous action of the school district 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. Majority vote required to pass. **The School Board recommends this article 4-0-0. The Finance Committee recommends this article 2-0-0.**

**Article 5:** To see if the school district will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate a sum of up to \$50,000 to go into fund. This sum to come from the unassigned fund balance (surplus) available for transfer on July 1, 2018. **The School Board recommends this article 4-0-0. The Finance Committee recommends this article 2-0-0. The Finance Committee recommends this article 2-0-0.**

**Article 6:** To see if the school district will vote to raise and appropriate a sum of up to \$50,000 from the June 30 unassigned fund balance (surplus) available for transfer on July 1, 2018 to be added to the previously established SCHOOL FACILITIES MAINTENANCE FUND. **The School Board recommends this article 4-0-0. The Finance Committee recommends this article 2-0-0.**

**Article 7:** To see if the school district will vote to raise and appropriate a sum of up to \$25,000 from the June 30 unassigned fund balance (surplus) available for transfer on July 1, 2018 to be added to the previously established SPECIAL EDUCATION EXPENDABLE TRUST FUND. No amount to be raised from taxation. **The School Board recommends this article 4-0-0. The Finance Committee recommends this article 2-0-0.**

**Article 8.** Shall the voters of the Brookline School District adopt a school administrative unit budget of \$1,577,723 for the forthcoming fiscal year in which \$279,152 is assigned to the school budget of this school district? This year's adjusted budget of \$1,543,057 with \$274,158 assigned to the school budget of this school district will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. **The School Board recommends this article 4-0-0. The Finance Committee recommends this article 2-0-0.**

**Article 9.** To see if the school district voters will authorize the Brookline School District to access future year state and federal special education aid funds in the event that special education costs exceed budget limitations.

**Article 10.** To transact any other business which may legally come before said meeting.

GIVEN UNDER OUR HANDS AND SEALS AT SAID BROOKLINE THIS 11th DAY OF JANUARY 2018.

Matthew Maguire, Chair  
Lauren DiGennaro  
Erin Sarris  
Kenneth Haag  
Alison Marsano  
SCHOOL BOARD



BROOKLINE SCHOOL DISTRICT  
ANNUAL MEETING  
FIRST SESSION (DELIBERATIVE)  
FEBRUARY 5, 2018  
**MEETING MINUTES**

The First Session (Deliberative) of the Annual Meeting of the Brookline School District was conducted on Monday, February 5, 2018 at 7:00 p.m. at the Captain Samuel Douglass Academy Library.

Moderator Peter Webb presided.

Members of the School Board Present: Matthew Maguire, Chairman  
Lauren DiGennaro, Vice Chairman  
Alison Marsano, Secretary  
Kenneth Haag  
Erin Sarris

Members of the School Board Absent:

Also in Attendance: Andrew Corey, Superintendent  
Gina Bergskaug, Assistant Superintendent  
Kelly Seeley, Business Administrator  
Kristen Maher, Assistant Business Administrator  
Amy Rowe, Director of Student Services  
Anne Elser, Assistant Director of Student Services  
Dennis Dobe, Principal, Captain Samuel Douglass Academy  
Daniel Molinari, Principal, Richard Maghakian Memorial School  
Karen Kulick, Special Education Administrator  
Linda Chomiak, Brookline Finance Committee  
Brian Rater, Brookline Finance Committee  
William Phillips, Esq., School District Attorney

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*Moderator Webb led in the Pledge of Allegiance.*

Moderator Webb noted an error in the handout titled “2018 Overview of Brookline Annual Meetings”, which indicates the Hollis Brookline School District meeting is March 12, 2018. The meeting is scheduled for March 15, 2018.

Moderator Webb noted this to be an SB2 meeting under RSA 40:13 also known as the Official Ballot Referendum System. The School Board has created a Warrant having 10 Articles. Under SB2, the Warrant is effectively the Ballot. Before the voters was the opportunity to discuss each of the Warrant Articles and to consider any amendments. Although the Ballot could be changed, it could not be approved until before the voters on Tuesday, March 13, 2018.

Moderator Webb introduced members of the Brookline School Board and SAU 41 Administration. Although members of the Administration are not members of the Town, and, therefore, technically not permitted to participate, given what they could add to the discussion, he suggested they be allowed to speak.

*A show of hands indicated voters wished to allow members of the Administration to participate in the discussion.*

### Article 1

Election of Officers. To elect all necessary School District officers for the ensuing terms by official ballot vote on March 13, 2018, Captain Samuel Douglass Academy, 7:00 a.m. to 7:30 p.m.:

- To choose a Moderator for the ensuing year.
- To choose a Clerk for the ensuing year.
- To choose a Treasurer for the ensuing year.
- To choose two (2) members of the School Board for the ensuing three (3) years.

Moderator Webb noted the voters would vote on the article on March 13, 2018.

### Article 2

To see if the Brookline School District will vote to approve the cost of items for the first of a two-year collective bargaining agreement reached between the Brookline School Board and the Brookline Teachers Association for the 2018-2019 and 2019-2020 school years, which calls for the following increase in professional staff salaries and benefits at the current staffing levels:

<u>Fiscal Year</u>	<u>Estimated Increase</u>
2018-19	\$154,095

and further to raise and appropriate a sum of **\$154,095** for the first fiscal year (2018-2019 school year), such sum representing the additional costs attributable to the increase in professional staff salaries and benefits required by the new agreement over those that would be paid at current staffing levels. This is the first fiscal year of a two-year agreement. Negotiated cost item increases for the next fiscal year (2019-2020) will require approval of a specific warrant article on the 2019 ballot. **The School Board recommends this article 4-0-0.**

Matthew Maguire, Chairman, Brookline School Board, explained the Article represents the Collective Bargaining Agreement reached between the Brookline School Board and the Brookline Teachers Association. Teachers are working without a contract in the current school year.

The salary table consists of a series of steps, each with an identified/associated salary. Employees move along the salary table in steps, e.g., year 1 is step 1, year 2 step 2, etc. What is meant by a table increase is an increase to the identified salary amount for a step on the table, e.g., year 1, 1.5% increase, year 2, .75% increase. Off-step is for those employees who have exceeded the number of steps (years) on the table.

This year's cost is \$154,095. Salaries in 2018/2019 represent a 1.5% table increase plus step movement and 2.25% for off-step employees.

In 2019-2020, it is .75% table increase plus step, and 2.25% for off-step employees.

In the first year of the contract, the District pays 100% of the lowest cost health insurance plan, and caps are applied to remaining plans. In the second year of the contract caps are applied to all three plans.

A Flexible Spending Account plan was added for teachers for the upcoming school year.

Eric Pauer, 12 Westview Road

Questioned if teachers working without a contract in the current year were compensated under the terms of the previous salary table. Mr. Maguire responded they were. Mr. Pauer questioned if teachers received a step increase in the current year and was told they did not. In the absence of a contract, there is no movement on the salary table. When asked if teachers who received additional educational training had movement based on that, Mr. Maguire stated they did.

Mr. Pauer commented a teacher on the salary table, based on the proposed contract and having had no movement on the table in the previous year, would receive an approx. 7.7% increase over the life of the proposed contract (2 years). Mr. Maguire stated agreement.

Mr. Pauer commented the contributions to the New Hampshire Retirement System (NHRS) have been increasing exponentially. In FY17, it was 15.67% and FY18 and FY19 it is 17.36%. He questioned if it is truly an 11% increase and was informed it is. He spoke of the percentage being contributed by the teachers (7%), which is the same percentage they contributed in the previous year, and commented, as a result, they are gaining more. He stated his hope the article will be reconsidered.

Brian Rater, Brookline Finance Committee

Stated the Finance Committee is in favor of all the Warrant Articles. By way of providing historical information on the NHRS, he stated it was regulated by State law, which artificially placed a cap on the amount of money going into the system. It was not keeping up with where it should have been, which was addressed by the Legislature a few years ago. They are now playing catchup by requiring employers to contribute larger amounts. That is the situation for all employees across the State, not just the schools.

Eric Pauer

Stated the NHRS is what they call a defined benefit plan. They're guaranteed to get a minimum return of 8.25% or 8.5%. When it is below that, the employer must pay to get to that level. If the market does better, they get all the upside. He stated his displeasure with the way the system works.

*No further discussion was offered on Article 2.*

### Article 3

To see if the Brookline School District will vote to approve the cost of items included in a four-year collective bargaining agreement reached between the Brookline School Board and the Brookline Education Support Staff Association for the 2018-2019 through 2021-2022 school years, which calls for the following increase in support staff salaries and benefits at the current staffing levels:

<u>Fiscal Year</u>	<u>Estimated Increase</u>
2018-2019	\$40,467
2019-2020	\$32,542
2020-2021	\$35,544
2021-2022	\$31,754

and further to raise and appropriate a sum of \$40,467 for the first fiscal year (2018-2019 school year), such sum representing the additional costs attributable to the increase in support staff salaries and benefits required by the new agreement over those that would be paid at current staffing levels. **The School Board recommends this article 4-0-0.**

Kenneth Haag, Brookline School Board, stated salaries in 2018/2019 represent a 2% table increase plus step movement. Off-step employees receive a 3% increase. On average, it will be a 3% for every employee under this agreement. It is a four-year agreement. The first year is a little higher than the rest; as part of the agreement, the Para-professionals have been asked to work an additional day at the beginning of the school year. Included in the first-year cost is the \$2,300 to cover the cost of that 1 additional day. In the three years following, it is a 2.25% table increase plus step movement, and 3% for off-step employees.

Mr. Haag spoke of language gained in terms of management rights. The agreement would provide the District with a 90-day probationary period for all support staff employees. The insurance language is similar to that discussed under Article 2.

The salary table has had a large adjustment from the previous language, and is now more standardized with the language of other contracts within the SAU. It is more manageable for the Business Office.

The contract would allow the SAU to designate a skeleton crew day, which would trigger custodial staff to come in with the sole goal of cleaning the buildings.

***No further discussion was offered on Article 3.***

#### **Article 4**

To see if the Brookline School District will vote to raise and appropriate as an operating budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling \$9,080,562. Should this article be defeated, the default budget shall be \$8,939,050, which is the same as last year, with certain adjustments required by previous action of the school district 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. Majority vote required to pass. **The School Board recommends this article 4-0-0.**

Superintendent Corey explained the major change is personnel related. A classroom teacher position has been added to decrease class size. Also proposed is moving the Science Specialist position from part-time (0.7) to full-time (1.0) to enhance and continue efforts in the area of science. In the area of academics, there is an increase in the amount of \$7,250 for new software that brings additional math and science learning opportunities to students at both ends of the spectrum. Taken into consideration is the need to continue to address building maintenance needs.

On the revenue side, increases are seen through the Retained Education Tax (\$17,120) and in special education aid (\$29,000) (formerly known as catastrophic aid). Decreases are in Medicaid (\$16,500), Adequate Aide Grant (\$59,590), and other revenues (approx. \$22,000). Superintendent Corey stressed, at this time, the figures are estimates.

The major changes in the budget include a reduction in the cost of health insurance (GMR of -1%) resulting in a decrease of \$24,367. Special education transportation costs have increased by \$41,875.

There are no retirements planned for FY19. There is a contractual obligation associated with retirements (last year the cost was \$53,885 (shows as a reduction in FY19)).

If the proposed budget is adopted, a decrease in class sizes would result leading to the following ratios for next year: Grade one 18.25/1, grade two 19.5/1, grade three 17/1, grade four 18/1, grade five 20/1, and grade six 18/1. The District would be able to provide continued improvements into the science curriculum. The District would be able to address needed improvements to the buildings.

If the default budget is adopted class sizes would remain above the Board policy for educational specifications, planned science improvements would be reduced, and the District would have to revisit the building maintenance items to determine which could be deferred for a year.

Superintendent Corey stated a default budget (\$8,939,050) is the amount of the same appropriations as contained in the operating budget authorized for the previous year (\$8,833,998), reduced and increased (\$214,600), as the case may be, by debt service, contracts, and other obligations previously incurred or mandated by law, and reduced by one-time expenses (\$109,548) contained in the operating budget.

Diane Pauer, 12 Westview Road

Requested additional information on the building maintenance needs. Superintendent Corey stated there to be a series of projects planned for FY19, and provided examples; at RMMS, classroom sink and countertop replacements, Phase I of the playground project, carpeting in a number of classrooms, and boiler replacement (\$7,600). At CSDA, carpeting, hallway repairs (tile), window replacements, and resurfacing and painting in the gym.

Brendan Denehy, 31 Mason Road

Commented being considered is a \$9 million budget; however, at this Deliberative Session, there are no copies of the budget made available. Superintendent Corey stated copies could be made available. He spoke of past practice of having paper copies available, which have historically gone unused. The budget has been discussed since June of last year. Those discussions have included the Finance Committee and have been open to the public. Intended for this meeting was an overview of the Warrant Articles.

Eric Pauer

Questioned the language of the Article that reads in part “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.” He stated he has not seen that language in the past, and would like to know how that works, and why it is included.

William Phillips, Esq., School District Attorney, stated the language is part of the SB2 budget approval process. This Article comes directly from State Statute. In the Statute, it states if the proposed operating budget fails it is within the purview of the governing body to reassess, and if determining it could not manage the school district with the default budget, the governing body has the ability to propose another budget and conduct a special meeting. It was noted the language was included in last year's Warrant Article.

Eric Pauer

Questioned if the special meeting would be comprised of a Deliberative Session and then 30 days later a ballot vote under SB2. Attorney Phillips stated that to be correct.

Roger Ogden, 13 Potanipo Hill Road

Stated he was confused by maintenance being a part of the operating budget when Article 6 addresses the Capital Improvement Plan (CIP) for maintenance issues.

Superintendent Corey stated there are maintenance items identified within the operating budget and maintenance items identified within the CIP, which are intended to be funded through the School Facilities Maintenance Fund. The contingency in the operating budget is intended to address unanticipated expenses, e.g., this year preschool enrollment grew unexpectedly. The District was required, by law, to provide another teacher for the 3 and 4-year-old students. That was at a cost of approx. \$39,000 which was not budgeted for. When instances such as that occur, the only funding source that can be looked to is the operating budget. In the absence of a contingency, funds allocated to other educational items must be utilized.

Although not a requirement, it has been, and will continue to be, the practice of the School Board to conduct a Public Hearing prior to voting to expend funds from the Maintenance Fund.

Ms. Sarris remarked there are maintenance items identified within the operating budget and larger/more costly maintenance items for which long-term planning/savings occurs. The CIP identifies planned future expenses, and the amount of the yearly requested allocation/savings needed to cover the anticipated costs.

Roger Ogden

Spoke of the CIP included with Article 6, which identifies Phase I of the playground, and questioned if the playground is part of Article 4 or the CIP.

Superintendent Corey stated as we progress further into the year the School Board will determine which items will be addressed through the operating budget and which will be addressed utilizing the Maintenance Trust Fund. He provided the example of the boilers stating were there funds in the operating budget, he would recommend the boilers be purchased with those funds rather than utilizing the Maintenance Trust Fund.

Eric Pauer

Questioned where within the budget the cost of dues to the New Hampshire School Board Association (NHSBA) is identified, and was informed the portion of that cost attributed to the Brookline School District is within the operating budget. Kelly Seeley, Business Administrator, stated the cost to be approx. \$4,000.

Mr. Pauer questioned if he could zero out that line, thereby prohibiting funds from being utilized for that purpose. Moderator Webb stated that could not be done. Mr. Pauer indicated that has been done in the past. Moderator Webb noted it is a bottom line budget. Attorney Phillips stated the only thing that could be amended is the total amount of the Article. The governing body has the discretion to expend the funds provided there are funds in the line item in the budget. Mr. Pauer stated his intent would be to reduce the budget by \$4,000 so that there would not be funds available to pay the dues to the NHSBA.

**MOTION BY ERIC PAUER TO AMEND ARTICLE 4 BY REDUCING THE TOTAL AMOUNT OF THE PROPOSED FY19 OPERATING BUDGET BY FOUR THOUSAND DOLLARS (\$4,000) RESULTING IN A REVISED TOTAL OF NINE MILLION SEVENTY SIX THOUSAND FIVE HUNDRED SIXTY TWO DOLLARS (\$9,076,562)  
MOTION SECONDED**

ON THE QUESTION

Eric Pauer

Stated the NHSBA does do some things for the District, but it is also a lobbying organization that takes on positions that are counter to those of a number of parents. He personally disagrees with almost every position they take. Some of the funds gained through dues are expended for lobbying reasons. For that reason, he does not wish to continue that participation.

Jessica Hartman, 51 Mountain Road

Remarked she trusts what the School Board has put forth for a budget, and stated her opposition to the proposed amendment.

Diane Pauer

Stated her support of the proposed amendment, and remarked she does not believe taxpayer dollars should go towards a lobbying group.

Tom Solon, 2 Shady Rock Road

Stated the NHSBA provides a lot of services to the school boards and community. It provides education for new and existing school board members and includes legal guidance that results in a significant savings in the amount of funds that would otherwise be spent through hourly contracted services. The NHSBA does do lobbying at the State level.

The NHSBA's policy positions are determined by its members at its annual Delegate Assembly. These Resolutions are adopted by NHSBA members and guide the positions NHSBA takes at the Legislature.

Mr. Solon stated reducing the budget by \$4,000 will have no impact on whether the District participates in the NHSBA. Membership is at the SAU level, and that cost is split between the districts. Although passage of the amendment may be a gesture, it will not have the intended affect. It will have harmful effects if you believe the budget is appropriate otherwise.

*Moderator Webb called for the vote.*

## **MOTION FAILED**

*No further discussion was offered on Article 4.*

### **Article 5**

To see if the school district will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate a sum of up to **\$50,000** to go into fund. This sum to come from the unassigned fund balance (surplus) available for transfer on July 1, 2018. **The School Board recommends this article 4-0-0.**

Lauren DiGennaro, Vice Chairman, Brookline School Board, stated the purpose of the contingency fund is to cover unanticipated expenses. Examples were provided of bursting pipes, roof leaks, summer move-ins. She remarked, although not required, it has been the practice of the SAU to conduct a Public Hearing prior to voting on expenditures from the fund, and the intent would be to follow that practice.

### **Roger Ogden**

Questioned if the Town must set aside funds for such unexpected expenditures. Moderator Webb responded the Town has a different governing body. One does not fund the other, and they cannot comeingle. Yes, the Town has its own contingency funds; it is a creation of Statute that entitles the Town to do that and the School Board to do that, and they have chosen to.

Mr. Ogden commented when he asked the Selectmen why the number was so large the answer he received was the State recommended 5%, and they were putting in 17% because they have to do it for the schools as well. He stated his belief those monies are accessible to the school.

Moderator Webb stated that to be incorrect.

### **Diane Pauer**

Questioned how many contingency funds the Brookline School District has, what their names are, and what they are intended for.

Ms. DiGennaro stated there to be a single contingency fund. She noted each warrant has a different title and purpose. Article 5, is intended to fund the unexpected expenses that arise during the year. If expenses can be covered by the operating budget they are.

### **Diane Pauer**

Stated her question to have been very specific; how many contingency funds does the Brookline School District have?

Ms. DiGennaro stated there to be a single contingency fund, which is addressed in this Article. Warrant Article 6 is for the School Facilities Maintenance Fund and Article 7 the Special Education Expendable Trust Fund.



Attorney Phillips stated there to be trust funds, which can only be used for the purpose for which they were established. He stated his belief this year is the first time the District has put forth a Warrant Article for a contingency fund. It is essentially monies put aside to strip down other budget line items.

Tom Solon

Questioned if there is a target the District would like to achieve in terms of a balance in the contingency fund, e.g., is this request the first towards a goal of a larger amount.

Ms. DiGennaro stated her belief, particularly with this being the first year a contingency fund is proposed, that the balance will have to be considered on a yearly basis.

Mr. Maguire spoke to the example provided of utilizing a contingency fund in the instance of unanticipated move-ins over the summer months resulting in the need to hire an additional teacher. Utilizing the contingency fund would allow the District to fund the position without having to take monies away from other planned expenses within the operating budget.

Mr. Haag commented monies in contingency, if not used, are returned to the Town's general fund. Monies in trust funds are not.

Eric Pauer

Questioned, if at the end of FY18 there is a surplus, could the Board simply choose not to return the monies to the Town's general fund or is it required, in the absence of the Article, to return the funds.

Attorney Phillips stated the surplus is returned to the general fund except to the extent that in the prior year there were articles where there may have been approval to move monies from the surplus to one of the trust funds, etc. There is a small period where there are encumbered funds that can be set aside, e.g., an expense occurred in June and is not paid out until July.

Mr. Pauer questioned, if the article is passed, and the entirety of the fund is not expended prior to the end of FY19, does another warrant article have to be put forth for the following year. Attorney Phillips stated that to be the case.

Roger Ogden

Questioned the amount of the anticipated surplus, and was informed, if the proposed warrant articles pass, the remaining balance to be returned to the general fund is approx. \$35,000.

Webb Scales, 49 Dupaw Gould Road

Questioned if this is any more complicated than the Board asking permission to add \$50,000 to the budget.

Crystal Cheyne, Taylor Drive

Stated her concern with the \$50,000 number being sufficient should there be a need to fund an additional teaching position. She questioned if the allocation should be more in the area of \$68,000.

Ms. DiGennaro stated the number can vary. There is the need to look at what can be utilized from the operating budget, and what would be needed from contingency. This is a number the Board wished to start with.

**MOTION BY CRYSTAL CHEYNE TO AMEND ARTICLE 5 BY INCREASING THE AMOUNT TO SIXTY EIGHT THOUSAND DOLLARS (\$68,000)**  
**MOTION SECONDED**

ON THE QUESTION

Mr. Maguire remarked \$50,000 was requested with the belief should a need arise that required \$68,000, an \$18,000 expense against the operating budget would be far easier to absorb than a \$68,000 expense.

Brian Rater

Questioned, and was informed the articles are funded in the order in which they appear.

Webb Scales

Questioned if the voters, at the Deliberative Session, have the power to re-order the articles. Attorney Phillips responded they do not. Mr. Scales commented, now that the voters have adopted SB2, they have lost the ability to reorder the order in which these articles are funded. Attorney Phillips stated that to be correct.

Drew Kellner, 7 Yankee Way

Stated his preference would be to have the trust funds that were established be funded prior to contingency funds.

*Moderator Webb called for the vote.*

**MOTION FAILED**

Webb Scales

Questioned, and was informed, in the event the amount of surplus is not sufficient to fund all the articles, they are funded in the order written until surplus is depleted.

*Moderator Webb noted the posted Warrant Article begins: "To see if a school district"*

**MOTION BY TOM SOLON TO AMEND ARTICLE 5, IN THE FIRST SENTENCE, BY REPLACING "A SCHOOL DISTRICT" WITH "THE SCHOOL DISTRICT"**  
**MOTION SECONDED**

*Moderator Webb called for the vote.*

**MOTION CARRIED**

*No further discussion was offered on Article 5.*

## **Article 6**

To see if the school district will vote to raise and appropriate a sum of up to **\$50,000** from the June 30 unassigned fund balance (surplus) available for transfer on July 1 of this year to be added to the previously established SCHOOL FACILITIES MAINTENANCE FUND. **The School Board recommends this article 4-0-0.**

Alison Marsano, Brookline School Board, explained the School Facilities Maintenance Fund is a mechanism to save for long-term/CIP projects. She provided the example of the projected \$41,250 in capital expenditures planned for FY19. She spoke of the aging infrastructure, and the ability to avoid fluctuations in the tax rate by planning/saving for anticipated expenditures over a period. The current balance is \$72,000.

### **Brendan Denehy**

Noted Articles 5 and 7 refer to July 1, 2018. Article 6 reads “July 1 of this year”.

**MOTION BY BRENDAN DENEHY TO AMEND ARTICLE 6 BY REPLACING “JULY 1 OF THIS YEAR” WITH “JULY 1, 2018”**  
**MOTION SECONDED**

*Moderator Webb called for the vote.*

**MOTION CARRIED**

### **Roger Ogden**

Questioned what would be included in Phase I of the playground project, and was informed currently the playground has several deficiencies. A portion must be removed for safety reasons. Phase II would include replacement of the equipment.

Mr. Ogden commented it does not sound as if it is maintenance work.

Daniel Molinari, Principal, Richard Maghakian Memorial School, stated maintenance would address the audit from the insurance company. Part of the cost is associated with moving some pieces of the structure that are not in compliance with playground restrictions. There is the need to update some bolts, add mulch, fill in cracks, replace structures, etc.

Mr. Ogden spoke of a committee that is discussing a new playground, seeking funding, etc. Principal Molinari stated that to be a Town playground committee, and not related to the school’s playground.

Principal Molinari noted the preschool playground is made up of residential equipment, which must be removed.

*No further discussion was offered on Article 6.*

## **Article 7**

To see if the school district will vote to raise and appropriate a sum of up to **\$25,000** from the June 30 unassigned fund balance (surplus) available for transfer on July 1 of this year to be added to the previously established SPECIAL EDUCATION EXPENDABLE TRUST FUND. No amount to be raised from taxation.  
**The School Board recommends this article 4-0-0.**

Eris Sarris, Brookline School Board, remarked special education is an area where there do tend to be unanticipated expenses. The District is required to pay the cost of identified needs for students whenever they arise. The purpose of the fund would be to help defray costs of those unanticipated expenses.

The fund was established last year (\$100,000 allocation) and remains at that level. However, it is believed at least a portion of that will be expended in the current school year.

Moderator Webb noted a difference between the language stated and that which was posted, although not a substantive difference.

## **Webb Scales**

Remarked Article 9 is related to accessing future year state and federal special education aid funds, and stated his understanding those funds would be accepted to cover an expense of the prior year. The District ends up with a 2-year lag between when the expenses are incurred and when they are reimbursed.

Amy Rowe, Director, Student Services, responded special education aid (previously catastrophic aid) is based on an individual expense for a district on an individual student that exceeds approx. \$54,000. The District must expend \$54,000 before being reimbursed any funds, and it is a year later.

The trust is based on the occurrence of an unanticipated expense. She provided an example of what Brookline had to face this year; there was such an unanticipated flux of students in the preschool that a separate section had to be opened. There were 7 additional preschool students. The cost of those individual programs will not reach the level of reimbursement.

Director Rowe stated there to be a large number of students that have moved into the District having Individual Education Plans (IEPs) who have had unanticipated costs associated with those IEPs. The expectation is that the District will need to look to the trust to fund some of those expenses.

Mr. Scales commented if looking to receive \$29,000 in special education aid, and given the likelihood the District will look to this fund to cover costs in the current year, a \$25,000 allocation does not seem to be enough. He questioned if the Board could offer a more realistic figure to keep the fund at the level it needs to be should something truly catastrophic come about.

Director Rowe stated revenue from special education aid is estimated based upon known and anticipated program expenses. Application is made in July, and the funds are received in the January timeframe.

Mr. Scales questioned the amount believed to be needed from the fund in the current school year. Ms. Sarris stated the District does not anticipate depleting the existing balance. What is known is there is a likelihood a portion of the balance will have to be utilized. Director Rowe added just in the past week in both Hollis and

Brookline she has been made aware of families moving in with students having IEPs. She is unaware of what those needed services will be. Those costs were not anticipated when the proposed budget was created.

Mr. Scales commented this trust was funded last year with the idea of costs associated with an out-of-district placement, which could be \$100,000± for a single student. If the balance of the fund is reduced during this school year, that leaves the District vulnerable to that 1 student coming in. Director Rowe stated that to be correct. Mr. Scales questioned if the proposed allocation of \$25,000 is sufficient to cover what may be needed for the current year. Director Rowe stated she feels comfortable the \$25,000 requested will cover what the District will expend in the current school year.

*No further discussion was offered on Article 7.*

### **Article 8**

Shall the voters of the Brookline School District adopt a school administrative unit budget of \$1,577,723 for the forthcoming fiscal year in which **\$279,152** is assigned to the school budget of this school district? This year's adjusted budget of \$1,543,057 with \$274,158 assigned to the school budget of this school district will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. **The School Board recommends this article 4-0-0.**

### **Eric Pauer**

Questioned if additional personnel mentioned were hired this year or would be hired next year, and, if so, how that works with a default budget.

The School Administrative Unit is the business and administrative offices. The proposed budget encompasses 14 individuals. There are four individuals that run the H.R. and all the business functions. Between the four entities, SAU 41 is a \$50 million corporation with six buildings, which is overseen by 4 individuals. Superintendent Corey stated the request to be for an additional position.

It was noted the language refers to an adjusted budget not a default budget. The SAU falls under a different category of an adjusted budget, which would include the position.

The Hollis School District owns the building the SAU operates out of. The building is approx. 110 years of age, and is adequate at best (2 bathrooms serving 14 people). Increases have been requested to cover the increase in rental rates as well as an increase in the current 6 hours/week for custodial services.

Mr. Pauer stated with the adjusted budget the requested additional personnel would be added unlike what occurs with a default budget. Superintendent Corey stated that to be correct.

Superintendent Corey reiterated, for the article to pass, it requires a majority of the collective votes of all three school districts.

*No further discussion was offered on Article 8.*

**Article 9**

To see if the school district voters will authorize the Brookline School District to access future year state and federal special education aid funds in the event that special education costs exceed budget limitations.

Mr. Maguire stated passage would allow the district to access special education aid funds.

*No further discussion was offered on Article 9.*

**Article 10**

To transact any other business which may legally come before said meeting.

Jill Aitken, 10 Potanipo Hill Road

Commented when voting on all the Warrant Articles it is important to understand the work that the School Board and Administration has put in. They try to walk that fine line of being frugal with taxpayer money while trying to anticipate some of the unexpected things that may arise as well as maintenance issues that can be planned for, etc.

Roger Ogden

Asked for confirmation the wording changes that were approved for some of the Articles would be made prior to consideration of a vote.

Moderator Webb stated the amended language would appear on the ballot. He questioned if the amended versions would be available for review elsewhere. It was stated the amended language would appear in the Town Report.

Mr. Ogden noted the Warrant Articles indicate the School Board's support, but do not identify the Finance Committee's position.

*No further discussion was offered on Article 10.*

**ADJOURNMENT**

**MOTION BY ERIC PAUER TO ADJOURN  
MOTION CARRIED**

*The February 5, 2018 first session (Deliberative) of the Annual Meeting of the Brookline School District was adjourned at 8:29 p.m.*

Date \_\_\_\_\_ Signed \_\_\_\_\_

Brookline School District  
Statement of Revenues, Expenditures and Changes in Fund Balance  
June 30, 2017

	General	Grants	Other Governmental Funds	Total Governmental Funds
<b>REVENUES</b>				
School district assessment	\$ 5,447,638			\$ 5,447,638
Other local	202,395		134,814	337,209
State	2,429,296		2,368	2,431,664
Federal	21,729	182,188	43,030	246,947
Total revenue	8,101,058	182,188	180,212	8,463,458
<b>EXPENDITURES</b>				
<b>Current:</b>				
Instruction	3,333,065	124,148	10,286	3,467,499
Support services:				-
Student	593,164			593,164
Instructional staff	211,620	58,040	2,081	271,741
General administration	46,537			46,537
Executive administration	271,120			271,120
School administration	404,829			404,829
Operation and maintenance of plant	607,293			607,293
Student transportation	325,813			325,813
Other	1,867,884		168,584	2,036,468
Non-instructional services				-
Debt service:				-
Principal	213,870			213,870
Interest	266,880			266,880
Total expenditures	8,142,075	182,188	180,951	8,505,214
Net change in fund balance	(41,017)	-	(739)	(41,756)
Fund balances, beginning	481,481		116,592	598,073
Fund balances, ending	440,464	-	115,853	556,317

Brookline School District  
Balance Sheet - Governmental Funds  
June 30, 2017

	General	Grants	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>				
Cash and cash equivalents	\$ 434,233		\$ 83,406	\$ 517,639
Investments	390			\$ 390
Receivables:				\$ -
Accounts	9,827		15	\$ 9,842
Intergovernmental	59,361	44,675	36,626	\$ 140,662
Interfund receivable	44,650			\$ 44,650
Inventory			5,021	\$ 5,021
Prepaid items	4,347			\$ 4,347
Total assets	552,808	44,675	125,068	722,551
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>				
<b>Liabilities:</b>				
Accounts payable	54,343		195	54,538
Accrued salaries and benefits	43,596			43,596
Intergovernmental payable	1,822	25	49	1,896
Interfund payable		44,650		44,650
Total liabilities	99,761	44,675	244	144,680
<b>Deferred inflows of resources:</b>				
Deferred revenue	12,583		8,971	21,554
<b>Fund balances:</b>				
Nonspendable	4,347		36,622	40,969
Restricted			2,465	2,465
Committed	163,712		76,766	240,478
Assigned	35,065			35,065
Unassigned	237,340			237,340
Total fund balances	440,464		115,853	556,317
Total liabilities, deferred inflows of resources, and fund balances	552,808	44,675	125,068	722,551



**BROOKLINE SCHOOL DISTRICT  
ACTUAL EXPENDITURES FOR SPECIAL EDUCATION PROGRAMS & SERVICES  
PER RSA 32:11a**

<b><u>EXPENSES:</u></b>	<b><u>FY2015</u></b>	<b><u>FY2016</u></b>	<b><u>FY2017</u></b>
SALARIES/BENEFITS	\$1,356,256	\$1,274,499	\$1,701,775
CONTRACTED SERVICES	\$381,739	\$420,326	\$52,975
TRANSPORTATION	\$90,367	\$60,443	\$56,619
TUITION	\$228,671	\$0	\$30,017
SUPPLIES	\$50,073	\$57,509	\$6,794
OTHER	\$0	\$0	\$0
SUBTOTAL	<u>\$2,107,105</u>	<u>\$1,812,776</u>	<u>\$1,848,180</u>
<b><u>REVENUE:</u></b>			
CATASTROPHIC AID	\$211,735	\$57,248	\$4,000
MEDICAID DISTRIBUTION	\$100,812	\$24,821	\$21,729
IDEA	\$71,395	\$106,539	\$104,630
PRESCHOOL	\$41,063	\$34,272	\$4,322
SUBTOTAL	<u>\$425,005</u>	<u>\$222,880</u>	<u>\$134,681</u>
<b>NET COST FOR SPECIAL EDUCATION</b>	<b><u><u>\$1,682,100</u></u></b>	<b><u><u>\$1,589,897</u></u></b>	<b><u><u>\$1,713,500</u></u></b>

## Brookline School District Budget

### FY19 Proposed Budget Summary

	FY17 Actuals	FY18 Budget	FY19 Proposed Budget	FY19 vs FY18 \$ Diff	FY19 vs FY18 % Diff
<b>General Fund</b>					
<b>1100 Regular Education Programs</b> Teacher salaries, textbooks, substitutes, supplies	\$ 2,351,269	\$ 2,555,355	\$ 2,754,980	\$ 199,625	7.81%
<b>1200 Special Education Programs</b> Teacher salaries, aides, textbooks, evaluations, supplies and items specific to special education services	\$ 981,796	\$ 1,043,478	\$ 1,118,498	\$ 75,021	7.19%
<b>2100 Student Support Services</b> Guidance, health and nurses	\$ 593,164	\$ 536,941	\$ 594,770	\$ 57,829	10.77%
<b>2200 Instructional Support Services</b> Library salaries, supplies, technology and professional development	\$ 209,486	\$ 230,485	\$ 219,170	\$ (11,315)	-4.91%
<b>2300 School Board</b> Treasurer, SB stipends, SB minutes, legal and audit	\$ 46,069	\$ 35,125	\$ 85,525	\$ 50,400	143.49%
<b>2310 SAU Assessment</b> BSD Portion of the SAU budget	\$ 271,120	\$ 271,051	\$ 279,152	\$ 8,101	2.99%
<b>2400 School Administrative Services</b> Principal salaries, office staff, office equipment	\$ 403,637	\$ 436,179	\$ 579,068	\$ 142,889	32.76%
<b>2600 Facilities &amp; Maintenance</b> Custodial salaries, electricity, heating oil, water, trash, liability premiums, building maintenance	\$ 559,288	\$ 599,863	\$ 570,249	\$ (29,615)	-4.94%
<b>2700 Student Transportation</b> Bus contract and fuel	\$ 325,813	\$ 398,472	\$ 443,000	\$ 44,528	11.17%
<b>2900 Benefits</b> Health, dental, NHRS, FICA, WC, unemployment, life and LTD	\$ 1,867,884	\$ 2,152,774	\$ 2,136,213	\$ (16,561)	-0.77%
<b>4600 Building Improvements</b> RMMS roof rplcmnts, gym floor	\$ -	\$ -	\$ -	\$ -	
<b>5100 Debt Service</b>	\$ 480,750	\$ 480,325	\$ 478,650	\$ (1,675)	-0.35%
<b>5200 Expendable Fund Transfers</b>					
Maintenance	\$ 10,000	\$ 40,000	\$ 50,000	\$ 10,000	25.00%
Special Education*	\$ -	\$ 100,000	\$ 25,000	\$ (75,000)	
<b>Total General Fund</b>	<b>\$ 8,100,275</b>	<b>\$ 8,880,049</b>	<b>\$ 9,334,276</b>	<b>\$ 454,227</b>	<b>5.12%</b>
<b>Food Service Fund</b>	\$ 165,945	\$ 165,000	\$ 165,000	\$ -	
<b>Grant Fund</b>	\$ 182,188	\$ 200,000	\$ 180,000	\$ (20,000)	
<b>Total General Fund</b>	<b>\$ 8,448,408</b>	<b>\$ 9,245,049</b>	<b>\$ 9,679,276</b>	<b>\$ 434,227</b>	<b>4.70%</b>

## Brookline School District Budget

### FY19 Revenue Estimate

Item	FY17 Budget	FY18 Budget	FY19 Estimate	FY19vsFY18 Change
<b>Expenditures</b>				
General Fund Expenditures	\$ 8,449,628	\$ 8,880,049	\$ 9,334,276	\$ 454,227
Grant and Food Service	\$ 443,987	\$ 365,000	\$ 345,000	\$ (20,000)
<b>Budgeted Expenditures (All Funds)</b>	<b>\$ 8,893,615</b>	<b>\$ 9,245,049</b>	<b>\$ 9,679,276</b>	<b>\$ 434,227</b>
<b>Revenue</b>				
<b>Unreserved Fund Balance</b>	<b>\$ 401,094</b>	<b>\$ 377,340</b>	<b>\$ 160,000</b>	<b>\$ (217,340)</b>
<b>State Revenue</b>				
School Building	\$ 51,566	\$ 49,650	\$ 46,987	\$ (2,663)
Catastrophic Aid	\$ 4,000	\$ -	\$ 29,000	\$ 29,000
Child Nutrition	\$ 2,133	\$ 2,133	\$ 2,100	\$ (33)
Other	\$ -	\$ -	\$ -	\$ -
<b>Total State Revenue</b>	<b>\$ 57,699</b>	<b>\$ 51,783</b>	<b>\$ 78,087</b>	<b>\$ 26,304</b>
<b>Federal Revenue</b>				
Federal Grant Programs	\$ 179,862	\$ 108,950	\$ 100,000	\$ (8,950)
Disabilities Programs	\$ 99,125	\$ 91,050	\$ 80,000	\$ (11,050)
Medicaid	\$ 18,000	\$ 23,000	\$ 6,500	\$ (16,500)
Child Nutrition	\$ 40,867	\$ 40,867	\$ 40,500	\$ (367)
Other	\$ -	\$ -	\$ -	\$ -
<b>Total Federal Revenue</b>	<b>\$ 337,854</b>	<b>\$ 263,867</b>	<b>\$ 227,000</b>	<b>\$ (36,867)</b>
<b>Local Revenue</b>				
Tuition	\$ 140,000	\$ 160,000	\$ 160,000	\$ -
Interest Income	\$ 600	\$ 600	\$ 600	\$ -
Food Service	\$ 122,000	\$ 122,000	\$ 122,400	\$ 400
Other	\$ 13,000	\$ 13,000	\$ 13,000	\$ -
<b>Total Local Revenue</b>	<b>\$ 275,600</b>	<b>\$ 295,600</b>	<b>\$ 296,000</b>	<b>\$ 400</b>
<b>Appropriation</b>				
Budgeted Expenditures (All Funds)	\$ 8,893,615	\$ 9,245,049	\$ 9,679,276	\$ 434,227
Less Unreserved Fund Balance	\$ 401,094	\$ 377,340	\$ 160,000	\$ (217,340)
Less State Revenue	\$ 57,699	\$ 51,783	\$ 78,087	\$ 26,304
Less Federal Revenue	\$ 337,854	\$ 263,867	\$ 227,000	\$ (36,867)
Less Local Revenue	\$ 275,600	\$ 295,600	\$ 296,000	\$ 400
<b>Total Appropriation</b>	<b>\$ 7,821,368</b>	<b>\$ 8,256,459</b>	<b>\$ 8,918,189</b>	<b>\$ 661,730</b>
<b>School District Tax Assessment</b>				
Total Appropriation	\$ 7,821,368	\$ 8,256,459	\$ 8,918,189	\$ 661,730
Less Adequacy Aid	\$ 1,800,600	\$ 1,822,441	\$ 1,762,851	\$ (59,590)
Less Retained Tax	\$ 573,130	\$ 546,979	\$ 564,100	\$ 17,121
<b>Brookline School District Tax Assessment</b>	<b>\$ 5,447,638</b>	<b>\$ 5,887,040</b>	<b>\$ 6,591,238</b>	<b>\$ 704,199</b>
<b>Estimated Tax Impact</b>				
Local Assessed Valuation - with Utilities	\$ 514,181,249	\$ 523,265,230	\$ 530,486,290	\$ 7,221,060 *
Local Assessed Valuation - less Utilities	\$ 505,931,449	\$ 515,015,430	\$ 522,122,643	\$ 7,107,213 *
State Property Tax Rate (per \$1,000)	\$ 1.13	\$ 1.06	\$ 1.08	\$ 0.02
Local Education Tax Rate (per \$1,000)	\$ 10.59	\$ 11.25	\$ 12.42	\$ 1.17
<b>Total BSD Tax Rate</b>	<b>\$ 11.73</b>	<b>\$ 12.31</b>	<b>\$ 13.51</b>	<b>\$ 1.19</b>

\* 1.4% increase

## Debt Schedule

as of 6/30/17

	<u>Debt 1</u>	<u>Debt 2</u>	
<b>Length of Debt (yrs)</b>	10	20	
<b>Date of Issue</b>	8/2012	8/1999	
<b>Date of Final Payment</b>	8/2022	8/2019	
<b>Original Debt</b>	\$ 408,500	\$ 5,367,912	
<b>Interest Rate</b>	\$ 2.32	\$ 5.20	
<b>Principal at Beginning of Year</b>	\$ 265,000	\$ 660,760	
<b>Retired Issues This Year</b>	\$ 40,000	\$ 173,870	
 <b>Remaining Principal Balance Due</b>	 \$ 225,000	 \$ 469,948	
<b>Remaining Interest Balance Due</b>	\$ 24,450	\$ 826,652	
<b>Remaining Debt</b>	\$ 249,450	\$ 1,296,600	
 <b>Amount of Principal to be Paid in FY18</b>	 \$ 40,000	 \$ 165,169	 \$ 205,169
<b>Amount of Interest to be Paid in FY18</b>	\$ 7,300	\$ 267,856	\$ 275,156
		\$ 480,325	

## FY19 BSD Default Budget Summary

	2018 Adopted Budget	Contracted Reductions/ Increases	Minus One-Time Expense	FY19 Default Budget	FY19 Proposed Budget	Diff
1100-1199	\$ 2,517,976	\$ (9,432)		\$ 2,508,544	\$ 2,560,418	\$ (51,875)
1200-1299	\$ 1,040,749	\$ 77,118		\$ 1,117,867	\$ 1,118,498	\$ (631)
2000-2199	\$ 614,419	\$ 1,457		\$ 615,876	\$ 594,770	\$ 21,106
2200-2299	\$ 235,559	\$ -	\$ (21,309)	\$ 214,250	\$ 219,170	\$ (4,920)
2310-2319	\$ 35,125	\$ -		\$ 35,125	\$ 35,525	\$ (400)
2400-2499	\$ 459,350	\$ 26,925	\$ (34,384)	\$ 451,891	\$ 579,068	\$ (127,177)
2600-2699	\$ 574,480	\$ 8,480		\$ 582,960	\$ 570,249	\$ 12,711
2700-2799	\$ 416,847	\$ 34,153		\$ 451,000	\$ 443,000	\$ 8,000
2800-2999	\$ 2,094,168	\$ 95,899	\$ (53,855)	\$ 2,136,212	\$ 2,136,213	\$ (0)
5110	\$ 222,592			\$ 222,592	\$ 196,526	\$ 26,066
5120	\$ 257,733			\$ 257,733	\$ 282,124	\$ (24,391)
5222-5221	\$ 165,000			\$ 165,000	\$ 165,000	\$ -
5222-5229	\$ 200,000	\$ (20,000)		\$ 180,000	\$ 180,000	\$ -
<b>Operating</b>	<b>\$8,833,998</b>	<b>\$ 214,600</b>	<b>\$ (109,548)</b>	<b>\$8,939,050</b>	<b>\$9,080,562</b>	<b>\$ (141,512)</b>
Maint ET	\$ 40,000			\$ 50,000	\$ 50,000	
Spec ED ET	\$ 100,000			\$ 25,000	\$ 25,000	
Assessment	\$ 271,051			\$ 279,152	\$ 279,152	
Contingency				\$ 50,000	\$ 50,000	
BTA CBA				\$ 154,095	\$ 154,095	
BESSA CBA				\$ 40,467	\$ 40,467	
	<b>\$9,245,049</b>	<b>\$ 214,600</b>	<b>\$ (109,548)</b>	<b>\$9,537,764</b>	<b>\$9,679,276</b>	<b>\$ (141,512)</b>

## FY19 Default Budget Details

### Reductions/Increases

1100-1199	\$ (9,432)	\$ (10,652)	Lane change adjustments
		\$ 1,220	Technology Specialist salary increase
		<u>\$ (9,432)</u>	
1200-1299	\$ 77,118	\$ 3,532	Out of District and related svcs required increases
		\$ 26,590	Tuition increases
		\$ 2,124	Admin salary increases
		\$ 22,893	Required Add'l Preschool Teacher
		10,229	Contracted Services
		<u>\$ 11,750</u>	Required training
		<u>\$ 77,117</u>	
2000-2199	\$ 1,457	\$ 15,063	Database Mgr increase in services-contracted
		\$ 1,861	AHP salary increases
		<u>\$ (15,467)</u>	OT position reduction
		<u>\$ 1,457</u>	
2200-2299	\$ -		
2310-2319	\$ -		
2400-2499	\$ 26,925	\$ 9,553	Admin Salary increases
		\$ 4,568	Increase in contracted IT software/hosted svcs
		<u>\$ 12,804</u>	Add'l hosted services-BSD portion
		<u>\$ 26,925</u>	
2600-2699	\$ 8,480	<u>\$ 8,480</u>	Increase in contracted mowing services
		<u>\$ 8,480</u>	
2700-2799	\$ 34,153	\$ 23,500	Required Special Ed Increase
		<u>\$ 10,653</u>	Contracted transportation increase
		<u>\$ 34,153</u>	
2800-2999	\$ 95,899	\$ (602)	Contracted Non-Union Salary Increases
		\$ 1,500	Longevity Bonus-Expected increase-CBA requirement
		\$ 40,904	Contracted Health Ins.-increase due to census, CBA & GMR
		\$ (38)	Contracted Dental Ins.
		\$ 276	Contracted Life Ins. Increase
		\$ 10,160	Expected FICA increase
		\$ 3,239	Contracted NHRS - Support Staff
		<u>\$ 40,460</u>	Contracted NHRS - Professional Staff
		<u>\$ 95,899</u>	

**Reductions/Increases**

5110	\$	-	
5120	\$	-	
5222-5221	\$	-	
5222-5229	\$	(20,000)	\$ (20,000) Reduction in IDEA grant funds
		<u>\$</u>	<u>214,600</u>

**One Time Expenses**

1100-1199			
1200-1299			
2000-2199			
2200-2299	\$	(21,309)	FY18 New & Replacement computer equipment (New Items)
2310-2319			
2400-2499	\$	(34,384)	FY18 New Items
2600-2699			
2700-2799			
2800-2999	\$	(53,855)	Retirement Incentive
5110			
5120			
5222-5221			
5222-5229			
		<u>\$</u>	<u>(109,548)</u>

## Superintendent's Report

The SAU 41 Strategic Plan is used to guide us in the planning, implementation, and evaluation of the Mission, Goals, and Objectives approved by the SAU Governing Board. Articulation of curriculum, instruction, assessment strategies, and actions related to each of these areas have been outlined in the plan, and the Leadership Team is responsible for providing the “deliverables” outlined as a means of informing the boards of progress in each area. In addition, the Strategic Plan provides direction to the leadership team as it relates to evaluation of technology and infrastructure, building maintenance and future planning. The strategic plan is, therefore, used as the starting point for our annual budget discussions.

As Superintendent, I asked the administration to construct a budget that allowed us to continue to meet the goals and objectives outlined in our Strategic Plan in a financially responsible manner. One area of continued focus for the administration and our Boards is to review our operational procedures to determine how best to deliver services to all students. We have examined our staffing levels, special education services, as well as our standards and curriculum. In each area we have aligned our budget priorities to meet the goals and objectives outlined in our Strategic Plan. Two areas we continue to focus on are our 21<sup>st</sup> Century Learning goals and the continued maintenance of our facilities and grounds.

Assistant Superintendent, Gina Bergskaug, has focused her efforts on our innovation goals. Science, Technology, Engineering, Reading, the Arts and Mathematics (STREAM) have been a priority for the SAU. At our elementary level, we continue to focus our efforts on the enhancement of our science curriculum while providing opportunities for acceleration in math. Our “Maker Space” rooms have provided our youngest learners with engaging hands on opportunities. In Brookline, Mr. Dobe and Mr. Molinari and their staffs continue the implementation of our enVisions math program. As such, we are requesting an additional teacher in order to maintain small class sizes. In Hollis, we are completing a three-year curriculum initiative for our science program. At the Cooperative level we are proposing an increase in staffing in order to better meet our students needs for acceleration in Mathematics. In this year's budget, we are proposing two facilities projects at the Cooperative; a multi-purpose synthetic athletic field, as well as a new STEM lab for our students. These budgets also include funding for the continued expansion of elementary science while integrating tech rich experiences across the curriculum for our high school students. These opportunities, combined with our proposal for a STEM lab, will allow us to continue to expand their academic horizons. As stated, another area of focus is maintaining and, when possible, upgrading our physical plants. Last year, we seal coated RMMS and the CSDA parking lots as well as paved the lower high school parking lot. We completed tile replacement in both Brookline schools as outlined in our Capital Improvements Plan. We increased our wireless access points across the SAU, purchased mobile computer labs, and our “learning commons” are fully implemented at our schools. We continue to upgrade and maintain both our internet access as well as our computers. Thank you to everyone who was involved in making these projects a reality.

On a regular basis, Gina and I have made time to visit our buildings and teachers classrooms. We find this to be the most rewarding part of our positions. On these numerous occasions, we have been impressed with the instructional practices of our staff. The children are engaged in their education while having positive experiences with their peers. This was demonstrated on a bright and sunny October day as our third graders from both communities spent time learning about physics from our high school students during “Trebuchet Day”. A wonderful learning experience was had by everyone involved. Gina and I have also attended a wide variety of school events such as plays, whole school gatherings, athletic contests, induction ceremonies, and a host of other activities which have allowed us the opportunity to get to know our staff, our students, their parents as well as many members of our community.

Much of our time has been focused on the development of the SAU and individual school district budgets, participating in and supporting bargaining contracts being negotiated, preparing for School Board meetings, and ensuring that all schools have the appropriate level of qualified staff to deliver the high level of instruction expected by our communities.



The support that the individual School Boards have provided me has been greatly appreciated. I have grown in my understanding of what makes the communities of Hollis and Brookline unique. The frequent communication I have shared with community members, School Board members, budget committee representatives, students, families and our professional staff has allowed me to focus my efforts on our strategic objectives. I am confident that working with these committed and dedicated individuals who serve on our Boards that SAU 41 will continue to be one of the premier school districts in New Hampshire.

The leadership of the SAU realizes that the tax-payers of Brookline and Hollis make a dedicated, faithful effort financially and otherwise to support and maintain our schools. The citizens of Hollis and Brookline have reason to be proud of their schools. As your Superintendent, I am grateful for the support I have received from both communities. I look forward to working with all groups as we continue to strive to make SAU 41 an outstanding place for students.

## **SAU 41 Technology Report 2017-2018**

Starting with the 2017-2018 school year the elementary school report cards are now electronically generated from PowerSchool. The SAU41 Database Specialist designed each school's report card with its own customizations such as logos and teacher comments. The deployment also included creating individual classes for the elementary level subjects, teacher training for the online gradebook, and granting portal access to parents. Parents are able to access the "printer ready" copy of their child's report card from the PowerSchool parent portal. The elementary grade level buildings are now using the same process as the COOP schools.

The parent notification system has gone through a number of improvements by the software developers. The updated system gives parents greater control from the PowerSchool parent portal regarding what categories of calls they want to receive. The staff interface has also added a number of features allowing greater control and ease of sending messages to parents.

InfoSnap, which is now owned by PowerSchool, was used again this year for the online registration process. Each year modifications are made to improve the process for both parents and school office staff. Student registration information is entered by parents in an online portal for importing into PowerSchool. InfoSnap will be used again for preschool and kindergarten pre registrations.

This year we have added a significant number of Chromebooks across all locations bringing the total to 322. Chromebooks are extremely easy to manage by the Technology Department from the administrator console which allows OS and app updates to be pushed out efficiently. The Chromebooks have shown to be extremely desirable in the classroom as they boot quickly and have a battery life that lasts for the entire school day. Chromebooks are also a valuable tool for online testing such as SBAC and NWEA.

Respectfully submitted,  
Richard Raymond, Network Administrator  
12/22/2017

## Department of Student Services

The SAU #41 Student Services Department consists of Specialists and Education professionals who serve approximately 420 students within the SAU who fall into several categories of programs and support. At SAU #41 Student Services encompasses students eligible for Special Education programs, students with accommodation plans under Section 504 of the Rehabilitation Act of 1973, homeless students, and students with Limited English proficiency, home education monitoring, Charter Schools, and students involved in court through DHHS/DJJS.

Our staff consists of a talented group of special educators, occupational therapists, physical therapists, reading specialists, speech language pathologists, counselors, psychologists, social workers, para-educators, and behavior specialists. The level and type of supports provided are determined through a clearly defined process and team participation. Our responsibility to support all students in their access to an education is individualized at a student level and is unique to each child's need.

In accordance with SAU #41's local Child Find Program, referrals for students between the ages of 2.5 and 21 who are suspected of having an educational disability can be made at any time by contacting the Director of Student Services or the Building Special Education Administrator. The school districts' responsibility is to make available a free and appropriate public education (FAPE) to all students within SAU #41. This education may consist of special education services, related services, specialized transportation, rehabilitative assistance, and/or specialized programming in an educational Special Education placement outside the SAU.

SAU #41 receives federal grant funding through the Individuals with Disabilities Education Act (IDEA) on an annual basis to offset local costs expended to provide specialized programming. The office of student services has worked hard to maximize all available reimbursement opportunities to the districts through federal and state programs. In the 2017-2018 school years, SAU #41 anticipates over \$483,000.00 in federal entitlement IDEA funds. Additionally, revenue from the Medicaid to School and NH Special Education Aid funds are also distributed based on application of funds expended. Over the past few years, due to eligibility criteria, fewer costs have been eligible for reimbursement; however SAU 41 continues to seek the maximum amount of available aid through extensive checks and balances within the financial management of student service resources.

Several program changes have occurred SAU-wide in the past calendar year. We have expanded many of the available supports for students which maximizes the ability for students to be educated in their community schools. We have also increased our community collaboration and opportunities for students in their local communities. In Brookline, we have expanded our programming to include our STEP program. This program offers inclusion and specialized programming for students with intensive needs.

At the high school we have added the CHOICE program. This program is available for all students through a referral process. Through a coordinated set of staff and program goals, along with the addition of a Transition Counselor, Student Services is able to provide

students with access to transition counseling and Extended Learning Opportunities in the community and access to outside agency referrals. Additionally, our students have access to online learning supports and extended day supports through several mediums. We are supporting student access the HiSet program when appropriate, and other alternative pathways to learning. We are excited to provide additional learning environments and supports to a variety of learners in the community and transition supports.

Respectfully Submitted,  
Amy Rowe  
Director of Student Services

## **Brookline School District Annual Report 2017**

The Brookline schools are comprised of Richard Maghakian Memorial School (PreK-Grade 3) and Captain Samuel Douglass Academy (Grades 4-6). The district schools strive to provide the best educational opportunities for all students to ensure their academic, social, and emotional growth through a rich curriculum, skilled instruction delivered by highly qualified teachers, and a strong parent/community partnership. To that end, educators are committed to providing classroom experiences that are rigorous, foster higher levels of thinking, and encourage creative problem solving.

### **ACADEMICS AND THE ARTS**

Teaching teams work with their grade level colleagues within the SAU to develop a guaranteed and viable curriculum that identifies the essential learnings for all students. School based teams monitor student progress through the use of common formative assessments and benchmark assessments. The results of the assessments are used by educators to improve practice, build the capacity of the teams to achieve student learning goals, and provide the necessary support for all students.

An effective literacy program prepares students to be lifelong readers and writers. Our teaching philosophy supports a “*Balanced Literacy Approach*” whereby students acquire skills and abilities through participation in a variety of lessons and activities which integrate reading, writing, speaking, and listening. By implementing the Reading and Writing Workshop techniques, teachers create rich and rigorous learning environments for their students in which they analyze and discuss literature, learn grammar and writing mechanics, and communicate thoughts effectively both orally and in writing. Our classroom libraries are rich in narrative and informational texts that challenge students at all levels, and foster inquiry and the desire to learn. Literacy at both RMMS and CSDA is celebrated through a variety of exciting events such as Reading Night; *Read Across America Week*; *Annual Writers’ Festival*; and *Summer Reading Kick-Off*. The *Annual Writers’ Festival*, held in the spring, provides students the opportunity to proudly showcase to their family their writing through a variety of formats: poetry, stories, essays, research reports, and class books.

We strive to provide a solid foundation in mathematics for all students in the Brookline School District. In only our second year of implementing the comprehensive and rigorous enVision Math 2.0 program, we are realizing substantial gains in student achievement at all grade levels. Each topic within the program focuses on computation, problem solving, critical thinking and mathematical reasoning skills, as well as the ‘Standards for Mathematical Practice’. Manipulative math tools such as Cuisenaire rods, base ten blocks, pattern blocks, fraction bars, and decimal squares are used to introduce and reinforce mathematical concepts across all grade levels. Technology enhances the math curriculum as students utilize iPads, laptops, computers and SMART Boards to practice, reinforce and demonstrate mastery of the grade-level math standards during math workshop time.

The Brookline School District continues to embrace a STEM (science, technology, engineering, and mathematics) initiative, in which all grade levels are implementing STEM lessons in their classrooms. In addition to STEM, students participated in both problem-based and project-based learning in all curricular areas which offered opportunities to apply content knowledge and academic skills. All grade levels participated in a cross grade level, schoolwide STEM project, which targeted the 4C’s (Collaboration, Creativity, Critical Thinking and Communication), 21st Century Skills. In addition, our teachers participated in the annual STEM night in January for all to attend.

Students experience the science curriculum through an inquiry-based model, whereby they explore topics in earth/space science, physical science, and life science through hands-on activities and laboratory experiments.

Our social studies program offers students an exploration of four key curriculum strands: civics and government, economics, history, and geography. A rich exposure to these concepts is supported through participation in interdisciplinary projects, often enhanced through the skillful use of varied technology tools and resources.

The BSD art program strives to present the cultural and historical importance of art in an atmosphere that encourages self-expression. Art is often integrated into the curriculum and specialists conduct coordinated lessons throughout the school year. Each grade level's art theme has a historical focus throughout the school year, from ancient art through early American art. Along with this, New Hampshire art and artists are also explored.

In the music classrooms at both RMMS and CSDA, students are actively involved in "hands on" interactive music lessons that are integrated into children's literature, history, geography, writing, math, movement, and the arts. As students sing, listen, move and play instruments, they celebrate our diverse culture as well as those of other countries across the globe.

The RMMS and CSDA libraries continue to offer many opportunities to enrich student learning and further develop critical thinking skills. Our school libraries are moving toward a Learning Commons model; a flexible shared space for information technology, online education, academic support, collaboration, content creation, meetings, professional development, reading and studying. Students are exposed to projects and makerspace activities that encourage the use of a wide variety of new and exciting technologies and hands-on activities which enrich the STEM curriculum and provide more autonomous learning experiences. Our collaborating teachers are working toward creating truly meaningful and worthwhile project based learning opportunities for our students.

The Physical Education program emphasizes activities that give students a broad base of skills that build motor and movement abilities, and develop team building concepts. Students work on personal space, locomotor skills, and more, with increased expectations over the grade levels as the skills are encouraged to promote lifetime activity for all students. RMMS and CSDA annually hold a Jump Rope for Heart event to encourage health and fitness.

Technology is an essential educational tool used to reinforce and enrich all content areas. It presents students with rich experiences through teacher-directed activities and student-created projects. Our students are asked to use 21st-century skills and work in a collaborative, innovative manner. They are asked to use grit and persevere through tasks using skills they have learned. The goal is to help students find their niche and use technology in a way that will allow them to develop skills and allow for them to make decisions of how to use available technology. This gives students autonomy over their learning, which in turn will give them ownership and a unique outcome in a multitude of projects. In addition to teaching students how to use general programs and software, students have access to the world of information available on the Internet for research and electronic collaboration where they learn to safely and responsibly use the web, critically evaluate sites for authenticity and reliability, and give credit to all text and print sources. Most recently grades 2-6 have been moving forward with 'Google Apps for Education' (GAPE), and grades 4-6 have implemented a Bring Your Own Device (BYOD) program with great success.

# STUDENT ACTIVITIES

Our students have many opportunities to extend their learning through a variety of exciting educational programs, which may occur during or outside of the regular school day. Among these are the Scripps-Howard Spelling Bee, the National Geographic sponsored Geography Bee, Writer's Festivals, New England Mathematics League, Annual 6<sup>th</sup> Grade Science Fair, Presidential Fitness program, Chorus, Band, Orchestra, Lego League, and many other clubs and programs.

Character education is a critical part of our daily curriculum, and promotes good citizenship in our school communities. A monthly theme, such as courage, cooperation, compassion, honesty, etc., is reinforced in the daily announcements, and monthly school community assemblies. Schools celebrate the positive contributions of its students regularly. We are proud of our outstanding students who clearly demonstrate these desirable character traits every day.

# COMMUNITY & PTO

Throughout the year, students at both RMMS and CSDA benefit from outstanding enrichment programming that is provided through the generosity of the Brookline Parent Teacher Organization. This dedicated group conducts fundraisers, volunteers countless hours in our schools, and supports the efforts of teachers and administration by providing many enhanced learning opportunities for our students. For many years, both schools have been honored for the PTO's dedication at the annual Blue Ribbon Award Ceremony. The PTO's contributions to our school community are priceless.

A highlight of our year is the annual Memorial Day Program, honoring all men and women who have served (or are currently serving) in our Armed Forces, along with local safety services personnel (police, fire, ambulance). Our school community is also proud to host several charitable drives for local relief organizations (Brookline Food Pantry, SHARE, etc.), during the school year.

# STAFF

We were sad to say goodbye to Cathy Ingram who retired as a first grade teacher at RMMS and Barbara Bullard-Koonz who retired as a preschool teacher. We would also like to thank Amy Chaput, Tina LaMacchia, and Katherine Joseph for their service in our special education department. New to RMMS is Nicole Machado, who is a ½ day kindergarten teacher, along with Lisa Manzo and Shawna Cutler who are our new preschool teachers. We are also pleased to share that Karen Oppelaar and Amanda Finigan were new case managers in our special education department. RMMS also welcomed Karen Laplante, who was hired as a reading specialist. At CSDA, we welcomed two new staff members: Lauren Melia as a Reading Specialist, and Shelley Kosek as a Grade 4 classroom teacher.

We are committed to providing the very best education possible for all of the students in Brookline, and appreciate the opportunity to work collaboratively with our families to ensure that their academic, social, and emotional needs are met in our schools each and every day.

Respectfully submitted,

Daniel Molinari  
Principal, RMMS

Dennis Dobe  
Principal, CSDA

Karen Kulick  
Special Education Administrator

**BROOKLINE ELEMENTARY SCHOOLS -- PROFESSIONAL STAFF 2017-2018**

<b>First Name</b>	<b>Last Name</b>	<b>Assignment</b>	<b>College/University</b>	<b>Degree</b>
Dennis	Dobe	Principal, Capt. Samuel Douglass Academy	Plymouth State Univ.	M.Ed.
Karen	Kulick	Special Ed. Coordinator, Brookline	Rivier	M.Ed.
Daniel	Molinari	Principal, Richard Maghakian Memorial	Plymouth State Univ.	M.Ed./C.A.G.S.
Lauren	Arruda	Kindergarten	Rivier	B.A.
Kimberly	Beaudette	Reading	Rivier	M.A.
Amanda	Bent	Special Education	Providence College	B.A.
Betsy	Black	Reading Specialist	Rivier	M.Ed.
Monica	Boisvert	Art	Notre Dame College	B.A.
Lisa	Boucher	Grade 1	UNH	M.Ed.
Deborah	Bowry	Guidance	Notre Dame College	M.A.
Cathleen	Burbee-Farwell	School Nurse	Univ. Southern Maine	B.S.N.
Deborah	Calkin	Grade 4	Rivier	M.Ed.
Christina	Catino	Music	UNH	B.A.
Colleen	Ciccariello	Speech/Language Pathologist	Towson University	M.S.
Virginia	Commisso	Kindergarten	U Mass., Amherst	B.A.
Brittany	Curtis	Occupational Therapist	UNH	M.S.
Shawna	Cutler	PreK	Rivier	M.S.T.
Nichole	Dedecker	Grade 1	Notre Dame College	B.A.
Sacha	Doucet	Grade 1	Lesley College	M.Ed.
Shannon	Dwyer	Grade 2	Lesley College	M.Ed.
Emily	Ekis	Kindergarten	UNH	M.Ed.
Amanda	Finigan	Special Education	Keene State College	B.S.
Kimberly	Frye	ELL	UNH	M.Ed.
Megan	Gagne	Art	Southern NH Univ.	M.Ed.
Jane	Gauthier	Grade 5	Notre Dame College	B.A.
Sarah	Griffin	Special Education	Rivier	M.S.
Shelli	Harris	Board Certified Behavior Analyst	Sage College	M.S.
Brittany	Hicks	Grade 6	New England College	B.A.
Allie	Hills Everett	Grade 3	Brown University	M.A.T.
Lea	Kamen	Speech/Language Pathologist	Boston Univ.	M.S.
Shelley	Kosek	Grade 4	UNH	M.Ed.
Karen	LaPlante	Reading Specialist	Southern NH Univ.	B.A.
Hanna	LaRochelle	Grade 6	UNH	M.Ed.
Melissa	Leafe	Grade 5	Plymouth State Univ.	CAGS
Lisa	Lindsay	Grade 4	Rivier	M.Ed.
Maureen	Lorden	Nurse	Northeastern	B.S.
Jenny	Lynch	Computer Teacher	Rivier	M.Ed.
Nicole	Machado	Kindergarten	Colby Sawyer College	B.S.
Lisa	Manzo	PreK	UNH	M.Ed.
Andrea	Martel	Special Education	Rivier	M.Ed.
Stephen	Martus	Physical Education-Health	Plymouth State Univ.	B.S.
Jaime	Matylewski	Special Education	Rivier	M.Ed.
Lauren	Melia	Reading Specialist	Plymouth State Univ.	M.S.
Kathleen	Milewski	Grade 2	Southern NH Univ.	M.Ed.
Amanda	Morin	School Psychologist	Alfred University	CAGS
Kristine	Murray	Media/Library	Lesley College	M.Ed.
Jessica	Oleniak- Lafamme	Grade 3	Southern NH Univ.	M.Ed.
Karen	Oppelaar	Special Education	Chaminade University	M.A.T.
Elizabeth	Penney	Science	Antioch, N.E.	M.Ed.



Karen	Pillion	Math Specialist	City U. NY, Hunter College	MSEd
Timothy	Putnam	Grade 6	Wheelock College	M.A.
Jill	Robinson	Grade 1	Mary Washington College	M.A.
Stephanie	Rogers	Special Education	Rivier	M.Ed.
Pam	Shaw	Computer	Walden Univ.	MSEd
Shannon	Sinclair	Music	Ithica College	B. Music
Gregory	Snoke	Grade 6	Plymouth State Univ.	M.Ed.
Barbara	Sobol	Media/Library	Plymouth State Univ.	M.Ed.
Renelle	Stone	Grade 5	Rivier	BAEd.
Lisa	Talcott	Grade 2	Fitchburg State	M.Ed.
Kristin	Trent	Grade 2	California State University	B.A.
Tammy	Van Dyke	Physical Education	Castleton	B.S.
Jessica	Viskinski-Bumpus	Guidance	Rivier	M.Ed.
Joseph	Vitulli	Grade 4	Plymouth State Univ.	B.S.
Patricia	Waller	Grade 1	Rivier	M.Ed.
Heidi	Williams	Grade 3	Grove City College, PA	B.A.
Lisa	Winters	Math Specialist	St. Michael's; Rivier	MSA, M.Ed.

HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT ANNUAL REPORT  
for the  
Year Ending June 30, 2017

**Hollis Brookline Cooperative School Board**

Mrs. Elizabeth Brown, Chair	Term Expires 2018
Mr. Thomas Solon	Term Expires 2018
Mrs. Krista Whalen	Term Expires 2019
Mr. John Cross	Term Expires 2018
Mrs. Holly Deurloo Babcock	Term Expires 2019
Ms. Melanie Levesque	Term Expires 2020
Mrs. Cindy VanCoughnett	Term Expires 2020
Mr. Drew Mason, Moderator	Term Expires 2019
Mr. Robert Rochford, Treasurer	Appointed 2016
Mrs. Diane Leavitt, School District Clerk	Appointed 2008

**Hollis Brookline Cooperative Budget Committee**

Ms. Darlene Mann, Chair	Term Expires 2019
Mr. Brian Rater	Term Expires 2018
Mr. Lorin Rydstrom	Term Expires 2018
Mr. James Solinas	Term Expires 2019
Mr. Raul Blanche	Term Expires 2020
Mr. David Blin	Term Expires 2020
Mr. Thomas Enright	Term Expires 2019

**SAU #41 Administration**

Mr. Andrew F. Corey	Superintendent of Schools
Ms. Gina Bergskaug	Assistant Superintendent
Ms. Kelly Seeley	Business Administrator
Ms. Amy Rowe	Director of Student Services
Mrs. Anne Elser	Assistant Director of Student Services
Mr. Richard Raymond	Network Administrator

**Hollis Brookline Middle School**

Mr. Robert Thompson, Principal  
Mrs. Patricia Flynn, Assistant Principal  
Mrs. Jennifer Campbell, Special Education Coordinator

**Hollis Brookline High School**

Mr. Richard Barnes, Principal  
Mr. Robert Ouellette, Assistant Principal  
Ms. Amanda Zeller, Assistant Principal  
Ms. Jennifer Anderson, Special Education Coordinator

SCHOOL WARRANT  
The State of New Hampshire

Polls Open at 7:00 AM - Will not close before 7:00 PM (HOLLIS)  
Polls Open at 7:00 AM - Will not close before 7:30 PM (BROOKLINE)

To the inhabitants of the Hollis/Brookline Cooperative School District in the Towns of Hollis and Brookline qualified to vote in District Affairs.

YOU ARE HEREBY NOTIFIED TO MEET AT THE LAWRENCE BARN (HOLLIS) AND CAPT. SAMUEL DOUGLASS ACADEMY (BROOKLINE) IN SAID DISTRICT ON THE THIRTEENTH DAY OF MARCH 2018, AT SEVEN O'CLOCK IN THE MORNING, RESPECTIVELY, TO ACT UPON THE FOLLOWING SUBJECTS.

**By Petition:** Shall the school district adopt the provision of RSA 40:13 (known as SB 2) to allow official ballot voting on all issues before the Hollis Brookline Cooperative School District on the second Tuesday of March?

Given under our hands and seals at said Hollis, New Hampshire on this 9th day of, February, 2018.

Elizabeth Brown, Chair  
Krista Whalen  
Thomas Solon  
Cindy VanCoughnett  
Holly Deurloo Babcock  
Melanie Levesque  
John Cross  
SCHOOL BOARD MEMBERS

SCHOOL WARRANT  
The State of New Hampshire

Polls Open at 7:00 AM - Will not close before 7:00 PM (HOLLIS)  
Polls Open at 7:00 AM - Will not close before 7:30 PM (BROOKLINE)

To the inhabitants of the Hollis/Brookline Cooperative School District in the Towns of Hollis and Brookline qualified to vote in District Affairs.

YOU ARE HEREBY NOTIFIED TO MEET AT THE LAWRENCE BARN (HOLLIS) AND CAPT. SAMUEL DOUGLASS ACADEMY (BROOKLINE) IN SAID DISTRICT ON THE THIRTEENTH DAY OF MARCH 2018, AT SEVEN O'CLOCK IN THE MORNING, RESPECTIVELY, TO ACT UPON THE FOLLOWING SUBJECTS.

1. To choose one member of the School Board from Hollis for the ensuing three years.
2. To choose one member of the School Board from Brookline for the ensuing three years.
3. To choose one member of the School Board from Brookline for the ensuing one year.
4. To choose one member of the Budget Committee from Hollis for the ensuing three years.
5. To choose one member of the Budget Committee from Brookline for the ensuing three years.

Given under our hands and seals at said Hollis, New Hampshire on this 21st day of, February, 2018.

Elizabeth Brown, Chair  
Krista Whalen  
Thomas Solon  
Cindy VanCoughnett  
HollyDeurlooBabcock  
Melanie Levesque  
John Cross  
SCHOOLBOARDMEMBERS

HOLLIS/BROOKLINE COOPERATIVE SCHOOL DISTRICT WARRANT  
The State of New Hampshire

To the inhabitants of the Hollis/Brookline Cooperative School District in the Towns of Hollis and Brookline in the County of Hillsborough, State of New Hampshire qualified to vote in District Affairs.

YOU ARE HEREBY NOTIFIED TO MEET AT THE HOLLIS BROOKLINE HIGH SCHOOL GYMNASIUM IN SAID DISTRICT ON THE **FIFTEENTH DAY OF MARCH, 2018** AT SEVEN O'CLOCK IN THE EVENING TO ACT UPON THE FOLLOWING SUBJECTS.

**Article 1.** To see if the District will vote to raise and appropriate the sum of \$1,660,000 (gross budget) for installation of an artificial turf athletic field at the Hollis Brookline High School (the "Project"); and to authorize the issuance of \$1,660,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33); and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and to authorize the School Board to accept on behalf of the District any federal, state, or private funds that may become available for any part of the Project and to use such funds to reduce the amount of bonds or notes issued for the Project and/or offset future debt service costs; and to raise and appropriate the sum of \$24,324 for the first year's principal and interest payment on the bonds or notes issued. The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (4-2-0).

**Article 2.** To see if the District will vote to raise and appropriate the sum of \$1,980,000 (gross budget) for renovations at the Hollis Brookline High School to create and equip a new fitness center and STEM lab (the "Project"); and to authorize the issuance of \$1,980,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Chapter 33); and to authorize the School Board to issue and negotiate such bonds or notes and to determine the rate of interest thereon; and to authorize the School Board to accept on behalf of the District any federal, state, or private funds that may become available for any part of the Project and to use such funds to reduce the amount of bonds or notes issued for the Project and/or offset future debt service costs; and to raise and appropriate the sum of \$29,013 for the first year's principal and interest payment on the bonds or notes issued. The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (5-1-0).

**Article 3.** Shall the District vote to raise and appropriate the sum of **\$806,808** as the Hollis Brookline Cooperative School District's portion of the SAU budget of **\$1,577,723** for the forthcoming fiscal year? This year's adjusted budget of **\$1,543,057** with **\$792,386** assigned to the school budget of this school district will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (4-2-0).

**Article 4.** To see if the Hollis Brookline Cooperative School District will vote to approve the cost of items included in the three-year collective bargaining agreement reached between the Hollis Brookline Cooperative School Board and the Hollis Education Association for the 2018-2019, 2019-2020 and 2020-2021 school years, which calls for the following increase in professional staff salaries and benefits at the current staffing levels:

<b><u>Fiscal Year</u></b>	<b><u>Estimated Increase</u></b>	<b><u>Fiscal Year</u></b>	<b><u>Estimated Increase</u></b>	<b><u>Fiscal Year</u></b>	<b><u>Estimated Increase</u></b>
<b><u>2018-19</u></b>	<b><u>\$302,962</u></b>	<b><u>2019-20</u></b>	<b><u>\$342,447</u></b>	<b><u>2020-21</u></b>	<b><u>\$359,464</u></b>

and further to raise and appropriate a sum of **\$302,962** for the first fiscal year (2018-2019 school year), such sum representing the additional costs attributable to the increase in professional staff salaries and benefits required by the new agreement over those that would be paid at current staffing levels. The school board

recommends this appropriation (6-0-0). The budget committee does not recommend this appropriation (2-4-0).

**Article 5.** Shall the District, if Article 4 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 4 cost items only? (Majority vote). The school board recommends this appropriation (6-0-0).

**Article 6.** To see if the school district will vote to approve the cost items for the first year of a three-year collective bargaining agreement reached between the Hollis Brookline Cooperative School Board and the Hollis Education Support Staff Association for the 2018-19, 2019-20 and 2020-21 school years, which calls for the following increases in support staff salaries and benefits at the current staffing levels:

<u>Fiscal Year</u>	<u>Estimated Increase</u>
2018-19	\$78,813

and further to raise and appropriate a sum of \$78,813 for the first fiscal year (2018-19 school year), such sum representing the additional costs attributable to the increase in support staff salaries and benefits required by the new agreement over those that would be paid at current staffing levels. This is the first year of a three year agreement. Negotiated cost item increases for the next fiscal year (2019-20) will require approval of a specific warrant article at the 2019 annual meeting. The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (4-1-1).

**Article 7.** Shall the District, if Article 6 is defeated, authorize the governing body to call one special meeting, at its option, to address Article 6 cost items only? (Majority vote). The school board recommends this appropriation (6-0-0).

**Article 8.** To see if the school district will vote to raise and appropriate a sum of \$21,294,000 for the support of schools, for the payment of salaries for the school district officials and agents and for the payment of statutory obligations of the district. This appropriation does not include appropriations voted in other warrant articles. The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (4-2-0).

**Article 9.** To see if the school district will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate up to \$100,000 to go into the fund. This sum to come from the unassigned fund balance available on July 1, 2018, and no amount to be raised from taxation. Any appropriation left at the end of the year will lapse to the general fund. The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (5-1-0).

**Article 10.** To see if the school district will vote to raise and appropriate up to the sum of \$70,000 to be added to the previously established Athletic Program and Services Expendable Trust Fund. The sum to come from the Hollis Brookline Cooperative School District's June 30, 2018 unassigned fund balance, available on July 1, 2018. The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (5-1-0).

**Article 11.** To see if the school district will vote to raise and appropriate up to the sum of \$40,000 to be added to the previously established School Building and Facilities Maintenance Expendable Trust Fund. The sum to come from the Hollis Brookline Cooperative School District's June 30, 2018 unassigned fund balance, available on July 1, 2018. The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (5-1-0).

**Article 12.** To see if the Hollis Brookline Cooperative School District will vote to raise and appropriate up to \$25,000 the June 30 unassigned fund balance available for transfer on July 1, 2018 to be added to the

previously established Special Education Expendable Trust Fund. No amount to be raised from taxation. The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (5-1-0).

**Article 13.** To see if the school district will authorize the Hollis Brookline Cooperative School Board to access future year state and federal special education aid funds in the event that special education costs exceed budget limitations. The school board recommends this article (6-0-0).

**Article 14.** To transact any other business which may legally come before said meeting.

Given under our hands and seals at said Hollis, New Hampshire on this **8<sup>th</sup> day of February, 2018.**

Elizabeth Brown, Chair  
John Cross  
Holly Deurloo Babcock  
Melanie Levesque  
Tom Solon  
Cindy VanCoughnett  
Krista Whalen

**HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT MEETING**  
**Hollis Brookline High School, Hollis, NH**  
**13 March 2017**

Hollis Brookline Coop School Board

Elizabeth Brown, Chair  
Tom Solon, Vice Chair  
Krista Whalen, Budget Committee Representative  
Holly Deurloo Babcock, Secretary  
Christopher Adams  
Eric Pauer  
Cindy VanCoughnett

Hollis Brookline Coop Budget Committee

Darlene Mann, Chair  
Raul Blanche, Vice Chair  
Brian Rater, Secretary  
David Blinn  
Tom Enright  
Lorin Rydstrom  
James Solinas  
Krista Whalen, School Board Representative

SAU #41 Administration

Andrew Corey	Superintendent
Cynthia Matte	Assistant Superintendent
Kelly Seeley	Business Administrator

Hollis Brookline High School

Richard Barnes	Principal
Robert Ouellette	Assistant Principal
Amanda Zeller	Assistant Principal

Hollis Brookline Middle School

Robert Thompson	Principal
Patricia Flynn	Assistant Principal

The meeting was called to order at 7:05pm by the Moderator, Drew Mason at the Hollis Brookline Cooperative High School gymnasium. The meeting was started with the Pledge of Allegiance and the National Anthem was sung by the Hollis Brookline Coop Chorus, Darcy Hinkle, Laura Nelson, Tyler Bazemore, Hannah Bazemore, Arianna Frankel, Jess Hu, Megan Mitchell and chorus director- Nancy Spencer. Moderator recognized veterans and serving members of our armed forces.

Elizabeth Brown, School Board Chair introduced the School Board and the School District Counsel, James O'Shaughnessy. Darlene Mann, Budget Committee Chair introduced the Budget Committee. SAU 41 Superintendent Andy Corey introduced the SAU and the School Administration. Moderator introduced, School District Clerk, Diane Leavitt, assistants and volunteer counters on the floor.

Moderator went over the rules of the meeting, overview of the warrant and time schedule. Jim Belanger motioned to adopt the rules of the meeting. Seconded by Tammy Fareed. **CARRIED** by a card vote.

State of the Schools by Andy Corey, Superintendent of Schools. Accomplishments of the School Board, Elizabeth Brown, Chair, also recognized the retirement of Laura Evans and Ron Johnston for their years of dedication as they move on to a new chapter in their lives. Overview of budget guidance and budget by Darleen Mann, Chair.



**Article 1.** To see if the school district will vote to approve the cost items for the second year of a two-year collective bargaining agreement reached between the Hollis Brookline Cooperative School Board and the Hollis Education Support Staff Association for the 2016-17 and 2017-18 school years, which calls for the following increases in support staff salaries and benefits at the current staffing levels:

Fiscal Year	Estimated Increase
2017-18	\$85,439

and further to raise and appropriate a sum of \$85,439 for the second fiscal year (2017-18 school year), such sum representing the additional costs attributable to the increase in support staff salaries and benefits required by the new agreement over those that would be paid at current staffing levels. This is the second year of a two year agreement. **The school board recommends this appropriation (5-0-1). The budget committee recommends this appropriation (6-0-1).**

Liz Brown motioned to bring Article 1 to the floor. Seconded by Tom Solon.  
Krista Whalen gave a presentation. No discussions were ensued.  
Moderator brought Article 1 to a vote. **CARRIED** by a card vote.

**Article 2.** To see if the school district will vote to raise and appropriate a sum of \$21,209,099 for the support of schools, for the payment of salaries for the school district officials and agents and for the payment of statutory obligations of the district. This appropriation does not include appropriations voted in other warrant articles. **The school board recommends this appropriation (5-1-0). The budget committee recommends this appropriation (7-0-0).**

Darlene Mann motioned to bring Article 2 to the floor. Seconded by Brian Rater.  
Darlene Mann gave a presentation. Discussions ensued.  
Moderator brought Article 2 to a vote. **CARRIED** by a card vote.

**Article 3.** To see if the school district will vote to establish a contingency fund for the current year for unanticipated expenses that may arise and further to raise and appropriate up to \$100,000 to go into the fund. This sum to come from the unassigned fund balance available on July 1, 2017, and no amount to be raised from taxation. Any appropriation left at the end of the year will lapse to the general fund. **The school board recommends this appropriation (5-1-0). The budget committee recommends this appropriation (7-0-0).**

Holly Babcock motioned to bring Article 3 to the floor. Seconded by Cindy Van Coughnett.  
Elizabeth Brown spoke to the warrant. Discussions ensued. Moderator brought Article 3 to a vote.  
**CARRIED** by a card vote.

**Article 4.** Shall the District vote to raise and appropriate the sum of \$754,648 as the Hollis Brookline Cooperative School District's portion of the SAU budget of \$1,498,630 for the forthcoming fiscal year? This year's adjusted budget of \$1,485,787 with \$748,044 assigned to the school budget of this school district will be adopted if the article does not receive a majority vote of all the school district voters voting in this school administrative unit. **The school board recommends this appropriation (5-1-0). The budget committee recommends this appropriation (7-0-0).**

Elizabeth Brown motioned to bring Article 4 to the floor. Seconded by Tom Solon.  
Discussions ensued. Moderator brought Article 4 to a secret ballot vote. **YES - 110 NO - 21**  
This vote will be combined with the previously taken vote at the Hollis School District and the Brookline School District vote on election day for a final count.

**Article 5.** To see if the school district will vote to raise and appropriate up to the sum of \$67,000 to be added to the previously established Athletic Program and Services Expendable Trust Fund. The sum to come from the Hollis Brookline Cooperative School District's June 30, 2017 unassigned fund balance, available on July 1, 2017. **The school board recommends this appropriation (6-0-0). The budget committee recommends this appropriation (7-0-0).**

Tom Solon motioned to bring Article 5 to the floor. Seconded by Krista Whalen. Elizabeth Brown spoke to the warrant. No discussions. Moderator brought Article 5 to a vote. **CARRIED** by card vote.

**Article 6.** To see if the school district will vote to raise and appropriate up to the sum of \$20,000 to be added to the previously established School Building and Facilities Maintenance Expendable Trust Fund. The sum to come from the Hollis Brookline Cooperative School District's June 30, 2017 unassigned fund balance, available on July 1, 2017. **The school board recommends this appropriation (5-1-0). The budget committee recommends this appropriation (7-0-0).**

Cindy Van Coughnett motioned to bring Article 6 to the floor. Seconded by Holly Babcock. Elizabeth Brown gave a presentation. Discussions ensued. Moderator brought Article 6 to a vote. **CARRIED** by a card vote.

**Article 7.** To see if the Hollis Brookline Cooperative School District will vote to establish a Special Education Expendable Trust Fund per RSA 198:20-c, to be used for special education expenses and to raise and appropriate up to \$50,000 to put in the fund, with this amount to come from fund balance available for transfer on July 1. No amount to be raised from taxation; further to name the school board as agents to expend from the fund. The fund cannot exceed \$125,000. **The school board recommends this appropriation (5-1-0). The budget committee recommends this appropriation (6-1-0).**

Holly Babcock motioned to bring Article 7 to the floor. Seconded by Krista Whalen. Elizabeth Brown spoke to Article 7. Discussions ensued.

Tammy Fareed motioned to amend Article 7 to read, "that the fund cannot exceed \$250,000." Change the number from \$125,000 to \$250,000. Seconded by David Sacks. Discussions ensued. Tammy Fareed motioned to delete the previous amendment that she brought forward and change it to delete the line "The fund cannot exceed \$125,000". Seconded by David Sacks. Moderator brought amendment to a vote. **CARRIED** by a card vote.

Chris Hyde motioned to amend Article 7 to insert the word "unanticipated" as follows: to be used for unanticipated special education expenses. Seconded by Tammy Fareed. No discussions ensued. Moderator brought amendment to a vote. **CARRIED** by a card vote.

Web Scales motioned to amend Article 7 to read from \$50,000 to \$100,000. Seconded by Tammy Fareed. Moderator brought amendment to a vote. No discussions ensued. **CARRIED** by a card vote. **YES - 70 NO - 40**

**Amended Article 7.** To see if the Hollis Brookline Cooperative School District will vote to establish a Special Education Expendable Trust Fund per RSA 198:20-c, to be used for **unanticipated** special education expenses and to raise and appropriate up to \$100,000 to put in the fund, with this amount to come from fund balance available for transfer on July 1. No amount to be raised from taxation; further to name the school board as agents to expend from the fund.

Moderator brought Article 7 as amended to a vote. **CARRIED** by a card vote.

Moderator took this opportunity to personally thank all elected officials, volunteers, moderators, assistant moderators, ballot clerks, supervisors of the checklist, and volunteers for all their help during Town and State Elections.

**Article 8.** To see if the school district will authorize the Hollis Brookline Cooperative School Board to access future year state and federal catastrophic aid funds in the event that special education costs exceed budget limitations. **The school board recommends this article (6-0-0).**

Elizabeth Brown motioned to bring Article 8 to the floor. Seconded by Tom Solon.

Elizabeth Brown spoke to Article 8. Discussions ensued.

Moderator brought Article 8 to a vote. **CARRIED** by a card vote.

**Article 9.** To transact any other business which may legally come before said meeting.

Elizabeth Brown spoke at the podium regarding upcoming elections.

Jim Belanger motioned to end the meeting. Seconded by: Tammy Fareed.

Moderator brought Article 9 to a close. **CARRIED** by a card vote.

Hollis Brookline Cooperative School District meeting had 61 registered voters from Brookline and 77 registered voters from Hollis. The meeting adjourned at 9:31pm.

Respectfully submitted,

*Diane T. Leavitt*

Diane Leavitt, Hollis Brookline Cooperative School District Clerk

## Hollis Brookline Cooperative School District Budget Committee

### Introduction

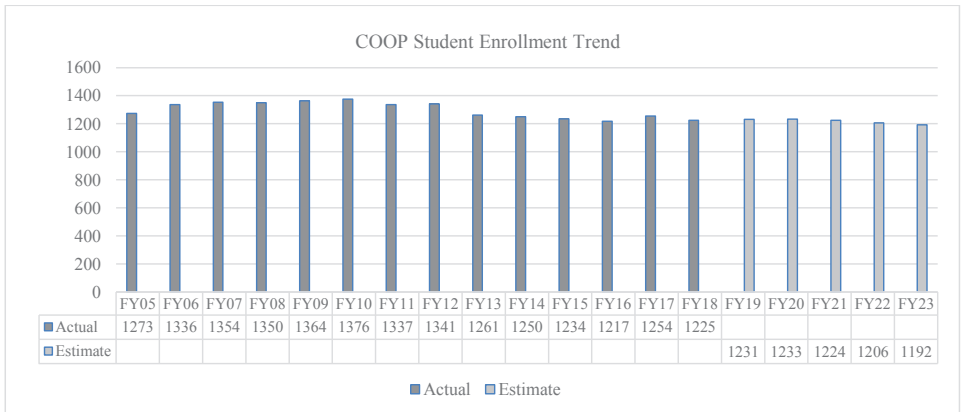
The Cooperative Budget Committee operates under Municipal Budget Law (NH RSA 32) in support of the Hollis Brookline Cooperative School District (HBCSD). NH RSA 32 governs HBCSD by outlining and “establish[ing] uniformity in the manner of appropriating and spending public funds” which provides consistency for budget committees with responsibility for “assisting its voters in the prudent appropriation of funds” (NH RSA 32:1). Under this statute, the HBCSD Budget Committee retains the statutory obligation and responsibility for developing the budget for HBCSD which is comprised of the Hollis Brookline Middle School (HBMS) and Hollis Brookline High School (HBHS). The Budget Committee established to support HBCSD is comprised of eight members--four elected members representing the town of Hollis, three elected members representing the town of Brookline, and one member appointed by the Hollis Brookline Cooperative School Board--and meets monthly. Community members have an opportunity at monthly meetings to voice concerns and considerations to the Budget Committee. The annual vote at the District Meeting is the opportunity for the legislative body to approve the final funding level for HBCSD and the resulting impact to individual taxes.

### Approach

The Budget Committee supports a budget that upholds the educational and strategic goals of HBCSD and responsibly considers the impact to the towns that comprise the Cooperative (COOP). Articulating budget guidance early in the budget process enables the SAU41 administration to gauge budget impacts within the framework of its Strategic Plan. The Budget Committee works with the SAU administration, the administration of both schools, and the School Board to understand the components and financial impacts of the budget under development that is presented for the consideration of the legislative body. Throughout the budgeting process, the Budget Committee evaluates prior year(s) performance and trends against projected costs. The Budget Committee sincerely appreciates the collaborative efforts of the School Board and administrators of HBCSD and SAU41 to comprehensively address our collective inquiries with information that enables data driven analysis and fact based discussion which are both critical to a successful budget process.

### Student Enrollment Trends

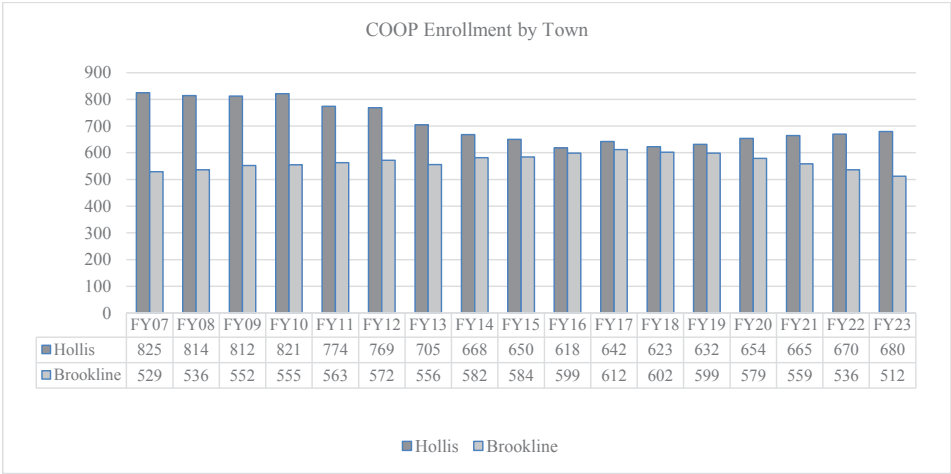
Since FY10, HBCSD has managed its programs, resources, and facilities while experiencing annual declines in enrollment from 1376 to 1225. Reported district enrollment (as of October 1, 2017) of 1225 represents a 2.3% decrease from the prior year.



Student enrollment data based on NESDEC reports of historic and future enrollment. FY18 BA reported enrollment.

By town, the student population trend reflects a relatively even distribution of students between Hollis and Brookline from FY16 through FY19. However, since FY07 through FY18, Hollis' student population has declined

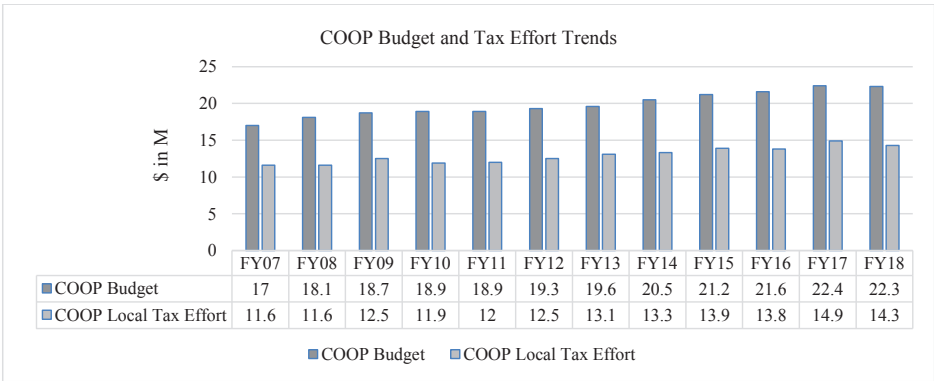
by 25%. During the same period, Brookline has realized an almost 15% increase in student population. As of October 1, 2017, the enrollment distribution is 50.9% of students from Hollis and 49.1% of students from Brookline which represents a shift in the enrolled student composition of less than .5 percentage points from the prior year. Projections through FY23 indicate Hollis retaining greater than 50% of the student population.



Student enrollment data based on NESDEC estimates of historic and future enrollment. FY18 BA reported student distribution.

**Budget Highlights**

**FY18 Budget Summary:** As approved by the legislative body in March 2017, the \$22.3M HBCSD budget represents a .5% decrease from the prior year with the approval of all articles for the operating and SAU budgets, the contract for support staff, and contingency/ expendable trusts. Once district revenue and state aid by town have been considered, the resulting tax effort averages approximately 64% of the approved COOP budget which is raised through the local tax rate. Netting for the impacts of district revenue and state aid for each town resulted in a net local tax assessment of \$7.7M for Hollis and \$6.5M for Brookline.



After consideration of the COOP portion of the Statewide Education Property Tax (SWEPT) levied by the state and payable by each community, Hollis’ total COOP tax commitment is \$9.2M and Brookline’s total COOP tax commitment is \$7.2M.

**Staff Salaries and Benefits:** Articles for the current school year included the costs for the second year of the contract for support staff (HESSA) which was approved in March 2017. Both years of the professional staff (HEA) contract were previously approved at the March 2016 meeting. The agreement addressed elements for salaries and benefits, as well as other non-financial contract elements. Increases in health plan costs have been tempered by participation in an updated medical benefits plan which has resulted in a 10% cumulative rate increase four years after plan introduction.

**New Hampshire Retirement System (NHRS):** Rates for NHRS contributions are mandated by the state and set in two year increments. In total, NHRS expenses represent 7%, or \$1.6M, of the total budget. New NHRS rate changes went into effect with the FY18 budget. Employer contribution rates increased by 10.8% to 17.36% for professional staff and by 1.9% to 11.38% for support staff. For the FY19 budget cycle, there will be no rate changes.

**Student Services:** These costs comprise 21% of the HBCSD budget. The current programs in Student Services continue to require careful fiscal management as student needs evolve. While some costs are reimbursed through Catastrophic Aid, the aid does not reflect 100% of identified costs. Additionally, revised state requirements have increased qualification thresholds which limits the amount which may be considered for reimbursement.

**Debt Service:** Current annual debt service for HBCSD stands at approximately \$600K annually as the bonds for HBHS retired at the end of FY17. The remaining bond is for the HBMS renovation with payments continuing through FY25.

**Other Items:** While the aforementioned items comprise approximately 75% of the HBCSD budget, the remaining 25% addresses costs for all other budget items including, but not limited to, educational and athletic programs, security, building maintenance, and transportation. Over time, these remaining areas of the budget absorb both increases and decreases in an attempt to minimize impacts to the resulting final budget. The current budget includes expenses related to updating the HBMS Library to a Learning Commons, expanding the role of the Athletic Trainer, and continued technology upgrades including Chromebook purchases.

**Apportionment Formula:** The approved budget less COOP revenue and credits is apportioned between the two communities and reduced by each town’s state aid to determine the amount to be assessed in taxes as a portion of each town’s local tax rate. The current apportionment formula on expenses to be apportioned is 95% ADM/5% Equalized Value (EV) for non-capital expenses and 100% EV for capital expenses. Capital expenses represented 2.2% of the expenses to be apportioned.

FY18 Apportionment Distribution	FY17 ADM	2016 EV	Net Apportionment
Hollis	50.9%	69.1%	52.2%
Brookline	49.1%	30.9%	47.8%

Source: NH DOE FY18 Cooperative District Apportionment Summary (October, 2017)

For the FY19 budget cycle, the legislative body will be asked to consider a facilities expansion, the COOP operating and SAU budgets, staff contracts, and funding of trusts with estimated tax impacts identified by town.

Respectfully Submitted,

Darlene Mann - Chair, HBCSD Budget Committee

Hollis Brookline Cooperative School District  
Statement of Revenues, Expenditures and Changes in Fund Balance  
June 30, 2017

	General	Grants	Permanent Fund	Other Governmental Funds	Total Governmental Funds
<b>REVENUES</b>					
School district assessment	\$ 14,919,589				\$ 14,919,589
Other local	92,386		25,692	643,890	761,968
State	6,120,211			2,823	6,123,034
Federal	206,735	266,819		44,930	518,484
Total revenue	21,338,921	266,819	25,692	691,643	22,323,075
<b>EXPENDITURES</b>					
<b>Current:</b>					
Instruction	9,169,009	223,375		276,974	9,669,358
Support services:					-
Student	1,299,866			2,903	1,302,769
Instructional staff	543,873	7,862			551,735
General administration	56,636				56,636
Executive administration	747,371				747,371
School administration	988,141	11,760			999,901
Operation and maintenance of plant	1,190,398			1,263	1,191,661
Student transportation	1,069,515				1,069,515
Other	4,078,924				4,078,924
Non-instructional services				398,315	398,315
Debt service:					-
Principal	836,444				836,444
Interest	659,640				659,640
Facilities acquisition and construction		23,822			23,822
Total expenditures	20,639,817	266,819	-	679,455	21,586,091
Excess (deficiency) of revenues over (under) expenditures	699,104	-	25,692	12,188	736,984
<b>Other financing sources (uses):</b>					
Transfers in	4,198			727	4,925
Transfers out			(4,925)		(4,925)
Total other financing sources and uses	4,198	-	(4,925)	727	-
Net change in fund balance	703,302	-	20,767	12,915	736,984
Fund balances, beginning	751,014		407,078	143,590	1,301,682
Fund balances, ending	1,454,316	-	427,845	156,505	2,038,666

Hollis Brookline Cooperative School District  
Balance Sheet - Governmental Funds  
June 30, 2017

	General	Grants	Permanent	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>					
Cash and cash equivalents	\$ 1,465,472			\$ 203,135	\$ 1,668,607
Investments	7,889				7,889
Receivables:					-
Accounts	80				80
Intergovernmental	165,785	82,955	427,845	1,836	678,421
Interfund receivable	90,895				90,895
Inventory				7,932	7,932
Prepaid items	16,214				16,214
Total assets	<u>\$ 1,746,335</u>	<u>\$ 82,955</u>	<u>\$ 427,845</u>	<u>\$ 212,903</u>	<u>\$ 2,470,038</u>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>					
<b>Liabilities:</b>					
Accounts payable	\$ 196,056	\$ 1,700		\$ 26,496	\$ 224,252
Accrued salaries and benefits	76,517				76,517
Intergovernmental payable	19,221				19,221
Interfund payable		81,255		9,640	90,895
Total liabilities	<u>291,794</u>	<u>82,955</u>	<u>-</u>	<u>36,136</u>	<u>410,885</u>
<b>Deferred inflows of resources:</b>					
Deferred revenue	225			20,262	20,487
<b>Fund balances:</b>					
Nonspendable	16,214		281,377	7,932	305,523
Restricted			146,468		146,468
Committed	382,277			148,573	530,850
Assigned	155,833				155,833
Unassigned	899,992				899,992
Total fund balances	<u>1,454,316</u>	<u>-</u>	<u>427,845</u>	<u>156,505</u>	<u>2,038,666</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 1,746,335</u>	<u>\$ 82,955</u>	<u>\$ 427,845</u>	<u>\$ 212,903</u>	<u>\$ 2,470,038</u>



**HOLLIS BROOKLINE COOPERATIVE SCHOOL DISTRICT  
ACTUAL EXPENDITURES FOR SPECIAL EDUCATION PROGRAMS AND SERVICES  
PER RSA 32:11a**

EXPENSES:	<u>FY2015</u>	<u>FY2016</u>	<u>FY2017</u>
SALARIES	2,244,536	2,049,968	1,921,098
BENEFITS	448,907	375,948	384,220
CONTRACTED SERVICES	1,435,305	250,478	766,375
TRANSPORTATION	285,005	386,544	426,249
TUITION	700,445	1,651,883	854,326
SUPPLIES	17,691	19,788	54,296
EQUIPMENT	8,839	6,213	12,428
OTHER	-	6,808	1,290
SUBTOTAL	<u>5,140,729</u>	<u>4,747,630</u>	<u>4,420,282</u>
REVENUE:			
SPECIAL EDUCATION AID	474,432	579,520	671,604
MEDICAID DISTRIBUTION	158,748	195,895	206,735
IDEA	<u>185,887</u>	<u>266,286</u>	<u>223,375</u>
SUBTOTAL	<u>819,066</u>	<u>1,041,701</u>	<u>1,101,714</u>
NET COST FOR SPECIAL EDUCATION	<u><u>4,321,663</u></u>	<u><u>3,705,929</u></u>	<u><u>3,318,568</u></u>

## Hollis Brookline Cooperative School District Budget

### FY19 Proposed Budget Summary

	FY17 Actuals	FY18 Budget	FY19 Proposed Budget	FY19 vs FY18 \$ Diff	FY19 vs FY18 % Diff
<b>General Fund</b>					
<b>1100 Regular Education Programs</b> Teacher salaries, textbooks, substitutes, supplies	\$ 5,363,104	\$ 5,725,575	\$ 5,738,185	\$ 12,610	0.22%
<b>1200 Special Education Programs</b> Teacher salaries, aides, textbooks, evaluations, supplies and items specific to special education services	\$ 3,093,257	\$ 3,575,444	\$ 3,538,789	\$ (36,655)	-1.03%
<b>1300 Vocational Education</b> Vocational tuition	\$ 32,773	\$ 35,840	\$ 40,840	\$ 5,000	13.95%
<b>1400 Co-Curricular Programs</b> Interscholastics, intramurals, student activities	\$ 644,853	\$ 681,564	\$ 700,322	\$ 18,757	2.75%
<b>2100 Student Support Services</b> Guidance, health and nurses	\$ 1,299,866	\$ 1,384,179	\$ 1,309,483	\$ (74,696)	-5.40%
<b>2200 Instructional Support Services</b> Library salaries, supplies, technology and professional development	\$ 544,273	\$ 645,365	\$ 718,167	\$ 72,802	11.28%
<b>2300 School Board</b> Treasurer, SB stipends, SB minutes, legal and audit	\$ 55,832	\$ 170,457	\$ 170,800	\$ 343	0.20%
<b>2310 SAU Assessment</b> BSD Portion of the SAU budget	\$ 747,371	\$ 754,648	\$ 806,808	\$ 52,160	6.91%
<b>2400 School Administrative Services</b> Principal salaries, office staff, office equipment	\$ 884,091	\$ 930,292	\$ 1,098,290	\$ 167,998	18.06%
<b>2600 Facilities &amp; Maintenance</b> Custodial salaries, electricity, heating oil, water, trash, liability premiums, building maintenance	\$ 1,190,398	\$ 1,155,519	\$ 1,287,072	\$ 131,553	11.38%
<b>2700 Student Transportation</b> Bus contract and fuel	\$ 1,069,515	\$ 1,241,216	\$ 1,131,709	\$ (109,508)	-8.82%
<b>2900 Benefits</b> Health, dental, NHRS, FICA, worker's comp, unemployment, life and LTD	\$ 4,078,924	\$ 4,590,720	\$ 4,716,751	\$ 126,032	2.75%
<b>4600 Building Improvements</b> Roof replacements, Science Lab, Etc	\$ 103,254	\$ -	\$ 75,500	\$ 75,500	
<b>5100 Debt Service</b>	\$ 1,496,084	\$ 597,367	\$ 649,204	\$ 51,837	8.68%
<b>5200 Expendable Fund Transfers</b>					
Maintenance	\$ 20,000	\$ 20,000	\$ 40,000	\$ 20,000	100.00%
Athletic	\$ 59,875	\$ 67,000	\$ 70,000		
Special Education		\$ 100,000	\$ 25,000	\$ (75,000)	
<b>Total General Fund</b>	<b>\$ 20,683,472</b>	<b>\$ 21,675,186</b>	<b>\$ 22,116,920</b>	<b>\$ 438,734</b>	<b>2.02%</b>
<b>Food Service Fund</b>	\$ 398,315	\$ 416,000	\$ 394,000	\$ (22,000)	
<b>Grant Fund</b>	\$ 266,818	\$ 245,000	\$ 260,000	\$ 15,000	
<b>Total General Fund</b>	<b>\$ 21,348,605</b>	<b>\$ 22,336,186</b>	<b>\$ 22,770,920</b>	<b>\$ 431,734</b>	<b>1.93%</b>

## Hollis Brookline Cooperative School District Budget

### FY19 Revenue Estimate

Item	FY17 Budget	FY18 Budget	FY19 Estimate	FY19vsFY18 Change
<b>Expenditures</b>				
General Fund Expenditures	\$ 21,734,828	\$ 21,675,186	\$ 22,116,920	\$ 441,734
Grant and Food Service	\$ 713,000	\$ 661,000	\$ 654,000	\$ (7,000)
<b>Budgeted Expenditures (All Funds)</b>	<b>\$ 22,447,828</b>	<b>\$ 22,336,186</b>	<b>\$ 22,770,920</b>	<b>\$ 434,734</b>
<b>Revenue</b>				
<b>Unreserved Fund Balance</b>	<b>\$ 539,779</b>	<b>\$ 1,045,252</b>	<b>\$ 535,000</b>	<b>\$ (510,252)</b>
<b>State Revenue</b>				
School Building	\$ 341,984	\$ 173,362	\$ 181,362	\$ 8,000
Special Education Aid	\$ 580,000	\$ 580,387	\$ 589,000	\$ 8,613
Vocational Aid	\$ 4,000	\$ 7,000	\$ -	\$ -
Child Nutrition	\$ 3,738	\$ 3,700	\$ 3,000	\$ (700)
Other	\$ -	\$ -	\$ -	\$ -
<b>Total State Revenue</b>	<b>\$ 929,722</b>	<b>\$ 764,449</b>	<b>\$ 773,362</b>	<b>\$ 15,913</b>
<b>Federal Revenue</b>				
Federal Grant Programs	\$ 117,419	\$ 25,000	\$ 30,000	\$ 5,000
Disabilities Programs	\$ 115,581	\$ 220,000	\$ 230,000	\$ 10,000
Medicaid	\$ 191,000	\$ 202,000	\$ 192,600	\$ (9,400)
Child Nutrition	\$ 38,615	\$ 38,000	\$ 38,000	\$ -
<b>Total Federal Revenue</b>	<b>\$ 462,615</b>	<b>\$ 485,000</b>	<b>\$ 490,600</b>	<b>\$ 5,600</b>
<b>Local Revenue</b>				
Tuition				\$ -
Interest Income	\$ 1,350	\$ 600	\$ 600	\$ -
Food Service	\$ 437,647	\$ 374,300	\$ 353,000	\$ (21,300)
Other	\$ 60,000	\$ 70,000	\$ 15,000	\$ (55,000)
<b>Total Local Revenue</b>	<b>\$ 498,997</b>	<b>\$ 444,900</b>	<b>\$ 368,600</b>	<b>\$ (76,300)</b>
<b>Appropriation</b>				
Budgeted Expenditures (All Funds)	\$ 22,447,828	\$ 22,336,186	\$ 22,770,920	\$ 434,734
Less Unreserved Fund Balance	\$ 539,779	\$ 1,045,252	\$ 535,000	\$ (510,252)
Less State Revenue	\$ 929,722	\$ 764,449	\$ 773,362	\$ 8,913
Less Federal Revenue	\$ 462,615	\$ 485,000	\$ 490,600	\$ 5,600
Less Local Revenue	\$ 498,997	\$ 444,900	\$ 368,600	\$ (76,300)
<b>Total Appropriation</b>	<b>\$ 20,016,715</b>	<b>\$ 19,596,585</b>	<b>\$ 20,603,358</b>	<b>\$ 1,006,773</b>
<b>School District Tax Assessment</b>				
Total Appropriation	\$ 20,016,715	\$ 19,596,585	\$ 20,603,358	\$ 1,006,773
Less Adequacy Aid	\$ 2,994,005	\$ 3,168,920	\$ 3,074,589	\$ (94,331)
Less Retained Tax	\$ 2,103,120	\$ 2,138,804	\$ 2,136,154	\$ (2,650)
<b>H-B Cooperative School District Tax Assessment</b>	<b>\$ 14,919,590</b>	<b>\$ 14,288,861</b>	<b>\$ 15,392,615</b>	<b>\$ 1,103,754</b>
<b>Apportionment</b>				
<b>Brookline</b>	<b>48%</b>	<b>48%</b>	<b>47.9%</b>	
<b>Hollis</b>	<b>52%</b>	<b>52%</b>	<b>52.1%</b>	
<b>BSD Portion of Total Appropriation</b>	<b>\$ 9,396,557</b>	<b>\$ 9,370,921</b>	<b>\$ 9,859,539</b>	
Less Adequacy Aid-BSD Portion	\$ 2,039,451	\$ 2,145,425	\$ 2,064,441	
Less Retained Tax-BSD Portion	\$ 677,700	\$ 686,345	\$ 703,826	
<b>Local Tax Effort - BSD Portion</b>	<b>\$ 6,679,406</b>	<b>\$ 6,539,151</b>	<b>\$ 7,091,272</b>	
<b>Estimated Tax Impact</b>				
Local Assessed Valuation - with Utilities	\$ 514,181,249	\$ 523,265,230	\$ 530,538,617	\$ 7,273,387 *
Local Assessed Valuation - less Utilities	\$ 505,931,449	\$ 515,015,430	\$ 522,174,144	\$ 7,158,714 *
State Property Tax Rate (per \$1,000)	\$ 1.34	\$ 1.33	\$ 1.35	\$ 0.02
Local Education Tax Rate (per \$1,000)	\$ 12.99	\$ 12.50	\$ 13.37	\$ 0.87
<b>Total BSD Tax Rate</b>	<b>\$ 14.33</b>	<b>\$ 13.83</b>	<b>\$ 14.71</b>	<b>\$ 0.88</b>

\* 1.4% increase

# Debt Schedule

as of 6/30/17

	Debt 1	Debt 2	Debt 3
Length of Debt (yrs)	20	20	20
Date of Issue	8/1996	8/1996	8/2004
Date of Final Payment	8/2016	8/2016	8/2024
Original Debt	\$ 8,100,000	\$ 2,700,000	\$ 7,703,400
Interest Rate	\$ 5.71	\$ 5.71	\$ 4.54
Principal at Beginning of Year	\$ 216,444	\$ 220,000	\$ 4,410,000
Retired Issues This Year	\$ 216,444	\$ 220,000	\$ 400,000
Remaining Principal Balance Due	\$ -	\$ -	\$ 4,010,000
Remaining Interest Balance Due	\$ -	\$ -	\$ 762,147
Remaining Debt	\$ -	\$ -	\$ 4,772,147
Amount of Principal to be Paid in FY18	\$ -	\$ -	\$ 420,000
Amount of Interest to be Paid in FY18	\$ -	\$ -	\$ 177,367
Total to be paid in FY18	\$ -	\$ -	\$ 597,367

**\$ 597,367**

**Hollis Brookline Middle School**  
**Administrative Report 2017-2018**

Hollis Brookline Middle School is committed to providing a rigorous and engaging curriculum that provides all students with the skills necessary to be successful in our fast paced, technologically driven world. Our teachers view themselves as learners, and challenge themselves to create learning opportunities for students that encourage communication, collaboration, critical thinking and creativity. As a school, we have increased our implementation of Google Classroom across all disciplines allowing teachers and students to work together to maximize learning.



STEM Education is a major focus of our curriculum. This year, we built a new partnership with the University of New Hampshire and the Portsmouth Naval Shipyard through the Sea Perch Program. The program provides students with the opportunity to learn about robotics, engineering, science and mathematics while building an underwater Remotely Operated Vehicle. Staff from The Center for Coastal and Ocean Mapping Joint Hydrographic Center at UNH and the PNS spent two days at HBMS working with 202 8<sup>th</sup> grade students to design and build ROVs. Our students and staff gained skills in engineering, problem-solving, technical applications and teamwork. In addition to this project, 40 of our female students participated in a Tech Women/Tech Girls event sponsored by the NH High Tech Council. These events are part of a state initiative focused on building a strong community that encourages young women to explore careers in STEM fields of study. Our students had an opportunity to meet professionals in a variety of STEM fields as well as participate in a number of STEM activities. STEM education also extends to our robotics program. This year our 7<sup>th</sup> and 8<sup>th</sup> grade teams are supported by parent coaches Tammy Fareed, Todd Pack, Barbara King and Chris Hayden. Sponsored by FIRST, students create robots that can meet a specific challenge and compete against other schools across the state.

Extracurricular activities are an integral part of a student's education at HBMS, and we have over 25 different clubs and activities to support our students' individual growth. Our Student Council develops leadership skills for our students, and by shifting its focus on meeting the needs of our community, students are gaining an understanding of

the communities in which they live. Our student newspaper, From Hollis Brookline, allows students to develop their writing and interviewing skills, while our Art Club, Drama Club and The Knights Jazz Band foster students' interest in the arts. This year, our anti-bullying club, U-Knighted For All, met with staff and school administration to discuss ways to increase their presence in the building to spread their message of tolerance and acceptance, ensuring a safe learning environment for all. These clubs provide students with a voice in our school community and we value our students' contributions.

Hollis Brookline Middle School values its relationship with parents and community members. Our PTSA works closely with school administration as they work to support the needs of all students. From fundraising to volunteering, we are grateful for the many contributions they make to our school. In addition, we have warm and positive relationships with our local veterans and enjoy their yearly visits to the school. Their willingness to share their stories and experiences with our students make impressions that last. We are also grateful for the Hollis Rotary Club, the Hollis Department of Public Works, and our local businesses for their support of our school.

We encourage all community members to stop in and say hello. We are proud of the education we offer and strive for continuous improvement as we work to support the needs of our students.

Sincerely,

Bob Thompson, Principal, Hollis Brookline Middle School

Patti Flynn, Assistant Principal, Hollis Brookline Middle School

Jennifer Campbell, Student Services Coordinator, Hollis Brookline Middle School



## HOLLIS BROOKLINE HIGH SCHOOL Town Report 2017



In 2017, Newsweek Magazine ranked Hollis Brookline High School #1 in New Hampshire! We are proud of this award and feel that it accurately represents our combined efforts as a community to serve the best interests of our students. That combined community includes a talented and dedicated staff, supportive families, and leadership of the various school boards and budget committees that serve both towns. Each year we focus on continuing to build upon our culture of excellence in our continued effort to offer the best 21<sup>st</sup> century education that will enable our students to meet the demands of a highly skilled and competitive workforce. Our accrediting body, NEASC, recently responded to the two-year progress report we submitted in the fall regarding the committee's recommendations. The committee informed us in writing that they were pleased to learn of the following as it related to our progress:

- Further development of our 21st learning expectations and use of CavBlock to increase instructional time.
- The work of the assistant superintendent, middle school assistant principal, and high school math department head who have collaborated on formally aligning the math curriculum and provide account ability.
- Improvement of existing storage options to include the addition of storage units to support our high quality programing and services we offer.
- The effort to align administrative responsibilities resulting in the addition of more resources to address the needs and upkeep of fields and outdoor facilities.

While these are only four of the ten items of positive feedback, we feel that they highlight some of the great progress we have made in the two short years since the committee's site visit.

The academic success of our students has always been at the core of our tradition of excellence as our students excel in many areas. In 2017, thirty new members were inducted into the HBHS National Honor Society. Our SAT, ACT, and AP test scores continue to be among the most competitive in the state. HBHS also has developed a fine

tradition of seniors entering the military after graduation. In 2017, the following six seniors entered the military: Mario Barassi, Nathan Corsetti, Derek Davidson, and Brendhan Harris- Army ROTC, Selene Berube-Navy ROTC, Olivia Simmerman-Air Force ROTC.

The multitude of learning experiences to which our students are exposed on a daily basis is simply amazing. Our talented staff knows how to bring the curriculum alive. One of many examples is the annual Trebuchet project. For more than twelve years, Hollis Brookline High School physics students have participated in this annual event. In this engineering design challenge, teams of four to six students are tasked with working together to design, build, calibrate, and test a working trebuchet, a medieval siege device used to launch a projectile using nothing but the force of gravity via a counterweight and lever arm. Students must launch a water balloon a distance of 30 meters to receive an “A” and they receive bonus points if they dress up in medieval costumes or hit an exact target (their physics teacher!). Over the course of several weeks, students are required to maintain an individual engineering logbook, complete with design sketches, meeting minutes, testing procedures, launch data, calculations, and reflections upon the outcome of testing day. This activity is one of the most popular events at HBHS, and all students are encouraged to take physics so they can have the chance to participate in this exciting and challenging project during their high school career.

This was the second year in a row that Trebuchet was expanded to include 3<sup>rd</sup> grade students from Hollis Primary School and Richard Maghakian Memorial School in Brookline. The day was a tremendous success. Teachers from the high school enjoyed collaborating with their colleagues from our sending districts. Most importantly, the enthusiasm from the high school and elementary school students was contagious. This year’s weather conditions were ideal and everyone enjoyed the event.

We were pleased to recently learn that HBHS was placed on the College Board’s Eighth Annual AP District Honor Roll. Hollis Brookline is *one of 447 school districts in the U.S. and Canada* to be honored with this designation. To be included on the Eighth Annual Honor Roll, Hollis Brookline High School had to, since 2015, increase the number of students participating in AP while also increasing or maintaining the percentage of students earning AP Exam scores of 3 or higher. Reaching these goals shows that HBHS is successful at identifying motivated and academically prepared students who are ready for AP. Inclusion in the Eighth Annual AP District



Honor Roll is based on a review of three years of AP data, from 2015 to 2017, looking across 38 AP Exams, including world language and culture.

We are proud of this latest recognition as we feel it reflects our commitment to expanding access to a rigorous and relevant curriculum to an increasing number of our students who have demonstrated that they are up to the challenge. Moreover, we are grateful for the hard work and dedication of our talented teaching staff for their efforts to make these opportunities available to our students.

Hollis Brookline High School students also excel in athletics and the arts. Cavalier Athletics had a very strong year in 2017. In the winter, both the Boys and Girls Basketball teams made the final four of their respective NHIAA tournaments, with the Boys team falling in the semi-final round, and the Girls team finishing as the Division II runner-up. The Girls Ski Team finished in third place overall at their State Championship event, while the Boys Team finished in fourth place.

In the spring, the Boys Lacrosse team made the Final Four of the Division II Lacrosse tournament, losing in the semi-final game to eventual champion, Derryfield. The Boys Volleyball team also made the Final Four for the second year in a row, and the Boys Tennis team fell in the semi-final round of their tournament to Portsmouth. Also qualifying for their respective NHIAA tournaments were the Girls Lacrosse and Girls Tennis teams.

This fall, the Girls Volleyball team won their fourth Division I State Championship in seven years, and third title in a row. The Boys Soccer team qualified for their NHIAA tournament as the four seed, and fell to eventual runner-up, Goffstown, in the first round. The Football team also qualified for their respective tournament for the second year in a row as the five seed. Field Hockey qualified for their tournament as well.

Hollis Brookline High School is also proud to announce that they are home to thirty-four NHIAA Scholar Athletes, who have participated and lettered in two or more sports, while maintaining a B+ average or better, as well as participating in community service. We also were proud to have fourteen senior students who were recognized for participating in three sports each year during all four years at HBHS. We are proud of our scholar athlete's hard work and dedication in the classroom on and off of the playing field.

The Music Department was pleased to announce this fall that nine students were selected to participate in the Jazz All State Festival. Additionally, all twenty-two Honors Choir students were selected to participate in the All New England Choral Festival this year. Our students' performance in music and choir is a testament to their talent, hard work, and the high caliber of instruction and guidance from our Music Director Dave Umstead and Choral Director Matt Barbosa.

Many students also participate in the Theatre and Visual Arts programs. If you have not yet seen one of the Hollis Brookline Musical performances, which are presented each March, please mark your calendars for this year's presentation of *All Shook Up*. Each year the combined efforts of the music, visual arts and theatre programs come together in a wonderful musical production that could compete with any semiprofessional performance.

Teachers and staff give countless hours outside of the classroom to help our students succeed. With more than one hundred clubs, organizations, and sports teams advised by Hollis Brookline High School staff, we provide a wide range of opportunities for our students to become involved and engaged. The 2016-2017 Math Team clinched their 12th consecutive SMASH League Championship title in February of 2017 and then went on to take third place in Division II at the NH State Math Meet in March of 2017. The team consisted of about 25 dedicated and passionate mathletes who truly enjoy doing math for fun!

With great anticipation, HBHS Robotics Team 1073 awaits kickoff on Jan 6, when the 2018 game called "Power Up" will be revealed! Kickoff is the start of the build season in which the team must design, build and program a new robot to compete in Power Up! Students and mentors have been preparing all fall for this exciting time! With six weeks to complete the robot, FRC 1073 will compete March 2-4 at Windham HS and March 29-31 at UNH. The team is looking forward to a successful season, as they look to repeat as a qualifier for the New England District Championship in April. Team 1073 was invited by the Hollis Brookline Rotary to showcase our team and robot at their meeting on January 3rd. The Hollis Brookline Rotary was a generous donor last spring when support was needed to travel to the World Championship. Team 1073 is honored and excited to be able to show off our robot that was awarded the silver medal! As always, information about the HBHS FIRST Robotics team 1073 can be found on the website: [www.theforceteam.com](http://www.theforceteam.com).

As we reflect on the many successes of 2017, we look forward to the new year with great excitement. Regardless of what the future may hold, we will continue with our commitment to provide an excellent and well-rounded education for the students of Hollis and Brookline.

Respectfully submitted,

Richard D. Barnes,

Principal

HBHS 2017 Awards & Scholarships	
<b>Alan Frank Memorial Scholarship Book Award</b> Nicole Poitras <b>American Federation of Musicians</b> Evan Jacobs <b>Amherst Orthodontic Scientific Woman's S.</b> Audra Paradie <b>Army Reserve National Scholar/Athlete Award</b> Nathan Corsetti Marian Margaret O'Hara <b>Athlete Citizen Scholar Award</b> Marian Margaret O'Hara Luke Martin <b>Brookline Historical Society Book Award</b> Rebecca Nelson <b>Brookline Women's Club</b> Kristianna Fox <b>Cameron Ricard Memorial Scholarship</b> Kristianna Fox Jack MacLeod <b>Cavalier of the Year Award</b> Nick Fothergill <b>Charles Zylonis Memorial Scholarship</b> Audra Paradie <b>Coach Korcoulis Scholarship</b> Joel DeLong Madylin Partridge <b>Community of Caring Scholarship</b> Kristianna Fox Nick Fothergill <b>Director's Award for Band</b> Nathan Catalanotti Kristianna Fox <b>National Honor Society Book Award</b> Naomi Goodman <b>National Merit Scholarship Finalist</b> Hayden Kubishta Magnolia Moskun Rebecca Nelson Madylin Partridge <b>National School Choral Award</b> Kristianna Fox Vivek Nithipalan <b>NH Coaches Association (3 sports for 4 years)</b> Grace Anneser Jennifer Choate Katie Connors <b>NH Coaches Association Cont. (3 sports for 4 years)</b> Nathan Corsetti Mackenzie Day Joel DeLong Kristopher Johnson Jack MacLeod Colton Mailloux Samuel Poisson <b>Nicholas Jennings Memorial Scholarship</b> Grace Anneser	<b>Dollars for Scholars</b> Emma Bruseo Alexandra Campbell Amit Eshed Kristianna Fox Vienna Scott <b>Ed Berna Memorial Award For Track</b> Emma Bruseo <b>Fred Waring Director's Award for Chorus</b> Abbey Kotelly <b>Harris Memorial Scholarship</b> Katryn Pellerin <b>Hollis Brookline Rotary</b> Kristianna Fox Vienna Scott <b>Hollis Historical Society Book Award</b> Hayden Kubista <b>Hollis Women's Club Scholarship</b> Vienna Scott <b>Hollis Veterinary Hospital Scholarship</b> Adrianna Radosavljevic <b>Kendal VanSchoick Memorial Scholarship</b> Hannah Balfour <b>Louis Armstrong Jazz Award</b> Ethan King Luke Martin <b>Richard Maghakian Memorial Scholarship</b> Natalie Paquin <b>Richard Nagy Memorial Scholarship</b> Rebecca Nelson <b>Team Player of the Year</b> Grace Anneser Jack Belanger <b>Theatre Award</b> Abby Rogers <b>Thespian Award</b> Lauren Moura <b>Leadership in Theatre Tech</b> Dylan Silcox <b>US Marine Corps Distinguished Athlete Award</b> Mackenzie Day Samuel Poisson <b>US Marine Corps Scholastic Excellence Award</b> Jonathan Byrne Madylin Partridge <b>US Marine Corps Semper Fidelis (Music Award)</b> Grace Lou Matthew Bradshaw <b>Warren Towne Memorial Scholarship</b> Grace Anneser <b>William &amp; Lorraine Dubben Scholarship</b> Nicole Poitras Kyle Chrystal Nathan Buckley <b>Ten Top Seniors Class of 2017</b> Jonathan Byrne

## HBHS 2017 Awards & Scholarships

Morgan MacMillan		Kyle Chrystal
<b>Ruth E. Wheeler Scholarship</b>		Kristianna Fox
Marian Margaret O'Hara		Naomi Goodman
<b>Westford Firefighters Scholarship</b>		Grace Lou
Domenic DelPapa		Magnolia Moskun
<b>Thomas J. Devincents Scholarship</b>		Rebecca Nelson
Domenic DelPapa		Vivek Nithiplan
<b>Sgt. Barry D. Palmeri Memorial Scholarship</b>		Madylin Partridge
Brendan Harris		Adrianna Radosavljevic
<b>Scholar Athletes</b>		<b>Class of 2017 Salutatorian</b>
Hunter Adams	Aidan Keehan	Jonathan Byrne
Grace Anneser	Colin Loftus	<b>Class of 2017 Valedictorian</b>
Hannah Balfour	Jack MacLeod	Kyle Chrystal
John Belanger	Colton Mailloux	<b>Tri - M Music Honor Society</b>
Emma Bruseo	Luke Martin	Abby Kotelly
Jack Byrne	Haley Modelski	Kristianna Fox
Richard Cadario	Magnolia Moskun	Luke Martin
Jennifer Choate	Vivek Nithiplan	Nicole Poitras
Meghan Corban	Marian Margaret O'Hara	Simren Bhogal
Nathan Corsetti	Natalie Paquin	Naomi Goodman
Mackenzie Day	Madylin Partridge	Grace Lou
Joel DeLong	Samuel Poisson	Maddie Kuchta
Isabella Demayo	Vienna Scott	Jenna Swabowicz
Rachel Flanagan	Benjamin Thyng	Rachel Flanagan
Nicholas Fothergill	Cameron Vahe	Aaron Velez
Jacqueline Hallerman	William Walker	Vivek Nithiplan
Taylor Hamel	Tucker Wood	Matt Bradshaw
<b>National Honor Society</b>		Nathan Catalanotti
Grace Anneser		
Christopher Aulbach	Colton Mailloux	<b>Student Council 2017</b>
John Belanger	Luke Martin	President Caitlin Ross
Gwen Bergstrom	Samantha Mello	Vice President Natalie Paquin
Selene Berube	Haley Modelski	Secretary Daniella Goldberg
Simren Bhogal	Magnolia Moskun	Treasurer Christopher Aulbach
Emma Bruseo	Rebecca Nelson	Representatives:
Nathan Buckley	Vivek Nithiplan	Nathan Buckley
Jonathan Byrne	Ava Occhialini	Megan Corban
Richard Cadario	Marian Margaret O'Hara	Kristianna Fox
Alexandra Campbell	Natalie Paquin	Vivek Nithiplan
Jennifer Choate	Audra Paradie	Jenna Swabowicz
Kyle Chrystal	Katryn Pellerin	
Leslie Comeau	Ryan Philbrook	
Meghan Corban	Michele Philpot	
Nathan Corsetti	Samuel Poisson	
Joel DeLong	Nicole Poitras	
Rachel Flanagan	Adriana Radosavljevic	
Nicholas Fothergill	Abigail Rogers	
Kristianna Fox	Caitlin Ross	
Daniella Goldberg	Vienna Scott	
Naomi Goodman	Cassandra Stapelfeld	
Abby Kotelly	Jenna Swabowicz	
Madison Kuchta	Ryan Swope	
Evan Jacobs	Aaron Velez	
Jason Landolt	Ava Walch	
Grace Lou	Eric Willett	
Jack MacLeod	Tucker Wood	

HOLLIS-BROOKLINE COOPERATIVE SCHOOL DISTRICT				
PROFESSIONAL STAFF ROSTER 2017-2018				
First Name	Last Name	Assignment	College/University	Degree
Jennifer	Anderson	Special Education Coordinator, HBHS	Rivier	M.Ed.
Richard	Barnes	Principal, HBHS	Northeastern Univ.	M.Ed.
Brian	Bumpus	Assistant Athletic Director, HBHS	UMASS Lowell	B.A.
Jennifer	Campbell	Special Ed. Coordinator, HBMS	New England College	C.A.G.S.
Patricia	Flynn	Assistant Principal, HBMS	Rivier	M.Ed.
Robert	Ouellette	Assistant Principal, HBHS	NH College	M.B.A.
Rhon	Rupp	Athletic Director, HBHS	Univ. North Carolina	B.A.
Robert	Thompson	Principal, HBMS	UNH	M.Ed.
Amanda	Zeller	Assistant Principal, HBHS	UNH	M.A.
Nicole	Ainsworth-Brown	English/Special Education	Plymouth State Univ.	M.A.
Rebecca	Bagtaz	Special Education	Rivier	M.Ed.
Rebecca	Balfour	Social Studies	Univ. of New England	M.S.Ed.
Dorothy	Ball	Mathematics	Nova Southeastern Univ.	M.A.
Claudia	Banks	Spanish	University of Granada	M.A.
Matthew	Barbosa	Music/Theater	Westminster Choir College of Rider U	M.Ed.
Jessica	Barrett	French	UNH	M.Ed.
Alexander	Basbas	Spanish	UNH	M.Ed.
Sandra	Bent	Guidance	Rivier	M.Ed.
Donald	Boggis	Physical Education/Wellness	Springfield College	M.S.
Gayle	Bottcher	Physical Education	U. Bridgeport	M.S.Ed.
Dawn	Breault	Guidance/Transition Specialist	Assumption/Plymouth State Univ.	M.A/EdD
Christina	Brown	Mathematics	Rivier	M.Ed.
Christin	Cahill	Program Clinician	Rivier	M.A.
Stephen	Capraro	Social Studies	St. Anselm College	M.S.Ed.
Camille	Carson	Science	Rivier	M.S.
Amy	Chase	English	UNH	M.A.T.
Jennifer	Christman	Special Education	Keene State	B.S.-B.A.
Rodney	Clark	Science	Fitchburg State	M.Ed.
Megan	Cleary	Science	Keene State	B.S.
Catherine	Collard	Science	Univ. of Notre Dame	M.Ed.
Susan	Connelly	Social Studies	NYU	M.A.
Nancy	Cook	Psychologist	Notre Dame College	M.Ed.
Karen	Coutu	Reading Specialist	Rivier	M.Ed.
Lisa	Danis	English	UNH	M.A.T.
Heather	Deegan	English	UNH	M.Ed.
Bonnie	Del Signore	Mathematics	Brown Univ.	B.A.
Amanda	Delaney	Special Education	Rivier	M.Ed.
Laura	DeRosa	Social Studies	UNH	M.A.T.
Lynn	DiZazzo	English	Fairfield Univ.	B.A.
Kerry	Dod	Guidance	Notre Dame College	M.Ed.
Susan	Doyle	Special Education	Rivier	M.Ed.
Kelly	Ducharme	School Nurse	St. Anselm College	B.S.N.
Trevor	Duval	Social Studies	Austin State Univ.	M.Ed.
Janice	Ellerin	Science	Montclair State Univ./Rutgers Univ.	M.A.
Christina	Ellis	Social Studies	UNH	M.A.
Katherine	Emerson	Science	Stonehill College	B.S.
Yolanda	Flamino	Science	Smith College	M.S.
Heidi	Foster	English	Harvard and Rivier	M.T.S. & M.A.T.
Michael	Fox	English	Middlebury	M.A.
Amber	Fox McNeil	School Nurse	UNH	BSN
Allison	Franklin	Physical Education	Springfield College	M.A.
Kimberly	Frye	ELL	UNH	M.Ed.
Leonid	Gershgorin	Reading	Rivier	M.A.T.

HOLLIS-BROOKLINE COOPERATIVE SCHOOL DISTRICT				
PROFESSIONAL STAFF ROSTER 2017-2018				
Lauren	Girolimon	English	UNH	M.A.T.
Jennifer	Given	Social Studies	Antioch New England	M.Ed.
Tracy	Gray	Physical Education	Keene State	B.S.
Christine	Grieff	Guidance	Plymouth State Univ.	M.Ed.
Pamela	Griffith	Special Education	SUNY, Potsdam	B.A.
Joseph	Gruce, III	Computer	Duquesne Univ.	M.A.
Christine	Haight	Reading	Rivier	M.A.T. & Ed.D.
Katrina	Hall	Mathematics	Univ. of New England	Ph.D.
Candice	Hancock	Family and Consumer Science	Keene State	B.S.
Shelli	Harris	Board Certified Behavior Analyst	Sage College	M.S.
Susan	Hay	Technology	UNH	M.B.A.
Christine	Heaton	Library-Media	Antioch New England	M.A.
Jillian	Hegarty	504 Coordinator	Rivier	M.Ed.
Katherine	Henderson	Social Studies	Dartmouth College	B.A.
Mark	Illingworth	Mathematics	Savannah College of Art & Design	M.A.
Linda	Illingworth	English	UNH	M.A.T.
Jamie	Johannsen	Social Studies	Boston University	B.A.
Melissa	Joyce	School Psychologist	Rivier	M.Ed./CAGS
Susan	Kinney	Library Media	Plymouth State Univ.	B.S.
Jennifer	Klauber MacLeod	English	St. Michael's College	B.A.
Shannon	Kolb	Speech Assistant	Univ. of Florida	B.S.
Shannon	Kolb	Speech Assistant	Univ. of Florida	B.S.
Linda	Lannin	Occupational Therapy	Florida International Univ.	M.S.
Janet	Lash	Spanish	Regis College	B.A.
Tammy	Leonard	Mathematics	Univ. Mississippi	M.A.
Mathew	MacFarline	Latin	Brandeis University	M.A.
Melanie	Madden	Special Education	Rivier	M.Ed.
Sheila	Mandragouras	School Nurse	Tennessee State Univ.	MSN
Patricia	Marquette	Mathematics	UNH	B.S.
Kathleen	Maynard	Guidance	Rivier	M.Ed.
Elissa	McCormick	French	Plymouth State Univ.	M.Ed.
Judith	McDaniel	Mathematics	Rivier	M.B.A.
Ann	Melim	English	UNH	M.A.
Victoria	Milette	English	UNH	M.A.T.
George	Minott	Science	UNH	B.A.
Susan	Mooers	Mathematics	Univ. Southern Maine	M.S.
Courtney	Moore	Science	Southern NH University	B.S.
Elisabeth	Nault	Music	UNH	B.Music
Gregory	O'Brien	Social Studies	Southern NH University	M.A.
Lynne	Ouellette	Art	Keene State	B.S.
Christine	Page	Special Education	Fitchburg State	M.Ed.
Claire	Pare	English	UNH	M.Ed.
Gregory	Parker	Social Studies	UNH	M.A.
Crystal	Paul	Special Education	Keene State	B.A.
Lina	Pepper	Art	Plymouth State Univ.	B.S.
Eric	Perry	Science	Rensselaer Polytechnic University	M.S.
Paul	Picariello	Technology Education	Fitchburg State	M.Ed.
Alison	Pic	Mathematics	Rivier	M.A.T.
Stacey	Plummer	Mathematics	UNH	M.S.
Kerbert	Porter-Elliott	English	Harvard Univ.	M.A.
Erin	Robbins	Spanish	Boston College	M.A.
Milton	Robinson	Special Education	Rivier	M.Ed.
Kristen	Roy	Spanish	SUNY Albany	M.Ed.
Annie	Roy-Faucher	French	Rivier	M.A.

<b>HOLLIS-BROOKLINE COOPERATIVE SCHOOL DISTRICT</b>				
<b>PROFESSIONAL STAFF ROSTER 2017-2018</b>				
Michelle	Sacco	Special Education	Oakland Univ.	M.A.
Mariealana	Salamone	English	Rivier	M.A.
Pamela	Saucier	Social Studies	Southern NH University	M.Ed.
Audra	Saunders	Art	Rivier	M.Ed.
Lorna	Spargo	Mathematics	University of Phoenix	M.S.
Nancy	Spencer	Music	U. Conn	M.Music
Maria	St. Pierre	Health/Science	UMASS Lowell	B.S.
Jennifer	Staub	Social Studies	Tufts University	M.A.T.
Elizabeth	Sulin	Program Clinician	Boston College	M.S.W.
Carol	Swanson	Mathematics	Rivier	M.Ed.
Trudi	Thompson	Science	Clemson	B.S.
Francis	Tkaczyk	Special Education	Notre Dame College	M.Ed.
David	Umstead	Instrumental Music	Univ. of Louisville	M.M.
Kirsten	Werne	Mathematics	Rivier	M.A.T.
Erin	White	Health-Wellness	UNH	B.S.
Adam	Wilcox	Science	Columbia Univ.	M.A.
Katherine	Williamson	Science	UNH	M.Ed.
Richard	Winslow	Guidance	UNH & Keene State	M.A. & M.Ed.



**- IN AN EMERGENCY -**

**\* FIRE \* POLICE \***

**\* AMBULANCE\***

**Call 911**

Non-Emergency - Police.....673-3755

Non-Emergency – Fire.....672-8531

Non-Emergency - Ambulance.....672-6216

Town Offices - 673-8855, Mon. thru Fri. 8 am to 2 pm

Tad Putney, Town Administrator..... Ext. 213

Sharon Sturtevant, Admin. Asst./Bookkeeper.....Ext. 214

Valerie Rearick, Town Planner.....Ext. 215

Kristen Austin, Assessors/ZBA/Cons. Commission.....Ext. 216

Town Clerk/Tax Collector..... Ext. 218

Patti Howard-Barnett-Monday thru Friday, 8 am - 2 pm, Wed. 5-8 pm  
and last Saturday of the month, 9 am-noon

Grace LaBombard, Deputy Town Clerk/Tax Collector

Romeo Dubreuil, Building Inspector..... Ext. 212

Office Hours - Monday thru Thursday, 8:00 - 10:00 am

**Save the Date!**

**Brookline Kicks off a Year-Long Celebration  
of its 250<sup>th</sup> Birthday**

**First Event: A New Year's Eve Dance on  
December 31, 2018**

**Followed by additional events throughout  
2019, including:**

**Winter Festival**

**HUGE Parade**

**Fireworks**

**And Much More!!!**

**Organizations interested in helping and/or  
hosting an event should contact**

**Sheryl Corey**