

# TOWN OF DERRY



**ANNUAL REPORT  
FISCAL YEAR ENDING  
JUNE 30, 2014**

# TOWN OFFICERS

## **Town Council**

Mark A. Osborne, Chair  
Councilor at Large  
2016

Phyllis M. Katsakiores  
Councilor at Large  
2015

Joshua R. Bourdon  
Councilor at Large  
2017

Michael D. Fairbanks  
Councilor District #1  
2015

G. Thomas Cardon  
Councilor District #2  
2016

David N. Fischer  
Councilor District #3  
2017

Albert M. Dimmock, Sr.  
Councilor District #4  
2016

## **Town Clerk**

Denise E. Neale  
2016

## **Moderator**

Margaret Ives  
2016

## **Treasurer**

Robert Gorham

## **Supervisors of the Checklist**

Renee Routhier, Chair  
2020

Lorraine Routhier  
2018

Judy Strakalaitis  
2016

Margaret Mullins  
Appointed  
2015

## **Derry Public Library Trustees**

Joan Crimlisk  
2016

Elizabeth Ives, Chair  
2016

Dorothy Wiley, Secretary  
2017

Phyllis Howard  
2017

Lynn Mann  
2017

Charles Zoeller  
2015

Jack Robillard, Treasurer  
2015

David N. Fischer  
Council Representative

# TOWN OFFICERS

(Continued)

## **Taylor Library Trustees**

Candace Andrews, Chair  
2016

Kim Burke  
2016

Ed Ciancio  
2017

Aimee Huntemann  
2017

Pamela Otis  
2015

G. Thomas Cardon  
Council Representative

## **Trustees of Trust Funds**

Kevin L. Coyle, Chair  
2016

James C. Webb  
2015

Joel Olbricht  
2017

# **TOWN DEPARTMENTS**

## **EXECUTIVE DEPARTMENT**

Larry Budreau, Human Resources Director & Assistant Town Administrator

**IT/GIS**  
Douglas Rathburn  
Manager

**Derry Cable Television**  
Chris Martin  
Administrator

**Public Health**  
Garrett Simonsen  
Coordinator

## **PLANNING DEPARTMENT**

George Sioras, Director

## **FINANCE DEPARTMENT**

Frank L. Childs, Chief Financial Officer  
Janice A. Mobsby, Controller  
Dawn Enwright, Tax Collector / Municipal Agent  
David N. Gomez, Assessor  
Jill McLaughlin, Human Services Administrator

## **POLICE DEPARTMENT**

Edward B. Garone, Chief  
George Feole, Captain  
Vern Thomas, Captain  
Marlene Bishop, Animal Control Officer

## **FIRE DEPARTMENT & EMERGENCY MANAGEMENT**

George Klauber, Chief

## **PUBLIC WORKS DEPARTMENT**

Michael Fowler, Director  
Thomas Carrier, Water/Wastewater Superintendent & Deputy Director  
Eric Bodenrader, Parks and Recreation Director  
Alan Côté, Superintendent of Operations  
Robert Mackey, Code Enforcement

# TOWN BOARDS & COMMITTEES

## PLANNING BOARD

David Granese, Chair  
2016  
Jim MacEachern  
2016  
Ann Marie Alongi  
2016

John O'Connor, Vice Chair  
2015  
Jan Choiniere  
2017  
Michael D. Fairbanks  
Council Representative

Frank Bartkiewicz, Sec.  
2015  
Darrell Park  
2017  
Randy Chase  
Town Administrator Rep

### *Alternates*

Lori Davidson  
2016

Marc Flattes  
2017

Frank Mazzuchelli  
2015

## ZONING BOARD OF ADJUSTMENT

Lynn Perkins, Chair  
2015  
Donald Burgess  
2016

Tyler Whitehorn  
2016

Allan Virr, Vice Chair  
2017  
Teresa Hampton  
2017

### *Alternates*

Stephen Coppolo  
2015  
Michael DeMeo  
2017

Heather Evans  
2016  
Vacant  
2017

Scott Burt  
2016

## HIGHWAY SAFETY COMMITTEE

Alan Cote, Public Works  
Chief Edward B. Garone, Police  
Chief George Klauber, Fire  
Jane Simard, School

Tom Caron, Chair,  
Donald Burgess  
Randall Chase  
Mike Houghton  
Walter Deyo  
Scott Savard

## DERRY HOUSING AUTHORITY

Robert Fleig, Executive Director

### *Board of Commissioners*

J. Leonard Sweeney III, Chair  
2016

Thomas G. Hosey, Treasurer  
2015

Janis Del Pozzo  
2019

Kristy Baillargeon  
2018

Lt. Christopher Williams  
2017

Phyllis M. Katsakiores  
Council Representative

### CONSERVATION COMMISSION

Margaret Ives, Chair 2016	Paul Dionne, Vice Chair 2015	Jim Arruda 2015
Eileen Chabot, Treasurer 2017	Dennis Wiley 2015	Paul Doolittle 2016
Riccardo Buzzanga 2017		G. Thomas Cardon Council Representative

#### *Alternates*

Richard Tripp 2016	Margaret Kinsella 2015	Marianne Page 2015
	James Degnan 2016	

### HERITAGE COMMISSION

Karen Blandford-Anderson, Chair 2017		Donald Kirkland 2016
Elaine Connors, Secretary 2016	Mark Mastromarino 2017	Phyllis Katsakiores Council Representative

#### *Alternates*

Vacant 2016	Roger Konstant 2017	Rosemary Fesh 2015
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### ENERGY & ENVIRONMENTAL ADVISORY COMMITTEE

Maureen Reno, Chair 2017	Mark Flattes, Vice Chair 2015	Thomas Morini, Secretary 2016
James Ricker 2017	Vacant 2015	G. Thomas Cardon Council Representative

#### *Alternates*

Chris Cox 2016	Vacant 2015
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### SOUTHERN NEW HAMPSHIRE PLANNING COMMISSION

Frank Bartkiewicz 2016	Joseph Donahue 2016	John O'Connor 2016
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Vacant  
2016

#### *Alternate*

Vacant  
2016

**DERRY REDC LOAN REVIEW COMMITTEE**

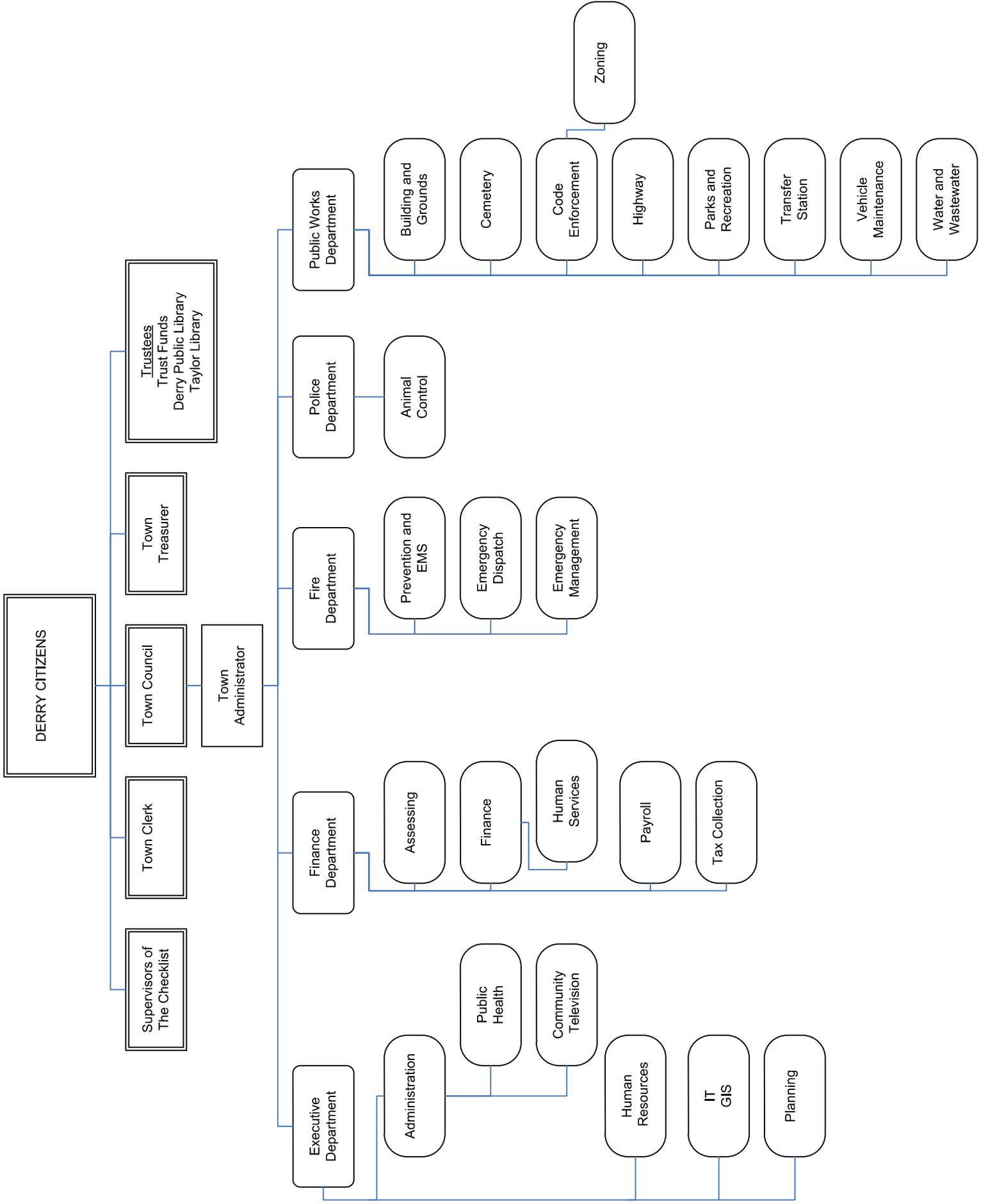
Carl Accardo  
2015

Robert Gorham  
2015

Lauren Neves  
2015

John Phelan  
2015

Joel Olbricht  
2015



## **TOWN OF DERRY DEPARTMENTS & DIVISIONS**

### **Executive Department**

Town Council  
Town Administrator  
Planning  
Information Technology / GIS  
Human Resources  
Public Health  
Derry Community Television

### **Finance Department**

Assessing  
Finance  
Human Services  
Tax Collector

### **Fire Department**

Ambulance Services  
Dispatch Services  
Emergency Management

### **Police Department**

Animal Control

### **Public Works**

Buildings & Grounds  
Cemetery  
Code Enforcement/Building/Zoning  
Engineering  
Highway  
Parks & Recreation  
Transfer Station  
Vehicle Maintenance  
Water/Wastewater

### **Town Clerk**

### **Supervisors of the Checklist**

### **Derry Public Library**

### **Taylor Library**

### **Treasurer**

### **Trustees of the Trust Funds**

### **BOARDS & COMMITTEES**

Conservation Commission  
Energy/Environmental Advisory Committee  
Heritage Commission  
Highway Safety Committee  
Housing & Redevelopment Authority  
Planning Board  
Southern New Hampshire Planning Commission  
Zoning Board of Adjustment

## **FISCAL YEAR 2014 REPORT OF THE TOWN COUNCIL CHAIRMAN**

Dear Friends and Neighbors:

It is with great pride and pleasure that I am able to report to you the many accomplishments of your dedicated Town Council and talented town employees during the 2014 Council term and the 2014 Fiscal Year.

### **The Council Changes:**

Following the March 2014 elections, David Fischer (District 3) and Joshua Bourdon (Councilor At Large) joined the Derry Town Council. In April, the Council immediately began setting goals and laying out reforms as requested by Derry's residents.

Michael Fairbanks (District 1), after giving Derry and its Council a year of steady leadership at a time of electoral transition, removed himself from consideration for serving a second term as Town Council Chairman. The Council unanimously elected Mark Osborne (Councilor At Large) to be Chairman for the 2014 term. The Council also returned Councilor Albert Dimmock (District 4) to a second term as Chairman Pro Tem.

The Council unanimously decided that 2014 would be a year of cooperation in meeting Derry's challenges.

### **Oh Captain, My Captain! . . . The Town Administrator Search Begins:**

No ship of state should be without its captain for very long, lest risk running ashore, no matter how steadfast and talented may be its crew. During the Council's first meeting, it resolved to hire a town administrator. The Council agreed that it would search its administrator without the assistance of a corporate search firm, as had been the previous practice for many years. This decision saved the Derry taxpayer an estimated \$15,000 or more.

During its search for a new administrator, the Council received generous and unyielding assistance from its dedicated administrative assistant, Sheila Bodenrader. Human Resources Director, Larry Budreau and Human Resources Coordinator, Catherine St. Ledger also greatly assisted the Council in finding Derry's new town administrator with their expertise on employment law and common municipal hiring practices.

The Council executed not one but two extensive searches before it was fortunate to meet and hire, Galen Stearns, a former Windham Selectman and Antrim Town Administrator. The cost of this search was estimated to have been less than \$5,000.

### **Fight The Blight! - Keeping Derry “New Hampshire’s Place to Be”**

Upon inviting and receiving input from Derry’s residents as to the unsightly disrepairs of properties along Main Street, the Council immediately passed a resolution establishing a Building Conformity Ordinance Committee, ably chaired by Councilor Thomas Cardon (District 2) and joined by veteran town councilor, Councilor Phyllis Katsakiores (Councilor At Large). Fire Chief George Klauber, Code Enforcement Specialist Bob Mackey, and Representative John O’Connor also joined in the fight against Derry’s blight by graciously agreeing to serve on this committee.

The final passage of a new “building conformity ordinance” is expected.

The success of any law or ordinance rises and falls with government’s ability and willingness to enforce it. Mindful of this reality, the Council approved and fully funded a second full time Code Enforcement Officer position in its 2015 FY budget. This position will no doubt bolster the Code Enforcement Department’s ability enforce town ordinances, encourage property upkeep, and promote harmony amongst businesses and residents alike.

### **The Fiscal Year Budget of 2015 – Bridging Services With Savings:**

*“In this world nothing can be said to be certain but death and taxes.”*

- Benjamin Franklin

Hoping to curb the certainty of the latter for Derry’s residents, the Town Council made many tough decisions and mandated several cost reductions to the 2015 FY budget. The Council’s task in accomplishing this goal was made lighter thanks to the efforts of Acting Town Administrator Larry Budreau, Chief Financial Officer Frank Childs, and Finance Controller Janice Mobsby by submitting a level funded FY 2015 budget for the Council’s consideration.

Notwithstanding the proposed budget, Councilors closely examined the proposed FY 2015 budget line by line, in all areas, big and small, in search of additional savings.

A proposed new carpet for the Council chambers at a cost of \$15,000 was removed from the budget. A \$25,000 spending proposal for repaving the Forrest Hill Cemetery was

removed from the budget. A new cemetery lawn mower at the cost of \$8,775 was removed from the budget. Overtime in the Public Works Department was reduced by \$2,000. Overtime in the Recreation Department was reduced from \$13,000 down to \$5,000. Overtime in the Parks Department was reduced from \$12,129 to \$10,000. Overtime at the Transfer Station was reduced by \$2,765. An amount of \$235,625 in unapproved proposed pay raises was also removed from the budget.

The Council removed \$112,295 from the proposed budget, a sum that was intended to fund a full-time economic development coordinator. The Council expressed a willingness to revisit the economic coordinator proposal after a town administrator was hired. The Council also expressed its desire that any future recommendations for an economic coordinator be accompanied by specific goals, incentives, and criteria by which one can objectively measure the success or failure of the position.

Notwithstanding the approximately \$400,000 trimmed from the proposed FY 2015 budget, the five pillars of town service (Administration, Fire, Police, Public Works, and Libraries) were well funded at a cost of \$36,547,738.

Derry's services remain strong and responsive to the needs of its citizens.

### **Promises to Keep - Increasing Derry's Veteran Tax Credit:**

*"Honor to the soldier and sailor everywhere, who bravely bears his country's cause."*

-Abraham Lincoln

In the FY 2015 budget, the Town Council honored Derry's veterans by approving a \$50 dollar increase in the Veteran Tax Credit. This modest but important measure raised the Derry Veteran's Tax Credit from \$300 to \$350. Councilors vowed to strive for an increase in the fiscal years to come.

### **The Bottom Line – A Tax Cut for Derry:**

The final result of your Council and municipal directors working together brought about Derry's first tax cut in several years. On May 20, 2014, the Town Council passed a municipal budget that dropped the town tax rate from \$10.39 per thousand down to \$10.24 per thousand – a \$.15 tax reduction.

**Miles to Go Before We Sleep:**

*For this is a time for courage and a time for challenge. Neither conformity nor complacency will do.*

- John F. Kennedy

With an eye towards the future and an appreciation for the past, your town councilors and administrators remain resolved to continue making local government responsive, efficient, and more cost-effective for all of Derry's residents.

On behalf of the Derry Town Council, it is with great pride and many thanks that I present to our friends, neighbors, and residents, the Chairman's 2015 Fiscal Year Report.

Most Appreciatively,

*Mark A. Osborne*

Mark A. Osborne

Derry Town Council, Chairman

## Town Administrator

The Town's Annual Report describes the results of elected and appointed officials and Town employees whose combined efforts served the citizens of Derry in Fiscal 2014 (FY14).

The comprehensive services of local government are fundamentally essential to residents' wellbeing and quality of life. An overview follows.

- The seven elected members of the Derry Town Council meet regularly and, representing their constituents, shape Town policy, make major decisions and approve the annual budget. The challenge of affordably providing the level of service to which the community is accustomed, or that the law requires, is very difficult.
- Volunteers staff the Planning Board, the Zoning Board of Adjustment, the Trustees of the Trust Funds, the Supervisors of the Checklist, the Derry Public Library Trustees, the Taylor Library Trustees, the Town Moderator, the Highway Safety Committee, the Conservation Commission, the Heritage Commission, the Derry Housing Authority, the Energy & Environmental Advisory Committee, Derry's representatives on the Southern New Hampshire Planning Commission and the Derry Rockingham Economic Development Corporation Loan Committee.
- State-of-the-art, highly regarded Police and Fire Departments – including Advanced Life Support EMS and Emergency Management, may at any moment respond during one of the most critical moments of someone's life. Highly skilled, highly trained men and women stand ready 24-7 to protect the lives, safety and property of all Derry residents, property owners and visitors.
- Public Works employees provide Town infrastructure management that enhances the quality of lives every day. Roads are well maintained, construction projects are managed effectively, water and wastewater systems are safe and reliable, parks and recreation facilities are beautiful and Town buildings are well-kept. And when the going gets tough, you can rely upon Derry's employees to ensure safe passage through Town.
- Human Services provides comprehensive, compassionate and fiscally prudent assistance to citizens in need.
- Public Health (primarily grant-funded) plans, prepares and trains - ready to mobilize a regional network to react in a public health emergency such as the recent mass Hepatitis vaccination. Derry hosts a regional Substance Misuse Prevention Coordinator; a full time effort to spur and coordinate a multi-pronged approach to minimizing substance abuse. Derry's part-time Public Health Officer ensures restaurants' and other food purveyors' compliance to food safety requirements, and takes the lead on resolving difficult public health nuisance complaints.

- Code Enforcement and Fire Prevention personnel ensure the conformance and safety of dwellings, commercial buildings, new development and public infrastructure projects. Through the interpretation and enforcement of a maze of federal, state and local codes, their efforts help preserve property values and help neighbors get along.
- Derry Community Television (C17/C23) is an innovative public access TV station where residents can learn to produce and broadcast their own shows. Local government meetings are televised on C17 and made available on streaming video. Town employees and volunteers produce programs of local interest for C23.
- On average, more than 500 patrons utilize the Derry Public Library every day. Taylor Library has served its patrons for 135 years.
- Supporting all of these efforts is an efficient group of administrators led by a dedicated management team that facilitates the workings of day-to-day government. The Town Clerk, the Information Technology & GIS, Finance, Assessing, Tax Collection, Human Resources, Planning and Administration Departments all work to ensure that Derry's town government runs efficiently and responsibly day-in and day-out.

The Town of Derry provides high quality municipal services and does so efficiently and with integrity. Thank you for the opportunity to have served this tremendous community as your Acting Town Administrator in FY 2014.

Respectfully submitted,

*Larry Budreau*

Larry Budreau  
Acting Town Administrator

## PLANNING DEPARTMENT

Fiscal Year 2014 activity in the Planning Department continued at a steady pace similar to what the department had begun to see in fiscal year 2013. Both residential and commercial development plans were submitted to the office and construction activity and building was very visible throughout the Town. This past year work continued on zoning amendments in the Webster's Corner/Route 28/Ryan's Hill General Commercial District as well as amendments to the sign ordinance requirements in the Zoning Ordinance. The revised Sign Ordinance was approved by the Town Council this past year. Staff worked in conjunction with the Planning Board and Code Enforcement Office on the revisions. Kudo's to Bob Mackey and Liz Robidoux on their work! Our department also worked on amendments to the Livestock Ordinance with the Planning Board, Code Enforcement Office and Animal Control Officer. We also worked with the Fire Department on revisions to the fire requirements in the site plan regulations regarding cisterns and sprinklers. Additionally staff worked with the Planning Board on re-zoning amendments including re-zoning residential properties to commercial on Folsom Road across from the Police Station. Our department also worked with the New Hampshire Community Loan Fund on two Community Development Block Grants (CDBG) to assist two manufactured housing parks on replacing and improving their infrastructure/water systems and the feasibility to potentially tie into town water and sewer to replace aging water and septic systems.

Highlights of development activity in fiscal year 2014 included new tenants in the former Wal-Mart store which will include a Monkey Sports sporting goods store and an Aldi's Supermarket in addition to the existing Ocean State Job Lot, an addition to Parkland Hospital for more beds for a mental health facility, PSNH putting in new state of the art transmission lines in its ROW in the north part of town, a new grocery pick-up service at Hannaford Supermarket, new restaurant, retail and coffee establishments in the downtown, new businesses at Hood Plaza and several small change of uses for small businesses throughout town. We also had several small residential subdivisions and the first of several multi-family/townhouse developments. This is the first time since 2008 that we have seen housing plans for the multi-family. Our office has been the busiest it's been since 2008.

The department continues our work with the Southern New Hampshire Planning Commission (SNHPC), the Southern New Hampshire Regional Economic Development Corporation (REDC), Greater Derry-Salem Cooperative Alliance for Regional Transportation (CART) as well as the Greater Derry-Londonderry Chamber of Commerce on regional planning, business, and transportation issues. Staff is also working with the SNHPC, the New Hampshire Department of Transportation, and members of the Derry Heritage Commission on the Robert Frost/Old Stage Coach Scenic Byway. The Scenic Byway will celebrate and help protect the historical features, rural character, and the natural and scenic qualities of the five corridor communities (Derry, Atkinson, Hampstead, Chester, Auburn) through which it passes. I'm also happy to report that the Derry Downtown Committee has been re-activated with new members and energy and working on our downtown revitalization efforts!

In closing I would like to once again thank the members of the Planning Board for their continued support and assistance with our department particularly with regard to the challenging zoning revisions and we also want to welcome aboard our new members and kudos to our chairman, David Granese for being an excellent chairman and his and the board's professionalism; makes our jobs easier!

I also want to once again thank and acknowledge the staff in the Code Enforcement, Police, Public Works, and Fire Departments for their cooperation and efforts in making the Technical Review Committee (TRC) process a success and our efforts to be business-friendly and our expedited review of development plans and permitting.

Finally, I would like to once again acknowledge and thank our Planning Assistant, Liz Robidoux, for her excellent staff assistance to both the Planning Director and Planning Board and keeping us on track and organized as well as her hard work and professionalism. The Planning Department looks forward to continue to provide professional and prompt service to the Town of Derry and its residents and business community.

Respectfully submitted,

*George H. Sioras*

George H. Sioras  
Planning Director

## INFORMATION TECHNOLOGY

2014 has once again kept our IT staff very busy. Our helpdesk center fielded approximately 1,665 calls. These calls ranged from hardware and software issues to user requests and other miscellaneous issues. The recent departure of one staff member just prior to the start of our fiscal year has kept us extremely busy.

Sean Fichera, our network administrator, has taken the lead in implementing VMware Site Recovery Manager (SRM). This software allows cross site replication of our virtual environments based on set recovery objective times. Should we completely lose a building or piece of hardware SRM allows us to recover our site at another facility with the push of a button.

We are also set to implement voice over IP (VOIP) in the Municipal Center. Currently we are running a hybrid system (2 systems) consisting of digital and limited VIOP. This implementation will allow us to remove our old digital system completely and switch over completely to the more effective VOIP system.

## GIS

Kucera International, the successful bidder on the Aerial RFP, flew Derry during the first week of April. Using mapping provided by the IT/GIS department Kucera will be mapping and updating areas of select planimetrics. Features to be updated include roadways, building structures, contours, natural features and any utilities in the designated areas. As a byproduct of this project full color orthophotography and infrared photography will be provided with the final deliverables. We currently have completed the pilot areas designated to be reviewed for quality assurance. The completed pilot areas looked great. We expect to be completed in October.

Our online GIS site has also undergone some changes. Working the Camp Dresser and Smith, we updated our site which now has been optimized using HTML 5. The overall functionality and performance of the site has increased as a result. In general our users are also finding the new interface much friendlier to use.

As always we are looking forward to a very busy and successful upcoming year.

Respectfully Submitted,

*Douglas A. Rathburn, IT/GIS Manager*  
Douglas A. Rathburn, IT/GIS Manager

## Human Resources Annual Report Fiscal Year 2014

The Human Resources (HR) Department strives to ensure that Town jobs are staffed appropriately, that employees have meaningful, enjoyable and challenging career opportunities and that personnel and labor administration activities are timely and effective. The Department supports the negotiation and administration of seven union contracts, facilitates dispute resolution, provides recruiting assistance to Town departments, administers drug testing programs, maintains personnel and related records, advises managers regarding the employment relationship and assists employees however possible. The Department sponsors and facilitates employee safety, wellness and social activities – relying upon the support and participation of members of the Town Wide Joint Loss Management Committee (safety) and the Employee Activities Committee (wellness/social.)

Fiscal Year 2014 highlights:

- Five of the Town's seven unions operated under expired contracts throughout FY14. Negotiations slowed following a February 2014 vote that failed to approve a new contract between the Town and the Professional, Administrative and Technical Employees (SEA/SEIU).
- Two positions were added in FY14: a grant-funded Substance Misuse Prevention Coordinator and a Water /Wastewater Utility Assets Coordinator. We hired 11 employees to fill vacant positions in Finance, Fire, Police, and Public Works. HR worked closely with Police, Fire and Public Works officials to enhance the safety and security of Derry Municipal Center employees by improving the building's security systems.
- Derry employees participated in the annual United Way Campaign and the United Way "Day of Caring," the Salvation Army Backpack Program, "Go Red for Women" (American Heart Association), the Annual CIGNA/Elliot 5k Road Race, and much more.
- Employees attended the 15<sup>th</sup> Annual Employee Recognition Luncheon, and a variety of training programs to upgrade job skills, improve safety on the job and ensure compliance with Federal and State employment discrimination laws.

Respectfully submitted,

*Larry Budreau*

Larry Budreau  
HR Director / Assistant Town Administrator

## PUBLIC HEALTH

The Derry Health Department (DHD) provides local public health services including: inspections of food service establishments, daycares, and foster care homes; administration of the mosquito control program; addressing residential complaints; and responding to questions regarding community health. Local public health services are managed by a part-time Health Officer and a part-time Program Assistant, and are funded by fees and tax revenue. The Derry Town Council reviews and develops the local public health ordinance.

Additionally, the DHD, in coordination with New Hampshire Department of Health and Human Services, provides regional public health services including substance misuse prevention and public health emergency preparedness. Regional public health services are managed by a full-time Prevention Coordination and a full time Preparedness Coordinator, and are funded by federal, state, and private grants. Regional public health initiatives are coordinated with municipal and partner agencies' representatives from the towns of Atkinson, Chester, Danville, Derry, Hampstead, Londonderry, Plaistow, Salem, Sandown, and Windham. The Greater Derry Public Health Network (PHN) is one of thirteen regional networks statewide.

### **Substance Misuse Prevention Services**

The Greater Derry PHN convenes and facilitates partner agencies to develop and implement a regional Strategic Plan for Substance Misuse Prevention. Data on trends in substance misuse are matched to proven intervention strategies and then implemented by key community sectors: Education, Safety and Law Enforcement, Medical, Government, Business, and Community Support.

During Fiscal Year 2014, the Prevention Coordinator:

- Convened partner agencies to develop the Community Prevention Collaborative (CPC), which meets monthly to address substance misuse issues in the region.
- Convened a Substance Misuse Task Force, comprised of local police departments, diversion, mental health, and court personnel to reduce substance misuse through policy and legal efforts. This Task Force meets quarterly.
- Organized community forums with a panel of experts to raise awareness about substance misuse in local communities and respond to public concerns and questions. These forums were held at Pinkerton Academy and Windham High School.
- Supported school administration, local police departments, and community organizations to analyze the 2013 Youth Risk Behavior Surveys and provide strategies to address at-risk behaviors.

### **Public Health Emergency Preparedness & Response**

The Greater Derry PHN convenes and facilitates partner agencies to develop capabilities to respond to public health threats, including naturally occurring infectious diseases and acts of bioterrorism. Through this initiative, partner agencies are trained in public health response capabilities, and exercises are conducted to identify areas for planning improvement.

During Fiscal Year 2014, the Preparedness Coordinator:

- Convened partner agencies to develop and test plans to provide supplemental oxygen to patients in community-based medical surge facilities.
- Trained emergency response volunteers on caring for individuals with functional and access needs in emergency shelters.
- Developed plans to coordinate staff and volunteers from multiple jurisdictions and agencies to provide public health emergency services at local response facilities.
- Maintained one of fourteen volunteer Medical Reserve Corps (MRC) units statewide.

### **Food Service Inspections**

The Town of Derry has approximately 151 Food Service Establishments, each of which requires a minimum of two inspections annually. The Derry Health Officer is responsible for inspections and enforcing the NH Rules for the Sanitary Production and Distribution of Food.

During Fiscal Year 2014, the Derry Health Officer:

- Completed all required inspections of Food Service Establishments.
- Responded to approximately 9 reports/complaints of food service health violations.
- Collaborated with Derry Town Council to update local food inspection ordinance.
- Collaborated with the NH Food Protection Section to ensure all cases of potential food contamination or agro-terrorism are reported and investigated.

### **Resident Health Complaints**

The Derry Health Officer coordinates inspections with the Derry Code Enforcement Director, as well as the Derry Fire Inspector.

During Fiscal Year 2014, the Derry Health Officer:

- Responded to over 222 phone calls, 29 emails and 14 walk-in customers. 74 of those contacts were residential health complaints.
- Responded to complaints regarding air and water quality, lack of heat and hot water, rodent and insect infestations, suspected lead and mold issues, trash and squalor conditions, and other health related concerns.

### **Day Care and Foster Care Inspections**

The Town of Derry has 19 licensed day care facilities and 11 foster care homes that are inspected by the Derry Health Officer. The State of New Hampshire requires that these facilities be inspected a minimum of once every three years. However, the Derry Health Department will conduct an inspection and possible follow-up inspections if a complaint is filed against one of these types of facilities.

During Fiscal Year 2014, the Derry Health Department made 9 Foster Care or Day Care inspections.

### **Mosquito Surveillance and Control Program**

The Derry Town Council annually budgets for activities conducted under the Town's Mosquito Control Program, including testing of mosquitoes for infectious diseases and spraying mosquitoes when a public health risk is detected. Mosquito spraying is conducted in coordination with the Derry Cooperative School District, Pinkerton Academy, Derry Parks & Recreation Department, as well as local churches.

During Fiscal Year 2014, a horse in Derry tested positive for Eastern Equine Encephalitis (EEE), which led to spraying for adult mosquitoes and public information efforts to prevent human infections.

Respectfully submitted,

*Garrett Simonsen*

Garret Simonsen

Public Health Network Coordinator

*Paul Raiche*

Paul Raiche

Health Officer

## DERRY COMMUNITY TELEVISION

The mission of our government and public access channels is to inform, educate, entertain, and promote free speech. Derry Community Television remains committed to improving its operations in order to meet the changing needs of our viewers.

Derry's Government Access Channel (C17) provides the community with an opportunity to stay informed by viewing unedited coverage of its governing boards and committees. C17 airs regularly scheduled Town Council, Planning Board, Zoning Board, and Conservation Commission meetings. We also provide coverage of special workshops, public hearings, budget sessions, and pertinent informational shows.

Taped government meetings are available through our Video on Demand (VOD) website, <http://derrytv.pegcentral.com>. VOD provides access to local government meetings at a time that is convenient for viewers (internet access is required). We have expanded our YouTube channel ([www.youtube.com/DerryTV](http://www.youtube.com/DerryTV)) so that viewers can also watch some of our locally-produced community shows at any time.

Our public access channel (D23) increases community awareness and encourages local pride. Programs produced by local residents and staff members provide a glimpse of what is happening in our neighborhood. This includes presentations at the Derry Public Library, the Derry Parks and Recreation Healthy Aging Lecture Series, concerts, and special events around Town. Residents of Derry are encouraged to submit ideas and create new shows.

Community bulletin boards display information slides in-between programming on both channels. The Channel 23 bulletin board displays community events, while the Channel 17 bulletin board displays public notices, emergency meetings, and other Town-related notices.

Staff members and volunteers provide professional-quality live coverage for major Town events and elections so residents can get current information about what is going on in their community. Events covered this year include elections, the Memorial Day Parade, Derryfest, the Very Derry Holiday Parade, and Veterans Day ceremonies. In Fiscal Year 2015, we have a new production trailer that will allow us to continue covering these events, as well as sporting events at Pinkerton and other locations.

Our part-time video producers partner with Town departments and community leaders to create shows that allow taxpayers to see what services are available to them as members of the community. *Bettering Our Community*, *Downtown Spotlight*, *Making a Difference*, and *Get the Facts* are just a few of the series which have become popular on this channel.

We have continued community outreach efforts and have established positive relationships with the local press, the Derry Public Library, Taylor Library, Derry Parks and Recreation, the Greater Derry/Londonderry Chamber of Commerce, and Pinkerton Academy. We offer Pinkerton students the opportunity to intern at the station and produce broadcast quality shows that air on D23.

Volunteer members are vital to Derry Community Television. We welcome members of the community to visit our studio to learn about what is available to them free of charge. Our staff has developed training programs so members of the community and Town departments can create their own shows. We offer regular free training on camera operation, studio production, lighting, audio, graphics, editing, interviewing techniques, and how to produce a show.

Community access television funding is generated solely from franchise fees paid by Comcast subscribers, with no fiscal impact to taxpayers. Franchise fees support two stations that operate from the studio at the Municipal Center and the Educational Channel located at Gilbert H. Hood Middle School.

In closing I would like to thank all the volunteers who have helped cover events throughout the year, Assistant Cable Coordinator Debbie Roy, and Video Producers Susanne Bernier-Robinson and Sean Zajac. Without their efforts, our stations would not have been able to progress as they have during the course of the last year.

To learn more about C17 or D23, go to our website at [www.derryctv.com](http://www.derryctv.com), email me at [chrismartin@derrynh.org](mailto:chrismartin@derrynh.org), or call us at 845-5514. We are located in the lower level of the Derry Municipal Center.

Respectfully submitted,

*Chris Martin*

Chris Martin

Station Coordinator

Derry Community Television, D23

Derry Government Access, C17

## **FINANCE DEPARTMENT**

A major function each year is the development and presentation of the next year's fiscal budget, in conjunction with the various Town departments. The consumer price index used to determine the tax cap each year increased by 1.4% in 2013, the rate allowed for the development of the FY15 budget. The Town's management team developed a budget however that only proposed to increase the tax rate by 0.2%, significantly below the increase allowed by the tax cap provision contained in the Town's charter. The development of the FY2015 budget continued to be a challenge given inflationary and some contractual increases in the Town's operating costs, while maintaining a delicate balance between delivering expected services and capital project investment, while at the same time considering the difficult economic times for taxpayers. The Chief Financial Officer and Controller reviewed all budgets with Town departments before the draft budget was submitted to the Town Administrator for his consideration with department heads. Subsequent meetings with the Town Administrator and the department heads were held to reach consensus on the budget that was presented to the Town Council. The Town Council then held a series of public workshops with Town staff, as well as a public hearing, to review and discuss the budget, and make changes that they deemed appropriate. The final FY2015 budget approved by the Town Council on May 20, 2014 reflected a 17 cent decrease in the Town Services tax rate from the prior year's rate. The use of fund balance in the approved budget was primarily for infrastructure improvements and related debt service.

As stated in previous year's and is still the case, despite continuing difficult economic times locally and nationally, the Town's finances remain in excellent shape, under girded by a healthy fund balance. Moody's Investor Service continues to rate the Town's previously issued bonds at Aa2, while the bond issued in April 2014 received an upgraded AA+ rating from Standard & Poor's. The 2014 bond issue is discussed further in the Finance Division portion of this report. The Town is extremely proud that its bond rating is now just one rating below AAA, the highest rating that can be achieved. In its April 2, 2014 rating report, Standard & Poor's stated that the rating reflected a strong economy, strong management environment and good financial management policies, very strong budgetary flexibility, strong budgetary performance and stable revenue profile, very strong liquidity, and strong debt and contingent liability position.

I am fortunate to have a dedicated, competent, customer-oriented staff and thank them for their work effort and professionalism. I particularly want to recognize the continued strong contributions by the Department's Division Heads...Controller Janice Mobsby, Tax Collector Dawn Enwright, Assessor David Gomez and Human Services Administrator Jill McLaughlin.

With my retirement on September 30, 2014 and thus the termination of my duties as Deputy Treasurer, changes are taking place in the Treasurer's area that I would be remiss to not mention. Treasurer Robert Gorham has requested to return to the former position he held as Deputy Treasurer. Allan Virr has been appointed as Treasurer effective October 1, 2014, as is Bob Gorham's appointment as Deputy Treasurer. Allan has been a citizen of Derry for 44 years, has

served on the Zoning Board of Adjustment since 2002, and had a New Hampshire banking career that spanned almost fifty years. Mr. Virr's education, career experience, civic involvement and community reputation position him well to be an outstanding Town Treasurer.

Separate reports follow for the Assessing, Finance, Human Services and Tax Collection Divisions, providing more details on division operations during FY2014.

As I complete this report, my last as Derry's Chief Financial Officer, I want to express my appreciation to the employees, Town Councils and the citizens of Derry for your support over my 12+ year tenure. It has been an honor and privilege to have worked with and served you in this capacity. Thanks for this opportunity for a 'second career'.

Respectfully submitted,

*Frank L. Childs*

Chief Financial Officer

## **Assessing Division**

Fiscal Year 2014's work plan included a Town-wide re-assessment update for 2014 in which we reviewed all our records for accurate physical data for all properties, updated the computer models for building assessment base rates, depreciation tables, and land assessment tables, making appropriate changes to assessments. Overall the real estate market has shown definite signs of improvement from 2012/2013, with the number of open market transfers increasing from 2013 through April 1, 2014. Similar to last year, we continue to experience signs that sales of existing homes were more plentiful, and foreclosures, especially in Derry, continue to be down dramatically in comparison with past years. We conducted an internal review of all Current Use files as the base assessed values per acre were changed by the New Hampshire Current Use Board effective for April 1, 2014.

As part of our annual cycled inspection process, we completed cycled inspections of all properties within Assessing Neighborhood #103, a residential area with no waterfront properties. Boundaries for Neighborhood #103 stretch from the central portion of Derry along the Windham and Salem town lines lying between Island Pond Road and Route 28 By-Pass (Rockingham Road), thence northerly and east to the Hampstead town line. From that point you travel south westerly to the State Recreational Railroad Corridor, to the Ballard Pond (Ballard State Forest area) and the geographic center of Town. Then you proceed northerly towards the Beaver Lake area. The northerly boundary runs in a westerly direction just north of Tsienneto Road and back easterly just northeast of Beaver Lake in and around the Route 102 area. From this area you proceed southerly along the general line of Route 28-ByPass (Rockingham Road) back to the Derry/Windham town line.

There continues to be much concern expressed by real estate professionals and the general public in regard to the real estate market and what that means to the Town's assessment base and tax revenue. We regularly monitor the situation so as to be able to make appropriate recommendations to the Town Council (Board of Assessors) on how the Town needs to address market changes. The following paragraphs indicate our success in meeting all State Assessing Standards through DRA reporting and reviews.

Tax year 2014 is the year we have undertaken 'values anew' in accordance with RSA 75:8-a. Our last such reassessment was completed successfully for tax year 2009. The update in large part focused on statistical analysis, comparing assessments to real estate market transactions from October 2012 through May 2014. Appraisal review work in the field was part of this project, as was our ongoing cycled inspection program. Our goal is to again achieve a final overall sales-to-assessment ratio of 100% when the DRA completes its review of 2014 assessments in January of 2015. As in past years, the update program has been very successful and has kept the Town on track in meeting all State Standards.

As required by State Statute, each year the DRA performs an equalization study of all communities in the State. The DRA's study conducted for 2013 indicates that the Town's

overall level of assessed value to market value was 94.0% (for 2012 it was 98.3%). The Town's objective with the 2014 re-assessment will be to achieve a ratio of 95-100%; this will be tested by DRA in the early winter of 2014/2015. The acceptable range by State Standards is 90% to 110%.

Also, the 2013 DRA's study indicates the co-efficient of dispersion (C.O.D.) to be 9.11% for year 2013, basically unchanged from the 2012 level at 9.1%. This C.O.D. is considered to be in the 'excellent' range for tax year 2013 and we will remain diligent to keep assessments within the State's mandated standards. The C.O.D. measures uniformity in assessments through ratio studies. It indicates the measure of appraisal uniformity that is independent of the level of appraisal (ratio) and permits direct comparisons between various properties (comparable and other properties). Any decision to conduct assessment updates and revaluations must consider this number above all others.

During the Town Budget deliberations in March and April of 2014, the necessary funding was approved by a majority of the Town Council to continue with the assessment update program and the cycled inspection program that will keep our assessment inventory up to date for the upcoming 2015 and 2016 tax years.

Staff continues to update the Assessing Division Report of Operations and Budget presented to the Town Council in November 2011. That report showed how and why the Assessing Division continues to recommend assessment updates every two years, and an annual cycled inspection program. The assessment updates keep our sales to assessment ratio within the State mandated range of 90%-110%. Our annual cycled inspection program assures that we have an up-to-date and accurate physical description of each property, and that we meet the inspection/data accuracy requirements of State Statutes and DRA Rules.

The Town's 2014 net taxable valuation is \$2,486,319,882. This figure will be used by DRA to set the 2014 tax rate in October 2014. This year's increase reflects construction from new building permits issued since April 2, 2013, the annual cycled inspection program and completion of the Town-wide re-assessment update.

The Town must separately report to DRA the net assessed value of the Chase's Grove Village District, which is \$9,008,477 for 2014. There was no appropriation for this district for tax purposes for 2013; therefore there was no tax rate to report.

The Town's net taxable valuation, upon which the 2013 tax rate was set, was \$2,348,174,549, with a resulting tax rate of \$31.49/\$1,000 of valuation.

The public can access much of our assessment data on-line. Assessment data is updated monthly and may be viewed at [www.visionappraisal.com](http://www.visionappraisal.com) for the Town of Derry. If you encounter any issues when using this tool, please report them to the Assessing Division as soon as you can. We will address them immediately. We have found that the VISION system is very user friendly and it has easy look up and reporting routines. Also, there is one workstation in the Public Research Area at the Derry Municipal Center next to the Assessor's Office which is available for

the general public to access this data. Property record cards are printable from the station and on-line. The on-line feature of the system has and will continue to save Assessing time as appraisers, realtors, attorneys, the general public and the various Town departments can easily access the data on-line.

Other on-line features found at [www.derry-nh.org](http://www.derry-nh.org) are the Town's tax maps and 'Derry GIS' that has search fields that will locate owners, assessment information, abutters lists, the location of town water and sewer lines and many other features. All this information is available to print from your home or office. We also have links on the Assessing portion of the Town's website for all property tax exemptions and Veteran Credit qualifications and application procedures, as well as Current Use and other information.

We encourage taxpayers to review the reverse side of their tax bills for important collection and assessment information, including assistance that is allowed by State Statute that may be available through this office. All applicants must meet various levels of criteria, and filing time lines (April 15, 2014) to qualify for many programs offered. If you feel you may qualify or have questions, do not hesitate to contact the Division at 603-432-6104.

I thank my staff for a job well done. The efforts of Barbara Chapman, Sue Conroy and Mark Jesionowski provided an excellent level of service to all our customers during the year. I am truly grateful for their assistance and support.

The Assessing staff and I wish to thank the public and our other Town departments and staff for their assistance and cooperation.

Respectfully Submitted,

*David N. Gomez*

David N. Gomez, CMA, CNHA  
Assessor

## **Finance Division**

For the 16<sup>th</sup> year in a row, the Finance division has received the prestigious Certificate of Achievement for Excellence in Financial Reporting for our Town's Comprehensive Annual Financial Report (CAFR) for the period ending June 30, 2013. The CAFR award is the highest form of recognition in governmental accounting and financial reporting. The receipt of this award is not only a tribute to the work of the Finance Department, but to the efforts of other departments throughout the Town. The CAFR provides financial and statistical information that is useful in analyzing the financial health and strength of the Town of Derry.

In the last year of a five-year contract, Melanson Heath & Company, PC, is conducting the Town's annual audit. The auditors completed their fieldwork in September, following preliminary work performed in May. When the final audit and Comprehensive Annual Financial Report are complete in December, the Audit Committee and the Finance Committee will review the results. Subsequently, the information will be available on the Town's website [www.derry-nh.org](http://www.derry-nh.org), and as a reference item at the Derry Public Library and Taylor Library.

In addition to the annual budget and financial reporting responsibilities, the Finance Division is responsible for general billing, vendor disbursements, payroll processing, grant administration, capital asset reporting, internal controls and risk management. Mark Fleischer, Senior Accountant has played an integral role in the collective bargaining process by providing cost projections to aid negotiations, giving the negotiating team critical factual data to assist them in their deliberations. In addition to these routine responsibilities, the staff assists with special projects, and providing general financial advice and recommendations to the Town Administrator, the Town Council and Town Departments.

During the past year, Robert Gorham and Frank Childs worked collaboratively on the duties of Treasurer. The bookkeeping staff of the department changed in the past year. Transferring into the Finance division with experience from our Tax Collector's division, Katherine Arsenault's primary responsibilities are now accounts payable and general billing processing. The other bookkeeper position was filled with temporary staff most of the year until the recent addition of Lisa Gazzara. Lisa's primary focus is ambulance collections. The changes in staffing presented an opportunity to re-assign responsibilities amongst the Bookkeepers and Senior Accountant in a manner that streamlined processes to create efficiencies in an effort to reduce backlog.

The Town successfully sold a \$3,444,000 twenty year General Obligation Bond to finance water and sewer infrastructure improvements in the Rockingham Road-Route 28 South area to entice economic development in that area. The Town's bond rating improved to "AA+", as evaluated by Standard & Poor's. The bond interest rate was 2.91% for this issue. Bond terms of the outstanding issues are monitored annually for cost saving opportunities.

The division will continue to provide data for sound financial decisions, and review and monitor the effectiveness of Town's policies to safeguard the Town's financial condition and its assets.

Respectfully submitted,

*Janice A. Mobsby*

Janice A. Mobsby  
Controller

## **Human Services Division**

In fiscal year 2014, the Human Services Department provided general assistance to 136 unduplicated households, an increase of 13% over last year. Rent and utility assistance were the greatest area of need fulfilled for our clients. Some extenuating circumstances warranted providing more than one month of assistance to households.

The number of working clients served increased slightly from 33% last year to 36% this year. The majority of working clients earn part time minimum wage and cannot afford to pay rent, utilities, food, and other essentials. The number of households with children decreased slightly to 48%.

The Town workfare program continued for able-bodied individuals, with no source of income, to perform duties at various job sites within the Town of Derry while simultaneously searching for employment. We assigned seven clients to the Town workfare program and they worked a total of 423 hours at the Transfer Station and in the Assessing Department.

The Town funded the following agencies that provide valuable services to Derry residents during fiscal 2014: Community Alliance for Regional Transportation (CART) - \$30,000; Community Caregivers - \$19,000; Community Health Services (CHS) - \$48,000; Family Promise of Greater Rockingham County - \$5,000; Rockingham Nutrition and Meals on Wheels - \$11,615; Sonshine Soup Kitchen - \$1,500; Upper Room - \$39,700; and Vintage Grace - \$9,984.

Derry Human Services strives to provide superior customer service and case management for applicants and clients. The Human Services Administrator attends monthly meetings to stay current on resources available to our community. Agency presentations and topics discussed include: Homeless & Housing Services for Veteran's; Foreclosure Prevention through the NH Bar Association; Individual Development Accounts through Rockingham Community Action; Substance Abuse; Local Welfare and the Affordable Care Act; Bed Bugs; and End 68 Hours of Hunger Program.

If you or someone you know needs direction on where to apply for services, please call 211 or visit their website at [www.211nh.org](http://www.211nh.org). "2-1-1 NH is a statewide initiative of the United Ways of New Hampshire and an easy-to-remember phone number that connects people in need with health and human services throughout New Hampshire. By dialing 2-1-1, callers are connected with a trained information and referral specialist, at no cost, who can provide them with the information they need to get help or give help."

For further questions regarding Human Services, please visit our website [www.derry-nh.org](http://www.derry-nh.org). Click on departments and then Human Services. Categories include: contact information and application forms; family assistance; financial literacy; food assistance; fuel assistance; housing and shelter; legal assistance; medical assistance; mortgage assistance; transportation; and resources for the elderly and disabled.

If you need to apply for local welfare assistance, our office is located at the Derry Municipal Center, first floor, first door on the right. After you complete a contact sheet, the Human Services Secretary will make an initial assessment of your situation. You will receive information regarding state and local agencies that you can apply for benefits with and our application and list of required verifications. Once you have completed the application and returned with the required verifications that apply to your household, our office will schedule an appointment time for you. At the appointment with the Human Services Administration, you will receive a determination regarding eligibility. If you do not meet the eligibility criteria, our office will provide referrals to other area relief agencies.

Respectfully submitted,

*Jill McLaughlin*

Jill McLaughlin

Human Services Administrator

## Tax Collection Division

The Tax Collector's Office is an integral part of the Town's Finance Department as exhibited by the many transactions processed for the Town residents, including motor vehicle registrations and the collection of revenue for property tax, water and sewer services, and general invoice billings. The office also records and deposits the revenues of all town Departments. Notary Public services are provided to Derry residents at no charge. Each spring the office begins the process of tax liening and deeding of property, as required by state law. The staff works with property owners to educate them on the consequences of falling behind in their property tax payment. Staff also works with taxpayers to educate them on available tax credits and exemptions, in addition to establishing payment plans that are within their resources to complete.

Working as an agent for the State of New Hampshire Department of Safety, we strive to continually improve the services we provide, as the state increases the types of transactions we are allowed to handle locally. The introduction of the "One Check" method for motor vehicle registration has stream-lined that process by requiring only one check per transaction, thus decreasing the process time per customer. The ATM machine located in the lobby continues to benefit those expecting to use credit or debit cards, allowing transactions to be completed without leaving the building to secure funds. The ongoing accessibility of EREG (Electronic motor vehicle registration) transactions and the ability to complete address change forms on line through the Town's web page helps insure that correspondence reaches taxpayers in a timely manner.

Motor Vehicle permits issued in FY14 and the revenue from each of the related sources are set forth below:

Motor Vehicle Permits – 39,885	\$4,677,945
Title Fees	15,812
Municipal Agent Fees	117,447
Transportation Improvement Fees	183,190
Waste Tire Reclamation Fees	<u>111,471</u>
Total	\$5,105,865

We continue to see improvement in the economy, as the Town experienced an increase of \$348,146 in motor vehicle permit revenue, an 8.0% increase over the prior year. The number of vehicle registrations processed also increased by 2.6% from FY13. The increases in revenue and in number of vehicles registered reflect an improving economy, with an increase in purchases of new vehicles. Newer vehicles purchased that pay the highest mil rate charged and an increase in the number of vehicles registered are the reasons for the revenue increase over the prior year. Municipal Agent transaction fees increased slightly in FY14 due to the increased number of registrations. The Town relies on Municipal Agent fees they collect to help cover the administrative costs of providing residents with the state portion of the motor vehicle registration, as well as defray the cost of mailing out courtesy renewal notices and completing EREG registrations. The utilization of the "E Notice" for registration renewal notification has increased, allowing us to send renewal notices to more residents via email. This eco-friendly method of delivering renewal notices reduces the Town's paper and postage expense. The

additional fee for processing a renewal via EREG is paid to the Web site provider; it is not retained as a fee to the Town.

Property tax collection showed an increase of 4.6% collected for the 2014 preliminary bill as of June 30, 2014, as compared to the same period for the 2013 preliminary bill last year. However, a portion of that increase is attributable to the 3.64% increase in the amount billed compared to 2013. Residents continue to inquire about payment by credit and debit card. The Town continues to investigate the most economical and secure method of this technology for the benefit of the citizens utilizing such a service in all departments. Consideration of offering such services involves understanding the cost of implementing the service and the fees to be charged by the credit card companies, charges that will be incurred by the citizens who choose to utilize such methods of payment.

The past year has been a year of less change for the Tax Collection office with the hiring of only one new Customer Service Clerk, Stacey Beliveau. Our seasoned Customer Service Clerks, Kathi Malloy, Lori Holmes and Norma Graceffa seamlessly assisted in training Stacey while accomplishing the workload in a timely manner. Additionally, the staff handled a steady flow of customer activity with ease. The office oversight is headed by me, Dawn Enwright, as the Tax Collector/ Municipal Agent and Kerrin Harrison as the Deputy Tax Collector. The office staff looks toward to FY15 with enthusiasm as they serve the citizens of Derry.

The MS-61 Tax Collector's Report for the fiscal year ended June 30, 2014 follows this report.

Sincerely Yours,

*Dawn K. Enwright*

Dawn K. Enwright

Tax Collector/Municipal Agent



## Tax Collector's Report

Form Due Date: **March 1 (Calendar Year), September 1 (Fiscal Year)**

### Instructions

#### Cover Page

- 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):



Debits					
Uncollected Taxes Beginning of Year	Account	Levy for Year of this Report	Prior Levies (Please Specify Years)		
			Year: 2013	Year: 2012	Year:
Property Taxes	3110		\$6,304,264.35		
Resident Taxes	3180				
Land Use Change Taxes	3120				
Yield Taxes	3185		\$462.58	\$1,588.40	
Excavation Tax	3187				
Other Taxes	3189		\$770,606.69	\$0.45	
Property Tax Credit Balance (?)			(\$115,819.80)		
Other Tax or Charges Credit Balance (?)			(\$4,274.46)		

Taxes Committed This Year	Account	Levy for Year of this Report	Prior Levies	
			2013	2012
Property Taxes	3110	\$37,189,440.89	\$38,227,221.83	
Resident Taxes	3180			
Land Use Change Taxes	3120	\$59,000.00	\$68,000.00	
Yield Taxes	3185	\$3,080.63		
Excavation Tax	3187			
Other Taxes	3189	\$4,140,426.52	\$3,960.00	
Other Taxes Transfer to Property Tax	3110		\$23,459.49	
Add Line				

Overpayment Refunds	Account	Levy for Year of this Report	Prior Levies	
			2013	2012
Property Taxes	3110		\$138,046.56	\$45,872.51
Resident Taxes	3180			
Land Use Change Taxes	3120		\$14.79	
Yield Taxes	3185			
Excavation Tax	3187			\$106.70
Other Taxes	3189	\$19,547.70	\$8,694.32	\$0.17
Add Line				
Interest and Penalties on Delinquent Taxes	3190	\$31.48	\$122,275.76	
Interest and Penalties on Resident Taxes	3190			
<b>Total Debits</b>		<b>\$41,411,527.22</b>	<b>\$45,546,912.11</b>	<b>\$47,568.23</b>



Credits				
Remitted to Treasurer	Levy for Year of this Report	Prior Levies		
		2013	2012	
Property Taxes	\$32,479,698.97	\$43,164,151.51		
Resident Taxes				
Land Use Change Taxes	\$29,500.00	\$68,014.79		
Yield Taxes	\$722.98			
Interest (Include Lien Conversion)	\$19,517.63	\$130,945.08	\$0.17	
Penalties				
Excavation Tax			\$106.70	
Other Taxes	\$3,562,221.18	\$759,268.57	\$0.45	
Conversion to Lien (Principal Only)		\$1,271,593.10		
<input type="checkbox"/> Conversion to Elderly Deferral		\$17,615.52		
<input type="button" value="Add Line"/>				
Discounts Allowed				

Abatements Made				
	Levy for Year of this Report	Prior Levies		
		2013	2012	
Property Taxes	\$321.20	\$121,382.24	\$45,872.51	
Resident Taxes				
Land Use Change Taxes				
Yield Taxes				
Excavation Tax				
Other Taxes	\$749.96	\$736.71		
<input type="checkbox"/> Other Tax Transfer to Property Taxes	\$7,986.62	\$10,741.60	\$1,588.97	
<input type="checkbox"/> Write Offs		\$2,456.17	(\$0.57)	
<input type="button" value="Add Line"/>				
Current Levy Decided				



New Hampshire  
Department of  
Revenue Administration

2014  
MS-61

Uncollected Taxes - End of Year # 1080	Levy for Year of this Report	Prior Levies		
		2013	2012	
Property Taxes	\$4,829,120.86			
Resident Taxes				
Land Use Change Taxes	\$29,500.00			
Yield Taxes	\$2,357.65			
Excavation Tax				
Other Taxes	\$574,921.29	\$7.93		
Property Tax Credit Balance <sup>1</sup>	(\$119,700.14)	(\$1.11)		
Other Tax or Charges Credit Balance <sup>2</sup>	(\$5,390.98)			
<b>Total Credits</b>	<b>\$41,411,527.22</b>	<b>\$45,546,912.11</b>	<b>\$47,568.23</b>	



Summary of Debits				
	Last Year's Levy	Prior Levies (Please Specify Years)		
		Year: 2012	Year: 2011	Year: 2010
Unredeemed Liens Balance - Beginning of Year		\$1,221,174.42	\$758,727.81	\$510,717.57
Liens Executed During Fiscal Year	\$1,367,128.70			
Interest & Costs Collected (After Lien Execution)	\$4,475.98	\$67,631.67	\$120,004.64	\$71,386.38
Elderly Deferral	\$17,615.52	\$9,610.34	\$9,011.60	\$33,450.08
Add Line				
<b>Total Debits</b>	\$1,389,220.20	\$1,298,416.43	\$887,744.05	\$615,554.03

Summary of Credits				
	Last Year's Levy	Prior Levies		
		2012	2011	2010
Redemptions	\$202,041.97	\$538,449.51	\$398,476.86	\$141,603.79
Add Line				
Interest & Costs Collected (After Lien Execution) #3190	\$4,475.98	\$67,516.75	\$119,226.38	\$71,386.38
Add Line				
Abatements of Unredeemed Liens	\$2,263.78	\$3,419.42	\$4,244.93	\$998.00
Liens Deeded to Municipality				
Unredeemed Liens Balance - End of Year #1110	\$1,180,438.47	\$689,030.75	\$365,795.88	\$401,565.86
<b>Total Credits</b>	\$1,389,220.20	\$1,298,416.43	\$887,744.05	\$615,554.03



DERRY (119)

**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.

Preparer's First Name	Preparer's Last Name
<input type="text" value="Dawn"/>	<input type="text" value="Enwright"/>
Preparer's Signature and Title	<input type="text" value="09/30/2014"/>
	Date

**Check to Certify Electronic Signature:** You are required to check this box and provide your name above. By checking this box, you hereby declare and certify that the electronic signature above was actually signed by the Preparer and that the electronic signature is valid.

<input type="button" value="Submit"/>	<i>Please save and e-mail the completed PDF form to your Municipal Account Advisor:</i>
<input type="button" value="Print"/>	<ul style="list-style-type: none"> <li>• Michelle Clark: <a href="mailto:michelle.clark@dra.nh.gov">michelle.clark@dra.nh.gov</a></li> <li>• Jamie Dow: <a href="mailto:jamie.dow@dra.nh.gov">jamie.dow@dra.nh.gov</a></li> <li>• Shelley Gerlameau: <a href="mailto:shelley.gerlameau@dra.nh.gov">shelley.gerlameau@dra.nh.gov</a></li> </ul>
	<i>A hard-copy of this signature page must be signed and submitted to the NHDRA at the following address:</i>
	<b>NH DEPARTMENT OF REVENUE ADMINISTRATION MUNICIPAL AND PROPERTY DIVISION P.O. BOX 487, CONCORD, NH 03302-0487</b>

## DERRY BUREAU OF EMERGENCY MANAGEMENT

The Derry Bureau of Emergency Management (EM) leads the community effort to prepare the Town of Derry to effectively mitigate, prepare for, respond to, and recover from any natural or human-made disaster. Emergency Management assists other town departments in developing contingency emergency plans and maintains a comprehensive all hazards Emergency Operations Plan. This is an on-going activity which involves bolstering of the Emergency Operations Plan (EOP) and developing policies and procedures to support it. IEM serves as the coordinating agency among town departments and the conduit for communication with the NH Department of Homeland Security/ Emergency Management during times of emergency/ disaster.

For additional information about emergency management refer to the following web pages <http://www.nh.gov/safety/divisions/bem/index.html> and <http://www.fema.gov>.

EM maintains an Emergency Operations Center (EOC) which can be opened any day of the week, at any given time. The EOC is equipped with back-up power, computers, state of the art communication equipment and meeting space for emergency management personnel. The EOC has the ability to monitor weather conditions, communicate with the State of NH EOC, all town departments and area amateur radio operators. The EOC is also capable of broadcasting emergency information to the public through the internet, local cable television, Low Band AM Radio Station 1610 and an interactive automated telephone communication system (Code Red™). The EOC coordinates resources, monitors conditions, and coordinates emergency shelter openings as required as well as coordinated emergency response between fire, police and public works.

The Bureau began a three phase training program for Derry Department and Bureau Heads to bring those employees that have responsibilities under the EOP into compliance with national recognized standards for emergency operations through the National Response Framework. This included incident command training. In FY 2014 the Bureau will conduct the final training segment and conduct table top drills with all Departments.

The Town of Derry experienced only one actual emergency and stood by at the ready for two which gladly never occurred. We continue to prepare for future incidents and events.

### **Southern New Hampshire Planning Commission (SNHPC), Hazard Mitigation Plan**

SNHPC has been working with its member communities, which includes the Town of Derry, to develop Natural Hazard Mitigation Plans. A Hazard Mitigation Plan is designed to reduce or eliminate risk to people and property from a range of hazards including wildfires, earthquakes, hurricanes, winter storms, and flooding. The plan identifies the community's susceptibility and vulnerability to each hazard, essential facilities at risk, and proposes new strategies to potentially mitigate or reduce future damages. These plans were financed in part by FEMA through a grant from the New Hampshire Division of Homeland Security and Emergency Management.

Representatives of Derry Fire, Public Works, Police, and Emergency Management have developed a final draft of an updated Hazard Mitigation Plan in 2014. In June the Plan was delivered to the State of New Hampshire Bureau of Homeland Security and Emergency Management for review. When the review is complete the Plan will be sent to FEMA for their review and acceptance.

### **Trailer Mounted Dynamic Message Board Sign**

The portable electronic reader boards continue to be a valuable asset of the Bureau. These were placed at well-traveled locations in Derry and have proven a boon for passing information to the public – particularly during alerts, incidents, or emergencies. To that end, another trailer mounted dynamic message sign board will be purchased in FY 2015.

### **Emergency Operations Center (EOC) Upgrade**

Minor improvements were made to the EOC through the acquisition of additional sound proofing and privacy screens for work or telephone conversations which require some retirement. Also, an additional storage cabinet was purchased. Likewise the two televisions received upgrades.

### **Emergency Operations Plan (EOP) Update**

An updated EOP was completed this year. The major change is a greatly expanded Severe Weather Annex, which has been approved by the National Weather Service and awaits approval by the Town Council. We continue to address the issue of updating contact information for response agencies and private companies.

### **Community Emergency Response Team (CERT)**

CERT continues to concentrate on performing shelter operations, traffic control, and wellness checks. They have assisted at Derry Fest, the semi-annual Police Department blood drives at Promises to Keep, and during storms.

Membership continues to be an issue. This is consistent with other communities as volunteerism is waning in many Southern New Hampshire towns. Though some new CERT members have joined, growing in size remains a challenge. Outreach and recruitment efforts took place at both Derry Fest and at the Fire Department's Open House at Central Station.

## **DERRY FIRE DEPARTMENT**

The Derry Fire Department is a full service fire department that provides emergency services and protection from fire, natural and manmade disasters and medical emergencies. It provides these services through four integrated and related areas within the Department – Fire, EMS, Emergency Dispatch and Emergency Management.

The Derry Fire Department provides fire protection through education, enforcement and suppression activities. We respond from four fire stations located throughout the Town and from Administrative and Code Enforcement offices located in the Municipal Center.

The Derry Fire Department strives to provide a safe, healthy and pleasant environment in which to work in. We accomplish this with a systematic approach which includes programs of preventative maintenance, replacement of outdated inefficient equipment, new technologies and quality products. This report reflects changes made during FY 2014.

The Fire Department continues to review and modify our procedures as well as the numbers and types of resources that we send on all calls. Our goals are to maintain response times and maintain staffing and resources in all areas of the town and to have an operational plan that continues to maintain four stations throughout the town. We continue to address the problem that several areas of the town do not meet the nationally accepted response times for responding to

medical emergencies and fires. In order to remain within the budget that was adopted by the Town Council, the Department maintains a daily minimum staffing of 15 on-duty personnel

## **PERSONNEL**

Every year the local Veterans of Foreign Wars of the United States Post 1617 honors the Firefighter/Paramedic of the Year for their contribution to the community. This year the Derry Fire Department was honored to recognize Lieutenant Edward King for his unconditional commitment to the Fire Department and the citizens of Derry. Lt. King began his career with the Derry Fire Department as a Firefighter/Paramedic twelve years ago. During his time with the Department, Lt. King has been involved with several programs and initiatives. Lt. King functioned as the Health and Safety Officer for our organization for several years, and continues to be involved with the Safety Committee on an advisory basis; Lt. King also functioned as Chairperson for the Town-Wide Joint Loss Management Committee during the same time period.

Lt. King has participated in the Department EMS Continuous Quality Improvement (CQI) Program, Strategic Planning Committee, Ambulance Purchase Committee, and several Community Risk Reduction Initiatives such as Car Seat Inspections, Blood Pressure Clinics, and Pool Safety Programs. Lt. King assists with the development and delivery of the recruit training program for all those newly hired by the Department; he sets expectations for new employees, and always leads by examples. He has been instrumental in the development of wellness initiatives such as SCBA duration testing and purchasing of exercise equipment for each of the fire stations. Most recent - Lt. King has worked toward the development of a new Active Shooter Program and Pre-Incident Planning Program for the Department. Lt. King is currently on the Captains Promotional List; we are extremely proud of him and look forward to watching his career progress. Lt. King sets the example for what being a dedicated employee is all about. His commitment to this Community is steadfast, and his allegiance to the Derry Fire Department is simply what sets him apart from the rest.

Congratulations to the following members of the Derry Fire Department:

- Lieutenant Edward King was this year's Derry VFW Post Firefighter of the Year. Lt. King was recognized for his hard work and dedication in coordinating recruit training for the Derry Fire Department.
- Captain Scott Haggart on completing his Bachelors of Science in Business Management from Granite State College. Captain Haggart also completed his first year of his Executive Fire Officer Certification from the National Fire Academy. This is a four year program.
- Lieutenant James Richardson on completing his Master's in Project Management from Granite State College. He also received his Fire Officer accreditation through the Commission on Public Safety Excellence
- Lieutenant William Gillis graduated from the four year Executive Fire Officer Program at the National Fire Academy and was promoted to Lt. Colonel, USAFR with the 66<sup>th</sup> Air Base Group based out of Hanscom Air Force Base.

## TRAINING

Between July 1, 2013 and June 30, 2014 members of the department have participated in 5,534 staff/hours of fire, rescue, prevention, and emergency management training. This averages 86 hours of training per department member and does not include the additional hours of emergency medical training our staff is required to complete each year. This Fire/Rescue training was delivered using a variety of techniques, on-line training, traditional class room training, hand's on training. Online training was done through Kaplan Fire & EMS Training, FEMA, and United Laboratories (UL).

These training hours also include the hours that many members of the department participated in Fire/Rescue training on their own time and without pay through organizations such as the New Hampshire Fire Academy, and New Hampshire Fire Officers & Instructors Association.

This year's training has been focused on the following: (a) fire behavior and tactics, (b) firefighter safety and survival, (c) rope rescue training, (d) basic skills review including forcible entry, (e) and fitness. Furthermore, this year there was a greater department wide training focus to comply with the State mandated transition from EMT-Intermediate to the Advanced EMT standard. To meet this standard required doing less fire/rescue training and focusing more time and staff resources on EMS training.

This was also the second year we focused on fire behavior and tactics. This year's training included incorporating new techniques for size-up of building fires, determining survivability profiles of building fires, focused and directed occupant searches, and advanced hose & nozzle techniques. This training was based on scientific and experiential research from UL, National Institute of Standards and Technology (NIST), the International Association of Fire Fighters, Chief Dave Dodson of Fire Engineering, and Captain Steve Marsar of FDNY. All of this research and subsequent training is triggering a paradigm national shift in tactics that is being driven by increasingly hazardous structural fire behavior. The advent of modern construction and modern furnishing is causing fires to grow extremely fast, producing extreme amounts of toxic smoke, carbon monoxide, and cyanide; and is causing all fire departments to adjust their tactics. For more information on this subject go to: <http://bit.ly/ULFire2012>. The Derry Fire Department has experienced tangible evidence of the success of this training at several recent fires including the fatal fire on Island Pond Road.

During this fiscal year the New Hampshire Fire Academy continued a grant from the Department of Homeland Security to provide twenty-four hours of training on firefighter safety & survival to firefighters throughout the State. This multi-year grant covered course tuition, expenses, and backfill for nine members of the Derry Fire Department

## FACILITIES

In Fiscal Year 2014 the Derry Fire Department completed sixteen facility projects. These projects were considered based on the following criteria: Code Compliance, Health and Safety, Energy Conservation, and Life Cycle. Two projects were included in the FY 14 Capital Improvements Plan (\$49,000) and an additional fourteen projects were funded through the Operating Budget (\$38,400).

The Central Station is located at 131 East Broadway, just west of the Danforth Traffic Circle. The station is a 25,936 square foot facility, of which 10,123 square feet is living area. It contains living quarters for up to seven emergency response personnel that are assigned to the station for 24 hour shifts. They cover Engine 1, Medic1, Rescue 1, Tanker 1, Car1 and the rescue trailers. The apparatus floor at Central Station is 15,813 square feet of un-insulated space. It is not possible to insulate the ceiling due to the fact that the flat roof is not engineered to hold snow loads. The equipment and apparatus must be maintained at constant temperatures to maintain readiness and meet NH Bureau of EMS regulations. The call volume as well as the usual operations requires the apparatus doors to be opened and closed often. The amount of natural gas continues to be greater than we would expect. While the station is not ideal we continue to maintain a strong focus on energy conservation as evidenced by accolades received by the Town's Energy Conservation Committee. Central Station also includes the Emergency Communications Center which dispatches emergency calls for the towns of Derry, Windham, Chester, Auburn and the South Eastern NH Regional Hazardous Materials Team. Projects that were completed throughout this past year were done for health and safety concerns, code compliance and preventative maintenance.

- Apparatus Floor Heating Units: The Department had a critical failure of the apparatus floor heating units at the Central Station that required immediate action to sustain operations due to The State of New Hampshire Emergency Medical Services protocol concerning medication storage temperatures. New units are on-demand energy efficient hot water system: Life cycle and Energy Efficiency. This was an unforeseen and therefore an unbudgeted project costing \$ 8,400. Funds were reallocated from other FY14 facilities projects.
- Replaced damaged ceiling tiles throughout living quarters. - Code compliance.
- Replaced exterior stairs officer's trailer. - Safety, Code compliance.

Hampstead Road Station is located at 74 Hampstead Road and was built in 1974 as a 3 bay call fire department station. This station was previously owned and operated by the East Derry Fire District. An addition to the building was added in 1994 to increase the apparatus bay area and to increase the size of the administrative, living quarters, and a training room totaling 7800 square feet. The Station is staffed full time by 4 shifts of 3 personnel using Truck 4, Engine 4, Medic 4, Rescue 4, and Marine 4. All personnel are cross trained for fire and medical response. The station also houses a 150kw generator and a trailer for emergency management. Projects that were completed throughout this past year included:

- Fire Alarm System Strobe Lights installed in the sleeping quarters: Health & Safety, Code compliance.
- Carbon Monoxide Detectors installed in sleeping quarters: Health & Safety, Code compliance.
- Hardwire Smoke Detectors installed in sleeping quarters: Health & Safety, Code compliance.
- Replaced entry portico. Life cycle & Safety.
- Replaced front windows. Energy efficiency.
- Station Signage.
- Kitchen stove extinguishing system. Code compliance, Health & Safety.
- Parking Lot Paving - The apparatus apron and parking lot were original to the station dating 1974. With the consolidation and relocation of apparatus the pavement was in

failure due to age and added vehicle weights. This project was in completed with assistance from the Derry Department of Public Works. Cost \$39,000.

Island Pond Station is located at 190 Warner Hill Road. The station is a 4394 square foot facility which was built in 1978. The Station is staffed full time by 4 shifts of 3 personnel using Engine 2, Medic 2, Marine 2, and Forestry 2. All personnel are cross trained for fire and medical response. During the past year the focus at the station was on maintaining existing structures and apparatus. Due to unforeseen circumstances with a vendor the stations emergency generator installation project was not completed in FY 13 and required the removal of the “new” generator and the installation of new generator. Projects that were completed throughout this past year included:

- Replacement of a newer diesel generator. The existing unit was unable to supply the station electrical requirements. The new unit was sized and installed to run the station and supply the sprinkler pump. Code compliance, Health & Safety.
- Replacement of defective cooking appliance at no cost to department. Unit was still under warranty. Defective unit was exchanged by manufacturer. Health & Safety.

English Range Road Station is located at 1 English Range Road. The station is a 4401 square foot facility which was built in 2001. The Station is staffed full time by 4 shifts of 3 personnel using Engine 3, Medic 3, and Forestry 3. All personnel are cross trained for fire and medical response. Energy conservation continues to be a priority at this station. Environmental factors are the biggest concern in maintaining the fuel consumption. In spite of higher heating degree days and lower cold degree days the energy consumption has remained consistent or lower. Additional projects that were completed throughout this past year included:

- Protective Clothing Storage Lockers: Health & Safety, extend life cycle of protective clothing.
- Interior painting: Life cycle
- Fire Alarm System Upgrade: This project connected the stations existing fire alarm system to the municipal fire alarm system. Prior to this project being completed if an alarm originated at the station it was not relayed to the Dispatch Center. If the fire company was not in quarters and an alarm activated, the department had no way of knowing until the company returned to quarters. This projects total cost was \$ 9,400.

## **FIRE PREVENTION**

The Bureau of Fire Prevention is responsible for all fire code and gas piping inspections, plan reviews, and public safety and fire education. The Bureau completed a number of multi-family occupancy inspections during the year as the Department continues to emphasize residential inspections. The Bureau has been working with local businesses and multi- family owners to bring their buildings into Fire Code compliance. The Department is working with a number of property owners to develop acceptable timelines to complete the improvements required to meet the fire code requirements including replacing fire alarm systems. The Bureau continues to be a busy office. We are beginning to see an upturn in the local economy creating an increase in commercial and residential new buildings as well as occupancies requesting change of occupancy and usage, renovations, upgrades and additions.

The Bureau has seen numerous requests from businesses and homes for inspections for gas and oiled fired heating upgrades and replacements. We issued 251 gas piping permits, 259 gas burner permits, and 79 oil burner permits this year.

Though staff reductions and budget constraints we have reduced the amount and length of some of our safety programs the Department is continuing to emphasize fire safety and public education to be the primary means of keeping our community safe from the devastating effects of fire. This year we conducted 11 presentations for our middle and elementary classrooms. We were able to reach 389 students. Fire safety talks and fire extinguisher training was provided to 15 persons. Our open house was not attended as well as in previous years and had only 130 people. We look forward to a larger crowd in October 2014.

Prevention Activity			Inspections		Permits	
	Occurrences	Persons				
			Residential Occupancy	116	Burning permits (*Derry Only)	1412
Educational Facilities	11	389	Commercial Occupancy	76	Assembly permits	68
Fire Station Tours	12	170	Educational	20	Blasting permits	5
Public Safety Programs	6	115	Assembly	68	Plans Reviewed	59
Fire Ext. Training	2	15	Day Care	4	Gas Piping Permits	251
Open House	1	130	Gas Pipe Residential	236	Gas Burner Permits	259
Total	32	819	Gas Pipe Commercial	62	Oil Burner Permits	79
			Oil Burner	86		
			Gas Burner /Wood Stove/ Fireplace/	280		

#### COMMUNICATIONS CENTER/FIRE ALARM/INFORMATION TECHNOLOGY

The Derry Fire Department Communications Center is responsible for dispatching the fire and emergency medical services for the Towns of Derry, Auburn, Chester, Hampstead and Windham. Additionally, Derry Fire Alarm provides dispatching, record keeping and support for the Southeastern New Hampshire Hazardous Materials Mutual Aid District and is the Coordination Center for the Southern Tier of the NH Statewide Fire Mobilization plan. Derry Fire Alarm Communications Dispatchers dispatched a total of 7,294 calls for service last year. We currently staff a minimum of one dispatcher on duty per shift and have a second dispatcher scheduled during our peak times. Between overlap and second dispatcher coverage we have an additional 62 hours per week that we have two dispatchers scheduled to be on duty.

Over the past year we have seen several new initiatives within the Communications Center and Bureau of Information Technology. Our Radio Box Fire Alarm Monitoring equipment catastrophically failed in August of 2013, due to a lightning strike and needed to be replaced.

Part of this project involved replacing the antenna and cabling as well as equipment at the Hampstead Rd. fire station as well as at the Central Fire Station.

The Bureau worked to procure and install tablet computers in our entire fleet of apparatus, ambulances and staff vehicles to replace the expensive and outdated Panasonic Toughbook computers. After installation was complete we worked with each shift to provide in-service training multiple times to prepare the members to operate the tablets. Currently the ruggedized tablets are now operating in each front line piece including the ladder truck.

The Bureau of Communications/Fire Alarm/Information Technology conducted several training initiatives. Each month Dispatchers participated with an in-service training program to maintain their skills and proficiency. Further, Dispatchers participated in bi-monthly training meetings where they are required to present training to the other Dispatchers in an educational, didactic, or hands on format.

Dispatcher Cassie McNelly joined our team in October and underwent a rigorous probationary training program for 10 weeks. After completion of the training and a thorough evaluation she was assigned to work independently on her own shift. Dispatcher McNelly has proven to be a valuable asset to the communications center.

The Derry Fire Department is very lucky to have such a dedicated and well trained staff.

Fire and Rescue Responses by Type		Communications Center Calls Dispatched	
Structure	25	Derry	4191
Vehicle	11	Auburn	452
Brush	36	Chester	398
Fires, other types	19	Hampstead	920
Alarm call no fire	387	Windham	1456
Hazardous Condition	157	SENH Haz-Mat	13
Good Intent	331	<b>Total Calls Dispatched</b>	<b>7430</b>
Service Call	479		
EMS /Rescue Responses(Does not include Pt's treated/transported in other call types)	2748		
<b>Total Responses</b>	<b>4193</b>		

MUTUAL and AUTOMATIC AID											
Department	GIVEN						RECEIVED				
	AA FR	MA FR	AA EMS	MA EMS	Total		AA FR	MA FR	AA EMS	MA EMS	Total
Londonderry		43		65	108			18		15	33
Manchester		9		2	11			2			2
Hooksett		2			2						
Auburn		10	209		219			2			2
Hampstead	10	4		6	20			3			3
Salem	3	12		8	23		6	3		2	11
Chester		2	194		196			2			2
Windham	17	8		6	31			8		2	10
Other		12		4	16						
<b>Total</b>	<b>30</b>	<b>102</b>	<b>403</b>	<b>91</b>	<b>626</b>		<b>6</b>	<b>38</b>		<b>19</b>	<b>63</b>

AA – Automatic Aid  
MA- Mutual Aid  
FR – Fire/Rescue  
EMS – Medical

Fire and Rescue Responses by Units													
STATION 1			STATION 2			STATION 3			STATION 4			ADMIN/STAFF	
Unit	Responses		Unit	Responses		Unit	Responses		Unit	Responses		Unit	Responses
CAR 1	602		MEDIC 2	255		MEDIC 3	438		MEDIC 4	346		CHIEF	1
CAR 2	1		E2	437		E3	819		E4	493		U 1	9
MEDIC 1	2200		TANK 2	4		F3	24		TRUCK 4	257		K 1	
E1	2260		U2	5		<b>TOTAL</b>	<b>1281</b>		R4	3		K 2	6
E6	5		<b>TOTAL</b>	<b>701</b>					Marine4	1		<b>TOTAL</b>	<b>16</b>
TANK 1	65								<b>TOTAL</b>	<b>1100</b>			
F 1													
R 1	21												
RQTR													
U 3	16												
<b>TOTAL</b>	<b>5170</b>												

## TOOLS AND EQUIPMENT

The Derry Fire Department has continued to maintain all essential equipment, personal protective equipment and uniforms. This is the results of careful planning and management by

staff and the Quartermaster as well as maintenance of our equipment by our Department Mechanic as well as line personnel. The members have worked diligently to maintain the Departments inventory of hand tools and related equipment. Capt. Soucy and a group of firefighters continue to maintain the Departments SCBA with cost and time savings.

During fiscal year 2014 the Department purchased replacement 4 Gas and Single gas meters. The existing meters were no longer able to be calibrated in that they had reached their 10 year life span and had become obsolete. The Department also purchased 1500 feet of 4 inch supply hose and 500 feet of forestry hose. During the hose testing conducted by crews in the spring it was determined that some hose was damaged or worn by age and was not repairable. Also, a new gas powered rotary saw was purchased to help meet the need for heavy rescue.

Personal Protective Equipment (PPE) was inspected and replaced as required by the Departments Safety Plan. The new NFPA guidelines will require the Department to accelerate replacement. This year PPE inspection revealed that we still have firefighting helmets that have reached their 10 year lifespan and will be replaced in 2015. The Quartermaster system is effectively maintaining work uniforms and other articles of safety equipment. Each member has been helpful by ensuring proper care of assigned articles. The Quartermasters system that the Department is utilizing is helping us to meet the NFPA standard for station wear. The cost to maintain this standard will continue to exceed the level funded Quartermaster budget line.

#### EMERGENCY MEDICAL SERVICES AND AMBULANCE

Derry Fire Department, Emergency Medical Services (EMS) is recognized across New Hampshire for its EMS excellence as verified by the Commission on the Accreditation of Ambulance Services, (CAAS) and the department's commitment to EMS training through our in-house EMS continuing education programs, most significantly to the residents, businesses and visitors of greater Derry are our documented medical outcomes. Derry Fire EMS has held steadfast to its core beliefs for how pre-hospital medical care should be delivered by utilizing evidence based best practices approach. The fire based emergency response model enables the department to place a paramedic, the department's highest trained EMS provider on the scene of every medical emergency. Derry Fire engines and ambulances are both staffed with no less than one paramedic. Vital advanced pre-hospital care in some cases is provided by paramedics assigned to fire engines prior to the arrival of the ambulance. Providing early advanced care with our fire based response model, clearly improves the medical outcomes for patients with serious life threatening problems such as; breathing difficulties, cardiac arrhythmias or those in cardiac arrest or anaphylaxis. By way of our best practices approach our firefighter/EMS professionals are never satisfied with their individual patient care accomplishments but openly engage in a critical review of their performance through an intensive peer driven Continuous Quality Improvement process. Our continued goal for Greater Derry is to respond to the requests for medical aid with the finest trained and best prepared EMS providers in the state.

To ensure that Derry Fire EMS providers maintain National Certifications and State licensure our EMTs, Intermediates and Paramedics whose National Registry of EMTs certifications were due to expired in March, 2014 had to successfully completed 72 hours of in-house refresher and continuing education. The Director of EMS, a New Hampshire Department of Safety, Bureau of EMS licensed EMS Instructor/Coordinator, provided National EMS Education Standards and

New Hampshire Bureau of EMS approved refresher and continuing education to on-duty companies. Training is accomplished without the use of overtime. EMS providers who are unable to participate in training due to high call volume are provided additional in-house opportunities as provided by the Director of EMS. Ongoing EMS training is scheduled for the first full week of each month. Each Derry Fire Department EMS provider has available to them no less than 36 hours of EMS refresher and continuing education each calendar year. Required refresher and continuing education was provided by using a variety of methods, including high fidelity patient simulation validating essential EMS psychomotor skills, in-service training with our Medical Director, traditional class room training and on-line distributive education. During fiscal year 2014 no less than 2824 classroom hours of EMS education was provided. This year EMS training will focus on the new National EMS Education Standards; these trainings are required in order for Derry EMS Providers to maintain National Registry Certification beyond 2016/2017. By the fall of 2014 all Basics, Intermediates and Paramedics will have had the opportunity to successfully complete this new National Certification Conversion process.

The National EMS Agenda for the Future drafted in 2000 was a strategic plan and needs assessment to guide the development of Emergency Medical Services (EMS) into the twenty-first century. Two components of EMS Agenda for the Future included the National EMS Education Standards and National EMS Certification. National EMS Education Standards replaced the 1984 National Standard EMS Curricula; National EMS Education Standards specifies minimum terminal learning objectives for each level of EMS practice. Today's EMS Providers are expected to have a deeper and broader understanding of Anatomy/Physiology and Pathophysiology for adult, children and infant patients. Currently our in-house EMS trainings are focusing on these new learning objectives. To obtain National Certification Derry Fire EMS providers are required to successfully complete a National Registry Conversion training program before National Registry expiration dates in 2016/2017. Derry Fire EMT/Paramedics have successfully completed the 48-hour conversion process to National Certified Paramedic during regularly scheduled EMS trainings offered by the Director of EMS. In 2013 Derry Fire EMT/Intermediates successfully completed the 48-hour classroom requirements as required for the conversion process from EMT/Intermediate to Advanced EMT, to accomplish this conversion training the Director of EMS added additional training dates for on-duty companies. This Advanced EMT conversion training was accomplished without the use of overtime. Additionally, Derry Fire EMT/Intermediates are required to successfully complete a National Registry Advanced EMT written exam, a requirement for course completion. The Town of Derry has hosted New Hampshire Bureau of EMS, Person VUE computer based testing in-house for our EMT/Intermediates, to date 16 of our EMT/Intermediates have successfully completed the conversion to Advanced EMT, 10 EMT/Intermediates are currently preparing for the written exam. As of 2016/2017 EMT/Intermediate designation will be phased out by the National Registry and replaced by the Advanced EMT.

The Derry Fire Department continues to promote our HeartSafe Community Initiative which was established in September 2007. The Fire Department has been offering American Heart Association CPR/AED training free of charge to the residents and businesses of greater Derry on the third Wednesday of each month. The HeartSafe Initiative will allow any business or resident from Derry who wants CPR/AED training or assistance in acquiring a Public Access AED for their organization or business to have that opportunity available. Our goal for greater Derry is to see a Public Access AED and trained CPR/AED providers in every organization or business or in any location that the public gathers. To date there are >40 Public Access AEDs located in and

around Derry and approximately 1800 people have been trained in CPR/AED. As a direct result of this CPR/AED initiative the Town of Derry has some the highest survival rates for out of hospital cardiac arrest in the state of New Hampshire. Additionally, award winning Parkland Medical Center Primary Coronary Catherization lab has the regions fastest door to treatment time for heart attack patients identified by EMS, promptly treated and rapidly transported to their catherization lab. Time is muscle when a patient is having a heart attack. Our fire based response model clearly improves the outcome for heart attack victims. Working together with community partners to conserve life, alleviate suffering, promote health, do no harm, and encourage the quality and equal availability of emergency medical care.

The professional men and women of Derry Fire Departments are tasked with an incredible responsibility, responding to the emergency medical needs of areas residents, businesses and visitors. We assume this responsibility by upholding standards of professional practice and education. We pledge to maintain professional competence, striving always for clinical excellence in the delivery of patient care. We are proud to have the opportunity to serve our community and look forward to another year of dedicated and committed service.

<b>Derry Fire Department EMS Patient Encounters FY-2014</b>			
<b>Total EMS by Community</b>		<b>EMS Response Breakdown</b>	
Atkinson	4	ALS 911 Response (Scene)	3068
Auburn (Contracted for EMS Transport Services)	236	ALS Intercepts other Towns	12
Chester (Contracted for EMS Transport Services)	184	Hospital to Hospital Emergency Transfers	1
Candia	1	Mutual Aid to Other Then Contracted Towns	60
Hampstead	3		
Londonderry	35	<b>Response Disposition</b>	
Manchester	3	Cancelled Enroute	150
Salem	5	Dead on Scene	15
Sandown	4	No Patient Found	24
Windham	5	Patient Refuses Care	461
<b>Total EMS Responses Other Communities</b>	480	Standby Only	11
<b>Total EMS Responses Derry</b>	2601	Treat and Release	21
<b>Total EMS Responses</b>	3081	Public Assist	1
		Treated, Transported BLS/ALS	2398
		<b>Total</b>	3081
<b>Total Transports</b>		<b>Hospital Destinations</b>	
BLS	683	Parkland Medical, NH	1997
ALS1	1642	Elliot Hospital, NH	286
ALS2	72	CMC, NH	82
SCT	1	Exeter Hospital, NH	7
<b>Total</b>	2398	Holy Family, MA	6
		Landing Zone	9
<b>Derry Transports</b>		Lawrence General Hospital	4
BLS	597	Southern NH Medical Center, NH	2
ALS 1	1439	St Joseph's, NH	1
ALS2	63	Southern NH Medical Center, NH	2
SCT	1	Beth Israel Deaconess Hospital	1
<b>Total</b>	2100	Boston Medical Center	1
		<b>Total</b>	2398
<b>Chester Transports</b>		<b>EMS Response by Location Type</b>	
BLS	42	Airport	2
ALS1	73	Farm	1
ALS2	4	Health Care Facility	352
SCT	0	Home Residence	1786
<b>Total</b>	119	Industrial Place	35
		Jail/Sally Port	18
<b>Auburn Transports</b>		Place of Recreation	47
BLS	44	Public Building	178
ALS1	130	Street/Highway	395
ALS2	5	Trade or Service	89
SCT	0	Lake /River	4
<b>Total</b>	179	Unknown	174
		<b>Total</b>	3081

## DERRY POLICE DEPARTMENT

Over the past year, the Police Department has seen several personnel changes. Lt. Jon Twiss retired on August 11, 2013 after 28 years of service to the town. Jon is now the Chief of Police in Fremont, NH. Lt. Keith Marshall retired on November 1, 2013 after 22 years of service. As a result of those retirements, several promotions were made. Frank Stoncius was promoted to Lieutenant and Ed Budroe was promoted to Sergeant on October 20, 2013. John Cooney was promoted to Lieutenant and Chris Talbot was promoted to Sergeant on April 6, 2014. All are presently assigned to the Patrol Bureau.

In August of 2013, Officer Ryan Hickey began employment. He attended the fall 2013 Police Academy and finished his field training in the spring of 2014. He is presently assigned to the Patrol Bureau. In December of 2013, Officer Daniel McCarthy began employment. He attended the winter 2013 Police Academy and finished field training in the spring of 2014. He is also assigned to the Patrol Bureau. In April of 2014, Officer Daniel Hein began employment. He attended the spring 2014 Police Academy and will be assigned to the Patrol Bureau upon completion of field training.

During calendar year 2013, we received 26,490 requests for police service. This number represents a slight increase from the previous year. The total number of crimes reported dropped slightly from 3,931 crime reports to 3,439.

In the fall of 2013, as part of our vehicle replacement program, we purchased 11 new cruisers via a three year lease program. The new SUV-style cars required purchasing new equipment to up-fit with all of the equipment we typically carry and utilize in our fleet. As part of the conversion process, we upgraded our in-car video system to DVR technology. All in-car video is now uploaded automatically to our servers when the cruiser pulls into our parking lot.

We enhanced our building security by installing a new access control system not only on the entrance doors of the facility but all sensitive areas of the building where criminal records can be accessed or are stored. That upgrade allows compliance with state and federal standards regarding records protection and security.

In the spring of 2014, we began construction of a free standing evidence and property garage that will be located in our impound area. The building will house evidence and property that cannot be readily stored in our main facility.

This past fiscal year we have continued the process of updating our policies and procedures with an eye toward national law enforcement accreditation. As we have previously stated, this is likely to be a multi-year process. Our goal is to prepare ourselves to apply for accreditation through the Commission on Accreditation for Law Enforcement Agencies once our policy review has been completed, should such accreditation be fiscally possible.

Crime involving the theft of copper plumbing from Derry homes has decreased. Patrol officers continue to check vacant properties that are for sale to ensure that these properties are not victimized.

Internet crime and internet-facilitated crime is proliferating. Sites such as Craigslist are being used to scam victims on real estate transactions, defraud people with fraudulent buyer transactions and to solicit

prostitution. This activity has escalated significantly. Websites such as Craigslist do not appear to be policing their sites anymore, and as a result, graphic solicitations are commonly found there, including in Derry.

Over the last year Derry, like most communities in our area, has experienced a growing number of opiate related drug overdoses with several deaths resulting. We are working with state and federal agencies to address the issue and perhaps provide our staff with the ability to supply lifesaving drugs if required when responding to these types of calls.

Our detectives presented our Internet Safety program locally as well as at the State PTA conference. This has become an annual event and is well received by attendees. We also presented to the Pinkerton Academy Science students and the Derry School District.

The bicycle patrol was deployed this summer. We attempted to staff a bicycle patrol from 9 a.m. to 11 p.m. daily.

We worked closely with Pinkerton Academy and Derry School District administrators to tighten security efforts in all schools. We added random visits to each school by uniformed patrol officers to help instill a greater sense of safety during the school day. We are working with the schools to update security procedures and protocols.

We were not able to receive some of the NH Highway Safety enforcement grants that we normally do this year. This will be reflected in our traffic enforcement statistics at the end of the year. The volume and type of calls for service that we respond to makes traffic enforcement efforts difficult with our current staffing level. We will continue to pursue grant funding to assist us in this area.

## ANIMAL CONTROL

Animal Control responded to 1110 calls for service during the year. These resulted in the detention of 100 dogs. We investigated 22 reports of animal cruelty, 24 dog bites and assisted with 22 reports of trespassing livestock. The department issued 140 warnings, 6 nuisance abatements and 10 summonses to court. Four animals needed to be euthanized.

Derry Animal Control completed our work on the livestock ordinance to address the many complaints we receive regarding crowing roosters and related issues. Animal Control is working on a revision to the current Town Code to propose changes that will make our code current and consistent with state statutes.

There were a number of significant animal related issues during the year. A bear was spotted in the southern part of town roaming through neighborhoods most likely in search for food. There was no direct contact between residents and the animal, but the situation raised concerns for the possibility of an accidental meeting.

Two children were attacked in separate incidents by a rabid fox. The first attack occurred on Schurman Drive. The diseased animal roamed the area between Schurman Drive, Humphrey Park and the two

school yards on South Main Street. The second attack occurred a day later at Humphrey Park when a child was bitten as she got off one of the playground slides. We immediately closed Humphrey Park and with the aid of several police officers and New Hampshire Fish and Game Department were able to locate and euthanize the fox after about a two hour search. The fox was determined to be infected with rabies, however there were no reports that a human had been infected.

We received a report of a horse that succumbed to Triple E disease. This disease is carried and passed by mosquitoes. There were no other reports of the illness or animal deaths from Triple E.

ACO seized several horses from a property in the southern part of town. The owners were unable to care for them after losing their jobs and exhausting other sources of assistance. The horses were taken to Stratham SPCA to be rehabilitated and fostered.

Repairs were made on the kennel building consisting of replacing rotted siding on the gable ends of the roof and sealing around windows. Both issues were causing heat loss and should help reduce energy costs. The building was also painted and blinds replaced.

As always the men and women of the Derry Police Department remain committed to providing the highest level of service to the citizens of the community with the resources available to us. Given the fiscal realities of the day, the department will work to provide basic and core services to the community. However, programs that have been a staple in the community may look different in the future. Programs that are at risk include the bicycle patrols, OHRV patrols, School Resource Officer program and the Community Relations Officers. Continued support from the citizens and local government keep these programs alive.

Respectfully submitted,

*Edward B. Garone*

Edward B. Garone

Chief of Police

**Derry Police Department  
Offenses Reported  
2003-2013 Calendar Year**

<b>Group A Offenses Reported</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
Arson	27	11	33	32	17	26	21	24	27	19	14
Assaults	597	753	823	731	771	761	823	889	1012	936	825
Burglary	124	145	163	150	164	143	154	209	218	190	139
Drugs	133	166	170	161	154	128	142	133	137	180	183
Forgery	28	25	29	32	26	21	42	45	56	63	55
Fraud	115	171	158	173	173	160	155	156	183	191	186
Homicide	0	0	0	0	1	0	1	0	1	0	0
Kidnapping	12	22	19	13	5	9	12	3	13	5	12
Robbery	14	11	12	14	22	10	11	19	12	5	5
Sex Assaults	66	67	74	56	55	49	43	47	60	57	55
Stolen Property	40	55	39	34	26	51	44	94	69	103	60
Theft	596	536	591	574	541	620	635	676	725	714	616
Vandalism	813	825	662	583	519	496	537	497	470	365	326
Vehicle Theft	98	89	54	64	60	63	61	51	41	40	34
Weapons Violations	11	18	12	15	12	7	10	11	9	12	10
<b>Sub Total</b>	<b>2674</b>	<b>2894</b>	<b>2839</b>	<b>2632</b>	<b>2546</b>	<b>2544</b>	<b>2691</b>	<b>2854</b>	<b>3033</b>	<b>2880</b>	<b>2520</b>
<b>Group B Offenses Reported</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
All Other Offenses	528	694	683	627	630	657	660	621	603	642	536
Bad Checks	19	25	19	14	17	13	13	8	8	12	21
Disorderly Conduct	20	29	26	40	26	26	26	20	20	29	43
DWI	138	130	132	118	117	100	93	66	91	108	114
Family Offenses	31	21	26	10	27	27	30	32	15	29	30
Intoxication	95	122	178	107	80	89	86	113	112	69	52
Liquor Law Violations	186	200	194	161	128	125	108	55	80	59	44
Runaways	69	78	44	44	69	102	63	72	80	55	34
Trespassing	46	71	52	55	58	60	28	61	62	48	45
<b>Sub Total</b>	<b>1132</b>	<b>1370</b>	<b>1354</b>	<b>1176</b>	<b>1152</b>	<b>1199</b>	<b>1107</b>	<b>1048</b>	<b>1071</b>	<b>1051</b>	<b>919</b>
<b>Total Group A and B Offenses</b>	<b>3806</b>	<b>4264</b>	<b>4193</b>	<b>3808</b>	<b>3698</b>	<b>3743</b>	<b>3798</b>	<b>3902</b>	<b>4104</b>	<b>3931</b>	<b>3439</b>

**Derry Police Department  
Other Activity Totals  
2003-2013 Calendar Year**

Activity	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Incidents Logged	24546	28180	27214	24395	22411	22163	23438	26273	27365	26264	26490
Arrests & Summonses	1576	1906	1887	1535	1397	1302	1339	1311	1286	1411	1374

Traffic	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
MV Accidents	842	895	857	730	846	763	723	708	686	707	741
Total MV Stops	9072	11375	9586	7621	6260	5942	6703	7253	7828	7251	7635
Summonses	1470	2002	1262	1189	885	744	831	1186	1054	962	1056
Warnings	7933	8958	8324	6226	5220	4974	5491	5786	6489	6119	6445
Parking Tickets	1329	737	1090	804	698	427	342	495	814	836	873

**Animal Control Activity Totals  
Fiscal Year**

	2007	2008	2009	2010	2011	2012	2013	2014
Calls received	1460	1980	2118	1597	1779	1468	1323	1110
Dogs picked up	129	137	119	93	110	115	117	100
Euthanized	1	4	1	3	9	7	4	4
Cruelty complaints	7	8	10	16	13	11	18	22
Fees Collected	\$4,025	\$4,648	\$4,455	\$3,355	\$3,370	\$3,119	\$3,775	\$3,615
Dogs transported to shelters	8	14	12	4	8	7	2	0
Livestock at large	20	37	22	9	19	11	25	22
Dog Bites	16	19	19	20	23	29	37	24
Summons to court	1	3	7	3	2	6	8	10
Nuisance abatements	8	6	11	11	10	18	12	6
Wildlife Pick up Live	21	11	8	15	9	9	16	7
Deceased	59	60	53	55	57	68	71	34
Verbal Warnings	260	400	675	690	132	895	760	640

## PUBLIC WORKS DEPARTMENT

The Public Works Department provides a wide range of services to the residents we serve. The Department is tasked with providing vital community services such as maintaining the roads during winter, processing solid waste, delivering safe drinking water, treating wastewater, parks and recreation management, engineering and code enforcement. The employees of the Public Works Department are a skilled and professional group who stand ready to provide these services on a daily basis.

The highlights of the Department's ten (10) divisions are noted below:

### BUILDINGS & GROUNDS DIVISION

The Building and Grounds Division continued to provide excellent service to the facilities it maintains throughout town. In addition to providing regular custodial service and maintenance at the Municipal Center, Veteran's Hall, Adams Memorial Building, and the Police Station, the division also assists with some repairs at other municipal facilities.

The Department of Public Works was able to solicit a bid for heating oil for a fixed price of \$3.09 per gallon. This was a collaborative effort of the Town of Derry and the Derry School District. Given the volatility of oil prices, and an annual combined oil consumption of approximately 173,000 gallons, securing a competitive fixed price for the year is very beneficial.

The Town is in its second year of a two year contract to purchase electricity for its 16 buildings and 930 street lights. At a rate of 6.38 cents per kWh versus the PSNH default rate of 9.87 cents per kWh, the Town is saving around \$132,000.00 annually.

### CEMETERY DIVISION

The Forest Hill Cemetery remains very well groomed and beautiful as ever. Many residents take advantage of its park like setting as a nice place to walk. Residents are reminded to please leave their dogs at home while walking in the cemetery as dogs are prohibited from the cemetery with the exception of service dogs.

There were a total of 80 burials over the past year at Forest Hill Cemetery. The new section of the cemetery has been opened and both traditional full lots as well as cremation lots are available for sale.

Plot owners are reminded to please follow the regulations for the Forest Hill Cemetery regarding the installation of planters, shrubs, and other items in the cemetery. Any questions can be directed to the Public Works Department at 432-6144.



CODE ENFORCEMENT DIVISION

OFFICE OF THE BUILDING INSPECTOR  
TOWN OF DERRY, 14 MANNING ST.  
PERMITS

Date from 7/01/2013 to 6/30/2014

TYPE OF PERMIT	NUMBER ISSUED	CONSTRUCTION COSTS	PERMIT FEES	REINSPECTION FEES
Commercial	60	6,786,485.30	70,894.37	
Demolition	18	78,300.00	850.00	
Electrical	364	1,940,600.00	16,134.00	
Failed & New Septics	88		4,400.00	
Industrial				
Masonry/Chimneys	8	0.00	280.00	
New Residential	43	6,874,709.00	83,983.25	
Other				
Plumbing	129	1,267,950.00	4,298.00	
Residential Additions & Renovations	245	3,014,353.78	27,948.93	
Signs	52		2,717.21	
Utility Shed				
Wells	18		630.00	
TOTALS	1017	19,962,398.08	212,135.76	0.00
Total fees for month of \$ 212,135.76		Respectfully Submitted,  Robert S. Mackey Code Enforcement Director		

As the economy continues to improve both residential and commercial construction activity in the Town has increased. New housing starts were the highest in several years and fees generated from commercial building permits were more than double that of the previous year. Overall, the total number of permits issued increased and revenues generated by the division were significantly higher than projected.

Code Enforcement is responsible for plan review and inspection of residential construction as well as all types of commercial and industrial projects. The Division also handles zoning administration, code compliance and response to resident complaints. The Division works in conjunction with the Health Department in dealing with landlord/tenant issues. These aspects of Code Enforcement consume a large portion of our time and resources as they typically require inspections, notification, re-inspections and possibly court action.

## ENGINEERING

The Engineering Division provides technical support to a number of DPW divisions. The division reviews and inspects subdivision/site plans, and designs sewer and water system improvements.

The Engineering Division assisted with design and construction monitoring of water, sewer and bridge improvements completed in Phase I of Rockingham Road, between Bradford Street and Winter Hill Road. The project required a closure of Rockingham Road for a twelve week period to accomplish the bridge replacement. Phase II of this project was bid in Spring 2014 and the work is scheduled to begin in July 2014 and last through August 2015.

Division staff assisted the Planning Board through participation in weekly Technical Review Committee (TRC) meetings to review plans in advance of Planning Board hearings. In addition, several site plans under construction including Pinkerton Place (19 Manchester Road) and 14 Tsienneto Road medical building were inspected for compliance with the approved site plan.

Design work was completed for the replacement of a water main and services for the Emerald Drive neighborhood. The project was bid in May 2014 but the project ultimately proved to be too expensive to move forward at this time.

## HIGHWAY DIVISION

The winter season of 2013/14 was another one for the records. The Public Works Department employees worked tirelessly to keep the roads, sidewalks, and public parking lots open for the motoring public. Their hard work resulted in very few snow days for the school department and allowed the public to travel to their place of business. Derry used approximately 5,200 tons of salt this winter. The average annual salt usage is around 3,500 tons.

Derry continues to work in cooperation with the New Hampshire Dept. of Transportation, Dept. of Environmental Services, and UNH Technology Transfer Center to educate salt applicators on private lots and the general public about responsible salt application.

Four major intersections were equipped with generator transfer switches this year. This will allow the traffic signals to be powered by generators in the event of a power outage. The intersections equipped with switches are: Shutes Corner, Ross's Corner, Tsienneto Rd and By-pass 28, and Route 102/Route 28

Multiple roads were reclaimed and resurfaced in the past year continuing the town's proactive approach to pavement management. Streets upgraded last year included: Adams Pond Road (portion of), Beacon Hill Road (portion of), Cove Drive, Doris Street, Gregoire Street, Mill Road, Old Chester Road (portion of), Paul Ave, Sanborn Road, Bedard Ave (portion of), Birch Street (south of Beaver Brook), Linlew Drive, Oleson Road (south), Hunter Drive, and Remington Court.

## PARKS & RECREATION DIVISION

During fiscal year 2014, the Parks & Recreation Division remained committed to providing quality programming, activities, and services for the greater Derry community. Patronage at park locations continued to increase as more residents discovered and made use of our recreational facilities. Another milestone was reached as the Frost Festival marked its fifteenth Anniversary in February! It was truly a banner event as winter conditions were ideal for all scheduled events; hence, a proper way to commemorate such a long standing popular event!

In addition, the Division updated many operating policies and procedures by implementing a new birthday party policy at the Splash Pad, as well as incorporating a comprehensive park, facility and field usage policy.

The Division continued to maintain and improve the various park areas, playgrounds, gardens, and ball fields throughout the Town. The focus has truly been on facility maintenance, small improvements, and servicing the numerous ball fields for the various athletic leagues and organizations. The Derry Village Rotary Club completed construction on the pavilion structure at the Don Ball Park. The 30' x 50' structure was officially revealed to the public on October 19, 2013 with a commemorative ribbon cutting ceremony. The Department would like to sincerely thank and recognize each member of the Derry Village Rotary Club who made this project happen! The Department would like to personally recognize Kevin Jolicoeur, who had the herculean task of being the project manager for the pavilion project. The Town is extremely proud and truly honored to receive this donation. As a result, the children in our community will continue to benefit from the Derry Village Rotary Club's example and generosity for generations to come.

The Division also completed numerous upgrades and special projects at the various park locations. During FY 2013, this included replacing third baseline netting at Veterans Field, the painting of the Splash Pad concrete form, the resurfacing and both the basketball and hockey courts at Hood Park, and the refurbishment of the boards and perimeter netting at Hood Park hockey rink.

## TRANSFER STATION DIVISION

### Revenues from Commodity Recycling

	FY2012	FY 2013	FY 2014
Cardboard	\$ 71,683	\$ 47,529	\$ 64,524
Newspaper	\$ 49,608	\$ 50,023	\$ 11,860
Scrap Metal	<u>\$178,579</u>	<u>\$ 92,309</u>	<u>\$104,441</u>
Totals	\$299,870	\$189,861	\$180,825

Trash from the Transfer Station is brought to the Covanta incinerator in Haverhill, MA. The Town has a contract for trash disposal services which expires December 31, 2016. Derry currently pays \$62.54 per ton for disposal, this rate has been frozen since January 1, 2013.

Design work for the new Transfer Station was on-going in FY 2014. At the end of the fiscal year, the Town was seeking qualified design-build firms as part of the selection process to build the new Transfer Station during calendar year 2015. The new Transfer Station building will feature better traffic flow and enhanced recycling opportunities.

## VEHICLE MAINTENANCE DIVISION

The Vehicle Maintenance division is responsible for management of the DPW vehicle fleet. The division works proactively to perform preventative maintenance on the fleet in an effort to lengthen the useable service life of each vehicle. The full service garage performs services such as oil changes, safety inspections, and heavy equipment repair.

Division personnel assisted with creating specifications for procurement of replacement equipment and vehicles approved in the FY 2014 budget. New truck purchases have also been changed over to General Motors vehicles to take advantage extended factory warranty programs out to 6 years and 100,000 miles. The strategy of scheduling periodic maintenance, conversion to a GM fleet and replacing older trucks will ultimately lead to reduced costs and down time. An analysis conducted in FY 2014 concluded that the average age of the DPW fleet has dropped to nine years, down from an average of eleven years old in FY 2012.

## WATER DIVISION

Average annual water usage in FY2014 for all of Derry's municipal water systems decreased from 1.39 million gallons per day (MGD) to 1.32 MGD. The core water system supply capacity from Manchester Water Works remains at 2.9 million gallons per day which has been purchased under Derry's wholesale water agreement with Manchester Water Works. Total billed water usage from FY2013 to FY2014 decreased an average of 4.9 % primarily due to less outdoor water usage. The individual water system usage totals are:

<u>Water System</u>	<u># of Service Connections</u>	<u>FY10 Usage</u>	<u>FY11 Usage</u>	<u>FY12 Usage</u>	<u>FY13 Usage</u>	<u>FY14 Usage</u>
Autumn Woods	29	349,250	377,060	369,746	377,368	335,828
Rand-Shepherd Hill	60	711,597	747,001	793,296	766,353	703,922
Willow Bend	23	320,775	281,736	259,559	236,561	218,782
Woodlands	60	476,597	515,439	479,159	521,330	454,248
Core Derry System	3,899	58,181,000	61,455,000	64,397,000	65,743,842	62,525,024

*Usage in cubic feet (1 cubic foot = 7.48 gals);*

Purchased water from Manchester Water Works remained the same for FY2014 at 1.40 MGD. This results in a total system non-revenue water usage of 8%, for FY2014 which remains below the industry standard of 10-15%. Total metered service accounts increased from 4,050 in FY2013 to 4,071 in FY2014.

On October 1, 2013 Manchester Water Works increased Derry's wholesale water rates for the second time in less than one year by 2.25%. Despite the increase, Derry's retail water rates remained the same at \$23.03 per quarter per living unit as the minimum base charge and \$2.50 per 100 cubic feet (748 gallons) as the consumption rate.

In FY2014 the Derry Water Division completed its 10 year meter change-out program. The entire system is now metered via remote reading technology which significantly improves efficiency and accuracy.

In FY2014, Phase 1 of the Route 28 Improvements Project was completed which included 950 feet of new 12 inch water main along Rockingham Road from Bradford Street to Winter Hill Road. Phase 2, which includes another 4,850 feet of new water main will be installed along Rockingham Road from Winter Hill Road out to Route 28 and southerly to Berry Road and northerly along the Bypass to Humphrey Road, was begun in FY2014 and is expected to be completed in the spring of 2015.

The Town completed improvements to the Autumn Woods Water System in FY14 which included a new control panel improving the station's reliability and performance.

Annual maintenance activities included flushing of the distribution system, service and gate valve maintenance, hydrant inspections, cross connection control surveys and inspections and booster station repairs.

The Derry Water Systems are in compliance with all EPA primary drinking water quality standards. Copies of the Town's annual Water Quality reports are available to all our customers on the Town's website and at the Department of Public Works. Customers may also request a copy at any time to be mailed to them by calling the DPW.

### WASTEWATER DIVISION

The average annual wastewater discharge flows from the Derry Wastewater Treatment Plant to the Merrimack River in FY2014 averaged 1.61 million gallons per day; a 4.5% increase from FY2013. Billable sewer usage decreased 2% from 358 million gallons in FY13 to 351 million gallons in FY14.

The sewer treatment plant capacity remains at 3 million gallons per day. Municipal sewer accounts increased from 3,087 in FY2013 to 3,096 in FY2014.

Municipal sewer rates were unchanged in FY2014. Minimum sewer base charges are \$35.66 per quarter per living unit and usage rates are \$2.98 per 100 cubic feet (748 gallons) of usage.

In FY2014, Phase 1 of the Route 28 Improvements Project was completed which included 650 feet of new 18 inch and 40 feet of 8 inch sewer main along Rockingham Road from Bradford Street to Winter Hill Road. Phase 2, which includes another 7,760 feet of new sewer main, will be installed along Rockingham Road from Winter Hill Road out to Route 28 and southerly to Berry Road and northerly along the Bypass to Humphrey Road, and cross-country to Fairways Drive, was begun in FY2014 and is expected to be completed in the spring of 2015.

Maintenance activities included cleaning 1/3 of the sewer collection system mains, manhole inspections and repairs, and pump station and Wastewater Treatment Plant repairs, and inspection and repairs of sewer cleanouts and air releases. A new CCTV sewer inspection vehicle was purchased in FY14 and a comprehensive sewer pipe inspection program was begun to assess the condition of the municipal sewer collection system. This information will be crucial in determining the future maintenance needs of the sewer division.

In FY2014, the State of NH resumed funding of pending approved state aid grants which had been on hold since 2008 due to state budget constraints. Derry received \$130,723 of its total \$1,544,720 grant.

The Wastewater Division continues to comply with all EPA wastewater discharge permit requirements.

Respectfully,

*Michael A. Fowler, P.E.*

Michael A. Fowler, P.E.  
Director of Public Works

## DERRY TOWN CLERK

We have processed 908 online dog registrations and 112 Vital Record requests this fiscal year. Dog licensing online increased by 7% over the prior year. This added convenience has been a benefit to our residents.

However, Dog licensing has not decreased at the window as there have been a lot of adopted dogs coming into town again this year which increased the present population to 5,405 dogs in Town. Please remember to license your dog before April 30<sup>th</sup> every year to avoid paying fees & fines. The Town Clerk's office continues to work in conjunction with Marlene Bishop, our Animal Control Officer, who has been instrumental in contacting these dog owners and having them register their dogs. We also thank the Police Department for their continued support in allowing Marlene to work with us to enforce this law.

The office is always very busy as we are the HUB for questions and directions to anyone who enters the Municipal Center. We welcomed Cynthia Messina as our new part-time Window Clerk which solved our issue of having to close the Town Clerk's window at lunch time and having an extended hand during busy times. This position was an added benefit for residents and visitors.

Town election this year showed a low turnout with only 1,257 voters out of 20,000. The voters have to understand that even though we experience a small turnout by State statute we have to prepare as if all voters on the checklist will turnout. Absentee Ballots are readily available and easy to obtain. Two new Councilors were elected with one candidate running unopposed. It is important to vote in your Town's election as what happens in Derry is as important to residents as State and Presidential Elections.

The Derry Municipal Records Committee has been meeting regularly this year to collect information on documentation held within the Town. The committee's goal is to have a combined system of information easily accessible when requested by the public.

I would like to take this opportunity to acknowledge and thank the Town Departments and Sheila Bodenrader for the continued support to our office. Always special thanks to Ruth Robinson, Deputy Town Clerk for being ready to stand-in at a moment's notice and to Cynthia Messina our new team member for aiding the office to benefit those who we serve.

Respectfully Submitted,

*Denise E. Neale*

Denise E Neale, Derry Town Clerk

### Town Clerk's Revenue Report

July 1, 2013 – Jun 30, 2014

Description	Processed	Town	Paid to State of NH
DOGS REGISTERED ONLINE	908	*****	*****
DOG LICENSE (Dog Calendar: 5/1-4/30 annually these figures reflect the fiscal year)	5405	\$27510.50	\$12572.50
DOG LICENSE LATE FEES REPLACEMENT TAGS	*****	\$6582.50	*****
CIVIL FORFEITURES	797	\$19925.00	Issued by State Statue
UCC	Issued from State of NH	\$7245.00	*****
Marriages/Civil Unions	236	\$1652.00	\$8968.00
VITAL RECORDS (Birth, Death, Marriage, Divorce)	3727	\$22063.00	\$23777.00
MISC FEES	Late fees, other fees & reimbursements	\$1207.25	*****

TOWN OF DERRY RESIDENT VITALS RECORDED

July 1, 2013 – June 30, 2014

Birth 130    Marriage 236    Death 157

Collected on behalf of: Animal Control Department

Nuisance Abatements	\$ 2425.00
Boarding Fees	\$ 1337.00

Collected on behalf of the: Supervisors of the Checklist

Sales of Checklist & Misc.	\$50.00
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**ABSENTEE  
OFFICIAL BALLOT  
ANNUAL TOWN ELECTION  
DERRY, NEW HAMPSHIRE  
MARCH 11, 2014  
DISTRICT 3**

*Total  
1257*

*Denise A. Yeale*  
TOWN CLERK

**INSTRUCTIONS TO VOTERS**

- A. TO VOTE, completely fill in the OVAL to the RIGHT of your choice(s) like this: ●
- B. Follow directions as to the number of candidates to be marked for each office.
- C. To vote for a person whose name is not printed on the ballot, write the candidate's name on the line provided and completely fill in the OVAL.

<p><b>COUNCILOR AT LARGE</b> Vote for not more than ONE Three Years</p> <p>JOSHUA BOURDON <u>925</u> ○</p> <p>(Write-in) ○</p>	<p><b>SUPERVISOR OF THE CHECKLIST</b> Vote for not more than ONE Four Years</p> <p>LORRAINE ROUTHIER <u>561</u> ○</p> <p>MARGARET "PEG" MULLINS <u>491</u> ○</p> <p>(Write-in) ○</p>	<p><b>TRUSTEE OF THE DERRY PUBLIC LIBRARY</b> Vote for not more than THREE Three Years</p> <p>CHRISTINA MENTUS <u>404</u> ○ <b>3</b></p> <p>JAMES J. THOMAS <u>379</u> ○</p> <p>DOROTHY WILEY <u>564</u> ○</p> <p>M. "JACKIE" DEMPSEY <u>283</u> ○</p> <p>PHYLLIS D. HOWARD <u>412</u> ○ <b>2</b></p> <p>LYNNE S. MANN <u>499</u> ○ <b>1</b></p> <p>(Write-in) ○</p> <p>(Write-in) ○</p> <p>(Write-in) ○</p>
<p><b>COUNCILOR DISTRICT #3</b> Vote for not more than ONE Three Years</p> <p>MARC FLATTES <u>140</u> ○</p> <p>DAVID FISCHER <u>227</u> ○</p> <p>(Write-in) ○</p>	<p><b>TOWN MODERATOR</b> Vote for not more than ONE Two Years</p> <p>MARGARET IVES <u>1035</u> ○</p> <p>(Write-in) ○</p>	<p><b>TRUSTEE OF THE TAYLOR PUBLIC LIBRARY</b> Vote for not more than TWO Three Years</p> <p>AIMEE HUNTEMANN <u>809</u> ○</p> <p>EDWARD CIANCIO <u>735</u> ○</p> <p>(Write-in) ○</p> <p>(Write-in) ○</p>
<p><b>SUPERVISOR OF THE CHECKLIST</b> Vote for not more than ONE Six Years</p> <p>RENEE ROUTHIER <u>720</u> ○</p> <p>JANET BHAGAT <u>346</u> ○</p> <p>(Write-in) ○</p>	<p><b>TRUSTEE OF THE TRUST FUNDS</b> Vote for not more than ONE Three Years</p> <p>JOEL OLBRICHT <u>610</u> ○</p> <p>KELLY MAHONY <u>477</u> ○</p> <p>(Write-in) ○</p>	<p>(Write-in) ○</p> <p>(Write-in) ○</p>

## SUPERVISORS OF THE CHECKLIST

Fiscal year 2013 through 2014 wasn't busy for the Supervisors of the Checklist. It was an in-between year in which we only had the town election in March of 2014 and various sessions.

During July 2013 through December 2013 the Supervisors input any and all registrations received by them and sent informational letters out to the registrants. We also maintained our files of active registered voters and removed any told by any state that the registrant registered there and is no longer active in Derry. We also receive the vital statistics periodically and must mark them removed in the computer database and remove them from the active files to the deleted files.

January 2014 started with a session on the 21<sup>st</sup>, the day prior to the filing period starting for town offices. With each session, we notify the Derry News and Nutfield Publisher, the cable TV station for the town, the town clerk to put the session on the calendar on the town website, post it in the Town Hall and viewing room in the Town Hall and post it at the libraries.

February 2014 brought the school deliberative at which the supervisors and assistants work as ballot clerks and sign in those registered voters who wish to attend and vote. In order to vote at the deliberative, a person must be a Derry registered voter. This took place on February 8, 2014.

Also in February, we held a training on the 24<sup>th</sup> to prepare our workers for the Town Election coming in March. Our workers had not been registering voters since the Town Election March 2013 and a refresher is a good thing.

March 1<sup>st</sup> we (the Supervisors) held a session to approve voters and changes that had been received since the January session. This was held from 11:00am to 11:30am. After the session was approved and closed, the checklist had to be printed for the Town Election March 11<sup>th</sup>. During the 10 days between our session and the Election itself; the checklist had to be marked by letter, separated for the 3 polling places, and the boxes packed for the Election containing all necessary forms, signs, etc. The Town Election itself had a small turnout of 1257 voters out of the over 20,000 registered!! We stress the importance of this election in our letters to the editor for our session but it seems to go on deaf ears (or eyes).

The Chases Grove meeting was held on April 1<sup>st</sup>, 2014. For this meeting, the Supervisors need to check in the attendees of the meeting as they need to be Derry registered voters to vote. There are usually 2 to 3 people who show up but it is one of our duties.

We had a session on May 2<sup>nd</sup> to approve the new registrants and the changes to voters records as we had a number of pending and don't like to wait very long to input these items. This session was not required by law.

Finally, in June 2014, we held a session on June 3<sup>rd</sup> as it was the last day that a person could change their party prior to the Election in September. This was stressed on our posted notices and in our letters to the editor.

Respectfully Submitted,

Renee Routhier

Judy Strakalaitis

Peg Mullins

## DERRY PUBLIC LIBRARY

In fiscal year 2014, Derry Public Library served at least 14,716 Derry residents and 131 individuals from other New Hampshire towns who pay for non-resident cards.

I write “at least” because not only do individuals with library cards use the Library but many others also take advantage of the meeting room space, our Community Play Area and the public computers. Lending books is a core function of our Library, but it’s not the only thing that happens within the building.

Over the year we’ve had 141,483 visits to the building and our remote circulation of electronic books – both audio and ebooks – has grown. The Library is heavily used, but the way it is being used is changing.

An integral part of the services we offer Derry residents is the Derry Public Library’s membership in the GMILCS Library Consortium. Our participation in GMILCS gives Derry residents access, both physically and through the electronic catalog, to the libraries of Amherst, Bedford, Goffstown, Hooksett, Manchester, Merrimack, Milford, Salem, Windham, New England College and the New Hampshire Institute of Art.

Being part of the GMILCS Consortium not only offers our residents easy access to the ten other member libraries, but also enables us to take advantage of cost savings through bulk purchases of materials, electronic subscriptions and technology.

### **Derry Public Library Staff**

There were several major staffing changes at the library in FY2014.

Susan Brown served extremely capably as Acting Director until the end of April 2014. I (Cara Barlow) came on board at that point. I want to thank Susan, the Derry Public Library staff and everyone involved with the Town government for how welcoming and professional they have been. I am very happy to be here.

I received my Masters in Library Science from Simmons College in Boston and have had a long library career that includes working at the Boston Public Library, Massachusetts Board of Library Commissioners, and the Nashua Public Library, as well as serving six years as the Chair of the Library Board of Trustees for the Wadleigh Memorial Library in Milford NH.

The other major staffing change was that the Library’s beloved Children’s Librarian, Evan Bush, resigned in April 2014 to return to his native Georgia. In June 2014 we welcomed the wonderful Nicole Giroux as our new Head of Children’s Services.

## **Programs and Partnerships**

**Library Programs** - This year the Library offered 524 programs targeted to a variety of audiences, from infants and their families to teen writers, to those interested in Derry history and more. Attendance at Library programs was more than 11,140, and programs were regularly featured in the Derry News and the Nutfield News.

**Partnerships with Town Departments** – The Library has been happily cooperating with several Town departments including Finance, Public Works, IT, Town Clerk, Cable and Parks & Recreation. I've found Town staff to be wonderfully knowledgeable and supportive and am thankful to be working with them. The cooperation benefits Derry through cost savings realized and smoother management of facilities.

**Partnerships in the Community** – Part of the core mission of the Derry Public Library is outreach to the community and it's something that happens every day the Library is open. I'd like to highlight a few outstanding instances that occurred this fiscal year

- **Community Play Area** – The St. Mark's Lodge #44 Free and Accepted Masons generously donated \$2,000 enabling the Library to create the Community Play Area in the Derry Public Library's Children's Room. The play area includes a bright rug, comfortable seating, a puppet theater, dress-up costumes, a dollhouse, play kitchen and more. It is extremely popular and in almost constant use.
- **Visits to Kindergartens** – Kathy Musto, one of our children's room staff, visited twenty kindergarten classes every Wednesday from October through May. Each of the five elementary schools in the Derry Cooperative School District was visited three to four times over the school year. At the visits Kathy brought a puppet, performed fingerplays and told stories.
- **Teen Writing program** – Erin Robinson, our young adult librarian and a published author, ran a writer's group for teens. In the program teens were offered writing prompts, had the opportunity to take part in informal workshops and participated in group storytelling.
- **A History of Derry Theatrical Production** – Elizabeth Ives, library trustee and retired theater professional, wrote and performed, along with library staff and volunteers, in a production entitled "A History of Derry." It was a huge success and members of the public greatly enjoyed the musical production. "Absolutely the best program on Derry history with talented direction, wonderful music, and a real script. Keep going!" wrote one attendee.

## Technology

To accommodate the growing demand for public computer access, the Library added a table to our computer area and two additional computers, creating more space for patrons to work comfortably as well as extra computing availability.

We also added two “Special Reservation” computers designated for longer timed sessions in order to serve patrons who need to work on resumes, unemployment forms, taxes, job applications, tests and research. The Library has become the only choice for many people without personal computers - people who by necessity must now complete vital documents online.

Continuing the theme of becoming *the* local destination for free public computer access, we offered “Tech Thursday” classes that ran the gamut from basic computer skills, to resume creation, to best Internet searching techniques, to iPad tips and tricks. These classes brought in people of all ages and abilities, with varying needs and ambitions.

## Performance Indicators

Following are some statistics that offer a snapshot of Library activity.

Our statistics show strong usage, and Library staff has observed that the way people use the Library is changing. There is more focus on community meeting space, use of our public computers (usually by those in the community who don’t have the resources to own a computer), use of our Wi-Fi (which we haven’t been able to capture in statistics yet), and online borrowing of our eBooks and digital audiobook collections.

	FY 10	FY 11	FY 12	FY 13	FY 14
Items owned	112022	126387	117528	117228	115360
Circulation	245651	236401	219642	220407	215294
Hold/Reserves					
Placed	33291	33637	33250	33088	31432
Registered Patrons	14215	17204	16717	16269	14716
Yearly hours open	3000	3000	3000	3000	3000
Hours open, weekly	59	59	59	59	59
Visitors	148304	155489	143973	143597	141483
Reference Questions	19032	17517	19038	16001	16564
Interlibrary loans	24787	27620	22991	21697	21835
Library Programs	357	348	482	531	524
Attendanc for programs	10818	7645	10298	12429	11142
Meeting Room usage	274	149	115	140	142
Volunteer hours	126	505	194	425	443
Computer Usage	23718	22619	20230	21158	20324

You'll notice that the usage numbers have declined somewhat as the economy has improved. This is a known phenomenon within the library world – library usage rises and falls in inverse proportion to economic indicators.

Looking at the FY12 statistics you'll also see how the Library main floor renovation affected usage. For more than six weeks the Library functioned with curtailed operations while work was done on the building and collections were shifted.

This is a fascinating and exciting time to be working in libraries. So much is changing while future possibilities are challenging and intriguing. Please know that the decisions we make at the Derry Public Library are based not only on our principles as librarians but also on our responsibility to the town and residents.

Respectfully submitted,

*Cara Barlow, Director*

Cara Barlow, Director  
Derry Public Library

## TAYLOR LIBRARY

### PROGRAMMING:

Once again we have completed another successful year of programming for children and adults. Our Adult Book Group continues to hold steady with over twenty members. On any given month we have at least fifteen members show up. We have grown so large that we no longer have room around the two tables. If all twenty decide to come, we will have to meet at another location. We meet on the second Monday of each month from September through May. We take the summer off as well as the month of December. Any adult who would like to have a fun night out is encouraged to join us. Members of the group pick the book they want to read for the following month. We interlibrary loan the books from other libraries so members do not have to go out and purchase the book. We serve delicious refreshments. Where else can you get a free night out with good food and good company? Call the library for more information and to register.

This past year we invited three local authors to come and discuss their book with us. Early spring we had K.D. Mason from the seacoast area visit us. It was an enjoyable evening listening to him talk about his book and how he gets ideas to write about.

In April Erin Moulton came to the library for book group and discussed her various YA books she has written. She works at the Derry Public Library and has published several YA books.

In May to finish off our Adult Book year, Brendan Dubois from the seacoast visited us and did readings from his newly published book, *Fatal Harbor*: A Lewis Cole book. It was fun to listen to him tell us how he gets his ideas for books. He has written eight Lewis Cole Books plus several other books in various genres. He has promised to come back when the 9<sup>th</sup> Lewis Cole book is published.

Our preschool story hours continue to be very popular with the Tiny Tot Group leading the way. We offer four story hours per week for children ages six months through five years old. We offer two groups of tiny tots (6 months-2 years old) and two groups for ages two through five years old. We offer the Tiny Tots stories, rhymes, music, instruments and dancing for little ones. These activities are repeated each week for six weeks as this is how young children learn from repetition. We change the rhymes and stories according to the seasons.

The other two story hours for ages two through five are theme based story hours with several stories and a craft.

We continue to offer evening story hours for children who have gone off to Kindergarten and first grade. These included Halloween and Valentine's Day. On Halloween the children came dressed in their costumes and heard various Halloween stories. Also a craft was offered as well as refreshments. The Valentine Story hour had a similar format but no costumes.

At Christmas time, we once again offered our very popular Polar Express story hour on three consecutive evenings in December. This past year was our 13<sup>th</sup> year we have offered this program. All three evenings were full and we had a waiting list of children hoping to get in. The library was transformed into a train and the children came dressed in their pajamas. They climbed aboard the train for the magical ride to the North Pole in hopes of seeing Santa Claus. The children got to meet Santa who presented each child with the first gift of Christmas (silver bell). After greeting Santa and telling him what they wanted for Christmas, they enjoyed hot chocolate and cookies served by elves. They even saw a real live Christmas Tree (aka Ginny

Mooney, staff member). Each night we had a lucky drawing of a Polar Express Gift Pack. These were donated by the Derry Friends of the Libraries. Thank you so much for this donation. The small intimate setting of the Taylor Library is a perfect backdrop for our annual trip to the North Pole.

Marge Palmer and Serena Levine once again offered their Adult Holiday Readings in December. We had a full house for this program also. The fireplace and candles were lit as the lights were dimmed. Everyone enjoyed Holiday stories which got us into the mood for the coming season. Staff and Trustees baked goodies for refreshments.

We continue to offer our Summer Reading Program to the children of Derry. We offered 38 different programs which included story hours for all ages and craft programs. The kick off program was held with Parks and Recreation and the Derry Public Library. Once again we did a town wide booklet with all of the programs offered in the summer by these three departments. Parents look for this booklet each summer so they can plan their week days. We offered once again our Carnival Night which was very popular. The Teddy Bear Sleepover and the Dolly and Me Tea Party filled completely and each had a waiting list. The Derry Friends of the Libraries once again offered their support for refreshments for the Carnival Night and the Closing Party. We received donations from Canobie Lake, McDonalds, Sal's Pizza and Clam Haven.

The children this summer read 1,331 books. Great job by the children at Taylor Library!

During the past year we have welcomed the Cub Scouts from Troop 405 in East Derry. They visited the library to learn more about the history of the library and East Derry. They also used our flag in front of our building to do a flag ceremony as part of a requirement. The Girl Scouts also visited us on their meeting night and used our flag pole for a ceremony.

Nutfield School also visited us for a story hour. The children walked from next door over to the library and listened to stories and then they browsed the library and checked out books to take back to school. We always welcome field trips to the library from any scout troop or preschool in the area.

During this period of time for this report we had 235 programs which served 6,238 children and adults. This was an increase from last year of 221 programs and 5,934 people served. We continue to reach out to more patrons each year. This past year we had a total of 2,935 library card users.

Last fall with the help of the Burke family, we started a Minecraft Club. We had twelve young adults registered for each of the sessions. Each child brought their hand held devices or used one of our laptops to play Minecraft with each other. It was a learning experience for us all. We took the summer off but will be starting up again in the fall.

Last October we hosted the meeting of the Derry Friends of the Libraries.

## BUILDING

Once again this past year we continued to accept donations towards our building fund. We continue to feel cramped in our space. All of the holiday books and now some of the older children's books are housed in the attic. As the seasons and holidays change the books are brought down. The rolling browsers are cramped so we continue to take books out that haven't gone out in the past year and store them in the attic. This makes room for the new books.

The cemetery crew continues to do a fabulous job on our outside property. Thank to you all for helping with our landscaping needs. In the winter our parking lot and walkways are always nice and clear.

## OTHER

On behalf of the trustees and the staff, I would like to personally thank all of the patrons, young and old who turned out this past year when our budget was being discussed. Thank you to everyone who wrote letters, emails, etc. to the Town Council and to the various newspapers in town. The word got out to all that the Taylor Library is an important part of the Town of Derry. Thank you to the members of the Town Council who voted in our favor to fund our budget for another year. We celebrated our 136<sup>th</sup> year of existence on February 23<sup>rd</sup>. We will now see our 137<sup>th</sup> year.

We continue to offer Interlibrary Loan service to the citizens of Derry. If you are looking for a book, movie, CD or any format that a library will loan in the state of New Hampshire, we can attempt to get it for you. We have van service three days a week at the Derry Public Library. We pick up the loans at Derry Public Library and then give you a call and you will pick your items up at our library. Only rarely are we unable to borrow a book for a patron. Most of the time it is too new and the lending library will not send it to us or it doesn't exist in the database.

Our three laptop computers continue to be very popular for patrons checking emails, job hunting or just surfing the web. We even have vacationers stop in and check their emails. Thanks to Comcast for providing the free internet hookup for the library. In the summertime patrons bring their laptops and sit out in our picnic grove and hook into the internet. Even in the winter we have patrons pull up in their car when they have no electricity or the roads are too dangerous to commute to work and use our hotspot.

We continue to offer passes for our patrons to visit various museums in New Hampshire and Massachusetts. These passes offer patrons a reduced rate to visit the museum or free entrance for the day. We offer the following passes:

Christa McAuliffe Planetarium-Concord  
SEE Science Museum-Manchester  
Currier Museum-Manchester  
Children's Museum of NH-Dover  
Museum of Fine Arts-Boston

Our website continues to be updated. Please check it out and browse our card catalog for all of the books we have to offer. ([www.taylorlibrary.org](http://www.taylorlibrary.org))

On behalf of the Trustees and the Staff at the Taylor Library, I would like to personally thank you for all of the support and invite you to stop and visit the "Little Library on the Hill". You will certainly be surprised at what we have to offer here.

Respectfully submitted,

*Linda Merrill*

Linda Merrill, Director  
Taylor Library

**TOWN OF DERRY**  
**General Fund**  
**Treasurer's Report**  
**June 30, 2014**

**Citizens Bank**

**Beginning Balance, July 1, 2013** **\$ 9,378,837.21**

**Revenue Receipts:**

Received from Tax Collector	\$	92,901,663.39		
Received from Town Clerk	\$	138,510.94		
Received from Libraries	\$	38,156.63		
Interest Earned on Investments	\$	1,220.29		
Received from State/County	\$	2,725,627.99		
Received from Federal Funds	\$	319,705.15		
Total Revenue Receipts			\$	96,124,884.39

**Other Revenues:**

Investment Transfers	\$	8,183,929.80		
Trust Funds	\$	-		
Bonds/Bond Anticipation Notes	\$	3,486,003.76		
ATM Income	\$	558.75		
Total Other Revenues			\$	11,670,492.31

**Disbursements**

Council Orders to Pay	\$	91,390,836.69		
Transfer of State Motor Vehicle Fees	\$	1,881,829.84		
Transfer to Trust Funds (net)	\$	3,238,348.55		
Lockbox Fees	\$	11,000.75		
Voided Checks	\$	(234,840.91)		
NSF Checks & Fees	\$	51,143.11		
Total Disbursements			\$	96,338,318.03

**Ending Balance, June 30, 2014** **\$ 20,835,895.88**

**Other Accounts**

NH Public Deposit Investment Pool		Investment	\$	9,996.08
Centrix Bank		Target Account	\$	68,282.95
Centrix Bank		CDARS	\$	10,090,403.38
Centrix Bank		ICS	\$	9,789,889.91
Century Bank		Money Market	\$	2,775,542.35
Optima Bank & Trust		Target	\$	40,000.00
Optima Bank & Trust		Repurchase	\$	1,372.05
Optima Bank & Trust		CDARS	\$	15,140,317.54
Optima Bank & Trust		CD	\$	245,848.64

**Total Cash Balance, June 30, 2014** **\$ 58,997,548.78**

**Robert L. Gorham**

Robert L. Gorham  
Treasurer

Report of the Trust Funds of the Town of Derry, NH on June 30, 2014  
Trust Funds  
MS-9

NAME OF TRUST FUND	PURPOSE OF TRUST FUND	HOW INVESTED	%	PRINCIPAL				INCOME				PRINCIPAL ONLY				
				BALANCE BEGINNING YEAR	NEW FUNDS CREATED	CASH GAINS OR (LOSSES)	WITHDRAWALS	BALANCE END YEAR	BALANCE BEGINNING YEAR	INCOME PERCENT	DURING YEAR AMOUNT	EXPENDED DURING YEAR	FEES	BALANCE END YEAR	GRAND TOTAL OF PRINCIPAL & INCOME	BEG. OF YEAR FAIR VALUE
Total General Funds			35.95%	1,983,660.61	11,250.00	74,553.28	2,069,463.89	82,418.26	35.20%	63,094.95	(8,900.92)	136,700.29	2,206,164.18	2,236,295.79	225,788.48	2,463,084.27
East Derry Cemetery	Perpetual Care Cemetery Care	Stocks & Bonds	2.38%	131,552.84		4,944.24	136,497.08	11,259.25	2.43%	4,360.58	(608.34)	15,011.49	151,508.67	148,307.27	14,152.22	162,460.49
Hopkins Home	Derry Visiting Nurses Playgroup	Stocks & Bonds	5.34%	294,737.43		11,077.32	305,814.75	1,731.01	5.05%	9,050.28	(7,947.79)	1,572.63	307,387.38	332,274.62	31,707.33	303,981.65
Carr Fund	Park Upkeep	Stocks & Bonds	48.32%	2,665,944.48		100,192.29	2,766,036.77	203,791.73	48.90%	87,620.57	(12,223.87)	279,189.43	3,045,225.20	3,005,361.26	285,786.08	3,292,148.14
MacGregor Pioneer Park	Library	Stocks & Bonds	4.70%	259,055.97		9,736.28	268,792.25	17,753.23	4.72%	8,452.01	(1,179.13)	25,028.11	293,818.36	292,048.85	27,869.77	319,917.62
Taylor Library	School	Stocks & Bonds	1.17%	64,708.92		2,432.00	67,140.92	380.04	1.11%	1,987.41	(1,744.92)	345.27	67,486.19	72,590.12	6,961.27	79,911.59
James Alexander	Human Services	Stocks & Bonds	0.22%	12,238.99		439.99	12,678.98	2,813.90	0.26%	489.62	(64.12)	3,209.40	15,908.38	13,191.72	1,316.66	15,114.38
Sylvanus Brown	East Derry Improvements	Stocks & Bonds	0.74%	40,860.90		439.99	42,300.89	10,305.12	0.87%	1,562.29	(217.99)	11,649.45	54,046.06	46,094.87	4,395.73	50,490.60
Edward T. Parker	Library	Stocks & Bonds	0.20%	10,952.86		411.65	11,364.51	1,234.40	0.21%	372.12	(51.91)	1,594.61	12,918.12	12,347.80	1,178.29	13,026.09
Sarah MacMurphy	Library	Stocks & Bonds	0.04%	2,039.55		76.65	2,116.20	11.97	0.03%	6.64	(6.74)	10.88	2,127.08	2,298.30	219.41	2,516.71
Helen Hood	Library	Stocks & Bonds	0.22%	12,287.80		461.82	12,749.62	72.16	0.02%	377.40	(331.34)	65.57	12,815.29	13,552.86	1,321.91	15,174.77
Arts & Crafts	Memorial Day Flowers	Stocks & Bonds	0.02%	1,229.60		46.21	1,275.81	7.22	0.03%	57.78	(8.06)	71.25	1,282.36	1,386.20	132.27	1,516.47
Helen Noves	Street Repairs	Stocks & Bonds	0.48%	1,275.81		397.54	1,673.35	662.84	0.20%	1,244.60	(173.63)	15,286.52	17,918.11	1,988.37	1,32.27	19,206.38
Charles Adams	Scholarship	Stocks & Bonds	0.19%	26,545.90		997.69	27,543.59	14,215.55	0.69%	348.56	(250.00)	621.44	42,830.11	29,926.73	2,855.76	32,782.49
Frank Adams	Cycle Education	Stocks & Bonds	0.00%	10,577.56		0.00	10,577.56	870.65	0.07%	200.91	(16.47)	4,050.79	11,866.54	11,924.70	1,137.91	13,004.45
Harold V. Abbott		Stocks & Bonds	0.00%	0.00		0.00	0.00	3,866.35				3,866.35	3,866.35	0.00	0.00	
Total			100.00%	5,517,523.21	11,250.00	207,368.87	5,726,142.08	351,391.68	100.00%	179,282.48	(10,362.20)	24,999.98	485,312.00	6,220,224.29	605,955.18	6,827,179.45

\*Reflects the increase or decrease of the fair value

Report of the Trust Funds of the Town of Derry, NH on June 30, 2014  
 Capital Reserve Funds  
 MS-9

NAME OF TRUST FUND	PURPOSE OF TRUST FUND	HOW INVESTED	%	PRINCIPAL					INCOME			EXPENDED DURING YEAR	FEES	BALANCE END YEAR	GRAND TOTAL OF PRINCIPAL & INCOME	
				BALANCE BEGINNING YEAR	NEW FUNDS CREATED	CASH GAINS OR (LOSSES)	WITHDRAWALS	BALANCE END YEAR	BALANCE BEGINNING YEAR	INCOME PERCENT	AMOUNT DURING YEAR					
<b>TOWN OF DERRY DESIGNATED FUNDS</b>																
WASTE TIRE RECLAMATION EXPENDABLE TRUST			8.76%	515,164.47	98,276.60	(1,178.99)		612,262.08	11,804.89	8.75%	2,341.04	(259.32)	13,886.61	626,148.69		
LAND & BUILDINGS FUND			5.92%	347,963.61	5,357.55	(744.06)		352,577.10	8,053.43	5.92%	1,529.40	(188.87)	9,413.96	361,991.06		
WASTE WATER CAPITAL IMPROVEMENTS FUNDS			7.70%	452,422.29	11,799.81	(974.77)		463,247.33	12,064.85	7.70%	1,969.16	(220.76)	13,843.25	477,090.58		
COMPENSATED ABSENCES EXPENDABLE TRUST			59.55%	3,501,314.97	103,562.00	(7,543.87)		3,597,333.10	89,985.26	59.55%	15,459.26	(1,707.43)	103,737.12	3,701,070.22		
FIRE APPARATUS FUND			0.00%	0.00	0.00	0.00		0.00	0.00	0.00%	0.00	0.00	0.00	0.00		
TAYLOR LIBRARY			3.52%	207,113.09	3,110.50	(444.54)		209,779.05	5,625.25	3.52%	913.63	(100.95)	6,438.19	216,217.24		
ASSESSOR DATA COLLECTION RESERVE			0.00%	0.00	0.00	0.00		0.00	0.00	0.00%	0.00	0.00	0.00	0.00		
DERRY LIBRARY CAPITAL IMPROVEMENT FUND			0.22%	13,122.97		(28.22)		13,094.75	456.09	0.22%	58.20	(6.42)	507.87	13,602.62		
POLICE VEHICLE REPLACEMENT FUND			0.01%	700.86		(1.50)		699.36	19.22	0.01%	3.10	(0.35)	2.197	721.33		
E-GOVT TECHNOLOGY DEVELOPMENT FUND			2.60%	152,780.27	59,990.00	(371.53)		212,398.74	3,705.05	2.60%	733.64	(82.94)	4,355.95	216,754.69		
WINTER SNOWICE CONTROL FUND			1.76%	103,331.61		(220.66)		103,110.95	2,895.39	1.76%	455.05	(50.25)	3,240.19	106,351.14		
MUNICIPAL TRANSPORTATION IMPR FUND			0.10%	5,732.23	145,498.50	(137.23)		151,093.50	642.89	0.10%	149.14	(17.82)	774.21	151,867.71		
PARKS FACILITY FUND			1.77%	104,229.42		(222.57)		104,006.85	2,860.20	1.77%	458.99	(50.94)	3,268.35	107,275.20		
WATER COMPENSATED ABSENCES FUND			0.34%	20,115.82	2,500.00	(44.58)		22,571.24	408.26	0.34%	89.57	(9.90)	487.93	23,059.17		
WASTEWATER COMPENSATED ABSENCES FUND			0.34%	20,115.82	2,500.00	(44.58)		22,571.24	408.26	0.34%	89.57	(9.90)	487.93	23,059.17		
FIRE FACILITIES & EQUIPMENT FUND			4.29%	252,330.08		(549.05)		251,781.03	11,840.86	4.29%	1,132.29	(124.98)	12,848.17	264,629.20		
EMERGENCY MANAGEMENT EQUIPMENT FUND			0.11%	6,298.19		(13.33)		6,274.86	123.72	0.11%	27.49	(3.03)	148.18	6,423.04		
FIRE CAPITAL PLAN RESERVE			0.00%	0.00		(756.31)		979,077.69	0.00	0.00%	1,030.62	(143.53)	885.09	979,962.78		
POLICE CAPITAL PLAN RESERVE			0.00%	0.00		(359.41)		465,275.59	0.00	0.00%	499.77	(63.15)	420.61	465,696.20		
PUBLIC WORKS CAPITAL PLAN RESERVE			0.00%	0.00		(1,042.95)		1,350,156.05	0.00	0.00%	1,421.25	(200.69)	1,220.56	1,351,376.61		
<b>Town of Derry SUBTOTAL</b>				<b>5,702,725.70</b>	<b>3,229,262.96</b>	<b>(14,678.15)</b>	<b>0.00</b>	<b>8,917,310.51</b>	<b>150,833.42</b>	<b>100%</b>	<b>28,381.60</b>	<b>(3,328.58)</b>	<b>175,986.14</b>	<b>9,093,296.65</b>		
DCSD-BUILDINGSGROUNDS IMPROVEMENT FUND			0.00%	0.00		0.00		0.00	0.00	0.00%	0.00	0.00	0.00	0.00		
DCSD-BUILDINGSGROUNDS MAINTENANCE FUND			3.00%	176,598.20		(379.29)		176,218.91	5,898.88	3.00%	782.24	(83.33)	6,594.79	182,813.70		
<b>TOTAL CAPITAL RESERVE FUNDS</b>			<b>100.00%</b>	<b>5,879,323.90</b>	<b>3,229,262.96</b>	<b>(15,057.44)</b>	<b>0.00</b>	<b>9,093,529.42</b>	<b>156,732.30</b>	<b>100%</b>	<b>29,163.84</b>	<b>(3,316.21)</b>	<b>182,580.93</b>	<b>9,276,110.35</b>		

Report of the Trust Funds for the Town of Derry, NH  
For the Year Ended June 30, 2014  
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NUMBER OF SHARES	NAME OF BANKS, STOCKS, BONDS	***HOW INVESTED***				***PRINCIPAL***				INCOME				GRAND TOTAL				PRINCIPAL ONLY			
		BALANCE BEGINNING YEAR	PURCHASES	CASH CAPITAL GAINS	PROCEEDS FROM SALES	GAINS/LOSSES FROM SALES	BALANCE END YEAR	BALANCE BEGINNING YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR	BALANCE END YEAR	PRINCIPAL & INCOME END OF YEAR	BEGINNING YEAR FAIR MARKET VALUE	UNREALIZED GAIN/LOSS*	END OF YEAR FAIR MARKET VALUE						
	NOTES & BONDS																				
100,000.00	BANK OF AMERICA 3.625% 3/17/16	100,991.00					0.00	3,625.00	(3,625.00)	0.00	100,991.00	98,193.34	(2,045.63)	96,147.71							
200,000.00	BECTON DICKINSON 3.125% 11/8/21	205,520.00					0.00	6,250.00	(6,250.00)	0.00	205,520.00	185,230.76	4,038.01	189,268.77							
100,000.00	BELLSOUTH TELECOM 6.375% 06/01/28	99,048.00					0.00	6,375.00	(6,375.00)	0.00	205,520.00	106,107.20	1,595.73	107,702.93							
200,000.00	BERKSHIRE HATHAWAY 1.550% 2/9/18	203,548.00					0.00	3,082.78	(3,082.78)	0.00	203,548.00	184,194.89	392.15	184,587.03							
150,000.00	BOEING CO. 3.5% 2/15/15	149,563.50					0.00	5,250.00	(5,250.00)	0.00	149,563.50	147,568.11	(5,835.80)	140,759.31							
100,000.00	CREDIT SUISSE SR NT 5.375% 03/02/16	101,140.00					0.00	5,375.00	(5,375.00)	0.00	101,140.00	104,011.00	(4,993.13)	99,017.87							
100,000.00	EMC CORP MASS 2.65% 6/1/20	101,140.00					0.00	2,813.15	(2,813.15)	0.00	100,100.00	92,863.32	141.08	92,804.40							
100,000.00	HONEYWELL INTL SR NT 5.00% 02/15/19	101,350.00					0.00	5,000.00	(3,000.00)	0.00	101,350.00	107,444.82	(2,831.14)	104,613.68							
150,000.00	METRO MINN BAB 4.5% 2/01/21	150,000.00					0.00	6,750.00	(6,750.00)	0.00	150,000.00	156,416.94	(3,326.68)	153,090.26							
150,000.00	MONTGOMERY MNG CO 4.9% 2/1/22	150,205.50					0.00	7,350.00	(7,350.00)	0.00	150,205.50	154,358.34	(2,973.33)	151,385.01							
150,000.00	OHIO ST 4.78% 10/01/20	150,750.00					0.00	7,170.00	(7,170.00)	0.00	150,750.00	155,921.70	(2,945.67)	152,976.03							
100,000.00	PROCTOR & GAMBLE NT 3.50% 02/15/15	101,096.00					0.00	4,750.00	(4,750.00)	0.00	203,764.00	194,890.20	(4,578.67)	190,317.53							
200,000.00	TEXAS INSTRS INC. 2.375% 5/16/16	203,764.00					0.00	4,750.00	(4,750.00)	0.00	203,764.00	194,890.20	(4,578.67)	190,317.53							
100,000.00	US TREAS BOND 7.25% 5/15/16	106,265.63					0.00	7,250.00	(7,250.00)	0.00	106,265.63	111,713.36	(7,953.92)	103,759.44							
200,000.00	US TREAS NOTE 4.825% 2/15/17	199,460.94					0.00	9,250.00	(9,250.00)	0.00	199,460.94	212,851.72	(9,964.86)	202,886.86							
	COMMON STOCKS																				
650.00	ABBOTT LABORATORIES	11,670.51	8,904.91				0.00	20,575.42	(353.00)	0.00	20,575.42	13,770.52	10,701.25	24,471.67							
375.00	ABBVIE INC.	5,612.46	9,063.42				0.00	397.50	(397.50)	0.00	14,675.88	7,771.82	17,710.76	19,462.69							
355.00	ACCENTURE PLC IRELAND	15,783.52	11,864.85				0.00	620.80	(520.80)	0.00	27,648.37	13,986.69	12,550.41	20,417.10							
0.00	ACTUANT CORP	13,064.78					0.00	17.80	(17.80)	0.00	13,091.35	13,791.35	(13,791.35)	0.00							
0.00	AFFILIATED MANAGERS GROUP INC.	15,303.69					0.00	44.25	(44.25)	0.00	13,901.88	19,796.40	27,738.65	21,028.87							
135.00	ALLERGAN INC.	26,731.11					0.00	0.00	0.00	0.00	18,796.40	1,232.47	25,372.04	21,028.87							
467.00	AMEREN INC.	13,158.64	27,803.99				0.00	27,803.99	0.00	13,158.64	13,158.64	3,821.66	23,971.48								
220.00	AMGEN INC.	15,730.92					0.00	475.20	(123.39)	0.00	15,730.92	18,171.23	3,568.99	23,971.48							
175.00	AMADARCO PETE CORP.	0.00	17,092.18				0.00	110.25	(110.25)	0.00	20,402.88	0.00	17,634.52	17,634.52							
0.00	APARTMENT INVT & MGMT CO.	9,732.10					0.00	87.60	(87.60)	0.00	10,306.72	10,306.72	0.00	10,306.72							
581.00	APPLE COMPUTER INC.	28,538.17					0.00	1,178.92	(1,178.92)	0.00	25,178.28	36,901.08	12,799.63	48,700.71							
610.00	AT&T INC.	17,750.06					0.00	1,110.20	(1,110.20)	0.00	20,298.36	4,432.24	19,855.12	19,855.12							
2,415.00	BANK OF AMERICA CORPORATION	27,636.36					0.00	96.90	(96.90)	0.00	27,636.36	29,193.49	4,974.66	34,168.15							
145.00	BARCLAYS BANK PLC	15,496.65					0.00	121.96	(121.96)	0.00	15,496.65	14,813.08	4,275.12	19,088.20							
590.00	BB&T Corp	13,715.73					0.00	548.70	(548.70)	0.00	18,789.85	28,889.08	2,624.72	21,414.57							
135.00	BOEING CO.	21,662.46					0.00	542.95	(542.95)	0.00	9,696.99	13,077.28	(13,077.28)	15,010.80							
640.00	CHARLES SCHWAB CORP NEW	0.00	14,917.27				0.00	115.20	(115.20)	0.00	14,812.50	43,363.44	25,865.25	15,865.25							
145.00	CHEVRON CORP	37,667.21					0.00	855.15	(855.15)	0.00	14,812.50	22,677.74	17,425.10	17,425.10							
0.00	CHUBB CORP	17,677.82					0.00	518.70	(518.70)	0.00	20,782.88	20,782.88	0.00	20,782.88							
0.00	CIGNA	12,094.82					0.00	381.15	(381.15)	0.00	14,126.61	14,825.78	28,962.29	14,182.36							
495.00	CINTAS CORPORATION	13,734.77	8,635.15				0.00	2,172	(2,172)	0.00	15,512.46	14,182.44	32,646.46	14,182.36							
620.00	CISCO SYSTEMS	15,612.49					0.00	21.72	(21.72)	0.00	32,046.46	(0.00)	27,300.89	27,300.89							
0.00	CITIGROUP INC.	25,483.68					0.00	453.00	(453.00)	0.00	20,359.84	20,359.84	0.00	20,359.84							
0.00	COCA-COLA CO.	20,066.85					0.00	442.20	(442.20)	0.00	21,480.96	15,078.73	12,222.16	12,222.16							
435.00	COLGATE-PALMOLIVE CO.	11,737.25	9,743.71				0.00	1,483.50	(1,483.50)	0.00	32,326.38	20,757.55	26,197.28	46,954.83							
595.00	CONOCOPHILLIPS	16,674.55	15,651.83				0.00	315.02	(315.02)	0.00	11,387.60	18,931.00	4,923.43	32,850.08							
315.00	CVS/HEALTHCARE CORPORATION	11,387.60	15,291.93				0.00	57.39	(57.39)	0.00	29,311.66	13,387.95	18,882.13	32,250.08							
445.00	DANAHER CORP	14,019.76					0.00	224.20	(224.20)	0.00	30,084.90	0.00	29,624.36	29,624.36							
0.00	DAVITA HEALTHCARE PARTNERS INC.	0.00					0.00	737.10	(737.10)	0.00	12,736.39	(12,736.39)	9,529.42	9,529.42							
0.00	DR PEPPER SNAPPLE INC.	14,250.46	9,184.72				0.00	124.00	(124.00)	0.00	24,258.47	13,007.25	13,756.74	13,756.74							
330.00	DUKE ENERGY CORP NEW	15,073.75					0.00	0.00	0.00	0.00	18,717.47	(18,717.47)	0.00	0.00							
0.00	EMC	7,031.11					0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00							
0.00	EBAY INC.	15,933.73					0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00							

Report of the Trust Funds for the Town of Derry, NH  
For the Year Ended June 30, 2014  
MS-10

NUMBER OF SHARES	DESCRIPTION OF INVESTMENT	***PRINCIPAL***										INCOME			GRAND TOTAL			PRINCIPAL ONLY		
		BALANCE BEGINNING YEAR	PURCHASES	CASH CAPITAL GAINS	PROCEEDS FROM SALES	GAINS/LOSSES FROM SALES	BALANCE END YEAR	BALANCE BEGINNING YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR	BALANCE END YEAR	PRINCIPAL & INCOME END OF YEAR	BEGINNING YEAR FAIR MARKET VALUE	UNREALIZED GAIN/LOSS*	END OF YEAR FAIR MARKET VALUE					
0.00	EDISON INTERNATIONAL	10,986.15			12,981.69	2,015.54	0.00	97.88	(97.88)	0.00	0.00	13,128.42	(13,128.42)	0.00						
3,000.00	EXPRESS SCRIPTS INC.	6,472.20			18,263.68	3,639.13	0.00	1,290.00	(1,290.00)	0.00	0.00	17,410.68	17,410.68	19,145.78						
5,000.00	EXXON MOBIL CORP	12,652.95			16,033.57	2,171.34	0.00	152.25	(152.25)	0.00	0.00	42,464.50	3,874.19	46,338.69						
0.00	FORD MOTOR CO	13,962.23			30,383.99	28,097.67	0.00	600.30	(600.30)	0.00	0.00	15,995.98	(15,995.98)	0.00						
0.00	GAP INC.	0.00			10,402.66	9,992.73	0.00	1,161.10	(1,161.10)	0.00	0.00	17,063.40	(17,063.40)	0.00						
145.00	GENERAL DYNAMICS	28,517.60			14,527.87	19,163.31	0.00	153.75	(153.75)	0.00	0.00	33,361.96	(6,620.68)	26,731.18						
1,106.00	GENERAL ELECTRIC	0.00			10,753.17	10,753.17	0.00	0.00	0.00	0.00	0.00	18,136.43	18,136.43	18,136.43						
375.00	GENERAL MILLS INC.	0.00			16,331.60	16,331.60	0.00	0.00	0.00	0.00	0.00	8,307.73	8,307.73	25,146.61						
1,570.00	GENWORTH FINL INC CL A	21,533.47			17,888.79	16,938.32	0.00	585.20	(585.20)	0.00	0.00	31,446.82	(10,966.33)	20,481.49						
38.00	GOOGLE INC. CL C	0.00			8,106.70	2,723.71	0.00	485.00	(485.00)	0.00	0.00	20,123.03	20,123.03	20,123.03						
485.00	HANESBRANDS INC.	0.00			11,775.28	11,775.28	0.00	205.50	(205.50)	0.00	0.00	23,442.38	23,442.38	43,948.48						
175.00	HARMAN INTL INDUSTRIES INC.	0.00			6,398.65	6,398.65	0.00	378.32	(378.32)	0.00	0.00	17,305.90	17,305.90	17,305.90						
195.00	HERSHEY COMPANY	8,998.65			20,356.47	12,306.91	0.00	874.00	(874.00)	0.00	0.00	18,862.56	(18,862.56)	17,477.94						
0.00	INTERNATIONAL BUSSINESS MACHINES	8,049.56			28,680.22	13,364.05	0.00	404.10	(404.10)	0.00	0.00	24,028.75	(24,028.75)	23,068.82						
400.00	JOHNSON & JOHNSON	20,728.22			13,601.06	1,347.02	0.00	57.80	(57.80)	0.00	0.00	12,902.25	(12,902.25)	0.00						
385.00	JPMORGAN CHASE	17,988.79			20,241.72	20,241.72	0.00	363.75	(363.75)	0.00	0.00	20,241.72	20,241.72	23,135.01						
150.00	KIMBERLY CLARK	0.00			27,806.03	27,806.03	0.00	153.73	(153.73)	0.00	0.00	27,806.03	27,806.03	27,806.03						
345.00	KLA TENCOR CORP	0.00			35,136.61	35,136.61	0.00	967.40	(967.40)	0.00	0.00	27,873.40	(27,873.40)	27,073.40						
0.00	LOWES COMPANIES INC.	18,004.88			28,017.54	10,012.66	0.00	308.75	(308.75)	0.00	0.00	23,218.00	(23,218.00)	41,648.21						
0.00	MARRIOTT INTL INC. NEW CLASS A	0.00			18,421.76	910.64	0.00	90.00	(90.00)	0.00	0.00	0.00	0.00	22,884.44						
485.00	MARSH & MCLENNAN COMPANIES	12,294.04			1,891.15	1,891.15	0.00	94.90	(94.90)	0.00	0.00	19,807.16	(19,807.16)	0.00						
325.00	MEAD JOHNSON NUTRITION CO.	0.00			16,598.32	(3,736.43)	0.00	220.50	(220.50)	0.00	0.00	0.00	0.00	0.00						
1,085.00	MICROSOFT CORP	25,313.87			24,974.84	24,974.84	0.00	692.50	(692.50)	0.00	0.00	14,943.75	14,943.75	14,943.75						
0.00	MONSANTO CO. NEW	0.00			25,347.13	25,347.13	0.00	78.00	(78.00)	0.00	0.00	19,147.80	19,147.80	19,147.80						
350.00	MONSTER BEVERAGE CORP	0.00			17,716.89	17,716.89	0.00	0.00	0.00	0.00	0.00	4,435.77	4,435.77	23,593.57						
0.00	MORGAN STANLEY DEAN WITTER	0.00			17,511.12	17,511.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22,673.37						
0.00	MOTOROLA SOLUTIONS INC.	18,504.62			20,332.75	20,332.75	0.00	94.90	(94.90)	0.00	0.00	18,763.81	(18,763.81)	0.00						
0.00	NETAP INC. COM	0.00			20,332.75	20,332.75	0.00	220.50	(220.50)	0.00	0.00	17,478.36	(17,478.36)	0.00						
250.00	NETERA ENERGY INC. COM	14,943.75			14,943.75	14,943.75	0.00	0.00	0.00	0.00	0.00	1,606.84	1,606.84	24,671.62						
240.00	OCCIDENTAL PETROLEUM CORP	0.00			24,874.84	24,874.84	0.00	692.50	(692.50)	0.00	0.00	28,461.05	966.42	27,457.47						
0.00	ORACLE SYSTEMS CORP	0.00			21,244.82	3,527.93	0.00	0.00	0.00	0.00	0.00	20,356.70	(20,356.70)	19,402.14						
0.00	PANERA BREAD CO CL A	17,716.89			16,738.69	9,044.69	0.00	0.00	0.00	0.00	0.00	15,800.88	(15,800.88)	29,509.84						
300.00	PEPSICO	7,714.00			18,421.76	910.64	0.00	78.00	(78.00)	0.00	0.00	17,306.80	(17,306.80)	21,640.19						
1,005.00	PFIZER INC	4,445.91			1,891.15	1,891.15	0.00	707.25	(707.25)	0.00	0.00	17,478.36	(17,478.36)	0.00						
250.00	PHILIP MORRIS INTL	19,346.25			4,445.91	4,445.91	0.00	1,005.00	(1,005.00)	0.00	0.00	23,064.78	1,606.84	24,671.62						
360.00	PNC FINANCIAL SERVICES GROUP	10,576.80			19,346.25	19,346.25	0.00	917.50	(917.50)	0.00	0.00	28,461.05	966.42	27,457.47						
31.00	PRICELINE COM INC.	11,398.68			23,963.29	23,963.29	0.00	436.80	(436.80)	0.00	0.00	20,356.70	(20,356.70)	20,356.70						
245.00	PROCTER & GAMBLE CO.	18,103.50			15,334.53	15,334.53	0.00	0.00	0.00	0.00	0.00	13,708.96	(13,708.96)	15,800.88						
425.00	QUALCOMM CORP	15,334.53			6,994.45	2,649.13	0.00	589.79	(589.79)	0.00	0.00	19,426.75	(19,426.75)	18,426.75						
400.00	ROCKWELL COLLINS INC.	17,387.91			9,955.56	9,955.56	0.00	0.00	0.00	0.00	0.00	17,306.80	(17,306.80)	21,640.19						
235.00	SCHENCK HENRY INC.	0.00			30,038.52	30,038.52	0.00	486.25	(486.25)	0.00	0.00	17,306.80	(17,306.80)	21,640.19						
410.00	SOUTHWESTERN ENERGY CO.	0.00			27,962.68	27,962.68	0.00	240.00	(240.00)	0.00	0.00	15,334.53	(15,334.53)	17,306.80						
410.00	TE CONNECTIVITY LTD	0.00			18,637.44	18,637.44	0.00	426.40	(426.40)	0.00	0.00	17,306.80	(17,306.80)	21,640.19						
500.00	TEXAS INSTRUMENTS	12,370.00			18,637.44	18,637.44	0.00	589.79	(589.79)	0.00	0.00	17,306.80	(17,306.80)	21,640.19						
160.00	THE FISHER SCIENTIFIC INC.	15,995.01			10,919.04	5,109.13	0.00	426.40	(426.40)	0.00	0.00	17,306.80	(17,306.80)	21,640.19						
62.50	TIME INC. NEW	0.00			9,786.10	9,786.10	0.00	589.79	(589.79)	0.00	0.00	17,306.80	(17,306.80)	21,640.19						
500.00	TIME WARNER INC.	0.00			30,692.10	30,692.10	0.00	461.25	(461.25)	0.00	0.00	18,339.09	(18,339.09)	23,339.09						
560.00	TJX COMPANIES NEW	11,259.92			1,266.52	1,266.52	0.00	267.65	(267.65)	0.00	0.00	5,616.19	(5,616.19)	21,995.69						
205.00	UNITED TECHNOLOGIES CORP	13,612.34			21,505.70	21,505.70	0.00	472.53	(472.53)	0.00	0.00	32,333.06	32,333.06	32,333.06						
410.00	VERIZON	16,247.96			16,247.96	16,247.96	0.00	863.05	(863.05)	0.00	0.00	9,046.19	(9,046.19)	21,786.04						
165.00	VISA INC.	14,520.28			14,520.28	14,520.28	0.00	252.45	(252.45)	0.00	0.00	19,401.04	(19,401.04)	18,406.71						
0.00	WAL-MART STORES	17,298.67			272.60	(272.60)	0.00	272.60	(272.60)	0.00	0.00	28,344.53	(28,344.53)	3,659.13						
784.00	WELLS FARGO & COMPANY	18,594.32			980.00	(980.00)	0.00	980.00	(980.00)	0.00	0.00	23,106.80	(23,106.80)	32,000.66						
												30,414.34	7,517.33	37,931.67						

Report of the Trust Funds for the Town of Derry, NH  
For the Year Ended June 30, 2014  
MS-10

NUMBER OF SHARES	DESCRIPTION OF INVESTMENT	***HOW INVESTED***					***PRINCIPAL***					INCOME					GRAND TOTAL			PRINCIPAL ONLY		
		BALANCE BEGINNING YEAR	PURCHASES	CASH CAPITAL GAINS	PROCEEDS FROM SALES	GAINS/LOSSES FROM SALES	BALANCE END YEAR	BALANCE BEGINNING YEAR	INCOME DURING YEAR	EXPENDED DURING YEAR	BALANCE END YEAR	PRINCIPAL & INCOME END OF YEAR	BEGINNING YEAR FAIR MARKET VALUE	UNREALIZED GAIN/LOSS*	END OF YEAR FAIR MARKET VALUE							
395.00	WYNDHAM WORLDWIDE CORP	0.00	24,995.33				0.00	391.05	(391.05)	0.00	24,995.33	0.00	27,532.03	27,532.03								
0.00	MUTUAL FUNDS	4,055.00					0.00	101.33	(101.33)	0.00	0.00	3,056.88	(3,056.88)	0.00								
1,575.00	ISHARES FTSE/NIHUA CHINA 25 INDEX	91,018.75			3,557.94	(497.06)	0.00	1,853.62	(1,853.62)	0.00	91,018.75	133,703.96	28,005.23	102,609.19								
0.00	ISHARES CORE S&P SMALL CAP INDEX FUND	13,964.50			8,100.17	(5,464.33)	0.00	280.94	(280.94)	0.00	0.00	8,038.54	(8,038.54)	0.00								
0.00	ISHARES INCMSCI BRAZIL FREE INDEX	14,405.65			16,305.67	1,900.02	0.00	390.61	(390.61)	0.00	0.00	13,888.27	(13,888.27)	0.00								
2,500.00	ISHARES MSCI EAFE ETF	0.00	167,337.50				0.00	0.00	0.00	0.00	0.00	0.00	157,338.89	157,338.89								
1,000.00	ISHARES MSCI EMERGING MKTS	43,239.50			38,271.85	5,385.65	0.00	868.38	(868.38)	0.00	43,239.50	36,190.00	3,603.83	38,793.83								
0.00	ISHARES MSCI JAPAN	32,886.00			41,039.37	5,210.37	0.00	506.10	(506.10)	0.00	0.00	33,749.76	(33,749.76)	0.00								
0.00	ISHARES MSCI PACIFIC EX-JAPAN	32,886.00			19,003.64	4,185.09	0.00	1,642.63	(1,642.63)	0.00	0.00	35,403.38	(35,403.38)	0.00								
0.00	ISHARES MSCI SOUTH KOREA INDEX FUND	14,818.55			17,239.93	7,607.97	0.00	282.88	(282.88)	0.00	0.00	15,752.52	(15,752.52)	0.00								
70.00	ISHARES NASDAQ BIOTECHNOLOGY ETF	19,083.93			341,175.24	11,528.31	0.00	10.50	(10.50)	0.00	9,421.97	23,699.84	(7,137.80)	16,561.98								
4,500.00	ISHARES S&P GROWTH ETF	19,083.93			32,422.20	6,867.53	0.00	222.74	(222.74)	0.00	313,324.20	386,950.06	48,779.95	436,730.01								
523.00	ISHARES US OIL EQUIP & SVCS ETF	23,476.56			60,768.20	37,284.45	0.00	824.45	(824.45)	0.00	32,422.30	62,444.20	3,639.52	37,463.09								
1,000.00	ISHARES US REAL ESTATE ETF	60,768.20			44,175.47	3,771.48	0.00	3,171.48	(3,171.48)	0.00	60,768.20	16,438.20	3,639.52	66,083.72								
1,096.00	SELECT SEC SPDR MATLS	14,966.04			29,209.43	1,039.58	0.00	378.92	(378.92)	0.00	44,175.47	15,436.20	3,644.78	50,080.98								
1,300.00	SPDR S&P MIDCAP 400 ETF TR	15,838.50			179,577.00	3,631.33	0.00	2,872.59	(2,872.59)	0.00	15,200.51	256,742.20	56,081.74	311,803.94								
0.00	SPDR S&P 500 ETF TRUST	179,577.00			111,476.74	2,872.59	0.00	7,538.19	(7,538.19)	0.00	111,476.74	124,405.71	24,228.80	148,634.51								
14,216.89	TEMPLETON GLOBAL BOND ADVISOR #616	111,476.74			188,006.17	3,631.33	0.00	2,872.59	(2,872.59)	0.00	179,577.00	172,485.48	1,699.45	174,185.93								
6,519.71	TEMPLETON INSTITUTIONAL FOREIGN	187,982.11			118,704.29	2,849.64	0.00	2,849.64	(2,849.64)	0.00	188,006.17	120,371.40	21,023.66	209,395.06								
15,188.66	VANGUARD ADMIRAL FIXED ST CORP #539	182,201.00			162,534.54	3,235.96	0.00	7,981.44	(7,981.44)	0.00	118,704.29	151,884.97	1,305.52	150,579.45								
29,271.59	VANGUARD ADMIRAL GNMMA FUND #536	316,975.47			176,514.49	5,662.16	0.00	5,662.16	(5,662.16)	0.00	162,534.54	156,482.05	1,028.09	209,395.06								
17,448.16	VANGUARD ADMIRAL INTER TERM FD #571	174,378.72			431,537.77	11.15	0.00	11.15	(11.15)	0.00	316,975.47	395,902.00	1,167.08	395,884.93								
37,489.84	VANGUARD INTER TERM BD INDX SS #1350	428,373.91			2,976.21	(1,080.14)	0.00			0.00	431,537.77	2,680.13	(2,680.13)	395,828.88								
0.00	WISDOMTREE TRUST	4,056.35					0.00			0.00	0.00			0.00								
TOTAL		5,517,523.21	793,752.56	7,184.88	782,502.56	200,183.99	5,736,142.08	351,391.68	179,282.48	(35,362.16)	495,312.00	6,231,454.08	6,220,224.29	606,955.16	6,827,179.45							

\* Reflects the increase or decrease of the fair value

## DERRY CONSERVATION COMMISSION

This report summarizes the number of site reviews, correspondence from DES and the activities conducted by the Commission and the Go Green Committee.

Site reviews are held at the Derry Municipal Center and then conducted on site after which there is a follow up meeting at the Municipal Center. There were (6) site reviews at the following locations: 70 Fordway, 125 Windham Road, 30 Brook Street, 13 Manchester Road, Magnolia and Kendall Pond Road, and Jackman Road and Drew Road. The correspondence from DES included (9) letters of concern and (7) notices. The most extensive dredge and fill proposal was with PSNH with its proposal to repair and replace telephone poles. This one necessitated a site walk. The others were assigned to members of the Commission for follow up with the owners.

Stewardship monitoring reports are required on some of our protected properties. The Southeast Land Trust conducted monitoring visits on Corneliusen, Shepard and Doolittle properties. The NRCS conducted mitigation work on the Low properties and installed a gate and boulders to block ATV's on the trail. No ATV's are allowed on this property. Land Stewards continue to participate with monitoring reports. Mary Eisner completed one at Quail Hill and Malia Till for Grinnell. Other Steward informal reports come from Joe and Donna Binette on Corneliusen, Paula Frank at Broadview and Ross Urqhardt on Cole Marsh.

The Commission and Go Green Committee conducted several programs on invasive plant control and removal. Go Green featured displays at the library and on Channel 17. Jim Arruda spearheaded the effort to educate the public on Japanese knotweed. Citizens are encouraged to take knotweed cuttings to the transfer station in a plastic bag for deposit in the large building there. Three Saturdays were spent at Shepard Park to control the invasives there. We applaud the cooperation with volunteers from ROTC, a group of students who joined in this effort. They also repaired the sign and one of the students and her parents repainted the sign, then installed it back at the park. We thank them!

The Broadview Gardens are a huge success! Peg Kinsella and Dennis Wiley manage this effort. Peg signed up (40) gardeners. We appreciate the help of Phil Ferdinando who plows the garden area for us every spring, getting it ready for staking the lots.

There were (3) Eagle Scout projects. Keith Renaldi from Troop 402 decided to make (10) bat boxes, (5) for Cole Marsh and (5) for Broadview Farms. He is consulting with Fish and Game on this. Travis Thomas from Troop 98, plans to renovate the BF camping area by repairing the troop platforms and the campfire site. Tyler Pascucci from Troop 405 received his award at a ceremony for completing the 3.5 miles of trails on the Low properties.

Business matters included changing our meeting starting time from 7:30 to 7:00 PM and ordering t-shirts made in the USA; thanks to research by Jim Degnan for the presentation to our land stewards and members of Go Green. Member Paul Doolittle resigned this summer. We thank him for his participation. Jim Degnan, alternate, was appointed by the Town Council to fill that spot. Beverly Ferrante's term ended and we thank her for her contributions. Eileen Chabot was appointed by the Town Council in that position.

The huge news is the gift of 70 acres of land named Collette's Mountain located on Collette's Grove Road off North Shore Road near Island Pond. There are two parcels of land at 1 Collette's Grove Road and 10 Collette's Road, SH 121, Lot 790 and 2026. This gift was initiated by Joseph Scionti and Doug Dixon who collected the approval of the (8) heirs. It was finalized with a quit claim deed. The easement allows walking, nature trails, hunting, conservation and recreation purposes. A walk was scheduled for the public on this property in September 2014. A neighbor, Brian Skillin, volunteered to clean up the area at the top of the rocky hill, an outcropping of glacier till. This conserved property abuts a protected property in Hampstead.

With the help of Go Green, the walks this year included a very well attended snowshoeing event at BF with over (35) participants, walks at Cole Marsh, Low and Collette's Mt. in September. Go Green Committee sponsored two cleanups in the spring and fall.

We condensed the land criteria used to evaluate properties for protection and they are: agricultural soils, aesthetic or historical value, aquifer or wellhead protection, buffers to existing conservation land, state forest, or protected town owned land, imminent threat of development, Master Plan, protection of waterbodies, watershed or greenway, recreation, wildlife habitat or corridor.

Ruthy Robinson continues to serve as our Recording Secretary. We thank her!

Respectfully submitted;

Margaret Ives, Chair

Paul Dionne, Vice-Chair

Members - Eileen Chabot, Treasurer; Jim Aruda, Richard Buzzanga, Jim Degnan, Dennis Wiley  
Alternates - Peg Kinsella, Marianne Page, and Richard Tripp.

Go Green Committee - Judy Follo, Chair; Dennis Wiley Vice-Chair; and Paula Frank, Secretary

## ENERGY / ENVIRONMENTAL ADVISORY COMMITTEE

### **Background:**

Committee was established by Town Council on October 27, 2009

First organizational meeting was held November 12<sup>th</sup>, 2009

First official meeting held December 7<sup>th</sup>, 2009

Meetings are held on the third Monday of the month.

### **Members:**

Maureen Reno, Chair

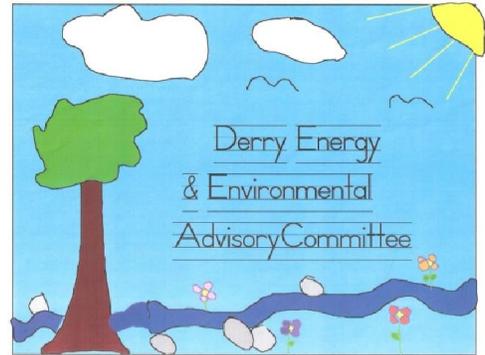
Marc Flattes, Vice Chair

Thomas Morini, Secretary

Jim Ricker, Member

Chris Cox, Alternate

Thomas Cardon, Town Council liaison



### **Accomplishments:**

- Presented memo to the Derry Town Council in support of Public Works Director's LED Streetlight Project proposal.
- Established project management protocol formalizing the working relationship between town officials and the EEAC.
- Successfully Petitioned the Derry Town Council for a formal budget beginning Fiscal Year 2015.
- Cleaned Fordway Extension on November 2<sup>nd</sup>, 2013 and during town April Clean-up on April 12<sup>th</sup>, 2014.
- Hosted two presentations on energy savings for the home at the Derry Public Library (October 26<sup>th</sup>, 2013, and April 26<sup>th</sup>, 2014).
- Co-hosted composting seminar at Broadview Farm on May 30, 2014 with the Go Green Committee.
- Hosted Jr. Solar Sprint Competition at the Pinkerton Academy track on June 7<sup>th</sup>, 2014.
- Engaged local media sources to inform the public on Committee activities.
- Will man a booth at Derryfest on September 20, 2014.
- Continue to look for and promote grants for energy savings.
- Filmed two episodes of a TV Series focusing on energy efficiency for the home and small businesses.

Respectfully submitted,

Maureen Reno, Chair

Energy & Environmental Advisory Committee

## HERITAGE COMMISSION

The Heritage Commission was established to oversee the preservation of historical features and aspects of the town of Derry. Whether that is physical buildings artifacts, or locations, or the memory of people who have made Derry what it is today, the Heritage Commission takes great pride in being the stewards of this past. Our goal this year was to continue to bring new features and artifact of Derry's past to its Citizens.

The Heritage Commission has been busy with a number of significant projects to accomplish this goal, including a major restoration of the Taylor's and Thom's plots at the Forest Hills Cemetery to repair damage done in the 2008 Ice Storm. There are still a number of repairs that need to be done to bring the cemetery up to our goal of no broken stones, but that will take more time and resources. Museum acquisitions continue to be strong and we're looking forward to working with the Town Council to bring "SpaceTown USA" back to the forefront.

As the keepers of Derry's history we have made it our goal to get the word out to the residents of Derry that we exist, and it seems to be working. We now have a fully staffed Heritage Commission with members from all areas of town who volunteer once a quarter to open the museum and work on ways to expand our reach, including speaking engagements at the Library and around the area. We would love to hear from you about ways we can expand our reach and visibility. The history that the museum contains is so rich and interesting; it must be seen to be appreciated. The website for the Derry History Museum is [www.DerryMuseum.org](http://www.DerryMuseum.org) and both the museum and the Heritage Commission can be reached via e-mail at [DerryMuseum@gmail.com](mailto:DerryMuseum@gmail.com).

In closing, the Heritage Commission wishes to thank the residents of Derry for their generous donations of personal items that help us to preserve the history of our Town. We also wish to thank the Town Council, Town Administration and support staff for their help and support throughout the year.

Respectfully submitted,

*Karen Blandford-Anderson*  
Karen Blandford-Anderson  
Chairperson, Derry Heritage Commission

## DERRY HIGHWAY SAFETY COMMITTEE

The Derry Highway Safety Committee was originally conceived to provide a means to access State and Federal funds for safety needs of the Town. The Committee started in the late 1960's and received funds for ambulances, police vehicles, radar units and many more worthwhile projects that have funneled into the Town of Derry by the Committee.

The Committee meets every third Thursday of the month at 9:00 am at the Derry Municipal Center on the 2<sup>nd</sup> floor, Room 207. The public is welcome to attend any meeting. All safety requests must be submitted in writing and forms may be obtained at the Derry Municipal Center.

The Committee is comprised of Citizens and Department Heads. The members are Derry Police Chief, Edward Garone; Derry Fire Chief, George Klauber; Department of Public Works, Alan Cote, Supt. of Operations; and School Department, Jane Simard. Appointees are: Tom Caron, Chairperson; Randall Chase, Donald Burgess, Mike Houghton, Walter Deyo, Scott Savard and Sharon Jensen as our Recording Clerk.

This past year, we reviewed 24 cases having to do with Highway Safety. These issues ranged from the request of signage at certain intersections, crosswalk locations, and review of several building projects to assure public highway safety. Citizens frequently appeared to voice their concerns regarding speed of vehicle, street lighting requests and signage having to do with curves in the road and other conditions which they felt the public should be aware of and alerted to.

I wish to thank all the departments for their assistance this past year. We are looking forward to working with you again next year.

Respectfully submitted,

*TOM CARON*

Tom Caron, Chairman  
Highway Safety Committee

## DERRY HOUSING AND REDEVELOPMENT AUTHORITY

I am pleased to submit the 2014 Annual Report for the Derry Housing and Redevelopment Authority (DHRA). The DHRA currently administers 108 Section 8 Housing Choice Vouchers and owns 27 units of housing for low-income, elderly and disabled residents in Derry. Presently, the DHRA's waiting list for housing assistance contains 226 applicants. A person applying today for a Housing Choice Voucher can expect to wait approximately four years for assistance. Through the first eight months of 2014, the DHRA has accepted 61 applications while turning over only five vouchers.

The DHRA is governed by a five member Board of Commissioners. Led by Chairman J.L. Sweeney, the Board is comprised of Tom Hosey, Christopher Williams, Kristi Bailargeon and Janis Del Pozzo. Former Commissioner Fred Tompkins did not request re-appointment after 10 years on the Board. His wisdom, knowledge and support will be missed and the DHRA staff is grateful for his dedication and support.

The 2013 fiscal year audit was conducted and the final report indicated no findings or compliance issues. Overall, the DHRA realized a loss of \$23,849 (before depreciation) for the 2013 fiscal year ending December 31.

2014 is proving to be a challenging year for all housing authorities. Due to sequestration in Washington, D.C., many federal programs are being seriously under-funded. This problem has trickled down to the DHRA. We are currently receiving only 79 percent of our eligible Administrative Fee money. These funds are used by the Agency to pay our bills and maintain the program. As a result, the DHRA has needed to postpone some needed repairs and upgrades to our properties as well as cutting back on other expenses. In addition, HUD has also recaptured operating reserves that the DHRA had on hand due to its tight fiscal policies. The Fair Market rents for the Town have decreased for the second consecutive year making it harder for program participants to find housing. Several large apartment complexes in Town no longer accept our clients. As always, we hope that the coming year sees some positive changes to the housing environment for our clients.

It is important to note that in addition to the services provided to low-income residents of Derry, the DHRA plays a role in the economics of the town as well. In 2013, the DHRA made a total of \$714,461 in rental assistance payments to local landlords. Over the past four years, the DHRA has paid almost four million dollars in rental assistance to Derry landlords.

During the past year, both the Center for Life Management in Derry and Rockingham Community Action have continued in their collaborative efforts with the DHRA. The DHRA is now conducting all Housing Quality Standard inspections for the two organizations in relation to their own housing assistance programs.

We look forward to working in the coming year with the Town and other local agencies to continue to provide decent, safe and sanitary housing for low-income residents of the Town of Derry.

Respectfully submitted,

*Robert G. Fleig, PHM*

Robert G. Fleig, PHM

Executive Director

## DERRY PLANNING BOARD

Fiscal Year 2014 was another year of ramped up activity for the Derry Planning Board. The number of applications reviewed by the Board was consistent with those reviewed in the last several years. The Planning Board reviewed six subdivision applications resulting in the creation of 28 new residential lots, four site plan applications, four lot line adjustments, one voluntary merger, and one conditional use permit to allow PSNH to improve the utility right way. The Board also recommended approval of a new town road, along with several architectural reviews. In addition, the Board extended seven conditional approvals, attended five site walks, reviewed a waiver request, and held several joint workshops with the Derry Town Council to plan the direction of the future development of the Town. For the calendar year 2014, the Board has been informed of 24 Change in Use applications, which are businesses moving into existing storefronts in Derry; 2013 saw a total of 43 Changes in Use. As of the writing of this report at the end of September, the Planning Board has held 18 meetings since the last report. Please refer to the report of the Planning Department for additional details.

The Planning Board also held fifteen workshops this year. Topics of discussion included another look at the existing Livestock Ordinance, discussion of mixed use developments along Route 28 South, rezoning of several properties to General Commercial, the height requirements in the Central Business District, and multifamily developments in the MHDR zone. The Board continued its public hearings on the Sign Regulations which were approved by the Town Council. The Board held two public hearings on the sign revisions and two public hearings on the changes to the Fire Protection requirements in the Land Development Control Regulations. Submittal requirements to the Planning Board were also revised, and the Board held its first public hearing on proposed zoning changes to the Route 28 south area, where the Board is considering the creation of a new General Commercial IV zone, which will enhance the uses allowed in an area where the town has expended considerable funds on infrastructure upgrades. Future workshop topics include permitted uses, height of buildings, parking and buffer restrictions in the Central Business District, a look at multifamily use in the MHDR, and a continued look at potential changes to zoning definitions, zone designations, and citizen rezoning requests. The all-volunteer Board does its best to recommend zoning changes and approve plans that are in the best interests of all the citizens of the Town of Derry. While not all decisions are universally popular, the Board makes its decisions based on the facts presented, operating under the rules of the State of New Hampshire.

Notable this year is the approval of the proposed façade changes to Ocean State Job Lot where the retail chain has signed Monkey Sports and ALDI supermarkets as tenants. Both new retail tenants look forward to opening their doors for the holiday shopping season.

In closing, I would like to thank the board members who volunteer their time in service to the Town, the Acting Town Administrator, other Town Boards and Commissions, and Town department staff, particularly in the Planning, Public Works, Fire, Police and IT/GIS Departments, who provide the board with valued support and technical assistance.

Respectfully submitted,

*David Granese*

David Granese

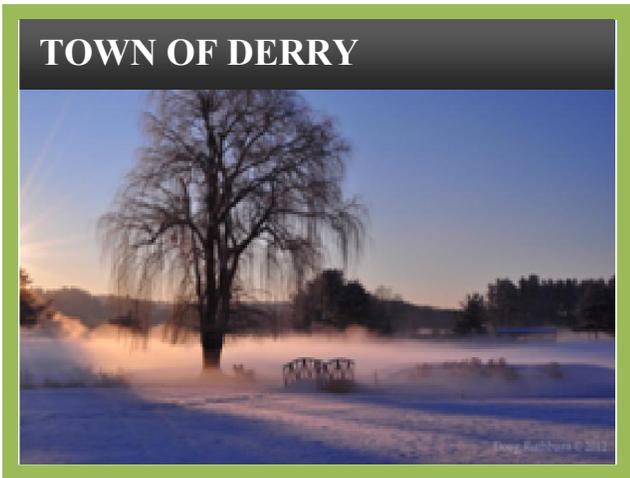
Chair, Derry Planning Board

# 2013 Report of the Southern New Hampshire Planning Commission



The Southern New Hampshire Planning Commission has a wide range of services and resources available to help dues-paying members deal with a variety of municipal issues. Technical assistance is provided by a professional staff whose expertise is, when necessary, supplemented by consultants selected for their specialized skills or services. Each year, with the approval of appointed representatives, the Commission’s staff designs and carries out programs of area-wide significance mandated by New Hampshire and federal laws or regulations, as well as local projects which pertain more exclusively to a specific community.

Technical assistance is provided in a professional and timely manner by staff at the request of the



Planning Board and/or Board of Selectmen. The Commission conducts planning studies and carries out projects of common interest and benefit to all member communities; keeps officials apprised of changes in planning and land use regulation; and in conjunction with the New Hampshire Municipal Association, offers annual training workshops for Planning Board and Zoning Board members.

Services performed for the Town of Derry during the past year are as follows. Hours listed represent work

for the Town only; in projects involving multiple municipalities the total hours spent by SNHPC staff is higher. For example, 2,364 hours were spent by SNHPC staff working on the Granite State Future project for the fourteen municipalities in the region; equally dividing the total hours results in 169 hours of benefits that can be attributed to the Town.

No.	Hours	Project Description
1.	169	 <p>Currently updating the SNHPC Regional Comprehensive Plan as part of a Statewide initiative to develop a vision and determine how SNHPC should plan for the future. The SNHPC Granite State Future program is referred to as <i>Moving Southern New Hampshire Forward</i> and involved facilitation of both statewide and regional public visioning workshops and public outreach events to obtain public input and participation to shape the vision and plan that is developed for the region and the State. A regional Advisory Committee is leading the <i>Moving Southern New Hampshire Forward program</i> and consists of local community organizations and private institutions, as well as municipal representatives to guide the development and drafting of the regional plan;</p>

2.	92	Facilitated and drafted the updated Hazard Mitigation Plan per FEMA plan update requirements;
3.	86	Provided staff support to Robert Frost/Old Stagecoach Scenic Byway, including meeting preparation, mapping (with assistance from GIS staff) and ongoing compilation/production of Corridor Management Plan;
4.	53	<p>Conducted surveys and prepared broadband maps showing available broadband technologies and services existing in the region and within each municipality, including facilitating Advisory Committee meetings made up of representatives and Information Technology staff from each of the 14 municipalities in the region to identify goals, objectives and recommendations for inclusion in a broadband plan for the region. This project was funded through a grant awarded to the University of New Hampshire. GIS staff worked with a contact in each town to verify broadband service availability data, as well as continuously made updates to the Regional Community Anchor Institutions maps;</p> 
5.	29	Updated the regional ITS Architecture to fulfill Federal requirements. The update included refinements to the ITS needs and associated services, ITS inventory, functional requirements of the ITS subsystems, interface requirements and information exchanges, interagency agreements, ITS standards, and project sequence;
6.	28	Provided staff support and collected data for MTA/CART Connection Study;
7.	27	Updated the land use data using 2010 aerial imagery;
8.	21	Represented the interests of the Town on the CART Board of Directors and the CART Executive Committee;
9.	18	Completed a signal warrant study report for the intersection of N. High Street and Ash Street Extension;
10.	16	Reviewed and updated New Hampshire's federal functional classification and National Highway System (NHS), and adjusted or "smoothed" the Census 2010-established urban area boundaries;
11.	14	Analyzed NHDOT's crash database to identify high accident locations. A list of high accident locations for the community was prepared;
12.	14	Facilitated Advisory Committee meetings made up of representatives from each of the fourteen municipalities in the region to identify and develop mutually beneficial service models to share municipal resources and pursue group purchasing to save costs. This project was funded through a grant awarded by the NH Charitable Foundation;
13.	11	Conducted traffic counts at 11 locations including a location requested by the Town and forwarded completed counts to the Town;
14.	10	<p>Provided staff support to the Regional Trails Coordinating Council; provided meeting notes, finalized strategic plan, assisted with continued logo development/marketing;</p> 
15.	10	Represented the interests of the Town on the Region 9 Regional Coordination Council for the Statewide Coordination of Community Transportation Services Project;

16.	10	Assisted the Town in the development of projects for the FY 2015 – FY 2024 Ten Year Highway Plan including attending a meeting of the Planning Board;
17.	10	Compiled building permit data and certificate of occupancy permit records to record dwelling unit totals from all municipalities in the region and prepared a summary Land Use Report;
18.	7	Revised Developments of Regional Impact Review Guidelines for use by all communities in the region;
19.	6	Created interactive maps displaying traffic count locations and traffic volumes for Derry. Maps are now available on the SNHPC.org website;
20.	5	 Facilitated the Southern New Hampshire Region Community Preparedness Program and provided plan updates and public service announcements for member communities;
21.	4	Provided staff assistance to Statewide Coordinating Council for Community Transportation (SCC);
22.	4	Researched, provided education, and promoted the viability of a food hub within the greater Manchester area. Conducted this Food Shed Mapping Project with funding from the Hillsborough County Conservation District and in support with grant funds provided by Stoneyfield Farm. Mapping was completed on this project by GIS staff;
23.	3	Participated on two subcommittees of the NH BPTAC (Bike-Ped Transportation Advisory Committee) – Outreach/Marketing and Counting, formed in October;
24.	3	Updated base maps for Derry. Updates included using GPS for any new roads to add them to the base maps;
25.	2	Organized and facilitated several Municipal Planners’ Roundtable and Natural Resource Advisory Committee meetings for Planning Department staff and planning board members on a variety of planning topics both local and regional. These meetings were held on March 21, July 18, September 19 and December 19, 2013;
26.	2	 Reached out and extended assistance to the community in promoting regional economic development, including developing and presenting the new “ReadySetGo” certified site program to the Planning Board to promote economic growth and development within the community;

Derry's Representatives to the Commission

Frank Bartkiewicz  
Joseph Donahue  
John O'Connor  
Darrell Park

**Executive Committee Member:** Joseph Donahue



## ZONING BOARD OF ADJUSTMENT

Zoning Board of Adjustment is the judicial branch of our municipal government, commonly referred to as a Quasi-Judicial Board. The board, often laymen, are an appointed group of residents, established to hear testimony and balance the rights of property owners against the constructed ordinances of the community, keeping in mind the neighbors within the community as a whole.

Beyond just hearing requests for variances to the local ordinances, the ZBA also hears cases of special exceptions of which there are 3 variations and administrative appeals which can include challenges to the local code enforcement office.

Petitioners which come before the board may represent themselves or have an appointed engineer or land use attorney represent them. The regularly scheduled meetings for the ZBA are the first and third Thursday of every month at 7 p.m., provided that a request or application is filed and brought before the board. The board can be viewed on the public television network or the cases can be attended by the public in general.

The current members of the board are Lynn Perkins, Chairman; Allan Virr, Vice Chairman; Donald Burgess, Secretary; Theresa Hampton, Heather Evans. Alternates are Stephen Coppolo, Dana Naurez, Katherine Prudome O'Brien, with one more appointee not sworn in at this time.

In the fiscal year of 2013-2014, the board heard the following cases: variances 16, exceptions 2, rehearing requests 2, administrative appeals 3, and special exceptions 1.

I wish to compliment the staff within the Building Department - Mr. Robert Mackey, Code Enforcement officer and Mrs. Ginny Rioux, Clerk/and Recording Secretary to the board. Both have been of great assistance not only to the board in general but their input has helped myself navigate the waters as the new Chairman and to get up to speed with this position and the knowledge necessary to have a sound board.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Lynn A. Perkins", with a long horizontal flourish extending to the right.

Lynn Perkins, Chair  
Zoning Board of Adjustment

# NOTICE

If you own real estate lots that were involuntarily merged by municipal action, you may be able to have those lots restored to their pre-merger status.

Your property may qualify if two or more lots were merged for zoning, assessing, or taxation purposes and the merger occurred:

- During your ownership, without your consent; or
- Prior to your ownership, if no previous owner consented to the merger.

To restore your property to pre-merger status, you must:

- Make a request to the local governing body
- No later than December 31, 2016.

Once restored:

- Your properties will once again become separate lots; however, they must still conform to applicable land use ordinances. Restoration does not cure non-conformity.

*This notice must be:*

- *Posted continuously in a public place from January 1, 2012 until December 31, 2016, and*
- *Published in the 2011 through 2015 Annual Report.*

*Read the full statute at [RSA 674:39-aa Restoration of Involuntarily Merged Lots.](#)*