



# Hopkinton, NH Annual Report



**2013**

## **PUBLIC NOTICE**

### **Restoration of Involuntary Merged Lots**

**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 involuntarily 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 Involuntary Merged Lots](#).*

## **TOWN REPORT ACKNOWLEDGEMENTS**

**Front Cover:** Aerial photo of the Hopkinton Everett Dam courtesy of the Army Corps of Engineers

**Back Cover:** Hopkinton Village Greenway Trail Map courtesy of the Hopkinton Conservation Commission and the Open Space Committee

Individual reports are written by the Department Heads and the Committee and Board Chairs. The School District reports are prepared by school staff and elected officials. School Business Administrator Michelle Clark prepared the graphs for the school financial section and Town Administrator Neal Cass prepared the Town graphs and provided photos. The Town Report is assembled by Administrative Assessing Assistant Robin Buchanan.

Thank you to all who helped create this report!

# HOPKINTON ANNUAL REPORTS 2013

## Town of Hopkinton



## Hopkinton School District



*Above All, Care*

**Incorporated:** 1765

**Population:** 5,597 (EOP Estimate)

**Websites:** [www.hopkinton-nh.gov](http://www.hopkinton-nh.gov)

**Land Area:** 43.3 square miles

[hopkintonschools.org](http://hopkintonschools.org)



## Dedication

**Retired Fire Chief Robert C. (Bob) Houston**, who passed away on August 19, 2013 was a lifelong resident of Contoocook and graduated from Hopkinton High School. He owned Pine Lane Farm in the village of Contoocook where he ran a dairy farm earning numerous recognitions including the New England Green Pastures Award in 1992 and Dairy Farm of the Year. Bob was a lifelong steward of his family, his employees, and his agricultural land which is such a vital part of Contoocook.



Bob also served his town in many ways including being on the Zoning Board of Adjustment, the Economic Development Committee and on the Fire Department. He served as a volunteer firefighter for many years and served as Deputy Chief from 1968-1973 and Fire Chief from 1973-1979. In six years as Chief, Bob accomplished many things that served as the foundation for the department we have today.

As former Fire Chief Tom Krzyzaniak said, “Bob took the department from a bucket brigade type of department to a more modern day department.” Bob initiated, designed and oversaw the construction of the present fire station with the vision of constructing a second floor sometime in the future. Under his leadership, the certified firefighter program in Hopkinton was started by sending two people to the State sponsored training course. The two then trained others on the department. Training and safety of firefighters was always his highest priority. His safety consciousness carried over to his community and his family where he was known to give fire extinguishers to his children for Christmas.

Bob was instrumental in other changes in the department that improved service to the community. He instituted having Scott air packs on all vehicles. He established companies within the department that are responsible for specific duties at fires. He also originated the use of a Source Pumper which carried 2000 feet of 4-inch hose to supply water from ponds and brooks to fires in rural areas. The Fire Explorer Program began under Bob’s leadership. This is a program connected to Boy Scouts of America that specifically involves high school students learning about fire service and preparing them to be firefighters when they become 18 year old.

As a token of appreciation for years of service to a grateful town, this 2013 Annual Report is dedicated to Chief Robert C. (Bob) Houston.



## **In Memoriam**

### **Barbara J. Boatwright**

October 19, 1935 to January 14, 2014  
Instrumental in creation of Recreation Department  
Volunteer at the Town Clerk's office and at elections

### **Mary Ella Cluff**

April 7, 1923 to May 9, 2013  
Supervisor of the Checklist for 29 years

### **Richard Edward "Stretch" Kennedy**

May 25, 1933 to January 15, 2014  
Represented Hopkinton in State Legislature  
Served on Hopkinton/Webster Refuse Disposal Committee

### **Frederic C. Murphy**

February 6, 1941 to February 23, 2013  
Active with Fire Department  
Fire Chief for 5 years

### **Harold Perkins**

April 7, 1936 to August 23, 2013  
Served as a Zoning Board Member for many years

### **Woodbury C. Roberts**

July 2, 1920 to August 23, 2013  
Involved in numerous volunteer projects in Contoocook and Hopkinton

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# Highway Garage Rebuilt

During 2013 the Highway Garage was rebuilt after the devastating fire in the spring of 2012. Throughout this Town Report will be pictures of the construction process. The Town can be proud of a quality building that will serve the community well for year to come.



Town of Hopkinton, NH  
Department of Public Works

October 2012



The conceptual drawing of the proposed Highway Garage that was presented at Town Meeting in March 2013.



Ground Breaking Ceremonies included town officials, members of the building team and highway staff. (photo courtesy of Susan Lawless).

# Helpful Hopkinton Information



## How to Contact Town Officials

**Main Phone: (603) 746-3170 - Website: [www.hopkinton-nh.gov](http://www.hopkinton-nh.gov)**

**Facebook: <https://www.facebook.com/#!/HopkintonNH>**

### Administration/Assessing/Select Board

Neal Cass, Town Administrator  
Robin Buchanan, Admin. Assessing Assistant  
330 Main Street, Hopkinton, NH 03229  
Phone: (603) 746-3170 Fax: (603) 746-2952  
Hours: M-R 8:00 to 5:30, Friday 8:00 to noon  
Email: [selectmen@hopkinton-nh.gov](mailto:selectmen@hopkinton-nh.gov)

### Finance

Deb Gallant, Director  
330 Main Street, Hopkinton, NH 03229  
Phone: (603) 746-1081 Fax: (603) 746-2952  
Email: [finance@hopkinton-nh.gov](mailto:finance@hopkinton-nh.gov)

### Fire and Ambulance

Doug Mumford, Fire Chief  
9 Pine Street, Contoocook, NH 03229  
Emergencies: 911  
Non-Emergency: (603) 746-3181  
Fax: (603) 746-5134  
Email: [firechief@hopkinton-nh.gov](mailto:firechief@hopkinton-nh.gov)

### Health Department

Neal Cass, Health Officer  
330 Main Street, Hopkinton, NH 03229  
Phone: (603) 746-2892  
Email: [townadmin@hopkinton-nh.gov](mailto:townadmin@hopkinton-nh.gov)  
Hours: Call or email for appointment

### Human Services

Marilyn Ceriello Bresaw, Coordinator  
330 Main Street, Hopkinton, NH 03229  
Phone: (603) 746-5729 Fax: (603) 746-2952  
Email: [humanservices@hopkinton-nh.gov](mailto:humanservices@hopkinton-nh.gov)

### Library

Donna Dunlop, Director  
61 Houston Drive, Contoocook, NH 03229  
Phone: (603) 746-3663 Fax: (603) 746-6799  
Hours: T/W/R 10-8, F 10-5, Sat 10-3, Sun 1-5  
(Sep.-May)  
Email: [info@hopkintontownlibrary.org](mailto:info@hopkintontownlibrary.org)  
Web: [www.hopkintontownlibrary.org](http://www.hopkintontownlibrary.org)

### Planning and Zoning

Karen Robertson, Director  
330 Main Street, Hopkinton, NH 03229  
Phone: (603) 746-4487 Fax: (603) 746-2952  
Hours: M-R 8:00 to 5:30, Friday 8:00 to noon  
Email: [planzone@hopkinton-nh.gov](mailto:planzone@hopkinton-nh.gov)

### Police

Stephen Pecora, Chief of Police  
1696 Hopkinton Road, Hopkinton, NH 03229  
Emergencies: 911 Non-Emergency: (603) 746-5151  
24 Hour: (603) 746-4141 Fax: (603) 746-4166  
Email: [policeadmin@tds.net](mailto:policeadmin@tds.net)

### Public Works

John Thayer, Superintendent  
250 Public Works Road, Contoocook, NH 03229  
Phone: (603) 746-5118 Fax: (603) 746-2952  
Email: [highwaysup@hopkinton-nh.gov](mailto:highwaysup@hopkinton-nh.gov)

### Recreation Department

Jessica Bailey, Director  
Slusser Senior Center, 41 Houston Drive,  
Contoocook, NH 03229  
Phone: (603) 746-2915 Fax: (603) 746-2277  
Email: [recreation@hopkinton-nh.gov](mailto:recreation@hopkinton-nh.gov)

### Town Clerk/Tax Collector

Charles "Chuck" Gangel, Town Clerk/Tax Collector  
Bates Building, 846 Main Street, Contoocook  
Phone: (603) 746-3179, (603) 746-3180  
Fax: (603) 746-4011  
Hours: M-F 8:00 to 4:30  
Email: [ClerkCollector@hopkinton-nh.gov](mailto:ClerkCollector@hopkinton-nh.gov)

### Transfer Station

Jolene Cochrane, Supervisor  
491 East Penacook Rd., Contoocook, NH 03229  
Phone: (603) 746-3810 Fax: (603) 746-2952  
Hours: M/W/Sat 8-5, F 1-5  
Email: [waterworks@tds.net](mailto:waterworks@tds.net)

### Wastewater Treatment Plant

Steve Clough, Asst. Supt. Waste  
210 Public Works Rd., Contoocook, NH 03229  
Phone: (603) 746-3389 Fax: (603) 746-2952  
Email: [waterworks@tds.net](mailto:waterworks@tds.net)

### Meeting Schedule

Listed here are the regular meeting times and places for the Boards, Committees and Commissions. All meetings are posted on the website ([www.hopkinton-nh.gov](http://www.hopkinton-nh.gov)) and at the Town Hall and the Bates Building. Please confirm specific meetings closer to the actual meeting day to assure that nothing has changed.

<b>Board, Committee, Commission</b>	<b>Meeting Day</b>	<b>Meeting Time</b>	<b>Meeting Location</b>
Budget Committee	2nd Wednesday Weekly during Budget Season	5:30 p.m.	Hopkinton Town Hall
Cemetery Trustees	1st Tuesday	9:00 a.m.	Hopkinton Town Hall
Conservation Commission	3rd Tuesday	7:30 p.m.	Harold Martin School
Economic Development Committee	3rd Wednesday	7:00 p.m.	Hopkinton Town Hall
Greener Hopkinton	3rd Thursday	7:00 p.m.	Slusser Senior Center
Hopkinton/Webster Refuse Disposal Committee	1st Thursday	7:00 p.m.	Alternating-Webster Town Hall & Slusser Senior Center
Human Services Advisory Committee	1st Tuesday	3:30 p.m.	Hopkinton Town Hall
Joint Loss Management (Safety) Committee	Quarterly on 3rd Thursday	9:00 a.m.	Rotating location
Library Trustees	3rd Tuesday	7:00 p.m.	Library History Room
Open Space Committee	2nd Wednesday	7:15 p.m.	Hopkinton Town Hall
Planning Board	2nd Tuesday	7:00 p.m.	Hopkinton Town Hall
Recreation Committee	Last Tuesday	6:30 p.m.	Slusser Senior Center
Recycling Committee	3rd Wednesday	6:30 p.m.	Library History Room
Road Committee	Last Tuesday	7:00 p.m.	Highway Garage
Select Board	Every other Monday	5:30 p.m.	Hopkinton Town Hall
Senior Recreation Council	3rd Monday	1:30 p.m.	Slusser Senior Center
Zoning Board of Adjustment	1st Tuesday	6:30 p.m.	Hopkinton Town Hall

<b>Locations:</b>
Harold Martin School - 271 Main Street, Hopkinton
Highway Garage - 250 Public Works Road (off Maple Street), Contoocook
Hopkinton Town Hall - 330 Main Street, Hopkinton
Library - 61 Houston Drive, Contoocook
Slusser Senior Center - 41 Houston Drive, Contoocook
Webster Town Hall - 945 Battle Street, Webster

## Tax Rate History

<b>Breakdown of Tax Rate</b>												
	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Town	4.54	4.44	4.19	4.57	4.33	4.04	4.45	5.08	5.05	5.06	5.10	5.10
Total School	20.65	17.98	16.74	16.85	14.86	14.81	15.30	18.75	18.95	19.60	20.29	20.97
County	2.40	2.14	2.00	2.19	1.86	2.20	2.44	3.00	2.72	2.88	2.80	2.67
<b>Total Rate</b>	<b>27.59</b>	<b>24.56</b>	<b>22.93</b>	<b>23.61</b>	<b>21.05</b>	<b>21.05</b>	<b>22.19</b>	<b>26.83</b>	<b>26.72</b>	<b>27.54</b>	<b>28.19</b>	<b>28.74</b>
<b>Hopkinton Village Precinct (HVP)</b>												
Breakdown	1.52	0.29	0.36	0.30	0.29	0.32	0.30	0.34	0.34	0.44	0.37	0.48
<b>Total Rate</b>	<b>29.11</b>	<b>24.85</b>	<b>23.29</b>	<b>23.91</b>	<b>21.34</b>	<b>21.37</b>	<b>22.49</b>	<b>27.17</b>	<b>27.06</b>	<b>27.98</b>	<b>28.56</b>	<b>29.22</b>
(Total HVP Rate is total of Town, School, and HVP)												
<b>Contoocook Village Precinct (CVP)</b>												
Breakdown	1.73	1.57	1.22	1.48	1.19	1.17	1.15	1.09	0.77	0.77	1.17	1.22
<b>Total Rate</b>	<b>29.32</b>	<b>26.13</b>	<b>24.15</b>	<b>25.09</b>	<b>22.24</b>	<b>22.22</b>	<b>23.34</b>	<b>27.92</b>	<b>27.49</b>	<b>28.31</b>	<b>29.36</b>	<b>29.96</b>
(Total CVP Rate is total of Town, School, and CVP)												
<b>Equalization Ratio - (assessment percentage based on fair market value using recent sales)</b>												
	<b>79.5%</b>	<b>88.8%</b>	<b>96.9%</b>	<b>88.6%</b>	<b>100.0%</b>	<b>101.2%</b>	<b>100.0%</b>	<b>96.3%</b>	<b>95.3%</b>	<b>100.0%</b>	<b>107.8%</b>	

## 2013 Tax Rate Comparison

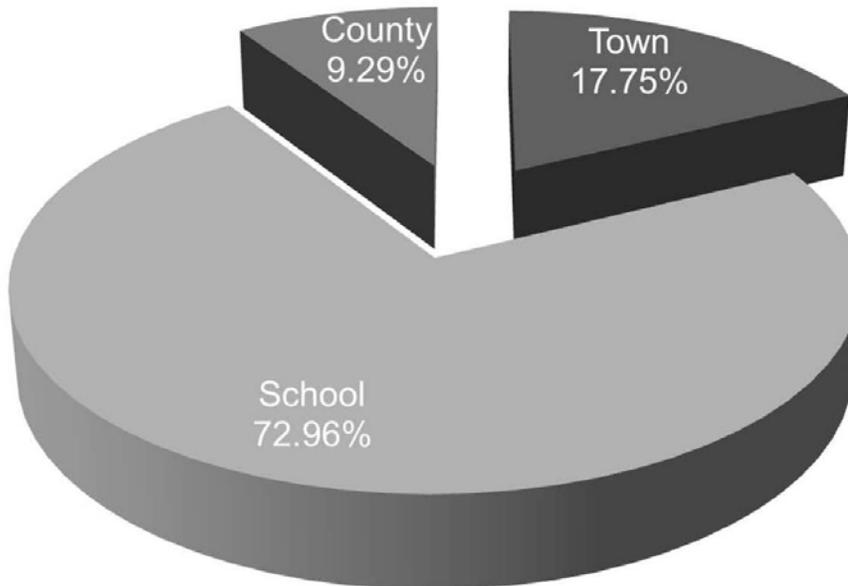
### TOWN OF HOPKINTON

	2012 Tax Rate	2013 Tax Rate	\$ Change	% Change
Town	5.10	5.10	-	0.00%
School	20.29	20.97	0.68	3.35%
County	2.80	2.67	(0.13)	-4.64%
<b>TOTALS</b>	<b>28.19</b>	<b>28.74</b>	<b>0.55</b>	<b>1.95%</b>

### VILLAGE PRECINCTS

	2012 Tax Rate	2013 Tax Rate	\$ Change	% Change
Contoocook	1.17	1.22	0.05	4.27%
Hopkinton	0.37	0.48	0.11	28.92%

**Town, School, & County Tax Rate for 2013 - \$28.74**



## 2013 Gross Appropriation Comparison

### TOWN OF HOPKINTON

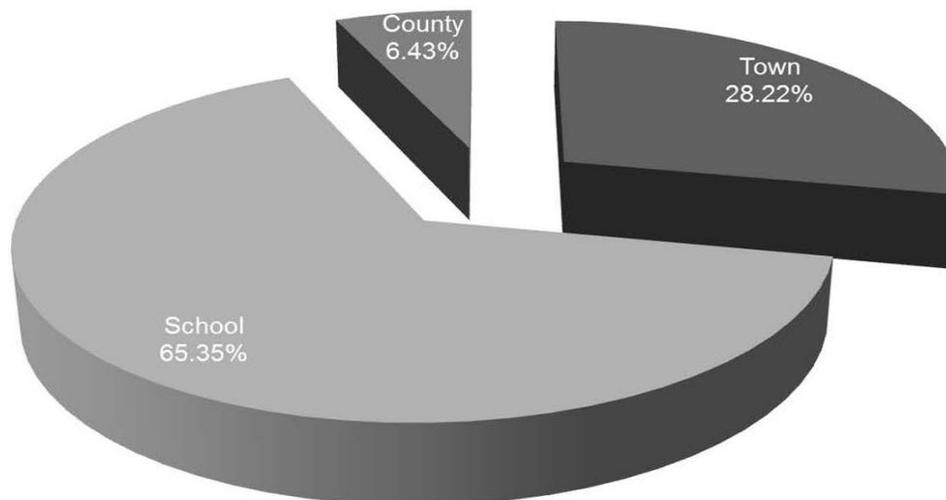
	2012 Gross Appropriation	2013 Gross Appropriation	\$ Change	% Change
Town	6,102,181	7,698,339	1,596,158	26.16%
School	17,302,668	17,828,494	525,826	3.04%
County	1,830,879	1,753,942	(76,937)	-4.20%
<b>TOTALS</b>	<b>25,235,728</b>	<b>27,280,775</b>	<b>2,045,047</b>	<b>8.10%</b>

NOTE: 2013 Town appropriation includes \$1,300,000 for Highway Garage.

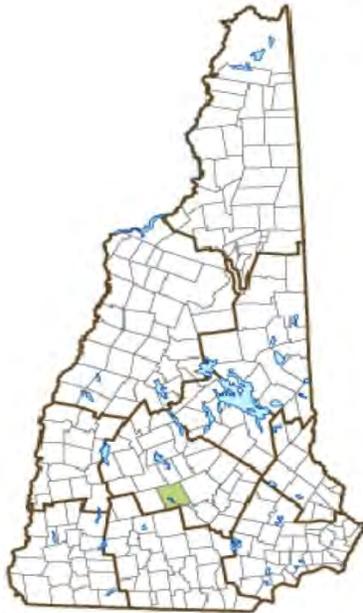
### VILLAGE PRECINCTS

	2012 Gross Appropriation	2013 Gross Appropriation	\$ Change	% Change
Contoocook	389,000	395,950	6,950	1.79%
Hopkinton	105,380	94,780	(10,600)	-10.06%

Town, School, & County Gross Appropriations for 2013



# NH Employment Security – Hopkinton Information



## Hopkinton, NH

Community Contact	<b>Town of Hopkinton</b> Neal A. Cass, Town Administrator 330 Main Street Hopkinton, NH 03229
Telephone	<b>(603) 746-3170</b>
Fax	<b>(603) 746-2952</b>
E-mail	<b>selectmen@hopkinton-nh.gov</b>
Web Site	<b>www.hopkinton-nh.gov</b>
Municipal Office Hours	<b>Monday through Thursday, 8 am - 5:30 pm; Friday, 8 am - 12 noon;</b> <b>Town Clerk, Tax Collector: Monday through Friday, 8 am - 4:30 pm</b>
County	<b>Merrimack</b>
Labor Market Area	<b>Concord NH Micro-NECTA</b>
Tourism Region	<b>Merrimack Valley</b>
Planning Commission	<b>Central NH Regional</b>
Regional Development	<b>Capital Regional Development Council</b>
Election Districts	
US Congress	<b>District 2</b>
Executive Council	<b>District 2</b>
State Senate	<b>District 15</b>
State Representative	<b>Merrimack County District 10</b>

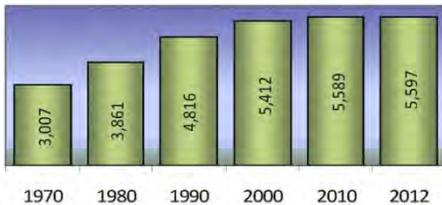
**Incorporated:** 1765

**Origin:** This area was first granted by the Massachusetts government in 1735 as New Hampshire Number 5, one in a line of settlements between the Merrimack and Connecticut Rivers. The settlers, who were from Hopkinton, Massachusetts, renamed the town New Hopkinton. The town was incorporated as Hopkinton by the New Hampshire governor and council in 1765. Setting the pattern for future towns, settlers were required to build homes, fence in their acreage, plant it with English grass, and provide a home for a minister, all within seven years. Contoocook village, a substantial portion of the town, was named for a tribe of Penacook Indians who once lived there, as was the Contoocook River which flows through the town.

**Villages and Place Names:** Contoocook, Hatfield Corner, Tyler, West Hopkinton, Barton's Corner, Drew Lake, Blackwater District, Gould Hill District

**Population, Year of the First Census Taken:** 1,715 residents in 1790

**Population Trends:** Population change for Hopkinton totaled 3,372 over 52 years, from 2,225 in 1960 to 5,597 in 2012. The largest decennial percent change was a 35 percent increase between 1960 and 1970, also, 28 and 25 percent increases, respectively over the next two decades. The 2012 Census estimate for Hopkinton was 5,597 residents, which ranked 59th among New Hampshire's incorporated cities and towns.



**Population Density and Land Area, 2010 (US Census Bureau):** 128.9 persons per square mile of land area. Hopkinton contains 43.4 square miles of land area and 1.8 square miles of inland water area.



Economic & Labor Market Information Bureau, NH Employment Security, October 2013. Community Response Received **5/13/2013**

All information regarding the communities is from sources deemed reliable and is submitted subject to errors, omissions, modifications, and withdrawals without notice. No warranty or representation is made as to the accuracy of the information contained herein. Specific questions regarding individual cities and towns should be directed to the community contact.

<b>MUNICIPAL SERVICES</b>	
Type of Government	Selectmen
Budget: Municipal Appropriations, 2013	\$7,698,339
Budget: School Appropriations, 2013-2014	\$17,828,495
Zoning Ordinance	1964/12
Master Plan	2002
Capital Improvement Plan	Yes
Industrial Plans Reviewed By	Planning Board
Boards and Commissions	
Elected:	Selectmen; Library; Cemetery; School; Budget
Appointed:	Planning; Conservation; Zoning; Recycling; Recreation; Economic Development
Public Library	Hopkinton Town
<b>EMERGENCY SERVICES</b>	
Police Department	Full-time
Fire Department	Full-time
Emergency Medical Service	Full-time
Nearest Hospital(s)	Distance Staffed Beds
Concord Hospital, Concord	6 miles 237
<b>UTILITIES</b>	
Electric Supplier	PSNH; Concord Electric
Natural Gas Supplier	None
Water Supplier	Contoocook/Hopkinton Village Precinct
Sanitation	Municipal
Municipal Wastewater Treatment Plant	Yes
Solid Waste Disposal	
Curbside Trash Pickup	Private
Pay-As-You-Throw Program	Yes
Recycling Program	Voluntary
Telephone Company	Fairpoint; TDS Telecom
Cellular Telephone Access	Yes
Cable Television Access	Yes
Public Access Television Station	No
High Speed Internet Service:	Business Yes
	Residential Yes
<b>PROPERTY TAXES</b> (NH Dept. of Revenue Administration)	
2012 Total Tax Rate (per \$1000 of value)	\$28.19
2012 Equalization Ratio	107.8
2012 Full Value Tax Rate (per \$1000 of value)	\$30.47
2012 Percent of Local Assessed Valuation by Property Type	
Residential Land and Buildings	88.8%
Commercial Land and Buildings	7.4%
Public Utilities, Current Use, and Other	3.8%
<b>HOUSING</b> (ACS 2007-2011)	
Total Housing Units	2,555
Single-Family Units, Detached or Attached	2,317
Units in Multiple-Family Structures:	
Two to Four Units in Structure	121
Five or More Units in Structure	36
Mobile Homes and Other Housing Units	81

<b>DEMOGRAPHICS</b> (US Census Bureau)		
Total Population	Community	County
2012	5,597	146,761
2010	5,589	146,445
2000	5,412	136,716
1990	4,816	120,618
1980	3,861	98,302
1970	3,007	80,925
<b>Demographics, American Community Survey (ACS) 2007-2011</b>		
Population by Gender		
Male	2,975	Female 2,647
Population by Age Group		
Under age 5		223
Age 5 to 19		864
Age 20 to 34		511
Age 35 to 54		1,647
Age 55 to 64		1,188
Age 65 and over		1,189
Median Age		49.8 years
Educational Attainment, population 25 years and over		
High school graduate or higher		97.4%
Bachelor's degree or higher		52.9%
<b>INCOME, INFLATION ADJUSTED \$</b> (ACS 2007-2011)		
Per capita income		\$44,091
Median 4-person family income		\$88,884
Median household income		\$84,042
Median Earnings, full-time, year-round workers		
Male		\$62,935
Female		\$46,261
Families below the poverty level		2.1%
<b>LABOR FORCE</b> (NHES - ELMII)		
Annual Average	2002	2012
Civilian labor force	2,989	2,982
Employed	2,889	2,855
Unemployed	100	127
Unemployment rate	3.3%	4.3%
<b>EMPLOYMENT &amp; WAGES</b> (NHES - ELMII)		
Annual Average Covered Employment	2002	2012
Goods Producing Industries		
Average Employment	296	306
Average Weekly Wage	\$ 609	\$ 827
Service Providing Industries		
Average Employment	1,340	1,006
Average Weekly Wage	\$ 736	\$ 752
Total Private Industry		
Average Employment	1,636	1,312
Average Weekly Wage	\$ 713	\$ 769
Government (Federal, State, and Local)		
Average Employment	269	299
Average Weekly Wage	\$ 631	\$ 844
Total, Private Industry plus Government		
Average Employment	1,905	1,611
Average Weekly Wage	\$ 702	\$ 783
If "n" appears, data do not meet disclosure standards.		

**EDUCATION AND CHILD CARE**

Schools students attend: **Hopkinton operates grades K-12** District: **SAU 66**  
 Career Technology Center(s): **Concord Regional Technology Center** Region: **11**

Educational Facilities (includes Charter Schools)	Elementary	Middle/Junior High	High School	Private/Parochial
Number of Schools	<b>2</b>	<b>1</b>	<b>1</b>	<b>2</b>
Grade Levels	<b>P K 1-6</b>	<b>7-8</b>	<b>9-12</b>	<b>6-12</b>
Total Enrollment	<b>487</b>	<b>135</b>	<b>315</b>	<b>25</b>

Nearest Community College: **NHTI-Concord**  
 Nearest Colleges or Universities: **New England; Magdalen; UNH School of Law**

2012 NH Licensed Child Care Facilities (DHHS-Bureau of Child Care Licensing) Total Facilities: **4** Total Capacity: **95**

LARGEST BUSINESSES	PRODUCT/SERVICE	EMPLOYEES	ESTABLISHED
McLane's	NE distribution center	200	
Yankee Book Peddler	Wholesale book distributor	220	
Hopkinton School District	Education	160	
Milton CAT	Heavy machine equipment	65	
Camp Merrimack LLC.	Childrens' camp	60	
HMC Corporation	Sawmill machinery	48	

**TRANSPORTATION** (distances estimated from city/town hall)

Road Access	US Routes	<b>202</b>
	State Routes	<b>9, 103, 127</b>
Nearest Interstate, Exit		<b>I-89, Exits 4 - 6</b>
	Distance	<b>Local access</b>
Railroad		<b>No</b>
Public Transportation		<b>No</b>
Nearest Public Use Airport, General Aviation		
<b>Concord Municipal</b>	Runway	<b>6,005 ft. asphalt</b>
Lighted? <b>Yes</b>	Navigation Aids?	<b>Yes</b>
Nearest Airport with Scheduled Service		
<b>Manchester-Boston Regional</b>	Distance	<b>28 miles</b>
Number of Passenger Airlines Serving Airport		<b>4</b>
Driving distance to select cities:		
Manchester, NH		<b>22 miles</b>
Portland, Maine		<b>114 miles</b>
Boston, Mass.		<b>72 miles</b>
New York City, NY		<b>277 miles</b>
Montreal, Quebec		<b>237 miles</b>

**COMMUTING TO WORK** (ACS 2007-2011)

Workers 16 years and over	
Drove alone, car/truck/van	<b>84.3%</b>
Carpooled, car/truck/van	<b>5.4%</b>
Public transportation	<b>0.0%</b>
Walked	<b>2.3%</b>
Other means	<b>0.5%</b>
Worked at home	<b>7.6%</b>
Mean Travel Time to Work	<b>24.7 minutes</b>

**Percent of Working Residents: ACS 2007-2011**

Working in community of residence	<b>73.5</b>
Commuting to another NH community	<b>21.8</b>
Commuting out-of-state	<b>4.8</b>

**RECREATION, ATTRACTIONS, AND EVENTS**

<b>X</b>	Municipal Parks
	YMCA/YWCA
<b>X</b>	Boys Club/Girls Club
<b>X</b>	Golf Courses
	Swimming: Indoor Facility
	Swimming: Outdoor Facility
	Tennis Courts: Indoor Facility
<b>X</b>	Tennis Courts: Outdoor Facility
	Ice Skating Rink: Indoor Facility
	Bowling Facilities
<b>X</b>	Museums
	Cinemas
	Performing Arts Facilities
<b>X</b>	Tourist Attractions
<b>X</b>	Youth Organizations (i.e., Scouts, 4-H)
<b>X</b>	Youth Sports: Baseball
<b>X</b>	Youth Sports: Soccer
<b>X</b>	Youth Sports: Football
<b>X</b>	Youth Sports: Basketball
	Youth Sports: Hockey
<b>X</b>	Campgrounds
<b>X</b>	Fishing/Hunting
<b>X</b>	Boating/Marinas
<b>X</b>	Snowmobile Trails
	Bicycle Trails
<b>X</b>	Cross Country Skiing
<b>X</b>	Beach or Waterfront Recreation Area
<b>X</b>	Overnight or Day Camps

Nearest Ski Area(s): **Pat's Peak**

Other: **Covered Bridge; Hopkinton State Fair; Outdoor Ice Skating Rink; Elm Brook Park; Hawthorne Forest; John Brockway Nature Preserve; Farmer's Market; Myron Chase Wildlife Sanctuary; Stevens Trail; Beech Hill Farmstand & Ice Cream Barn; Contoocook River Forest**



Foundation is in.



Steel arrives.



Steel is erected to form the structure for the building.



The Frame going into place.



(Right)  
Siding is  
installed.

# Town Officials and Employees



## Elected Town Officials

### **SELECT BOARD:**

James O'Brien, Chair	Term Expires 2014
Sue B. Strickford	Term Expires 2014
George A. Langwasser, Vice Chair	Term Expires 2015
Sara Persechino	Term Expires 2016
Ken Traum	Term Expires 2016

### **BUDGET COMMITTEE:**

Michael Montore	Term Expires 2014
Terry Quinn	Term Expires 2014
David O'Keeffe	Term Expires 2015
Lance Whitehead (resigned 11/2013)	Term Expires 2015
Richard Horner	Term Expires 2016
Janet Krzyzaniak, Chair	Term Expires 2016
Ken Traum	For the Select Board
Thomas O'Donnell	For the Hopkinton Village Precinct
Donald Houston	For the Contoocook Village Precinct
David Luneau	For the School Board

### **CEMETERY TRUSTEES:**

Nancy Miner	Term Expires 2014
Donald Lane	Term Expires 2015
Christine Hamm	Term Expires 2016

### **LIBRARY TRUSTEES:**

Christine Hamm	Term Expires 2014
Elaine Loft	Term Expires 2014
Peter Gagnon	Term Expires 2015
Barry Needleman, Chair	Term Expires 2015
Nancy Skarmeas	Term Expires 2016

### **MODERATOR:**

Gary Richardson	Term Expires 2014
Bruce Ellsworth, Assistant	Appointed by the Moderator

### **SUPERVISORS OF THE CHECKLIST:**

Virginia Haines	Term Expires 2014
Carol McCann	Term Expires 2016
Jean Lightfoot	Term Expires 2018

### **TOWN CLERK/TAX COLLECTOR:**

Charles Gangel	Term Expires 2016
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**TREASURER:**

Bonita Cressy	Term Expires 2014
Nancy Remick, Deputy	Appointed

**TRUSTEES OF TRUST FUNDS:**

James Lewis	Term Expires 2014
Christine B. Hoyt	Term Expires 2015
Christine Barton	Term Expires 2016

**Appointed Town Officials****(Appointed by the Select Board unless otherwise noted)****CENTRAL NH REGIONAL PLANNING COMMISSION:**

Bethann McCarthy	Term Expires 2015
Timothy Britain, Alternate	

**CHIEF OF POLICE:** Stephen Pecora**CONSERVATION COMMISSION:**

Derek Owen, Chair (Resigned 8/2013)	
Douglas Giles (To fill Owen term)	Term Expires 2014
Cleve Kapala	Term Expires 2014
Erick Leadbeater	Term Expires 2015
Jed Merrow, Treasurer	Term Expires 2015
Leland Wilder, Chair	Term Expires 2015
Ronald Klemarczyk	Term Expires 2016
Robert Knight	Term Expires 2016
Alternates:	
Robert LaPree	Term Expires 2015
Bethann McCarthy	Term Expires 2016

**ECONOMIC DEVELOPMENT COMMITTEE:**

Cettie Connolly, Secretary	Term Expires 2014
Christopher Hodgdon	Term Expires 2014
Brian Lavoie	Term Expires 2014
Bruce Ellsworth	Term Expires 2015
Josh Katteff	Term Expires 2015
Darrah Madden	Term Expires 2015
Bryan L. Pellerin	Term Expires 2016

**EMERGENCY MANAGEMENT DIRECTOR:** Stephen Pecora**FINANCE DIRECTOR:** Deborah Gallant**FIRE CHIEF:** Douglas Mumford

**FOREST FIRE WARDEN (Recommended by Select Board-Appointed by State):** Sean Weldon

**DEPUTY FOREST FIRE WARDENS (Recommended by Forest Fire Warden):**

Christopher Boudette	Matthew Cox	Christopher Gow
Ryan Hughes	Kevin Culpon	Thatcher Plante
Sean Weldon	Douglas Mumford	Nate Martel
Jeff Yale		

**GREENER HOPKINTON COMMITTEE:**

Chris Aslin	Barbara Fales	Brenda Lewis
Nancy Jackson-Reno	Mary Leadbeater	Bethann McCarthy, Chair
Sharon Rivard	Sara Persechino, For the Select Board	

**HEALTH OFFICER:** Neal Cass

**HIGHWAY SUPERINTENDENT:** John Thayer

**HOPKINTON-WEBSTER REFUSE COMMITTEE:**

**Hopkinton Representatives:**

Richard Kennedy	Term Expires 2014
Rich Houston	Term Expires 2015
Arthur Cunningham	Term Expires 2016

**Webster Representatives:**

Barbara Corliss	Term Expires 2014
Sally Embley	Term Expires 2015
Ellen Kontinos-Cilley	Term Expires 2016
Mike Greenwood, Alternate	Term Expires 2014
Harold Janeway, Alternate	Term Expires 2015
David Klum, Alternate	Term Expires 2015
Steve Clough, Asst. Superintendent (ex-officio)	

**HUMAN SERVICES ADVISORY COMMITTEE:**

Judith Delisle	Term Expires 2014
Luciele Gaskill	Term Expires 2014
Jim Hersey	Term Expires 2015
Betsy Wilder	Term Expires 2015
Kevin Nichols	Term Expires 2016
Sue Strickford	Term Expires 2016

**HUMAN SERVICES COORDINATOR:** Marilyn Ceriello-Bresaw

**LIBRARY DIRECTOR:** Donna Dunlop

**OPEN SPACE COMMITTEE:**

Ronald Klemarczyk	Term Expires 2014
Robert LaPree	Term Expires 2014
Natalie Duval (resigned 11/2013)	Term Expires 2015
Lucia Kittredge	Term Expires 2015
Dijit Taylor, Chair	Term Expires 2016
Sara Persechino	For the Select Board

**PLANNING BOARD:**

Celeste Hemingson	Term Expires 2014
Jane Bradstreet	Term Expires 2015
Bruce Ellsworth, Chair	Term Expires 2015
Cettie Connolly	Term Expires 2015
Timothy Britain, Vice Chair	Term Expires 2016
Michael Wilkey	Term Expires 2016
George Langwasser	For the Select Board

## Alternates:

Vacant	Term Expires 2014
Richard Steele	Term Expires 2015
Vacant	Term Expires 2016

**PLANNING DIRECTOR:** Karen Robertson**RECREATION COMMITTEE:**

Shelley Crown	Term Expires 2014
Mark Newton	Term Expires 2014
Jane Wilson	Term Expires 2014
Vacant	Term Expires 2015
Jim Lewis	Term Expires 2015
Vernon Miller	Term Expires 2015
Louise Carr (resigned 1/2014)	
Vacant	Term Expires 2016
Ed Kerr, Chair	Term Expires 2016
Jim Martin	Term Expires 2016
Brian Morgan (resigned August, 2013)	High School Representative
Cait MacDonald (to replace Morgan)	High School Representative
James O'Brien	For the Select Board

**RECREATION DIRECTOR:** Jessica Bailey**RECYCLING COMMITTEE:**

Ginni Haines	Term Expires 2015
Mary Leadbeater	Term Expires 2015
Rosalie Smith	Term Expires 2016
AnnYonkers	Term Expires 2016
Sara Persechino	For the Select Board
Sally Embley	Webster Representative

**ROAD COMMITTEE:**

John Chandler	Term Expires 2014
Michael Coen	Term Expires 2014
Dave White	Term Expires 2014
Lester Cressy	Term Expires 2015
Kent Symonds	Term Expires 2016
John Thayer, Highway Superintendent (ex-officio)	

**SENIOR RECREATION COUNCIL:**

June Garvin	Term Expires 2014
Elaine Lambert	Term Expires 2014
Jon Hunt	Term Expires 2014
Judy Sanborn	Term Expires 2015
Joanne Woodward	Term Expires 2015
Marilyn Ceriello-Bresaw	Term Expires 2016
Gloria Symonds, Chair	Term Expires 2016

**SEWER COMMITTEE:**

Richard Drescher	Term Expires 2014
Stuart Nelson	Term Expires 2014
Lloyd Holmes	Term Expires 2015
Richard Strickford	Term Expires 2016
George Langwasser	For the Select Board
Steve Clough, Asst. Superintendent (ex-officio)	

**SURVEYORS OF WOOD AND TIMBER:** Ronald Klemarczyk

**TOWN ADMINISTRATOR:** Neal Cass

**REGIONAL PLANNING TRANSPORTATION ADVISORY COMMISSION (TAC):**

John Thayer	Term Expires 2014
Neal Cass	Alternate

**ZONING BOARD OF ADJUSTMENT:**

Toni Gray	Term Expires 2014
Charles Koontz	Term Expires 2014
Janet Krzyzaniak, Chair	Term Expires 2015
Harold Perkins (deceased 8/2013)	Term Expires 2015
Dan Rinden	Term Expires 2016

## Alternates:

David Brock	Term Expires 2014
Greg Mcleod	Term Expires 2015
Jessica Scheinman	Term Expires 2013

**HOPKINTON 250<sup>TH</sup> ANNIVERSARY CELEBRATION COMMITTEE**

Louise Carr	Donald K. Lane	Mark Newton
Sara Persechino, Chair	Chris Saunders	

**KIMBALL LAKE PROPERTY STUDY COMMITTEE**

Louise Carr	Ed Kerr	Chris Lawless, Chair
Heather Mitchell	Glenn Smart	Lee Wilder
Jessica Bailey, Recreation Director (ex-officio)		

**Town Employees****(FT- Full-time, PT-Part-time, PTS-Part-time Seasonal)****ADMINISTRATION**

Town Administrator (FT)	Neal Cass
Finance Director (FT)	Deborah Gallant
Planning Director (FT)	Karen Robertson
Admin. Assessing Asst.( FT)	Robin Buchanan
Asst. Town Clerk/Collector (FT)	Carol Harless
Asst. Town Clerk/Collector (FT)	Melissa Courser (Resigned 11/1/2013)
Asst. Town Clerk Collector (PT)	Kathryn Keith (Began 1/6/2014)
Finance Clerk (PT)	Bonnie Cressy
Code Enforcement Officer (PT)	John Pianka
Sexton (PTS)	Jerry Babson (Retired 11/30/2013)

**PUBLIC SAFETY – POLICE DEPARTMENT**

Police Chief (FT)	Stephen Pecora
Sergeant (FT)	William Simpson
Corporal (FT)	Robert Arseneault, Thomas J. Hennessey
Patrol Officer (FT)	Richard Montgomery, Brian O'Connor, Nicholas McNutt (Resigned 3/28/2013), James Huard (Began 7/1/2013)
Patrol Officer (PT)	Phillip Hill
Administrative Asst (PT)	Patricia Finnerty (Retired 9/27/2013), Melissa Courser (Began 11/4/2013)
Animal Control Officer (PT)	Doug Mumford (Resigned 3/31/2013, Nathaniel Martel (Began 5/6/2013)

**PUBLIC SAFETY – FIRE DEPARTMENT & AMBULANCE**

Fire Chief (FT)	Douglas Mumford
Deputy Chief (PT)	Jeffrey Yale
LT/Firefighter/Paramedic (FT)	Kevin Culpon, Ryan Hughes
Firefighter/Paramedic (FT)	Nathaniel Martel
Firefighter/EMT-I	Matthew Cox, Christopher Gow, Thatcher Plante

**HIGHWAYS AND BUILDINGS & GROUNDS**

Highway Superintendent(FT)	John Thayer
Asst. Supt.-Highways (FT)	Robert McCabe
Asst. Supt.-Bldg&Grnds. (FT)	Greg Roberts
Mechanic (FT)	Kent Barton

Highway Equip. Operator II (FT)	Daniel Blanchette, Brian Cayer, Michael Henley
Highway Equip. Operator I (FT)	Adam Pearson
B&G Equip. Operator I (FT)	Thomas John Geer, Garrett Hoyt
Custodian (PT)	Doris Cayer
B&G Equip. Operator I (PTS)	David Story
Highway Equip. Operator I (PTS)	John Poole

#### **SANITATION - WASTEWATER/MSW/TRANSFER STATION**

Environmental Sup.(FT)	Stephen Clough
MSW Facility Supervisor (FT)	Jolene Cochrane
MSW Facility Operator (FT)	Christina Crawford
MSW Facility Attendent (PT)	Joseph Crawford, Robert Davis, Harrison Harb, Tammy Junkins, Justin Robie (Resigned 8/17/2013), Cassie Crawford-Eckell (Began 8/26/2013)

#### **HEALTH/WELFARE**

Human Services Coordinator (FT)	Marilyn Ceriello-Bresaw
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#### **CULTURE AND RECREATION – RECREATION DEPARTMENT**

Recreation Director (FT)	Jessica Bailey
Recreation Clerk (PT)	Sara Darby
Recreation Program Asst. (PTS)	Paula Simpkins
Kimball Pond Staff (PTS)	Elisabeth Cairns, Tess Allen, Christopher Belanger, Maddy Cairns, Emma Donahue, Hannah Durant, Sarah Nadeau, Aiden O'Brien
Summer Camp Staff (PTS)	Cameron Givens, Callie Chase, Ian Hancock, Missy Long, Emily McCormack, Debra Pouliot, Rose Reinacher

#### **CULTURE AND RECREATION – LIBRARY**

Library Director (FT)	Donna Dunlop
Reference Librarian (FT)	Karen Dixon
Children's Librarian (PT)	Leigh Maynard
Reference Librarian (PT)	Elissa Barr, Charlotte DeBell, Emily Welsh
Circulation (PT)	Barbara Diaz, Laura MacKenzie, Nancy Raymond, Nancy Nobis (Resigned 8/16/2013)

# **Minutes of the 2013 Annual Town Meeting**



## **MINUTES OF THE ANNUAL TOWN MEETING – MARCH 16, 2013**

Moderator Gary Richardson called the Annual Meeting of the Town of Hopkinton to order on March 16, 2013 at 9:00 a.m. in the Hopkinton High School gymnasium. Kathy Donohoe led the National Anthem and Chief Steve Pecora led the Pledge of Allegiance. The town officials introduced were: Jim O'Brien, Chair Board of Selectmen, Bryan Pellerin, Selectman, Tom Congoran, Selectman, George Langwasser, Selectman, Denis Goddard, Selectman, Neal Cass, Town Administrator and Deborah Gallant, Finance Director. Chris Boldt was introduced as the town's legal counsel. The Moderator then introduced the Assistant Moderator Bruce Ellsworth and Chuck Gangel, Town Clerk/Tax Collector.

Selectman Jim O'Brien reflected on the challenges to the town in the past year: the microburst which caused much property damage, the highway garage which burned down, and most significantly the loss of Chief Schaefer. Mr. O'Brien thanked everyone from the Fire Department, from our neighboring communities and everybody here in town for the outpouring of support given to the Schaefer family and each other. He then recognized specifically Jeff Yale's service as Interim Fire Chief and our new Fire Chief Doug Mumford. Mr. O'Brien then thanked the following for their service to the town: Patricia Cass Smith, Karen Irwin, Bob Lapree, Sharon Baker, Jeff Eitrem and Timothy Carney. Also thanked for their service were outgoing Selectmen Denis Goddard, Bryan Pellerin and Tom Congoran. Mr. O'Brien gave special mention to Mr. Congoran and his wife, Mary, for their contributions such as the Contoocook Carry and Wood for Warmth Programs to the town.

Moderator Richardson reviewed the rules of the meeting and parliamentary procedures. He mentioned that someone can request a yes/no ballot on an article which requires five signatures, and should be requested when that article is reached during the meeting.

Moderator Richardson then announced the results of the March 12, 2013 election.

### **Select Board – One for 1 year**

\*- Sue B. Strickford - 885

### **Select Board – Two for 3 year term**

\*- Sara Persechino - 565

\*- Kenneth Traum - 505

Bryan Pellerin - 479

### **Town Clerk/Tax Collector – One for 3 year term**

\*- Charles (Chuck) Gangel - 668

David White - 299

### **Supervisor of the Checklist – One for 1 year**

\*- Ginni Haines - 95

### **Budget Committee – One for 2 year term**

\*-David O'Keeffe - 773

### **Budget Committee – Two for 3 year term**

\*- Janet Krzyzaniak - 696

\*- Richard Horner - 663

**Library Trustee – One for 3 year term**

\*- Nancy Skarmeas - 787

**Cemetery Trustee – One for 3 year term**

\*- Christine Hamm - 849

**Trustee of the Trust Funds – One for 3 year term**

\*- Christine Barton - 766

**Article 2:** The moderator recognized Selectman Langwasser for the purpose of moving Article 2, seconded by Selectman Congoran, to see if the Town will vote to raise and appropriate the sum of \$ 1,300,000 (gross budget) for the planning, design, construction and equipping of a new highway garage and to authorize the expenditure of \$769,434 of settlement proceeds from the total loss by fire of the highway garage and to authorize the issuance of not more than \$530,566 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33), as amended; to authorize the Board of Selectmen to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project and to comply with all laws applicable to said project; to authorize the Board of Selectmen to issue, negotiate, sell and deliver such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the Board of Selectmen to take any other action or to pass any other vote relative thereto.

The moderator opened the floor for discussion and amendment of Article 2.

Selectman Langwasser proceeded with a presentation of the proposed construction of a new highway garage. He stated that on June 26, 2012 fire destroyed the highway garage and was determined to be a total loss. Outlining the proposal, Selectman Langwasser described how the Board of Selectmen began the process of moving forward. He described the function of the Department of Public Works and what services it provides to the town. Pointed out was the need to house and maintain the vehicles which the DPW employs, so that they are protected, efficient, and safe for employees to operate and maintained so to enhance their life expectancy.

Mr. Langwasser then reviewed the history of the destroyed highway garage. Since being built in 1985 the town has added four trucks and now possesses twelve highway vehicles in all. The town's full-time mechanic also provides support for vehicles owned by other town departments. Building codes and standards have advanced since 1985, affecting costs of rebuilding a new garage. With up-to-date design the new building is anticipated to serve the town for fifty-plus years. The garage's design is meant to meet current needs to reduce financial impact on the town's voters. An open process was used to make the choice of Port One Architects and Jewett Construction. Once designed, with an open-book process, subcontracting was then put out to bid in the areas of electrical, heating, etc.

The warrant article covers the complete cost of the project. The settlement from LGC was \$769,434. The proposed bond note, at ten years, would have a proposed quoted rate of 2.25%, with no prepayment penalty. The bond will cost taxpayers \$0.10 per thousand beginning in 2014.

In summary, we are replacing the destroyed garage. The garage stores Highway Department vehicles and services thirty-six vehicles from all town departments, meeting today's needs without excessive space.

Moderator Richardson then explained that voting on the article will be by written yes/no ballot. There will be six ballot boxes available and the polls have to be open for an hour. Once everyone has voted who apparently wants to, other business will be addressed to avoid progress of the meeting.

Richard Kennedy then spoke in opposition to the article. His point was primarily of the opinion that the company offering the loss settlement used a corrupt process. Jeff Taylor stated opposition to dishonesty in state government yet was in favor of the proposal. Angela Lancaster questioned the roof design being flat. Town Administrator Neal Cass explained that the roof actually was designed with an appropriate pitch. Marcia Rasmussen noted major decisions being made by so few people, and spoke in opposition. Melissa Staples asked if plans were for present or future needs and how funding reflected it. Mr. Cass replied that as the building diagram indicated our equipment does take up the entire building. Merle Dustin questioned the orientation of the building, and Mr. Cass replied that the garage bay windows face due south as well as two rows of clear glass with translucent panels in the doors. Janet Krzyzaniak spoke for the building, recognizing the Selectmen's hard work, the value of the building versus cost, and the small proportional savings in eliminating bays from the design. Dick Drescher questioned all trucks being stored inside, especially since the destruction of the garage was due to a truck being parked next to it. Mary French recommended a "yes" vote. Ron Klemarczyk made note that the LGC is not a state agency which the Moderator confirmed. He also stated that inside storage of vehicles is an advantage for many reasons. Sue Strickford stated that she would vote in favor, pointing out the amount of work done on design, the need for inside storage and repair ability, and the difficulty in travelling to Warner for repairs. The need for a new building has existed since July and the town should give our workers consideration for a new facility. Kurt Shuster questioned whether the insurance money was considered to cover the new building, which was confirmed. Sandy Bender questioned whether the new building would have a fire alarm. Town Administrator Cass replied the building would have a fire alarm and sprinkler system.

Moderator Richardson then stated that the balloting would begin and that the polls would be open for one hour (noting the time being 10:00 a.m.) and that the meeting would resume as soon as most people have had the opportunity to vote.

**He also noted that the article required a two-thirds vote to pass. The vote will be by secret ballot using separate ballot boxes for this specific bond issue.**

**Registered voter total - 346 Yes - 298 No - 48**

**At the end of the required one hour period for ballot voting, the moderator declared the article adopted by the necessary two-thirds majority.**

**No motion was made to reconsider the vote on Article 2.**

**Article 3:** The moderator recognized Selectman Congoran for the purpose of moving Article 3, seconded by Selectman Langwasser, to see if the Town will vote to raise and appropriate the

Budget Committee's recommended amount of \$ 5,707,011 for general municipal operations. This article does not include special or individual articles addressed.

*(Majority vote required).*

Selectman Congoran presented an overview of the factors affecting the tax rate this year. First the major changes in the operating budget, second the warrant articles involved, third revenue and lastly use of the fund balance to set the tax rate. The major changes in the operating budget are an increase of about \$38,000 from the NH Retirement System, about 14% increase due to the change in percentage paid for all employees. This increase is only for the last six months of the year, so the balance shift at the state level will likely continue with the town and school both feeling the pressure. Expenditure has been increased for IT services from \$24,660 to \$37,100, primarily to replace town servers, computers and network operations. There is an increase of \$40,000 to cover an Employee Merit Pool, equivalent to 2% in wages, used for merit increases for employees. There is a \$5,000 police grant, offset by revenue, for a correction to how the grants are accounted for. An increase of \$325,000 was made for road maintenance in recognizing years of deferred maintenance. An increase was made due to last year's vote for a full time position for Human Service employment time, resulting in an increase to \$64,000 from last year's \$23,000. The total change from these areas was \$161,975. Viewing the operating budget summary, comparing to last year, in 2012 it was approved at \$5,574,223 with this year's proposed budget is at \$5,707,011, a change of \$132,788 or 2.3%.

Regarding the warrant articles, standard capital reserve fund changes were noted, minor in nature. Observing the need for shoring up the dam, Selectman Congoran stated that \$10,000 per year was being put away to get to the \$40,000 level needed to do the work on the Kimball Lake dam. \$25,000 has been added to continue the Fire Station study. Discontinuance of the Community Center capital reserve fund was decided due to a lack of need at this time. Lastly, the warrant article for the highway garage presents a need to fund it at \$1,300,000.

In summary the warrant articles in 2012 totalled \$527,958 and in 2013 \$1,991,328. Noted is that approximately \$1,300,000 of that total involves the highway garage.

In regard to revenues, Selectman Congoran stated that Chairman O'Brien has lobbied the state to put back in place the flood control funds the town has been missing over the years. Assurance has been given that for this year the increase in revenues will be from \$59,955 to \$199,326. Because of the obligations of reporting there will be an increase in revenues via the highway garage. Totalling the revenue summary, in 2012 it was \$2,622,332 and in 2013 estimated at \$4,128,374.

At the end of 2011 the town began with a fund balance of \$1,505,830. The Board of Selectmen's recommendation was made to use \$265,000 in 2012 with the town voting an additional \$150,000 to offset taxes at town meeting. During the year \$70,000 was used to replace a vehicle destroyed by the fire. During 2012 we had an addition to the fund balance of \$311,000 with a total estimated ending balance of \$1,341,830. In summary, in 2012 a total of \$3,335,849 was raised by taxes with an estimate of \$3,347,465 raised in 2013, a change of \$11,616, with the right decision thought to be to keep the tax rate flat.

**There was no further discussion or amendment.**

**The moderator called for a voice vote and declared the article adopted.**

**Article 4:** The moderator recognized Selectman Congoran for the purpose of moving Article 4, seconded by Selectman Langwasser, to see if the Town will vote to discontinue the Community Center Capital Reserve Fund created in 1999. Said funds, with accumulated interest to date of withdrawal, to be transferred to the Town's general fund.

*(Majority Vote Required).*

Janet Krzyzaniak spoke in opposition, requesting that the funds remain intact for availability. Arnold Coda noted a lack of overwhelming support for a community center and recommended passage of this article. Byron Carr stated that the funds should be used for the purpose established, and that a creative space could be a benefit to the town. Louise Carr also urged a vote against the article, noting that a discussion of the best use of the funds should be allowed. Marion Paxton supported the article, citing that the charge of the community center study committee was to evaluate the need for a community center. Research done did not find the need for a separate facility. Frank Davis spoke against the article, citing the length of time taken to raise the existing funds. Vernon Miller recommended leaving the money where it is. Kurt Shuster asked what would happen to the funds if being moved to the general fund. Selectman Goddard replied the money could be used to reduce the tax rate. Selectman Congoran stated that the next article would be intended to approve use of approximately \$140,000 to reduce bond debt and the remainder to reduce the tax rate this year. He further mentioned the original intended use of these funds and the subsequent change in character of the town and existence of resources such as the Slusser Center. Derek Owen recommended against the article, observing the need to preserve Town Hall. Michael Foley questioned potential use of the funds. Selectman O'Brien replied that the funds had a specific intended purpose and would have to be used for a community center.

**There was no further discussion or amendment.**

**The moderator called for a voice vote and declared the article adopted.**

**Article 5:** The moderator recognized Selectman Congoran for the purpose of moving Article 5, seconded by Selectman Langwasser, to see if the Town will vote to raise and appropriate the sum of one hundred forty thousand two hundred fifty dollars (\$140,250) to pay down existing debt.

*(Majority Vote Required).*

Marion Paxton moved to reconsider Article 4, seconded by Jeff Mirantz. Arnold Coda asked that the moderator explain the motion. The moderator explained that if the motion for reconsideration is defeated then the article cannot be brought up again at this meeting.

**The moderator called for a voice vote and declared the motion granted.**

Selectman Congoran explained that this article was conditional to the vote on Article 4, believing that the appropriate action would be to put the money into the general fund to either reduce the tax rate and/or reduce the debt. Dale Warner asked about the allocation of funds which the moderator explained was defined in the article. David Lancaster asked which debt would be paid down, which Town Administrator Cass explained would be used to pay down principal for the Ransmeier open space payments and length of time to pay it down. Bob Lapree asked about the

impact on tax rate, which Town Administrator Cass replied \$0.213. Selectman Congoran explained that in considering the amount involved the intention was to keep the tax rate flat.

**There was no further discussion or amendment.**

**The moderator called for a voice vote and declared the article adopted.**

**Article 6:** The moderator recognized Selectman Pellerin for the purpose of moving Article 6; seconded by Selectman Congoran to see if the Town will vote to raise and appropriate the sum of three hundred eighty-eight thousand (\$ 388,000) to be placed in previously established Capital Reserve Funds as follows:

<u>Capital Reserve Accounts</u>	<u>Amount</u>
Fire Department Vehicle and Equipment Acquisitions	\$ 70,000
New & Replacement Equipment & Vehicles for The Public Works and Highway Dept.	175,000
Replacement & Equipping of Ambulance	60,000
Police and Fire Radio and Related Equipment Replacement	5,000
Transfer Station Equipment & Facilities	27,000
Police Cruiser and Accessories Equipment	31,000
Library Replacement Building Systems	10,000
Renovations to the Town Hall	10,000
TOTAL	\$ 388,000

*(Majority vote required).*

**There was no further discussion or amendment.**

**The moderator called for a voice vote and declared the article adopted.**

**Article 7:** The moderator recognized Selectman Pellerin for the purpose of moving Article 7, seconded by Selectman Goddard to see if the Town will vote to raise and appropriate the sum of thirty-five thousand dollars (\$35,000) to be placed in previously established Expendable General Trust Funds as follows:

<u>Expendable General Trust Funds</u>	<u>Amount</u>
Town Facilities Maintenance	20,000
Recreational Facilities Maintenance	5,000
Hopkinton Library Technology Fund	5,000
Library Building Maintenance	5,000
TOTAL	\$ 35,000

*(Majority vote required).*

**There was no further discussion or amendment.**

**The moderator called for a voice vote and declared the article adopted.**

**Article 8:** The moderator recognized Selectman Pellerin for the purpose of moving Article 8, seconded by Selectman Congoran to see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of Dam Maintenance and Construction and to raise and appropriate the sum of ten thousand dollars (\$10,000) to be placed in this fund, and to appoint the Board of Selectmen as agents to expend from said fund.

*(Majority Vote Required).*

**There was no further discussion or amendment.**

**The moderator called for a voice vote and declared the article adopted.**

**Article 9:** The moderator recognized Selectman O'Brien for the purpose of moving Article 9, seconded by Selectman Langwasser to see if the Town will vote to change the purpose of the existing Sludge Removal Capital Reserve Fund to the Sewer System Equipment and Sludge Removal Capital Reserve Fund.

*(2/3 Vote Required).*

Selectman O'Brien explained that the reason for the article is to rename this fund so that expensive equipment could be serviced or replaced from this capital reserve fund rather than the operating budget.

**There was no further discussion or amendment.**

**The moderator called for a standing vote and declared the article adopted.**

**Article 10:** The moderator recognized Selectman Goddard for the purpose of moving Article 10, seconded by Selectman Pellerin to see if the Town will vote to raise and appropriate the sum of ninety-two thousand dollars (\$ 92,000) for the purpose of offsetting the cost of collection and disposal of residential solid waste and such other direct costs as budgeted annually and to authorize the withdrawal of this sum from the Pay by Bag Fund (Special Revenue Fund) established for this purpose at the 2010 Town Meeting to fund this appropriation. No funds to be raised by taxation.

*(Majority Vote Required).*

Selectman Goddard acknowledged that the pay by bag program has been a successful program since its introduction.

Janet Krzyzaniak moved for reconsideration of the vote on Article 12, seconded by Louise Carr.

**The moderator called for a voice vote and declared the motion granted.**

Dale Warner asked if the fund reflected the cost of \$29,000 for bags, reducing the total of \$92,000. Town Administrator Cass explained that the special reserve fund includes the money from the sale of bags. Thus, the money collected from last year totals \$92,000. In order for part of it to be used to pay for bags and part to offset transfer station expenses this meeting needs to approve the entire amount.

**Dale Warner made a motion to amend the article to the amount of \$63,000, seconded by Ed Kerr.**

Janet Krzyzaniak questioned whether, if the amount were changed, all the funds could be used from the special reserve fund. Town Administrator Cass confirmed that only the amount appropriated today could be used from the fund. David Lancaster asked where the money comes

from to pay for the bags. Town Administrator Cass explained that the money is collected in one year and then used to pay for bags in the following.

**The moderator called for a voice vote on the motion and declared the motion defeated.  
The moderator called for a voice vote and declared the article adopted.**

**Article 11:** The moderator recognized Ken Wilkens for the purpose of moving Article 11, seconded by Jeff Mirantz to see if the Town will vote to rescind Article 19 as amended that was approved at the March 2010 Hopkinton Town Meeting. Passage of this new 2013 Warrant Article will end the so called "Pay-by-Bag" trash disposal program in its entirety. Cancellation of "Pay-by-Bag" will become effective on April 20, 2013.

The moderator recognized that Ken Wilkens submitted a request for a written yes/no ballot, signed by more than five people, and clarified that there is no requirement to keep the polls open for an hour.

***(By Petition)***

***(Majority Vote Required).***

Janet Krzyzaniak asked if Mr. Wilkens would like to speak to the article. He chose not to yield to the question. She noted that she and her husband had actually started recycling because of the pay-by-bag program, and suggested a vote against the article. Bob Lapree stated his opposition to the article. Lois Mrozek asked about availability of recycling bags and Webster not participating. Selectman Goddard explained that Webster does not participate in the same program. Selectman Congoran stated that the town of Hopkinton has taken on the pay-by-bag program and is the right thing for our town, yet we cannot force the town of Webster to do the same. Frank Davis spoke in favor of the article. Marion Paxton also voiced approval of the article because of the ineffectiveness of the green bags, stating that it is a regressive form of taxation. Michelle Korbet asked about the legality of using a Webster dump sticker. Selectman Pellerin explained that there is a town ordinance against that practice. Richard Kennedy objected to the bags themselves and suggested a sticker would work as well. Erick Leadbeater suggested there was a problem with the extra refuse the town of Webster was able to dispose of as regular trash. Bethann McCarthy noted that the tonnage of the total waste has consistently gone down, rather than a leaflet which stated the opposite. Jane Schoch suggested that people should be responsible to recycle for future generations and that we should simply know how to do it.

**Winifred Langtry moved the question, seconded by Joab Owen.**

**The moderator declared that the question was moved.**

**Registered voter total - 355            Yes - 110            No - 179**

The moderator acknowledged a motion by Selectman Langwasser to take up Article 13 ahead of Article 12 so that we will know the results of Article 11 before we take up Article 12.

**Article 13:** The moderator recognized Selectman O'Brien for the purpose of moving Article 13, seconded by Selectman Goddard to see if the Town will vote to raise and appropriate the sum of twenty-five thousand dollars (\$25,000) for conceptual architecture and engineering for a new fire station with plans to be presented at the 2014 Town Meeting.  
*(Majority Vote Required).*

Selectman O'Brien first recognized Ann Wayland, who served on the Recreation Committee for six years. Also he recognized Jack Ward serving on Senior Recreation Council for the past two years.

The selectman noted that the study committee reported back to the selectmen that the existing fire station was inadequate at the current time. Reviewing options, discussed with the Fire Dept., committee and community members the result were two concepts in the future - to move the department to public-owned land on Public Works Drive with a newly built facility, or to expand the existing facility with a second floor and another bay. The main question is if the current facility could take the load of another story. The conceptual design would be the main question at this time, to see if it would meet the department's needs, considering the budget and cost.

**Bob Lapree moved to reconsider Article 11, seconded by Janet Krzyzaniak.**

**The moderator called for a voice vote and declared the motion to reconsider defeated.**

Merle Dustin stated that the approach from Maple Street would not be a good consideration for the town.

**The moderator called for a voice vote and declared the article adopted.**

**Article 12:** The moderator recognized Selectman Goddard, seconded by Selectman Congoran for the purpose of moving Article 13, seconded by Selectman Goddard to see if the Town will vote to continue the current price of the Pay-by-Bag bags as follows: 13 gallon bags - \$ 0.75 and 33 gallon bags - \$ 1.25  
*(Majority Vote Required).*

**There was no further discussion or amendment.**

**The moderator called for a voice vote and declared the article adopted.**

**Article 14:** The moderator recognized Selectman Langwasser, seconded by Selectman Goddard to see if the Town will vote to raise and appropriate the sum of one thousand seventy-eight dollars (\$ 1,078) for the purpose of offsetting operational and maintenance costs of the Slusser Senior Center and to authorize the withdrawal of this sum from the Senior Center Rental Fund (Special Revenue Fund) established for this purpose at the 2009 Town Meeting to fund this appropriation. No funds to be raised by taxation.  
*(Majority Vote Required).*

**There was no further discussion or amendment.**

**The moderator called for a voice vote and declared the article adopted.**

**Article 15:** The moderator recognized Selectman Pellerin to hear the reports of agents, officers and committees, heretofore chosen, to pass any vote relating thereto and to transact any other business that may legally come before said meeting.

David Lancaster acknowledged 355 register voters in attendance, with 4484 voters registered in Hopkinton, with 8% attending town meeting.

Arnold Coda suggested the antiquity of the auditor's report, citing the date being from December of 2011. His suggestion was to change the fiscal year from January through December to be from July through June. Selectman Pellerin stated that gathering data from other towns, looking at costs, that it could be on the agenda. Two items concerned Mr. Coda, indicating that not all the revenue from the school fund was recorded prior to year end. Also he pointed out, considering the treasurer's duties and bookkeeping that the treasurer also performed some of the bookkeeping tasks in the finance office. He noted the necessity for splitting duties between the treasurer and finance director.

Gary Rondeau asked about potential changes in the use of the transfer station and if the town would vote on such. Selectman O'Brien replied that any changes to the ordinances governing the transfer station would have to go through public hearings with appropriate abutter notification. Both the Board of Selectmen of Hopkinton and Webster would have to approve changes. Jeff Taylor urged that the Board of Selectmen should take the sense of the community before moving forward. Dick Schoch asked who requested the permit. Selectman O'Brien replied that the town is presently restricted from receiving waste from outside the towns of Hopkinton and Webster and at this time it was exploratory and not a definite either way. Selectman Langwasser stated that he would not be in favor of making a decision which might require a special town meeting. If it were approved and set in motion then it would be on the ballot for the next annual town meeting and dealt with that way, by the town. John Madden stated dissatisfaction with answers. He noted that to make the change to a regional facility should have required coming to the town before applying for the permit. Janet Krzyzaniak asked whether this subject resulted from a non-public meeting. Jim O'Brien stated that the conversation came up in discussion with the Webster Board of Selectmen. Gary Rondeau asked Selectman Langwasser if he did say that he would like to stop the permitting process until next year, who replied that he would let the permitting process go through, but before any change there should be a public hearing and then be addressed at the next annual meeting.

**At 12:15 p.m., George Langwasser moved to adjourn, which was seconded by Merle Dustin.**

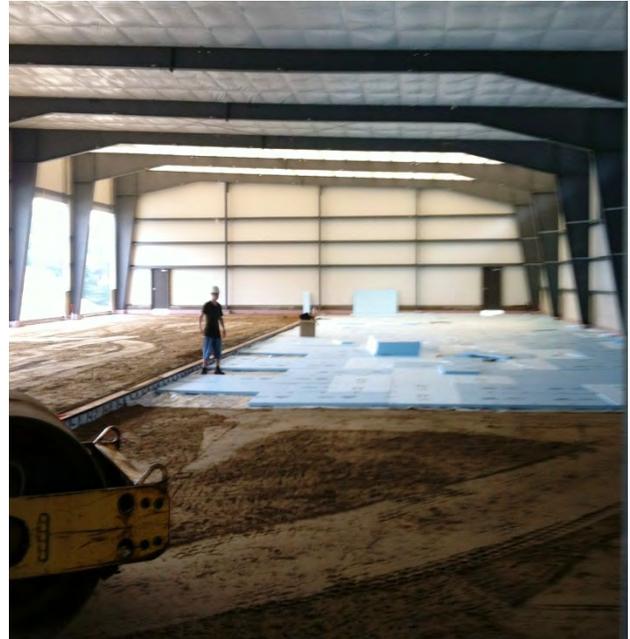
**The moderator called for a voice vote and declared the meeting adjourned.**

Respectfully submitted,

Charles F. Gangel,  
Town Clerk/Tax Collector



Pex tubing goes in for radiant floor heat in the office/break-room area.



Vapor barrier and insulation go down before the radiant heat tubing and concrete go in.



Concrete is poured and is curing.

# Administrative Reports



## Report of the Select Board

This past year has been one of transition for the Select Board as Tom Congoran, Denis Goddard and Bryan Pellerin left the Board in March and were replaced by Sara Persechino, Sue Strickford and Ken Traum. The transition didn't prevent the Board from moving forward and we wish to highlight a few notable issues.

In October the Highway Department moved into our new building on Public Works Road. Construction went well and the completed project is as presented to Town Meeting last year. The building will serve us for years to come and will add to the efficiencies of the department. A thank you goes to all who were involved in the construction and to the department for working under less than ideal condition for over a year.

Much of the fall was spent working on the budget that is being presented to you at Town Meeting. In September, Department Heads submitted budgets for what they need to effectively run their departments. The budgets presented on their own could be justified, but when added together, created a far too large impact on taxpayers. The Board painstakingly reviewed all expenditures prioritizing needs bringing the tax impact down to a 2.94% increase. After five years of essentially no increase in the Town portion of the tax rate, we found we could no longer responsibly hold the line. Know that we continually work for the Town to be sure you receive good value for what is spent.

The most significant item to be discussed at Town Meeting will be the modernization of the Contoocook Fire Station. Three years ago a committee was appointed to study the current station and they unanimously determined that the current "station is inadequate to meet today's requirement of a full time fire and emergency medical services facility." Funds were appropriated at the last two Town Meetings to hire an architect and to create a plan for the station. Much time has been put into the plan that we are bringing forward to Town Meeting this year. Providing an adequate station is our top priority. We encourage you to learn about the plan and support it at Town Meeting.

The Select Board would like to thank all the volunteers, town employees and residents who made 2013 a great year in Hopkinton. It is a privilege to have the opportunity to work alongside, and be part of, such a committed, caring community as ours.

Volunteerism continues to be the cornerstone of our community, with countless hours being dedicated to helping others and making our town a great place to live. From our schools to the senior center, and from the food bank to the Hopkinton Greenway (and in countless other places), we honor all those who are willing to give back with their time, energy and talents.

We all know that Hopkinton is extremely fortunate to have such dedicated and committed employees who work every day to deliver the high quality services that we have come to rely on. We are grateful for the high level of professionalism and performance that our town employees hold themselves to. We saw plenty of examples this year where town employees went above and beyond to keep us safe, provide needed support, and save taxpayer funds. Thank you.

Finally, the Board would like to thank you, and all the residents of Hopkinton, for making our town the special place that it is. A community is not only a collection of individuals working and living in the same geography, but community also means a feeling of fellowship with others, as a result of sharing common attitudes, interests, and goals. There is definitely a strong sense of community here in Hopkinton, shared by young and old, rich and poor – and everyone in between. It is the one constant theme that is referred to when you talk with people who have recently moved to town, as well as those who have spent their entire lives in Hopkinton.

Planning is well underway for celebration of the 250<sup>th</sup> anniversary of our town in 2015, and we hope that you will consider volunteering some time or will plan to attend one of the many special events that will take place throughout the year. While the 250<sup>th</sup> marker is a celebration of the Town's past, it is also an opportunity to look ahead to the future. We feel that the best is yet to come.

Respectfully submitted,  
Hopkinton Select Board

Jim O'Brien, Chair  
George Langwasser, Vice Chair  
Sue B. Strickford  
Sara Persechino  
Ken Traum



## Report of the Town Administrator

I find it hard to believe that I am preparing for my fifth Annual Meeting as your Town Administrator. I feel honored to serve you and want to update you on what has happened during this past year.

The primary role of the Town Administrator is to assure that the decisions of the Select Board are carried out, but it also includes the responsibility to give advice, ensure compliance with the law, coordinate departmental activities, provide staff supervision, oversee Town property, conduct research, submit reports and assure that the Town receives what it expects from contractors providing goods and services to the Town. This could not possibly be done without excellent department heads and staff members to assist in these tasks. The Town is fortunate to be so well served by its staff members. During this past year staff vacancies were filled by Doug Mumford and Thatcher Plante accepting new roles as the Fire Chief and full-time Firefighter/EMT respectively, and James Huard joined our staff as a Patrol Officer.

In the spring we began the process of updating the Town Hall by renovating one office including removing the paneling from the 1970s. The process will continue each year as funds allow with a plan to update the bathrooms making them handicap accessible. The building is a historical treasure and we strive to honor its past and make it a practical place to work. In the fall we celebrated the opening of the new highway garage with a well-attended open house. Construction of this building went very well and I am very pleased with the work done by Jewett Construction. A group has been formed and funds allocated to refurbish Spirit Skateboard Park which has been closed because it is not safe. We are hopeful it will re-open in the spring. The Select Board appointed a committee to review the use and needs of the property where Kimball Cabins are located. Again because of safety concerns, the cabins have been closed. The committee has worked hard and should have a final report this spring. While the cabins are closed, the property is still a great place to visit and use as trailhead parking for the new Hopkinton Village Greenway Trail.

Striving to provide information to residents and provide more convenient access to services we have or are in the process of improving our use of technology. We have an official Facebook page to keep you better informed. Check it out at <https://www.facebook.com/#!/HopkintonNH>. You can now sign up and pay for Recreation Department programs on-line. This service has been added and is working well. We are also in the process of adding the ability to register your car, register your dog, and pay your property taxes on line. All these services can be accessed through the town website at [www.hopkinton-nh.gov](http://www.hopkinton-nh.gov).

Other things worth noting from the past year include the Select Board's decision to change property liability insurance carriers away from the Local Government Center and obtaining our electricity from a carrier other than PSNH, both saving the Town money. We successfully held a clinic serving over 1,000 people at the high school because of a potential Hepatitis A concern. Our Emergency Management Director Steve Pecora's work is greatly appreciated in coordinating this event with the outside agencies running the clinic.

2014 is what we call a “Reval” year in assessing terms. Over the last four years our contracted assessor has reviewed properties in town to assure that the attributes of the property are correct. This year, all the tables used to determine the assessed value will be updated based on sale prices over the past year. Each property will be given a new value; you will receive in the mail this new value and be given an opportunity to meet with the assessors prior to the values being finalized. The fall tax bill will reflect the new value.

At Town Meeting you will be asked to support the modernization of the Contoocook Fire Station. Please take the time to attend the hearing and even tour the current station. Learn about the inadequacies and the proposed solutions. Then, attend Town Meeting and take part in the discussion and vote.

The unique collaborative relationship between the School District and Town continues and serves residents well. We once again joined together for a staff appreciation cookout in August and the Select and School Boards joined together to do the Senior Luncheon Cookout. We collaborated on a long list of items. Thank you to our colleagues at the School District for their continued support and collaboration.

I look forward to the year ahead and all that we can accomplish working together in community.

Respectfully submitted,



Neal A. Cass, Town Administrator





Doors for the bays are installed. They are made up of four rows of glass to allow as much light as possible to come into the building. The other panels have an extra thick foam core insulation inside them.

The doors are all installed and the bollards are in place between the doors. These are steel columns with cement inside used to protect the building. Before the project is complete, the bollards will be put in yellow sleeves.



# **Department, Board, Committee and Supported Organization Reports**



## Report of the Budget Committee

The purpose of the Budget Committee is “to assist voters in the prudent appropriation of public funds” (RSA32.1). Throughout the year, the committee works toward producing its ultimate assignment: the budgets presented to voters at the March Annual Meetings.

The budget process is dynamic and comprised of many steps. At monthly meetings (2<sup>nd</sup> Wednesday, 5:30 p.m., Town Hall) four governing bodies provide periodic financial data to the budget committee, keeping its members current as to actual expenditures and revenues as well as anticipated activity. As the ‘budget season’ ensues, department heads and administration submit estimated expenses and receipts to their respective governing body which, after multiple reviews and evaluations, create their budget recommendations.

In Hopkinton, the four governing bodies, all advocates of their budgets are: the School Board, Select Board, Contoocook Precinct Commissioners and Hopkinton Precinct Commissioners. Beginning in November, each of these governing bodies presents its proposed budget along with relevant detail to the Budget Committee.

The Budget Committee reviews all proposed budgets, analyzes the requests as a whole and balances these requests against a manageable tax load. The committee determines budgets to be presented to the voters.

However, prior to annual meetings, the Budget Committee holds a public hearing. At this event, the Committee’s proposed budgets are reviewed and there is time for comments and questions from the public. After the public hearing, cognizant of public comments expressed, the Budget Committee conducts deliberative sessions during which it completes its budget recommendations.

The budgets presented in the warrant articles and voted on at Town, School and Precinct Annual Meetings are the Budget Committee’s recommendations. After careful review the Budget Committee is recommending all the budgets as they were presented by the governing bodies.

The Budget Committee is putting forward its recommended budgets, and now it is up to you, Hopkinton voters, sitting as the town’s legislative body, to decide on and approve budgets.

We encourage each of you to participate in public hearings as well as the School, Town and Precinct Meetings.

Hopkinton Budget Committee

Janet Krzyzaniak, Chair	David O’Keeffe, Vice Chair	Michael Montore
Terry Quinn	Richard Horner	
Donald Houston, For the Contoocook Village Precinct		
David Luneau, For the School Board		
Thomas O’Donnell, For the Hopkinton Village Precinct		
Ken Traum, For the Select Board		

## Report of the Capital Area Fire Compact

The 2013 annual report is prepared for the Board of Directors of the Capital Area Mutual Aid Fire Compact as a summary of general activities and events occurring through December 31, 2013. It is also forwarded to the Town offices of the Compact's member communities for information and distribution as desired.

We are pleased to announce the addition of Hillsboro Fire-Rescue led by Chief Kenny Stafford to our system in mid-year 2013. Hillsboro also provides all fire and EMS services to the Town of Windsor increasing to twenty two the number of communities being dispatched and protected by our mutual aid services. Fire and Emergency Medical dispatched calls totaled 20,809 in 2013, an increase of 3.9% from the previous year. The detailed activity report by town/agency is attached.

The 2013 Compact operating budget was \$ 1,076,600. Funding of all Compact operations is provided by the member communities. We continue to apply for federal Grant Funds when available and were able to use grant funds for upgrades to our computer dispatch system and other equipment. We have requested grant funding to continue our redundancy capability with the Lakes Region Mutual Fire Aid dispatch operations.

The Chief Coordinator responded to 160 incidents throughout the system in 2013, and provided command post assistance on those mutual aid incidents. He also aids all departments with response planning, updating addressing information, and represents the Compact with several organizations related to public safety.

Compact officers serving in 2013 were:

President, Chief Ray Fisher, Boscawen  
Vice President, Chief Jon Wiggin, Dunbarton  
Secretary, Chief Alan Quimby, Chichester  
Treasurer, Chief Daniel Andrus, Concord

Several towns in our system appointed new fire chiefs in 2013. We welcome Allenstown Chief Dana Pendergast, Deering Chief James Tramontozzi, Hopkinton Chief Douglas Mumford, Loudon Chief Richard "Rick" Wright, Pittsfield Chief Robert Martin, Salisbury Chief William MacDuffie Jr., and Webster Chief Robert Wolinski. We look forward to working with them.

The Training Committee chaired by Assistant Chief Dick Pistey, with member Chiefs Keith Gilbert, Peter Angwin, and Deputy Chief Matt Cole assisted departments with mutual aid exercises. These combined drills provide valuable training in the delivery of mutual aid services.

The Central New Hampshire HazMat Team represents 58 Capital Area and Lakes Region area communities and is ready to assist or respond to hazardous materials incidents in our combined area. Hazardous Materials Team Chief Bill Weinhold encourages all communities to participate in the Regional Emergency Response Commission (REPC) planning programs and to take advantage of hazardous materials training for local departments. An updated Hazardous Materials Mitigation Plan has been distributed to all departments.

This 2013 Annual Report will be my final report to you. I have submitted my retirement plans to the Capital Area Board of Directors to be effective the end of May 2014. I am the first and only Chief Coordinator of the Compact, having served for 41 years, 16 of them as a volunteer, and 25 years as a full time employee. It has been a rewarding and gratifying experience, and I thank all the town fire chiefs, fire and EMS personnel, public safety personnel, and town representatives in our communities for their strong support and cooperation in moving this organization forward.

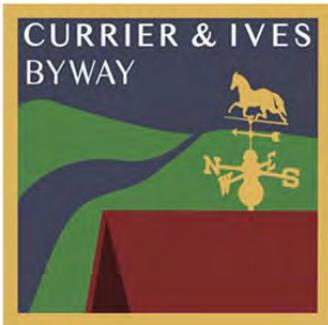
All departments are encouraged to send representation to all Compact meetings. Your input is needed and your members need to be informed of all Compact activities, and participate in planning.

We thank all departments for their cooperation. Please contact any Compact officer or the Chief Coordinator if we may be of assistance.

Dick Wright, Chief Coordinator  
CAPITAL AREA FIRE COMPACT

## Report of the Currier & Ives Scenic Byway

[www.currierandivesbyway.org](http://www.currierandivesbyway.org)



The Currier and Ives Scenic Byway is a 30-mile long state-designated route that passes through the Towns of Salisbury, Webster, Warner, Hopkinton, and Henniker. It is part of the New Hampshire Scenic and Cultural Byways Program administered by the NH Department of Transportation (NHDOT). The Currier & Ives Scenic Byway Council is a volunteer organization with representatives from each of the five Byway towns. Byway Council members are appointed by their Board of Selectmen.

The Scenic Byway had a productive year in 2013 with continuing to focus on organizational development and public outreach to promote the Currier & Ives Scenic Byway. In the fall 2013, the Town of Warner joined the Currier & Ives Scenic Byway Council as a full member town. Approximately a mile and half of the Byway travels through the Town of Warner at the southeast corner of town.

The major sign project started last year was completed in the summer 2013. The Currier & Ives Byway logo signs were placed at intervals along the Byway route to help identify and notify travelers that they are on a scenic byway. Signs are installed in Salisbury, Webster, Hopkinton, and Henniker. Funding for the signs came from private donations as well as support from the Byway municipalities.

One of the Byway Council's main objectives continues to be raising public awareness about the Byway. The Currier & Ives Scenic Byway received publicity in the NH To Do magazine in the summer 2013, as well as an article in the Hippo publication. The crowning publicity piece for the Byway this year was a Chronicle piece aired on Channel 9 in September which covered attractions and scenic views along the Byway. The Currier & Ives Byway Council held a

business Open House outreach event at the Contoocook Depot in November to raise awareness of the Byway among area businesses. Many businesses spoke about having customers who were travelling the Byway after seeing the publicity coverage. The Open House offered the opportunity to connect with the business community along the Byway.

The Byway Council meets regularly on a rotating basis among the five Byway Towns. Meetings are open to the public, and all interested parties are welcome. Information is available on the Byway website at [www.currierandivesbyway.org](http://www.currierandivesbyway.org).

## Report of the Cemetery Trustees

The Cemetery Trustees oversee twelve cemeteries in the Town with burials permitted in five (Contoocook Village Cemetery, Old Hopkinton Cemetery, New Hopkinton Cemetery, Stumpfield Cemetery and Blackwater Cemetery). Our meetings are held on the first Tuesday of each month, at 9:00am in the Town Hall.

The role of the Trustees is to manage the cemetery services provided by the Town and maintain the cemeteries in an appropriate and respectful condition. This past year, the weather cooperated with ample rain to keep the grass from burning. We had very few concerns expressed to us by citizens, about the appearance or condition of the cemeteries.

Also, this past year, the Trustees took on the task of completely updating our data management systems and procedures. This will be a long and arduous undertaking, but the goal is to have information databases that are as accurate as possible and easily available to anyone interested in learning more about our history, that is so powerfully reflected by those who occupy our country cemeteries.

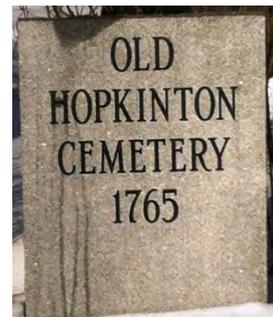
This coming year, besides continuing our record keeping improvement efforts, we will be producing a new Hopkinton Cemetery Handbook, as well as placing more emphasis on monument restoration, particularly in Old Hopkinton Cemetery.

There are approximately 6,000 souls buried in Hopkinton cemeteries- about the same number as live in our Town. The citizens of Hopkinton have done a remarkable job of treating those who have gone before us with dignity and respect.

In closing, the Trustees want to thank Jerry Babson, our sexton for the past six years, for the attentive and caring work he has done in all of our active and inactive cemeteries. Jerry is retiring effective this year. We also want to commend Ken Soucy and his company, Pinnacle Landscaping Services, for their excellent work.

Respectfully submitted,

Don Lane, Chair      Nancy Miner    Christine Hamm



## Report of the Conservation Commission

The Conservation Commission had a very busy year. Many of the projects were carried over from 2012 and most involved working with the Hopkinton Open Space Committee and the newly formed Trails subcommittee. The highlight of the year was the opening of the 4.5 mile Hopkinton Village Greenway hiking trail. Commission and Committee members, along with help from community volunteers and the Boy Scouts, spent many hours building bridges and clearing and marking the trail that connects a ring of conservation lands around Hopkinton Village. The trail has proven to be quite popular since it was opened at the well-attended dedication ceremony in September. Special thanks to the Hopkinton Village Precinct, Steve Gordon, Lucy Karl, and the Sweatt family for allowing the Greenway trail to cross part of their property. Commission members later cut up some of the hardwood trees that were cleared from the Greenway trail and delivered just over a cord of firewood to the Wood for Warmth Program. Chuck Rose Logging was hired to re-surface portions of the Stevens Rail Trail and its connector to the Houston Fields with gravel to make them wheelchair accessible. The side trail located about two thirds of a mile north of Spring Street that runs from the rail trail to the impressively large boulder was also re-graded to lessen the slope on the trail bed. As part of the same project, all of the loam soil in the trailhead parking lot at the Ransmeier Woods was replaced with a ledge-pack gravel to eliminate the mud that kept developing in the parking lot after heavy or prolonged rains. Due to the increased use of the Town's hiking trails, the Commission is developing a trail ordinance to limit certain types of uses that could damage the trails. In a project coordinated by Bob LaPree, the Commission bought and helped install the new canoe and kayak launch ramp at the Bohanan Farm.

The old field on the Rollins lot was brush-hogged to preserve the view and help eliminate some invasive plant species. Cost share monies from the Merrimack County Conservation District were used to start eliminating invasive plant species at Ransmeier Woods, with plans to expand the program to the Rollins lot and the Hawthorne Forest.

The Commission met with the Audubon Society of NH to develop a Memorandum of Understanding to allow them to use the Brockway Wildlife Preserve for outdoor education programs, as well as to improve the hiking trail system on the forest. Hopkinton student Jacob Killam was sponsored by the Commission to attend the Barry Conservation Camp in Berlin, NH. Jed Merrow completed the Town and State road culvert inventory report to assess the impact that the larger culverts in Town have on wildlife passage. A meeting was held with the UNH Cooperative Extension to discuss mapping wildlife habitat within the Town to help identify critical habitats that should be protected.

The Commission authorized an appraisal on two properties in Town that were considered for possible Open Space protection. Boundary markers that identified Town-owned conservation lands were installed on several of the Town Forests. Commission members reviewed several wetland permit applications and also helped address an easement encroachment problem on one of the protected properties. Several Commission members attended educational workshops throughout the year.

The Commission worked with the Open Space Committee to upgrade the Town's Conservation land and trail web site. Anyone interested in visiting town conservation properties or hiking the trails can find maps and other information at [hopkintonconservationland.org](http://hopkintonconservationland.org)

A cell tower was proposed to be installed on the Aqueduct Lot Town Forest. Although the Commission did not take a formal position, it did provide the abutters with historical, cultural and environmental information for the area. The proposal was withdrawn after nearby residents expressed strong concerns about the project.

Commission members did a shoreline vegetation protection analysis along the shore of Kimball Lake, adjacent to the cabins to assist with any future potential landscape projects.

After being a member for three decades, Derek Owen decided to retire from the Conservation Commission. The Commission thanks him for his many years of service and named a brook that is crossed by the Hopkinton Village Greenway in the Ransmeier Woods in his honor. Derek's knowledge and wisdom will be greatly missed. Doug Giles was appointed as his replacement.

Respectfully submitted,  
Hopkinton Conservation Commission

Lee Wilder, *Chair*      Cleve Kapala      Erick Leadbeater      Ron Klemarczyk      Doug Giles  
Jed Merrow              Rob Knight      Bob LaPree, *Alternate*      Bethann McCarthy, *Alternate*

## Report of Central NH Regional Planning Commission

28 Commercial Street Suite 3 ❖ Concord, New Hampshire 03301

❖ phone: (603) 226-6020 ❖ fax: (603) 226-6023 ❖ internet: [www.cnhrpc.org](http://www.cnhrpc.org)

Established in accordance with state law, the Central New Hampshire Regional Planning Commission (CNHRPC) is a voluntary association of 20 communities in Merrimack and Hillsborough Counties. The Town of Hopkinton is a member in good standing of the Commission.

CNHRPC's mission is to comply with State statute (RSA 36:47) by preparing and adopting regional land use and transportation plans and a regional housing needs assessment. CNHRPC also evaluates developments of regional impact (RSA 36:54-58) and provides data, information, training, and high-quality, cost-effective services to our member communities. CNHRPC advocates for member communities and assists and encourages them in both municipal and regional endeavors.

In 2013, the Central New Hampshire Regional Planning Commission undertook the following local and region-wide activities:

- Provided **technical assistance services** for member communities, including zoning ordinance development, grant writing assistance, plan review services, local master plan development, capital improvements program development and guidance, and planning board process training.

- Maintained **Hazard Mitigation Plan** update development assistance for seven communities through funding from the NH Department of Homeland Security and Emergency Management (NH HSEM) and the NH Department of Environmental Services (NH DES). Continued to work together with the CEDS Strategy Committee and Southern NH Planning Commission to develop the **Comprehensive Economic Development Strategy (CEDS)**. Key successes for 2013 included the Strength, Weakness, Opportunity and Threat (SWOT) analysis, and finalized the goals and objectives of the CEDS. In 2014, specific projects will be identified and the final CEDS will be prepared. The CEDS will contribute information to the Regional Plan.
- Coordinated the activities of the **CNHRPC Transportation Advisory Committee (TAC)**. John Thayer is the Town's TAC representative. In 2013, CNHRPC staff worked with the TAC to complete the preparation of the 2015-2024 Regional Transportation Improvement Program (TIP) to ensure that the region's needs were adequately addressed in the State Ten Year Highway Transportation Plan. Information related to the TIP update process can be found at [www.cnhrpc.org/transportation/transportation-improvement-program-tip](http://www.cnhrpc.org/transportation/transportation-improvement-program-tip).
- Offered its member communities a **Road Surface Management System (RSMS)** program, through transportation planning activities, which provides an overview and estimate of a municipal road system's condition and the approximate costs for future improvements. CNHRPC completed a RSMS system for Hopkinton in coordination with the Town's Highway Department in 2012 and continues to provide ongoing support to the Department's staff.
- Completed over **200 traffic counts in the region** as part of its annual Transportation Data Collection Program. These figures are available on the CNHRPC website at [www.cnhrpc.org/gis-a-data/traffic-count-data](http://www.cnhrpc.org/gis-a-data/traffic-count-data). In Hopkinton, CNHRPC conducted six (6) traffic counts along state and local roads.
- Continued to support an enhanced **volunteer driver program (VDP)** in our region that was established in November 2011 through CNHRPC's 2010 Coordinated Transportation Plan efforts. The VDP has provided over 8,000 rides to seniors and people with disabilities for essential medical appointments and vital services that help the residents of our region remain independent. The goal of the planning effort was to reduce transportation costs for those in need while increasing coordination between existing transportation providers. In Hopkinton, there are currently two (2) volunteer drivers providing rides through the enhanced Mid-State RCC Volunteer Driver Program. For more information, visit [www.midstatercc.org](http://www.midstatercc.org).
- Tracked **state highway paving projects** and coordinated with municipalities to ensure annual repaving and lane striping met community needs, with a particular emphasis on bicycle and pedestrian safety. CNHRPC worked with the Town of Hopkinton and NHDOT District 5 to ensure the lane striping configuration best suited the needs of the Town and all road users on NH Route 103.
- Provided assistance to nine communities with **Safe Routes to School (SRTS) projects** including grant writing, comprehensive travel plan preparation, and technical assistance for infrastructure projects. CNHRPC staff regularly attended Hopkinton SRTS Task Force meetings and provided ongoing support and technical assistance with the Town's SRTS infrastructure grants.

- Conducted monthly **Park & Ride vehicle occupancy counts** at eleven New Hampshire Park and Rides around the region as part of CNHRPC's transportation planning work program.
- Assisted the **Currier & Ives Byway Council** with the member Towns of Henniker, Hopkinton, Webster, Salisbury, and a newly joined member, the Town of Warner. In 2013 the Council installed C&I Byway signs along the route, conducted outreach with Byway area businesses, and received local and state press coverage of the C&I Byway attractions.
- Commenced **Fluvial Erosion Hazard (FEH)** activities through funding from the NH Department of Environmental Services (NH DES) to conduct public outreach meetings with emergency responders from six communities, notifying them of forthcoming assessment and culvert data from the Piscataquog, Turkey, and Soucook Rivers for use in Hazard Mitigation Plans.
- Continued work on the **NH Regional Broadband Mapping and Planning Program**, including data collection and map preparation on existing internet service, and identification of unserved and underserved areas. CNHRPC continued to work to develop a regional broadband plan for the region.
- Continued the process to develop a new **Regional Master Plan**, entitled the Central New Hampshire Regional Plan. The Central New Hampshire Regional Plan will be an advisory document that communities may use as a resource when updating their own municipal Master Plans. This three-year project is part of a statewide effort by all nine New Hampshire Regional Planning Commissions (RPCs) known as A Granite State Future. In 2013, staff coordinated and summarized numerous public outreach events throughout the region, and coordinated a meeting of the Regional Plan Advisory Committee (RPAC). After executing extensive publicity, three sub-regional Public Outreach Sessions were conducted. A new website ([www.cnhrpc.org/gsf](http://www.cnhrpc.org/gsf)) was developed to publicize Regional Master Plan activities and results. Staff attended numerous statewide meetings, began data collection and analysis, and commenced compilation of information for several Chapters.
- Provided assistance to the **Regional Trails Coordinating Council**, a coalition of local rail trail and shared-use path groups in roughly the Salem-Manchester-Concord corridor. In 2013, the group completed and approved a Regional Trails Plan for the region. The plan has been adopted by the regional Transportation Advisory Committees in the CNHRPC and SNHPC regions.
- Supported the Hopkinton Conservation Commission by providing handheld GPS devices to map the **Hopkinton Village Greenway Trail**. Staff took the data and assisted the committee in creating a map that was used for informational and promotional purposes.
- Continued to acquire, update, and utilize **Geographic Information Systems (GIS)** data for planning, cartography, and analysis across all projects.
- Provided coordination assistance to the **Commute Green New Hampshire** program, working with public, private, and non-profit partners. Work has focused on bringing partners together, establishing a strategic plan, and improving communications around the state on what transportation options are available to residents. The Planning Team established a sustained marketing campaign to encourage people to carpool, bicycle, walk, take transit or telecommute to work.

For additional information, please contact the CNHRPC staff or visit us at [www.cnhrpc.org](http://www.cnhrpc.org). CNHRPC Commission meetings are open to the public and interested citizens are encouraged to attend.

## **Report of Greener Hopkinton**

### **Our Energy Committee**

Greener Hopkinton joined forces with the Recycling Committee to organize the 2nd Annual Roadside Cleanup Day to celebrate Earth Day in April. Turnout was very good and several dozen bags were filled with roadside trash.

We drafted a Municipal Energy Efficiency and Conservation Resolution, which was adopted by the Selectmen in October 2013. The resolution identifies goals to implement cost-effective actions to reduce greenhouse gas emissions, thereby, helping to reduce the impacts of climate change and environmental damage, while at the same time saving money for the Town and residents. We are currently assisting the Town Administrator by drafting an Energy Action Plan, as directed by the resolution, to identify specific actions that the Town can take to reduce municipal energy consumption and further the resource conservation goals.

In November 2013, Greener Hopkinton hosted a Recycled Art Exhibit at the Town Library. The exhibit featured arts and crafts made largely from recycled and reused materials.

GH continues to administer the Town's Community Garden, which is on land owned by Bill Chapin. The gardens were very wet this year, due to the wet summer, however, the season began with more active volunteers working to improve gardening conditions. The hope is that 2014 will be conducive to more productive plots at the Community Garden.

We co-hosted a talk with the Little Nature Museum by Martha Carlson, a PhD candidate from UNH, with the Little Nature Museum. Ms. Carlson talked about the impacts of climate change on New Hampshire's sugar maples.

Respectfully submitted,

Greener Hopkinton

Bethann McCarthy, Chair

Mary Leadbeater

Sara Persechino, Select Board Representative

Christopher Aslin

Brenda Lewis

Barbara Fales

Sharon Rivard

Nancy Jackson-Reno

## Report of the Hopkinton/Webster Recycling Committee

In 2013, the Recycling Committee focused on enabling and encouraging our community to recycle in their homes and businesses. The Transfer Station has expanded the plastics recycling program and the committee is revising the informational brochure available at the Town Offices and the Transfer Station. Go to the town website [www.hopkinton-nh.gov](http://www.hopkinton-nh.gov) for up to date recycling information.



The Recycling Committee hosted the 2nd annual roadside trash pick-up on Earth Day, April 20, 2013. Over 50 people and several organizations collected over 100 bags of trash from our roadsides. Thank you to all, with a special thank you, to those individuals who pick-up trash year round.

In an effort to reduce plastic bottles, the Recycling Committee has supported the schools in replacing the water bubblers with hydration stations. The stations are a healthy alternative, and check out the hydration station in the high school to see how many plastic bottles have been saved!

Respectfully submitted,

Ginni Haines  
Sara Persechino, Select Board Representative

Mary Leadbeater

Annie Yonkers  
Sally Embley, Webster Representative

Rosalie Smith

## Report of the Hopkinton Rescue Squad

2013 has been a busy and productive year for the Hopkinton Rescue Squad. Our volunteers have responded to over sixty emergency calls and have spent many hours maintaining and updating our equipment, vehicles and building. We continued to update our communication systems with new radios and plan additional equipment updates for 2014. All of this is done in an effort to ensure proper safety and functioning for our volunteers and those we assist in an emergency

In addition to the man hours spent responding to calls and the day to day operations of the squad, the members have also spent hundreds of hours organizing and running their annual fundraiser in order to be able to continue to bring the community of Hopkinton, as well as surrounding towns, the heavy rescue services that the Hopkinton Rescue Squad has been providing for 48 years. We feel confident that we have built an organization that has become one of the best equipped heavy rescue teams in the state.

We continue to provide trainings to update and maintain the skills of our members. This year we organized ice rescue training for us, as well as the Town of Webster. The Squad assisted the Hopkinton Fire Department and the NH Fire Academy with vehicle extrication training. We also organized auto extrication practice exclusively for our squad members.

The Hopkinton Rescue Squad is tremendously grateful for all of the support it receives from the community. This year we assisted with the Contoocook Carry and participated in the annual Fourth of July parade.

As always, we are proud to be able to continue the tradition of operating the Hopkinton Rescue Squad on a 100% volunteer basis. Anyone that is interested in joining us is welcome to attend one of our monthly meetings held in our building on the third Tuesday of every month at 6:00pm. We provide all necessary training to any interested volunteer members.

Respectfully submitted,  
Jake Schoch, Captain

## Report of the Fire Department

The year 2013 was a year of reflection and change for the Hopkinton Fire Department. Chief Richard Schaefer's name was added to the National Fallen Firefighter's Memorial in Emmittsburg, Maryland and the New Hampshire Fallen Firefighter's Memorial in Concord, commemorating a life spent in service to his community. Fire Department members and family were on hand at both ceremonies to pay their respects.



This past year has also brought about a dramatic increase in training within the Fire Department. Three new members were enrolled and completed the NH Firefighter Level 1 certification class. Those three, along with four other members, subsequently completed the Level 2 class. Combined, these classes totaled 350 hours completed in just one year! Our monthly trainings have also continued without fail, for all members to attend, in order to keep their skills sharp.

Although 2013 proved to be a high call volume year with 1,067 incidences, calls for service were

### Hopkinton Fire Department Calls - 2013

Type of Call	No.	Type of Call	No.
Medical Aid Calls (including motor vehicle accidents)	716	Structure Fires	9
Fire Alarm Activations	41	Vehicle Fires	4
Brush and Non-permit Burns	8	Other Fires	19
Service Calls/Assist Public Good Intent Call	202	Hazardous Conditions (no fire)	50
Cover Truck	7	Paramedic Intercepts	24
Chimney Fires	12	Calls handled by Mutual Aid	8

down slightly from last year's number of 1,133. Our roads and highways sadly took the lives of two people in Hopkinton, during the year. Please always remember to stay alert and wear your seatbelt when traveling.

Once again in October, we hosted our fourth annual open house. The event was another great success and we look forward to seeing more

community members at our next one. As a reminder, please remember to change your smoke and carbon monoxide detector batteries and be sure your residence is numbered, in order to expedite our services, in case of an emergency.

At this time, I would like to thank the men and women of the Hopkinton Fire Department for their dedication and service to their community. I would also like to thank the families for their understanding and support of our members, when they abruptly leave home to respond to help others.

Respectfully submitted,  
Douglas Mumford, Fire Chief

## Report of the Forest Fire Warden

With decent spring snow pack and a wet summer, forestry calls didn't pick up until October and into November. We had many spot fires on Rt. 202 & Rt. 9 caused by hot brake parts. Fires in the woods around Clement Pond remain suspicious and tough to access. A fire on Patch Road in mid-November burned over 6 acres and hotspots were extinguished a week later, during final investigations.

State Forest Ranger Matt Apgar, and I, wish to promote Education and Safe Burning Practices year round. A permit to kindle must be obtained even when raining, unless there is 100' diameter of frozen precipitation around the brush you wish to burn. We appreciate a phone call to the Station (746-3181) before you burn. Permits are issued on Class 1 (LOW), and Class 2 (MODERATE) Fire Danger days. This class is posted daily by 10:00am on the sign next to the carved image of Smokey the Bear, at the Contoocook Fire Station. Also residents can sign up for free daily information at [www.Nixle.com](http://www.Nixle.com) for time sensitive details about burning, weather, and other community safety interests.



The NH Department of Resources and Economic Development (DRED) prints an informational pamphlet, which explains in detail; hours, what is and what is not, permitted to be burned. Remember, landowners are to attend and have adequate means to suppress the fire; you are responsible for damages and suppression costs, if your fire gets out of control.

Have a Fire Safe Year!  
Respectfully submitted,  
Captain/Warden Sean Weldon

## Report of the Human Services Department

This office operates as mandated under NH State law RSA 165:1. Pursuant to law, citizens of our community are assisted and served or as law states "relieved and maintained". The Town Human Services Department operates as the safety net.

The Mission of this office is to enable individuals and families who find themselves in difficult situations, to return to functioning as vital members of our society, without relinquishing their dignity. The ultimate goal is to render assistance in a professional manner, at the lowest cost to the Town's taxpayers, in accordance with the guidelines adopted by the Select Board and governed by NH State law.

The economy continues to be sluggish, causing unemployment and under employment for many. The threat of homelessness lingers for many in our community. This issue is reflected in the high housing expenditures.

Item	Expended	Comments
Food	2,106.06	Individual food vouchers beyond Food Pantry
Housing	42,671.69	
Fuel & Electric	20,870.57	Does not include additional \$42,915 in federal fuel assistance allocated to clients in town.
Medical	953.94	
Misc.	3,488.68	Transportation Costs
<b>TOTAL</b>	<b>\$ 70,090.94</b>	
*During 2013, 117 households received direct financial assistance while over 200 households were assisted by other means. *Support, education and guidance regarding Medicare, Medicaid, and long term care issues was provided to over 80 individuals.		

Of the \$ 70,090.94 expended for total assistance, \$13,012.91 was received from donated funds.

This office continues to oversee and utilize "The Hopkinton Food Pantry", which saves the taxpayers money, thanks to the support of the community, our many generous benefactors, all our dedicated volunteers and our amazing Coordinator, Tamara Saltmarsh.

Our holiday programs were graciously supported by our

community. A bountiful Thanksgiving was provided to 66 households and a very Merry Christmas was enjoyed by 86 households. On behalf of the many recipients, we express our deep appreciation to the community, for their giving spirit and kindness.

This office also operates other social service programs for our community, such as the back to school "Back Pack Program", the "Summer Scholarship Program" for children of working parents, a "Donated Fuel Assistance Program" and is instrumental in the "Got Lunch Program" and "Hopkinton Cares". Contributions for any of these programs may be made by contacting the Human Services Department.

The Town was fortunate to create a volunteer Human Services Advisory Committee, which meets monthly. I am thankful to have the support of these individuals and look forward to their future input and recommendations. (Information is on the Town Website)

No person should be without food, shelter or medical attention in our community. Please do not hesitate to make referrals or inquiries by calling 746-5729. Please note, all information is kept confidential.

Respectfully submitted,  
Marilyn Ceriello Bresaw

## Report of the Hopkinton Town Library



### Community Building: Building Community

As in the parable of the blind man and the elephant, the Hopkinton Town Library can be something different to each individual patron. For many, the Library is first and foremost the place to find the newest novel, cookbook or parenting guide; for others the Library is “known” through our website ([www.hopkintontownlibrary.org](http://www.hopkintontownlibrary.org)) as the place to download ebooks and audiobooks, or do research through Morningstar, Consumer Reports, Ancestry.com or other databases. Parents might experience the Library through “Crafternoons” or weekly storytimes with their children; others through Wednesday afternoon book discussions or quiet hours spent relaxing in front of the fireplace or on our porch reading magazines. Local nonprofits and civic organizations use our Community or Local History rooms for meetings, and the Hopkinton Historical Society uses our exhibit space for showcasing special collections. Patrons stop by our gallery to see the work of local artists or to attend musical programs, NH Humanities Council events, film showings or one of our “how to” sessions on subjects ranging from photography to happiness. Some visitors come to borrow our telescope, others to take advantage of our museum passes. Clearly, today’s library is about more than just books. Whatever your reason for walking through our door, we welcome you!

Warm thanks, as ever, go to our staff, including Reference Librarian Karen Dixon; part-time librarians Elissa Barr, Charlotte DeBell, and Emily Welsh; Leigh Maynard in Children’s Services; and Laura Mackenzie, Barb Diaz and Nancy Raymond in the Circulation Department. Thanks also go to Nancy Nobis, who left the library last summer and will be missed at the Circulation Desk. We are also fortunate to have a group of stellar adult and teen volunteers and our Friends of the Library group, now led by Charlene Betz, which runs our book sale, supports the beautification of our garden and purchases passes to more than ten area museums for the use of the community. We are thankful to all!

<i>Statistics</i>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
Items Circulated	67,645	68,216	67,717	67,476	67,928
E-book and E-Audiobook Downloads	1,340	1,706	2,241	3,556	5,030
Programs	292	352	334	324	312
Collection: Items added	2,962	2,714	2,562	2,695	2,657
Collection: Items deleted	2,194	2,838	1,847	2,369	2,409
Volunteer Hours	1,375	1,380+	1,380+	1,380+	1,380+
Community Use of Public Spaces	590	669	636	609	606
Gallons Fuel Used: (from 2006-2008 an average of 7,658 gallons used per year).	4,839	5,142	4,011	4,241	4,544

Respectfully submitted,

Barry Needleman, Board Chair, Peter Gagnon, Christine Hamm, Elaine Loft, Nancy Skarmearns and Donna V. Dunlop, Library Director

## Report of the Open Space Committee

The Open Space Committee was created in 2003, to advise the Board of Selectmen about projects that are worth considering for town funding, through an open space bond passed by voters the same year. During 2013, the Open Space Committee worked collaboratively with the Conservation Commission, to increase public access on properties that have been protected by the Town. Major projects included:

- Participating in a new Trails subcommittee, now part of the Conservation Commission;
- Developing and opening the Hopkinton Village Greenway, a 4.5 mile trail that connects conservation lands surrounding the village (with thanks to cooperating landowners);
- Creating an informational kiosk at the parking area and marking trails on the west side of the Bohanan property;
- Installing a canoe/kayak ramp at the Bohanan property;
- Improving the open space website <http://hopkintonconservationland.org/>;
- Considering several parcels proposed for open space acquisition.



Celebratory opening hike, Hopkinton Village Greenway, September 21, 2013 (courtesy of Bob LaPree)

### Open Space Committee members 2013

Natalie Duval          Lucia Kittredge          Ron Klemarczyk          Bob LaPree  
 Dijit Taylor, Chair      Sara Persechino, Select Board Representative

# Report of the Planning Department

The function of the Planning Department is focused on three primary areas: Building and Inspections, Planning Board and Zoning Board of Adjustment.

### Building/Inspections

The pace of construction activity is slowly recovering to pre-2009 levels. The following information summarizes the building and inspections activity for the past year:

<b>Type (Permits)</b>	<b>2012</b>	<b>2013</b>
Residential Units	3	12
Residential additions, conversions, renovations	25	36
Commercial/Industrial additions, conversions, renovations	3	7
Residential/Commercial Accessory Structures	18	22
Home Business/Home Occupations	2	4
Demolitions	1	2
Agriculture, Farming	2	5
Plumbing	7	25
Electrical	82	95
Mechanical	68	122
Other: PWSF, Solar, OWFB, Gov., Signs, etc.	10	8
<b>TOTAL</b>	<b>221</b>	<b>338</b>

<b>Type (Inspections)</b>	<b>2012</b>	<b>2013</b>
Plumbing	36	44
Electrical	81	107
Mechanical	51	97
Building	120	140
Other: Plan Review, Meetings	51	47
Fair Concessions, Amusement (Electrical)	115	115
<b>TOTAL</b>	<b>454</b>	<b>550</b>

### Planning Board

The Planning Board held twelve hearings approving two Subdivisions, one Lot Line Adjustment, eight Site Plans and a request to trim and remove trees along a scenic road.

### Planning Board

Type	2012	2013
Subdivision	1	3
Lot Line Adjustments	3	1
Site Plan Reviews	4	8
Special Use Permits	0	1
Scenic Road Tree Removal	1	1
<b>TOTAL</b>	<b>9</b>	<b>14</b>

The Planning Board reviewed and is recommending amendments to the Personal Wireless Service Facilities Ordinance, so that it is consistent with the revisions to NH RSA 12-K, which exempts collocation on or modifications to an existing structure from review by the Planning Board, unless the collocation or modifications cause a “substantial change” to the structure. A determination of the extent of change will be made through a process involving the issuance of a building permit.

We would like to thank Edwin Taylor for his dedication and support. After many years, Ed decided to step down.

### Zoning Board of Adjustment

The Zoning Board of adjustment (ZBA) acts in a quasi-judicial capacity, ruling on the merits of each case to ensure that the Zoning Ordinance is applied fairly and equitably to all property and property owners.

Information or applications may be obtained at the Town Hall and from the Town’s website [www.hopkinton-nh.gov](http://www.hopkinton-nh.gov) or by contacting the Planning Department at (603) 746-4487 or [planzone@hopkinton-nh.gov](mailto:planzone@hopkinton-nh.gov).

### Zoning Board of Adjustment

Type	2012	2013
Variance	3	2
Special Exception	4	4
Special Use Permit	0	0
Equitable Waiver	1	0
Administrative Appeal	1	0
Motion for Rehearing	2	0
<b>TOTAL</b>	<b>11</b>	<b>6</b>

Lastly, we wish to extend our sympathy in the loss of Board member Harold “Harry” Perkins. Harry was a dedicated member of the Board and will be greatly missed.

### Planning Board

Bruce Ellsworth, Chair  
 Timothy Britain, Vice Chair  
 George Langwasser, Ex-Officio  
 Edwin Taylor (Resigned 11/2013)  
 Cettie Connolly  
 Michael Wilkey  
 Celeste Hemingson  
 Jane Bradstreet  
 Richard Steele, Alternate

### Zoning Board of Adjustment

Janet Krzyzaniak, Chair  
 Charles Koontz  
 Toni Gray  
 Harold Perkins (Deceased 8/2013)  
 Daniel Rinden  
 Gregory McLeod, Alternate  
 David Brock, Alternate  
 Jessica Scheinman, Alternate

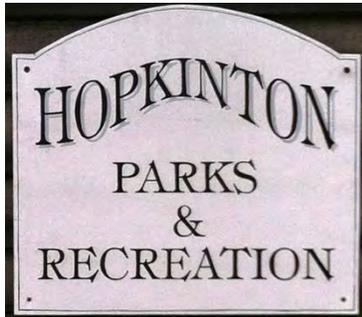
Karen Robertson, Planning Director  
 John Pianka, Code Enforcement Officer

## Report of the Recreation Department

On behalf of the Recreation Department including the Slusser Senior Center, I would like to begin my 2013 Annual Report by thanking the many volunteers who gave their time to insure the success of numerous programs and special events during 2013. The goal of the Recreation Department is to provide quality programming and special events to all our residents and to increase the quality of life in Hopkinton. To achieve this goal, a strong foundation of volunteers is imperative. Every individual person is important and their contributions greatly appreciated! Although there are too many volunteers to mention by name, I would like to give due recognition to the members of Recreation Committee and the Senior Recreation Council. Your ongoing support of the Recreation Department is endlessly appreciated!

### Recreation

The Recreation Committee and Recreation Director work hard to provide the community with family friendly special events throughout the year. In 2013, the Recreation Department organized: two winter movie events, the Funnelator Winter Festival, the Easter Egg Hunt, a Red Cross Babysitting Class, Hopkinton Night at the Fisher Cats, Movie in the Park Event, Concert in the Park Event, the 4<sup>th</sup> of July Family Fun Day/Tookie Cookie Bake-off, the Halloween Holler, the Pumpkin Carving & Movie night, the Youth Laser Tag Event, the Holiday Lights Contest, the Santa Calling Program, the Gingerbread House Workshop, and the Breakfast with Santa, which resulted in a \$500.00 donation to the Human Services Department for Operation Christmas!



Several programs were provided to the community including: Tai Chi, Stained Glass Club, Community Scrapbooking, Adult Volleyball, Youth Lacrosse, Hershey's Track and Field, British Soccer Camp, Junior Theater, Youth Gardening/Farm Quest Program, Youth/Adult Swimming Lessons, Wicked-Cook Science Camp, Amazing Race Camp, Movie Star Camp, Sports Camp, Lego Camp, and several adult exercise programs.

Summer Day Camp was again offered providing many families an affordable, safe, and fun-filled experience for their children throughout the summer months. Participants enjoyed time at the beach, several activities & games, as well as field trips to places such as Fisher Cat Stadium, Water Country, and Canobie Lake Park. Thank you to our Camp Director, Cameron Givens, and his staff for another very successful and safe summer of smiles!



Thanks also to our Pond Director, Elisabeth Cairns, and her staff, the 2013 season was a safe and enjoyable experience for all our beach visitors at Kimball Pond.

We have high hopes for the coming year. New programs will be introduced and annual programs improved. Programs/events being added in 2014 include: a town-wide yard sale event, a winter sports equipment swap, a Hopkinton Night at the Monarchs, and a trip to Mohegan Sun! As the Department grows and new programs are added, the need for volunteers will also grow.

If you are interested in more information or would like to join the team, please contact the Recreation Department.

### **Slusser Senior Center**

Established in 2007, the Slusser Senior Center, a part of the Recreation Department, has grown and flourished with successful programs and activities. It provides a place of community where the joy of friendship and social wellness can reach out to the Hopkinton Senior Community. Its continued growth and success is attributed to the many hours of dedicated service given freely by a large team of volunteers. Some of these include desk attendants, kitchen helpers, council members, decorators, lunch coordinators and many others who take pride in the center. I would like to take a moment to say thank you to these volunteers. You are appreciated!

In June, 2013 the Annual Volunteer Banquet took place and the 2012 Volunteer of the Year Award was presented. Congratulations to the recipients Allita Paine and Janet Krzyzaniak. Their names have been added to the Volunteer of the Year Award plaque, which hangs in the entryway of the Center. Seniors who win this award are nominated and voted for by their peers.

During 2013, many established programs at the Slusser Senior Center continued their success including: line dancing, bingo, movie Friday's, quilting, card making, bridge, dominoes, scrabble, ping pong, billiards, and several exercise programs. Seniors continued to enjoy the Senior to Senior Program with the Hopkinton High School and the Pen-Pal Program with the Harold Martin School 3<sup>rd</sup> graders. Lunch continues to be served every Wednesday with the support and generosity of businesses, community members, and non-profit groups in the area. Special events include holiday parties and summer barbeques! Added this year was our monthly birthday/anniversary celebration and a very successful Open House Event!



Moving forward, the Recreation Department will continue its support of the Slusser Senior Center volunteers and Senior Recreation Council, as they work to add and improve programs and events.

Respectfully submitted,  
Jessica Bailey, Recreation Director

## **Report of the Police Department**

To the Board of Selectmen and the Citizens of Hopkinton, I submit the annual report of the Hopkinton Police Department.



Over the past year, the Department placed a great deal of emphasis on police presence and increased patrols in the community, to assist in deterring criminal activity. Many of the cases we investigated involved various levels of property crimes including theft, receiving

stolen property, and fraud. In a majority of the incidents, perpetrators usually sought out random opportunities to commit the crime as opposed to specific calculated plans. Unlocked or unsecured items were most frequently reported stolen, while unsecured or vacant structures and vehicles were most often accessed by the offenders. I would like to continue to encourage residents to take proper steps in protecting personal property by securing items, locking doors, and removing keys from vehicles.

Statewide traffic deaths rose more than 22 percent in 2013. It is our hope to reduce these numbers in the upcoming year through diligence with particular attention to speed and distracted driving, as we work to keep the roads in our community safe. During the past year, Hopkinton Police Officers stopped more than 6,500 vehicles for moving violations, yet we still experienced 87 traffic accidents that involved injury to 20 people including one fatality.

For the year, the Hopkinton Police Department responded to 1,582 calls for service. Department activity in 2013 included those in the chart.

I wish to extend my sincere gratitude to the townspeople, our departments, their employees, as well as my staff, for their support throughout the past year. It is a pleasure to continue to serve the community of Hopkinton. The support of the residents towards the Police Department is greatly appreciated by all of us that protect and serve you.

	<u>2012</u>	<u>2013</u>
Total Arrests	193	196
DWI Arrests	26	19
Drug Arrests	30	33
Juvenile Arrests	15	9
Assaults	9	13
Sexual Assaults	6	3
Burglary	4	5
Criminal Mischief	33	27
Domestic Disturbance	34	32
Theft	44	31
MV Collisions	88	87
Citations	564	541
Warnings	7,325	5,973

Respectfully submitted,  
Stephen S. Pecora, Chief of Police

## **Report for the Department of Public Works Highways-Buildings and Grounds**

The Highway Department has provided the Town with great service this year while enduring many obstacles along the way. Our first step was to operate all vehicle maintenance functions and storage from an out of town location. This rippled across four departments, but most of the burden fell on our mechanic, Kent Barton. Juggling time between the Fire Department, Transfer Station and our temporary facility in Warner combined with the logistics of getting vehicles shuttled back and forth seemed impossible at times. Thank you to all departments, your patience and assistance was greatly appreciated.

Spring brought new hope for the department as the planning, budgeting, and finally construction started on the new Highway Garage. The facility turned out just as planned and we started moving in the first week of October. Thanks to all that were involved and supported the project. We truly appreciate having such a nice facility to call our work place.

Many projects were tackled this year including the repaving of Moss Rd., portions of South Rd. and Hatfield Rd. Hutchins Hill Rd., Little Frost, and Old Putney Hill Rd were reclaimed and paved. We also replaced 500 feet of various sized culverts throughout town.

Buildings and Grounds continue to service Town facilities with pride and dedication. They have provided the Recreation Department and the school with some of the best athletic fields in the



area and strive to make them better every year.

Greg took the lead setting up the new ice skating rink and with help from the Fire Department, it is up and running. The well project at

Georges Park continued as electricity has been installed and plans for the building are in the works for completion in 2014.

Thanks to Greg, Garrett, Tom and Dave, they are what makes the Buildings and Grounds Department run smoothly.

We appreciate the towns support and look forward to serving you in 2014.

Respectfully submitted,  
John Thayer, Superintendent of Public Works

## **Report of the Hopkinton Wastewater Department**

The Hopkinton Wastewater Treatment Plant continues to serve not only Contoocook Village, but also the entire Town of Hopkinton. It serves the Village directly, by providing a wastewater collection and treatment system to a couple of hundred residences, dozens of businesses, and several municipal buildings, including the Slusser Senior Center, the Hopkinton Town Library, and two schools. It benefits the entire Town, by providing a sanitary environment for numerous sporting events, cultural activities, and commercial endeavors.

The system and facility treats the Town's wastes by biological decomposition. It removes any remaining contaminants, disinfects the treated water, and returns the plant's effluent back to the Contoocook River. The entire process is monitored and highly regulated. Influent and effluent parameters are maintained and reported monthly to the United States Environmental Protection Agency, as required by the Discharge Permit. Daily characteristics are monitored and reported to

the New Hampshire Department of Environmental Services monthly. There are also several other regulatory programs, which are intended to insure that the process is operating as designed.

There is a requirement to perform toxicity testing annually, which involves an elaborate protocol utilizing both the plant effluent and the Contoocook River receiving waters. Various laboratory grown organisms must survive for extended periods of time in several different concentrations of samples. This insures that even though the effluent meets all contaminant removal standards that there are also no unknown toxicants. These tests routinely result in 100% survival rates.

A plan to investigate, monitor, and maintain the actual collection system has been recently submitted to the regulatory agencies, as required. Manholes will be repaired, lines cleaned, and pipe conditions noted, so that replacement projects can be planned before failures occur. The Capital Reserve Fund for the facility was expanded, to include these types of collection system repairs and maintenance, at last year's Annual Town Meeting.

The Hopkinton Wastewater Department Operation and Maintenance Committee meets every year to review facility planning and budgeting. They evaluate service rates and make recommendations to the Hopkinton Board of Selectmen. The operations are currently funded by these service fees, which are deposited directly into a fund that is dedicated for that purpose.

Respectfully submitted,  
Steve Clough,  
Assistant Public Works Superintendent, Waste

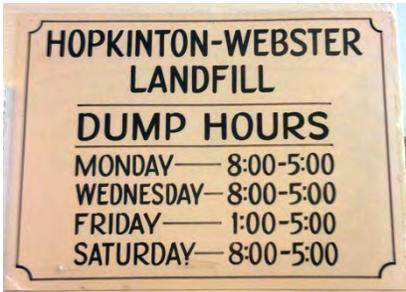
## **Report of the Hopkinton/Webster Municipal Solid Waste Facilities**

The Hopkinton/Webster Municipal Solid Waste Facilities had another busy year in 2013. The residents of both communities, as well as dozens of local businesses, were accommodated. Thousands of tons of materials were collected, processed and shipped, as the facilities continue to evolve and serve the environmental needs of Hopkinton and Webster.

There were 2,700 tons of trash shipped out to be properly disposed of in 2013. A significant amount to be sure, but also the lowest annual total ever recorded for Hopkinton and Webster. About 700 tons of household trash items were processed and shipped out for recycling. A variety of programs make trash reduction possible. Metals are cleaned and marketed, yard waste is composted, construction and demolition debris is accepted and separated for recycling, and an array of potentially harmful items are collected individually for recycling and/or proper disposal.

The staff is always looking for ways to improve or expand the environmental services. Brush, which has been burned on site for decades, is now being chipped and disposed of as a renewable resource. Several new plastics recycling programs have been implemented recently. All screw-on plastic caps, clean number 5 containers, and rigid plastic items are now accepted. These types of

programs may not involve significant quantities of waste, but they are important small parts of a comprehensive approach. They are available for residents who want to recycle as much as possible.



The facilities have an email program for residents who are interested in joining the "Greentowns" Group. If you provide your email address, you will be sent the Holiday schedule, new program information, and regular updates, along with occasional reuse and recycling tips. You won't have to worry about missing the Annual Environmental Appreciation "Free" Day or the Household Hazardous Waste Collection Day and you'll be notified if inclement weather affects the hours of operation on any given day. Whether you join the group or not, you should contact the facilities anytime for recycling specifics, a list of fees, or even a complete copy of the refuse ordinance. The staff is glad to answer your questions and they are always open to suggestions.

The Hopkinton/Webster Refuse Committee, which consists of members from both towns, meets regularly to discuss operational and planning issues and is chartered with making recommendations to the Boards of Selectmen. With several associated budgets, a comprehensive range of environmental services, a maintained capped landfill, an extensive Groundwater Management Zone, a Community Water System, and numerous regulatory considerations, there is always something to talk about.

Respectfully submitted,  
 Steve Clough,  
 Assistant Superintendent Public Works, Waste

## Report of the Hopkinton Sestercentennial Committee

### 250<sup>th</sup> ANNIVERSARY CELEBRATION COMMITTEE

In 2013, the Hopkinton Select Board established the Hopkinton Sestercentennial Committee to plan and promote events for the Town's 250<sup>th</sup> Anniversary in 2015. Our mission is to strengthen community engagement through increased collaboration and celebration among Hopkinton and Contocook citizens, businesses, and organizations during the sesquicentennial year.

While we are early in the planning process, there will be a monthly celebratory event in 2015 to mark our Town's sestercentennial 1 year. The Committee is looking for support from Town organizations, businesses, and individuals to execute these events. If you are interested in helping, please contact Sara Persechino: [persechino.sara@gmail.com](mailto:persechino.sara@gmail.com).



Committee members include: Sara Persechino (Select Board Representative), Louise Carr, Don Lane, Mark Newton, Steve Lux, LeeAnne Vance, and Roxanne Benzel.

## Report of the Town Clerk/Tax Collector

With great thanks to you, the people who make up the Town of Hopkinton, it has been a satisfying and productive year in our office. With the help of a caring and very capable staff, it is always a pleasure to serve you, to the best of our ability. While we are very fortunate to live in a wonderful community and state, we recognize the challenges so many experience in meeting the expenses life brings to us today.

Allow me to acknowledge the Supervisors of the Checklist. Jean Lightfoot, Carol McCann and Ginni Haines devote a great deal of time in maintaining our list of registered voters, which requires a great deal of detailed work. The past year didn't bring the number of elections as was held in 2012, however, please know that maintaining an accurate voter record brings a yeoman's work for more satisfaction than monetary reward.

The coming year will soon bring an exciting change and opportunity! Many of you have indicated the desire for making debit and credit transactions in the office possible. That possibility has now been approved by our Board of Selectmen, so it will be available in the near future. What will also be possible is completing transactions online via the town website – [www.hopkinton-nh.gov](http://www.hopkinton-nh.gov). We will be arranging this process through both Avitar Associates for



property tax payments and Interware Development, for on-line registration renewals, vital record documents and dog licensing. These are both New Hampshire companies who have already been contracted by many towns and cities in the State of New Hampshire for these services. Sparing greater detail here, please watch for these functions to be added to the town website. In researching the companies we are dealing with, their business models are designed to offer complete privacy and security to both you and our town government.

Kindly remember that dogs are to be licensed by April 30<sup>th</sup> each year. Please be aware that this is required by NH State law and is centered on requirements that all dogs be up to date on rabies vaccines.

In closing, please know that we always hope to serve you to the best of our ability. If you have any suggestions, as to how our office can be improved in functioning for you, our constituency, please don't hesitate to bring your suggestions to our attention. We respect each and everyone's opinion and viewpoint.

Respectfully submitted,  
Charles F. Gangel, Town Clerk/Tax Collector



(Left) Studs are placed in what will become the office area. Wiring and plumbing are added and then the sheetrock is installed.

(Below) Studs are in place on the back and the side wall in order to install plywood that will be used to hang equipment and as a backsplash for the work benches that will be installed.



Plywood is installed in the bay.



**2014**  
**Town Meeting**  
**Warrant**  
**and**  
**Narrative Warrant**



**Town of Hopkinton, New Hampshire  
Annual Town Meeting Warrant  
March 11 & 15, 2014**

SS: State of New Hampshire

Merrimack County

To the Inhabitants of the Town of Hopkinton, in the County of Merrimack, in the said State, who are qualified to vote in Town affairs:

**You are hereby notified to meet at the Hopkinton Middle/High School Gymnasium, 297 Park Avenue, Contoocook, on Tuesday, March 11, 2014 beginning at 7:00 a.m. to act upon the following subjects:**

**The polls will be open from 7:00 a.m. to 7:00 p.m.**

**Article 1:** To choose all necessary Town Officers by ballot and majority vote for the ensuing year as enumerated:

2 Select Board Members	3 Year Term
1 Moderator	2 Year Term
1 Supervisor of the Checklist	6 Year Term
1 Treasurer	3 Year Term
1 Budget Committee Member	1 Year to fill unexpired term
2 Budget Committee Members	3 Year Term
2 Library Trustees	3 Year Term
1 Cemetery Trustee	3 Year Term
1 Trustee of Trust Funds	3 Year Term

**Article 2:** To see what action the Town will take with respect to the following proposed amendments to the Hopkinton Zoning Ordinance by ballot vote upon the following question:

1. Are you in favor of the adoption of Amendment No. 1 as proposed by the Planning Board (4-0) for the Town of Hopkinton Zoning Ordinance as follows:

Amend Section III, 3.10 Personal Wireless Service Facilities so that it is consistent with the revisions to NH RSA 12-K, which exempt collocation on or modifications to an existing structure from review by the Planning Board, unless the collocation or modifications cause a “substantial change” to the structure. A determination of the extent of change is to be made through a process involving the issuance of a building permit.

*(The Planning Board recommends this amendment).*

**Yes\_\_\_\_\_ No\_\_\_\_\_**

**You are hereby notified to meet at the Hopkinton Middle/High School Gymnasium, 297 Park Avenue, Contoocook, on Saturday, March 15, 2014 at 9:00 a.m. to act upon the following subjects:**

**Article 3:** To see if the Town will vote to raise and appropriate the sum of \$ 2,995,041 (gross budget) for the planning, design, construction and equipping of a renovation to the Contoocook Fire Station and to authorize the issuance of not more than \$2,995,041 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33), as amended; to authorize the Select Board to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project and to comply with all laws applicable to said project; to authorize the Select Board to issue, negotiate, sell and deliver such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the Select Board to take any other action or to pass any other vote relative thereto.

*(2/3 Ballot vote required).*

*(The Select Board recommends this article (5-0)).*

*(The Budget Committee recommends this article (6-0)).*

**Article 4:** To see if the Town will vote to raise and appropriate the Budget Committee's recommended amount of \$ 5,901,688 for general municipal operations. This article does not include special or individual articles addressed.

*(Majority vote required).*

*(The Select Board recommends this article (5-0)).*

*(The Budget Committee recommends this article (6-0)).*

**Article 5:** To see if the Town will vote to raise and appropriate the sum of three hundred seventy-nine thousand dollars (\$ 379,000) to be placed in previously established Capital Reserve Funds as follows:

<b><u>Capital Reserve Accounts</u></b>	<b><u>Amount</u></b>
Fire Department Vehicle and Equipment Acquisitions	\$ 20,000
New & Replacement Equipment & Vehicles for the Public Works and Highway Dept.	165,000
Replacement & Equipping of Ambulance	100,000
Police and Fire Radio and Related Equipment Replacement	2,000
Transfer Station Equipment & Facilities	30,000
Police Cruiser and Accessories Equipment	27,000
Library Replacement Building Systems	10,000
Dam Maintenance and Construction	10,000
Renovations to the Town Hall	15,000
<b>TOTAL</b>	<b>\$ 379,000</b>

*((Majority vote required).*

*(The Select Board recommends this article (5-0)).*

*(The Budget Committee recommends this article (6-0)).*

**Article 6:** To see if the Town will vote to raise and appropriate the sum of thirty thousand dollars (\$ 30,000) to be placed in previously established Expendable General Trust Funds as follows:

<u>Expendable General Trust Funds</u>	<u>Amount</u>
Town Facilities Maintenance	\$ 15,000
Recreational Facilities Maintenance	5,000
Hopkinton Library Technology Fund	5,000
Library Building Maintenance	<u>5,000</u>
<b>TOTAL</b>	<b>\$ 30,000</b>

*(Majority vote required).*

*(The Select Board recommends this article (5-0)).*

*(The Budget Committee recommends this article (6-0)).*

**Article 7:** To see if the Town will vote to raise and appropriate the sum of ninety-five thousand dollars (\$ 95,000) for the purpose of offsetting the cost of collection and disposal of residential solid waste and such other direct costs as budgeted annually and to authorize the withdrawal of this sum from the Pay by Bag Fund (Special Revenue Fund) established for this purpose at the 2010 Town Meeting to fund this appropriation. No funds to be raised by taxation.

*(Majority Vote Required).*

*(The Select Board recommends this article (5-0)).*

*(Budget Committee recommends this article (6-0)).*

**Article 8:** To see if the Town will vote to rescind Article 19 as amended that was approved at the March 2010 Hopkinton Town Meeting. Passage of this new 2014 Warrant Article will end the so called "Pay by Bag" trash disposal program in its entirety. Cancellation of "Pay by Bag" will become effective on April 21, 2014.

*(By Petition)*

*(Majority Vote Required).*

*(The Select Board does not recommend this article (5-0)).*

**Article 9:** To see if the Town will vote to continue the current price of the Pay-by-Bag bags as follows: 13 gallon bags - \$ 0.75 and 33 gallon bags- \$ 1.25

*(Majority Vote Required).*

*(The Select Board recommends this article (5-0)).*

**Article 10:** To see if the Town will vote to raise and appropriate the sum of seven hundred nineteen dollars (\$ 719) for the purpose of offsetting operational and maintenance costs of the Slusser Senior Center and to authorize the withdrawal of this sum from the Senior Center Rental Fund (Special Revenue Fund) established for this purpose at the 2009 Town Meeting to fund this appropriation. No funds to be raised by taxation.

*(Majority Vote Required).*

*(The Select Board recommends this article (5-0)).*

*(Budget Committee recommends this article (6-0)).*

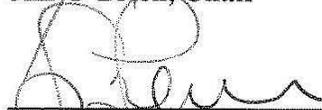
**Article 11:** To hear the reports of agents, officers and committees, heretofore chosen, to pass any vote relating thereto and to transact any other business that may legally come before said meeting.

Given under our hands and seal this 10th day of February, 2014,

  
\_\_\_\_\_  
Jim O'Brien, Chair

  
\_\_\_\_\_  
George Langwasser, Vice Chair

  
\_\_\_\_\_  
Sue B. Strickford

  
\_\_\_\_\_  
Sara Persechino

  
\_\_\_\_\_  
Ken Traum

*Select Board, Hopkinton, New Hampshire*

**Attest:**

  
\_\_\_\_\_  
Jim O'Brien, Chair

  
\_\_\_\_\_  
George Langwasser, Vice Chair

  
\_\_\_\_\_  
Sue B. Strickford

  
\_\_\_\_\_  
Sara Persechino

  
\_\_\_\_\_  
Ken Traum

*Select Board, Hopkinton, New Hampshire*

## Town Meeting Warrant Narrative The Warrant Articles with Explanations

Each year we prepare this “Narrative Warrant” as a companion to the Town Meeting Warrant to give detail to each Warrant Article that will be voted on and discussed. The hope is that this section will provide you, the voter, with a better understanding of what you are being asked to vote on at Town Meeting. Please also feel free to contact the Town Hall if you have additional questions. Also, additional information is available at the Town website as [www.hopkinton-nh.gov](http://www.hopkinton-nh.gov). We hope you find this information useful as you prepare for Town Meeting.

### **Ballot Articles:**

Articles 1 and 2 are voted by ballot either in-person or by absentee ballot. If you cannot be there in person, you should contact the Town Clerk’s Office (746-3180) in order to obtain an absentee ballot.

### **Voting will take place:**

Where: Hopkinton Middle/High School Gymnasium, 297 Park Avenue, Contoocook  
When: Tuesday, March 11, 2014 - Polls are open from 7:00 a.m. to 7:00 p.m.

**Voter Registration:** If you are not registered to vote, you may do so on the day of voting, March 11, 2014. Please bring a photo ID and identification denoting your physical address.

**Article 1: To choose all necessary Town Officers by ballot and majority vote for the ensuing year as enumerated:** (Candidates who filed for an open office are listed here alphabetically.)

#### **Select Board – Two for a 3 year term**

Jim O’Brien  
Sue B. Strickford

#### **Moderator – One for a 2 year term**

Bruce B. Ellsworth

#### **Supervisor of the Checklist – One for a 6 year term**

Virginia Haines

#### **Town Treasurer – One for 3 year term**

Bonita A. Cressy

#### **Budget Committee – One for a 1 year term to fill a vacancy**

Michael Vance

#### **Budget Committee – Two for a 3 year term**

Richard Houston  
Stephen Lux Jr.

#### **Library Trustee - Two for a 3 year term**

Emilie Burack  
Elaine Loft

#### **Cemetery Trustee – One for a 3 year term**

Susan Lawless

#### **Trustee of the Trust Funds – One for a 3 year term**

Vacant

**Article 2: To see what action the Town will take with respect to the following proposed amendments to the Hopkinton Zoning Ordinance by ballot vote upon the following question:**

1. The Planning Board proposes revisions to Section III, 3.10 Personal Wireless Service Facilities so that it is consistent with the revisions to NH RSA 12-K, which exempt collocation on or modifications to an existing structure from review by the Planning Board, unless the collocation or modifications cause a “substantial change” to the structure. A determination of the extent of change is to be made through a process involving the issuance of a building permit.

**Town Meeting Gathering – Deliberative Session 2**

**This meeting will take place:**

Where: Hopkinton Middle/High School Gymnasium, 297 Park Avenue, Contoocook

When: Saturday, March 15, 2014

Hours: Beginning at 9:00 a.m.

The Budget Committee has unanimously voted to present the Select Board’s operating budget to the Town Meeting. The Committee is also recommending unanimously the money related Warrant Articles being proposed. With the Select Board’s recommended use of a portion of the Unassigned Fund Balance, the estimated Town portion of the tax rate is \$ 5.25 per thousand which is a \$ .15 or 2.94% increase. Of this \$ .15 increase, \$ .10 is due to the first year of the highway garage bond payment.

**Article 3: To see if the Town will vote to raise and appropriate the sum of \$ 2,995,041 (gross budget) for the planning, design, construction and equipping of a renovation to the Contoocook Fire Station and to authorize the issuance of not more than \$2,995,041 of bonds or notes in accordance with the provision of the Municipal Finance Act (RSA 33), as amended; to authorize the Select Board to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project and to comply with all laws applicable to said project; to authorize the Select Board to issue, negotiate, sell and deliver such bonds or notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the Select Board to take any other action or to pass any other vote relative thereto.**

*(2/3 Ballot vote required).*

*(The Select Board recommends this article (5-0)).*

*(The Budget Committee recommends this article (6-0)).*

In 2011 the Select Board appointed a committee to evaluate the Contoocook Fire Station. They concluded: *“It is the opinion of this committee that the Contoocook station is inadequate to meet today’s requirements of a full time fire and emergency medical services (EMS) facility. The station doesn’t meet the ADA requirements, or provide a healthy work environment.”* At the Town Meetings in 2012 and 2013 funds were appropriated to do the required studies and put a plan together to modernize the station. The plan being presented at Town Meeting this year is the result of several years of work determining requirements and how best to meet them.

**Article 4: To see if the Town will vote to raise and appropriate the Budget Committee's recommended amount of \$ 5,901,688 for general municipal operations. This article does not include special or individual articles addressed.**

*(Majority vote required).*

*(The Select Board recommends this article (5-0)).*

*(The Budget Committee recommends this article (6-0)).*

This article is the funding for the operating budget for the Town not including any other warrant articles. The proposed amount of \$ 5,901,688 is an increase of \$ 194,677 over last year which is a 3.40% increase. There are five significant changes in the budget that amount to more than the proposed increase. The second year of the State of New Hampshire downshifting retirement costs to the Town is causing a \$ 28,330 increase which is 9.33% despite the fact that one full time position was changed to part time making it no longer eligible for retirement benefits. State statute required police and firefighters to be part of the NH Retirement System and because of this the State has always paid a share of these costs. This is no longer the case and this year's budget reflects the last 6 month increase caused by this change. Health and dental costs are increasing \$ 22,622 (4.55%). This increase would have been larger, but co-pays and prescription drug costs have been increased for employees. \$ 60,433, equivalent to a 3% wage increase, is added to the budget for employee merit pay increases and the corresponding benefit changes. All increases are based on merit so this is the entire amount to be allocated to all employees. The assessing line increased \$ 32,850 (65.44%) to pay for the last year of the cyclical town wide property revaluation. This year, the last of a five year cycle, is the most expensive because of the added work, but the cyclical system saves the Town a substantial amount over the five years. In the future, funds will be set aside over the five year period to pay the additional in the final year leveling off the funding. The first payment of the Highway Garage bond amounting to \$ 62,307 is included in the budget. This amount will decrease each year of the 10 year term.

#### Proposed Budget Detail

	BUDGET 2013	ACTUAL 2013	PROPOSED 2014	\$ CHANGE	% CHANGE
Executive	\$200,018	\$197,215	\$200,138	\$120	0.06%
IT Services	\$37,100	\$42,505	\$41,517	\$4,417	10.64%
Town Clerk/Tax Collector	\$228,934	\$189,919	\$209,231	(\$19,703)	-8.61%
Financial Administration	\$105,075	\$102,187	\$106,538	\$1,463	1.39%
Assessing	\$58,200	\$72,735	\$90,625	\$32,425	55.71%
Legal	\$25,000	\$14,821	\$20,000	(\$5,000)	-20.00%
Personnel Admin	\$581,645	\$496,641	\$654,643	\$72,998	12.55%
Planning Board	\$99,463	\$96,667	\$100,689	\$1,226	1.23%
Cemeteries	\$38,378	\$37,676	\$16,890	(\$21,488)	-55.99%
Insurance	\$73,000	\$64,477	\$71,000	(\$2,000)	-2.74%
Police	\$660,521	\$597,208	\$677,710	\$17,189	2.60%
Ambulance	\$527,613	\$556,264	\$543,609	\$15,996	3.03%
Fire	\$250,534	\$238,716	\$244,583	(\$5,951)	-2.38%
Emergency Management	\$1	\$0	\$1	\$0	0.00%

	BUDGET 2013	ACTUAL 2013	PROPOSED 2014	\$ CHANGE	% CHANGE
Highway Admin	\$474,701	\$497,423	\$491,111	\$16,410	3.46%
Highway & Streets	\$634,500	\$641,670	\$658,500	\$24,000	3.78%
Street Lighting	\$2,160	\$2,097	\$2,340	\$180	8.33%
Transfer Station	\$510,770	\$518,938	\$522,655	\$11,885	2.33%
Solid Waste-Landfill	\$34,100	\$26,738	\$31,500	(\$2,600)	-7.62%
Solid Waste-Community Well	\$14,987	\$13,052	\$15,058	\$71	0.47%
Animal Control	\$7,084	\$4,694	\$7,084	\$0	0.00%
Community Health	\$14,327	\$14,327	\$14,327	\$0	0.00%
Human Services Administration	\$55,534	\$55,464	\$55,836	\$302	0.54%
Welfare Vendors	\$55,000	\$57,501	\$55,000	\$0	0.00%
Recreation	\$113,195	\$110,303	\$101,602	(\$11,593)	-10.24%
Buildings & Grounds	\$197,904	\$189,770	\$203,500	\$5,596	2.83%
Library	\$268,168	\$266,256	\$270,393	\$2,225	0.83%
Patriotic Purposes	\$3,250	\$2,985	\$5,250	\$2,000	61.54%
Conservation Committee	\$1	\$0	\$1	\$0	0.00%
Economic Development	\$2,000	\$0	\$1	(\$1,999)	-99.95%
Principal, Notes	\$261,669	\$261,840	\$320,309	\$58,640	22.41%
Interest	\$83,729	\$80,550	\$74,621	(\$9,108)	-10.88%
TAN	\$2,000	\$0	\$2,000	\$0	0.00%
<b>OPERATING BUDGET TOTAL</b>	<b>\$5,620,561</b>	<b>\$5,547,743</b>	<b>\$5,808,262</b>	<b>\$187,701</b>	<b>3.34%</b>
Sewer Disposal	\$86,450	\$92,247	\$93,426	\$6,976	8.07%
<b>TOTAL</b>	<b>\$5,707,011</b>	<b>\$5,639,990</b>	<b>\$5,901,688</b>	<b>\$194,677</b>	<b>3.41%</b>

**Article 5:** To see if the Town will vote to raise and appropriate the sum of three hundred seventy-nine thousand dollars (\$ 379,000) to be placed in previously established Capital Reserve Funds as follows:

<u>Capital Reserve Accounts</u>	<u>Amount</u>
Fire Department Vehicle and Equipment Acquisitions	\$ 20,000
New & Replacement Equipment & Vehicles for the Public Works and Highway Dept.	165,000
Replacement & Equipping of Ambulance	100,000
Police and Fire Radio and Related Equipment Replacement	2,000
Transfer Station Equipment & Facilities	30,000
Police Cruiser and Accessories Equipment	27,000
Library Replacement Building Systems	10,000
Dam Maintenance and Construction	10,000
Renovations to the Town Hall	15,000
<b>TOTAL</b>	<b>\$ 379,000</b>

((Majority vote required).)

*(The Select Board recommends this article (5-0)).*

*(The Budget Committee recommends this article (6-0)).*

For many years the Town has maintained Capital Reserve Fund (CRF) accounts to help to level the impact of major expenditures by putting funds aside annually. Replacement equipment for the next 20 years has been estimated and reviewed to create a spreadsheet indicating the required amount to be put in each fund each year in order to maintain as constant an expenditure level as possible. \$ 379,000 is requested this year, an amount that is \$ 19,000 lower than last year.

Fire Department Vehicle and Equipment Acquisitions – established to purchase vehicles and equipment used by the Fire Department with the exception of the ambulances. We are scheduled to purchase protective gear out of this fund this year. This is year two of a five year plan to purchase this equipment.

New and Replacement Equipment and Vehicles for the Public Works and Highway Department – established to purchase vehicles and equipment used by the Public Works Department. This past year we replaced a one-ton truck and a pickup truck which were both over 10 years old. This coming year a one-ton truck and a mower for the fields are scheduled to be replaced.

<b>Fund</b>	<b>Balance 12/31/2013</b>	<b>2013 Appropriation</b>	<b>2014 Proposed Appropriation</b>
Fire Dept. Vehicles & Equipment	\$ 98,880	\$ 70,000	\$ 20,000
DPW Equipment & Vehicles	46,101	175,000	165,000
Ambulance	160,131	60,000	100,000
Police/Fire Radios	37,165	5,000	2,000
Transfer Station	31,940	27,000	30,000
Police Cruisers	37,317	31,000	27,000
Library Building Systems	26,111	10,000	10,000
Dam Maintenance	1	10,000	10,000
Town Hall Renovations	5,363	10,000	15,000
<b>TOTAL</b>	<b>\$ 443,009</b>	<b>\$ 398,000</b>	<b>\$ 379,000</b>

Replacement and Equipping of Ambulance – established by Town Meeting in 2011 to replace and equip ambulances when required. We are scheduled to purchase a new ambulance this year. Both Warner and Webster contribute toward the purchase of a new ambulance.

Police and Fire Radio and Related Equipment Replacement – this fund begins to fund the replacement of radios received six years ago through a federal grant. The life expectancy of the equipment is 10-12 years and the estimated replacement cost is \$ 80,000.

Transfer Station Equipment and Facilities – established to purchase equipment used at the Transfer Station and amended to also include facility upgrades. A trailer is scheduled to be replaced this year.

Police Cruiser and Accessory Equipment – established to purchase police cruisers and the equipment needed in them. We generally purchase one cruiser per year.

Library Replacement Building Systems – established to replace building systems such as the heating system at the library.

Dam Maintenance and Construction – established to fund required work on Town owned dams. The Town owns several dams. The State Dam Bureau is requiring the Town to bring the dam on

Main Street, by Blazer’s Restaurant into compliance. It is expected that the engineering work will be around \$ 40,000 and then there will be some structural work done to the dam itself.

Renovation to the Town Hall – established to renovate Town Hall. One office was renovated this past year. Funds are being used to gradually update the offices and make the building fully handicap accessible. The plan is to upgrade and make the bathrooms accessible this year.

**Article 6: To see if the Town will vote to raise and appropriate the sum of thirty thousand dollars (\$ 30,000) to be placed in previously established Expendable General Trust Funds as follows:**

<b><u>Expendable General Trust Funds</u></b>	<b><u>Amount</u></b>
<b>Town Facilities Maintenance</b>	<b>\$ 15,000</b>
<b>Recreational Facilities Maintenance</b>	<b>5,000</b>
<b>Hopkinton Library Technology Fund</b>	<b>5,000</b>
<b>Library Building Maintenance</b>	<b><u>5,000</u></b>
<b>TOTAL</b>	<b>\$ 30,000</b>

*(Majority vote required).*

*(The Select Board recommends this article (5-0)).*

*(The Budget Committee recommends this article (6-0)).*

Town Facilities Maintenance – established to cover the cost of large maintenance items on town owned buildings. Over the last four years the fund has been used to replace roofs on the highway garage, Town Hall, and Horseshoe Taverns and is presently being used for the new well at George’s Park which will take a substantial burden off the Contocook Precinct water system and save the Town substantially in water costs.

<b>Fund</b>	<b>Balance 12/31/2013</b>	<b>2013 Appropriation</b>	<b>2014 Proposed Appropriation</b>
Town Facilities Maint.	\$ 17,689	\$ 20,000	\$ 15,000
Recreational Facilities Maintenance	8,070	5,000	5,000
Library Technology	12,615	5,000	5,000
Library Building Maintenance	10,747	5,000	5,000
<b>TOTAL</b>	<b>\$ 49,121</b>	<b>\$ 35,000</b>	<b>\$ 30,000</b>

Recreational Facilities Maintenance – established to help pay for the cost of maintaining our recreational facilities. Examples are the docks at Kimball Pond, Spirit Skateboard Park, and various nets used on the fields.

Hopkinton Library Technology Fund – established to purchase computer for the library for both public and staff use.

Library Building Maintenance – this trust is used for building and window painting.

**Article 7: To see if the Town will vote to raise and appropriate the sum of ninety-five thousand dollars (\$ 95,000) for the purpose of offsetting the cost of collection and disposal of residential solid waste and such other direct costs as budgeted annually and to authorize the withdrawal of this sum from the Pay by Bag Fund (Special Revenue Fund) established**

**for this purpose at the 2010 Town Meeting to fund this appropriation. No funds to be raised by taxation.**

*(Majority Vote Required).*

*(The Select Board recommends this article (5-0)).*

*(Budget Committee recommends this article (X-X)).*

When the Pay-by-Bag program was started by the Town Meeting in 2010, the warrant article required that all revenue from the sale of bags to go into the Pay-by Bag Special Revenue fund. Monies in this fund can only be expended to offset the cost of solid waste collection and disposal and can only be expended with Town Meeting approval. This article will allow the funds collected in 2013 to be used to offset Hopkinton costs at the Transfer Station.

**Article 8: To see if the Town will vote to rescind Article 19 as amended that was approved at the March 2010 Hopkinton Town Meeting. Passage of this new 2014 Warrant Article will end the so called “Pay by Bag” trash disposal program in its entirety. Cancellation of “Pay by Bag” will become effective on April 21, 2014.**

*(By Petition)*

*(Majority Vote Required).*

*(The Select Board does NOT recommend this article (5-0)).*

This petition warrant article if passed would end the Pay-by-Bag program adopted by the Town Meeting in 2010. The article includes an effective date of April 21, 2014.

**Article 9: To see if the Town will vote to continue the current price of the Pay-by-Bag bags as follows: 13 gallon bags - \$ 0.75 and 33 gallon bags- \$ 1.25**

*(Majority Vote Required).*

*(The Select Board recommends this article (5-0)).*

When Town Meeting in 2010 adopted the Pay-by-Bag program it voted to require that Town Meeting each year set the bag price. This article sets the bag prices at the same level as 2013.

**Article 10: To see if the Town will vote to raise and appropriate the sum seven hundred nineteen dollars (\$ 719) for the purpose of offsetting operational and maintenance costs of the Slusser Senior Center and to authorize the withdrawal of this sum from the Senior Center Rental Fund (Special Revenue Fund) established for this purpose at the 2009 Town Meeting to fund this appropriation. No funds to be raised by taxation.**

*(Majority Vote Required).*

*(The Select Board recommends this article (5-0)).*

*(Budget Committee recommends this article (6-0)).*

At the Town Meeting in 2009 the Town established the Senior Center Rental Special Revenue Fund requiring all revenues from the rental of the senior center to go into this fund. Monies in a Special Revenue Fund cannot be expended without Town Meeting approval so this article authorizes the Select Board to expend from this fund to offset operational and maintenance costs of the Slusser Senior Center.

# 2014 Proposed Town Budget



# Budget of the Town of Hopkinton - 2014 State of New Hampshire Form MS-737



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APPROPRIATIONS								
GENERAL GOVERNMENT <span style="float: right;">?</span>								
Account #	Purpose of Appropriations (RSA 32:1-V)	OP Bud. Warr. Art #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4190 - 4199: Executive	Add Item Article		\$264,112	\$264,034	\$241,655		\$241,655	
	-	4			\$241,655		\$241,655	
4140 - 4149: Elections, Regular & Vital Statistics	Add Item Article		\$253,068	\$204,454	\$209,231		\$209,231	
	-	4			\$209,231		\$209,231	
4150 - 4151: Financial Administration	Add Item Article		\$120,533	\$116,695	\$106,538		\$106,538	
	-	4			\$106,538		\$106,538	
4152: Revaluation of Property	Add Item Article		\$58,200	\$72,736	\$90,625		\$90,625	
	-	4			\$90,625		\$90,625	
4153: Legal Expense	Add Item Article		\$25,000	\$14,821	\$20,000		\$20,000	
	-	4			\$20,000		\$20,000	
4155 - 4159: Personnel Administration	Add Item Article		\$23,789	\$27,191	\$654,643		\$654,643	
	-	4			\$654,643		\$654,643	
4101 - 4103: Planning & Zoning	Add Item Article		\$114,191	\$113,191	\$100,689		\$100,689	
	-	4			\$100,689		\$100,689	
4194: General Government Buildings	Add Item Article							
	-							
4195: Garages	Add Item Article		\$38,378	\$37,676	\$16,890		\$16,890	
	-	4			\$16,890		\$16,890	
4196: Gasometer	Add Item Article		\$133,408	\$92,990	\$71,000		\$71,000	
	-	4			\$71,000		\$71,000	
4197: Advertising & Regional Association	Add Item Article							
	-							
4199: Other General Government	Add Item Article							
	-							
<b>General Government Section Subtotal</b>			<b>\$1,086,590</b>	<b>\$943,726</b>	<b>\$1,511,271</b>		<b>\$1,511,271</b>	
PUBLIC SAFETY <span style="float: right;">?</span>								
Account #	Purpose of Appropriations (RSA 32:1-V)	OP Bud. Warr. Art #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4210 - 4214: Police	Add Item Article		\$757,034	\$682,280	\$684,794		\$684,794	
	-	4			\$684,794		\$684,794	
4215 - 4219: Ambulance	Add Item Article		\$616,000	\$625,973	\$543,609		\$543,609	
	-	4			\$543,609		\$543,609	
4220 - 4229: Fire	Add Item Article		\$264,919	\$254,115	\$244,583		\$244,583	
	-	4			\$244,583		\$244,583	
4240 - 4249: Building Inspection	Add Item Article							
	-							
4200 - 4299: Emergency Management	Add Item Article		\$0		\$1		\$1	
	-	4			\$1		\$1	
4299: Other (including Communications)	Add Item Article							
	-							
<b>Public Safety Section Subtotal</b>			<b>\$1,633,962</b>	<b>\$1,563,368</b>	<b>\$1,472,987</b>		<b>\$1,472,987</b>	



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AIRPORT/AVIATION CENTER ?								
Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Item Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4301-4309	Airport Operations	Add War. Article						
		-						
Airport/Aviation Center Section Subtotal								

HIGHWAYS AND STREETS ?								
Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Item Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4310	Administration	Add War. Article	\$588,890	\$585,397	\$491,111		\$491,111	
		-			\$491,111		\$491,111	
4312	Highways & Streets	Add War. Article	\$634,500	\$641,670	\$658,500		\$658,500	
		-			\$658,500		\$658,500	
4313	Bridges	Add War. Article						
4316	Street Lighting	Add War. Article	\$2,340	\$2,097	\$2,340		\$2,340	
		-			\$2,340		\$2,340	
4319	Other	Add War. Article						
		-						
Highways and Street Section Subtotal			\$1,205,150	\$1,229,164	\$1,151,951		\$1,151,951	

SANITATION ?								
Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Item Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4321	Administration	Add War. Article						
4323	Solid Waste Collection	Add War. Article						
4324	Solid Waste Disposal	Add War. Article	\$545,300	\$550,291	\$522,655		\$522,655	
		-			\$522,655		\$522,655	
4325	Solid Waste Clean-up	Add War. Article	\$43,660	\$39,790	\$46,558		\$46,558	
		-			\$46,558		\$46,558	
4326-4329	Sewage Collection, Disposal, & Other	Add War. Article	\$95,071	\$99,960	\$93,426		\$93,426	
		-			\$93,426		\$93,426	
Sanitation Section Subtotal			\$684,031	\$690,041	\$662,639		\$662,639	

WATER DISTRIBUTION AND TREATMENT ?								
Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Item Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4331	Administration	Add War. Article						
4332	Water Services	Add War. Article						
		-						



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4414	Pest Control	Add/Wan. Article						
-								
4415 - 4419	Health Agencies, Hospital, & Other	Add/Wan. Article	\$14,327	\$14,327	\$14,327		\$14,327	
-		4			\$14,327		\$14,327	
4441 - 4442	Administration & Direct Assistance	Add/Wan. Article	\$68,945	\$67,470	\$55,836		\$55,836	
-		4			\$55,836		\$55,836	
4444	Intergovernmental Welfare Payments	Add/Wan. Article						
-								
4445 - 4449	Member Payments & Other	Add/Wan. Article	\$55,000	\$57,501	\$55,000		\$55,000	
-		4			\$55,000		\$55,000	
Health and Welfare Section Subtotal			\$138,272	\$139,298	\$125,163		\$125,163	

Account #	Purpose of Appropriations (RSA 32:3-10)	OP Bud. - Wan. - Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4520 - 4529	Parks & Recreation	Add/Wan. Article	\$340,926	\$344,973	\$305,102		\$305,102	
-		4			\$305,102		\$305,102	
4550 - 4559	Library	Add/Wan. Article	\$291,285	\$286,934	\$270,393		\$270,393	
-		4			\$270,393		\$270,393	
4583	Patriotic Purposes	Add/Wan. Article	\$5,250	\$2,982	\$5,250		\$5,250	
-		4			\$5,250		\$5,250	
4589	Other Culture & Recreation	Add/Wan. Article						
-								
Culture and Recreation Section Subtotal			\$637,461	\$634,890	\$586,745		\$586,745	

Account #	Purpose of Appropriations (RSA 32:3-10)	OP Bud. - Wan. - Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4611 - 4612	Admin. & Purchase of Natural Resources	Add/Wan. Article	\$1		\$1		\$1	
-		4			\$1		\$1	
4619	Other Conservation	Add/Wan. Article						
-								
4631 - 4632	Recreation Development & Housing	Add/Wan. Article						
-								
4651 - 4659	Economic Development	Add/Wan. Article	\$2,000		\$1		\$1	
-		4			\$1		\$1	
Conservation Section Subtotal			\$2,001		\$2		\$2	

Account #	Purpose of Appropriations (RSA 32:3-10)	OP Bud. - Wan. - Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4711	Municipal - Long Term Bonds & Notes	Add/Wan. Article	\$261,669	\$261,839	\$320,309		\$320,309	
-		4			\$320,309		\$320,309	
4721	Interest - Long Term Bonds & Notes	Add/Wan. Article	\$83,729	\$80,550	\$74,621		\$74,621	
-		4			\$74,621		\$74,621	



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4795 Interest on Tax Anticipation Warrants	Add Warr. Article	\$2,000		\$2,000		\$2,000	
	-	4			\$2,000		\$2,000
4790-4799 Other Debt Service	Add Warr. Article						
	-						
<b>Debt Services Section Subtotal</b>			\$347,896	\$342,380	\$306,420		\$296,930

CAPITAL OUTLAY								
Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Warr. Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4901	Land	Add Warr. Article						
		-						
4902	Machinery, Vehicles, & Equipment	Add Warr. Article						
		-						
4903	Buildings	Add Warr. Article						
		-						
4908	Improvements Other Than Buildings	Add Warr. Article						
		-						
<b>Capital Outlay Section Subtotal</b>								

OPERATING TRANSFERS OUT								
Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Warr. Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4912	To Special Revenue Fund	Add Warr. Article						
		-						
4913	To Capital Projects Fund	Add Warr. Article						
		-						
4914	To Enterprise Fund							
	Sewer	Add Warr. Article						
		-						
	Water	Add Warr. Article						
		-						
	Electric	Add Warr. Article						
		-						
	Airport	Add Warr. Article						
		-						
4918	To Nonexpendable Trust Funds	Add Warr. Article						
		-						
4919	To Fiduciary Funds	Add Warr. Article						
		-						
<b>Operating Transfers Out Section Subtotal</b>								

<b>OPERATING BUDGET TOTAL</b>			\$5,707,011	\$5,542,486	\$5,267,988		\$5,903,988
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**\*\*SPECIAL WARRANT ARTICLES\*\***

Special Warrant articles are defined in RSA 32:3, V, as appropriations: 1) In petitioned warrant articles; 2) Appropriations raised by bonds or notes; 3) Appropriations to or from a separate fund created pursuant to law, such as capital reserve funds or trust funds; 4) An appropriation designated on the warrant as a special article or as a non-binding or nontransferable article.

Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Plan Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4915	To Capital Reserve Fund	Add Warr. Article	\$398,000	\$398,000	\$379,000		\$379,000	
		- 5			\$379,000		\$379,000	
4916	To Expendable Trust Fund	Add Warr. Article	\$35,000	\$35,000	\$30,000		\$30,000	
		- 6			\$30,000		\$30,000	
4917	To Health Maintenance Trust Funds	Add Warr. Article						
		-						
Other Special Warrant Articles		Add Warr. Article						
4903	Contoocook Fire Station Renovations	- 3			\$2,995,041		\$2,995,041	
4324	Pay-by-Bag SP Revenue Expenditure	- 7	\$92,000	\$92,000	\$95,000		\$95,000	
4520-4529	Senior Center Rental Sp Rev. Fund Expend	- 10	\$1,078	\$359	\$719		\$719	
4903	Construction of Highway Garage	-	\$1,300,000	\$1,397,104				
<b>SPECIAL ARTICLES RECOMMENDED</b>			<b>\$1,826,078</b>	<b>\$1,932,463</b>	<b>\$1,499,760</b>		<b>\$1,499,760</b>	

**\*\*INDIVIDUAL WARRANT ARTICLES\*\***

Individual warrant articles are not the same as "Special Warrant Articles". An example of an individual warrant articles might be negotiated cost items for labor agreements or items of a one time nature you wish to address individually.

Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Plan Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Selectmen's Appropriations Ensuing FY (Recommended)	Selectmen's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
Other Individual Warrant Articles		Add Warr. Article		\$164,346				
4903	Fire Station Engineering	-	\$25,000					
4711	Payoff of Debt	-	\$140,250					
<b>INDIVIDUAL WARRANT ARTICLES RECOMMENDED</b>			<b>\$165,250</b>	<b>\$164,346</b>				

You have reached the end of the Appropriations Section. Please review this section for accuracy, then move on to the Revenues Section.



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REVENUES					
TAXES					
Account #	Source of Revenue	Warrant Article #	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Estimated Revenues
3126	Land Use Charge Taxes - General Fund	Add Warrant Article	\$13,789	\$22,000	\$22,000
		-		\$22,000	\$22,000
3180	Resident Taxes	Add Warrant Article			
		-			
3185	Yield Taxes	Add Warrant Article	\$24,101	\$20,000	\$20,000
		-		\$20,000	\$20,000
3186	Payment in Lieu of Taxes	Add Warrant Article	\$103,912	\$69,125	\$69,125
		-		\$69,125	\$69,125
3189	Other Taxes	Add Warrant Article			
		-			
3190	Interest & Penalties on Delinquent Taxes	Add Warrant Article	\$124,388	\$115,000	\$115,000
		-		\$115,000	\$115,000
	Inventory Penalties	Add Warrant Article			
		-			
3187	Excavation Tax (\$0.02 per cubic yard)	Add Warrant Article			
		-			
Taxes Section Subtotal			\$266,388	\$226,125	\$226,125
LICENSES, PERMITS, AND FEES					
Account #	Source of Revenue	Warrant Article #	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Estimated Revenues
3290	Business Licenses & Permits	Add Warrant Article	\$2,235	\$1,500	\$1,500
		-		\$1,500	\$1,500
3220	Motor Vehicle Permit Fees	Add Warrant Article	\$996,106	\$994,000	\$994,000
		-		\$994,000	\$994,000
3230	Building Permits	Add Warrant Article			
		-			
3290	Other Licenses Permits & Fees	Add Warrant Article	\$21,830	\$22,500	\$22,500
		-		\$22,500	\$22,500
3311 - 3319	From Federal Government	Add Warrant Article	\$32,854		
		-			
Licenses, Permits, and Fees Section Subtotal			\$1,053,029	\$1,018,000	\$1,018,000
FROM STATE					
Account #	Source of Revenue	Warrant Article #	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Estimated Revenues
3351	Shared Revenues	Add Warrant Article			
		-			
3352	Meals & Rooms Tax Distribution	Add Warrant Article	\$249,157	\$249,000	\$249,000
		-		\$249,000	\$249,000
3353	Highway Block Grant	Add Warrant Article	\$162,182	\$162,000	\$162,000
		-		\$162,000	\$162,000
3354	Water Pollution Grant	Add Warrant Article			
		-			



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3355	Housing & Community Development	Add Warrant Article			
3356	State/Federal Forest Land Reimbursement	Add Warrant Article	\$440	\$600	\$600
3357	Flood Control Reimbursement	Add Warrant Article	\$210,000	\$210,000	\$210,000
3359	Other (Including Railroad Tax)	Add Warrant Article	\$32,000	\$32,000	\$32,000
3379	From Other Governments	Add Warrant Article			
State Funding Section Subtotal			\$653,840	\$603,600	\$653,600

CHARGES FOR SERVICES					
Account #	Source of Revenue	Warrant Article #	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Estimated Revenues
3401 - 3406	Income from Departments	Add Warrant Article	\$788,362	\$819,929	\$819,929
3409	Other Charges	Add Warrant Article			
Charges for Services Section Subtotal			\$788,362	\$819,929	\$819,929

MISCELLANEOUS REVENUES					
Account #	Source of Revenue	Warrant Article #	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Estimated Revenues
3501	Sale of Municipal Village District Property	Add Warrant Article	\$4,500	\$1,000	\$1,000
3502	Interest on Investments	Add Warrant Article	\$285	\$500	\$500
3503 - 3506	Other	Add Warrant Article	\$859,128	\$51,250	\$51,250
Miscellaneous Revenues Section Subtotal			\$863,913	\$52,750	\$52,750

INTERFUND OPERATING TRANSFERS IN					
Account #	Source of Revenue	Warrant Article #	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Estimated Revenues
3912	From Special Revenue Funds	Add Warrant Article	\$92,350	\$95,000	\$95,000
		7		\$95,000	\$95,000
		10		\$719	\$719
3913	From Capital Projects Funds	Add Warrant Article			
3914	From Enterprise Funds	Add Warrant Article		\$93,426	\$93,426
	Sewer - (Offset)	Add Warrant Article		\$93,426	\$93,426
	Water (Offset)	Add Warrant Article		\$93,426	\$93,426
	Electric - (Offset)	Add Warrant Article			
	Airport - (Offset)	Add Warrant Article			
3915	From Capital Reserve Funds	Add Warrant Article			



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3916	From Trust & Fiduciary Funds	Add Warrant Article			
3917	Transfers from Conservation Funds	Add Warrant Article			
<b>Interfund Operating Transfers In Section Subtotal</b>			\$92,359	\$189,145	\$189,145

<b>OTHER FINANCING SOURCES</b>						
Account #	Source of Revenue	Warrant Article #	Actual Revenues Prior Year	Selectmen's Estimated Revenues	Budget Committee's Estimated Revenues	
3934	Proceeds from Long Term Bonds & Notes	Add Warrant Article	\$5,301,560	\$2,995,043	\$2,995,043	
	Amounts Voted from Fund Balance	Add Warrant Article		\$2,995,041	\$2,995,041	
	Estimated Fund Balance to Reduce Taxes	Add Warrant Article	\$450,500	\$180,000	\$180,000	
<b>Other Financing Sources Section Subtotal</b>			\$5,982,060	\$3,175,093	\$3,175,041	
<b>TOTAL ESTIMATE REVENUES AND CREDITS</b>			\$4,708,990	\$6,134,396	\$6,134,393	



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<b>ACCOUNT SUMMARY</b>						
<b>Appropriations</b>	<b>Appropriations Prior Year as Approved by DRA</b>	<b>Actual Expenditures Prior Year</b>	<b>Selectmen's Appropriations Ensuing FY (Recommended)</b>	<b>Selectmen's Appropriations Ensuing FY (Not Recommended)</b>	<b>Budget Committee's Appropriations Ensuing FY (Recommended)</b>	<b>Budget Committee's Appropriations Ensuing FY (Not Recommended)</b>
<b>General Government</b>	\$1,036,599	\$943,728	\$1,511,271		\$1,511,271	
<b>Public Safety</b>	\$1,631,962	\$1,563,368	\$1,472,987		\$1,472,987	
<b>Airport/Aviation Center</b>						
<b>Highways and Streets</b>	\$1,205,156	\$1,229,164	\$1,151,951		\$1,151,951	
<b>Sanitation</b>	\$690,162	\$690,043	\$662,639		\$662,639	
<b>Water Distribution and Treatment</b>						
<b>Electric</b>						
<b>Health and Welfare</b>	\$138,272	\$139,298	\$125,163		\$125,163	
<b>Culture and Recreation</b>	\$655,461	\$634,896	\$580,745		\$580,745	
<b>Conservation</b>	\$2,001		\$2		\$2	
<b>Debt Service</b>	\$347,398	\$342,389	\$396,930		\$396,930	
<b>Capital Outlay</b>						
<b>Interfund Operating Transfers Out</b>						
<b>Special Warrant Articles</b>	\$1,826,078		\$3,499,760		\$3,499,760	
<b>Individual Warrant Articles</b>	\$165,250					
<b>Revenues</b>	<b>Actual Revenues Prior Year</b>	<b>Selectmen's Estimated Revenues</b>	<b>Budget Committee's Estimated Revenues</b>			
<b>Taxes</b>	\$266,386	\$226,125	\$226,125		\$226,125	
<b>Licenses, Permits and Fees</b>	\$1,053,027	\$1,018,000	\$1,018,000		\$1,018,000	
<b>State Funding</b>	\$655,842	\$653,600	\$653,600		\$653,600	
<b>Charges for Services</b>	\$788,362	\$819,929	\$819,929		\$819,929	
<b>Miscellaneous Revenues</b>	\$863,948	\$52,750	\$52,750		\$52,750	
<b>Interfund Operations Transfers In</b>	\$92,359	\$189,145	\$189,145		\$189,145	
<b>Other Finance Sources</b>	\$989,066	\$3,175,041	\$3,175,041		\$3,175,041	



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BUDGET SUMMARY			
Item	Prior Year Adopted Budget	Selectmen's Recommended Budget	Budget Committee's Recommended Budget
Operating Budget Appropriations Recommended:	\$5,707,011	\$5,991,448	\$5,991,448
Special Warrant Articles Recommended:	\$1,826,078	\$1,889,700	\$1,489,700
Individual Warrant Articles Recommended	\$165,250		
<b>TOTAL Appropriations Recommended:</b>	<b>\$7,698,339</b>	<b>\$7,881,148</b>	<b>\$7,481,148</b>
Less: Amount of Estimated Revenues & Credits:	-\$4,708,930	-\$4,734,300	-\$4,734,300
Estimated Amount of Taxes to be Raised	-\$2,989,249	-\$3,266,858	-\$3,266,858



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Does the budget include <b>Collective Bargaining Cost Items</b> ?	<input type="radio"/> Yes	<input type="radio"/> No
Does the budget include <b>RSA 32:18-a Bond Overrides</b> ?	<input type="radio"/> Yes	<input type="radio"/> No
Does the budget include <b>RSA 32:21 Water Costs</b> ?	<input type="radio"/> Yes	<input type="radio"/> No

BUDGET COMMITTEE SUPPLEMENTAL SCHEDULE	
Total recommended by Budget Committee:	\$9,401,448
<b>Less Exclusions:</b>	
Principal: Long-Term Bonds & Notes:	\$320,309
Interest: Long-Term Bonds & Notes:	\$74,621
Capital outlays funded from Long-Term Bonds & Notes	\$2,995,041
Mandatory Assessments	
<b>Total Exclusions</b>	<b>\$3,389,971</b>
<b>Maximum Allowable Appropriations Voted At Meeting</b>	<b>\$10,002,596</b>



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HOPKINTON (227)

**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

Neal

Cass

Feb 6, 2014

Preparer's Signature and Title

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.

**BUDGET COMMITTEE 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.

*[Handwritten Signature]*  
Budget Committee Member's Signature

\_\_\_\_\_  
Budget Committee Member's Signature

*[Handwritten Signature]*  
Budget Committee Member's Signature

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Budget Committee Member's Signature

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Budget Committee Member's Signature

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Budget Committee Member's Signature

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Budget Committee Member's Signature

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Budget Committee Member's Signature

Submit  
Print

Please save and e-mail the completed PDF form to your Municipal Account Advisor:

- Michelle Clark: michelle.clark@dra.nh.gov
- Jamie Dow: jamie.dow@dra.nh.gov
- Shelley Gerlarneau: shelly.gerlarneau@dra.nh.gov
- Jean Samms: jean.samms@dra.nh.gov

A hard-copy of this signature page must be signed and submitted to the NHdra at the following address:

NH DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL AND PROPERTY DIVISION  
P.O. BOX 487, CONCORD, NH 03302-0487

# **Financial Information**

**Report of the Treasurer**

**Report of the Town Clerk/Tax Collector**

**Library Trustee Financial Report**

**Conservation Commission Financial Report**

**Report of the Trustee of Trust Funds**

**Report of the Assessing Department**

**Schedule of Town Property**

**Schedule of School and Precinct Property**

**2013 Tax Rate Calculation**

**Statement of Debt**



## Report of the Treasurer

Bonita A. Cressy, Treasurer, in Account with the Town of Hopkinton, NH

Balance at the time of settlement - December 31, 2012	\$	<b>6,486,595.01</b>
 <u>RECEIPTS:</u>		
U. S. Government: Payments on Federally-owned lands	\$	-
Highway Block Grant		162,182.27
Landfill Grant		24,183.13
Flood Control		210,673.44
State Grants-Other		6,526.93
FEMA		32,853.99
Rooms & Meals Tax		249,157.00
State Revenue		1,935.38
TAN		380.36
Reimbursement-Town Departments		1,970,671.59
Ella Tarr Trust		5,987.80
Ambulance Income		312,413.94
Landfill Income		357,221.54
Payment in Lieu of Taxes		88,417.10
Rental-Town Property		8,434.00
Other Financial Sources		960,893.11
Town Clerk Fees		1,022,507.48
Property Taxes		19,695,425.47
Interest on Deposits-MCSB		<u>3,066.04</u>
 TOTAL RECEIPTS:	 \$	 <b><u>25,112,930.57</u></b>
 GRAND TOTAL:	 \$	 <b><u>31,599,525.58</u></b>
 TOTAL PAID ORDERS OF SELECTMEN:	 \$	 <b><u>24,771,780.48</u></b>
 BALANCE AS OF DECEMBER 31, 2013-MCSB	 \$	 <b><u>6,827,745.10</u></b>

**TREASURER'S REPORT OF TOWN SUB ACCOUNTS**  
**(Accounts held by the Town Treasurer designated for a specific purpose)**  
**January 1, 2013 to December 31, 2013**

<b>ACCOUNT NAME</b>	<b>BEGINNING BALANCE</b>	<b>INCOME</b>	<b>EXPENDED</b>	<b>INTEREST EARNED</b>	<b>ENDING BALANCE</b>
MCKERCHER FIRE FUND	\$ 8,256.01	\$ 19,653.94	\$ -	\$ 5.98	\$ 27,915.93
MCKERCHER POLICE FUND	5,476.90	19,654.25	-	4.88	25,136.03
POLICE/DRUG FORFEIT	4,629.57	-	-	1.82	4,631.39
POLICE/DRUG STATE	3,375.14	-	-	1.33	3,376.47
SEWER FUND	8,232.90	97,549.23	96,798.13	3.39	8,987.39
HOP STATE FOREST	16,609.28	2,000.00	10,090.00	5.19	8,524.47
CONSERVATION FUND	78,749.38	8,089.82	7,510.21	30.94	79,359.93
RECREATION REVOLVING FUND	48,223.80	97,387.31	91,856.94	17.11	53,771.28
RECYCLING REVOLVING FUND	26,902.23	-	-	10.72	26,912.95
PUBLIC SAFETY DETAIL REVOLVING FUND	53,572.99	84,191.40	89,414.31	19.31	48,369.39
HUMAN SERVICES DONATION ACCOUNT	1,656.39	3,850.00	673.51	1.09	4,833.97
SPIRIT SKATEBOARD	376.57	-	-	0.12	376.69
HUMAN SERVICE ENERGY DONATION ACCOUNT	13,087.05	17,623.00	13,012.91	4.62	17,701.76
SLUSSER SR. CTR RENTAL SPECIAL REVENUE FUND	1,078.18	170.00	529.16	0.36	719.38
COMMUNITY GARDEN FUND	973.03	140.00	116.50	0.38	996.91
PAY BY BAG SPECIAL REVENUE FUND	84,218.91	98,560.25	92,000.00	44.58	90,823.74
LUCAS MACHINE DONATION ACCOUNT	1,863.72	-	-	0.73	1,864.45
HOPKINTON FIRE DEPT. AUXILIARY ACCOUNT	-	9,740.21	768.46	0.53	8,972.28
<b>TOTALS</b>	<b>\$ 357,282.05</b>	<b>\$ 458,609.41</b>	<b>\$ 402,770.13</b>	<b>\$ 153.08</b>	<b>\$ 413,274.41</b>

**Escrow account held by Town**

Herrick Sub-division Phase 1	\$ 5,677.44	\$ -	\$ 686.12	\$ 1.87	\$ 4,993.19
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**Respectfully submitted,**  
**Bonita A. Cressy, Treasurer**

**STATEMENT OF EXPENDITURES - 2013**

(Unaudited)

Account Code	Account Description	2013 Appropriation	2013 Actual Expenditures	Remaining	% Used
<b>GENERAL GOVERNMENT</b>					
4130	Executive	\$ 227,012	\$ 221,509	\$ 5,503	97.58%
4135	IT Services	37,100	42,505	(5,405)	114.57%
4140	Town Clerk/Tax Collector	253,068	204,454	48,614	80.79%
4150	Financial Administration	120,533	116,695	3,838	96.82%
4152	Assessing of Property	58,200	72,736	(14,536)	124.98%
4153	Legal Expense	25,000	14,821	10,179	59.29%
4155	Personnel Administration	22,500	27,191	(4,691)	120.85%
4191	Planning and Zoning	117,921	113,191	4,730	95.99%
4195	Cemeteries	38,378	37,676	702	98.17%
4196	Insurance	135,408	92,950	42,458	68.64%
		<u>\$ 1,035,120</u>	<u>\$ 943,727</u>	<u>\$ 91,393</u>	<u>91.17%</u>
<b>PUBLIC SAFETY</b>					
4210	Police	\$ 748,393	\$ 678,586	\$ 69,807	90.67%
4215	Ambulance	614,892	625,973	(11,081)	101.80%
4220	Fire	263,945	254,115	9,830	96.28%
4290	Emergency Management	1	-	1	0.00%
		<u>\$ 1,627,231</u>	<u>\$ 1,558,674</u>	<u>\$ 68,557</u>	<u>95.79%</u>
<b>HIGHWAYS &amp; STREETS</b>					
4311	Highway Administration	\$ 568,496	\$ 585,397	\$ (16,901)	102.97%
4312	Highways & Streets	634,500	641,670	(7,170)	101.13%
4316	Street Lighting	2,160	2,097	63	97.10%
		<u>\$ 1,205,156</u>	<u>\$ 1,229,164</u>	<u>\$ (24,008)</u>	<u>101.99%</u>
<b>SANITATION</b>					
4324	Transfer Station	\$ 545,180	\$ 550,291	\$ (5,111)	100.94%
4325	Solid Waste - Landfill	34,100	26,738	7,362	78.41%
4327	Solid Waste - Community Well	14,988	13,052	1,936	87.08%
		<u>\$ 594,268</u>	<u>\$ 590,081</u>	<u>\$ 4,187</u>	<u>99.30%</u>
<b>HEALTH/WELFARE</b>					
4411	Animal Control	\$ 7,084	\$ 4,694	2,390	66.27%
4415	Community/Health Programs	14,327	14,327	-	100.00%
4441	Human Service Administration	68,945	67,470	1,475	97.86%
4445	Human Service Vendor Paymt.	55,000	57,501	(2,501)	104.55%
		<u>\$ 145,356</u>	<u>\$ 143,992</u>	<u>\$ 1,364</u>	<u>99.06%</u>

**STATEMENT OF EXPENDITURES - 2013**

(Unaudited)

Account Code	Account Description	2013 Appropriation	2013 Actual Expenditures	Remaining	% Used
<b>CULTURE &amp; RECREATION</b>					
4520	Recreation	\$ 131,653	\$ 126,797	\$ 4,856	96.31%
4521	Buildings & Grounds	229,273	218,180	11,093	95.16%
4550	Library	290,626	286,934	3,692	98.73%
4583	Patriotic Purposes	3,250	2,985	265	91.83%
		<u>\$ 654,802</u>	<u>\$ 634,896</u>	<u>\$ 19,906</u>	<u>96.96%</u>
<b>CONSERVATION</b>					
4611	Conservation Commission	\$ 1	\$ -	\$ 1	0.00%
		<u>\$ 1</u>	<u>\$ -</u>	<u>\$ 1</u>	<u>0.00%</u>
<b>ECONOMIC DEVELOPMENT</b>					
4652	Economic Development	\$ 2,000	\$ -	\$ 2,000	0.00%
		<u>\$ 2,000</u>	<u>\$ -</u>	<u>\$ 2,000</u>	<u>0.00%</u>
<b>DEBT SERVICE</b>					
4711	Principal LT Bonds & Notes	\$ 401,919	\$ 402,089	\$ (170)	100.04%
4721	Interest LT Bonds & Notes	83,729	80,550	3,179	96.20%
4723	Interest-Tax Anticipation Notes	2,000	-	2,000	0.00%
		<u>\$ 487,648</u>	<u>\$ 482,639</u>	<u>\$ 5,009</u>	<u>98.97%</u>
<b>CAPITAL OUTLAY</b>					
4901	Land	\$ -	\$ -	\$ -	0.00%
4902	Machinery	-	-	-	0.00%
4903	Buildings	1,325,000	1,436,198	(111,198)	108.39%
		<u>\$ 1,325,000</u>	<u>\$ 1,436,198</u>	<u>\$ (111,198)</u>	<u>108.39%</u>
<b>OPERATING TRANSFERS OUT</b>					
4914	To Sewer Fund	\$ 95,679	\$ 99,962	\$ (4,283)	104.48%
4915	To Capital Reserve Fund	398,000	398,000	-	100.00%
4916	To Expendable Trust Fund	35,000	35,000	-	100.00%
		<u>\$ 528,679</u>	<u>\$ 532,962</u>	<u>\$ (4,283)</u>	<u>100.81%</u>
		<u><u>\$ 7,605,261</u></u>	<u><u>\$ 7,552,333</u></u>	<u><u>\$ 52,928</u></u>	<u><u>99.30%</u></u>

**STATEMENT OF REVENUES - 2013**

(Unaudited)

Account Code	Account Description	2013 Budgeted	2013 Actual Revenues	Over/(Under) Collected	% Received
<b>TAXES</b>					
3120	Land Use Change Tax	22,000	13,780	\$ (8,220)	62.64%
3185	Timber Tax	17,000	24,101	7,101	141.77%
3186	Paymnt in lieu of Taxes	88,700	103,917	15,217	117.16%
3190	Interest & Penalties on Taxes	104,600	124,588	19,988	119.11%
		<u>\$ 232,300</u>	<u>\$ 266,386</u>	<u>\$ 34,086</u>	<u>114.67%</u>
<b>LICENSES, PERMITS &amp; FEES</b>					
3210	UCC Fees	\$ 1,000	\$ 2,235	\$ 1,235	223.50%
3220	Motor Vehicle Permits	933,899	996,106	62,207	106.66%
3290	Other Licenses, Permits & Fees	21,250	21,832	582	102.74%
		<u>\$ 956,149</u>	<u>\$ 1,020,173</u>	<u>\$ 64,024</u>	<u>106.70%</u>
<b>FROM FEDERAL GOVERNMENT</b>					
3319	FEMA	\$ -	\$ 32,854	\$ 32,854	100.00%
		<u>\$ -</u>	<u>\$ 32,854</u>	<u>\$ 32,854</u>	<u>100.00%</u>
<b>FROM STATE OF NEW HAMPSHIRE</b>					
3352	Room & Meals Tax	\$ 249,000	\$ 249,157	\$ 157	100.06%
3353	Highway Block Grant	162,000	162,182	182	100.11%
3356	Fed/State Forest Land	750	440	(310)	58.67%
3357	Flood Control Reimbursemnt	199,326	210,673	11,347	
3359	Grants	33,000	33,389	389	101.18%
		<u>\$ 644,076</u>	<u>\$ 655,841</u>	<u>\$ 11,765</u>	<u>101.83%</u>
<b>CHARGES FOR SERVICE</b>					
3401 1&2	Planning/Zoning	\$ 2,500	\$ 6,144	\$ 3,644	245.76%
3401-3	Copy Revenue	600	582	(18)	97.00%
3401-4	Building Permits	15,000	42,167	27,167	281.11%
3401-6	Ambulance Revenue	309,500	313,594	4,094	101.32%
3401-7&8	Report Fees	1,100	1,354	254	123.09%
3404	Transfer Station	427,000	424,521	(2,479)	99.42%
		<u>\$ 755,700</u>	<u>\$ 788,362</u>	<u>\$ 32,662</u>	<u>104.32%</u>
<b>MISCELLANEOUS REVENUES</b>					
3501	Sale of Town Property	\$ 1,000	\$ 4,535	\$ 3,535	453.50%
3502	Interest on Investments	500	285	(215)	57.00%
3503	Rental of Town Property	7,000	8,434	1,434	120.49%
3504	Fines	500	225	(275)	45.00%
3506	Insurance Reimbursements	19,000	38,151	19,151	200.79%
3508	Donations/Refunds	1,500	14,929	13,429	995.27%

**STATEMENT OF REVENUES - 2013**

(Unaudited)

Account		2013	2013 Actual	Over/(Under)	%
Code	Account Description	Budgeted	Revenues	Collected	Received
3509	Insurance Proceeds	769,434	769,444	10	100.00%
3509	Other	22,500	29,945	7,445	133.09%
		<u>\$ 821,434</u>	<u>\$ 865,948</u>	<u>\$ 44,514</u>	<u>105.42%</u>
<b>OPERATING TRANSFERS IN</b>					
3914	From Sewer Fund	\$ 95,071	\$ 97,131	\$ 2,060	102.17%
		<u>\$ 95,071</u>	<u>\$ 97,131</u>	<u>\$ 2,060</u>	<u>102.17%</u>
<b>OTHER FINANCING SOURCES</b>					
3934	Proceed from LT Bond/Notes	\$ 530,566	\$ 530,566	\$ -	100.00%
	Amount Vote from Fund Bal.	-	-	-	0.00%
	Fund Balance to Reduce Taxes	458,500	458,500	-	100.00%
		<u>\$ 989,066</u>	<u>\$ 989,066</u>	<u>\$ -</u>	<u>100.00%</u>
		<u><u>\$ 4,493,796</u></u>	<u><u>\$ 4,715,761</u></u>	<u><u>\$ 221,965</u></u>	<u><u>104.94%</u></u>

MS-61

**TAX COLLECTOR'S REPORT**

For the Municipality of HOPKINTON Year Ending 12/31/2013

**DEBITS**

UNCOLLECTED TAXES AT THE BEGINNING OF THE YEAR*		LEVY FOR YEAR	PRIOR LEVIES		
		2013	2012	2011	2010+
Property Taxes	#3110	xxxxxx	\$ 1,264,429.62	\$ 992.00	\$ 0.00
Resident Taxes	#3180	xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Land Use Change Taxes	#3120	xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Timber Yield Taxes	#3185	xxxxxx	\$ 819.68	\$ 260.00	\$ 0.00
Excavation Tax @ \$.02/yd	#3187	xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Utility Charges	#3189	xxxxxx	\$ 44,245.62	\$ 0.00	\$ 0.00
Betterment Taxes		xxxxxx	\$ 0.00	\$ 0.00	\$ 0.00
Prior Years' Credits Balance**		( \$ 17,733.92 )			
This Year's New Credits		( \$ 28,179.62 )			

**TAXES COMMITTED THIS FISCAL YEAR**

Property Taxes	#3110	\$ 18,806,775.00	\$ 0.00
Resident Taxes	#3180	\$ 0.00	\$ 0.00
Land Use Change Taxes	#3120	\$ 31,840.00	\$ 4,960.00
Timber Yield Taxes	#3185	\$ 26,882.73	\$ 1,827.65
Excavation Tax @ \$.02/yd	#3187	\$ 0.00	\$ 0.00
Utility Charges	#3189	\$ 324,365.53	\$ 402.84
Betterment Taxes		\$ 0.00	\$ 0.00

**FOR DRA USE ONLY**

**OVERPAYMENT REFUNDS**

Property Taxes	#3110				
Resident Taxes	#3180				
Land Use Change	#3120				
Yield Taxes	#3185				
Excavation Tax @ \$.02/yd	#3187				
Credits Refunded		\$ 19,299.35	\$ 0.00	\$ 0.00	\$ 0.00
Interest - Late Tax	#3190	\$ 11,032.31	\$ 43,674.09	\$ 97.13	\$ 0.00
Resident Tax Penalty	#3190	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>TOTAL DEBITS</b>		<b>\$ 19,174,281.38</b>	<b>\$ 1,360,359.50</b>	<b>\$ 1,349.13</b>	<b>\$ 0.00</b>

\*This amount should be the same as the last year's ending balance. If not, please explain.

\*\*Enter as a negative. This is the amount of this year's taxes pre-paid last year as authorized by RSA 80:52-a.

\*\*The amount is already included in the warrant and therefore in line #3110 as a positive amount for this year's levy.

NH DEPARTMENT OF REVENUE ADMINISTRATION  
 MUNICIPAL SERVICES DIVISION  
 P.O. BOX 487, CONCORD, NH 03302-0487  
 (603)271-3397

MS-61

**TAX COLLECTOR'S REPORT**

For the Municipality of HOPKINTON Year Ending 12/31/2013

**CREDITS**

REMITTED TO TREASURER	LEVY FOR YEAR	PRIOR LEVIES		
	2013	2012	2011	2010+
Property Taxes	\$ 17,805,273.76	\$ 933,734.91	\$ 0.00	\$ 0.00
Resident Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Land Use Change Taxes	\$ 16,240.00	\$ 4,960.00	\$ 0.00	\$ 0.00
Timber Yield Taxes	\$ 21,466.60	\$ 2,374.80	\$ 0.00	\$ 0.00
Interest & Penalties	\$ 11,032.31	\$ 43,674.09	\$ 97.13	\$ 0.00
Excavation Tax @ \$.02/yd	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Utility Charges	\$ 277,873.38	\$ 32,728.26	\$ 0.00	\$ 0.00
Converted To Liens (Principal only)	\$ 0.00	\$ 325,375.86	\$ 260.00	\$ 0.00
Betterment Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Discounts Allowed	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Prior Year Overpayments Assigned	(\$ 14,813.42)			

**ABATEMENTS MADE**

Property Taxes	\$ 5,400.66	\$ 11,615.26	\$ 992.00	\$ 0.00
Resident Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Land Use Change Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Timber Yield Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Excavation Tax @ \$.02/yd	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Utility Charges	\$ 10,808.96	\$ 1,003.79	\$ 0.00	\$ 0.00
Betterment Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>CURRENT LEVY DEEDED</b>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

**UNCOLLECTED TAXES -- END OF YEAR #1080**

Property Taxes	\$ 996,100.58	\$ 4,620.00	\$ 0.00	\$ 0.00
Resident Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Land Use Change Taxes	\$ 15,600.00	\$ 0.00	\$ 0.00	\$ 0.00
Timber Yield Taxes	\$ 5,416.13	\$ 272.53	\$ 0.00	\$ 0.00
Excavation Tax @ \$.02/yd	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Utility Charges	\$ 35,683.19	\$ 0.00	\$ 0.00	\$ 0.00
Betterment Taxes	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Property Tax Credit Balance*	(\$ 11,800.77)	xxxxxx	xxxxxx	xxxxxx
<b>TOTAL CREDITS</b>	\$ 19,174,281.38	\$ 1,360,359.50	\$ 1,349.13	\$ 0.00

\*Enter as a negative. This is the amount of taxes pre-paid for next year as authorized by RSA 80:52-a.

(Be sure to indicate a positive amount in the Property Taxes actually remitted to the treasurer.)

912-01

**TAX COLLECTOR'S REPORT**

For the Municipality of HOPKINTON Year Ending 12/31/2013

**DEBITS**

UNREDEEMED & EXECUTED LIENS	2013	PRIOR LEVIES		
		2012	2011	2010+
Unredeemed Liens Beginning of FY		\$ 0.00	\$ 170,007.34	\$ 205,703.47
Liens Executed During FY	\$ 0.00	\$ 349,760.28	\$ 0.00	\$ 0.00
Unredeemed Elderly Liens Beg. of FY		\$ 0.00	\$ 0.00	\$ 0.00
Elderly Liens Executed During FY	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Interest & Costs Collected	\$ 0.00	\$ 10,949.90	\$ 20,962.80	\$ 42,205.13
<b>TOTAL LIEN DEBITS</b>	<b>\$ 0.00</b>	<b>\$ 360,710.18</b>	<b>\$ 190,970.14</b>	<b>\$ 247,908.60</b>

**CREDITS**

REMITTED TO TREASURER	2013	PRIOR LEVIES		
		2012	2011	2010+
Redemptions	\$ 0.00	\$ 197,309.68	\$ 105,480.43	\$ 151,854.53
Interest & Costs Collected #3190	\$ 0.00	\$ 10,949.90	\$ 20,962.80	\$ 42,205.13
Abatements of Unredeemed Liens	\$ 0.00	\$ 1,937.90	\$ 2,358.33	\$ 6,496.34
Liens Deeded to Municipality	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Unredeemed Liens End of FY #1110	\$ 0.00	\$ 150,512.70	\$ 62,168.58	\$ 47,352.60
Unredeemed Elderly Liens End of FY	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>TOTAL LIEN CREDITS</b>	<b>\$ 0.00</b>	<b>\$ 360,710.18</b>	<b>\$ 190,970.14</b>	<b>\$ 247,908.60</b>

Does your municipality commit taxes on a semi-annual basis (RSA 76:15-a) ? Yes

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.

TAX COLLECTOR'S SIGNATURE Charles F. Gangel DATE 1-7-2014  
 Charles F. Gangel

## Report of the Town Clerk

January 1, 2013 through December 31, 2013

**TOWN OF HOPKINTON RECEIPTS:**

Auto/Boat:	
Permits:	\$972,160.85
Clerk Agent Fees:	\$ 24,133.00
Dog Licenses:	
Town Fees:	\$ 6,133.00
Town Vital Records:	
Certified Copies:	\$ 1,313.00
Marriages:	\$ 182.00
UCC's:	\$ 2,235.00
Miscellaneous:	\$ 460.38
Pay by Bag:	\$ 3,356.25
<b>TOTAL:</b>	<b>\$1,009,973.48</b>

**STATE OF NEW HAMPSHIRE RECEIPTS:**

Auto/Boat:	
Permits:	\$387,483.97
Dog Licenses:	
State Fees:	\$ 2,977.00
State Vital Records:	
Certified Copies:	\$ 1,962.00
Marriages:	\$ 988.00
State Fish & Game Fees:	
Fish Licenses:	\$ 1,726.50
OHRV:	\$ 4,880.50
<b>TOTAL</b>	<b>\$ 400,017.97</b>

**PAID OUT:**

Town Treasurer: \$1,009,973.48  
 State of New Hampshire: \$ 400,017.97

**TOTAL: \$1,409,991.45**



## Hopkinton Town Library 2013 Financial Report

<b>BEGINNING BALANCE</b> (General and Fines Accts)	<b>\$9,039.42</b>
 <b>REVENUES</b>	
Trust Funds	\$8,333.02
Gifts/memorials	\$3,144.21
Interest	\$ 7.36
Misc (Fines, copier, used book sales etc.)	\$7,634.47
<b>Subtotal</b>	<b>\$19,119.06</b>
 <b>EXPENDITURES</b>	
Revenue to Town of Hopkinton	\$22,500.00
Programs	\$ 468.00
<b>Subtotal</b>	<b>\$22,968.00</b>
<b>ENDING BALANCE</b>	<b>\$ 5,190.48</b>

<b>Trust Funds</b>	
Starting Balance	\$66,514
Ending Balance	\$66,669



## Conservation Commission Financial Report

**HOPKINTON CONSERVATION COMMISSION  
2013 ANNUAL ACCOUNTS SUMMARY**

	CHECKING ACCOUNT	CONSERVATION COMMISSION SAVINGS ACCOUNT	TOWN FOREST ACCOUNT
Beginning Balance	\$597.18	\$78,152.20	\$16,609.28
Income (Interest)	\$0.18	\$30.76	\$5.19
Income (Change of Use Tax)		\$7,420.00	
Income (Other*)		\$600.00	\$2,000.00
Transferred to Checking to Pay Expenses	\$17,131.00	(\$7,041.00)	(\$10,090.00)
Expenses Paid	(\$17,030.39)	(\$500.00)	
Ending Balance	\$697.97	\$78,661.96	\$8,524.47

\*Conservation account other income is \$600 in donations for Greenway brochures

\*Town Forest account other income is \$2,000 grant for invasive species control

**BREAKDOWN OF EXPENSES**

**Conservation Commission Account**

	\$589.62 Trail website development
	\$693.88 Brochures and signs
	\$4,011.89 Bohanan river access and kiosk
	\$1,600.00 Open space parcel appraisals
	\$485.00 4-H camp for student
	\$60.00 Conference attendance
Total	\$7,440.39

**Town Forest Account**

	\$3,400.00 Greenway trail bridges and misc.
	\$4,600.00 Rail trail and Ransmeier improvements
	\$2,090.00 Invasive species control
Total	\$10,090.00

## Report of the Trustees of Trust Funds

### STATEMENT OF CAPITAL RESERVE FUNDS January 1, 2013 to December 31, 2013

Account Name	Balance 1/1/2013	Transfers In	Transfers Out	2013 Interest	Balance 12/31/2013
Community Center-CLOSED ACCT	\$ 280,565.93	\$ -	280,607.63	41.70	\$ (0.00)
Police Cruiser & Accessory Equipment	6,310.87	31,000.00		6.37	37,317.24
Sewer System Equip/Sludge Removal	34,436.12		15,203.86	11.58	19,243.84
Transfer Station Equipment & Facilities	11,771.73	27,000.00	6,837.96	6.04	31,939.81
Fire Dept. Vehicles & Equipment	502,909.32	70,000.00	474,068.56	38.77	98,879.53
Ambulance Replacement & Equipping	100,087.47	60,000.00		43.56	160,131.03
Contoocook Revitalization	3.65				3.65
PW/HWY Dept. Vehicles & Equipment	13,101.64	175,000.00	142,024.96	24.51	46,101.19
Highway Garage Expansion	-				-
Library Replacement Bldg. Systems	22,078.15	10,000.00	5,975.00	8.29	26,111.44
Cemetery Maintenance	13,815.00			4.99	13,819.99
Town Hall Renovations	7,870.54	10,000.00	12,509.64	2.37	5,363.27
Police/Fire Radios & Equip. Replacem	32,152.84	5,000.00		11.92	37,164.76
Dam Maintenance & Construction	168,339.16	10,000.00	10,000.00	1.45	1.45
Contoocook Village Precinct	127.78	50,662.27	125,000.00	55.42	94,056.85
Hopkinton Village Precinct					127.78
Hop School District Vehicles	15,839.82	10,000.00		6.25	25,846.07
Hop School District Maint/Reno's	220,723.68	50,000.00	168,613.12	75.92	102,186.48
<b>TOTALS</b>	<b>\$1,430,133.70</b>	<b>\$508,662.27</b>	<b>\$1,240,840.73</b>	<b>\$ 339.14</b>	<b>\$698,294.38</b>

Respectfully submitted,  
For the Trustees of Trust Funds  
Bonita A. Cressy, Bookkeeper

TOWN OF HOPKINTON TRUST FUNDS AND EXPENDABLE FUNDS

MS-9 Summary 12/31/2013	Principal Book Value*						Income Book Value*						Total Principal & Income Book Value*	Total Principal & Income Market Value**	
	Date	Purpose	1/1/2013 Book Value	New Funds	Expended Funds	Realized Gain/Loss	12/31/2013 Book Value	1/1/2013 Book Value	Income Earned YTD	Expended Income YTD	12/31/2013 Book Value				
Cemetery and Trust Funds															
Hopkinton Cemetery	1906	Community Outreach	114,823.43	6,000.00		14,117.61	134,741.04	77,483.55	3,804.47	181,627.20	214,282.62	264,800.71			
Cottocock Cemetery	1874	Lot Care	184,706.32	2,000.00		21,851.87	208,558.19	174,797.70	2,244.73	390,185.39	390,185.39	481,809.18			
Stumpfield Cemetery	1920	Lot Care	4,720.49			652.48	5,372.97	2,911.57	937.35	2,203.64	7,476.61	9,232.28			
Waterbury Cemetery	1920	Lot Care	9,204.81			1,077.32	10,282.13	7,824.54	447.37	19,202.46	19,202.46	22,476.78			
Misc. Cemeteries	2,920.70	Lot Care	3,418.84			341.84	3,262.64	3,816.18	206.82	3,751.31	7,013.85	8,660.85			
Lerned, Dr. Ebenezer	1834	Community Outreach	729.30			85.36	814.66	2,366.05	35.45	2,401.50	3,216.16	3,971.38			
Lemond, Hannah Brook	1906	Community Outreach	713.64			83.52	797.16	1,521.03	34.58	1,555.71	2,352.87	2,905.37			
Anderson, Hen Lars	1938	Community Outreach	1,485.02			173.80	1,658.82	3,141.58	72.17	2,045.00	2,827.57	3,491.54			
Anderson, Isabel	1949	Community Outreach	1,482.44			173.50	1,655.94	3,003.56	72.05	2,045.00	2,886.55	3,377.41			
Helping Hand Fund	11,179.36	Community Outreach	13,496.98			1,308.42	12,487.78	13,496.98	543.34	14,040.32	26,528.10	32,757.46			
Flanders, Mary L.	1950	Community Outreach	66,975.97			7,827.08	74,703.05	103,116.80	3,250.28	106,367.08	181,070.13	223,569.23			
Chase, Ruth G	1984	Community Outreach	2,509.53			293.71	2,803.24	5,853.51	121.97	5,776.48	8,576.72	10,593.18			
Babson, John	1961	Scholarship	13,970.26			1,635.06	15,605.32	1,454.52	673.98	933.60	16,538.92	20,422.81			
Kimball, Marion Memorial	1961	Scholarship	4,401.42			416.14	4,917.56	1,095.28	213.92	809.20	5,725.76	7,070.29			
Gould, Jessie	1969	Scholarship	31.27			3.66	34.93	28.21	1.52	29.73	64.66	79.84			
Rice, Earl & Evelyn Memorial	1973	Scholarship	2,887.42			337.94	3,225.36	2,683.63	140.33	2,038.96	3,434.32	4,240.77			
Martin, Harold M. Memorial	1973	Scholarship	9,219.93			1,078.39	10,298.32	5,633.11	447.81	6,000.00	10,823.94	13,365.63			
Regal, Barry	1977	Scholarship	2,036.69			238.40	2,275.29	1,723.97	99.00	1,600.00	2,397.26	2,960.19			
Carroll, Andrew J. Memorial	1981	Scholarship	5,695.73	100.00		678.44	6,474.17	724.16	281.73	6,000.00	6,881.06	8,496.88			
Stirling, W & D Memorial	1982	Scholarship	14,646.96			1,744.26	16,391.22	1,432.59	711.87	1,100.00	17,405.78	21,493.03			
Stirling, W C & MJB	1989	Scholarship	14,164.19			1,657.76	15,821.95	1,196.52	685.40	900.00	16,807.27	20,763.97			
Sullivan, J & A Memorial	1988	Scholarship	7,089.30			829.72	7,919.02	4,500.54	344.56	4,000.00	8,314.21	10,266.56			
Blanchard, Brooke Memorial	1986	Scholarship	6,947.06			813.08	7,760.14	4,111.01	337.64	350.00	8,156.79	10,074.65			
Grissom, Stacey Memorial	1986	Scholarship	7,802.08	450.00		965.81	9,217.89	436.36	401.06	350.00	487.42	1,1984.32			
McKulluffe, Christa Mem Schol	2003	Scholarship	2,927.91			324.68	3,252.59	1,675.57	142.30	150.00	3,403.46	4,236.00			
Houghton, Gertrude Memorial	2010	Scholarship	149,918.39			17,499.44	167,417.83	8,341.16	7,266.84	8,000.00	174,625.83	215,831.67			
Aubry, Travis Memorial	2011	Scholarship	4,478.03		455.31	470.81	4,478.03	44.59	195.51	44.69	4,899.04	5,790.13			
Burns, Richard	1929	Books for Children	708.20			82.89	791.09	35.07	34.42	36.07	825.51	1,019.36			
Kimball, Sarah U	1943	Hopkinton Library	141.64			16.58	158.22	7.21	6.88	7.21	165.10	203.87			
Richardson, Eliza	1943	Hopkinton Library	1,292.07			181.22	1,473.29	65.81	62.80	65.81	1,506.09	1,859.75			
Lerned, Lucy	1943	Hopkinton Library	209.98			24.58	234.56	10.70	10.21	10.70	244.77	302.25			
Richardson, Eliza	1943	Cottocock Library	920.71			107.76	1,028.47	46.90	44.76	46.90	1,073.22	1,325.23			
Kimball, John P	1952	Hopkinton Library	283.27			33.15	316.42	14.43	13.77	14.43	330.19	407.73			
Young, William P	1961	Books for Children	782.97			81.64	864.61	39.88	38.05	39.88	912.66	1,126.97			
Hazleton, Glenn M. Mem	1968	Child Bks Cottocock	7,525.07			890.37	8,415.44	383.13	365.58	383.13	8,798.02	10,926.94			
Houston, Ty Memorial	1978	Child Pgrms Cottocock	424.93			49.73	474.66	21.54	20.65	20.65	495.31	611.62			
Semple, Katherine E.	1978	Child Bks Cottocock	4,304.19			503.76	4,807.95	219.23	209.19	219.23	5,017.14	6,195.27			
Brown, Jessie H. Memorial	1982	Libraries	735.79			86.12	821.91	37.48	35.76	37.48	857.67	1,059.07			
Wright, C. Louise Memorial	1983	Child Bks Cottocock	2,525.81			296.09	2,821.90	128.86	122.95	128.86	2,948.85	3,641.30			
Kelly, G Everett	1990	Libraries	27,954.90			3,271.81	31,226.71	1,423.88	1,359.55	1,423.88	32,686.35	40,237.09			
Baily, Helen Young	1988	General Scholuse	147.94			17.31	165.25	185.10	7.19	152.29	357.54	441.50			
Gould, Jessie	1982	School Libraries	6,557.75			787.51	7,345.26	4,872.73	315.72	400.00	4,791.45	14,961.97			
Project Graduation	1990	Graduation	77,334.53	7,000.00		9,870.41	94,204.94	8,641.72	4,098.80	3,938.99	103,006.47	127,194.57			
Slusser Sr. Center	2010	Senior Center	7,433.31	1,000.00		987.01	9,420.32	1,186.51	409.88	1,596.39	11,016.71	13,803.67			
<b>Totals</b>			\$ 786,246.91	\$ 16,550.00	\$ 455.31	\$ 93,905.04	\$ 896,246.64	\$ 432,963.05	\$ 35,995.12	\$ 32,553.86	\$ 439,404.32	\$ 1,335,650.96	\$ 1,649,290.07		

\*Book Value: Original deposit  
 \*\*Market Value: Current value of original deposit as determined by Interactive Data Services Inc., an independent pricing service.

MS-9 Summary 12/31/2013		Principal Book Value <sup>1</sup>						Income Book Value <sup>2</sup>			Total Principal & Income Market Value <sup>3</sup>	
Fund Description	Date	Purpose	1/1/2013 Book Value <sup>4</sup>	New Funds	Expended Funds	Realized Gain/Loss	12/31/2013 Book Value <sup>5</sup>	1/1/2013 Book Value <sup>6</sup>	Income Earned YTD	Expended Income YTD	12/31/2013 Book Value <sup>7</sup>	12/31/2013 Market Value <sup>8</sup>
Expendable:												
Library Tesh Fund	2003		6,403.00	5,000.00			11,403.00	1,195.50	10.21		1,206.71	12,614.71
Town Facilities	2002		2,675.00	20,000.00	8,104.50		14,474.50	3,205.02	12.56		3,217.98	17,692.48
Recreation Facilities	2002		6,431.07	5,000.00	4,993.00		6,438.07	1,616.89	6.77		1,624.86	8,062.93
Library Building	2004		5,593.36	5,000.00	575.00		10,021.36	716.42	3.97		720.39	10,741.75
Human Services	2004		25,324.44				25,324.44	2,091.46	23.57		2,115.02	27,439.46
Sub total			47,339.07	35,000.00	13,665.50		68,673.57	8,625.28	67.48		8,692.76	77,366.33
Educating Disabled Children	2005		158,035.51		11,500.00		146,435.51	11,500.95	221.40		11,722.35	158,157.86
HSD Health Initiative Fund	2010		65,000.00	10,000.00			75,000.00	162.89	55.50		220.39	75,220.39
Totals			270,374.58	45,000.00	25,265.50		290,109.08	20,880.12	339.39		20,829.50	310,938.58

Statement of Assets  
TOWN OF HOPKINTON TRUST FUNDS  
MS 10 Summary as of 12/31/2013

SHSIFACE	Asset Description	Maturity Date	Beginning Book Value*	Purchases	Bond Amortization	Proceeds from Sale	Adjust to Book Value	Gains or (Losses)	Ending Balance Book Value*	Market Value** 12/31/2013	Income Earned
30.000	Morgan Stanley 4.75%/4/01/2014	4/1/2014	30,577.50						30,577.50	30,239.50	1,425.00
25.000	Southern Company 2.375%/9/15/15	9/15/2015	25,437.50						25,437.50	25,584.73	593.76
20.000	Country Wide Financial 5.25%/5/15/2016	5/15/2016	18,861.80						18,861.80	22,069.96	1,260.00
25.000	Kimberly Clark Corp. 6.125%/8/1/2017	8/1/2017	24,572.76						24,572.76	26,836.85	1,531.26
25.000	Eaton Vance Corp. 6.50%/10/2/2017	10/2/2017	22,634.00						22,634.00	26,376.08	1,625.00
20.000	American Express 7.00%/3/19/2018	3/19/2018	19,424.00						19,424.00	23,866.86	1,400.00
25.000	Avon Products Inc. 4.2%/7/15/18	7/15/2018	26,456.76						26,456.76	26,219.45	1,050.00
30.000	Wal-Mart Stores 4.125%/2/1/2019	2/1/2019	30,054.60						30,054.60	32,540.16	1,237.50
10.000	Goldman Sachs Group Inc. 2.000%/11/07/19	11/7/2019	10,000.00						10,000.00	9,850.29	200.00
55.000	NASDAQ QMX Group Inc. 5.550%/1/15/2020	1/15/2020	56,425.05						56,425.05	59,664.66	3,052.50
20.000	Genworth Financial Inc. 7.700%/8/15/2020	8/15/2020	19,325.20						19,325.20	23,811.96	1,540.00
90.000	Aicosa 5.400%/4/15/2021	4/15/2021	90,465.30						90,465.30	91,915.74	4,960.00
25.000	Boston Properties LP 4.125%/5/15/21	5/15/2021	24,744.50						24,744.50	26,539.85	1,031.26
20.000	JP Morgan Chase & Co. 4.500%/01/24/22	1/24/2022	21,237.60						21,237.60	21,154.62	900.00
45.000	Morgan Stanley Sub 4.875%/11/1/2022	11/1/2022	-	46,732.05					46,732.05	46,064.75	42.66
15.000	General Elec. Cap Corp. 3.100%/1/8/2023	1/8/2023	-	14,059.80					14,059.80	14,231.37	(71.04)
20.000	GE Capital Infrnotes Comdit 5.100%/05/15/23	5/15/2023	21,763.90						21,763.90	20,536.50	1,020.00
0	Goldman Sachs Group 6.125% PFD SR NOTE		25,000.00			26,191.66		1,191.66	-	-	382.81
1.000	JP Morgan 5.45% Perpetual PFD		-	25,000.00					25,000.00	20,280.00	1,120.27
400	Nextera Energy 5.125% PFD		10,000.00			18,890.15		(8,877)	10,000.00	7,400.00	506.79
0	Nextera Energy Capital 8.75% GTD		18,927.02								
1.500	Partner LTD 5.875% PFD		-	37,500.00					37,500.00	30,330.00	1,744.17
2.200	Protective Life 6.25% PFD		55,000.00						55,000.00	47,740.00	3,437.44
0	GLAXO Smithkline ADR		22,276.96			24,904.61		2,628.66	-	-	1,185.94
0	Sanoft-Aventis SA ADR		26,278.62			29,526.05		3,247.43	-	-	
400	iShares IBOXX \$High Yield Corp. Bond Fund		48,714.00			18,659.88		2,421.68	32,476.00	37,152.00	2,482.29
560	Abbott Labs		14,916.82	9,654.07			(7,760.46)		16,810.43	22,231.40	284.20
0	Abbvie		-			10,720.15	7,458.41	3,261.74	-	-	116.00
330	AFLAC Inc.		17,991.51			9,694.88		(423.37)	17,991.51	22,044.00	468.60
0	AGL Resources Inc.		10,018.26			19,055.80		8,951.64	-	-	
0	Alliance Resources Partners LP		10,103.76						-	-	
280	American Express Company		16,164.37			9,118.19		6,236.39	16,164.37	26,404.40	240.80
60	Apple Inc.		16,453.80						12,602.00	33,561.20	709.00
280	Automatic Data Processing Inc.		12,442.44						12,442.44	22,623.72	487.34
705	Bank of New York		16,073.93						16,073.93	24,632.70	409.90
590	BB&T Corporation		17,505.12						17,505.12	22,018.80	660.80
0	Blackrock Multi-Sector Income Trust		-	10,000.00					-	-	291.75
160	Caterpillar Inc.		12,386.77			7,868.46		(2,131.54)	12,386.77	14,529.60	275.20
170	Chevron Corporation		-	19,782.88					19,782.88	21,234.70	663.00
380	Colgate-Palmolive Company		15,152.86						15,152.86	24,779.80	505.40
235	Comcast Corp. New-CL A		12,591.56			8,247.75		2,751.45	7,075.26	12,263.74	293.48
350	Consolidated Edison Inc.		29,991.50			17,021.64		3,407.14	16,377.00	19,348.00	861.00
390	CVS Caremark Corporation		-	20,120.06					20,120.06	27,912.30	263.25
360	Danaher Corporation		15,022.27			3,696.28		1,462.24	12,876.23	27,792.00	28.50
0	Disney (Walt)		12,753.06			18,633.07		6,080.01	-	-	



## Report of the Assessing Department

	Town	Contoocook Village Precinct	Hopkinton Village Precinct
<b>Value of Land</b>			
Current use	\$2,192,452	\$130,442	\$22,067
Conservation restriction	\$0	\$0	\$0
Discretionary easement	\$19,155	\$0	\$0
Discretionary preservation easement	1,680	\$520	\$650
Residential	\$144,171,200	\$43,307,000	\$13,357,200
Commercial/Industrial	\$3,425,700	\$3,877,766	\$572,800
<b>Total Taxable Land</b>	<b>\$149,810,187</b>	<b>\$47,315,728</b>	<b>\$13,952,717</b>
<b>Value of Buildings</b>			
Residential	\$259,973,702	\$83,957,573	\$24,831,375
Manufactured housing	\$11,448,300	\$108,000	\$0
Commercial/Industrial	\$19,292,700	\$14,158,700	\$1,513,800
Discretionary Preservation easement	\$42,498	\$10,427	\$7,725
<b>Total Taxable Buildings</b>	<b>\$290,757,200</b>	<b>\$98,234,700</b>	<b>\$26,352,900</b>
<b>Public Utility Companies</b>	<b>\$22,875,900</b>		
<b>Total Valuation Before Exemptions</b>	<b>\$440,567,387</b>	<b>\$145,550,428</b>	<b>\$40,305.617</b>
<b>Less Exemptions</b>			
Assist Persons with Disabilities (Vet)	\$0	\$5,182	\$0
Blind	\$90,000	\$90,000	\$0
Elderly	\$3,495,200	\$1,540,000	\$300,000
Solar/Wind Power	\$85,200	\$19,050	\$0
<b>Total Amount of Exemptions</b>	<b>\$3,670,400</b>	<b>\$1,654,232</b>	<b>\$300,000</b>
<b>Net value, which tax rate for Municipal, County &amp; Local Education Tax is computed</b>	<b>\$436,896,987</b>	<b>\$143,896,196</b>	<b>\$40,005,617</b>
<b>Less Public Utilities</b>	<b>22,875,900</b>	<b>\$0</b>	<b>\$0</b>
<b>Net value, less public utilities on which tax rate for State Education Tax is computed</b>	<b>\$414,021,087</b>	<b>\$143,896,196</b>	<b>\$40,005,617</b>

### UTILITY SUMMARY

Name of Public Utility Company	
UNITIL Energy Systems	\$295,200
New –England Hydro-Transmission Corp.	\$9,247,100
New England Power Company	\$2,888,200
Public Service Company	\$9,072,100
CHI Energy	\$1,373,300
<b>Total Value</b>	<b>\$22,875,900</b>

### Current Use Report

Current Use Classification	Acres Receiving Current Use Assessment
Farm Land	1,857.82
Forest Land	8,352.99
Forest Land with Documented Stewardship	3,494.42
Unproductive	66.66
Wet Land	889.82
<b>Total Acreage</b>	<b>14,661.83</b>
Other Current Use Statistics	
Acres Receiving a 20% Recreational Adjustment	1,066.02
Acres Removed From Current Use During the Year	21.99

### Discretionary Easements

Acres	Owners	Description
38.78	1	Golf course

### Tax Credits

Type of Tax Credits	Amount of Credit	Number of Individuals	Total of Tax Credits
Totally & Permanently Disabled Veterans, Spouses or Widows	\$2,000	9	\$18,000
Other War Service Credits	\$500	327	\$163,500
<b>Total</b>		<b>336</b>	<b>\$181,500</b>

### HOPKINTON TAX RATES

	2008	2009	2010	2011	2012	2013
Municipal -Town	\$4.45	\$5.08	\$5.05	5.06	5.10	5.10
County Tax	\$2.44	\$3.00	\$2.72	2.88	2.80	2.67
Local Education Tax	\$13.11	\$16.11	\$16.27	17.17	17.77	18.53
State Education Tax	\$2.19	\$2.64	\$2.68	2.43	2.52	2.44
Combined Tax	\$22.16	\$26.83	\$26.72	27.54	28.19	28.74
Contoocook Village Precinct	\$1.15	\$1.09	\$.77	.77	1.17	1.22
Hopkinton Village Precinct	.30	\$.34	\$0.34	.44	.37	.48

## Schedule of Town Property

Map/Lot	Location	Total	Map/Lot	Location	Total
210/014	BAILEY RD	42,500	222/067-2	KEARSARGE AVE	398,700
217/041	BARTON CORNER RD	63,100	222/107	KEARSARGE AVE	19,600
231/008	BASSETT MILL RD	89,700	230/003	LITTLE FROST RD	10,500
259/024	BEECH HILL & CURRIER	5,700	101/085	MAIN ST	276,800
225/083	BLUEBIRD LN	600	102/064	MAIN ST	144,900
207/016	BOUND TREE & CLEMENT	73,700	103/009	MAIN ST	87,100
207/017	BOUND TREE & CLEMENT	165,100	104/060-1	MAIN ST	1,800
204/015	BOUND TREE RD	24,400	106/003	MAIN ST	346,700
207/038	BOUND TREE RD	16,700	106/003-1	MAIN ST	255,200
239/038-1	BRIAR HILL RD	239,700	106/023	MAIN ST	541,100
250/067	BRIAR HILL RD	99,900	106/024	MAIN ST	125,300
202/007	CAMP MERRIMAC RD	10,200	106/049	MAIN ST	323,100
102/022-1	CARRIAGE LN	16,100	251/007	MAIN ST	112,200
101/017	CEDAR ST	57,900	102/085	MAPLE ST	40,100
102/038	CEDAR ST & MAPLE ST	1,700	219/012	MAPLE ST	283,100
207/007	CLEMENT HILL RD	25,400	251/001	NEW RD	11,000
208/001	CLEMENT HILL RD	75,900	105/012	OLD HENNIKER RD	9,900
208/099-22	CLEMENT HILL RD	22,400	105/017	OLD HENNIKER RD	92,400
259/020	CURRIER RD	4,500	238/080	OLD HENNIKER RD	144,800
224/046	DUSTIN RD	92,500	105/024-1	OLD PUTNEY HILL RD	1,200
244/006	E PENACOOK RD	1,121,300	239/056	OLD PUTNEY HILL RD	149,400
244/011	E PENACOOK RD	270,200	211/010	OLD ROUTE 202 & 9	58,000
244/012	E PENACOOK RD	115,600	222/078	PARK AVE	98,100
246/006	E PENACOOK RD	308,600	101/052	PARK AVE & KEARSARGE	2,700
225/106	EAGLE LN	59,900	249/013	PATCH RD	166,900
233/002	EUGENE FOOTE RD	167,200	249/021	PATCH RD	2,400
265/002	FARRINGTON CORNER RD	18,000	103/017	PENACOOK & GOULD HIL	7,200
266/044-1	FARRINGTON CORNER RD	289,900	103/022	PENACOOK & GOULD HIL	4,400
251/061	FIELDSTONE RD	43,500	103/016	PENACOOK RD	160,900
229/001	GAGE HILL RD	4,900	243/044	PENACOOK RD	15,000
238/049	GAGE HILL RD	9,600	101/020	PINE ST	480,700
251/056	GARRISON LN	18,200	101/021	PINE ST	382,900
223/003	GRANITE VALLEY	28,300	220/035	PINE ST	33,600
214/001	HATFIELD RD	168,900	221/044	PINE ST	186,000
251/010	HAWTHORNE HILL RD	281,700	222/011	PINEWOOD DR	3,500
105/031	HOPKINTON & OLD HENN	43,300	102/009	PUBLIC WORKS RD (& 2	4,477,200
239/037	HOPKINTON RD	691,800	239/062	PUTNEY HILL RD	66,500
221/083	HOUSTON DR (41&171)	2,900,700	209/018	ROLFE POND DR	61,300
237/038	IRISH HILL RD	3,600	250/061	ROLLINS RD	186,300
256/002	JEWETT RD	13,200	250/065	ROLLINS RD	225,600
256/003	JEWETT RD	8,500	221/104	SPRING ST	2,400
256/005	JEWETT RD	114,700	221/126-1	SPRING ST	18,000
210/010	KAST HILL RD	234,900	221/126-2	SPRING ST	13,500
210/027-1	KAST HILL RD	12,000	222/021	SPRING ST	127,500
101/039-1	KEARSARGE AVE	74,200	237/039	SUGAR HILL RD	16,200
206/-19	KEARSARGE AVE	69,200	211/014	TAMARACK RD	73,100
206/020	KEARSARGE AVE	119,400	265/027	UPPER STRAW RD	2,700

## Schedule of School and Precinct Property

### School

<b>Map/Lot</b>	<b>Location</b>	<b>Total</b>
106/007	MAIN ST	5,259,200
102/003	MAPLE ST	233,100
102/004	MAPLE ST	4,299,700
222/067-1	PARK AVE	8,367,900

### Contoocook Village Precinct

<b>Map/Lot</b>	<b>Location</b>	<b>Total</b>
204/013-1	BOUND TREE RD	1,492,500
204/024	BOUND TREE RD	27,700
204/025	BOUND TREE RD	91,600
104/095-1	HOPKINTON RD	779,800
204/021	PLEASANT POND RD	104,200

### Hopkinton Village Precinct

<b>Map/Lot</b>	<b>Location</b>	<b>Total</b>
250/006	BRIAR HILL RD	84,800
105/049	MAIN ST	60,000
105/022	OLD PUTNEY HILL RD	92,900
239/064-1	PUTNEY HILL RD	61,500

# 2013 Tax Rate Calculation

DEPARTMENT OF REVENUE ADMINISTRATION  
Municipal Services Division  
2013 Tax Rate Calculation

*D.M. Con*

11/8/13

**TOWN/CITY: HOPKINTON**

Gross Appropriations	7,698,339
Less: Revenues	4,603,150
	0
Add: Overlay (RSA 76:6)	64,990
War Service Credits	181,500

Net Town Appropriation	3,341,679
Special Adjustment	0

Approved Town/City Tax Effort	3,341,679
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**TOWN RATE**  
5.10

**SCHOOL PORTION**

Net Local School Budget:			
Gross Approp. - Revenue	17,828,494	2,158,973	15,669,521
Regional School Apportionment			0
Less: Education Grant			(1,959,685)

Education Tax (from below)	(1,546,201)
Approved School(s) Tax Effort	12,163,635

**LOCAL SCHOOL RATE**  
18.53

**EDUCATION TAX**

Equalized Valuation (no utilities) x	\$2.435
634,990,161	1,546,201
Divide by Local Assessed Valuation (no utilities)	
633,396,705	

**STATE SCHOOL RATE**  
2.44

**COUNTY PORTION**

Due to County	1,753,942
	0

Approved County Tax Effort	1,753,942
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**COUNTY RATE**  
2.67

Total Property Taxes Assessed	18,805,457
Less: War Service Credits	(181,500)
Add: Village District Commitment(s)	194,756
<b>Total Property Tax Commitment</b>	<b>18,818,713</b>

**TOTAL RATE**  
28.74

**PROOF OF RATE**

Local Assessed Valuation	Tax Rate	Assessment
Education Tax (no utilities)	2.44	1,546,201
All Other Taxes	26.30	17,259,256
		18,805,457

TRC#  
122

TRC#  
122

# Statement of Debt

**TOWN OF HOPKINTON  
STATEMENT OF DEBT-2014  
ANNUAL MATURITIES OF OUTSTANDING BONDS AND LONG TERM NOTES**

Year	Landfill		Open Space #1 Beyer/Carson/Rollins		Open Space #2 Rice		Open Space #3 Myron		Open Space #4 Ransmeier		Community Well		Highway Garage		Total Debt		Yearly Total
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	
2014	118,214	21,232	50,000	14,013	25,000	11,016	20,625	6,919	18,413	4,351	35,000	7,840	53,057	9,250	320,309	74,621	394,930
2015	123,198	16,248	50,000	8,828	25,000	9,766	21,459	6,085	18,413	3,543	35,000	6,720	53,057	10,553	326,127	61,743	387,870
2016	128,392	11,054	50,000	6,578	25,000	8,516	22,327	5,218	18,413	2,734	35,000	5,600	53,057	9,380	332,189	49,080	381,269
2017	133,805	5,641	50,000	4,570	25,000	7,266	23,229	4,315	18,413	1,926	35,000	4,480	53,057	8,208	338,504	36,406	374,910
2018			50,000	5,231	25,000	6,256	24,168	3,376	18,413	1,118	35,000	3,360	53,057	7,035	205,638	26,376	232,014
2019			50,000	3,162	25,000	5,231	25,145	2,399	7,050	310	35,000	2,240	53,057	5,863	195,252	19,205	214,457
2020			50,000	1,062	20,000	4,200	34,184	1,456	-	-	35,000	1,120	53,057	4,690	192,241	12,528	204,769
2021					20,000	3,360			-	-			53,057	3,518	73,057	6,878	79,935
2022					20,000	2,510			-	-			53,057	2,345	73,057	4,855	77,912
2023					20,000	2,250			-	-			53,053	1,172	73,053	3,422	76,475
2024					20,000	1,375			-	-					20,000	1,375	21,375
2025					20,000	665			-	-					20,000	665	20,665
2026									-	-					-	-	-
Total	503,609	54,175	350,000	43,444	270,000	62,411	171,137	29,768	99,115	13,982	245,000	31,360	530,566	62,014	2,169,427	297,154	2,466,581
<b>GRAND TOTAL</b>		<b>557,784</b>		<b>393,444</b>		<b>332,411</b>		<b>200,905</b>		<b>113,097</b>		<b>276,360</b>		<b>592,580</b>			<b>2,466,581</b>

# 2012 Independent Auditor's Report



**TOWN OF HOPKINTON, NEW HAMPSHIRE  
FINANCIAL REPORT  
AS OF AND FOR THE YEAR ENDED  
DECEMBER 31, 2012**

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## Roberts & Greene, PLLC

### INDEPENDENT AUDITOR'S REPORT

To the Members of the Board of Selectmen  
Town of Hopkinton  
330 Main Street  
Hopkinton, New Hampshire 03229

We have audited the accompanying financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Town of Hopkinton, as of and for the year ended December 31, 2012, which collectively comprise the Town's basic financial statements as listed in the table of contents, and the related notes to the financial statements. These financial statements are the responsibility of the Town of Hopkinton's management. Our responsibility is to express opinions on these financial statements based on our audit.

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

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

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

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

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

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

#### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the major fund, and the aggregate remaining fund information of the Town of Hopkinton, as of December 31, 2012, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Town of Hopkinton  
Independent Auditor's Report

***Other Matters***

*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the budgetary comparison information and schedule of funding progress for other postemployment benefits on pages 29 - 31 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

The Town of Hopkinton has not presented a management's discussion and analysis. Accounting principles generally accepted in the United States of America have determined that the management's discussion and analysis is necessary to supplement, but is not required to be part of, the basic financial statements.

*Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements of the Town of Hopkinton. The combining nonmajor and individual fund schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. They are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining nonmajor and individual fund schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

August 14, 2013

*Roberts & Greene, PLLC*

**EXHIBIT 1**  
**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
**Statement of Net Position**  
**December 31, 2012**

	Governmental Activities
<b>ASSETS</b>	
Cash and cash equivalents	\$ 7,061,092
Investments	2,031,415
Intergovernmental receivable	25,719
Other receivables, net of allowance for uncollectibles	2,501,684
Prepaid items	27,128
Capital assets, not being depreciated:	
Land	8,410,469
Construction in progress	25,719
Capital assets, net of accumulated depreciation:	
Land improvements	487,799
Buildings and building improvements	2,663,012
Machinery, vehicles and equipment	1,143,359
Infrastructure	9,824,463
Intangibles	192,300
Total assets	34,394,159
<b>LIABILITIES</b>	
Accounts payable	148,859
Accrued payroll and benefits	109,321
Accrued interest payable	36,152
Intergovernmental payable	6,631,689
Unearned revenue	22,043
Noncurrent obligations:	
Due within one year:	
Bonds and notes payable	261,669
Capital leases payable	16,230
Accrued landfill postclosure care costs	25,000
Due in more than one year:	
Bonds and notes payable	1,779,115
Capital leases payable	53,357
Compensated absences	136,699
Accrued landfill postclosure care costs	350,000
OPEB liability	92,284
Total liabilities	9,662,418
<b>NET POSITION</b>	
Net investment in capital assets	21,253,791
Restricted for:	
Perpetual care:	
Nonexpendable	316,176
Expendable	375,096
Other purposes	317,593
Unrestricted	2,469,085
Total net position	\$ 24,731,741

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 2**  
**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
**Statement of Activities**  
**For the Year Ended December 31, 2012**

	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental activities:					
General government	\$ 1,023,080	\$ 24,686	\$ (20,869)	\$ -	\$ (1,019,263)
Public safety	1,676,747	356,240	59,955	-	(1,260,552)
Highways and streets	2,595,943	-	1,303	25,719	(2,568,921)
Sanitation	675,227	550,628	-	-	(124,599)
Health	19,230	-	-	-	(19,230)
Welfare	130,200	-	-	-	(130,200)
Culture and recreation	814,297	75,694	19,465	-	(719,138)
Conservation	2,574	-	-	-	(2,574)
Interest on long-term debt	91,123	-	-	-	(91,123)
Capital outlay	90,111	-	-	75,113	(14,998)
Total governmental activities	<u>\$ 7,118,532</u>	<u>\$ 1,007,248</u>	<u>\$ 59,854</u>	<u>\$ 100,832</u>	<u>(5,950,598)</u>
General revenues:					
Property taxes					3,085,130
Other taxes					279,425
Licenses and permits					994,125
Grants and contributions not restricted to specific programs					450,429
Miscellaneous					90,460
Total general revenues					<u>4,899,569</u>
Change in net position before extraordinary item					<u>(1,051,029)</u>
Extraordinary item:					
Public Works building fire:					
Insurance proceeds					738,647
Replacement expenses					<u>(216,897)</u>
Net proceeds for building replacement					<u>521,750</u>
Change in net position					<u>(529,279)</u>
Net position, beginning, as restated, see Note III.D.					25,261,020
Net position, ending					<u>\$ 24,731,741</u>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 3**  
**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
**Balance Sheet**  
**Governmental Funds**  
**December 31, 2012**

	General	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>			
Cash and cash equivalents	\$ 6,562,310	\$ 498,782	\$ 7,061,092
Investments	-	2,031,415	2,031,415
Receivables, net of allowance for uncollectible/unavailable:			
Taxes	1,591,212	-	1,591,212
Accounts	681,113	23,428	704,541
Intergovernmental	25,719	-	25,719
Interfund receivable	47,790	11,384	59,174
Prepaid items	27,128	-	27,128
Total assets	<u>\$ 8,935,272</u>	<u>\$ 2,565,009</u>	<u>\$ 11,500,281</u>
<b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Accounts payable	\$ 145,931	\$ 2,928	\$ 148,859
Accrued salaries and benefits	109,321	-	109,321
Intergovernmental payable	6,631,689	-	6,631,689
Interfund payable	10,954	48,220	59,174
Deferred revenue	887,233	11,841	899,074
Total liabilities	<u>7,785,128</u>	<u>62,989</u>	<u>7,848,117</u>
Fund balances:			
Nonspendable	27,128	449,110	476,238
Restricted	-	630,436	630,436
Committed	623,626	1,444,904	2,068,530
Assigned	1,322	-	1,322
Unassigned	498,068	(22,430)	475,638
Total fund balances	<u>1,150,144</u>	<u>2,502,020</u>	<u>3,652,164</u>
Total liabilities and fund balances	<u>\$ 8,935,272</u>	<u>\$ 2,565,009</u>	<u>\$ 11,500,281</u>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 4**  
**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
**Reconciliation of Total Fund Balances of Governmental Funds to the Statement of Net Position**  
**December 31, 2012**

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Total fund balances of governmental funds (Exhibit 3)		\$ 3,652,164
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.		
Cost	\$ 57,376,777	
Less accumulated depreciation	<u>(34,629,656)</u>	22,747,121
Interfund receivables and payables between governmental funds are eliminated on the statement of net position.		
Receivables	\$ (59,174)	
Payables	<u>59,174</u>	-
Long-term revenues are not available to pay for current period expenditures and, therefore, are deferred in the funds.		
Deferred tax revenue	815,459	
Deferred sewer charges	7,532	
Deferred grant revenue	25,719	
Other deferred amounts	28,321	
Unavailable elderly and welfare liens	<u>205,931</u>	1,082,962
Interest on long-term debt is not accrued in governmental funds.		
Accrued interest payable		(36,152)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds.		
Bonds and notes outstanding	\$ 2,040,784	
Capital lease outstanding	69,587	
Compensated absences payable	136,699	
Accrued landfill postclosure care costs	375,000	
OPEB liability	<u>92,284</u>	<u>(2,714,354)</u>
Total net position of governmental activities (Exhibit 1)		<u>\$ 24,731,741</u>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 5**  
**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**Governmental Funds**  
**For the Year Ended December 31, 2012**

	General	Other Governmental Funds	Total Governmental Funds
<b>Revenues:</b>			
Taxes	\$ 3,429,179	\$ 7,303	\$ 3,436,482
Licenses, permits and fees	994,125	-	994,125
Intergovernmental	553,599	-	553,599
Charges for services	650,951	356,297	1,007,248
Miscellaneous	731,297	110,946	842,243
Total revenues	<u>6,359,151</u>	<u>474,546</u>	<u>6,833,697</u>
<b>Expenditures:</b>			
<b>Current:</b>			
General government	978,565	42,535	1,021,100
Public safety	1,472,102	127,725	1,599,827
Highways and streets	1,172,512	146,426	1,318,938
Sanitation	612,601	179,681	792,282
Health	19,230	-	19,230
Welfare	99,803	29,308	129,111
Culture and recreation	648,089	144,801	792,890
Conservation	-	2,574	2,574
<b>Debt service:</b>			
Principal	256,309	-	256,309
Interest	96,079	-	96,079
Capital outlay	156,143	-	156,143
Total expenditures	<u>5,511,433</u>	<u>673,050</u>	<u>6,184,483</u>
Excess (deficiency) of revenues over (under) expenditures	<u>847,718</u>	<u>(198,504)</u>	<u>649,214</u>
<b>Other financing sources (uses):</b>			
Transfers in	113,000	394,833	507,833
Transfers out	<u>(392,000)</u>	<u>(115,833)</u>	<u>(507,833)</u>
Total other financing sources and uses	<u>(279,000)</u>	<u>279,000</u>	<u>-</u>
Net change in fund balances	568,718	80,496	649,214
Fund balances, beginning	581,426	2,421,524	3,002,950
Fund balances, ending	<u>\$ 1,150,144</u>	<u>\$ 2,502,020</u>	<u>\$ 3,652,164</u>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 6**  
**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
**Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund**  
**Balances of Governmental Funds to the Statement of Activities**  
**For the Year Ended December 31, 2012**

Net change in fund balances of governmental funds (Exhibit 5)		\$ 649,214
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures. In the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation expense exceeded capitalized capital outlay in the current period.		
Capitalized capital outlay	\$ 747,136	
Depreciation expense	<u>(2,087,446)</u>	(1,340,310)
The total effect of the disposal of capital assets is to decrease net position.		
		(160,796)
Transfers in and out between governmental funds are eliminated on the operating statement.		
Transfers in	\$ (507,833)	
Transfers out	<u>507,833</u>	-
Revenue in the statement of activities that does not provide current financial resources is not reported as revenue in governmental funds.		
Change in deferred tax revenue	\$ (113,924)	
Change in deferred sewer charges	1,438	
Change in deferred grant revenue	25,719	
Change in other deferred revenue	28,321	
Change in allowance for unavailable liens	<u>13,511</u>	(44,935)
The repayment of the principal of long-term debt consumes the current financial resources of governmental funds, but has no effect on net position.		
Repayment of bond and note principal	\$ 256,309	
Repayment of capital lease principal	<u>15,509</u>	271,818
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.		
Decrease in accrued interest expense	\$ 4,956	
Decrease in compensated absences payable	8,752	
Decrease in accrued landfill postclosure care costs	105,000	
Increase in OPEB liability	<u>(22,978)</u>	95,730
Change in net position of governmental activities (Exhibit 2)		
		<u>\$ (529,279)</u>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 7**  
**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
**Statement of Fiduciary Net Position**  
**Fiduciary Funds**  
**December 31, 2012**

	Private Purpose Trust	Agency
<b>Assets:</b>		
Cash and cash equivalents	\$ -	\$ 240,378
Investments	436,748	405,030
Total assets	<u>436,748</u>	<u>645,408</u>
<b>Liabilities:</b>		
Due to other governmental units	-	639,731
Due to developers	-	5,677
Total liabilities	<u>-</u>	<u>645,408</u>
<b>Net position:</b>		
Held in trust for specific purposes	<u>\$ 436,748</u>	<u>\$ -</u>

The notes to the financial statements are an integral part of this statement.

**EXHIBIT 8**  
**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
**Statement of Changes in Fiduciary Net Position**  
**Fiduciary Funds**  
**For the Year Ended December 31, 2012**

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	<u>Private Purpose Trust</u>
<b>Additions:</b>	
New funds	\$ 55,885
Investment earnings:	
Interest	17,172
Net change in fair value of investments	<u>28,058</u>
Total additions	101,115
<b>Deductions:</b>	
Trust distributions	<u>17,833</u>
Change in net position	83,282
Net position, beginning	<u>353,466</u>
Net position, ending	<u><u>\$ 436,748</u></u>

The notes to the financial statements are an integral part of this statement.

**TOWN OF HOPKINTON, NEW HAMPSHIRE  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2012**

**I. Summary of Significant Accounting Principles**

**I.A. Introduction**

The accounting and reporting framework and the more significant accounting principles and practices of the Town of Hopkinton (the Town) are discussed in subsequent sections of this note. The remainder of the notes is organized to provide explanations, including required disclosures, of the Town's financial activities for the fiscal year ended December 31, 2012.

**I.B. Financial Reporting Entity – Basis of Presentation**

**I.B.1. *Entity Defined***

The Town of Hopkinton is a municipal corporation governed by a board of selectmen consisting of five members elected by the voters. These financial statements present the financial position and activity of the primary government. Component units are organizations for which the primary government is financially accountable, or other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the financial reporting entity's financial statements to be misleading or incomplete. Based on the stated criteria, the Town's financial statements do not include any component units.

**I.B.2. *Government-Wide and Fund Financial Statements***

*Government-Wide Financial Statements*

The government-wide financial statements include the statement of net position and the statement of activities. These statements report financial information for the Town as a whole, excluding fiduciary activities. Individual funds are not displayed.

The statement of activities reports the direct expenses of a given function offset by program revenues directly connected with the functional program. Direct expenses are those that are clearly identifiable with a specific function. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Program revenues include: (1) charges for services which report fees, fines and forfeitures, and other charges for the Town's services; (2) operating grants and contributions, which finance annual operating activities including restricted investment income; and (3) capital grants and contributions, which finance the acquisition, construction, or rehabilitation of capital assets. These revenues are subject to externally imposed restrictions to these program uses. Taxes and revenue from other sources not properly included with program revenues are reported as general revenues.

**TOWN OF HOPKINTON, NEW HAMPSHIRE  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2012**

*Fund Financial Statements*

Fund financial statements are provided for governmental and fiduciary funds, even though the latter are excluded from the government-wide financial statements. The major individual, governmental fund (General Fund) is reported in separate columns in the basic fund financial statements with composite columns for nonmajor funds.

***I.B.3. Measurement Focus, Basis of Accounting and Financial Statement Presentation***

The financial statements of the Town are prepared in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP). The Town's reporting entity applies all relevant Governmental Accounting Standards Board (GASB) pronouncements.

The government-wide statements report using the economic resources measurement focus and the accrual basis of accounting generally including the reclassification or elimination of internal activity (between or within funds). Reimbursements are reported as reductions to expenses. Fiduciary fund financial statements also report using this same basis of accounting, although internal activity is not eliminated in these statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Property tax revenues are recognized in the year for which they are levied, while grants are recognized when grantor eligibility requirements are met.

The agency funds are custodial in nature and do not measure results of operations.

Governmental fund financial statements report using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The Town considers revenues to be available if they are collected within sixty days of the end of the fiscal year. Expenditures are recorded when the related fund liability is incurred, except for general obligation bond and note principal and interest, which are reported as expenditures in the year due.

Major revenues susceptible to accrual are property taxes, intergovernmental amounts and investment income. In general, other revenues are recognized when cash is received.

When both restricted and unrestricted resources are available for use, it is the Town's policy to use restricted resources first, then unrestricted resources as needed. Restricted assets and liabilities payable from restricted assets current in nature are reported with current assets and current liabilities in the financial statements.

**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2012**

**I.B.4. Fund Types and Major Funds**

*Governmental Funds*

The Town reports the following major governmental fund:

*General Fund* – Reports as the primary fund of the Town. This fund is used to account for all financial resources not reported in other funds.

The Town also reports twelve nonmajor governmental funds.

*Fiduciary Funds*

The Town reports the following fiduciary funds:

*Private Purpose Trust Funds* – Account for financial resources of the Town used only for the benefit of other entities or individuals.

*Agency Funds* – Account for fiduciary assets held by the Town in a custodial capacity as an agent on behalf of others. The Town's agency funds are used to account for the various capital reserve accounts held by the trustees of trust funds on behalf of the local school district and village precincts; and escrow accounts held for developers.

**I.C. Assets, Liabilities, and Net Position or Fund Equity**

**I.C.1. Cash and Investments**

The laws of the State of New Hampshire require that the Town's treasurer have custody of all monies belonging to the Town, other than those held by the trustees of trust funds and library trustees, and pay out the same only upon orders of the Board of Selectmen. The treasurer shall deposit all monies in participation units in the public deposit investment pool established pursuant to N.H. RSA 383.22 or in solvent banks in the state. Funds may be deposited in banks outside the state if such banks pledge or deliver to a third party custodial bank or the Federal Reserve Bank, collateral security for such deposits, United States government or government agency obligations, or obligations of the State of New Hampshire in value at least equal to the amount of the deposit in each case.

Investments are stated at fair value based on quoted market prices.

New Hampshire law authorizes the Town to invest in obligations of the United States government; the public deposit investment pool established pursuant to RSA 383:22; savings bank deposits; prime bankers' acceptances; or certificates of deposit and repurchase

**TOWN OF HOPKINTON, NEW HAMPSHIRE  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2012**

agreements of banks incorporated under the laws of the State of New Hampshire or in banks recognized by the state treasurer.

Any person who directly or indirectly receives any such funds or monies for deposit or for investment in securities of any kind shall, prior to acceptance of such funds, make available at the time of such deposit or investment an option to have such funds secured by collateral having a value at least equal to the amount of such funds. Such collateral shall be segregated for the exclusive benefit of the Town. Only securities defined by the bank commissioner as provided by rules adopted pursuant to RSA 386:57 shall be eligible to be pledged as collateral.

***I.C.2. Capital Assets and Depreciation***

Generally, the Town's property, plant and equipment with useful lives of more than two years are stated at historical cost and reported in the government-wide financial statements. Donated assets are stated at fair value on the date donated. The Town generally capitalizes assets with cost of \$5,000 or more as purchase and construction outlays occur. The costs of normal maintenance and repairs that do not add to the asset value or materially extend useful lives are not capitalized. Capital assets are depreciated using the straight-line method. When capital assets are disposed of, the cost and applicable accumulated depreciation are removed from the respective accounts, and the resulting gain or loss is recorded in operations.

Estimated useful lives, in years, for depreciable assets are as follow:

	<u>Years</u>
Land improvements	20
Buildings and building improvements	50
Machinery, vehicles and equipment	8-15
Infrastructure	7-20

***I.C.3. Long-Term Debt***

In the government-wide financial statements, outstanding debt is reported as liabilities. The balance of long-term debt is not reported in the governmental funds.

**TOWN OF HOPKINTON, NEW HAMPSHIRE  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2012**

**I.C.4. *Equity***

The government-wide statement of net position reports net position in the following components:

- Net investment in capital assets, which is computed as the total capital assets less accumulated depreciation, net of outstanding debt used to acquire those assets.
- Restricted for perpetual care, which consists of the balance of the permanent funds that is allowed to be used only for cemetery care. This balance is segregated between nonexpendable, representing the principal balance that must be invested to generate income and cannot be expended, and expendable, representing income earned that can be used for cemetery care.
- Restricted for other purposes, which consists of the rest of the permanent funds that is to be used for library and other purposes.
- Unrestricted, which consists of the remaining balance of net position.

The governmental funds report the following components of fund balance:

- Nonspendable, representing the principal balance of the permanent funds that cannot be spent, and prepaid expenditures.
- Restricted, representing the income portion of the permanent funds and the balance of the library fund that can only be used for specific purposes per terms of endowments or State law.
- Committed, representing the balance of insurance proceeds to be used for the Public Works building, special warrant articles, expendable trust funds, and positive balances of other special revenue funds.
- Assigned, representing other encumbrances in the General Fund.
- Unassigned, representing the remaining balance of the General Fund, and the deficit balance of the Sewer Fund.

**I.C.5. *Use of Estimates***

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**TOWN OF HOPKINTON, NEW HAMPSHIRE  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2012**

## **II. Stewardship, Compliance and Accountability**

### **Budgetary Information**

An annual budget was adopted on a basis consistent with generally accepted accounting principles for the General Fund, as well as some of the nonmajor funds. Unless encumbered, all governmental fund appropriations lapse at year-end. The Town is allowed to use beginning fund balance to balance the budget. In 2012, \$415,000 of the fund balance from 2011 was used.

Encumbrance accounting is employed by the governmental funds. Encumbrances (e.g., purchase orders, contracts) outstanding at year-end are reported as commitments or assignments of fund balances and do not constitute expenditures or liabilities because they will be added to the appropriations voted in the subsequent year.

Revenues are budgeted by source. Expenditures in the General Fund are budgeted by functions as follow: general government, public safety, highways and streets, sanitation, health, welfare, culture and recreation, conservation, economic development, debt service and capital outlay. Management can transfer appropriations among budget line items as necessary, but the total expenditures cannot legally exceed the total appropriations unless permission is received from the Commissioner of Revenue Administration.

## **III. Detailed Notes on Funds and Government-Wide Statements**

### **III.A. Assets**

#### **III.A.1. Investments**

As of December 31, 2012, the Town had the following investments:

Certificates of Deposit	\$ 10,452
American Depository Receipts	50,163
Common Stock	729,529
Preferred Stock	112,207
Corporate Bonds	482,094
iShares	56,010
New Hampshire Public Deposit Investment Pool	1,432,739
	<u>\$ 2,873,194</u>

**TOWN OF HOPKINTON, NEW HAMPSHIRE  
 NOTES TO THE BASIC FINANCIAL STATEMENTS  
 AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2012**

The investments appear in the financial statements as follow:

Governmental funds - balance sheet (Exhibit 3)	\$ 2,031,415
Fiduciary funds - statement of fiduciary net position (Exhibit 7)	<u>841,778</u>
Total	<u><u>\$ 2,873,194</u></u>

*Investment Policies*

**Credit Risk** is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. New Hampshire law limits investments to those described in Note I.C.1. The Town’s investment policy does not place any further restrictions on its investment choices.

**Interest Rate Risk** is the risk that changes in interest rates will adversely affect the fair value of an investment. Investments held for longer periods are subject to increased risk of adverse interest rate changes. The Town’s investment policy limits concentration of investments with a specific maturity.

**III.A.2. Receivables, Uncollectible Accounts and Deferred Revenue**

*Property Taxes Receivable and Property Tax Calendar*

Property taxes are levied and collected by the Town on a semi-annual basis. Tax bills are due on or around July 1 and December 1, with interest of 12% per annum on all taxes not received by the due date. The first billing is an estimate only based on half of the previous year’s billing. The final billing is levied based on an inventory taken in April of each year (the tax year runs from April 1 to March 31), and is assessed after the tax rate has been calculated and set by the New Hampshire Department of Revenue Administration. A lien should be executed on any unpaid property taxes in the following year and this lien takes priority over any others. Interest of 18% per annum is charged upon redemption of lien taxes. Properties not redeemed within two years of the date of the tax lien should be deeded to the Town. During the current year, the tax collector executed a tax lien for uncollected 2011 property taxes on April 16.

The property taxes levied and collected by the Town include amounts for the State of New Hampshire, the Hopkinton School District, Merrimack County, and the Contoocook Village and Hopkinton Village Precincts. The Town is responsible for the collection of all these taxes. During the annual tax rate setting process, the Town sets an amount for potential abatements and tax deedings, known as overlay. Overlay is raised through taxation and is reported as a reduction in tax revenue.

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The net assessed valuation as of April 1, 2012, upon which the 2012 property tax levy was based was:

For the New Hampshire education tax	\$ 631,831,828
For all other taxes	\$ 654,707,728

The tax rates and amounts assessed for the year ended December 31, 2012 were as follow:

	<u>Per \$1,000 of Assessed Valuation</u>	
Municipal portion	\$5.10	\$ 3,339,399
School portion:		
State of New Hampshire	\$2.52	1,590,949
Local	\$17.77	11,637,336
County portion	\$2.80	1,830,879
Precinct portion:		
Contoocook Village	\$1.17	168,325
Hopkinton Village	\$0.37	14,894
Total property taxes assessed		<u>\$ 18,581,782</u>

The following details the taxes receivable at year-end:

Property:	
Levy of 2012	\$ 1,264,429
Levy of 2011	992
Unredeemed (under tax lien):	
Levy of 2011	170,007
Levy of 2010	158,276
Levy of 2009	33,366
Levy of 2008	10,377
Levy of 2007	2,644
Levy of 2006	1,041
Levy of 2005	
Timber	1,080
Less: allowance for estimated uncollectible taxes	(51,000)
Net taxes receivable	<u>\$ 1,591,212</u>

*Other Receivables and Uncollectible/Unavailable Accounts*

Significant receivables include amounts due from customers primarily for sewer, ambulance and other sanitation services. The fund financial statements report accounts receivable net of any allowance for uncollectible/unavailable accounts and revenues net of uncollectibles. The allowance amount consists of all of the elderly and welfare liens.

**TOWN OF HOPKINTON, NEW HAMPSHIRE  
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Related amounts are shown in the following table:

Accounts	\$ 704,541
Intergovernmental	25,719
Liens	205,931
Less: allowance for unavailable amounts	<u>(205,931)</u>
Net total receivables	<u><u>\$ 730,260</u></u>

*Deferred Revenue*

Deferred revenue in the governmental funds consists of \$815,459 of taxes, \$7,532 of sewer charges, \$25,719 of grant revenue, and \$28,321 of miscellaneous revenue deferred because they were not received within sixty days of year-end; and \$17,734 of prepayments of taxes and \$4,309 of prepayments of sewer charges. In the governmental activities, the prepayments totaling \$22,043 are reported as unearned.

**III.A.3. Capital Assets**

*Changes in Capital Assets*

The following table provides a summary of changes in capital assets of the governmental activities:

**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
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	Balance, beginning	Additions	Deletions	Balance, ending
Governmental activities:				
At cost:				
Not being depreciated:				
Land	\$ 8,410,469	\$ -	\$ -	\$ 8,410,469
Construction in progress	1,600	25,719	(1,600)	25,719
Total capital assets not being depreciated	<u>8,412,069</u>	<u>25,719</u>	<u>(1,600)</u>	<u>8,436,188</u>
Being depreciated:				
Land improvements	1,147,328	-	-	1,147,328
Buildings and building improvements	4,442,683	79,110	(300,573)	4,221,220
Machinery, vehicles and equipment	3,478,310	322,109	(237,141)	3,563,278
Infrastructure	39,496,265	320,198	-	39,816,463
Intangibles	192,300	-	-	192,300
Total capital assets being depreciated	<u>48,756,886</u>	<u>721,417</u>	<u>(537,714)</u>	<u>48,940,589</u>
Total all capital assets	<u>57,168,955</u>	<u>747,136</u>	<u>(539,314)</u>	<u>57,376,777</u>
Less accumulated depreciation:				
Land improvements	(611,700)	(47,829)	-	(659,529)
Buildings and building improvements	(1,653,267)	(83,008)	178,067	(1,558,208)
Machinery, vehicles and equipment	(2,373,510)	(246,860)	200,451	(2,419,919)
Infrastructure	(28,282,251)	(1,709,749)	-	(29,992,000)
Total accumulated depreciation	<u>(32,920,728)</u>	<u>(2,087,446)</u>	<u>378,518</u>	<u>(34,629,656)</u>
Net book value, capital assets being depreciated	<u>15,836,158</u>	<u>(1,366,029)</u>	<u>(159,196)</u>	<u>14,310,933</u>
Net book value, all capital assets	<u>\$ 24,248,227</u>	<u>\$ (1,340,310)</u>	<u>\$ (160,796)</u>	<u>\$ 22,747,121</u>

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

Governmental activities:	
General government	\$ 1,974
Public safety	102,476
Highways and streets	1,855,857
Sanitation	62,087
Water distribution and treatment	65,052
Total depreciation expense	<u>\$ 2,087,446</u>

#### **III.A.4. Restricted Net Position**

The government-wide statement of net position includes restricted net position of \$691,272 for perpetual care and \$317,593 for library and welfare representing public trust funds reported as restricted to reflect purpose restrictions contained in trust indentures.

#### **III.B. Liabilities**

##### **III.B.1 Intergovernmental Payable**

**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
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The amount due to other governments at December 31, 2012 consists of the balance of the 2012-2013 district assessment due to the Hopkinton School District in the amount of \$6,631,689.

**III.B.2 Long-Term Liabilities**

General obligation bonds and notes are approved by the voters and repaid with general revenues (property taxes). These liabilities are backed by the full faith and credit of the Town. Long-term liabilities also include compensated absences, accrued landfill postclosure care costs and the OPEB liability.

State and federal laws and regulations require that the Town continue to perform certain monitoring and maintenance functions at the landfill site for thirty years after closure. The amount recorded as the postclosure care liability represents the estimate of what it will cost for this monitoring and maintenance costs over the next sixteen years, the length of time monitoring is expected to continue. The actual cost of postclosure care could be higher or lower.

Long-term liabilities currently outstanding are as follow:

	Original Amount	Issue Date	Maturity Date	Interest Rate %	Outstanding at 12/31/2012	Current Portion
General obligation bonds/notes payable:						
Landfill closure	\$ 1,859,384	1997	2017	4.21	\$ 617,041	\$ 113,432
Open space (Beyer/Carson/Rollins)	\$ 761,500	2004	2020	4.31	400,000	50,000
Open space (Rice)	\$ 467,900	2005	2025	4.00	295,000	25,000
Open space (Ransmeier)	\$ 368,250	2006	2026	4.39	257,782	18,413
Open space (Myron)	\$ 279,837	2007	2020	3.97	190,961	19,824
Community well	\$ 350,000	2010	2020	3.20	280,000	35,000
					<u>2,040,784</u>	<u>261,669</u>
Capital lease payable:						
Loader/backhoe	\$ 85,096	2011	2016	4.55	69,587	16,230
Compensated absences payable					136,699	-
Accrued landfill postclosure care costs					375,000	25,000
OPEB liability					92,284	-
					<u>\$ 2,714,354</u>	<u>\$ 302,899</u>

*Changes in Long-Term Liabilities*

**TOWN OF HOPKINTON, NEW HAMPSHIRE  
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The following is a summary of changes in governmental activities' long-term liabilities for the year ended December 31, 2012:

	General Obligation Bonds and Notes Payable	Capital Leases Payable	Compensated Absences Payable	Accrued Landfill Postclosure Care Costs	OPEB Liability	Total
Balance, beginning	\$ 2,297,093	\$ 85,096	\$ 145,451	\$ 480,000	\$ 69,306	\$ 3,076,946
Additions	-	-	-	-	22,978	22,978
Reductions	(256,309)	(15,509)	(8,752)	(105,000)	-	(385,570)
Balance, ending	<u>\$ 2,040,784</u>	<u>\$ 69,587</u>	<u>\$ 136,699</u>	<u>\$ 375,000</u>	<u>\$ 92,284</u>	<u>\$ 2,714,354</u>

*Debt Service Requirements to Maturity*

The annual debt service requirements to maturity for bonds and notes as of year-end are as follow:

Fiscal Year Ending December 31,	Principal	Interest	Total
2013	\$ 261,669	\$ 83,727	\$ 345,396
2014	267,252	71,528	338,780
2015	273,070	57,347	330,417
2016	279,131	45,857	324,988
2017	285,447	34,356	319,803
2018-2022	540,563	73,254	613,817
2023-2026	133,652	12,373	146,025
Totals	<u>\$ 2,040,784</u>	<u>\$ 378,442</u>	<u>\$ 2,419,226</u>

The annual debt service requirements to maturity for the capital lease are as follow:

**TOWN OF HOPKINTON, NEW HAMPSHIRE  
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Fiscal Year Ending December 31,	Principal	Interest	Total
2013	\$ 16,230	\$ 3,233	\$ 19,463
2014	16,984	2,479	19,463
2015	17,773	1,690	19,463
2016	18,600	863	19,463
Totals	<u>\$ 69,587</u>	<u>\$ 8,265</u>	<u>\$ 77,852</u>

*Unissued, Authorized Debt*

At the March 12, 2003 Town Meeting, \$5,000,000 of bonds were approved for the purpose of acquiring land for open space. As of December 31, 2012, five bonds totaling \$2,037,486 have been issued of this authorization, leaving \$2,962,514 still unissued. As well, the 2013 Town Meeting authorized \$530,566 of bonds or notes to be used for the replacement of the Public Works building.

**III.C. Balances and Transfers – Payments Within the Reporting Entity**

**III.C.1. *Receivables and Payables***

Generally, outstanding balances between funds reported as “interfund receivables/payables” include outstanding charges by one fund to another for goods or services, subsidy commitments outstanding at year-end, or other miscellaneous amounts. Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is also reported as “interfund receivables/payables.”

**TOWN OF HOPKINTON, NEW HAMPSHIRE  
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The following reports the interfund receivables and payables at year-end:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General	Expendable	\$ 47,790
Nonmajor	General	10,954
Nonmajor	Nonmajor	430
		<u>\$ 59,174</u>

The amount due to the General Fund represents reimbursements for expenditures paid on behalf of other funds. The amount due to the Nonmajor Funds from the General Fund represents revenue deposited into the General Fund account to be transferred. The amount due from Nonmajor Funds to Nonmajor Funds is donations into the Recreation Revolving Fund due to the Human Services account.

### III.C.2. *Transfers*

Transfers within the reporting entity are substantially for the purposes of distributing taxes to the fund for which the appropriation was made, funding capital projects, and making additions to and using capital reserve accounts. The government-wide statement of activities eliminates transfers reported within the activities columns.

The following schedule reports transfers within the reporting entity:

	<u>Transfers In:</u>		<u>Total</u>
	<u>General Fund</u>	<u>Nonmajor Funds</u>	
Transfers out:			
General fund	\$ -	\$ 392,000	\$ 392,000
Nonmajor funds	113,000	2,833	115,833
	<u>\$ 113,000</u>	<u>\$ 394,833</u>	<u>\$ 507,833</u>

The transfers from the General Fund represent \$392,000 to the Expendable Trust Fund as voted by Town Meeting. The transfers from the Nonmajor Funds represent \$18,000 to the General Fund from the Library Fund for interest, \$95,000 from the Pay-by-Bag Fund to the General Fund as voted, and \$2,833 to the Library Fund from the Permanent Funds representing earnings on investments.

**TOWN OF HOPKINTON, NEW HAMPSHIRE  
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**III.D. Net Position and Fund Balances**

**III.D.1. Restatement of Beginning Equity Balance**

The beginning net position of governmental activities was restated as follows:

To adjust unearned revenue for prepayments of taxes	\$ (5,278)
Net position, as previously reported	25,266,298
Net position, as restated	<u><u>\$ 25,261,020</u></u>

**III.D.2. Components of Fund Balances**

Fund balance is categorized in the following components:

	<u>General Fund</u>	<u>Nonmajor Fund</u>	<u>Total</u>
Nonspendable:			
Endowments	\$ -	\$ 449,110	\$ 449,110
Prepaid expenditures	27,128	-	27,128
Total nonspendable	<u>27,128</u>	<u>449,110</u>	<u>476,238</u>
Restricted:			
General government	-	372,814	372,814
Culture and recreation	-	257,622	257,622
Total restricted	<u>-</u>	<u>630,436</u>	<u>630,436</u>
Committed:			
General government	-	27,792	27,792
Public safety	-	67,055	67,055
Sanitation	-	135,426	135,426
Conservation	-	95,359	95,359
Culture and recreation	-	45,447	45,447
Capital outlay	623,626	1,073,825	1,697,451
Total committed	<u>623,626</u>	<u>1,444,904</u>	<u>2,068,530</u>
Assigned for public safety	1,322	-	1,322
Unassigned	498,068	(22,430)	475,638
Total fund balance	<u><u>\$ 1,150,144</u></u>	<u><u>\$ 2,502,020</u></u>	<u><u>\$ 3,652,164</u></u>

**TOWN OF HOPKINTON, NEW HAMPSHIRE  
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#### **IV. Other Information**

##### **IV.A. Risk Management**

The Town's risk management activities are reported with governmental activities and recorded in the General Fund. During the fiscal year, the Town was a member of the Local Government Center Property-Liability Trust, Inc. and the NH Public Risk Management Exchange (Primex), which are considered public entity risk pools, currently operating as common risk management and insurance programs for member governmental entities.

**Local Government Center Property-Liability Trust, Inc. (the Trust)** – This Trust is organized to provide certain property and liability protection to member towns, cities, and other qualified political subdivisions of New Hampshire. As a member of the Trust, the Town shares in contributing to the cost of, and receiving benefits from, a self-insured pooled risk management program. The membership and coverage run from July 1 to June 30.

Contributions paid in 2012 for fiscal year 2013 ending June 30, 2013, to be recorded as an insurance expenditure/expense totaled \$72,060. There were no unpaid contributions for the year ending June 30, 2013 and due in 2012. The trust agreement permits the Trust to make additional assessments to members should there be a deficiency in trust assets to meet its liabilities. At this time, the Trust foresees no likelihood of any additional assessments for past years.

**Primex** – The Town obtained its workers' compensation insurance from this pooled risk management program. Primex retained \$1,000,000 of workers' compensation loss. The Town paid \$59,788 for workers' compensation for the year ended December 31, 2012. The agreement between the Town and Primex permits Primex to make additional assessments to members should there be a deficiency in contributions for any member year, not to exceed the member's annual contribution. Currently, Primex foresees no likelihood of any additional assessment for this or any prior year.

##### **IV.B. Retirement Pensions**

The New Hampshire Retirement System (NHRS) is a multiple-employer, cost-sharing, contributory public employee defined benefit plan qualified under section 401(a) of the Internal Revenue Code, and funded through a trust which is exempt from tax under Internal Revenue Code section 501(a). The NHRS provides service, disability, death and vested retirement benefits for the Town's police officers and other employees, and their beneficiaries. The New Hampshire Legislature establishes the provisions for benefits and contributions. The NHRS issues a separate financial report that is available by contacting the NHRS at 54 Regional Drive, Concord, NH 03301.

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Both the members and the Town make contributions to the NHRS. Member rates of contribution are set by the Legislature. Employer rates are determined by the NHRS trustees based on an actuarial valuation. The rates of contribution for police officers, firefighters and other employees were 11.55%, 11.8% and 7.0%, respectively. The rates of contribution for pension and the medical subsidy by the Town of Hopkinton were 19.95% for police, 22.89% for fire and 8.80% for other employees. Employer contributions from the Town during the years 2010, 2011, and 2012 were \$214,427, \$252,747, and \$260,129 respectively. The amounts are paid on a monthly basis as due.

**IV.C. Contingent Liabilities**

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

**IV.D. Extraordinary Item**

On June 26, 2012, the Town's Highway Garage and certain equipment within were damaged and/or destroyed by fire. During the year, the Town received \$176,585 in insurance proceeds to replace vehicles and certain contents of the building. As well, the Town is reporting a receivable of \$562,063 that was received in early 2013 to be used for replacing the building. A final receipts of \$207,371 was received later in 2013. As of December 31, 2012, \$216,897 had been expended toward vehicle and content replacement, with the building replacement being done in 2013 after Town Meeting approval. Town Meeting approved bonding \$530,566 to be used along with the insurance proceeds to replace the building. The Town also used Capital Reserve funds and existing fund balance for the vehicle replacements.

**IV.E. Other Postemployment Benefits**

*Plan Description*

As required by NH RSA 100-A:50, *New Hampshire Retirement System: Medical Benefits*, the Town provides its eligible retirees including certain beneficiaries, the ability to purchase health, dental and prescription drug coverage at the Town's group rates. The Town does not supplement the cost of these plans directly, but recognizes the liability for the inclusion of implicit rate subsidies to the retirees. The subsidy occurs because when a blended rate is used for a group of individuals that includes younger and presumably healthier people along with older, retired people, implicitly, the active employees are subsidizing the retirees. As of December 31, 2012, there were nine retirees with eight spouses, and thirty-two active employees with twenty-five spouses participating in the plan.

**TOWN OF HOPKINTON, NEW HAMPSHIRE  
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*Benefits Provided*

The Town provides medical, dental and prescription drug coverage to retirees and their eligible spouses and dependents. All active employees who retire from the Town and meet the eligibility requirements will receive these benefits.

*Funding Policy*

Retirees contribute all of the premiums as determined by the Town, but the remainder of the costs as derived from the implicit subsidy are paid by the Town on a pay-as-you-go basis.

*Annual OPEB Costs and Net OPEB Obligation*

The Town's annual OPEB expense for the year 2012 is calculated based on the annual required contribution of the Town (ARC). The Town has elected to calculate the ARC and related information using the alternative measurement method permitted by GASB Statement No. 45 for employers in plans with fewer than one hundred total plan members. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost each year and amortize the unfunded actuarial liability over a period not to exceed thirty years.

The Town's annual OPEB cost for the year ended December 31, 2012 including the amount actually contributed to the plan and the change in the Town's net OPEB obligation are as follows:

Annual Required Contribution (ARC)	\$ 29,050
Interest on Net OPEB Obligation (NOO)	-
Adjustment to ARC	-
Annual OPEB Cost (Expense)	<u>29,050</u>
Age Adjusted Contributions Made	<u>(6,072)</u>
Change in Net OPEB Obligation (NOO)	22,978
Net OPEB Obligation (NOO), beginning	69,306
Net OPEB Obligation (NOO), ending	<u><u>\$ 92,284</u></u>

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the year 2012 and the preceding three years (the first years of recording) were as follows:

<u>Fiscal Year Ended</u>	<u>Annual OPEB Cost</u>	<u>Age Adjusted Contribution</u>	<u>Percentage of Annual Cost Contributed</u>	<u>Net OPEB Obligation</u>
12/31/2009	\$ 42,584	\$ 14,743	34.62%	\$ 27,841
12/31/2010	\$ 29,581	\$ 10,969	37.08%	\$ 18,612
12/31/2011	\$ 29,050	\$ 6,197	21.33%	\$ 22,853
12/31/2012	\$ 29,050	\$ 6,072	20.90%	\$ 22,978

**TOWN OF HOPKINTON, NEW HAMPSHIRE  
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*Funded Status and Funding Progress*

The funded status of the plan as of December 31, 2012, is as follows:

Actuarial Accrued Liability (AAL)	\$ 278,391
Actuarial Value of Plan Assets	-
Unfunded Actuarial Accrued Liability (AAL)	\$ 278,391
 Funded Ratio (Actuarial Value of Plan Assets/AAL)	 0.00%
 Covered Payroll of Active Plan Memebers	 \$ 1,849,035
 UAAL as a Percentage of Covered Payroll	 15.06%

The projection of future benefit payments for an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information after the notes to the financial statements, presents multi-year trend information about whether the value of plan assets is increasing or decreasing over time relative to the accrued liability for benefits.

*Methods and Assumptions*

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in accrued liabilities and the value of assets, consistent with the long-term perspective of the calculations.

The following simplifying assumptions were made:

*Retirement age for active employees* – Based on the historical average retirement age for the covered group, active plan members were assumed to retire at age 62, or at the first subsequent year in which the member would qualify for benefits.

*Marital status* – Marital status of members at the calculation date was assumed to continue throughout retirement.

*Health insurance premiums* – The health insurance premiums for retirees in 2012 were used as the basis for calculation of the present value of total benefits to be paid.

**EXHIBIT 9**  
**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
**General Fund**  
**Schedule of Revenues, Expenditures and Changes in Unassigned**  
**Fund Balance - Budget and Actual (Non-GAAP Budgetary Basis)**  
**For the Year Ended December 31, 2012**

	Original and Final Budget	Actual	Variance Positive (Negative)
<b>REVENUES</b>			
Taxes	\$ 3,263,935	\$ 3,315,255	\$ 51,320
Licenses, permits and fees	941,450	994,125	52,675
Intergovernmental	523,012	553,599	30,587
Charges for services	719,800	650,951	(68,849)
Miscellaneous	31,200	731,297	700,097
Total revenues	<u>5,479,397</u>	<u>6,245,227</u>	<u>765,830</u>
<b>EXPENDITURES</b>			
Current:			
General government	1,031,029	978,565	52,464
Public safety	1,558,626	1,473,424	85,202
Highways and streets	1,169,775	1,172,512	(2,737)
Sanitation	594,616	612,601	(17,985)
Health	21,582	19,230	2,352
Welfare	121,689	99,803	21,886
Culture and recreation	649,299	648,089	1,210
Conservation	1	-	1
Economic development	2,000	-	2,000
Debt service:			
Principal of long-term debt	257,267	256,309	958
Interest on long-term debt	94,513	94,684	(171)
Interest on tax anticipation note	2,000	1,395	605
Capital outlay	111,522	155,886	(44,364)
Total expenditures	<u>5,613,919</u>	<u>5,512,498</u>	<u>101,421</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(134,522)</u>	<u>732,729</u>	<u>867,251</u>
Other financing sources (uses):			
Transfers in	111,522	113,000	1,478
Transfers out	(392,000)	(392,000)	-
Total other financing sources and uses	<u>(280,478)</u>	<u>(279,000)</u>	<u>1,478</u>
Net change in fund balance	<u>\$ (415,000)</u>	453,729	<u>\$ 868,729</u>
Increase in nonspendable fund balance		(27,128)	
Increase in commmitted fund balance		(623,626)	
Unassigned fund balance, beginning		<u>1,510,552</u>	
Unassigned fund balance, ending		<u>\$ 1,313,527</u>	

The note to the General Fund Schedule of Revenues, Expenditures and Changes in Unassigned Fund Balance - Budget and Actual is an integral part of this statement.

**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
**NOTE TO THE GENERAL FUND SCHEDULE OF REVENUES, EXPENDITURES**  
**AND CHANGES IN UNASSIGNED FUND BALANCE – BUDGET AND ACTUAL**  
**NON-GAAP BUDGETARY BASIS**  
**FOR THE YEAR ENDED**  
**DECEMBER 31, 2012**

**Reconciliation of General Fund Budgetary Basis to GAAP**

Revenues and other financing sources:	
Per Exhibit 9 (budgetary basis)	\$ 6,358,227
Adjustments:	
Basis difference:	
Tax revenue deferred in the prior year	929,383
Tax revenue deferred in the current year	(815,459)
Per Exhibit 5 (GAAP basis)	<u>\$ 6,472,151</u>
Expenditures and other financing uses:	
Per Exhibit 9 (budgetary basis)	\$ 5,904,498
Adjustments:	
Basis difference:	
Encumbrances, beginning	257
Encumbrances, ending	(1,322)
Per Exhibit 5 (GAAP basis)	<u>\$ 5,903,433</u>
Unassigned fund balance:	
Per Exhibit 9 (budgetary basis)	\$ 1,313,527
Adjustment:	
Basis difference:	
Deferred tax revenue, GAAP basis	(815,459)
Per Exhibit 3 (GAAP basis)	<u>\$ 498,068</u>

**EXHIBIT 10**  
**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
**Other Postemployment Benefits**  
**Schedule of Funding Process**  
**December 31, 2012**

Valuation Date	Value of Assets	Accrued Liability	Unfunded Accrued Liability	Funded Ratio	Covered Payroll	UAAL as a Percentage of Covered Payroll
01/01/2009	\$ -	\$ 404,661	\$ 404,661	0.00%	\$ 1,727,557	23.42%
12/31/2010	\$ -	\$ 286,916	\$ 286,916	0.00%	\$ 1,815,431	15.80%
12/31/2011	\$ -	\$ 275,930	\$ 275,930	0.00%	\$ 1,847,376	14.94%
12/31/2012	\$ -	\$ 278,391	\$ 278,391	0.00%	\$ 1,849,035	15.06%

EXHIBIT 11  
TOWN OF HOPKINTON, NEW HAMPSHIRE  
Nonmajor Governmental Funds  
Combining Balance Sheet  
December 31, 2012

	Special Revenue Funds												
	Library	Recreation Revolving	Recycling Revolving	Conservation Commission	Pay-by-Bag	Sewer	Senior Center Rental	Drug Forfeiture and Seizure	Public Safety Revolving	Other	Capital Projects Fund Expendable Trust	Permanent Fund	Total
<b>ASSETS</b>													
Cash and cash equivalents	\$ 65,124	\$ 48,224	\$ 26,902	\$ 95,359	\$ 88,819	\$ 8,233	\$ 1,078	\$ 13,482	\$ 53,573	\$ 26,213	\$ 56,165	\$ 15,610	\$ 498,782
Investments	13,057	-	-	-	-	-	-	-	-	1,025,103	-	993,255	2,031,415
Accounts receivable	-	-	-	-	9,900	13,528	-	-	-	-	-	-	23,428
Interfund receivable	-	-	-	-	9,805	-	-	-	-	1,579	-	-	11,384
Total assets	\$ 78,181	\$ 48,224	\$ 26,902	\$ 95,359	\$ 108,524	\$ 21,761	\$ 1,078	\$ 13,482	\$ 53,573	\$ 27,792	\$ 1,081,268	\$ 1,008,865	\$ 2,565,009
<b>LIABILITIES AND FUND BALANCES</b>													
Liabilities:													
Accounts payable	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,428	\$ -	\$ -	\$ 2,928
Interfund payable	7,500	3,355	-	-	-	32,350	-	-	-	5,015	-	-	48,220
Deferred revenue	-	-	-	-	-	11,841	-	-	-	-	-	-	11,841
Total liabilities	7,500	3,855	-	-	-	44,191	-	-	-	7,443	-	-	62,989
Fund balances:													
Nonspendable	-	-	-	-	-	-	-	-	-	-	-	449,110	449,110
Restricted	70,681	-	-	-	-	-	-	-	-	-	-	559,755	630,436
Committed	-	44,369	26,902	95,359	108,524	-	1,078	13,482	53,573	27,792	1,073,825	-	1,444,904
Unassigned	-	-	-	-	-	(22,430)	-	-	-	-	-	-	(22,430)
Total fund balances	70,681	44,369	26,902	95,359	108,524	(22,430)	1,078	13,482	53,573	27,792	1,073,825	-	2,502,020
Total liabilities and fund balances	\$ 78,181	\$ 48,224	\$ 26,902	\$ 95,359	\$ 108,524	\$ 21,761	\$ 1,078	\$ 13,482	\$ 53,573	\$ 27,792	\$ 1,081,268	\$ 1,008,865	\$ 2,565,009

**EXHIBIT 12**  
**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
 Major Governmental Funds  
 Combining Statement of Revenues, Expenditures and Changes in Fund Balances  
 For the Year Ended December 31, 2012

	Special Revenue Funds										Capital Projects		Total
	Library	Recreation Revolving	Recycling Revolving	Conservation Commission	Pay-by-Bag	Sewer	Senior Center Rental	Drug Forfeiture and Seizure	Public Safety Revolving	Other	Expendable Fund Trust	Permanent Fund	
<b>REVENUES</b>													
Taxes	\$ -	\$ -	\$ -	\$ 7,303	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,303
Charges for services	-	75,614	-	-	89,195	85,392	80	-	106,016	-	-	-	356,297
Miscellaneous	12,694	21	10	37	1,421	-	-	1,019	21	31,907	1,303	62,513	110,946
Total revenues	12,694	75,635	10	7,340	90,616	85,392	80	1,019	106,037	31,907	1,303	62,513	474,546
<b>EXPENDITURES</b>													
Current:													
General government	-	-	-	-	-	-	-	-	-	-	42,535	-	42,535
Public safety	-	-	-	-	-	-	-	-	91,050	-	36,675	-	127,725
Highways and streets	-	-	-	-	-	-	-	-	-	-	146,426	-	146,426
Sanitation	-	-	-	-	-	104,342	-	-	-	-	75,339	-	179,681
Welfare	-	-	-	-	-	-	-	-	-	29,308	-	-	29,308
Culture and recreation	1,023	80,724	-	-	-	-	525	-	-	182	60,307	2,040	144,801
Conservation	-	-	-	2,574	-	-	-	-	-	-	-	-	2,574
Total expenditures	1,023	80,724	-	2,574	-	104,342	525	-	91,050	29,450	361,282	2,040	673,050
Excess (deficiency) of revenues over (under) expenditures	11,671	(5,089)	10	4,765	90,616	(18,950)	(445)	1,019	14,987	2,417	(359,979)	60,473	(198,504)
Other financing sources (uses):													
Transfers in	2,833	-	-	-	-	-	-	-	-	-	392,000	-	394,833
Transfers out	(13,000)	-	-	-	(95,000)	-	-	-	-	-	-	(2,833)	(115,833)
Total other financing sources and uses	(10,167)	-	-	-	(95,000)	-	-	-	-	-	392,000	(2,833)	279,000
Net change in fund balances	(3,496)	(5,089)	10	4,765	(4,384)	(18,950)	(445)	1,019	14,987	2,417	32,021	57,640	80,496
Fund balances, beginning	74,177	49,458	26,892	90,593	112,208	(3,480)	1,523	12,463	38,586	25,375	1,041,804	951,225	2,421,524
Fund balances, ending	\$ 70,681	\$ 44,369	\$ 26,902	\$ 95,358	\$ 108,524	\$ (22,430)	\$ 1,078	\$ 13,482	\$ 53,573	\$ 27,792	\$ 1,073,825	\$ 1,008,865	\$ 2,502,020

**EXHIBIT 13**  
**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
**General Fund**  
**Schedule of Estimated and Actual Revenues (Non-GAAP Budgetary Basis)**  
**For the Year Ended December 31, 2012**

	Estimated	Actual	Variance Positive (Negative)
<b>Taxes:</b>			
Property	\$ 3,033,587	\$ 3,070,181	\$ 36,594
Land use change	23,000	7,078	(15,922)
Timber	17,000	18,136	1,136
Payments in lieu of taxes	85,248	100,886	15,638
Interest and penalties on delinquent taxes	105,100	118,974	13,874
Total taxes	<u>3,263,935</u>	<u>3,315,255</u>	<u>51,320</u>
<b>Licenses, permits and fees:</b>			
Business licenses and permits	1,000	1,245	245
Motor vehicle permits	922,000	970,224	48,224
Other	18,450	22,656	4,206
Total licenses, permits and fees	<u>941,450</u>	<u>994,125</u>	<u>52,675</u>
<b>Intergovernmental:</b>			
State sources:			
Meals and rooms distributions	249,676	249,636	(40)
Highway block grant	168,292	168,292	-
State and federal forest land	603	603	-
Flood control reimbursement	66,455	59,955	(6,500)
State	37,986	75,113	37,127
Total intergovernmental	<u>523,012</u>	<u>553,599</u>	<u>30,587</u>
<b>Charges for services:</b>			
Income from departments	<u>719,800</u>	<u>650,951</u>	<u>(68,849)</u>
<b>Miscellaneous:</b>			
Sale of property	1,000	1,230	230
Interest on investments	500	-	(500)
Rent of property	3,000	6,300	3,300
Fines and forfeits	1,000	380	(620)
Insurance dividends and reimbursements	16,200	52,804	36,604
Insurance proceeds- Fire	-	644,648	644,648
Other	9,500	25,935	16,435
Total miscellaneous	<u>31,200</u>	<u>731,297</u>	<u>700,097</u>
<b>Other financing sources:</b>			
Transfers in			
Nonmajor funds	<u>111,522</u>	<u>113,000</u>	<u>1,478</u>
Total revenues and other financing sources	5,590,919	<u>\$ 6,358,227</u>	<u>\$ 767,308</u>
Use of fund balance to reduce taxes	415,000		
Total revenues, other financing sources and use of fund balance	<u>\$ 6,005,919</u>		

**EXHIBIT 14**  
**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
**General Fund**  
**Schedule of Appropriations, Expenditures and Encumbrances (Non-GAAP Budgetary Basis)**  
**For the Year Ended December 31, 2012**

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive (Negative)
Current:					
General government:					
Executive	\$ -	\$ 254,647	\$ 253,755	\$ -	\$ 892
Election and registration	-	264,149	230,534	-	33,615
Financial administration	-	118,662	117,077	-	1,585
Revaluation of property	-	57,700	50,962	-	6,738
Legal	-	25,000	25,023	-	(23)
Personnel administration	-	22,500	20,132	-	2,368
Planning and zoning	-	116,439	112,003	-	4,436
Cemeteries	-	36,524	34,611	-	1,913
Insurance, not otherwise allocated	-	135,408	134,468	-	940
Total general government	-	<u>1,031,029</u>	<u>978,565</u>	-	<u>52,464</u>
Public safety:					
Police	-	715,516	663,336	-	52,180
Ambulance	-	589,418	575,541	-	13,877
Fire	-	253,691	233,225	1,322	19,144
Emergency management	-	1	-	-	1
Total public safety	-	<u>1,558,626</u>	<u>1,472,102</u>	<u>1,322</u>	<u>85,202</u>
Highways and streets:					
Administration	-	557,615	549,804	-	7,811
Highways and streets	-	610,000	620,683	-	(10,683)
Street lighting	-	2,160	2,025	-	135
Total highways and streets	-	<u>1,169,775</u>	<u>1,172,512</u>	-	<u>(2,737)</u>
Sanitation:					
Solid waste disposal	-	547,199	566,933	-	(19,734)
Solid waste clean-up	-	47,417	45,668	-	1,749
Total sanitation	-	<u>594,616</u>	<u>612,601</u>	-	<u>(17,985)</u>
Health:					
Pest control	-	7,255	4,903	-	2,352
Health agencies and hospitals	-	14,327	14,327	-	-
Total health	-	<u>21,582</u>	<u>19,230</u>	-	<u>2,352</u>
Welfare:					
Administration	-	51,689	45,355	-	6,334
Vendor payments	-	70,000	54,448	-	15,552
Total welfare	-	<u>121,689</u>	<u>99,803</u>	-	<u>21,886</u>
Culture and recreation:					
Parks and recreation	-	358,882	353,583	-	5,299
Public library	-	287,167	291,453	-	(4,286)
Patriotic purposes	-	3,250	3,053	-	197
Total culture and recreation	-	<u>649,299</u>	<u>648,089</u>	-	<u>1,210</u>
Conservation	-	1	-	-	1
Economic development	-	2,000	-	-	2,000

*EXHIBIT 14 (continued)*  
**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
*General Fund*  
**Schedule of Appropriations, Expenditures and Encumbrances (Non-GAAP Budgetary Basis)**  
**For the Year Ended December 31, 2012**

	Encumbered from Prior Year	Appropriations	Expenditures	Encumbered to Subsequent Year	Variance Positive (Negative)
<b>Debt service:</b>					
Principal of long-term debt	-	257,267	256,309	-	958
Interest on long-term debt	-	94,513	94,684	-	(171)
Interest on tax anticipation note	-	2,000	1,395	-	605
Total debt service	-	353,780	352,388	-	1,392
<b>Capital outlay:</b>					
Land	-	96,522	-	-	96,522
Machinery, vehicles and equipment	-	-	80,030	-	(80,030)
Buildings	-	15,000	50,394	-	(35,394)
Improvements other than buildings	257	-	25,719	-	(25,462)
Total capital outlay	257	111,522	156,143	-	(44,364)
<b>Other financing uses:</b>					
Transfers out:					
Expendable trust funds	-	392,000	392,000	-	-
<b>Total encumbrances, appropriations, expenditures and other financing uses</b>	<b>\$ 257</b>	<b>\$ 6,005,919</b>	<b>\$ 5,903,433</b>	<b>\$ 1,322</b>	<b>\$ 101,421</b>

**EXHIBIT 15**  
**TOWN OF HOPKINTON, NEW HAMPSHIRE**  
**General Fund**  
*Schedule of Changes in Unassigned Fund Balance (Non-GAAP Budgetary Basis)*  
*For the Year Ended December 31, 2012*

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Unassigned fund balance, beginning		\$ 1,510,552
Changes:		
Unreserved fund balance used to reduce tax rate		(415,000)
Budget summary:		
Revenue surplus (Exhibit 13)	\$ 767,308	
Unexpended balance of appropriations (Exhibit 14)	<u>101,421</u>	
Budget surplus		868,729
Increase in nonspendable fund balance		(27,128)
Increase in committed fund balance		<u>(623,626)</u>
Unassigned fund balance, ending		<u><u>\$ 1,313,527</u></u>



## Roberts &amp; Greene, PLLC

## LETTER TO MANAGEMENT

To the Members of the Board of Selectmen  
Town of Hopkinton  
330 Main Street  
Hopkinton, NH 03229

Dear Members of the Board:

In planning and performing our audit of the financial statements of the governmental activities, the major fund, and the aggregate remaining fund information of the Town of Hopkinton as of and for the year ended December 31, 2012, in accordance with auditing standards generally accepted in the United States of America, we considered the Town's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Hopkinton's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified. However, we wish to follow up on the following matter that was communicated in the prior year.

*Sewer Fund Reporting*

The Sewer Fund ended the year with a deficit of \$22,430. This deficit increased from the prior year, and we noted that there were changes recommended last year that were implemented effective January 1, 2013 because the year was already in process before the finding was discussed.

*Treasurer's Duties and Bookkeeping*

We had also noted in the previous year that the Town's Treasurer performs some of the bookkeeping tasks in the Finance Office. In following up on this situation, we noted that the Town had reviewed procedures and taken steps to strengthen internal control in this area. The Treasurer only has access to the accounts payable portion of the Town's accounting system, and only enters data (invoices, etc.) that have been approved by the Finance Director. The Finance Director again reviews all transactions after they are posted. The Treasurer does not have full access to the Town's general ledger system. These procedures provide added assurance that activity is properly posted.

This communication is intended solely for the information and use of the Board of Selectmen and others within the organization, and is not intended to be, and should not be, used by anyone other than these specified parties.

August 14, 2013

*Roberts & Greene, PLLC*



(Top Left) Pellet Boiler

(Top Right) Silo for the pellets.

(Bottom) Emergency generator is installed.

# 2013 Vital Statistics



## Resident Births

### Resident Births as received and recorded by the Town Clerk as of 12-31-2013

<b>Date</b>	<b>Name of Child</b>	<b>Father's Name</b>	<b>Mother's Name</b>	<b>Birthplace</b>
01/04/2013	Kerr, Amelia Grace	Kerr, Gregory	Kerr, Jocelyn	Concord, NH
01/13/2013	Telus, Clara Wanda Jean	Telus, Marek	Telus, Meredith	Concord, NH
01/18/2013	Sides, Caroline Campbell	Sides, Corey	Sides, Elizabeth	Concord, NH
01/24/2013	Ciarleglio, Griffin Eugene	Ciarleglio, Nicholas	Ciarleglio, Sabrina	Concord, NH
03/14/2013	Davis, Grant William	Davis, Andrew	Davis, Melissa	Concord, NH
04/01/2013	Vance, Nora Belle	Vance, Nathan	Corfield, Brittany	Concord, NH
04/09/2013	Bonner, Jayden Emery	Bonner, Justin	Ball, Jessica	Concord, NH
04/12/2013	Mitchell, Lee Chamberlin	Mitchell II, Robert	Mitchell, Amy	Concord, NH
04/25/2013	Gattie, Camden Eric	Gattie, Eric	Gattie, Bridgett	Concord, NH
05/02/2013	Cardin, Bristol Emery	Cardin, William	Cardin, Careen	Concord, NH
05/02/2013	Delude, Dreesen Joseph	Delude, Donald	Delude, Jessamyn	Concord, NH
05/16/2013	Palizzolo, Sienna Lea	Palizzolo, William	Palizzolo, Alison	Concord, NH
06/14/2013	Robison, Daniel Crawford	Robison, Matthew	Jones, Emily	Concord, NH
06/26/2013	Bergeron, Jake Michael	Bergeron, Daniel	Bergeron, Marybeth	Concord, NH
07/02/2013	Laspesa, Benjamin Martin	Laspesa, Bruce	Laspesa, Kathleen	Concord, NH
07/22/2013	Lemay, Penelope Carrie-Ann	Lemay, Jeremiah	Zachos, Jasmine	Concord, NH
07/27/2013	Wilkinson, Ella Josephine	Wilkinson, David	Ashton, Karin	Concord, NH
08/05/2013	Paul, David Lynn	Paul, Kaleb	Gould, Heather	Concord, NH
08/18/2013	Mcphail, Rylan Michaela	Mcphail, Michael	Mcphail, Laura	Concord, NH
08/18/2013	Tshilis, Emmanuel Dimitri	Tshilis, Dimitri	Tshilis, Samantha	Concord, NH
09/04/2013	O'Connor, Nora Marjorie	O'Connor, Brian	O'Connor, Lauren	Concord, NH
09/14/2013	Frometa, Braylon Elijah	Frometa, Jason	Lambatos, Alicia	Concord, NH
09/15/2013	Whitley, Jackson Garland	Whitley, Steven	Whitley, Rebecca	Concord, NH
09/16/2013	Peterson, Molly Jane	Peterson, Travis	Peterson, Samantha	Concord, NH
10/22/2013	Saunders, Henry Holmes	Saunders, Christopher	Yonkers, Anne	Concord, NH
10/27/2013	Williams-Pontacoloni, Faith uturnn	Pontacoloni, Tulio	Williams, Kelley	Concord, NH
10/29/2013	Giglio, John Lawrence	Giglio, Anthony	Giglio, Aimee	Concord, NH
11/06/2013	Persechino, Kenley Skye	Persechino, Matthew	Persechino, Sara	Concord, NH
11/10/2013	Vendt, Abigail Hannah	Vendt, Jesse	Vendt, Rachel	Concord, NH
12/05/2013	Scalph, George Iven Kawika	Scalph, Eric	Scalph, Sarah	Contoocook, NH

## Resident Deaths

Resident Deaths as received and recorded by the Town Clerk as of 12/31/2013

Date	Decedent's Name	Place of Death	Father's Name	Mother's Name
01/13/2013	Papakalos, Joel	Concord, NH	Papakalos, Tony	Waite, Mary
01/18/2013	Merrill, Dudley	Concord, NH	Merrill, Elmer	Sperry, Mary
01/19/2013	Brown, Frances	Concord, NH	Robertson, Milo	Blanchette, Emma
01/23/2013	Barton, Carrie	Concord, NH	Cooper, Clarence	Crocket, Lena
02/08/2013	Hutson, Glendora	Hopkinton, NH	Mougin, William	Harms, Delouise
03/08/2013	Hamilton, Stanley	Contoocook, NH	Hamilton, Roger	Goodwill, Doris
03/12/2013	Dahood, Robert	Concord, NH	Dahood, Michael	Buckley, Mary
03/14/2013	Brock, Sandra	Hopkinton, NH	Ford SR, Chandler	Vogt, Elsa
04/17/2013	Smith, George	Concord, NH	Smith, George	Davis, Ellen
06/05/2013	Myhaver JR, John	Hopkinton, NH	Myhaver, John	Parks, Beverlt
06/19/2013	Damour, Rose	Contoocook, NH	Abruzzese, John	Simonella, Bessie
06/25/2013	Strickford SR, Richard	Contoocook, NH	Strickford, Otis	Gionet, Ida
06/26/2013	Roberts, Woodbury	Concord, NH	Roberts, George	Burnham, Mary
06/28/2013	Kerins, Thomas	Contoocook, NH	Kerins, Thomas	King, Katherine
07/04/2013	Sword, Elaine	Concord, NH	Titus, Charles	Gulbrandsen, Helen
07/19/2013	Bloomfield, Roger	Contoocook, NH	Bloomfield, Roger	Unknown, Rachel
07/25/2013	Olden, Ruth	Concord, NH	Clark, Spencer	Greenleaf, Gertrude
07/26/2013	Anderson, Ronald	Concord, NH	Anderson, Carrol	Mitchell, Meta
08/17/2013	Andrus, Roger	Concord, NH	Andrus, Max	Merrill, Florence
08/19/2013	Houston, Robert	Concord, NH	Houston, Everett	Allen, Blanche
08/23/2013	Perkins, Harold	Concord, NH	Perkins, Francis	Kelley, Mildred
08/27/2013	Durant, Margaret	Concord, NH	Utter, Wilfred	May, Ruth
09/07/2013	Fowler, Jonathan	Concord, NH	Fowler, Wesley	Bennett, Margaret
09/23/2013	Blankinship, Stephen	Concord, NH	Blankinship, Theodore	Unknown, Helen
09/24/2013	Downs, Laurie	Hopkinton, NH	Holmes, Lloyd	Coen, Joan
09/26/2013	Blankinship, Shirley	Concord, NH	Thomas, Lorne	Hatfield, Helen
09/26/2013	Oberst, Raymond	Tilton, NH	Oberst, Jacob	Breissinger, Anna
09/27/2013	Hart, Maureen	Concord, NH	Hart, John	Jarcynski, Rosemary
10/19/2013	Logan, Grant	Concord, NH	Logan, Douglas	Wood, Mildred
10/24/2013	Flynn, Linda	Manchester, NH	Corbin, Lewis	Vachon, Palma
10/26/2013	Burke, Virginia	Concord, NH	Hutchinson, George	Miller, Athena
10/27/2013	Tucker, Marilyn	Boscawen, NH	Lane, Alden	Heath, Marjorie
11/18/2013	Peasley, Raymond	Concord, NH	Peasley, Frank	Daigle, Alice
12/11/2013	Wilson II, Shadrack	Hopkinton, NH	Wilson, Shadrack	Farr, Camille
12/14/2013	Buntrock, William	Concord, NH	Buntrock, William	Krieg, Katherine
12/15/2013	Hansen, Herbert	Concord, NH	Hansen, Herbert	Pugsley, Theresa
12/30/2013	Shepard, Linda	Concord, NH	Warner, Unknown	Blakey, Doris

Clerk/DeathsTR07

## Resident Marriages

As received and recorded by the Town Clerk as of 12/31/2013

Date	Person A's Name	Person A's Residence	Person B's Name	Person B's Residence
01/18/2013	James, Desiree C	Hopkinton, NH	Ferguson, Jonathan E	Hopkinton, NH
03/06/2013	Gelinas, David A	Contoocook, NH	Jones, Anne M	Contoocook, NH
03/30/2013	Camp, Russell C	Hopkinton, NH	Barrett, Victoria, M	Concord, NH
05/18/2013	Janson, Beth A	Hopkinton, NH	Wasson, Kenneth J	Hopkinton, NH
05/18/2013	Gleason, Ashley A	Hopkinton, NH	Swett IV, Frank L	Hopkinton, NH
06/08/2013	Landry, Kevin E	Hopkinton, NH	Laforest, Amy E	Hopkinton, NH
06/14/2013	Gagne, Theodore A	Hopkinton, NH	Couture, Marie J	Hopkinton, NH
06/22/2013	Dockham, George E	Hopkinton, NH	Lux, Alicia J	Hopkinton, NH
06/29/2013	Freniere, Edward R	Littleton, MA	Batchelder, Susan H	Hopkinton, NH
07/06/2013	White, Nathan D	Hopkinton, NH	Bassett Castillo, Melissa A	Hopkinton, NH
08/03/2013	Hendricks, Brian S	Contoocook, NH	Rexford, Elizabeth G	Contoocook, NH
08/05/2013	Turner, Janice L	Hopkinton, NH	Pelletier, Robert G	Hopkinton, NH
08/10/2013	Hughes, Ryan P	Hopkinton, NH	Buchanan, Melissa	Hopkinton, NH
09/06/2013	Mosseau, Peter W	Hopkinton, NH	Townsend, Mary L	Hopkinton, NH

# Contoocook Village Precinct

## **Precinct Commissioners (Elected by the Precinct)**

William Chapin  
Thomas Yestramski  
Richard Strickford

Term Expires 2014  
Term Expires 2015  
Term Expires 2016

## **Regular Meeting Schedule**

1<sup>st</sup> Tuesday of the Month, 6:00 p.m. at  
The Slusser Senior Center, 41 Houston Drive, Contoocook

## Report of Contoocook Village Precinct Commissioners

Early in the year 1895, a newly fledged Contoocook Precinct Committee of five including Walter Scott Davis and his son, Horace Davis, announced the choice of Bear Pond, Warner over French's Pond, Henniker and Pleasant Pond Contoocook to serve as the source of drinking water and fire protection for the Village of Contoocook. Bear Pond had clean water of sufficient volume from an "in pond spring" and was high enough to furnish, by gravity, pressure of 300 lbs per square inch to the Town Center. An eight inch diameter cast iron pipe was buried a minimum of six feet for the entire five mile trip to Village Center. An in ground storage tank of 300,000 gallons was built in 1958 on land donated in perpetuity by Warren Kimball and his father & subsequently embraced by daughters Lynda, Gayle and Joan. In 1993, by Government decree, a new plant and new storage tank was built on Bound Tree Road to filter and chlorine to the drinking water. The Kimball tank was too low and was taken off line. The twenty year old plant is now outdated and even with plenty of pond water, cannot keep up to the demand in dry summers.

The Precinct has been increasing plant efficiency and it now seems prudent to utilize the old Kimball storage tank with new piping and a pressure system. Those two continuing events may postpone the need for a new filtration, which has escalated in cost from 1 million to 3 million dollars.

More immediate, our Water Superintendent, Steve Clough, together with Underwood Engineering, is completing an accurate diagram and map of our complete water system above and below ground from the pond to every user. We are also completing the necessary written instructions, as how to run and maintain the entire Water Works. We hope to formalize a replacement cost on the facilities that will be visible to the users as well.

Our annual budget includes setting aside for a new plant and new equipment and we hope improvements will be spread out long enough to afford those improvements without adding significantly to increased tax rates. Keep in mind, short and long term goals are always at the forefront of planning.

Thank you for the support in the dry season restrictions, which did not occur in 2013.

You also might be interested to know that the original Davis's were my Great Grandfather and Great Uncle.

Respectfully yours,

William Davis Chapin, Commissioner  
Steve Clough, Superintendent  
Dick Strickford, Commissioner  
Tom Yestramski, Commissioner  
Don Houston, Budget Liaison  
Kathy Donohue, Bookkeeper  
Chuck Gangel, Billing/Tax Collector



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APPROPRIATIONS								
GENERAL GOVERNMENT 7								
Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Plan Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Commissioner's Appropriations Ensuing FY (Recommended)	Commissioner's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4130 - 4139	Executive	Add Warr. Article	\$52,000	\$50,779	\$50,789		\$50,000	
		-			\$55,100		\$55,100	
4150 - 4159	Financial Administration	Add Warr. Article	\$7,200	\$7,296	\$8,050		\$8,050	
		-			\$8,050		\$8,050	
4153	Legal Expense	Add Warr. Article	\$800		\$800		\$800	
		-			\$800		\$800	
4155 - 4159	Personnel Administration	Add Warr. Article	\$1,500	\$1,500	\$2,500		\$3,500	
		-			\$3,500		\$3,500	
4194	General Government Buildings	Add Warr. Article						
		-						
4196	Treasury	Add Warr. Article	\$4,800	\$1,930	\$4,800		\$4,800	
		-			\$4,800		\$4,800	
4197	Advertising & Regional Association	Add Warr. Article	\$200		\$500		\$500	
		-			\$500		\$500	
4198	Other General Government	Add Warr. Article	\$950	\$651	\$950		\$950	
		-			\$950		\$950	
General Government Section Subtotal			\$69,850	\$63,872	\$73,700		\$73,000	

4313	Bridges	Add Warr. Article						
		-						
4316	Street Lighting	Add Warr. Article	\$23,000	\$22,917	\$23,000		\$23,000	
		-			\$23,000		\$23,000	
4319	Other	Add Warr. Article						
		-						
Highway and Street Section Subtotal			\$23,000	\$22,917	\$23,000		\$23,000	

SANITATION 7								
Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Plan Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Commissioner's Appropriations Ensuing FY (Recommended)	Commissioner's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4321	Administration	Add Warr. Article						
		-						
4323	Solid Waste Collection	Add Warr. Article						
		-						
4324	Solid Waste Disposal	Add Warr. Article						
		-						
4325	Solid Waste Clean-up	Add Warr. Article						
		-						
4326 - 4329	Sewage Collection, Disposal & Effluent	Add Warr. Article						
		-						
Sanitation Section Subtotal								



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WATER DISTRIBUTION AND TREATMENT								
Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Commissioner's Appropriations Enacting FY (Recommended)	Commissioner's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
4331	Administration	Add Warr. Article						
4337	Water Service	Add Warr. Article	\$56,700	\$34,894	\$37,300		\$37,300	
4335-4389	Water Treatment, Distribution, & Other	Add Warr. Article	\$66,600	\$67,983	\$66,600		\$66,600	
<b>Water Distribution and Treatment Section Subtotal</b>			<b>\$103,300</b>	<b>\$101,277</b>	<b>\$103,900</b>		<b>\$103,900</b>	

HEALTH AND WELFARE								
Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Commissioner's Appropriations Enacting FY (Recommended)	Commissioner's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
4411	Administration	Add Warr. Article						
4414	Pest Control	Add Warr. Article						
<b>Health and Welfare Section Subtotal</b>								

Sewer	Add Warr. Article							
Water	Add Warr. Article							
Electric	Add Warr. Article							
Airport	Add Warr. Article							
<b>Operating Transfers Dist Section Subtotal</b>								

<b>OPERATING BUDGET TOTAL</b>			<b>\$195,950</b>	<b>\$188,606</b>	<b>\$200,000</b>		<b>\$200,000</b>	
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**\*\*SPECIAL WARRANT ARTICLES\*\***  
Special Warrant articles are defined in RSA 32:3, VI, as appropriations 1) In petitioned warrant articles; 2) Appropriations raised by bonds or notes; 3) Appropriations to or from a separate fund created pursuant to law, such as capital reserve funds or trust funds; 4) An appropriation designated on the warrant as a special article or as a non-lapping or nontransferable article.

Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Commissioner's Appropriations Enacting FY (Recommended)	Commissioner's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
4915	To Capital Reserve Fund	Add Warr. Article	\$200,000	\$200,000	\$200,000		\$200,000	
					\$200,000		\$200,000	
4916	To Expendable Trust Fund	Add Warr. Article						
	Other Special Warrant Articles	Add Warr. Article						
<b>SPECIAL ARTICLES RECOMMENDED</b>			<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>		<b>\$200,000</b>	



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8355	Housing & Community Development	Add Warrant Article			
-					
8376	State & Federal Forest Land Reimbursement	Add Warrant Article			
-					
8357	Flood Control Reimbursement	Add Warrant Article			
-					
8359	Other (Including Railroad Tax)	Add Warrant Article			
-					
8379	From Other Governments	Add Warrant Article			
-					
<b>State Funding Section Subtotal</b>					

CHARGES FOR SERVICES					
Account #	Source of Revenue	Warrant Article #	Actual Revenues Prior Year	Commissioner's Estimated Revenues	Budget Committee's Estimated Revenues
8401 - 8496	Income from Departments	Add Warrant Article	\$214,238	\$210,000	\$210,000
-				\$210,000	\$210,000
8499	Other Charges	Add Warrant Article	\$4,072	\$3,000	\$3,000
-				\$3,000	\$3,000
<b>Charges for Services Section Subtotal</b>			<b>\$218,310</b>	<b>\$213,000</b>	<b>\$213,000</b>

MISCELLANEOUS REVENUES					
Account #	Source of Revenue	Warrant Article #	Actual Revenues Prior Year	Commissioner's Estimated Revenues	Budget Committee's Estimated Revenues
3500	Sale of Municipal/Village District Property	Add Warrant Article			
-					

3502	Interest on Investments	Add Warrant Article	\$700	\$700	\$700
-				\$700	\$700
3503 - 3509	Other	Add Warrant Article	\$1,651	\$700	\$500
-				\$500	\$500
<b>Miscellaneous Revenues Section Subtotal</b>			<b>\$1,651</b>	<b>\$700</b>	<b>\$700</b>

INTERFUND OPERATING TRANSFERS IN					
Account #	Source of Revenue	Warrant Article #	Actual Revenues Prior Year	Commissioner's Estimated Revenues	Budget Committee's Estimated Revenues
3912	From Special Revenue Funds	Add Warrant Article			
-					
3913	From Capital Projects Funds	Add Warrant Article			
-					
3914	From Enterprise Funds	Add Warrant Article			
-					
	Sewer - (Offset)	Add Warrant Article			
-					
	Water - (Offset)	Add Warrant Article			
-					
	Electric - (Offset)	Add Warrant Article			
-					
	Airport - (Offset)	Add Warrant Article			
-					
3915	From Capital Reserve Funds	Add Warrant Article			
-					



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3916	From Trust & Fiduciary Funds	Add Warrant Article			
		-			
3917	Transfers from Conservation Funds	Add Warrant Article			
		-			
<b>Interfund Operating Transfers in Section Subtotal</b>					

<b>OTHER FINANCING SOURCES</b>					
Account #	Source of Revenue	Warrant Article #	Actual Revenues Prior Year	Commissioner's Estimated Revenues	Budget Committee's Estimated Revenues
3024	Proceeds from Long Term Bonds & Notes	Add Warrant Article			
		-			
	Amounts Voted from Fund Balance	Add Warrant Article			
		-			
	Estimated Fund Balance to Reduce Taxes	Add Warrant Article		\$8,000	\$8,000
		-		\$8,000	\$8,000
<b>Other Financing Sources Section Subtotal</b>				\$8,000	\$8,000
<b>TOTAL ESTIMATE REVENUES AND CREDITS</b>			\$219,961	\$221,760	\$221,760



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ACCOUNT SUMMARY						
Appropriations	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Commissioner's Appropriations Ensuing FY (Recommended)	Commissioner's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
<b>General Government</b>	\$69,850	\$63,812	\$73,700		\$73,700	
<b>Public Safety</b>						
<b>Airport/Aviation Center</b>						
<b>Highways and Streets</b>	\$23,000	\$22,917	\$23,000		\$23,000	
<b>Sanitation</b>						
<b>Water Distribution and Treatment</b>	\$103,100	\$101,277	\$103,900		\$103,900	
<b>Electric</b>						
<b>Health and Welfare</b>						
<b>Culture and Recreation</b>						
<b>Conservation</b>						
<b>Debt Service</b>						
<b>Capital Outlay</b>						
<b>Interfund Operating Transfers Out</b>						
<b>Special Warrant Articles</b>	\$200,000		\$200,000		\$200,000	
<b>Individual Warrant Articles</b>						
Revenues	Actual Revenues Prior Year	Commissioner's Estimated Revenues	Budget Committee's Estimated Revenues			
<b>Taxes</b>						
<b>Licenses, Permits and Fees</b>						
<b>State Funding</b>						
<b>Charges for Services</b>		\$218,310	\$213,000		\$213,000	
<b>Miscellaneous Revenues</b>		\$1,651	\$700		\$700	
<b>Interfund Operations Transfers In</b>						
<b>Other Finance Sources</b>			\$8,000		\$8,000	



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BUDGET SUMMARY			
Item	Prior Year Adopted Budget	Commissioner's Recommended Budget	Budget Committee's Recommended Budget
Operating Budget Appropriations Recommended	\$395,550	\$200,000	\$200,000
Special Warrant Articles Recommended	\$200,000	\$200,000	\$200,000
Individual Warrant Articles Recommended			
<b>TOTAL Appropriations Recommended</b>	<b>\$395,550</b>	<b>\$400,000</b>	<b>\$400,000</b>
Less: Amount of Estimated Revenues & Credits	\$219,867	\$221,700	\$221,700
Estimated Amount of Taxes to be Raised	\$175,683	\$178,300	\$178,300



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Does the budget include **Collective Bargaining Cost Items**?  Yes  No

Does the budget include **RSA 32:18-a Bond Overrides**?  Yes  No

Does the budget include **RSA 32:21 Water Costs**?  Yes  No

BUDGET COMMITTEE SUPPLEMENTAL SCHEDULE	
Total recommended by Budget Committee:	\$400,600
<b>Less Exclusions:</b>	
Principal: Long-Term Bonds & Notes:	
Interest: Long-Term Bonds & Notes:	
Capital outlays funded from Long-Term Bonds & Notes	
Mandatory Assessments	
Total Exclusions	
<b>Mandatory Water &amp; Waste Treatment Facilities (RSA 32:21)</b>	
Amount Recommended (Prior to Meeting)	\$103,900
Amount Voted (Voted at Meeting)	\$103,900
Amount voted over recommended amount	\$0
<b>Maximum Allowable Appropriations Voted At Meeting</b>	<b>\$440,660</b>



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**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

Preparer's Signature and Title

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.

**BUDGET COMMITTEE 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.

*Jean Kuyperovich*  
Budget Committee Member's Signature

\_\_\_\_\_  
Budget Committee Member's Signature

*Richard L. Stone*  
Budget Committee Member's Signature

\_\_\_\_\_  
Budget Committee Member's Signature

*[Signature]*  
Budget Committee Member's Signature

\_\_\_\_\_  
Budget Committee Member's Signature

*[Signature]*  
Budget Committee Member's Signature

\_\_\_\_\_  
Budget Committee Member's Signature

*[Signature]*  
Budget Committee Member's Signature

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Budget Committee Member's Signature

*[Signature]*  
Budget Committee Member's Signature

\_\_\_\_\_  
Budget Committee Member's Signature

\_\_\_\_\_  
Budget Committee Member's Signature

\_\_\_\_\_  
Budget Committee Member's Signature

Submit

Print

Please save and e-mail the completed PDF form to your Municipal Account Advisor:

- Michelle Clark: michelle.clark@dra.nh.gov
- Jamie Dow: jamie.dow@dra.nh.gov
- Shelley Gerlameau: shelly.gerlameau@dra.nh.gov
- Jean Samms: jean.samms@dra.nh.gov

A hard-copy of this signature page must be signed and submitted to the NHDRA at the following address:

NH DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL AND PROPERTY DIVISION  
P.O. BOX 487, CONCORD, NH 03302-0487

## **Notes**

# Hopkinton Village Precinct

## **Precinct Commissioners (Elected by the Precinct)**

Craig Dunning, Chair

John Wullenweber

Richard Armstrong

Term Expires 2014

Term Expires 2015

Term Expires 2016

## **Regular Meeting Schedule**

3<sup>rd</sup> of Thursday of the Month, 7:30 p.m. at  
Hopkinton Town Hall, 330 Main Street, Hopkinton



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APPROPRIATIONS								
GENERAL GOVERNMENT								
Account#	Purpose of Appropriations (RSA 32:3, V)	OP Bud. War. Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Commissioner's Appropriations Ensuing FY (Recommended)	Commissioner's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4130 - 4139	Executive	Add War. Article	\$2,150	\$2,149	\$2,150		\$2,150	
		-			\$2,150		\$2,150	
4140 - 4151	Financial Administration	Add War. Article	\$1,450	\$1,073	\$1,450		\$1,450	
		-			\$1,450		\$1,450	
4153	Legal Expense	Add War. Article	\$2,000	\$222	\$2,000		\$2,000	
		-			\$2,000		\$2,000	
4155 - 4159	Personnel Administration	Add War. Article						
		-						
4194	General Government Buildings	Add War. Article	\$5,000		\$5,000		\$5,000	
		-			\$5,000		\$5,000	
4196	Insurance	Add War. Article	\$2,000	\$833	\$2,000		\$2,000	
		-			\$2,000		\$2,000	
4197	Advertising & Regional Association	Add War. Article	\$400	\$400	\$400		\$400	
		-			\$400		\$400	
4199	Other General Government	Add War. Article	\$1,870	\$1,762	\$1,870		\$1,870	
		-			\$1,870		\$1,870	
General Government Section Subtotal			\$14,762	\$6,439	\$14,870		\$14,870	
4313	Bridges	Add War. Article						
		-						
4316	Street Lighting	Add War. Article	\$9,000	\$8,952	\$9,000		\$9,000	
		-			\$9,000		\$9,000	
4319	Other	Add War. Article						
		-						
Highways and Street Section Subtotal			\$9,000	\$8,952	\$9,000		\$9,000	
SANITATION								
Account#	Purpose of Appropriations (RSA 32:3, V)	OP Bud. War. Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Commissioner's Appropriations Ensuing FY (Recommended)	Commissioner's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4321	Administration	Add War. Article						
		-						
4323	Solid Waste Collection	Add War. Article						
		-						
4324	Solid Waste Disposal	Add War. Article						
		-						
4325	Solid Waste Clean-up	Add War. Article						
		-						
4326 - 4329	Sewage Collection, Disposal & Other	Add War. Article						
		-						
Sanitation Section Subtotal								



WATER DISTRIBUTION AND TREATMENT								
Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Warr. Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Commissioner's Appropriations Enacting FY (Recommended)	Commissioner's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
4331	Administration	Add Warr. Article	\$6,000	\$2,126	\$0,000		\$6,000	
		-			\$6,000		\$6,000	
4332	Water Services	Add Warr. Article	\$58,600	\$36,243	\$58,600		\$58,600	
		-			\$58,600		\$58,600	
4335 - 4339	Water Treatment, Conversions, & Other	Add Warr. Article						
		-						
Water Distribution and Treatment Section Subtotal			\$64,600	\$38,369	\$64,600		\$64,600	

HEALTH AND WELFARE								
Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Warr. Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Commissioner's Appropriations Enacting FY (Recommended)	Commissioner's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
4411	Administration	Add Warr. Article						
		-						
4414	Pest Control	Add Warr. Article						
		-						
Health and Welfare Section Subtotal								

CULTURE AND RECREATION								
Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Warr. Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Commissioner's Appropriations Enacting FY (Recommended)	Commissioner's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
4520 - 4529	Parks & Recreation	Add Warr. Article						
		-						
4589	Other Culture & Recreation	Add Warr. Article						
		-						
Culture and Recreation Section Subtotal								

DEBT SERVICE								
Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Warr. Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Commissioner's Appropriations Enacting FY (Recommended)	Commissioner's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
4711	Principal - Long Term Bonds & Notes	Add Warr. Article	\$5,172	\$5,172	\$5,172		\$5,172	
		-			\$5,172		\$5,172	
4721	Interest - Long Term Bonds & Notes	Add Warr. Article	\$3,246	\$1,223	\$3,106		\$3,106	
		-			\$1,100		\$1,100	
4725	Interest on Tax Anticipation Notes	Add Warr. Article						
		-						
4790 - 4799	Other Debt Service	Add Warr. Article						
		-						
Debt Service Section Subtotal			\$8,418	\$6,395	\$8,278		\$8,278	



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Sewer	Add Warr. Article						
	-						
Water	Add Warr. Article						
	-						
Electric	Add Warr. Article						
	-						
Airport	Add Warr. Article						
	-						
<b>Operating Transfers Out Section Subtotal</b>							

<b>OPERATING BUDGET TOTAL</b>	\$94,780	\$60,425	\$94,740	\$94,740
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**\*\*SPECIAL WARRANT ARTICLES\*\***

Special Warrant articles are defined in RSA 323:10, as appropriations 1) In petition/warrant articles; 2) Appropriations raised by bonds or notes; 3) Appropriations taken from a separate fund created pursuant to law, such as capital reserve funds or trust funds; 4) An appropriation designated on the warrant as a special article or as a non-transferable nontransferable article.

	Purpose of Appropriations (RSA 323:10)	OP Bud. Warr. Art. #	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Commissioner's Appropriations Ensuing FY (Recommended)	Commissioner's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
4915	To Capital Reserve Fund	Add Warr. Article						
		-						
4916	To Expendable Trust Fund	Add Warr. Article						
		-						
	Other Special Warrant Articles	Add Warr. Article						
		-						
<b>SPECIAL ARTICLES RECOMMENDED</b>								

3355	Housing & Community Development	Add Warrant Article					
		-					
3356	State & Federal Forest Land Reimbursement	Add Warrant Article					
		-					
3357	Flood Control Reimbursement	Add Warrant Article					
		-					
3359	Other (Including Railroad Tax)	Add Warrant Article					
		-					
3379	From Other Governments	Add Warrant Article					
		-					
<b>State Funding Section Subtotal</b>							

Account #	Source of Revenue	Warrant Article #	Actual Revenues Prior Year	Commissioner's Estimated Revenues	Budget Committee's Estimated Revenues
3401 - 3406	Income From Departments	Add Warrant Article	\$71,818	\$70,872	\$70,872
		-			
3409	Other Charges	Add Warrant Article			
		-			
<b>Charges for Services Section Subtotal</b>			<b>\$71,818</b>	<b>\$70,872</b>	<b>\$70,872</b>

Account #	Source of Revenue	Warrant Article #	Actual Revenues Prior Year	Commissioner's Estimated Revenues	Budget Committee's Estimated Revenues
3501	Sale of Municipal/ Village District Property	Add Warrant Article			
		-			



**New Hampshire**  
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Revenue Administration

**2014**  
**MS-737**

3916	From Trust & Fiduciary Funds	Add Warrant Article			
3917	Transfers from Conservation Funds	Add Warrant Article			
<b>Interfund Operating Transfers In Section Subtotal</b>					

<b>OTHER FINANCING SOURCES</b>					
Account #	Source of Revenue	Warrant Article #	Actual Revenues Prior Year	Commissioner's Estimated Revenues	Budget Committee's Estimated Revenues
3934	Proceeds from Long Term Bonds & Notes	Add Warrant Article			
	Amounts Voted from Fund Balance	Add Warrant Article			
	Estimated Fund Balance to Reduce Taxes	Add Warrant Article	\$4,695	\$8,925	\$8,925
				\$8,925	\$8,925
<b>Other Financing Sources Section Subtotal</b>			\$4,695	\$8,925	\$8,925
<b>TOTAL ESTIMATE REVENUES AND CREDITS</b>			\$75,713	\$79,797	\$79,797



**New Hampshire**  
 Department of  
 Revenue Administration

**2014**  
**MS-737**

<b>ACCOUNT SUMMARY</b>						
<b>Appropriations</b>	<b>Appropriations Prior Year as Approved by DRA</b>	<b>Actual Expenditures Prior Year</b>	<b>Commissioner's Appropriations Ensuing FY (Recommended)</b>	<b>Commissioner's Appropriations Ensuing FY (Not Recommended)</b>	<b>Budget Committee's Appropriations Ensuing FY (Recommended)</b>	<b>Budget Committee's Appropriations Ensuing FY (Not Recommended)</b>
General Government	\$14,762	\$6,439	\$14,870		\$14,870	
Public Safety						
Airport/Aviation Center						
Highways and Streets	\$9,000	\$8,962	\$9,000		\$9,000	
Sanitation						
Water Distribution and Treatment	\$64,600	\$38,629	\$64,600		\$64,600	
Electric						
Health and Welfare						
Culture and Recreation						
Conservation						
Debt Service	\$6,418	\$6,395	\$6,272		\$6,272	
Capital Outlay						
Interfund Operating Transfers Out						
Special Warrant Articles						
Individual Warrant Articles						
<b>Revenues</b>	<b>Actual Revenues Prior Year</b>	<b>Commissioner's Estimated Revenues</b>	<b>Budget Committee's Estimated Revenues</b>			
Taxes						
Licenses, Permits and Fees						
State Funding						
Charges for Services		\$71,018	\$70,872		\$70,872	
Miscellaneous Revenues						
Interfund Operations Transfers In						
Other Finance Sources		\$4,695	\$8,925		\$8,925	



**New Hampshire**  
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Revenue Administration

**2014**  
**MS-737**

BUDGET SUMMARY			
Item	Prior Year Adopted Budget	Commissioner's Recommended Budget	Budget Committee's Recommended Budget
Operating Budget Appropriations Recommended:	\$94,790	\$94,742	\$94,742
Special Warrant Articles Recommended			
Individual Warrant Articles Recommended			
<b>TOTAL Appropriations Recommended</b>	<b>\$94,790</b>	<b>\$94,742</b>	<b>\$94,742</b>
Less: Amount of Estimated Revenues & Credits:	\$75,713	\$79,797	\$79,797
Estimated Amount of Taxes to be Raised:	\$19,067	\$14,945	\$14,945



**New Hampshire**  
Department of  
Revenue Administration

**2014**  
**MS-737**

Does the budget include **Collective Bargaining Cost Items**?  Yes  No

Does the budget include **RSA 32:18-a Bond Overrides**?  Yes  No

Does the budget include **RSA 32:21 Water Costs**?  Yes  No

BUDGET COMMITTEE SUPPLEMENTAL SCHEDULE	
Total recommended by Budget Committee:	\$94,742
<b>Less Exclusions:</b>	
Principal: Long-Term Bonds & Notes:	\$5,172
Interest: Long-Term Bonds & Notes:	\$1,100
Capital outlays funded from Long-Term Bonds & Notes	
Mandatory Assessments	
Total Exclusions	\$6,272
<b>Mandatory Water &amp; Waste Treatment Facilities (RSA 32:21)</b>	
Amount Recommended (Prior to Meeting)	\$64,600
Amount Voted (Voted at Meeting)	
Amount voted over recommended amount	\$0
<b>Maximum Allowable Appropriations Voted At Meeting</b>	<b>\$103,589</b>



New Hampshire  
Department of  
Revenue Administration

2014  
MS-737

Hopkinton - Hopkinton Village (227V1)

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

Preparer's Signature and Title

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.

BUDGET COMMITTEE 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.

*Janet Kyzanski*  
Budget Committee Member's Signature

\_\_\_\_\_  
Budget Committee Member's Signature

*Richard A. Horner*  
Budget Committee Member's Signature

\_\_\_\_\_  
Budget Committee Member's Signature

*[Signature]*  
Budget Committee Member's Signature

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Budget Committee Member's Signature

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Budget Committee Member's Signature

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Budget Committee Member's Signature

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Budget Committee Member's Signature

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Budget Committee Member's Signature

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Budget Committee Member's Signature

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Budget Committee Member's Signature

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Budget Committee Member's Signature

Submit  
Print

Please save and e-mail the completed PDF form to your Municipal Account Advisor:

- Michelle Clark: michelle.clark@dra.nh.gov
- Jamie Dow: jamie.dow@dra.nh.gov
- Shelley Gerlameau: shelly.gerlameau@dra.nh.gov
- Jean Samms: jean.samms@dra.nh.gov

A hard-copy of this signature page must be signed and submitted to the NHDRA at the following address:

NH DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL AND PROPERTY DIVISION  
P.O. BOX 487, CONCORD, NH 03302-0487

# **Hopkinton School District Report**



*Above All, Care*

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# Hopkinton School District Organization

MODERATOR .....Edward Kaplan  
 CLERK ..... Elaine Loft  
 TREASURER ..... David MacKenzie  
 AUDITORS .....Plodzick & Sanderson  
 SUPERINTENDENT OF SCHOOLS ..... Steven M. Chamberlin  
 BUSINESS ADMINISTRATOR ..... Michelle R. Clark, RSBO  
 DIRECTOR OF STUDENT SERVICES ..... Dr. Valerie S. Aubry  
 DIRECTOR OF TECHNOLOGY ..... Matthew Stone  
 PRINCIPALS  
     William Carozza ..... Harold Martin School  
     Michael Bessette ..... Maple Street School  
     Christopher Kelley .....Hopkinton Middle/High School  
     Rebecca Gagnon, Assistant Principal .....Hopkinton Middle/High School

## SCHOOL BOARD

David J. Luneau, Chairperson.....Term Expires 2016  
 Elizabeth T. Durant, Vice Chairperson.....Term Expires 2014  
 R. Matthew Cairns .....Term Expires 2015  
 William Chapin Jr. ....Term Expires 2015  
 William A. Jones.....Term Expires 2014  
  
 Madison Bergethon, Student Representative  
  
 Amy Sharpe, Student Representative

## Report of the Hopkinton School Board

For much of the past twelve months, the School Board and Superintendent have been focused on negotiating new labor agreements and developing a budget that takes into consideration changes in State and Federal funds, student enrollment, our obligation to provide an appropriate education for all children, our goal to meet your expectation for a high performance school district, and our responsibility to provide a safe environment for our students and staff. Together, we have developed new policies and practices that improve safety and security, define protocols to mitigate the impact of head injuries, and engage our whole community to shed a light on bullying.

### New Contracts

The Board is pleased to bring forward a new collective bargaining agreement with our teaching faculty. The Board and teachers agreed to eliminate the cap on employee health insurance premiums, put an end to antiquated practices that limit when courses can be held, and implement the first change to the salary schedule in six years. The proposed four-year contract means that we hopefully will not have to engage in this time-intensive exercise for a while, although there is a circuit breaker that would cancel the contract's final year if our health insurance plans do not meet the requirements of the Affordable Care Act.

Negotiations are presently underway for a new collective bargaining agreement with our custodians' union and we hope to have that concluded in time to bring it forward in March.

### Budget

The proposed budget for 2014-15 was designed from the ground up to support the District's goals to ensure student learning, employ best practices in all areas of operation, and enable all students to continue their education after graduation.

The budget process began in October with recommendations from the building principals and department heads. During December, the Superintendent presented his budget to the Board and together we worked out a budget that we feel meets the community's expectations for public education in a fiscally responsible way. The proposed budget represents a 1.97% increase over the prior year, continues our rollout of classroom technology, improves our ability to support all elementary students in math, allocates staff appropriately to meet changes in student enrollment, and sustains the educational programs and services necessary for the District to meet its goals. Care is taken to meet the community's priority on education and make sure tax dollars are not wasted.

Following a two-year pilot program, the District plans to offer full-day Kindergarten and discontinue the half-day program and lottery/tuition system. While there are savings by eliminating the mid-day bus run, the pilot has borne positive results with more students performing on grade level as they enter first grade. We will not be the first District in the state to offer full-day Kindergarten, but we will be among the early adopters.

It is also important for the Board to look at how effective our school facilities are to meet educational needs now and down the road. Over the past year, the Board has hosted many "Facility Fridays" and "Listening Posts" with community members to review and discuss how changes to our facilities could reduce operational costs and improve educational efficacy in view of enrollment trends, security concerns and community needs. The budget includes funds to study the use of our school facilities and to develop a formal proposal to be brought before the Board and the community in the coming year.

### Strengths, Weaknesses, Opportunities and Threats

Hopkinton's educational programs provide a strong foundation in mathematics, science and literacy, while offering an expansive curriculum at the middle and high schools that enables students to identify and become skillful in specific areas of interest. Recent high school graduates indicate they are well prepared for success in college and in the workforce.

The small size of our District presents challenges to managing everything from teacher assignments and course offerings, to bus routes and school lunches. Partnerships with neighboring school districts have helped Hopkinton provide the variety of opportunities for our students. For example, our FIRST Robotics and state champion Boy's Hockey teams are in partnership with John Stark High School. The Board and Superintendent will continue to explore the possibility for partnerships to continue to improve the quality and affordability of our programs.

### Student Achievement and Wellness

Students in Hopkinton enjoy success both in the classroom and on the field. Ninety percent of recent graduates plan to continue their education by attending two or four year colleges. More than sixty-five percent of our high school and middle school students participate in organized athletics. Teams from Hopkinton won state titles in boys and girls Nordic skiing, boys hockey, girls cross country and boys soccer. And students performed at the highest levels in All State and All New England music competitions and in Fine Arts Forensics competitions including Poetry Out Loud. The real success of these programs is not measured by the number of banners and trophies, but when students embrace a healthy lifestyle, demonstrate academic achievement, display the values of teamwork and sportsmanship, and take on leadership roles.

### Our Role in the Community

Community volunteers continue to play a major role in making Hopkinton schools among the best in country. We would like to extend our thanks to every volunteer for their generous donation of time and skill. Programs such as musicals, concerts, athletic events, our new "Entrepreneurship Series" and the famed Celebration of the Arts are at the heart of what makes Hopkinton special and a wonderful place to live and raise a family.

The Board would like to recognize Michelle Clark for being named "New Hampshire School District Business Administrator of the Year." Working behind the scenes, Michelle is our "Wizard of Oz" and responsible for so much that we take for granted.

The Board would also like to recognize and thank Richard Welch, Maureen Marasca, Joyce Bewersdorf, William Renauld, Susan Sokul, Edna Marie Griffin and Betsy Wilder, all highly respected faculty and staff who retired in 2013 with over 122 years of combined service to the District.

The School Board extends its thanks and appreciation to all our faculty and administrators for their dedication to excellence, to our custodial staff for preparing our facilities for numerous events as well as for school each day, to Mr. Chamberlin for his vision and leadership, and to you, the members of our community, for your continued support and active involvement in our schools.

Respectfully submitted by the Hopkinton School Board,

David J. Luneau, Chair  
January 1, 2014



*Above All, Care*

## HOPKINTON SCHOOL DISTRICT School Administrative Unit 66

204 MAPLE STREET · CONTOOCCOOK, NH 03229  
TEL: (603) 746-5186 FAX: (603) 746-5714

### *Superintendent Report for the Hopkinton NH Annual Report Year Ending December 31, 2013*

It is an honor to make this submission for the Hopkinton, New Hampshire, Annual Report. This report will be part of the historical record of an extraordinary school district and community. It is a privilege to begin this report with recognizing three staff members who received the state's highest educational honor – the NH Excellence in Education Awards: Mr. William Carozza, NH Association for Supervisor and Curriculum Development Award for Excellence in Education, Ms. Michelle Clark, Business Administrator of the Year, and Ms. Jackie Kleiner, Elementary Guidance Counselor of the Year.

A theme for each school year is set to provide a central focus for all parts of District operations. The theme for the 2013 - 2014 school year was *Mindful, Artful, and Skillful*.

**Mindful:** The notion that being mindful of words, tone, and body language when working with young people and each other is critical.

**Artful:** The idea that working with young people is an art. Adjusting pedagogy in response to student learning and interest is essential.

**Skillful:** The belief that sound educational research defines specific skills that support student learning.

*Four goals guide the work of the Hopkinton School District:*

#### *1. Ensure Student Learning*

Ensuring student learning is a deliberately set, high bar. It is accomplished with the establishment of standards, the frequent integration of assessments, and the altering of instruction based on the results of those assessments. The following activities supported the goal of *Ensuring Student Learning*:

- The implementation of a Common Core Standards aligned, elementary mathematics program, focused on building number sense/understanding.
- The use of curriculum based assessment system to guide instruction.
- The implementation of an academic advisory program at Hopkinton Middle and High Schools.

#### *2. Ensure the Hopkinton School District Utilizes Best Practices*

High expectations are part of the fuel of a strong school system. It is a privilege to work for a school board, in a community, and with a faculty with high expectations. The following activities supported the goal of *Utilizing Best Practices*:

- The engagement of the community in a discussion about school district facilities
- The development of *Above All, Care* as the revised Hopkinton School District Mission Statement.
- The Hopkinton School Board book study of Carol Dweck's *Mindset*.
- The pursuit and acquisition of a school safety grant that supported the purchase of a new E-911 compliant district-wide telephone system and video cameras at Hopkinton Middle and High Schools.
- The focus of professional development on the changes in instructional pedagogy necessary to implement the Common Core State Standards.
- The integration of technology into instructional practice, including the implementation of a part time position at the Hopkinton Middle School.
- The support of the second annual Shed A Light On Bullying – Candlelight Vigil.

3. *Ensure High School Plus for All Graduates of the Hopkinton School District (High School Plus is defined as the ability to achieve acceptance into a post secondary academic institution or obtain a certification in a specialized area.)*

Achieving a high school diploma is simply not enough. It is important that Hopkinton High School students graduate with the knowledge, skills, and understandings necessary to accomplish *their* goals. The following activities supported the goal of *Ensuring High School Plus*:

- The development and support of the suite of policies related to personalizing a high school education. From alternative credit to extended learning opportunities, these policies support unique learning opportunities.
- The expansion of the School to Career Position at Hopkinton Middle and High Schools.
- The initiation of the Entrepreneurship Series - events for students and community members.
- Increasing collaborations with regional schools, colleges and universities, and special education service providers.

4. *Raise the Bar and Close the Gap*

This goal focuses on raising the achievement level for all students while closing the gap between the struggling and high performing students. The following activities support the goal of *Raising the Bar and Closing the Gap*:

- Working with the New Hampshire Department of Education in connection with the FOCUS school initiative at Harold Martin School.
- The continued use of data to drive instructional practice.
- Focusing numeracy and literacy specialists' time in support of classroom teachers in meeting the needs of all students.

Collaboration with the Town of Hopkinton continues to be an important part of school district practices. Below are examples:

- Development/implementation of the Entrepreneurship Series
- Participating in the Safe Routes to School Program
- Providing support through the Hopkinton Family Support Team
- Implementing the *Got Lunch Program* (providing lunch for families in need of support in the summer, school vacations, and the first weekend of each month)
- Collaborative purchasing (health insurance, oil, electricity, etc.)
- Emergency preparedness
- Implementing wellness initiatives

The Hopkinton School District is privileged to receive important support from parents/guardians, community members, and organizations. The contributions of the Rotary, Lions, and Woman's Clubs, the Hopkinton PTA, the Boy and Girl Scouts, and many individual volunteers are central to our goals. Please know that you make a difference.

The Hopkinton model for effective public schools: a devoted school board, a dedicated staff and leadership team, invested parents/guardians with high expectations, a supportive community, and extraordinary young people – is one that we can all be proud of.

Thank you for all you do.



Steven M. Chamberlin  
Superintendent of Schools

## **HOPKINTON'S ELEMENTARY SCHOOLS ANNUAL REPORT**

### **Harold Martin School and Maple Street School**

At Harold Martin School (HMS) we bid farewell to Permanent Substitute Carol Clark, Grade 3 teacher Laura Messenger, long-time music teacher Edna Marie Griffin, and Instructional Assistants Taylor Annett and Tonya Delia who transferred to Maple Street School (MSS). A special farewell goes out to Office Manager Betsy Wilder who retired after three decades of incredible service to the Hopkinton School District. This year we welcomed new Office Manager Christine Ball, Music Teacher Benjamin Levergood, and Second Grade Teacher Karen Vittoria to Harold Martin. Maple Street School welcomed staff members Tonya Delia and Alexandra Crocker to Instructional Assistant roles, and Melissa White and Tara Shortt to classroom teaching positions. Finally, Maple Street School welcomed Meghan Bamford as Reading Specialist as the school said “goodbye” to retiring Reading Teacher Jody Bewersdorf who served the community for many years.

Our focus for the year in the Hopkinton Elementary Schools is framed around these traditional essential questions that will provide the outline for this report:

*What do we want our students to learn? (Curriculum)*

We continue to progress in our journey to adopt the *Common Core State Standards* as the first state assessment on these standards will occur in the spring of 2015. Harold Martin School and Maple Street School established monthly joint staff meetings for the purpose of professional development in the *Common Core*.

Clearly, the greatest curriculum change in our elementary schools has been the adoption of the *Math in Focus* mathematics program based on the rigorous Singapore Math approach and the *Common Core*. We are fortunate to have the support of our Numeracy Specialist and former classroom teacher Deb Jones, now in her second year in the district in the role. Already, we are seeing an increase in academic math achievement in our students.

*How will we know if our students learn the content? (Assessment)*

At Harold Martin School, we have significantly refined our assessment system in the past year. We trained our teachers in two new curriculum-based measures, organized our students' work product into assessment folders, and developed an assessment data collection system we call the Kid Grid. Utilizing Google Spreadsheets, we are able to confidentially share student data with only the staff who have a need to know. This system will be very effective as students move through the years in our School District. Kid Grid has also been implemented at Maple Street School. Maple Street School Staff have focused their efforts to improve their collection and analysis of Curriculum Based Measures (CBM's) in both mathematics and in reading. Maple Street teachers have worked hard this past year to improve pre and post assessments to help measure progress. These efforts could not have been as productive without the additions of both numeracy and literacy supports.

*What will we do if they don't learn the content or need to be challenged? (Instruction)*

Harold Martin School was designated by the NH Department of Education as a "Focus School" due to our recent achievement gap with our special education students in comparison to the state average. As such, we received funding for additional professional development for our teachers as well as the addition of a numeracy assistant to work with children in conjunction with our Numeracy Specialist.

We are proud of our successful students in the Full Day Kindergarten program, now in it's second year and our hope is to expand the program for all kindergarten students. The academic growth of these students thus far has been very strong.

A major P-6 collaborative initiative between Harold Martin School and Maple Street School has been their shared work around *Response to Instruction (RTI)*. With this model, we are focusing particularly on students we feel are struggling in literacy or numeracy. By responding to these students through specific instruction according to their needs, and then assessing progress, we will see greater academic success. At Harold Martin School, we reconfigured one of our special educator's schedule to be able to provide RTI support to teachers. Both schools have sent teams of staff and administration to ongoing training to help support the development and implementation of RTI in our schools.

As part of our Professional Learning Communities (PLCs) leadership, Harold Martin School revised our daily school schedule to provide more sacrosanct time for PLCs to meet and discuss students and instruction.

Maple Street School has been highly focused upon the grade six model of personalized mathematics instruction offered through its pilot model of three tiered instructional opportunities. With flexibly grouped classes, focused on pace of instruction rather than access to content, the new model has provided both challenges, supports and personalization to mathematics instruction for MSS grade six students.

*How do we continue building partnerships with the community?*

Our schools are proud of our partnership with our local PTA which meets the first Wednesday of the month, 6:30 PM at Harold Martin School. Thanks to our partnership with the Hopkinton Youth Sports Association (HYSA), we now play baseball on our HMS field developed jointly between HYSA and HMS. Harold Martin School is proud to announce continue to win the Blue Ribbon Award from the *New Hampshire Partners in Education* every year for our exemplary Volunteer Program.

In addition Maple Street has been proud to support community programs such a G.R.O.W. in which our students have helped to grow vegetables for the community, have supported several fund drives for military families in need. Working with their teachers and staff, students at MSS have created monthly assemblies focused upon the Six Character Pillars and have created events in our schools that highlight each – many of which have community connections.

Finally, we are pleased to announce that Harold Martin's own School Counselor Jackie Kleiner was presented with the New Hampshire Counselor of the Year award, both in a surprise assembly at HMS and at a former ceremony with scores of other state winners in June.

As always, we thank you for your incredible support of the Hopkinton School District.

Sincerely,

William Carozza, Principal Harold Martin School  
Michael Bessette, Principal Maple Street School

Hopkinton Middle High School  
 297 Park Avenue • Contoocook, NH 03229  
 Tel: 603.746.4167  
 Fax: 603.746.5109



*Christopher M. Kelley, Principal*  
*Rebecca Gagnon, Asst. Principal*  
[www.hopkintonschools.org](http://www.hopkintonschools.org)

### 2013 Town Report

Throughout the 2013 summer we were busy preparing for the opening of school and interviewing for several open teaching and instructional assistant positions. We are excited to have Mr. Mathew Christie teach our Project Lead the Way program. Ms. Meaghan Ezen (a former Hopkinton High School graduate) has joined Ms. Batchelder in the Art Department. We also welcomed back Ms. Caryl Walker as our Family and Consumer Science teacher and Emily Tam as a high school Special Education teacher.

The theme for the 2013 - 2014 school year is “Who are we? A year to reflect and acknowledge success.” Let’s ask ourselves... “What makes us a great school?” ... “What makes you a great teacher?” I started the year by sharing with the faculty my educational beliefs and had them participate in an activity called “On The Same Page.” During this activity we talked about and addressed the following:

1. Students learn best when...
2. A lesson is good when...
3. The most important quality in determining teacher effectiveness is...

This proved to be a great first day activity for our staff. It helped us to get on the same page as we gained an understanding of what some of our educational beliefs are as a faculty.

We are in the beginning stages of our re-accreditation process through the New England Association of Schools and Colleges (NEASC). There are a number of standards through which our school will be analyzed. One of the standards addresses the need for an advisory-like opportunity for students. It states: “There shall be a formal, ongoing program through which each student has an adult member of the school community in addition to the school guidance counselor who personalizes each student’s educational experience, knows the student well, and assists the student in achieving the school-wide expectations for student learning.”

Therefore, for the 2013 – 2014 school year, the bell schedule looked different as our school embarked on implementing an Academic Advisory. In order to implement an Academic Advisory classes were shortened from ninety-minute classes to seventy-five minute classes. Thus, we created five periods during the day - four academic periods and one for the academic advisory.

Every student is assigned an academic advisor to support them in their academic program. Students meet one-on-one with their advisors every Monday during the 40-minute advisory period. The purpose of the meeting is to review their current work, grades, and competencies for each of their classes. Students and advisors review X2 (our student information system) together and talk about the student’s success in classes, identify any area or work that is challenging or behind, and develop a plan to resolve those concerns. Students who need to meet with teachers for competency remediation or enrichment do so on Tuesdays, Wednesdays, Thursdays and Fridays. Seniors are only required to attend Academic Advisory on Mondays unless they have scheduled additional support with a teacher.



During the summer of 2013, an Academic Advisory Committee met on four separate occasions to organize and design our new Academic Advisory. The committee worked on developing teacher guidelines, creating a student plan sheet, and organizing the advisory groups. During the professional development days prior to the start of school we took a whole day to provide training and support. The feedback regarding the implementation of the academic advisory has been primarily positive.

As we continue to look at how we can improve and meet the goals of both the building and the district, departments have had several priorities they have been working on. The English Department has been looking at their course offerings, how electives are run, how they are chosen, and a possible new writing course. They have also be looking at the Common Core national standards and what the testing will look like through the state-adopted Smarter Balanced assessment.

The Math Department has been working on curriculum development. They have purchased new textbooks for grades seven, eight, and Pre-Calculus. The department has also been looking at supporting more of the online resources and getting ready for Common Core implementation. The Science Department's priority has been a review of the K-12 curriculum. The department has been working diligently to write-up and review curriculum at each grade level through presentations and objective critiques.

The World Language Department has continued to ensure that they are utilizing the competencies effectively. Assessments in World Language are based purely on competencies. The department has also researched new textbooks. The teachers worked to incorporate more reading into their courses. The Social Studies Department, in cooperation with the English Department, has examined their course offerings, specifically the American Studies course. The department has also prepared for a curriculum review and will be having conversations about what students should be learning, discussing the state and national standards, and solidifying what students should know in each course.

During the 2013 – 2014 school year, we implemented a new guidance tool called Naviance™. “Family Connection,” a component of Naviance™, is a comprehensive website that students, parents, and guardians can use to begin planning for colleges and careers. Our Guidance counselors are able to track and analyze data, work with students to explore schools and careers, and help parents and students keep track of their college process from start to finish. Important college application information will be routinely communicated by e-mail through Naviance™.

Respectfully Submitted,

Christopher Kelley  
Principal, HMHS

# Independent Auditor's Report



## PLODZIK & SANDERSON

*Professional Association/Accountants & Auditors*

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX- 603-224-1380

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

To the Members of the School Board  
Hopkinton School District  
Hopkinton, New Hampshire

#### ***Report on the Financial Statements***

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Hopkinton School District as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the School District's basic financial statements as listed in the table of contents.

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

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

#### ***Auditor Responsibility***

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

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

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

#### ***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, major funds, and aggregate remaining fund information of the Hopkinton School District as of June 30, 2013, and the respective changes in financial position, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Emphasis of Matter – Management's Discussion and Analysis***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and the Schedule of Funding Progress for Other Postemployment Benefit Plan (pages 3 through 10 and page 36) be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain

***Hopkinton School District  
Independent Auditor's Report***

limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

***Emphasis of Matter – Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Hopkinton School District's basic financial statements. The combining and individual fund financial schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

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

November 15, 2013

*Plodzik & Sanderson  
Professional Association*

**HOPKINTON SCHOOL DISTRICT**  
**Management's Discussion and Analysis (MD&A)**  
**Of the Annual Financial Report for the Year Ended June 30, 2013**

## INTRODUCTION

The Superintendent of Schools and Business Administrator of New Hampshire School Administrative Unit (SAU) #66, as management of the Hopkinton School District (the District), offer readers of the District's annual financial statements this narrative discussion and analysis of the financial activities of the District for the fiscal year which ended June 30, 2013. We encourage readers to consider the information presented here in conjunction with additional information found within the body of the annual financial statements.

## FINANCIAL HIGHLIGHTS

- Total District net position was \$8,680,594. This was an increase of \$318,216 (3.81%) over the prior year.
- The District's total net position of \$8,680,594 on June 30, 2013, consisted of \$7,745,741 in capital assets net of debt, and an unrestricted net asset balance of \$934,853.
- The District's non-current portion of long-term obligations of \$2,096,784 consisted of \$2,005,000 in general obligation bonds and \$91,784 in compensated absences. These liabilities are reflected as a reduction in net position.
- The District established procedures for submitting claims for reimbursement for services to students eligible through the Medicaid for Schools Program. In 2012-13, the District received \$141,106, which is \$52,426 higher than what was received in 2011-12. The District expects to receive approximately \$140,000 for next year.
- During the year, the District's expenses of \$16,170,337 for all governmental activities were \$234,254 lower than the total revenues of \$16,404,591. Revenues consist of charges for services; operating grants and contributions; and general revenues (which include local and state property tax assessments and grant or contributions not restricted to specific programs).

## OVERVIEW OF FINANCIAL STATEMENTS

This annual report consists of three parts – management's discussion and analysis (this section), the basic financial statements, and required supplementary information. The three sections together provide a comprehensive overview of the District. The basic financial statements are comprised of two kinds of statements that present financial information from different perspectives:

**Government-wide Financial Statements.** The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business, and to provide both long-term and short-term information.

The Statement of Net Position presents information on all of the District's assets and liabilities, with the difference between the two reported as net position. This statement of net position includes debt, contractual obligations, and compensable absences as elements of the liabilities of the District.

The Statement of Activities presents information showing how the District's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows only in future fiscal periods. Growth in net position over time can generally be expected to reflect improving financial condition, while shrinkage would indicate declining financial condition. Other indicators of financial health might be changes in Districts revenues, facility condition, growth/decline in student population, and adequacy of District budgets.

The Government-wide Financial Statements show functions of the District that are principally supported by property taxes and intergovernmental revenues as "Governmental Activities." Intergovernmental revenues include local, state, and federal monies. The governmental activities of the District include instruction, support services, operation and maintenance of plant, student transportation and operation of non-instructional services. Taxes and intergovernmental revenues also support fixed assets and related debt.

**Fund Financial Statements.** The fund financial statements provide more detailed information about the District's most significant funds – not the District as a whole. Funds are accounting devices that the District uses to keep track of specific sources of funding and spending for particular programs. Some funds are required to be established by state law and by bond covenants. The School Board establishes other funds to control and manage money for particular purposes or to show that the District is meeting legal responsibilities for using certain revenues. The District has two kinds of funds:

- Governmental funds – Most of the District's basic services are included in governmental funds, which generally focus on (1) how cash and other financial assets can readily be converted to cash flow in and out and (2) the balances left at year-end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps one to determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, additional information is provided with the governmental funds statements explaining the relationship (or differences) between them.
- Fiduciary funds – The District is the trustee, or fiduciary, for assets that belong to others; the student activities funds and the private-purpose trust funds are agency funds. The District is responsible for ensuring that those to whom the assets belong use only for their intended purposes and assets reported in these funds. All of the District's fiduciary activities are reported in a statement of fiduciary net position. These activities are excluded from the district-wide financial statements because the District cannot use the assets to finance its operations.

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

## NET POSITION

**Net Position for the period ending June 30, 2013.** The current year's net position is higher than last year's. The District combined net position was \$8,680,934 at June 30, 2013 compared to \$8,362,378 at June 30, 2012.

	2012	2013
Current Assets	1,073,774	1,219,063
Noncurrent Assets	10,545,470	10,200,741
<b>Total Assets</b>	<b>11,619,244</b>	<b>11,419,804</b>
Current Liabilities	719,944	642,426
Noncurrent Liabilities	2,536,922	2,096,784
<b>Total Liabilities</b>	<b>3,256,866</b>	<b>2,739,210</b>
Investment in capital assets (net of debt)	7,651,955	7,745,741
Unrestricted net assets	710,423	934,853
<b>Total Net Position</b>	<b>8,362,378</b>	<b>8,680,594</b>

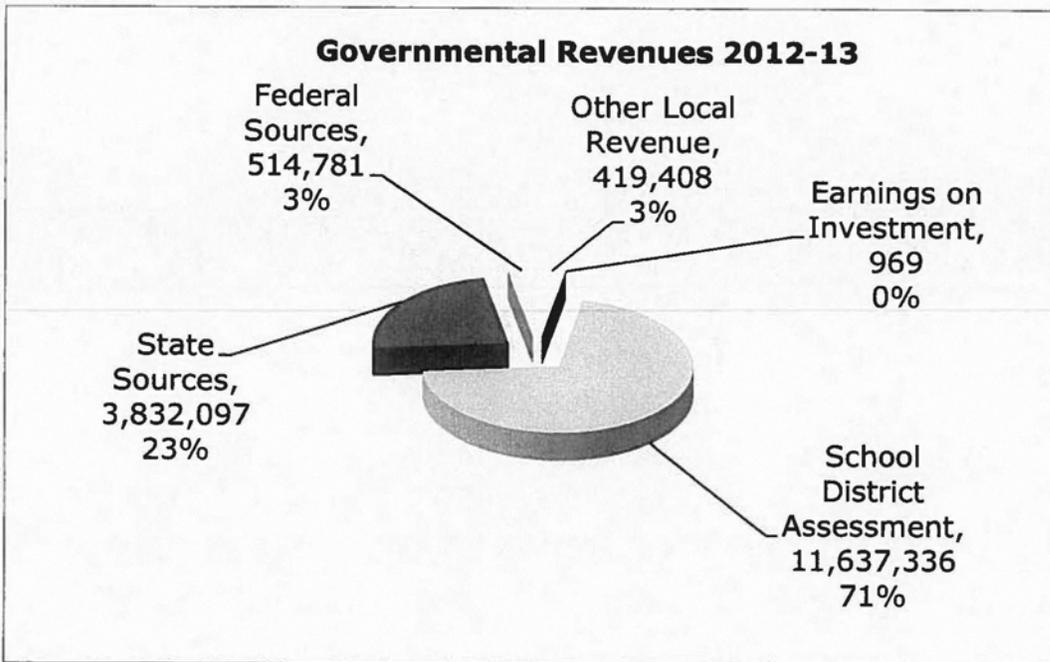
**Changes in Net Position.** The District's total revenue was \$16,404,591 and the total expenses \$16,170,337, resulting in an increase of net position of \$234,254. The largest part, 94.30% of the District's revenue came from the local tax assessment and the State of New Hampshire. The State of New Hampshire's sources include the locally raised property tax, federal aid received through the state and various state aid programs.

The District's expenses were largely for instruction and support services (97.03%) based on Exhibit B.

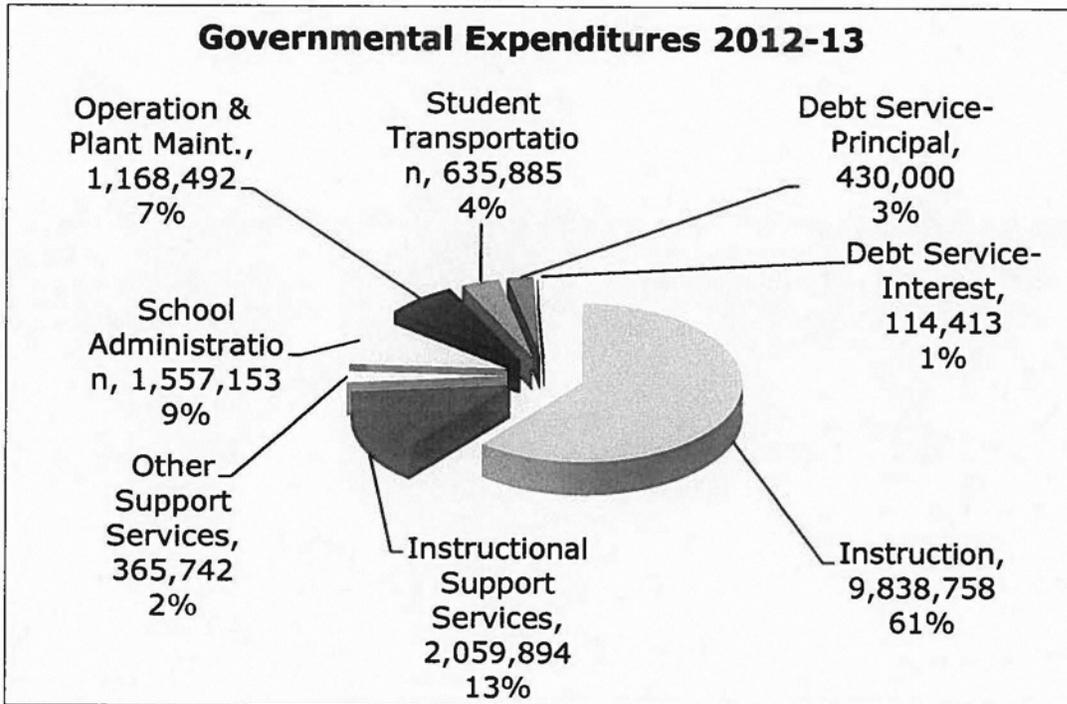
	2012		2013	
<b>Program Revenues</b>				
Charges for services	\$306,244	1.93%	\$344,907	2.10%
Operating grants & contributions	612,774	3.88%	557,678	3.40%
Capital grants & contributions	141,126	.90%	147,126	.90%
<b>General Revenues</b>				
School District Assessment	11,108,478	70.21%	11,637,336	70.93%
Local sources	22,968	.15%	15,099	.09%
State of NH sources	3,603,575	22.78%	3,672,542	22.39%
Federal sources	20,922	.14%	28,934	.18%
Earnings on investments	2,211	.01%	969	.01%
<b>Total Revenues</b>	<b>\$15,818,208</b>	<b>100%</b>	<b>\$16,404,591</b>	<b>100%</b>
<b>Function/Programs</b>				
Instruction	9,507,962	60.85%	9,833,573	61.13%
Support Services	5,598,634	35.90%	5,771,528	35.88%
Food Service program	374,528	2.40%	364,294	2.25%
FA&C	27,887	.10%	3,700	.03%
<b>Unallocated Expenses</b>				
Interest	118,360	.75%	113,280	.71%
<b>Total Expenses</b>	<b>\$15,627,371</b>	<b>100%</b>	<b>\$16,086,375</b>	<b>100%</b>
<b>Revenue in Excess of Expense</b>	<b>\$190,927</b>		<b>\$318,216</b>	

**GOVERNMENTAL FUNDS SUMMARY**

**Summary of Revenues.** The biggest share \$15,984,214 (97%) of revenue was derived from local appropriations and intergovernmental sources. The state property tax is included as part of intergovernmental revenue even though it is raised locally. This revenue statement includes revenues from local, state and federal sources.



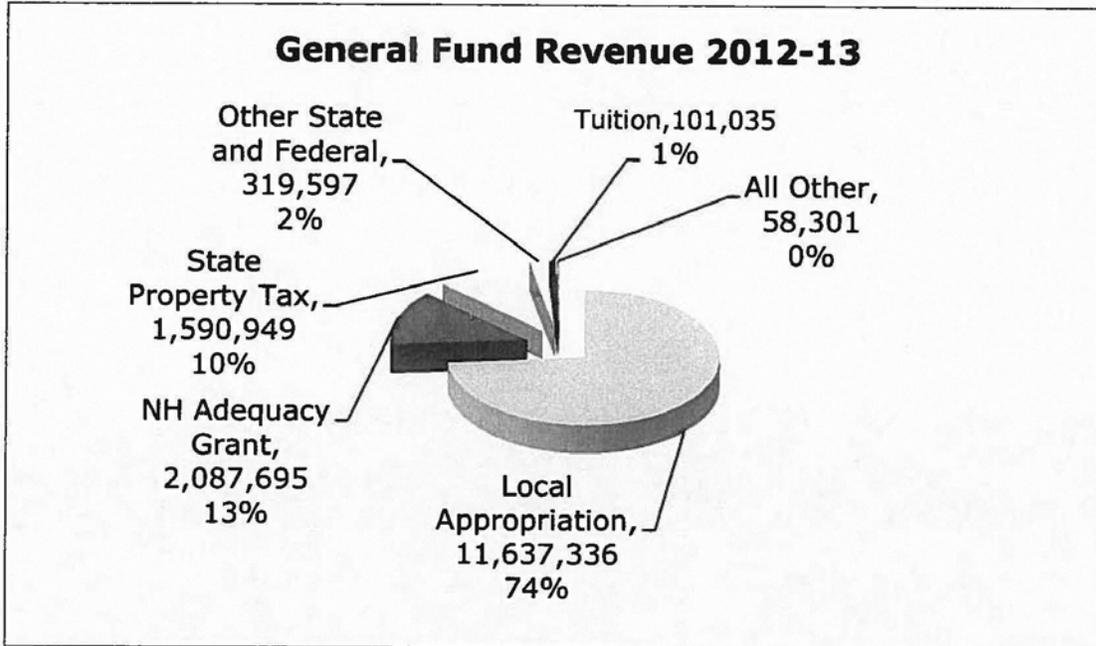
**Summary of Net Expenditures.** The Hopkinton School District used its budgetary resources as depicted below. 74% of all expenditures were for instruction and instructional support services. Instructional support service represents only a part of the support services indicated on Exhibit C-3. All support services total 94%. This expenditure statement includes expenditures paid from local, state and federal appropriations.



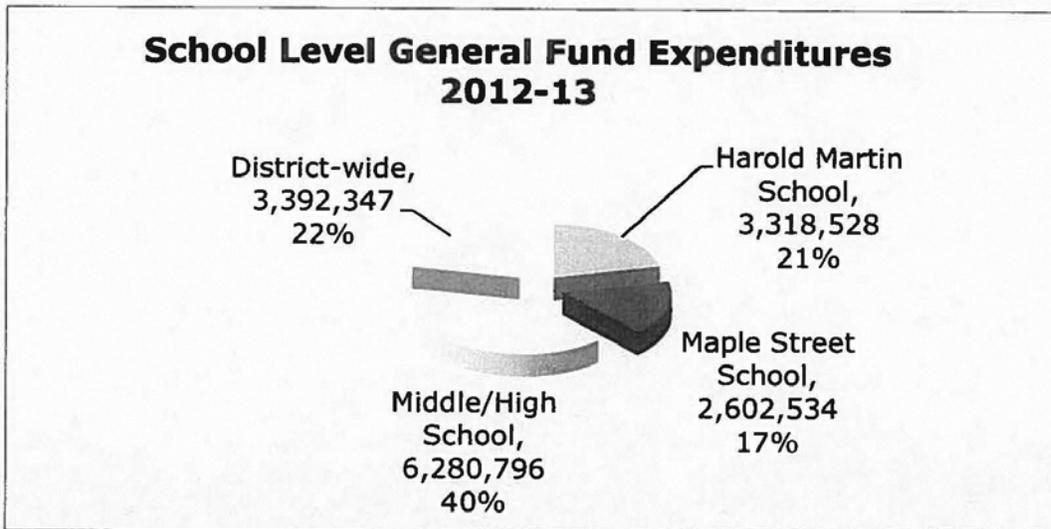
## INDIVIDUAL FUND ANALYSIS

### General Fund

The General Fund is what most people think of as "the budget" since it is the focal point of the Annual Meeting and largely supported by locally raised taxes. The local appropriation and the state property tax are raised locally and make up 84% of general fund revenues. Together, the revenues raised locally and the state adequacy grant comprises over 97% of the District's General Fund Budgetary Revenues. This graph is using the budgetary basis and is not in accordance with GAAP Budgetary Revenues (See Schedule 1).



School level expenditures constitute 78% of the total general fund (net of refunds) expenditures of \$15,594,205. This graph is using the budgetary basis and is not in accordance with GAAP (See Schedule 2).



**GENERAL FUND BUDGETARY HIGHLIGHTS**

Over the course of the year, the District reviews its annual budget and will sometimes make minor adjustments to reflect unexpected changes in revenues and expenditures. These adjustments over the past year did not change the bottom line but rather accommodated unanticipated needs such as increase/decreased enrollment, increased/decreased material costs and unanticipated repairs within functions and objects. A procedure is in place that when such budget adjustments are necessary, there must be at least a three-tiered approval process. The process includes District Administrator and Business Administrator signature, and in the event that the adjustment exceeds \$5,000, Superintendent and Board approval is also necessary.

### FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

The strong financial performance of the District as a whole is reflected in its governmental funds as well. As the District completed the year, its governmental funds reported a combined fund balance of \$1,076,922, an increase from last year's ending fund balance of \$842,668. The District's sound fiscal management policies and procedures have historically resulted in positive general fund balance to ultimately offset taxes. Other factors contributing to this positive fund balance include items, which must be budgeted for but may or not be expended. The appropriate breakdowns of the 2012-2013 general fund savings are as follows:

Early retirement, course reimbursements & professional development activities (contractual agreements)	\$ 120,883
Personnel ( Salaries only)	91,013
Drivers Education	75,000
Personnel (Benefits)	56,783
Contingency	46,460
Supplies, books, reference materials, etc.	43,124
Repair and Maintenance	27,260
Revenue received above anticipated	24,927
Contracted Services	20,231
Telephone, postage, printing, travel, etc.	17,543
Transportation	13,940
Electricity, heating oil and propane	10,998
Equipment	8,896
Various accounts other than noted above	5,646
Withholding fund balance per 2013 WA#X	(150,000)
Transfer to School Vehicle Replacement Capital Reserve	(10,000)
Transfer to Health Insurance Expendable Trust Fund	(10,000)
Transfer to School Building Repairs and Maintenance Trust Fund	(50,000)
Increase in prepaid items from prior year	(13,795)
<b>General Fund Balance Returned to Town</b>	<b>\$ 328,909</b>

### CAPITAL ASSETS AND DEBT ADMINISTRATION

#### Capital Assets

On June 30, 2013, the District reported capital assets of \$10,200,741, which consist of a broad range of capital assets, including land & improvements, buildings & improvements, machinery and equipment and infrastructure. More detailed information about the District's capital assets is presented in the notes to the financial statements.

	Governmental Activities		Total % Change 2013 over 2012
	2013	2012	
Land & Improvements	\$ 563,099	\$ 563,099	0.00%
Buildings & Improvements	16,785,746	16,768,755	1.01%
Machinery & Equipment	653,129	669,858	(2.50%)
Infrastructure	48,300	48,300	0.00%
<b>Totals at Historical Cost</b>	<b>18,050,274</b>	<b>18,050,012</b>	<b>0.01%</b>
Total Accumulated Depreciation	(7,849,533)	(7,504,543)	4.59%
<b>NET CAPITAL ASSETS</b>	<b>\$10,200,741</b>	<b>\$ 10,545,469</b>	<b>(3.27%)</b>

#### Long-Term Debt

On August 1, 1997, the District issued a series of general obligation bonds totaling in the aggregate \$6,992,000. The District added a \$548,500 bond during the 2003-04 fiscal year for repairs to the roofs at Hopkinton Middle/High School, Harold Martin and Maple Street School. The following table illustrates the changes and balances for all long-term debt. More detailed information on the District's debt is presented in the notes to the financial statements.

	Governmental Activities		Total % Change 2013 over 2012
	2013	2012	
General Obligation Bonds	\$2,455,000	\$ 2,885,000	(14.91%)
Compensated Absences	101,982	91,024	12.04%
Capital Lease Payable		8,515	(100.00%)
<b>TOTAL LONG-TERM DEBT</b>	<b>\$ 2,556,982</b>	<b>\$ 2,984,539</b>	<b>(14.33%)</b>

#### SUMMARY OF FEDERAL SUPPORT OF THE DISTRICT

During the fiscal year 2013, Hopkinton School District applied for and received the following Federal grants:

Title I, Early Reading Success, were awarded for the period 8/06/12 to 8/31/13, in the amount of \$44,042.44. This grant funded reading improvement programs in Harold Martin School and impacted students whose reading proficiency was significantly below grade level.

Title IIA, Class Size Reduction, was awarded for the period 8/01/12 to 9/30/14, in the amount of \$27,461.15. This grant funded professional development programs.

Special Education, IDEA, was awarded for the period 8/22/12 to 6/28/13, in the amount of \$201,151.88. This grant funded special needs services for students throughout the District.

Special Education, Preschool, was awarded for the period of 8/22/12 to 6/28/13, in the amount of \$3,727.11. This grant funded special needs services for pre-school students within the District.

#### ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

At the time these financial statements were prepared, the District was aware of several circumstances that could affect its future financial health:

- Health Insurance rates decreased by (1.80%) for the 2013-14 school year. For three of the last four years, the actual rate increases have been over nine percent.
- The state of the national and regional economy: The headlines are filled with reports of downsizing and difficult economic times. The anxiety caused by the uncertain national, state and local economy could impact the District's ability to pass the 2014-2015 budget.
- Local Tax Collection Status: At the end of 2012, \$1,264,430 dollars (6.87%) of taxes have yet to be collected. \$325,636 of taxes has been converted to liens.
- State Funding: The difficult economic times has put pressure on the state funding mechanisms. State revenue is down and current legislative leaders will not consider new revenue sources. This situation has caused down shifting of costs to the local taxpayer or employee.
- Negotiations with the School District's largest union, Hopkinton Education Association, are underway. Compensation in a difficult economy is complicated.
- The Hopkinton School District sought and obtained approval of an article at the Annual School District meeting that allow the school board to retain year-end unassigned general funds in an amount not to exceed, in any fiscal year, 2.5 percent of the current fiscal year's net assessment, in accordance with RSA 198:4-b, II. The school board voted to retain \$150,000 in August 2013.

**FUTURE BUDGETARY IMPLICATIONS**

In New Hampshire, the public school fiscal year is July 1 – June 30; other programs, i.e. some federal budgets, operate on a different fiscal calendar but are reflected in the District overall budget as they impact the District.

The New England Association of Schools and Colleges (NEASC), a high school's accrediting body, has placed the high school on warning. The warning was issued due to concerns of the facility's impact on the schools ability to deliver its curriculum. Addressing the report and ensuring future accreditations is important to the school district and could have budgetary implications.

The realized impact of the Patient Protection and Health Care Affordability Act is an unknown. The budget and staff impact are potentially significant. These increases combined with increases due to pooled claims, could have a significant impact on future budgets.

Utility costs are also of concern. Heating and transportation costs are of particular concern.

The District, due to budgetary constraints, may have to address facility issues that have been delayed SAU office building and exterior projects.

A three-year span of lower than typical enrollment is making its way through the Hopkinton Middle School. Addressing the lower enrollment within an established educational delivery model and Collective Bargaining Agreement is a challenge.

The Hopkinton School District is in the review and planning stage of developing a facility plan. Educational program, enrollment, and operational costs, are the lead factors in looking closely at school configuration.

**CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, parents, participants, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have questions about this report, or need additional financial information, contact Steven M. Chamberlin, Superintendent, or Michelle R. Clark, RSBO, Business Administrator, at (603) 746-5186 or by mail at:

Hopkinton School District  
ATTN: Michelle R. Clark, RSBO  
204 Maple Street  
Contoocook, NH 03229

**EXHIBIT C - 1**  
**HOPKINTON SCHOOL DISTRICT**  
**Governmental Funds**  
**Balance Sheet**  
**June 30, 2013**

	General	Grants	Other Funds	Food Service Fund	Total Governmental Funds
<b>ASSETS</b>					
Cash and cash equivalents	\$ 578,474	\$ -	\$ -	\$ 100	\$ 578,574
Receivables:					
Intergovernmental	493,224	64,797	-	27,109	585,130
Other	15,209	-	2,874	801	18,884
Interfund receivable	83,661	-	34,958	-	118,619
Prepaid expense	36,475	-	-	-	36,475
Total Assets	<u>\$ 1,207,043</u>	<u>\$ 64,797</u>	<u>\$ 37,832</u>	<u>\$ 28,010</u>	<u>\$ 1,337,682</u>
<b>LIABILITIES AND FUND BALANCES</b>					
Accounts payable	\$ 68,672	\$ 1,360	\$ 969	\$ 7,786	\$ 78,787
Accrued salaries and benefits	26,491	-	-	-	26,491
Interfund payable	34,958	63,437	-	20,224	118,619
Total Liabilities	<u>130,121</u>	<u>64,797</u>	<u>969</u>	<u>28,010</u>	<u>223,897</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Unavailable revenue - donations	-	-	36,863	-	36,863
<b>FUND BALANCES</b>					
Nonspendable fund balance:					
Prepaid expenses	36,475	-	-	-	36,475
Committed:					
Capital Reserve Funds	471,476	-	-	-	471,476
March 2013 Warrant Article No. 10	150,000	-	-	-	150,000
March 2013 Warrant Article No. 8	50,000	-	-	-	50,000
March 2013 Warrant Article No. 7	10,000	-	-	-	10,000
March 2013 Warrant Article No. 6	10,000	-	-	-	10,000
Assigned:					
Encumbrances	20,062	-	-	-	20,062
Unassigned fund balance	328,909	-	-	-	328,909
Total Fund Balances	<u>1,076,922</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,076,922</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 1,207,043</u>	<u>\$ 64,797</u>	<u>\$ 37,832</u>	<u>\$ 28,010</u>	<u>\$ 1,337,682</u>

The notes to the basic financial statements are an integral part of this statement.

*EXHIBIT C - 2*  
**HOPKINTON SCHOOL DISTRICT**  
*Reconciliation of Total Governmental Fund Balances*  
*to the Statement of Net Position*  
*June 30, 2013*

Total fund balances of governmental funds (Exhibit C - 1)		\$ 1,076,922
Amounts reported for governmental activities in the statement of activities are different because:		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.		
Cost	\$ 18,050,274	
Less accumulated depreciation	<u>(7,849,533)</u>	10,200,741
Interfund receivables and payables between governmental funds are eliminated on the statement of net position.		
Receivables	\$ (118,619)	
Payables	<u>118,619</u>	-
Interest on long-term debt is not accrued in governmental funds.		(40,087)
Long-term liabilities are not due and payable in the current period, and therefore, are not reported in the funds.		
Bonds	\$ 2,455,000	
Compensated absences	<u>101,982</u>	(2,556,982)
Net position of governmental activities (Exhibit A)		<u><u>\$ 8,680,594</u></u>

The notes to the basic financial statements are an integral part of this statement.

*EXHIBIT C - 3*  
**HOPKINTON SCHOOL DISTRICT**  
*Governmental Funds*  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**For the Fiscal Year Ended June 30, 2013**

	General	Grants	Other Funds	Food Service Fund	Total Governmental Funds
<b>REVENUES</b>					
School district assessment	\$ 11,637,336	\$ -	\$ -	\$ -	\$ 11,637,336
Other local	159,873	-	59,402	201,102	420,377
State	3,828,201	-	1,555	2,341	3,832,097
Federal	170,040	279,007	-	65,734	514,781
Total Revenues	<u>15,795,450</u>	<u>279,007</u>	<u>60,957</u>	<u>269,177</u>	<u>16,404,591</u>
<b>EXPENDITURES</b>					
Current:					
Instruction	9,533,696	250,594	54,468	-	9,838,758
Support services:					
Student	1,192,587	-	2,136	-	1,194,723
Instructional staff	833,953	28,413	2,805	-	865,171
General administration	39,380	-	-	-	39,380
Executive administration	482,301	-	250	-	482,551
School administration	796,069	-	-	-	796,069
Business	239,153	-	-	-	239,153
Operation and maintenance of plant	1,168,492	-	-	-	1,168,492
Student transportation	634,807	-	1,078	-	635,885
Non-instructional	-	-	-	362,042	362,042
Debt service:					
Principal	430,000	-	-	-	430,000
Interest	114,413	-	-	-	114,413
Facilities acquisition and construction	-	-	3,700	-	3,700
Total Expenditures	<u>15,464,851</u>	<u>279,007</u>	<u>64,437</u>	<u>362,042</u>	<u>16,170,337</u>
Excess (deficiency) of revenues over (under) expenditures	<u>330,599</u>	<u>-</u>	<u>(3,480)</u>	<u>(92,865)</u>	<u>234,254</u>
Other financing sources (uses):					
Transfer in	-	-	3,480	92,865	96,345
Transfers out	(96,345)	-	-	-	(96,345)
Total other financing sources and uses	<u>(96,345)</u>	<u>-</u>	<u>3,480</u>	<u>92,865</u>	<u>-</u>
Net change in fund balances	234,254	-	-	-	234,254
Fund balances, beginning	842,668	-	-	-	842,668
Fund balances, ending	<u>\$ 1,076,922</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,076,922</u>

The notes to the basic financial statements are an integral part of this statement.

**EXHIBIT C - 4**  
**HOPKINTON SCHOOL DISTRICT**  
*Reconciliation of the Statement of Revenues, Expenditures,  
and Changes in Fund Balances of Governmental Funds to the Statement of Activities  
For the Year Ended June 30, 2013*

Net change in fund balances - total governmental funds (Exhibit C - 3)		\$ 234,254
<p>Amounts reported for governmental activities in the statement of activities are different because:</p> <p>Governmental funds report capital outlays as expenditures. In the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation expense exceeded capitalized capital outlay in the current period.</p>		
Capitalized capital outlay	\$ 16,991	
Depreciation expense	<u>(360,672)</u>	(343,681)
<p>Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the government funds.</p>		
Loss on sale of capital assets		(1,047)
<p>Transfers in and out between governmental funds are eliminated on the operating statement.</p>		
Transfers in	\$ (96,345)	
Transfers out	<u>96,345</u>	-
<p>Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.</p>		
Repayment of bond principal	\$ 430,000	
Repayment of capital lease principal	<u>8,515</u>	438,515
<p>Some expenses reported in the statement of activities do not require the use of current financial resources, and therefore are not reported as expenditures in governmental funds.</p>		
Accrued interest expense decrease	\$ 1,133	
Compensated absences increase	<u>(10,958)</u>	(9,825)
Change in net position of governmental activities (Exhibit B)		<u><u>\$ 318,216</u></u>

The notes to the basic financial statements are an integral part of this statement.

## Report of Actual Special Education Expenditures for Programs and Services

Description	Function	2011-2012 Expenditure Net of Refunds	2012-2013 Expenditures Net of Refunds
<b>Expenditures Related to Special Education:</b>			
Special Instruction	1200	2,391,174	2,448,566
Psychological Services	2140	87,399	117,112
Speech Services	2150	245,762	259,553
Occupational Therapy Services	2160	160,082	173,454
Special Services Administration	2332	178,829	187,391
Pupil Transportation (Special Ed)	2722	45,772	115,579
Other Expenditures (Federal Projects)			
IDEA		192,935	201,152
Preschool		4,917	3,727
IDEA – ARRA		30,814	-
<b>Total Special Education Expenditures</b>		<b>3,337,684</b>	<b>3,506,534</b>
Tuition		1,176	9,945
Medicaid Reimbursement		88,660	141,106
Federal Grants		228,666	204,879
<b>Total Special Education Revenues</b>		<b>318,502</b>	<b>355,930</b>
<b>Net Cost of Special Education</b>		<b>3,019,182</b>	<b>3,150,604</b>

## Hopkinton School District – Treasurer’s Report

Hopkinton School District  
Treasurer’s Report  
Year Ended June 30, 2013

### General and Special Revenue Funds

Balance Operating & Operating Investments (TD Bank & Merrimack County) 7/1/12:	839,410.84
Deposits in Transit 7/1/12	0.00
Outstanding Checks 7/31/12	-338,902.63
General Fund Receipts	15,809,146.57
Food Service Receipts	233,023.43
Other Special Revenue Receipts	339,750.52
Interest Earned	431.58
Service Charges	-211.11
Disbursements General Fund and Special Revenue Funds	-16,304,175.45
Deposits in Transit 6/30/13	0.00
Outstanding Checks 6/30/13	<u>101,064.18</u>
Bank Balance 6/30/13	679,537.93

 , *Treasurer*  
 \_\_\_\_\_  
 David MacKenzie, Treasurer

**HOPKINTON SCHOOL DISTRICT  
SPECIAL EDUCATION EXPENDABLE TRUST FUND  
December 31, 2013**

<b>Fund Balance as of June 30, 2007</b>	<b>\$83,036</b>
2007-2008 Operating Transfers In	\$50,000
2007-2008 Interest Earned	\$5,509
<b>Fund Balance as of June 30, 2008</b>	<b>\$138,545</b>
2008-2009 Operating Transfers In	\$25,000
2008-2009 Interest Earned	\$3,948
<b>Fund Balance as of June 30, 2009</b>	<b>\$167,493</b>
2009-2010 Interest Earned	\$841
<b>Fund Balance as of June 30, 2010</b>	<b>\$168,334</b>
2010-2011 Interest Earned	\$537
<b>Fund Balance as of June 30, 2011</b>	<b>\$168,871</b>
2011-2012 Interest Earned	\$488
<b>Fund Balance as of June 30, 2012</b>	<b>\$169,359</b>
2012-2013 Interest Earned	\$305
<b>Fund Balance as of June 30, 2013</b>	<b>\$169,664</b>

\* = This does not include interest accrued since June 30, 2013.

**HOPKINTON SCHOOL DISTRICT  
REPLACING SCHOOL DISTRICT VEHICLES CAPITAL RESERVE FUND**

December 31, 2013

<b>Fund Balance as of June 30, 2011</b>	<b>\$25,025</b>
2011-2012 Operating Transfers In	\$25,000
2011-2012 Interest Earned	\$6
2011-12 Expenditures	(\$44,196)
<b>Fund Balance as of June 30, 2012</b>	<b>\$5,835</b>
2012-2013 Operating Transfers In	\$10,000
2012-2013 Interest Earned	9
<b>Fund Balance as of June 30, 2013</b>	<b>\$15,844</b>
2013-2014 Operating Transfers In	\$10,000
<b>Fund Balance as of December 31, 2013*</b>	<b>\$25,844</b>

**HOPKINTON SCHOOL DISTRICT  
HEALTH INSURANCE TRUST FUND**

December 31, 2013

<b>Fund Balance as of June 30, 2011</b>	<b>\$25,048</b>
2011-2012 Operating Transfers In	\$25,000
2011-2012 Interest Earned	\$84
<b>Fund Balance as of June 30, 2012</b>	<b>\$50,132</b>
2012-2013 Operating Transfers In	\$15,000
2012-2013 Interest Earned	\$62
<b>Fund Balance as of June 30, 2013</b>	<b>\$65,194</b>
2013-2014 Operating Transfers In	\$10,000
<b>Fund Balance as of December 31, 2013*</b>	<b>\$75,194</b>

\* = This does not include interest accrued after June 30, 2013.

**HOPKINTON SCHOOL DISTRICT  
SCHOOL BUILDING REPAIR AND MAINTENANCE  
TRUST FUND**

December 31, 2013

<b>Fund Balance as of June 30, 2008</b>	<b>\$155,338</b>
2008-2009 Operating Transfers In	\$25,000
2008-2009 Interest Earned	\$1,594
2008-2009 Expenditures	\$81,442
<b>Fund Balance as of June 30, 2009</b>	<b>\$100,490</b>
2009-2010 Operating Transfers In	\$75,000
2009-2010 Interest Earned	\$377
<b>Fund Balance as of June 30, 2010</b>	<b>\$175,867</b>
2010-2011 Operating Transfers In	\$50,000
2010-2011 Interest Earned	\$312
<b>Fund Balance as of June 30, 2011</b>	<b>\$226,179</b>
2011-2012 Interest Earned	\$160
2011-2012 Expenditures	(\$13,735)
<b>Fund Balance as of June 30, 2012</b>	<b>\$212,604</b>
2012-2013 Operating Transfers In	\$25,000
2012-2013 Interest Earned	\$162
2012-2013 Expenditures	(\$16,991)
<b>Fund Balance as of June 30, 2013</b>	<b>\$220,775</b>
2013-2014 Operating Transfers In	\$50,000
2012-2013 Expenditures	(179,704)
<b>Fund Balance as of December 31, 2013*</b>	<b>\$91,071</b>

\* = This does not include interest accrued after June 30, 2013.

## Hopkinton School District Statement of Bonded Debt

**Hopkinton School District  
Statement of Bonded Debt**

The District's outstanding bonded debt is from the 1997 addition and renovation projects of Maple Street School and Hopkinton Middle/High School, a project totalling \$6,992,000. The original debt was refinanced in May of 2007 and has varying interest rates of 4 to 5% and yearly maturity dates beginning August 1, 2007, and ending August 1, 2017.

Fiscal Year	Rate	Principal	Interest	Debt Total	State Aid	Net Debt Service Cost
2015	4.00%	455,000	78,800	543,800	143,285	400,514
2016	4.0%-4.5%	490,000	58,700	548,700	147,000	401,700
2017	4.50%	510,000	37,450	547,450	153,000	394,450
2018	5.00%	540,000	13,500	553,500	162,000	391,500
<b>Totals</b>		<b>\$ 2,005,000</b>	<b>\$ 188,450</b>	<b>\$ 2,193,450</b>	<b>\$ 605,285</b>	<b>\$ 1,588,164</b>

## Hopkinton School District Meeting - Minutes

**MINUTES  
HOPKINTON SCHOOL DISTRICT MEETING  
HOPKINTON HIGH SCHOOL, CONTOOCOOK, NH  
MARCH 9, 2013**

Moderator Bruce Ellsworth called the annual meeting of the Hopkinton School District to order at 9:02 am.

The Moderator recognized Jody Bewersdorf, reading teacher, Maple Street School (23 years); Betsy Wilder, Office Manager, Harold Martin School (28 years); Rick Welch, Science Teacher, Hopkinton High School (12 years) (absent), to lead the Pledge of Allegiance.

The Moderator introduced Emma Donahue, a Hopkinton High School student, to sing the National Anthem.

The Moderator introduced the Flag Bearers:

From Cub Scout Pack 77: Patrick Quinn, Ned and Evan Chapman, Cameron Burgess.

The Moderator introduced Elaine Loft, School District Clerk; Carol McCann, Jean Lightfoot, Bonnie Cressy and Ginni Haines, Supervisors of the Checklist; Attorney Thomas Barry of Nixon, Raiche, Vogelman, Barry & Slawsky, representing the School District.

The Moderator noted childcare services were provided by Hopkinton High School National Honor Society members.

The Moderator gave his appreciation to Mr. Richard Fortier and members of the Hopkinton Middle and High School custodial staff for the arrangements and set up for this School District Meeting and thanked Steve Lux for his assistance with the sound system.

The Moderator then introduced David Luneau, Chairman of the Hopkinton School Board, for the purpose of introducing school administrators and members of the School Board.

David Luneau thanked everyone for coming then introduced the school administration and Board members: Steven Chamberlin, Superintendent; Christopher Kelley, Principal, Hopkinton Middle High School; Rebecca Gagnon, Assistant Principal, Hopkinton Middle High School; Michael Bessette, Principal, Maple Street School; William Carozza, Principal, Harold Martin School; Dr. Valerie Aubry, Director of Student Services; Matthew Stone, Director of Technology.

David Luneau said he was especially delighted to introduce Michelle Clark, who had just recently been named Business Administrator of the Year for the State of New Hampshire; he congratulated Ms. Clark on a job well done.

David Luneau then introduced members of the School Board: Liz Durant, Vice Chairman and Bill Jones and new members of the Board elected last March: Bill Chapin, Jr. and Matt Cairns.

David Luneau announced the student representatives to the Board: Seniors Bennett Mosseau and Cameron Debrusk. He gave thanks to Bennett and Cam for taking time from their busy schedules to work with the Board, share their perspectives, and keep their fellow students up-to-date. The Board wished best of luck to both as they wrap up their high school careers and head off to college this fall.

David Luneau then thanked School Superintendent Steve Chamberlin and the faculty and administration for making Hopkinton's schools among the best in the country. He thanked retired State Representatives Christine Hamm and Derek Owen for their many years of service and support for public schools and current State Representatives Gary Richardson, Mel Myler and Mary Jane Wallner for meeting with the Board, keeping the Board and Administration advised of developments at the state level and for listening to the concerns of the Board.

David Luneau thanked the Board of Selectmen, Town Administrator Neal Cass, Chief Pecora, Chief Mumford and the many town employees who can be relied upon for everything from helping the Superintendent call a snow day and maintaining the athletic fields to helping the students make good choices.

Finally, David Luneau thanked the members of the community for supporting the schools. Everyone supports the schools through their tax dollars, but there are also hundreds of community volunteers dedicating a large amount of their time, whether to chaperone a field trip, build a new playground, help in a classroom or excite youngsters through after-school enrichment programs.

David Luneau concluded his acknowledgments by noting the Hopkinton community was shocked by the tragedy in Newtown, Connecticut. Having quality public education, assuring school safety, reducing gun violence and helping people with mental health issues are responsibilities, not tradeoffs.

The community was also saddened by the sudden passing of Chief Rick Schaefer last September. The Chief had a long history with Hopkinton schools, as a graduate, as the facilities director, as Kathy's husband and as the fire chief. Luneau told the audience the schools are safer now because Rick cared.

**Opening Remarks: David Luneau**

"Our community has always placed a priority on high performing schools. It's the reason many people move to Hopkinton and live in Hopkinton. Our schools are central to the vibrancy and vitality of the community. A lot of us say that on Thursday when hundreds packed the high school gym, auditorium, classrooms and hallways for the annual Celebration of the Arts—undoubtedly one of the best nights in Hopkinton, although dampened a bit by the snowstorm.

**(First slide: Schools to Community)**

Last year we talked about an idea hatched outside the Everyday Café for students to learn what it's like to be an entrepreneur. Today's new economy will reply on new businesses,

new products and new ideas. This fall, the District will host an Entrepreneurial Symposium where students of all ages, (that means you), can hear how local ventures like Aerotronics Associates became a leader in the electronics industry and practice writing a business plan, raising capital and selling a product. Connecting our schools to our community leverages our collective resources and the tremendous interest our community has in enriching the educational experience for us all.

**(Second slide: Accomplishments)**

The results speak for themselves. Ninety percent of recent graduates plan to attend 2 and 4-year colleges. That's big, but 100% continue with their education in some form—what the Superintendent calls “high school plus.” There is strong student involvement in organized athletics, clubs and community service projects.

Athletic teams took home state championships, including our unified basketball team, boys and girls Nordic, boys and girls cross country, girl's soccer, boy's lacrosse and baseball.

There's science behind the fact that an active lifestyle improves academic performance. Test scores are well above state averages. And what is even more important than some of our students going to schools like Dartmouth and Tufts, is that so many of our graduates go on to continue their education, whether its to NHTI, MIT or UNH.

This year we offered full day Kindergarten as a pilot program to learn about the demand and measure the benefits. The class was fully subscribed, the District charged tuition, provided a valuable service for families needing a full day solution and there is early indication of academic growth.

We are expanding partnerships with our neighboring school districts in order to improve our economics of scale. We have several strong programs in place with John Stark Regional High School including FIRST Robotics provided here in Hopkinton and ice hockey and football provided by John Stark. Student transportation to the regional technology center in Concord is shared with Kearsarge. And we will continue to look for partnerships that help us all meet student needs in cost-effective ways.

Students from France, Thailand and Ecuador have studied here in Hopkinton during the past year. Like wise, students from Hopkinton studied in Switzerland, France and Germany. Right now students from our Rotary Interact Club are returning from Honduras where they were constructing schoolhouses.

Closer to home, student helped haul, split, stack and deliver wood for the Sean Powers Wood Bank; organized a candlelight walk to “Shed Light on Bullying;” collected sweaters and jackets as part of the “Warmth in the Mill Project;” mentored Harold Martin kids in biddy-ball and buddy-hockey and developed lasting friendships through the Senior-to Senior program, to name just a few.

The Hoops for Hunger program raised over \$1,000 during basketball games to support the Hopkinton food pantry. Thanks go out to the many community members who contributed, to Lish Cross for pushing it over the top and to the Booster Club.

**(Third slide: Accomplishments & DOE Data)**

While these achievements reflect well on our school and our community, it might surprise you that these results come at an average cost. The most recent data from the NH DOE for 2011-12 shows more than a third of all school districts in New Hampshire spend more per student than Hopkinton. In fact, since 2001 the District's cost per pupil has declined from 81<sup>st</sup> percentile to 63<sup>rd</sup> percentile when compared with all other school districts in the state.

**(Fourth slide: School Board and Budget Committee Meetings)**

Our budget process begins in September, nearly 20 months before some dollars in the budget will ever be used. In early December, the Superintendent presented his budget to the School Board. In a series of School Board meetings, we discussed what was necessary to meet District goals and the objectives in each of our schools. Working together, we made specific cuts in order to limit the budget impact to the increase in retirement costs and our obligations to special education and reduced the proposed budget by nearly \$300K.

Following several budget committee meetings in January and February, and the public hearing on February 6, we are here today to present the budget agreed to by the School Board and the Budget Committee.

**(Fifth slide: Overview)**

So here's what's coming up:

The operating budget increase of 2.69% is largely driven by the downshift of retirement costs and increased needs in special education. It also factors in staffing plans to accommodate lower enrollment in the three smaller grades as they move through the middle and high schools and introduces a new elementary math curriculum compatible with the State's Common Core standards.

The new support contract reigns in the District's health insurance costs, phases our seniority benefits and revises the wage schedule to be in line with other schools in the area, something that hasn't changed in five years. And there are appropriations to the contingency and capital reserve accounts. All in, we're looking at a tax rate impact of 97 cents. The School Board and Budget Committee are in agreement and recommend approval of each article.

We recognize the impact the economy continues to have on the members of our community, but feel we are providing the right balance to meet the needs of our students, the priority our community places on education, and our ability to support education with local tax dollars.

So as we discuss and deliberate and vote today please remember that we're delivering an excellent education for an average cost. The proposals coming forward today let us continue to do that.

We hope you will agree and look forward to answering your questions during the meeting. Thank you for your continued support."

David Luneau called the Moderator, Bruce Ellsworth, to the podium. The Moderator explained the parliamentary procedures for the meeting.

The Moderator explained the parliamentary procedures for the meeting.

The Moderator then recognized David Luneau for the purpose of moving Article I, seconded by Bill Jones, as follows:

**ARTICLE I:** To hear reports of agents, auditors, committees, and officers chosen or to take any other action in relation thereto.

The Moderator took a voice vote: Article I carried on a voice vote.

David Luneau moved Article II, seconded by Liz Durant.

**ARTICLE II:** To see if the School District will vote to raise and appropriate as an operating budget, the Budget Committee's recommended amount of Seventeen million, six hundred and forty thousand, one hundred and thirty-seven dollars (\$17,640,137) for the support of schools, for the payment of salaries for the school district officials and agents, and for the payment of statutory obligations of the district, or to take any other action in relation thereto. The Hopkinton School Board recommends this amount. This article does not include appropriations voted in other warrant articles.

David Luneau, Chair, spoke to Article II.

### **Slide 1: Article II**

#### **Operating Budget \$17,640,137**

- Increase of \$462,469 (2.69%)
- Costs for all programs/services and facility maintenance
- Tax impact: \$0.70/1000

### **Slide 2: Article II**

#### **Operating Budget**

- Teachers: contractual salary and benefits
- Support staff: current wages and benefits
- Custodians: contractual wages and benefits
- Non-union salary adjustment/merit pool of 2.6%
- Up to \$750K in federally-funded special projects

### **Slide 3: Article II**

#### **Operating Budget**

- NH Retirement System up \$269K
- Special education services up \$186K
- Equipment and technology up \$55K
- New elementary math curriculum \$40K
- Reductions in Drivers' Ed (\$75K) and energy (\$20K)
- Reductions in teachers (2-3) and staff (2-3)

Discussion after David Luneau's presentation:

Janet Krzyzaniak (49 Spring Street) had three questions on enrollment. She referred to the last page of the Town Report, in which there were 940 students listed as enrolled for this year, and asked the following questions: does this number include home-schooled students; does the budget help with any of the home schooled students; to what extent do home-schooled students participate in courses or activities? Superintendent Chamberlin replied to Krzyzaniak's questions: the enrollment numbers listed do not include home-schooled students; home-schooled students participate in select courses and after school activities (Chamberlin named examples of each).

Arnold Coda (400 Gould Hill Road) asked if the budget that David Luneau had just presented (absent the increases just discussed) was the same as the budget, which was presented at a School Board meeting in December. In other words, is it a flat budget? David Luneau replied that if you pull out the employee contract (NH Retirement System) and special education costs it is essentially a flat budget. Coda noted he thought it was an important point to get across to the voters, that the Board was presenting a flat budget. Coda then asked: what is the outstanding amount of bond debt and what is the number of years left on the bonds? Superintendent Chamberlin said there is about 2.7 million remaining on the bond and we have about five years left to go (to repay the bond).

David Lancaster (250 Park Avenue) recited some statistics he had come upon in the (2012) Annual Report. Since 2006, the number of pupils in Hopkinton has dropped by 123; next year there is a projected drop of 28 students, but staffing is projected to remain the same. Lancaster noted the school budget has gone up by 21% in the last seven years; the staff per pupil has increased and the cost per pupil has gone up by 32% in the last seven years. Lancaster then asked if there had been an actual cut in student costs in the current budget, other than the cut in drivers' education. David Luneau replied that there have been cuts on both revenue and expense sides; the cut in drivers' education costs was a contribution that came from the state to fund the program. Lancaster noted this was not a cut in the budget, but money from a different funding source. Luneau concurred that there had not been a cut to the taxpayers. Lancaster then said that last year there was a conversation at Town Meeting about a decrease in staffing at the Middle School; he wondered if those cuts had taken place. David Luneau said there had indeed been staff cuts at the Middle School and the High School; some of those had been attained through retirements. Luneau noted it is also important to look at reports from the Department of Education, which indicate our teacher to student ratios have gone from 11:1 to 12:1 since 2007, which is a pretty substantial change in five years. Lancaster next asked how many staff members were actually cut in the last year. Superintendent Chamberlin replied 1.2 full-time equivalent positions were cut. Lancaster asked for clarification about what constitutes a full-time sub (substitute teacher). Superintendent Chamberlin informed him a full-time substitute works 177 days per year.

Finally, Lancaster asked if Superintendent Chamberlin could explain the middle school AD (athletic director) going from “Regular Ed” to “Other Ed.” Chamberlin stated this was part of the reallocation (expansion in middle school sports, largely on increasing fees) and because the middle schools teams doubled, they looked at how to support and redirect, the middle school AD went from a stipend position to a fifth of a teaching position. Seeing no further comment, the Moderator called for a vote.

Article II passed on a voice vote.

Bill Jones was recognized by the Moderator to move Article III, seconded by Matt Cairns.

**ARTICLE III:** To see if the School District will vote to approve the cost items included in the Collective Bargaining Agreement reached between the Hopkinton School Board and the Hopkinton Education Association, which calls for the following increases in salaries and benefits at current staffing levels:

Fiscal Year	Estimated Increase
2013-2014	\$68,357
2014-2015	\$66,209
2015-2016	\$47,911

and further to raise and appropriate the sum of Sixty-eight thousand three hundred fifty-seven dollars (\$68,357) for the upcoming fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels in accordance with the most recent Collective Bargaining Agreement. (The Hopkinton School Board recommends this article.) (The Hopkinton Budget Committee recommends this article.)

William Jones, School Board Member, spoke to Article III.

**Slide 1: Article III**

**Support Staff Contract**

- Three year contract with instructional assistants
- Year 1: \$68,357
- Year 2: additional \$66,209
- Year 3: additional \$47,911
- Tax impact: 40.10/1000
- Recommended by the Budget Committee

**Slide 2: Article III**

- Wage schedule in line with other districts (after five years of no change)

- Phases out longevity, ends multiplier
- Limits health insurance to HMO cost basis, increased deductible, no cap

David Luneau moved to restrict re-consideration on Article II.

As a point of order, the Moderator noted that Mr. Luneau's motion could not be addressed until after there had been a vote on Article III.

Matt Cairns thanked (on behalf of the Board) the members of the HESS Union negotiation team for working collaboratively with the School Board; it was a bi-partisan effort.

No one came forward to speak to the Article.

Article III carried on a voice vote.

Matt Cairns moved to restrict re-consideration on both Article II and Article III; Bill Jones seconded.

The motion to restrict re-consideration on Articles II and III passed on a voice vote.

Since Article III passed, Article IV was not brought forward by the Board.

**ARTICLE IV:** Shall the School District, if Article III is defeated, authorize the governing body to call one special meeting, at its option, to address Article III cost items only?

David Lancaster (250 Park Avenue) asked if Article X could be considered next, because depending on how the voting goes on Article X, it will affect how some vote on the other Articles.

The Moderator asked if anyone at the meeting would object to taking Article X out of order.

Seeing no objection, the Moderator then introduced David Luneau to present Article X; Matt Cairns seconded the Article.

**ARTICLE X:** To if the School District will vote to authorize, indefinitely until rescinded, to retain year-end unassigned general funds in an amount not to exceed, in any fiscal year, 2.5 percent of the current fiscal year's net assessment, in accordance with RSA 198:4-b, II. Such fund balance retained may only be used to reduce the tax rate or for emergencies to be approved by the Department of Education under RSA 32:11. (The Hopkinton School Board recommends this article.) (The Hopkinton Budget Committee recommends this article.)

David Luneau spoke to Article X and explained it is very much the same process that the town goes through to deal with year-end unassigned funds. This Article allows for the money remaining to be retained, in order to stabilize the tax rate over multiple years. Last year the Legislature passed RSA 198:4-b, II in order to allow school districts to retain funds at year end in the same way that towns are allowed to retain funds to off-set the tax rate. Luneau explained the difference in the ways towns and schools can retain funds; schools can retain only 2.5% of the amount of local dollars used to fund schools. This year the amount

will be approximately \$300,000. Luneau clarified that this money is not a capital reserve fund; it cannot be used to pay down health insurance costs or buy a new heating system at the Harold Martin School.

**Slide 1: Article X:**

**Retain Year-End Undesignated Fund Balance**

- Authorized by the N.H. Legislature in 2012 per RSA 198:4-b, II
- Use to stabilize the tax rate or for emergencies approved by the N.H. Department of Education
- Not to exceed 2.5%
- Recommended by the Budget Committee

The Moderator asked if there were any questions.

David Lancaster (250 Park Avenue) asked if Article X were to pass would there now be essentially a 5% increase in the budget (including the 2.5 % increase due to retirement and special education costs). Superintendent Chamberlin replied that if there is surplus at the end of the year, up to 2.5% of it can be retained for the next year. It is not an increase; it is amount above what was expected to be expended.

Arnold Coda (400 Gould Hill Road) asked if the “net assessment” referred to in Article X referred to property assessment. David Luneau replied that it did not refer to property assessment. The language in Article X comes straight from the RSA. It refers to the amount of tax dollars raised—everything in the warrant. Coda then asked if the language is locked in by the statute or can it be amended by the voters in any way. Luneau said it was the belief of the School Board that the language could not be changed in any way. Coda asked for the school district attorney to weigh in on the issue. The attorney reviewed the statute and confirmed that the language could not be changed by the school board.

Patrice Gerseny (111 Sugar Hill Road) asked for a clarification of terminology: what would (the school board) consider an emergency? David Luneau replied to her question, giving the example of the Town of Hopkinton petitioning to withdraw money when it lost the truck lost in the fire at the town garage. This withdrawal had to be approved by the Board of Selectmen and the Budget Committee and a state agency (Luneau could not recall the name of the agency). If the school district had some sort of emergency, they would have to petition the N.H. Department of Education in order to withdraw funds, but the School Board is not foreseeing the need to withdraw any funds.

Erick Leadbeater (613 Gould Hill Road) noted that Article X was very similar to Article V, except the expenditure of money would have to be approved by the Department of Education; he asked if he was correct in his observation. Superintendent Chamberlin replied that Article X is for emergencies and gave examples of how the District has used the General Contingency monies in the past.

Gary Richardson (1569 Briar Hill Road) noted that there seemed to be some confusion about the monies in Article X; Richardson noted the retained money would not be spent or

discussed until the next school district meeting (in a year). These are funds that were not needed and will be carried over until the next year.

The Moderator asked the School Board if Mr. Richardson was correct in his statements; the Board replied in the affirmative.

Seeing no further comment, the Moderator called for a vote on Article X.

Article X carried on a voice vote.

Matt Cairns made a motion to restrict re-consideration of Article X; Bill Jones seconded the motion.

The motion to restrict re-consideration of Article X carried on a voice vote.

The Moderator recognized Bill Chapin, Jr. to present Article V; Article V. was seconded by Liz Durant.

**ARTICLE V:** To see if the School District will vote to raise and appropriate the sum of Seventy-five thousand dollars (\$50,000) for the purpose of a General Contingency Fund to meet the cost of unanticipated expenses that may arise during the year and to expend said funds or to take any other action in relation thereto. (The Hopkinton School Board recommends this article.) (The Hopkinton Budget Committee recommends this article.)

Bill Chapin, Jr. spoke to this Article (see Slide 1, below). Chapin outlined how the General Contingency Funds had been used in previous years. In the most recent fiscal year (2012-2013) it was used for asbestos abatement at Hopkinton Middle High School. Chapin noted that the General Contingency Fund is not an accumulating capital account.

#### **Slide 1: Article V**

##### **General Contingency**

- \$50,000 (0.28% of the budget)
- Unused amount is returned (this is not an accumulating capital account)
- Any use requires School Board approval

No one came forward to speak to the Article.

The Moderator called for the vote; Article V carried on a voice vote.

Bill Chapin, Jr. made a motion to restrict re-consideration of Article V; Matt Cairns seconded the motion.

The motion to restrict re-consideration of Article V carried on a voice vote.

The Moderator recognized Bill Chapin, Jr., to present Article VI; Article VI was seconded by Bill Jones.

**ARTICLE VI:** To see if the School District will vote to raise and appropriate up to Ten thousand dollars (\$10,000) to be added to the Replacing School District Vehicles Capital Reserve Fund, established March 6, 2010 and authorize the school board to transfer up to Ten thousand dollars (\$10,000) from the year end undesignated fund balance (surplus) available on June 30, 2013, or to take any other action in relation thereto. (The Hopkinton School Board recommends this article.) (The Hopkinton Budget Committee recommends this article.)

Bill Chapin, Jr. spoke to Article IV (see Slide I, below).

**Slide 1: Article VI**

**Vehicle Capital Reserve Account**

- Current fund balance of approximately \$15K
- Add \$10,000 from this year-end surplus
- Smooth out cost impact of future vehicle purchases
- Possible vehicle purchase to meet special education transportation requirements

The Moderator called for comments on Article VI.

Seeing no comments, the Moderator called for a vote on Article VI.

Article VI carried on a voice vote.

Bill Chapin Jr. made a motion to restrict re-consideration of Article VI; Matt Cairns seconded the motion.

The motion to restrict re-consideration of Article VI carried on a voice vote.

Liz Durant presented Article VII; Matt Cairns seconded the Article.

**ARTICLE VII:** To see if the School District will vote to raise and appropriate up to Ten thousand dollars (\$10,000) to be added to the Health Insurance Trust Fund, established March 6, 2010, and authorize the school board to transfer up to Ten thousand dollars (\$10,000) from the year end undesignated fund balance (surplus) available on June 30, 2013, or to take any other action in relation thereto. (The Hopkinton School Board recommends this article.) (The Hopkinton Budget Committee recommends this article.)

Liz Durant spoke to Article VII. She gave the history of the Health Insurance Reserve Account and the planned use of the account in the next year (see Slide 1: Article VII)

**Slide 1: Article VII****Health Insurance Reserve Account**

- Current fund balance of \$65K
- Add \$10,000 from year-end surplus
- No withdrawal from year-end surplus
- Part of District's effort to reduce impact from volatility in insurance costs

Seeing no comments, the Moderator called for a vote on Article VII.

Article VII carried on a voice vote.

Liz Durant made a motion to restrict re-consideration of Article VII; the motion was seconded by Bill Jones.

The motion to restrict re-consideration of VII carried on a voice vote.

Matt Cairns was recognized by the Moderator to present Article VIII; Bill Chapin Jr., seconded the Article.

**ARTICLE VIII:** To see if the School District will vote to raise and appropriate up to Fifty thousand dollars (\$50,000) to be added to the School Building Repair and Maintenance Trust Fund, established March 6, 1993, and authorize the school board to transfer up to Fifty thousand dollars (\$50,000) from the year end undesignated fund balance (surplus) available on June 30, 2013, or to take any other action in relation thereto. (The Hopkinton School Board recommends this article.) (The Hopkinton Budget Committee recommends this article.)

Matt Cairns spoke to Article VIII.

There are anticipated projects in Fiscal Year 2012 and Fiscal Year 2014: there is a boiler situation at Harold Martin School; there are also anticipated issues regarding flooring and telecom systems. This year the money was used for carpet replacement at the Middle-High School and hot water at Maple Street School.

Jeff Taylor (Hopkinton Road) noted that if the District is looking ahead to capital improvements, including a boiler, perhaps the District should look at (what were once considered) alternative forms of energy (Taylor cited several examples, including solar panels); he wondered if the School Board would consider such alternatives. David Luneau replied that the District is looking at various alternatives. The heating contractor is making an assessment; some ideas include pellet and geo-thermal (for the Harold Martin Project).

Ian Tewksbury (Irish Hill Road) wanted to clarify this money is coming from surplus, not from the taxpayers. David Luneau confirmed that Tewksbury was correct. Tewksbury then asked if \$50,000 was going to be enough to cover the anticipated expenses. David Luneau replied that the Board has projected out the anticipated building repair expenses over the next

twenty years and they expect that \$50,000 in the budget for the long-term sustainability of this account.

David England (Upper Straw Road) asked if there would also be flooring repaired at Hopkinton Middle and High Schools. Superintendent Chamberlin told him carpeting had been replaced this year at the middle high school and there are other repairs expected at the Middle High School.

Janet Krzyzaniak (49 Spring Street) thanked the young man for coming forward to speak before such a large crowd.

Seeing no further comments the Moderator called for a vote on Article VIII.

Article VIII carried on a voice vote.

Matt Cairns made a motion to restrict re-consideration on Article VIII; the motion was seconded by Bill Jones.

The motion to restrict re-consideration of Article VIII carried on a voice vote.

The Moderator noted that Article IX would be passed over by the Board and asked if anyone would like an explanation.

Superintendent Chamberlin explained why Article IX would not be brought to a vote. After conferring with Dr. Aubry, they both felt there is currently a sufficient amount of money in the Educating Educationally Disabled Children Fund.

**ARTICLE IX:** To see if the School District will vote to raise and appropriate up to One dollar (\$1) to be added to the Educating Educationally Disabled Children Trust Fund, established March 19, 2005, and authorize the School Board to transfer up to One dollar (\$1) from the year end undesignated fund balance (surplus) available on June 30, 2013, or to take any other action in relation thereto. (The Hopkinton School Board recommends this article.) (The Hopkinton Budget Committee recommends this article.)

**NOTE: This Article was not moved by the Board.**

David Luneau was recognized by the Moderator to move Article XI; Liz Durant seconded the Article.

**ARTICLE XI:** To transact any other business that may legally come before said meeting.

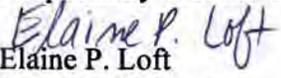
David Lancaster (250 Park Avenue) asked for the total number of voters at the meeting; the total number of registered voters in the town and the percentage.

The Moderator if the numbers were available from the Supervisors of the Checklist.

David Lancaster collected and read the numbers from the Supervisors of the Checklist. The numbers of voters at the meeting was 225; the number of registered voters is 1471; 5% of the registered voters attended the 2013 School District Meeting.

The Moderator asked if there was any discussion on Article IX. Seeing no discussion, the Moderator called for a motion to adjourn, the motion was seconded. The meeting adjourned at 10:26 am.

Respectfully submitted,

  
Elaine P. Loft  
School District Clerk

# Hopkinton School District Warrant

WARRANT FOR  
THE 2014 ANNUAL HOPKINTON SCHOOL DISTRICT MEETING  
THE STATE OF NEW HAMPSHIRE

To the inhabitants of the Town of HOPKINTON, in the County of MERRIMACK, in the said State, qualified to vote in school district affairs:

You are hereby notified to meet at the Hopkinton High School Gymnasium in said HOPKINTON on Saturday, the Eighth (8<sup>th</sup>) day of March 2014, next at 9:00 a.m. o'clock in the forenoon to act upon the following articles:

**ARTICLE I:** To hear reports of agents, auditors, committees, and officers chosen or to take any other action in relation thereto.

**ARTICLE II:** To see if the School District will vote to raise and appropriate as an operating budget, the Budget Committee’s recommended amount of Seventeen million nine hundred sixty-eight thousand three hundred and sixty-two dollars (\$17,968,362) for the support of schools, for the payment of salaries for the school district officials and agents, and for the payment of statutory obligations of the district, or to take any other action in relation thereto. The Hopkinton School Board recommends this amount. This article does not include appropriations voted in other warrant articles.

**ARTICLE III:** To see if the School District will vote to approve the cost items included in the Collective Bargaining Agreement reached between the Hopkinton School Board and the Hopkinton Educational Association, which calls for the following increases in salaries and benefits at current staffing levels:

Fiscal Year	Estimated Increase
2014-2015	\$448,692
2015-2016	\$208,533
2016-2017	\$225,107
2017-2018	\$256,259

and further to raise and appropriate the sum of Four hundred forty-eight thousand six hundred ninety-two dollars (\$448,692) for the upcoming fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels in accordance with the most recent Collective Bargaining Agreement. (The Hopkinton School Board recommends this article.) (The Hopkinton Budget Committee recommends this article.)

**ARTICLE IV:** Shall the School District, if Article III is defeated, authorize the governing body to call one special meeting, at its option, to address Article III cost items only?

**ARTICLE V:** To see if the School District will vote to approve the cost items included in the Collective Bargaining Agreement reached between the Hopkinton School Board and the Teamsters Local No. 633 of New Hampshire for the Hopkinton School District Custodians, which calls for the following increases in salaries and benefits at current staffing levels:

Fiscal Year	Estimated Increase
2014-2015	\$26,715
2015-2016	\$15,093

and further to raise and appropriate the sum of Twenty-six thousand, seven hundred and fifteen dollars (\$26,715) for the upcoming fiscal year, such sum representing the additional costs attributable to the increase in salaries and benefits required by the new agreement over those that would be paid at current staffing levels in accordance with the most recent Collective Bargaining Agreement. (The Hopkinton School Board recommends this article.) (The Hopkinton Budget Committee recommends this article.)

**ARTICLE VI:** Shall the School District, if Article V is defeated, authorize the governing body to call one special meeting, at its option, to address Article V cost items only?

**ARTICLE VII:** To see if the School District will vote to raise and appropriate up to One hundred thousand dollars (\$100,000) to be added to the School Building Repair and Maintenance Trust Fund, established March 6, 1993, and authorize the school board to transfer up to One hundred thousand dollars (\$100,000) from the year end undesignated fund balance (surplus) available on June 30, 2014, or to take any other action in relation thereto. (The Hopkinton School Board recommends this article.) (The Hopkinton Budget Committee recommends this article.)

**ARTICLE VIII:** To see if the school district will vote to raise and appropriate up to Eleven thousand dollars (\$11,000) to be added to the Educating Educationally Disabled Children Trust Fund, established March 19, 2005, and authorize the school board to transfer up to Eleven thousand dollars (\$11,000) from the year end undesignated fund balance (surplus) available on June 30, 2014, or to take any other action in relation thereto. (The Hopkinton School Board recommends this article.) (The Hopkinton Budget Committee recommends this article.)

**ARTICLE IX:** To see if the School District will vote to raise and appropriate up to Ten thousand dollars (\$10,000) to be added to the Replacing School District Vehicles Capital Reserve Fund, established March 6, 2010, and authorize the school board to transfer up to Ten thousand dollars (\$10,000) from the year end undesignated fund balance (surplus) available on June 30, 2014, or to take any other action in relation thereto. (The Hopkinton School Board recommends this article.) (The Hopkinton Budget Committee recommends this article.)

**ARTICLE X:** To transact any other business that may legally come before said meeting.

## HOPKINTON SCHOOL DISTRICT

### WARRANT TO ELECT SCHOOL DISTRICT OFFICERS

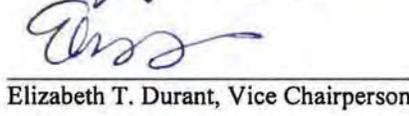
**FURTHER:** You are hereby notified to meet at the Hopkinton Town Hall on Tuesday, the 11th day of March 2014, with the polls open at 7:00 a.m. and remaining open continually until 7:00 p.m. to act upon the following subjects:

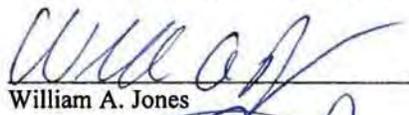
To choose by nonpartisan ballot, the following School District Officers.

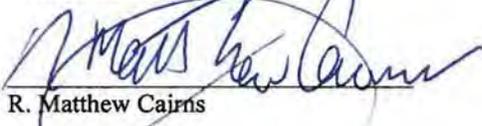
- |    |                        |             |
|----|------------------------|-------------|
| a. | 2 School Board Members | 3 Year Term |
| b. | 1 Moderator            | 1 Year Term |
| d. | 1 Clerk                | 1 Year Term |
| e. | 1 Treasurer            | 1 Year Term |

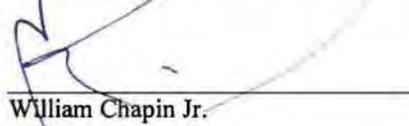
Given under our hands at said Hopkinton this 12 day of February 2014.

  
\_\_\_\_\_  
David J. Luneau, Chairperson

  
\_\_\_\_\_  
Elizabeth T. Durant, Vice Chairperson

  
\_\_\_\_\_  
William A. Jones

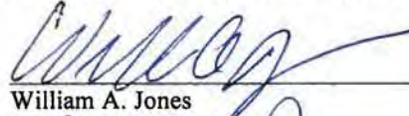
  
\_\_\_\_\_  
R. Matthew Cairns

  
\_\_\_\_\_  
William Chapin Jr.

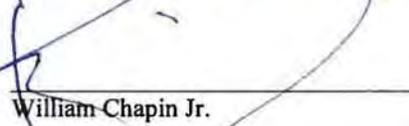
A true copy of Warrant Attest:

  
\_\_\_\_\_  
David J. Luneau, Chairperson

  
\_\_\_\_\_  
Elizabeth T. Durant, Vice Chairperson

  
\_\_\_\_\_  
William A. Jones

  
\_\_\_\_\_  
R. Matthew Cairns

  
\_\_\_\_\_  
William Chapin Jr.



New Hampshire  
Department of  
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### SCHOOL BUDGET FORM

BUDGET FORM FOR SCHOOL DISTRICTS WHICH HAVE ADOPTED THE PROVISIONS OF RSA 32:14 THROUGH 32:24  
Appropriations and Estimates of Revenue for the Fiscal Year from **July 1, 2014 to June 30, 2015**

Form Due Date: **20 days after the meeting**

**THIS BUDGET SHALL BE POSTED WITH THE SCHOOL WARRANT**

This form was posted with the warrant on: 2-12-2014

#### Instructions

1. Complete this cover page.
2. Attach the completed District's Budget Report after cover page.
3. Send to NHDRA at address below by the due date above.

#### For Assistance Please Contact:

**NH DRA Municipal and Property Division**

Phone: (603) 230-5090

Fax: (603) 230-5947

[http://www.revenue.nh.gov/munc\\_prop/municipalservices.htm](http://www.revenue.nh.gov/munc_prop/municipalservices.htm)

#### SCHOOL DISTRICT INFORMATION ?

School District:

Municipalities Served:

#### SCHOOL BUDGET COMMITTEE MEMBERS ?

<input type="checkbox"/>	First Name: Janet	Last Name: Krzyzaniak
<input type="checkbox"/>	First Name: Richard	Last Name: Horner
<input type="checkbox"/>	First Name: David	Last Name: O'Keefe
<input type="checkbox"/>	First Name: Michael	Last Name: Montore
<input type="checkbox"/>	First Name: Terry	Last Name: Quinn
<input type="checkbox"/>	First Name: Tom	Last Name: O'Donnell
<input type="checkbox"/>	First Name: David	Last Name: Luneau
<input type="checkbox"/>	First Name: Ken	Last Name: Traum
<input type="checkbox"/>	First Name: Don	Last Name: Houston

**APPROPRIATIONS**

Account #	Purpose of Appropriations (RSA 323, V)	OP Bud. Warr. Art. #	Actual Expenditures Prior Year	Appropriations Current Year as Approved by DRA	School Board's Appropriations Enslung FY (Recommended)	School Board's Appropriations Enslung FY (Not Recommended)	Budget Committee's Appropriations Enslung FY (Recommended)	Budget Committee's Appropriations Enslung FY (Not Recommended)
1100 - 1199	Regular Programs	Add Warrant Article	\$6,732,040	\$7,108,934	\$6,963,905	\$66,493	\$6,963,905	
		- 2			\$6,963,905	\$66,493	\$6,963,905	
1200 - 1299	Special Programs	Add Warrant Article	\$2,448,566	\$2,616,944	\$2,780,387	\$22,851	\$2,780,387	
		- 2			\$2,780,387	\$22,851	\$2,780,387	
1300 - 1399	Vocational Programs	Add Warrant Article	\$28,469	\$28,000	\$28,000		\$28,000	
		- 2			\$28,000		\$28,000	
1400 - 1499	Other Programs	Add Warrant Article	\$324,621	\$352,084	\$352,715	\$2,210	\$352,715	
		- 2			\$352,715	\$2,210	\$352,715	
1500 - 1599	Non-Public Programs	Add Warrant Article						
		-						
1600 - 1699	Adult/Continuing Ed. Programs	Add Warrant Article						
		-						
1700 - 1799	Comm./Jr. College Ed. Programs	Add Warrant Article						
		-						
1800 - 1899	Community Service Programs	Add Warrant Article						
		-						
<b>Instruction Section Subtotal</b>			<b>\$9,533,696</b>	<b>\$10,105,962</b>	<b>\$10,125,007</b>	<b>\$91,554</b>	<b>\$10,125,007</b>	

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SUPPORT SERVICES ?									
Account #	Purpose of Appropriations (RSA 323, V)	OP Bud. Warr. Art. #	Actual Expenditures Prior Year	Appropriations Current Year as Approved by DRA	School Board's Appropriations Enacting FY (Recommended)	School Board's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
2000 - 2199	Student Support Services ?	Add Warrant Article - 2	\$1,192,587	\$1,233,440	\$1,301,263	\$989	\$1,301,263	\$1,301,263	
2200 - 2299	Instructional Staff Services ?	Add Warrant Article - 2	\$833,953	\$968,928	\$983,618	\$47,439	\$983,618	\$983,618	
Support Services Section Subtotal			\$2,026,540	\$2,202,368	\$2,284,881	\$48,428	\$2,284,881	\$2,284,881	

GENERAL ADMINISTRATION ?									
Account #	Purpose of Appropriations (RSA 323, V)	OP Bud. Warr. Art. #	Actual Expenditures Prior Year	Appropriations Current Year as Approved by DRA	School Board's Appropriations Enacting FY (Recommended)	School Board's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
2310 (840)	School Board Contingency ?	Add Warrant Article -		\$50,000					
2310 - 2319	Other School Board ?	Add Warrant Article - 2	\$39,380	\$56,532	\$57,669		\$57,669	\$57,669	
General Administration Section Subtotal			\$39,380	\$106,532	\$57,669		\$57,669	\$57,669	

EXECUTIVE ADMINISTRATION ?									
Account #	Purpose of Appropriations (RSA 323, V)	OP Bud. Warr. Art. #	Actual Expenditures Prior Year	Appropriations Current Year as Approved by DRA	School Board's Appropriations Enacting FY (Recommended)	School Board's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
2320 (310)	SAU Management Services ?	Add Warrant Article -							



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Account #	Purpose of Appropriations (RSA 323: V)	Op Bud. Warr. Art. #	Actual Expenditures Prior Year	Appropriations Current Year as Approved by DRA	School Board's Appropriations Ensuing FY (Recommended)	School Board's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)	
2320 - 2399	All Other Administration	Add Warrant Article - 2	\$482,301	\$584,450	\$595,207	\$5,419	\$595,207	\$595,207	
2400 - 2499	School Administration Service	Add Warrant Article - 2	\$796,069	\$831,529	\$834,909	\$4,658	\$834,909	\$834,909	
2500 - 2599	Business	Add Warrant Article - 2	\$239,153	\$242,297	\$253,301	\$789	\$253,301	\$253,301	
2600 - 2699	Operation & Maint. of Plant	Add Warrant Article - 2	\$1,151,501	\$1,220,871	\$1,253,494	\$65,652	\$1,253,494	\$1,253,494	
2700 - 2799	Student Transportation	Add Warrant Article - 2	\$634,807	\$721,278	\$773,988	\$773,988	\$773,988	\$773,988	
2800 - 2999	Support Service Central & Other	Add Warrant Article - 2							
<b>Executive Administration Section Subtotal</b>					\$3,303,831	\$3,600,425	\$3,710,899	\$76,518	\$3,710,899

<b>NON-INSTRUCTIONAL SERVICES</b>									
Account #	Purpose of Appropriations (RSA 323: V)	Op Bud. Warr. Art. #	Actual Expenditures Prior Year	Appropriations Current Year as Approved by DRA	School Board's Appropriations Ensuing FY (Recommended)	School Board's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)	
3100	Food Service Operations	Add Warrant Article - 2	\$362,042	\$407,310	\$407,310		\$407,310		
3200	Enterprise Operations	Add Warrant Article - 2			\$407,310		\$407,310		
<b>Non-Instructional Services Section Subtotal</b>					\$362,042	\$407,310	\$407,310		



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FACILITIES ACQUISITION AND CONSTRUCTION									
Account #	Purpose of Appropriations (RSA 323: V)	OP Bud. Warr. Art. #	Actual Expenditures Prior Year	Appropriations Current Year as Approved by DRA	School Board's Appropriations Ensuing FY (Recommended)	School Board's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)	
4100	Site Acquisition	Add Warrant Article							
		-							
4200	Site Improvement	Add Warrant Article							
		-							
4300	Architectural/Engineering	Add Warrant Article		\$1	\$50,000		\$50,000		
		-			\$50,000		\$50,000		
4400	Educ. Specification Development	Add Warrant Article							
		-							
4500	Bldg Acquisition/Construction	Add Warrant Article							
		-							
4600	Building Improvement Services	Add Warrant Article							
		-							
4900	Other Fac. Acqui. & Const. Svcs	Add Warrant Article							
		-							
<b>Facilities Acquisition Section Subtotal</b>				\$1	\$50,000		\$50,000		

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<b>OTHER OUTLAYS ?</b>									
Account #	Purpose of Appropriations (RSA 323: V)	OP Bud. Warr. Art. #	Actual Expenditures Prior Year	Appropriations Current Year as Approved by DRA	School Board's Appropriations Ensuing FY (Recommended)	School Board's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)	
5110	Debt Service - Principle ?	Add Warrant Article -	\$430,000	\$450,000	\$465,000		\$465,000		
		2			\$465,000		\$465,000		
5120	Debt Service - Interest ?	Add Warrant Article -	\$114,413	\$97,100	\$78,800		\$78,800		
		2			\$78,800		\$78,800		
<b>Other Outlays Section Subtotal</b>					<b>\$544,413</b>	<b>\$547,100</b>	<b>\$543,800</b>	<b>\$543,800</b>	

<b>FUND TRANSFERS ?</b>									
Account #	Purpose of Appropriations (RSA 323: V)	OP Bud. Warr. Art. #	Actual Expenditures Prior Year	Appropriations Current Year as Approved by DRA	School Board's Appropriations Ensuing FY (Recommended)	School Board's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)	
5220 - 5221	To Food Service ?	Add Warrant Article -	\$96,345	\$1	\$1		\$1		
		2			\$1		\$1		
5222 - 5229	To Other Special Revenue ?	Add Warrant Article -	\$343,444	\$788,795	\$788,795		\$788,795		
		2			\$788,795		\$788,795		
5230 - 5239	To Capital Projects ?	Add Warrant Article -							
5254	To Agency Funds ?	Add Warrant Article -							
5300 - 5399	Intergov. Agency Allocation ?	Add Warrant Article -							

RECEIVED  
 Hopkinton, N.H. 02834  
 Hopkinton, N.H. 02834





**New Hampshire**  
Department of  
Revenue Administration

**2014**  
**MS-27**

**\*\* SPECIAL WARRANT ARTICLES\*\***

Special Warrant articles are defined in RSA 32:3.VI, as appropriations 1) In petitioned warrant articles; 2) Appropriations raised by bonds or notes; 3) Appropriation to or from a separate fund created pursuant to law, such as capital reserve funds or trust funds; 4) An appropriation designated on the warrant as a special article or as a non-lapsing or nontransferable article.

Account #	Purpose of Appropriations (RSA 32:3, V)	OP Bud. Warr. Art. #	Actual Expenditures Prior Year	Appropriations Current Year as Approved by DRA	School Board's Appropriations Ensuing FY (Recommended)	School Board's Appropriations Ensuing FY (Not Recommended)	Budget Committee's Appropriations Ensuing FY (Recommended)	Budget Committee's Appropriations Ensuing FY (Not Recommended)
5251	To Capital Reserve	Add Warrant Article	\$50,000	\$60,000	\$110,000		\$110,000	
	School Building R&M	- 7			\$100,000		\$100,000	
	Vehicle Replacement	- 9			\$10,000		\$10,000	
5252	To Expendable Trust	Add Warrant Article		\$10,000	\$11,000		\$11,000	
	Special Education	- 8			\$11,000		\$11,000	
5253	To Non-Expendable Trusts	Add Warrant Article						
	Other Special Articles	-						
		Add Warrant Article						
		-						
	<b>Special Articles Recommended</b>		\$50,000	\$70,000	\$121,000		\$121,000	

**New Hampshire**  
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**\*\*INDIVIDUAL WARRANT ARTICLES\*\***

"Individual" warrant articles are not necessarily the same as "Special Warrant Articles". An example of an individual warrant article might be: 1) Negotiated cost items for labor agreements; 2) Leases; 3) Supplemental appropriations for the current year for which funding is already available; or 4) Deficit appropriations for the current year which must be funded through taxation.

Account #	Purpose of Appropriations (RSA 323, V)	OP Bud. Warr. Art. #	Actual Expenditures Prior Year	Appropriations Current Year as Approved by DRA	School Board's Appropriations Enacting FY (Recommended)	School Board's Appropriations Enacting FY (Not Recommended)	Budget Committee's Appropriations Enacting FY (Recommended)	Budget Committee's Appropriations Enacting FY (Not Recommended)
<b>Other Individual Articles</b>								
	HEA Contract	- 3			\$448,692		\$448,692	
	Teamster Contract	- 5			\$26,715		\$26,715	
<b>Individual Articles Recommended</b>					<b>\$448,692</b>		<b>\$475,407</b>	

You have reached the end of the Appropriations Section. Please review the this section for accuracy, then move on to the Revenues Section.

REVENUES						
FROM LOCAL SOURCES						
Account #	Source of Revenue	Warrant Article #	Revised Revenues Current Year	School Board's Estimated Revenues	Budget Committee's Estimated Revenues	
1300 - 1349	Tuition	Add Warrant Article - 2	\$86,000	\$36,000	\$36,000	\$36,000
1400 - 1449	Transportation Fees	Add Warrant Article -		\$36,000	\$36,000	\$36,000
1500 - 1599	Earnings on Investments	Add Warrant Article -	\$500			\$500
1600 - 1699	Food Service Sales	Add Warrant Article - 2	\$346,439	\$500	\$500	\$500
1700 - 1799	Student Activities	Add Warrant Article -		\$352,809	\$352,809	\$352,809
1800 - 1899	Community Service Activities	Add Warrant Article -		\$34,000	\$34,000	\$34,000
1900 - 1999	Other Local Sources	Add Warrant Article -	\$148,844			\$139,958
From Local Sources Section Subtotal			\$619,872	\$563,267	\$139,958	\$563,267

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Account #	Source of Revenue	Warrant Article #	Revised Revenues Current Year	School Board's Estimated Revenues	Budget Committee's Estimated Revenues
<b>FROM STATE SOURCES</b>					
3210	School Building Aid	Add Warrant Article -	\$143,286	\$143,286	\$143,286
		2		\$143,286	\$143,286
3220	Kindergarten Aid	Add Warrant Article -			
3215	Kindergarten Building Aid	Add Warrant Article -			
3230	Catastrophic Aid	Add Warrant Article -	\$54,495	\$60,000	\$60,000
		2		\$60,000	\$60,000
3240 - 3249	Vocational Aid	Add Warrant Article -	\$2,000	\$2,000	\$2,000
		2		\$2,000	\$2,000
3250	Adult Education	Add Warrant Article -			
3260	Child Nutrition	Add Warrant Article -	\$2,500	\$2,500	\$2,500
		2		\$2,500	\$2,500
3270	Driver Education	Add Warrant Article -			
3290 - 3299	Other State Sources	Add Warrant Article -			
<b>From State Sources Section Subtotal</b>			<b>\$202,281</b>	<b>\$207,786</b>	<b>\$207,786</b>



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FROM FEDERAL SOURCES					
Account #	Source of Revenue	Warrant Article #	Revised Revenues Current Year	School Board's Estimated Revenues	Budget Committee's Estimated Revenues
4100 - 4539	Federal Program Grants	Add Warrant Article	\$511,000	\$511,000	\$511,000
		- 2		\$511,000	\$511,000
4540	Vocational Education	Add Warrant Article			
		-			
4550	Adult Education	Add Warrant Article			
		-			
4560	Child Nutrition	Add Warrant Article	\$52,000	\$52,000	\$52,000
		- 2		\$52,000	\$52,000
4570	Disabilities Programs	Add Warrant Article	\$239,000	\$239,000	\$239,000
		- 2		\$239,000	\$239,000
4580	Medicaid Distribution	Add Warrant Article	\$140,000	\$140,000	\$140,000
		- 2		\$140,000	\$140,000
4590 - 4999	Other Federal Sources (except 4810)	Add Warrant Article			
		-			
4810	Federal Forest Reserve	Add Warrant Article			
		-			
<b>From Federal Sources Section Subtotal</b>			<b>\$942,000</b>	<b>\$942,000</b>	<b>\$942,000</b>

**New Hampshire**  
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OTHER FINANCING SOURCES						
Account #	Source of Revenue	Warrant Article #	Revised Revenues Current Year	School Board's Estimated Revenues	Budget Committee's Estimated Revenues	
5110 - 5139	Sale of Bonds & Notes	Add Warrant Article				
		-				
5221	Transfer from Food Svc - Spec. Rev. Fund	Add Warrant Article				
		-				
5222	Transfer from Other Special Rev. Funds	Add Warrant Article				
		-				
5230	Transfer from Capital Project Funds	Add Warrant Article				
		-				
5251	Transfer from Capital Reserve Funds	Add Warrant Article				
		-				
5252	Transfer from Expendable Trust Funds	Add Warrant Article		\$25,000	\$25,000	
		-		\$25,000	\$25,000	
5253	Transfer from Non-Expendable Trust Funds	Add Warrant Article				
		-				
5300 - 5699	Other Financing Sources	Add Warrant Article				
		-				
5140	This Section for Calculation of RAN's (Reimbursement Anticipation Notes) Per RSA 198:20-d for Catastrophic Aid Borrowing RAN, Revenue This FY _____ less RAN					
	Revenue Last FY _____ = Net RAN	Add Warrant Article				
		-				

**New Hampshire**  
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Supplemental Appropriation (Contra)	Add Warrant Article		
Voted From Fund Balance	-		
	Add Warrant Article	\$70,000	\$121,000
	-		\$100,000
	7		\$11,000
	8		\$10,000
	9		\$425,000
Fund Balance to Reduce Taxes	Add Warrant Article	\$328,909	\$325,000
	-		\$100,000
	2		\$571,000
	2		\$100,000
<b>Other Financing Sources Section Subtotal</b>		<b>\$398,909</b>	<b>\$571,000</b>
<b>Total Estimated Revenue &amp; Credits</b>		<b>\$2,163,062</b>	<b>\$2,284,053</b>



**\*\*BUDGET SUMMARY\*\***

Item	Current Year Adopted Budget	School Board's Recommended Budget	Budget Committee's Recommended Budget
Operating Budget Appropriations Recommended	\$17,758,494	\$17,968,362	\$17,968,362
Special Warrant Articles Recommended	\$70,000	\$121,000	\$121,000
Individual Warrant Articles Recommended		\$475,407	\$475,407
<b>TOTAL Appropriations Recommended</b>	<b>\$17,828,494</b>	<b>\$18,564,769</b>	<b>\$18,564,769</b>
Less: Amount of Estimated Revenues & Credits	\$2,163,062	\$2,284,053	\$2,284,053
<b>Estimated Amount of State Education Tax/Grant</b>		<b>\$3,302,306</b>	<b>\$3,302,306</b>
<b>Estimated Amount of Local Taxes to be Raised for Education</b>		<b>\$12,978,410</b>	<b>\$12,978,410</b>



**New Hampshire**  
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Does the budget include **Collective Bargaining Cost Items**?  Yes  No  
 Does the budget include **RSA 32:18-a Bond Overrides**?  Yes  No  
 Does the budget include **RSA 32:21 Water Costs**?  Yes  No

<b>BUDGET COMMITTEE SUPPLEMENTAL SCHEDULE</b>	
<b>Total recommended by Budget Committee:</b>	<b>\$18,564,769</b>
<b>Less Exclusions:</b>	
Principal: Long-Term Bonds & Notes:	\$465,000
Interest: Long-Term Bonds & Notes:	\$78,800
Capital outlays funded from Long-Term Bonds & Notes	
Mandatory Assessments	
<b>Total Exclusions</b>	<b>\$543,800</b>
<b>Collective Bargaining Cost Items</b>	
Recommended Cost Items (Prior to Meeting)	\$475,407
Voted Cost Items (Voted at Meeting)	\$475,407
Amount voted over recommended amount	\$0
<b>Maximum Allowable Appropriations Voted At Meeting</b>	<b>\$20,366,866</b>



New Hampshire  
Department of  
Revenue Administration

2014  
MS-27

Hopkinton Local (2323)

**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

Michelle

Clark

*Michelle Clark, Business Admin* 2/6/2014  
Preparer's Signature and Title 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.

**SCHOOL BUDGET COMMITTEE 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.

<i>Janet Krzyzaniak</i> Budget Committee Member's Signature	_____	Budget Committee Member's Signature
<i>Richard D. Hornum</i> Budget Committee Member's Signature	_____	Budget Committee Member's Signature
<i>Ka [unclear]</i> Budget Committee Member's Signature	_____	Budget Committee Member's Signature
<i>[unclear]</i> Budget Committee Member's Signature	_____	Budget Committee Member's Signature
<i>[unclear]</i> Budget Committee Member's Signature	_____	Budget Committee Member's Signature
<i>[unclear]</i> Budget Committee Member's Signature	_____	Budget Committee Member's Signature
<i>[unclear]</i> Budget Committee Member's Signature	_____	Budget Committee Member's Signature
<i>[unclear]</i> Budget Committee Member's Signature	_____	Budget Committee Member's Signature

Submit

Print

*Please save and e-mail the completed PDF form to your Municipal Account Advisor:*

- Michelle Clark: michelle.clark@dra.nh.gov
- Jamie Dow: jamie.dow@dra.nh.gov
- Shelley Gerlameau: shelley.gerlameau@dra.nh.gov
- Jean Samms: jean.samms@dra.nh.gov

*An electronic or hard-copy of this signature page must be signed and submitted to the NHDRA at the following address:*

**NH DEPARTMENT OF REVENUE ADMINISTRATION  
MUNICIPAL AND PROPERTY DIVISION  
P.O. BOX 487, CONCORD, NH 03302-0487**

# 2014-2015 School District Operational Budget



## BOARD MEMBERS:

David J. Luneau, Chairperson

Elizabeth T. Durant, Vice Chairperson

William A. Jones

R. Matthew Cairns

William Chapin Jr.

Madison Bergethon, Student Representative

Amy Sharpe, Student Representative

## DISTRICT ADMINISTRATION:

Steven M. Chamberlin, Superintendent

Michelle R. Clark, Business Administrator

Dr. Valerie S. Aubry, Director of Student Services

Matthew Stone, Director of Technology

William Carozza, Harold Martin School Principal

Michael Bessette, Maple Street School Principal

Christopher Kelley, Hopkinton Middle/High School Principal

Rebecca Gagnon, Hopkinton Middle/High School Principal



<b>Total 2013 - 2014 REVENUE</b>		<b>\$5,265,950</b>
<b>MAJOR INCREASES: 2014-2015</b>		
* Transfer from Health Trust Expendable Trust Fund	\$25,000	
* Catastrophic Aid	\$5,505	
* Other immaterial increases (totalled)	\$1,370	
<i>Total Major Increases</i>		<b>\$31,875</b>
<b>MAJOR DECREASES: 2014-2015</b>		
* State Adequacy Aid: Adequacy Grant	(\$135,542)	
* State Adequacy Aid: Statewide Property tax	(\$68,038)	
* Tuition - implementation of FDK	(\$45,000)	
* Refund from HealthTrust	(\$8,886)	
<i>Total Major Decreases</i>		<b>(\$257,466)</b>
<b>Total Proposed 2014 - 2015 REVENUE</b>		<b>\$5,040,359</b>

Hopkinton School District  
Revenues

	2009/2010 ACTUAL	2010/2011 ACTUAL	2011/2012 ACTUAL	2012/2013 ACTUAL	2013/2014 MS24	2014/2015 MS27	Variance
<b>REVENUE SOURCES</b>							
<b>REVENUE FROM LOCAL SOURCES</b>							
Tuition	\$ 66,464.87	\$ 52,781.60	\$ 42,763.00	\$ 101,036.07	\$ 86,000.00	\$ 36,000.00	\$ (50,000)
Interest Earnings	4,612.53	3,284.57	1,473.00	431.58	500.00	500.00	-
Food Service Sales & Transfers into FS	307,760.01	299,813.32	302,312.00	283,966.45	346,439.00	352,809.00	6,370
Student Activities	20,067.19	13,285.00	38,237.00	38,088.87	34,000.00	34,000.00	-
Other Local Sources (rent, drivers ed, etc)	59,149.76	103,020.62	57,786.00	19,779.58	20,000.00	20,000.00	-
Fund 8 Grants and Donations	83,555.66	214,313.00	43,130.15	64,436.59	38,795.00	38,795.00	-
Refund from LGC for Health, Dental and Property Liability Insurance	-	-	-	-	90,048.00	81,163.04	\$ (8,886)
<b>REVENUE FROM STATE SOURCES</b>							
School Building Aid	178,441.35	136,625.74	141,126.00	147,125.73	143,286.00	143,286.00	-
Catastrophic Aid	10,541.29	2,891.06	3,618.00	3,061.24	54,495.00	60,000.00	5,505
Child Nutrition Food Service	3,783.76	3,767.20	2,400.00	-	2,500.00	2,500.00	-
Driver Education	13,800.00	9,300.00	4,696.00	-	-	-	-
Vocational Transportation	2,273.60	3,277.61	4,696.00	2,430.65	2,000.00	2,000.00	-
Other State Aid	-	909.44	3,663.00	-	-	-	-
<b>REVENUE FROM FEDERAL SOURCES</b>							
Federal Program Grants	132,740.23	126,346.97	152,089.00	74,127.67	511,000.00	511,000.00	-
Disabilities Programs (IDEA, PRESCH)	287,593.21	300,998.73	228,666.00	204,878.99	239,000.00	239,000.00	-
Other Federal Sources (Child Nutrition)	60,693.64	57,650.61	68,039.00	65,014.78	52,000.00	52,000.00	-
Medicaid Reimbursement	138,462.46	120,270.98	88,660.00	141,105.94	140,000.00	140,000.00	-
Medicare Reimbursement	31,812.91	40,636.90	19,115.00	28,934.06	-	-	-
<b>OTHER FINANCING SOURCES</b>							
Transfer from Expendable Trust Funds	-	-	-	-	-	25,000.00	25,000
<b>TOTAL REVENUES</b>	\$ 1,401,812.46	\$ 1,489,263.35	\$ 1,197,773.15	\$ 1,184,418.00	\$ 1,780,064.00	\$ 1,738,053.04	\$ (22,011)
State Adequate Education Grant	\$ 2,131,140.00	\$ 2,014,625.12	\$ 2,085,888.00	\$ 2,087,895.00	\$ 1,959,685.00	\$ 1,824,143.00	\$ (135,542)
State Property Tax	1,620,933.00	1,664,376.00	1,515,831.00	1,590,949.00	1,546,201.00	1,478,163.00	\$ (68,038)
<b>TOTAL REVENUES</b>	\$ 5,153,885.46	\$ 5,168,266.47	\$ 4,799,492.15	\$ 4,863,062.00	\$ 3,505,886.00	\$ 3,302,306.00	\$ (203,580)
<b>TOTAL APPROPRIATIONS PER MS22 (APPROVED BY VOTERS)</b>	\$ 15,743,932	\$ 16,317,060	\$ 16,671,546	\$ 17,302,668	\$ 17,828,484	\$ 18,564,769	\$ 736,275
Less Transfer to Expendable Trust Funds	75,000.00	100,000.00	50,000.00	50,000.00	70,000.00	121,000.00	51,000
Less Fund Balance - To Reduce Taxes	387,389.00	495,144.00	289,553.00	292,948.00	328,909.00	325,000.00	(3,909)
<b>ESTIMATED Amount to Be Raised Locally</b>	\$ 10,305,292.00	\$ 10,471,320.00	\$ 11,108,478.00	\$ 12,098,658.00	\$ 13,709,696.00	\$ 14,556,572.96	\$ 746,737
<b>TOTAL ESTIMATE TAX RATE IMPACT</b>							
Valuation Assessment	\$ 639,509,934.00	\$ 643,631,387.00	\$ 647,051,795.00	\$ 654,707,728.00	\$ 656,272,605.00	\$ 658,272,605.00	
Local Tax Rate	16.11	16.27	17.17	17.77	18.53	19.78	1.24
Valuation Assessment	\$ 615,082,894.00	\$ 620,979,887.00	\$ 624,175,895.00	\$ 631,831,828.00	\$ 633,686,000.00	\$ 633,689,000.00	
State Tax Rate	2.64	2.68	2.43	2.52	2.44	2.33	(0.11)
<b>TOTAL TAX</b>	\$ 18.75	\$ 18.95	\$ 19.60	\$ 20.29	\$ 20.97	\$ 22.11	1.13

<b>Total 2013 - 2014 Operational Budget</b>		<b>\$17,708,494</b>
<b>- MAJOR INCREASES -</b>		
* Special education services	\$275,510	
* Health Insurance	\$69,308	
* Facilities Project	\$49,999	
* Salaries and benefits for non-union raises	\$25,161	
* Elementary Math Assistant	\$22,160	
* Repair and Maintenance	\$20,096	
* Workers Compensation Insurance	\$11,386	
* Software and Information Access Fees	\$7,315	
* Purchased Property Services	\$5,621	
* Transportation	\$5,014	
* Miscellaneous that is not material	\$2,334	
<b>Total Major Increases</b>		<b>\$493,904</b>
<b>- MAJOR DECREASES -</b>		
* Removal of COLA's for HEA members as part of Warrant Article #3	(\$159,985)	
* Contracted Services	(\$22,480)	
* Books	(\$20,151)	
* Salary for teaching staff	(\$10,000)	
* Equipment	(\$8,342)	
* Gasoline	(\$7,428)	
* Postage	(\$5,650)	
<b>Total Major Decreases</b>		<b>(\$234,036)</b>
<b>Total Proposed 2014 - 2015 Operational Budget</b>		<b>\$17,968,362</b>

**HOPKINTON SCHOOL DISTRICT  
2014-2015 PROPOSED BUDGET  
SUMMARY BY BUDGET COMPONENTS**

This table provides an overview of the basic budgetary components contained within each of the department level budgets presented in this budget document, exclusive of warrant articles. Budget components include: Salaries; Benefits; Professional Services; Property Services; Other Services; Supplies and Materials; Property; Other Items.

Summary by Budget Component	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2014-2015	Increase/Decrease	% Chg
Salaries	\$ 8,979,241	\$ 8,911,509	\$ 9,250,775	\$ 9,027,165	\$ 9,288,122	\$ 9,340,628	\$ 52,506	0.56%
Benefits	3,172,211	3,503,118	3,803,729	3,709,992	4,093,968	4,199,481	105,513	2.58%
Professional Services	352,775	286,426	421,807	282,262	350,581	379,050	28,469	8.12%
Property Services	190,700	178,036	222,154	215,812	217,288	245,411	28,123	12.94%
Other- I.e.: Transportation, Tuition, Printing	757,074	732,395	948,818	939,091	1,152,406	1,219,942	67,536	5.86%
Supplies, Books & Materials	554,611	584,991	665,869	582,416	677,200	661,094	(16,106)	(2.38%)
New/Replace Equipment	170,932	208,060	130,368	146,709	185,723	182,850	(2,873)	(1.55%)
Debt Service & GF Supplement to Food Service	616,765	631,165	544,414	640,758	547,101	543,801	(3,300)	(0.06%)
Other Funds (Offset by Revenues)	1,003,590	797,854	1,189,734	705,486	1,196,105	1,196,105	-	-
<b>Total</b>	<b>\$ 15,797,899</b>	<b>\$ 15,833,554</b>	<b>\$ 17,177,668</b>	<b>\$ 16,249,691</b>	<b>\$ 17,708,494</b>	<b>\$ 17,968,362</b>	<b>\$ 259,868</b>	<b>1.47%</b>

FTE Budgeted Comparison			
	2011-12	2012-13	2013-14
2010-11	189.37	189.52	185.12
189.26			192.10
			6.98
			Proposed Increase(Decrease)

**MAJOR BUDGET COMPONENT DESCRIPTIONS**

**SALARIES:** Salaries; Salaries Secretarial/Clerks; Salaries Substitutes; Salaries Temps; and Salaries Summer.

**BENEFITS:** Health Insurance; Dental Insurance; Life/LTD Insurance; Workers Compensation; Retirements; FICA; Sick Bank; Unemployment Insurance; Tuition Reimbursement.

**PROFESSIONAL SERVICES:** Instructional Services; Instructional Improvement; Curriculum Development; Conferences and Conventions; Contracted Pupil Services; Contracted Evaluation Services; Contracted Pupil Health Services; General Testing; Alcohol/Drug Programs; Legal Services; and Other Professional Services.

**PROPERTY SERVICES:** Water; Sewer; Water Inspection; Cleaning Services; Disposal Services; General Repair and Maintenance; Repair Non-Instructional Equipment; Painting; Repairs Plumbing/Electrical; Repairs Heat and Ventilation; Repairs Building Interior and Exterior; Rent/Lease Equipment; Contracted Services; Maintenance Agreements – Buildings and Grounds.

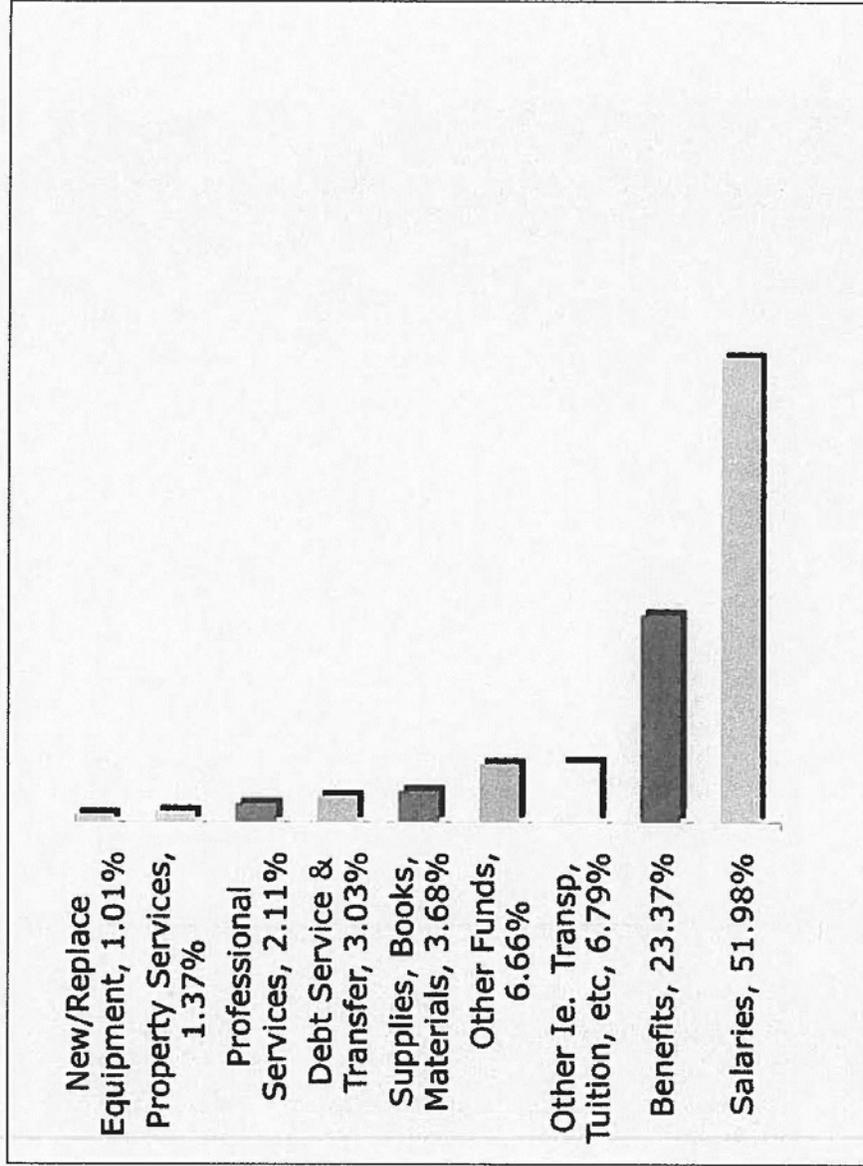
**OTHER SERVICES:** Transportation; Liability Insurance; Postage; Advertising; Printing; Communications; Vocational Tuition; Tuition; and Travel.

**SUPPLIES & MATERIALS:** Supplies; Small Tools and Hardware; AV Supplies; Books; Periodicals; Microfilm; Electricity; Oil Heat; Gasoline; Propane Gas; Reference Materials; Software; and Telecommunications.

**PROPERTY/EQUIPMENT:** Additional/New Equipment; Replace Equipment; Additional/New Furniture; Replace Furniture; and New Vehicles.

**OTHER ITEMS:** Dues and Fees; Bond-Principal; Bond-Interest; Contingency; Fund Transfers; Miscellaneous; Other Uses of Funds.

This chart represents the Proposed 2014-2015 Operating Budget by Major Budget Component



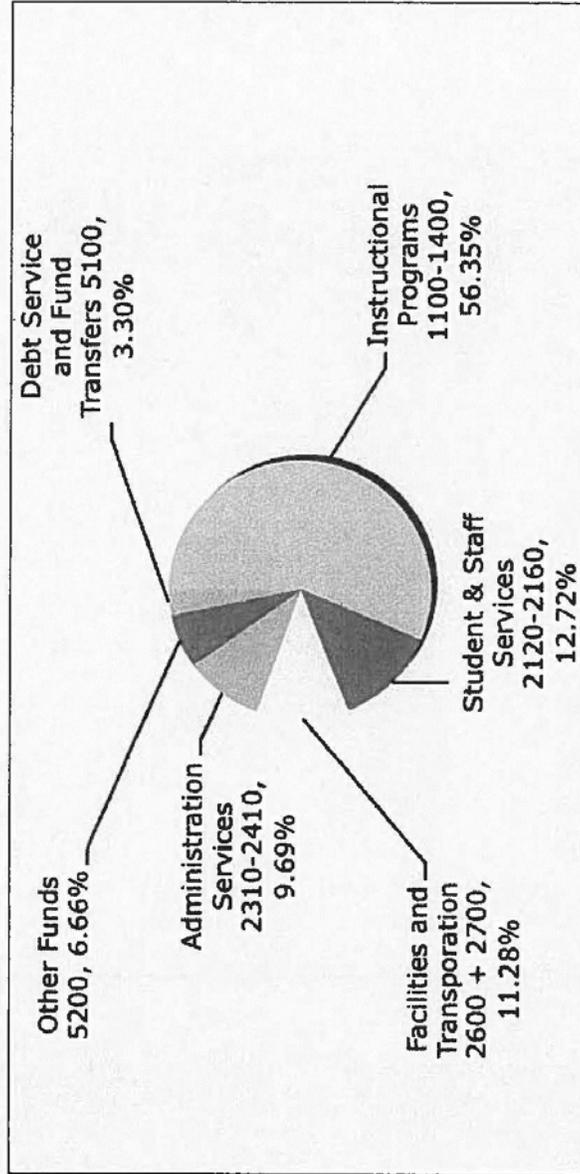
**HOPKINTON SCHOOL DISTRICT  
2014-2015 PROPOSED BUDGET**

**SUMMARY BY OPERATIONAL PROGRAMS**

This table summarizes the Hopkinton School District's Operational Budget, exclusive of warrant articles, according to the five major operational programs defined within this budget document: Instructional Programs; Student and Staff Services; Administrative Services; Facilities and Transportation; and Debt Service & Fund Transfers. The aim is to provide a clear illustration of specific operational components, as well as their respective impact on the overall budget.

Summary by Operational Program	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2014-2015	Increase/Decrease	% Chg
Instructional Programs	\$ 9,095,259	\$ 9,177,069	\$ 9,857,655	\$ 9,533,696	\$ 10,105,962	\$ 10,125,007	\$ 19,045	0.19%
Student & Staff Services	1,884,388	1,998,937	2,105,926	2,026,540	2,202,368	2,284,881	82,513	3.75%
Administrative Services	1,532,566	1,562,713	1,672,440	1,556,903	1,714,808	1,741,086	26,278	1.53%
Facilities and Transportation	1,665,331	1,665,816	1,807,499	1,786,308	1,942,149	2,027,482	85,333	4.39%
Facilities	614,127	631,165	544,414	640,758	547,102	593,801	46,699	8.54%
Acquisition, Debt Service & GF Supplement to Food Service	1,006,228	797,854	1,189,734	705,486	1,196,105	1,196,105	-	-
Other Funds (Offset by Revenues)								
<b>Total</b>	<b>\$ 15,797,899</b>	<b>\$ 15,833,554</b>	<b>\$ 17,177,668</b>	<b>\$ 16,249,691</b>	<b>\$ 17,708,494</b>	<b>\$ 17,968,362</b>	<b>\$ 259,868</b>	<b>1.47%</b>

This chart represents the majority of the Proposed 2014-2015 Operating Budget, which is dedicated directly to Instructional Programs.



**HOPKINTON SCHOOL DISTRICT  
2014-2015 PROPOSED BUDGET**

**SUMMARY BY LOCATION**

This table summarizes the Hopkinton School District's Operational Budget, exclusive of warrant articles, according to the four locations. It provides a clear illustration of specific locations, as well as their respective impact on the overall budget.

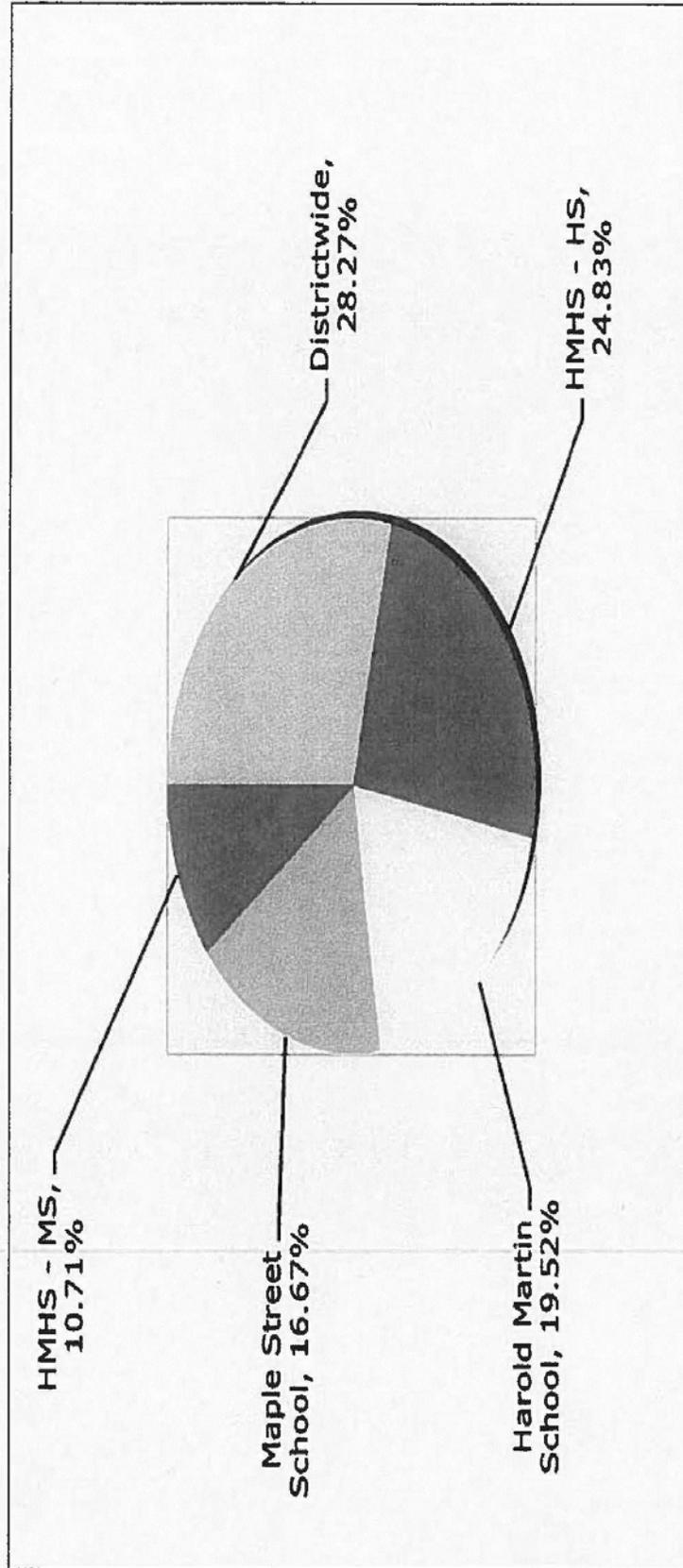
Summary by Location	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2014-2015	Increase/Decrease	% Chg
District-wide	\$ 4,046,151	\$ 3,899,554	\$ 4,545,691	\$ 4,047,833	\$ 4,860,162	\$ 5,080,504	\$ 220,342	4.53%
Harold Martin School	3,074,388	3,159,230	3,268,254	3,318,528	3,417,892	3,507,771	89,879	2.63%
Maple Street School	2,510,752	2,473,368	2,691,795	2,602,534	2,867,396	2,995,757	128,361	4.48%
Middle School	2,069,192	2,213,314	2,305,289	1,939,808	1,957,054	1,922,206	(34,848)	(1.78%)
High School	4,097,416	4,098,088	4,366,639	4,340,988	4,605,990	4,462,124	(143,866)	(3.12%)
<b>Total</b>	<b>\$ 15,797,899</b>	<b>\$ 15,833,554</b>	<b>\$ 17,177,668</b>	<b>\$ 16,249,691</b>	<b>\$ 17,708,494</b>	<b>\$ 17,968,362</b>	<b>\$ 259,868</b>	<b>1.47%</b>

**FTE Budgeted Comparison**

	2010-11	2011-12	2012-13	2013-14	2014-15	Proposed Increase(Decrease)
District-wide	16.52	16.65	17.55	17.75	19.82	2.07
Harold Martin School	51.05	52.48	49.26	49.26	52.42	3.16
Maple Street School	41.86	38.95	41.91	40.21	42.56	2.35
Middle School	29.43	29.03	28.59	22.96	22.05	(0.91)
High School	50.40	52.26	52.21	54.94	55.25	0.31
<b>Total</b>	<b>189.26</b>	<b>189.37</b>	<b>189.52</b>	<b>185.12</b>	<b>192.10</b>	<b>6.98</b>

\*= District-wide includes Psychologist, Occupational Therapy Department, the Technology Department, the SAU staff, the Director of Maintenance, etc.

This chart represents the breakdown of the Proposed 2014-2015 Operating Budget by location.



**PROPOSED BUDGET  
2/4/2014  
HOPKINTON SCHOOL DISTRICT  
2014-2015 BUDGET  
TOTAL OF OPERATIONAL PROGRAMS**

The 2013-2014 Hopkinton School District Operational Budget is grouped into five basic operational programs: Instructional Programs; Student and Staff Services; Administrative Services; Facilities and Transportation; and Debt Service with Fund Transfers.

Special warrant articles can be found at the end of this document and are not included in the operational budget totals.

**-INSTRUCTIONAL PROGRAMS-**

The functions found within the Instructional Programs group are Regular Educational programs, Special Educational programs, Vocational programs, and other Instructional programs.

**Regular Educational Programs (1100's)**

The Regular Education portion of the 2014-2015 Budget contains instructional activities designed to provide all students with learning experiences that prepare them to become productive citizens and family members. All grade levels and subjects are funded in this section.

**1100 Regular Education**

	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed Budget 2014-2015	Increase/Decrease
Salaries	\$ 4,626,536	\$ 4,455,090	\$ 4,700,804	\$ 4,573,500	\$ 4,694,469	\$ 4,571,708	(\$ 122,761)
Benefits	1,723,933	1,870,923	2,051,817	1,994,729	2,196,849	2,176,387	(20,462)
Professional Services	52,780	30,943	75,000	492	-	900	900
Property Services	20,119	20,935	29,799	22,915	26,825	23,990	(2,835)
Other Services	-	-	100	118	100	100	-
Supplies and Materials	114,581	115,010	122,610	109,422	149,285	136,626	(12,659)
Property/Equipment	22,560	39,117	28,932	25,856	33,675	46,504	12,829
Other Items	5,075	3,440	6,929	5,008	7,731	7,690	(41)
<b>Totals</b>	<b>\$ 6,565,584</b>	<b>\$ 6,535,458</b>	<b>\$ 7,015,991</b>	<b>\$ 6,732,040</b>	<b>\$ 7,108,934</b>	<b>\$ 6,963,905</b>	<b>(\$ 145,029)</b>

As of October 1, 2013, we have 911 (including special education) students enrolled in our regular education programs. Programs of instruction are offered for grades P-12 in state required academic areas, which include English, Mathematics, Science, Social Studies, Health, etc. Our schools also offer many additional courses, which provide valuable enrichment to our students' education. Specific information about courses and programs are available on the school webpage's which can be accessed at the District website [www.hopkintonschools.org](http://www.hopkintonschools.org). School Board standards require student sign-ups of twelve students for all courses. Some courses will run with less than 12 students following the production of the schedule and drop-add period. Not all courses listed in the course catalog (Program of Studies) will be available every semester.

Increase/Decrease due to the following:

- Harold Martin School:** There is a reduction of classes proposed for second grade next year, however we are offering full day kindergarten to all residents so the position is reallocated. Also, there is a teaching position that will have .20 reclassified to special education.

**Maple Street School:** There is an addition of a tenth (.10) for Maple Street Physical and Health Education as well as a sixth grade classroom due to enrollment. Elementary (K-6): Math support is also being added for the elementary children. This position is under the HESS contract and is proposed at 30 hours a week.

**Hopkinton Middle/High School:** There is a net decrease in the salaries line is due to continuation of necessary reductions at Hopkinton Middle High School due to student enrollment.
- Decreases in benefits are due to the changes in personnel.
- The decrease in the supplies and materials is due to purchasing books for K-7 to implement a new math program were done in 2013-14.
- The increase in equipment is for a new reading assessment K-6 and the purchase of a projector/dvd for the HMHS auditorium.

FTE Budgeted Comparison

	2010-11	2011-12	2012-13	2013-14	2014-15	Proposed Increase (Decrease)
	71.89	70.29	73.51	70.84	72.12	1.28

**-INSTRUCTIONAL PROGRAMS-**

**Special Education Programs (1200's)**

This part of the Special Education budget is for instructional activities designed primarily for students who require special services. These services include pre-school, kindergarten, elementary and secondary services for the students who are mentally, physically, emotionally, or learning disabled; culturally different, bilingual, or require other special services.

**1200 Special Education Programs**

	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2014-2015	Increase/Decrease
Salaries	\$ 1,591,661	\$ 1,621,293	\$ 1,681,276	\$ 1,662,782	\$ 1,690,387	\$ 1,771,154	\$ 80,767
Benefits	467,818	535,159	593,602	575,659	629,698	689,989	60,291
Professional Services	69,813	75,000	75,800	54,401	59,000	58,700	(300)
Property Services	-	-	-	-	-	125	125
Other Services	86,073	142,800	128,000	146,737	216,500	234,500	18,000
Supplies and Materials	8,246	16,035	15,578	5,102	17,519	18,347	828
Property/ Equipment	5,270	1,198	2,893	3,620	3,240	6,722	3,482
Other Items	293	375	375	265	600	850	250
<b>Totals</b>	<b>\$ 2,229,174</b>	<b>\$ 2,391,860</b>	<b>\$ 2,497,524</b>	<b>\$ 2,448,566</b>	<b>\$ 2,616,944</b>	<b>\$ 2,780,387</b>	<b>\$ 163,443</b>

As of early December 2013, the number of students enrolled in Special Education programs is 166. The Hopkinton School District has students placed out of district; however, the majority of students are integrated into regular education programs. Services provided to these students are determined by their Individual Educational Programs in accordance with State and Federal requirements. Services provided include but are not limited to: academic, Instructional Aide/Rehabilitation Assistant support and consultation with specialists. Other services as listed in separate areas (i.e. OT/PT – 2163) also impact special education.

Increase/Decrease due to the following:

- 18% of Hopkinton School District students are identified for Special Education services.
- Increased salary and benefits are due to the need for additional staff to provide services to identified children.
- The changes in professional and other services are due to anticipated student needs.

		FTE Budgeted Comparison			Proposed
2010-11	2011-12	2012-13	2013-14	2014-15	Increase (Decrease)
53.24	54.57	54.12	52.05	56.08	4.03

**-INSTRUCTIONAL PROGRAMS-**

**Vocational Programs (1300)**

- The Vocational Program budget is for instructional activities that provide students with the opportunity to develop the knowledge, skills, and attitudes needed for employment in an occupational area. These funds are for tuition to the Concord Regional Technical Center. Over the past 3 years the District has had an average of 12 students participate in this program.

**1300 Vocational Education**

	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2014-2015	Increase/Decrease
Other Services	\$24,752	\$12,828	\$28,000	\$28,469	\$28,000	\$ 28,000	\$ -
<b>Totals</b>	<b>\$ 24,752</b>	<b>\$ 12,828</b>	<b>\$ 28,000</b>	<b>\$ 28,469</b>	<b>\$ 28,000</b>	<b>\$ 28,000</b>	<b>\$ -</b>

**Other Instructional Programs (1400)**

This part of the budget contains funds for activities commonly known as extra/co-curricular programs. Funds in this category are for the coaches, officials, equipment, and supplies for school-sponsored activities under the guidance and supervision of staff designed to provide motivation, enjoyment, and improvement of skills for students. Extra/Co-curricular programs normally supplement the regular instructional program and include such activities as band, chorus, and athletics.

**1400 Other Instructional Programs**

	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2014-2015	Increase/Decrease
Salaries	\$ 176,176	\$ 176,176	\$ 192,268	\$ 200,118	\$ 209,748	\$ 212,694	2,946
Benefits	30,682	30,682	36,466	42,168	52,010	48,601	(3,409)
Professional Services	50,781	50,781	62,470	59,582	63,680	65,410	1,730
Property Services							
Other Services	32	32	200	317	400	400	-
Supplies and Materials	11,907	11,907	15,236	12,063	15,236	16,060	824
Property/ Equipment	3,570	3,570	6,700	7,497	7,660	6,200	(1,460)
Other Items							
<b>Totals</b>	<b>\$ 299,817</b>	<b>\$ 299,817</b>	<b>\$ 316,140</b>	<b>\$ 324,621</b>	<b>\$ 352,084</b>	<b>\$ 352,715</b>	<b>\$ 631</b>

This area is partially funded by student athletic fees. There are 6 categories of co-curricular activities and 7 categories of athletic activities that are available to students. For further details, please reference the HEA Bargaining Agreement under Schedule B.

Increase/Decrease due to the following:

- Increase in salaries is due to the addition of several new Schedule B positions. This also is due to funding the necessary Schedule B positions due to participation.

FTE Budgeted Comparison

	2010-11	2011-12	2012-13	2013-14	2014-15	Proposed Increase (Decrease)
	.40	.40	.40	.60	.60	0.00

**-STUDENT AND STAFF SERVICES-**

Student and Staff Services include Guidance Services, Health Services, Psychological Services, Speech Pathology and Auditory Services, Physical and Occupational Therapy; Improvement of Instruction Services, and Media Services.

**Guidance Services (2120)**

This part of the budget provides for counseling with students and parents, consultation on learning problems, evaluation of students, and assisting students as they make educational decisions and choose their career paths.

<b>2120 Guidance Services</b>		Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2014-2015	Increase/Decrease
Salaries		\$ 337,745	\$ 368,597	\$ 335,265	\$ 299,470	\$ 315,566	\$ 316,920	\$ 1,354
Benefits		81,459	105,514	101,122	120,173	127,666	141,207	13,541
Professional Services		68	425	3,750	166	2,000	1,500	(500)
Property Services		-	-	-	-	-	-	-
Other Services		-	-	-	-	-	-	-
Supplies and Materials		1,713	1,443	1,800	1,019	5,111	5,423	312
Property/ Equipment		137	-	-	197	-	110	110
Other Items		-	-	-	-	320	20	(300)
<b>Totals</b>		<b>\$ 421,123</b>	<b>\$ 475,979</b>	<b>\$ 441,937</b>	<b>\$ 421,025</b>	<b>\$ 450,663</b>	<b>\$ 465,180</b>	<b>\$ 14,517</b>

Increase/Decrease due to the following:

- The increase in benefits is due to the increase of benefits due to an employee going to .80 as well as the increase in the health insurance and workers compensation rates.

		FTE Budgeted Comparison		
		2012-13	2013-14	2014-15
2010-11	5.70	5.50	5.70	5.80
				Proposed
				Increase (Decrease)
				.10

**Health Services (2130)**

Health Services addresses physical and mental health services. This section is predominately for school nursing services but does include some direct instruction. We currently have 1 nurse in each school building.

**2130 Health Services**

	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2014-2015	Increase/Decrease
Salaries	\$ 142,435	\$ 143,384	\$ 145,672	\$ 155,721	\$ 149,229	\$ 141,778	(\$ 7,451)
Benefits	59,562	66,923	70,016	60,641	61,072	79,580	18,508
Professional Services	-	-	500	-	500	500	-
Property Services	108	-	230	-	230	230	-
Other Services	45	-	-	-	-	-	-
Supplies and Materials	3,659	3,052	4,229	3,299	3,996	3,915	(81)
Property/Equipment	1,058	939	200	1,783	457	1,248	791
Other Items	100	-	135	-	-	-	-
<b>Totals</b>	<b>\$ 206,967</b>	<b>\$ 214,298</b>	<b>\$ 220,982</b>	<b>\$ 221,444</b>	<b>\$ 215,484</b>	<b>\$ 227,251</b>	<b>\$ 11,767</b>

Based on information from 2012-2013, there were over 12,500 visits to the nurses' offices in our schools. The nurses will screen approximately 760 students for vision, 740 for hearing, 530 for height and weight and 1,400 for medicine administration. The nurses also administer staff flu shots, conduct CPR classes for staff, hold vaccination clinics for students/staff/adults as needed and file reports bi-monthly and yearly to the state on various services. The nurses must follow requirements for immunizations and notify parents for needed vaccinations in all schools for current and new students in our District. All nurses must communicate with the New Hampshire Department of Health and Human Services as needed for public health concerns in our schools.

Increase/Decrease due to the following:

- The decrease in salaries is due to the COLA for HEA members being in the warrant article for the HEA contract.
- The changes in benefits are related to the increase in health insurance and workers compensation rates.

FTE Budgeted Comparison			
	2011-12	2012-13	Proposed Increase (Decrease)
2010-11	3.20	3.20	0.00
2013-14	3.20	3.20	0.00
2014-15	3.20	3.20	0.00

**-STUDENT AND STAFF SERVICES**

**Psychological Services (2140)**

The Psychological Services budget includes activities concerned with administering psychological tests and interpreting the results. The gathering and interpreting of information about student behavior, working with staff members in planning school programs to meet the special needs of pupils as indicated by psychological tests, is included here. Behavioral evaluation, planning, and managing a program of psychological services, including psychological counseling for students and consultation to staff is funded in this section of the budget.

**Speech Pathology Services (2150)**

These funds support the identification, assessment, and treatment of children with impairments in communication, speech, hearing, and language.

**Physical and Occupational Services (2163)**

These funds support the assessment and treatment to assess the need for increasing the physical, gross and fine motor skills, and occupational skills of students.

**Psychological, Speech & Physical/Occupational Services**

	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2014-2015	Increase/Decrease
Salaries	\$ 335,046	\$ 338,007	\$ 341,583	\$ 343,118	\$ 347,895	\$ 377,425	\$ 29,530
Benefits	90,721	119,954	126,028	122,220	127,275	146,383	19,108
Professional Services	49,855	30,368	64,600	80,834	83,801	74,900	(8,901)
Property Services	-	-	-	-	-	-	-
Other Services	1,442	1,416	2,700	1,694	3,000	3,300	300
Supplies and Materials	2,474	2,372	3,284	1,839	3,172	2,797	(375)
Property/Equipment	645	1,125	1,653	413	2,150	4,027	1,877
Other Items	-	-	-	-	-	-	-
<b>Totals</b>	<b>\$ 480,183</b>	<b>\$ 493,242</b>	<b>\$ 539,848</b>	<b>\$ 550,118</b>	<b>\$ 567,293</b>	<b>\$ 608,832</b>	<b>\$ 41,539</b>

During the 2012 – 2013 school year the Hopkinton School District School Psychologist performed 45 evaluations/screenings, counseled 178 students individually and in groups (eight on a weekly basis), consulted to 260 students and parents.

The School District Specialist in the Assessment of Intellectual Functioning (SAIF) performed 24 evaluations, 17 vocational assessments, and consulted with 35 student teams.

Our Occupational Therapist and COTA evaluated or screened 50 students, provided services for 46, and consulted regularly on 24 students.

The Physical Therapist and Assistant provided district services to three students, completed three full evaluations, and consulted weekly on five students.

Our Speech Pathologists and Assistant evaluated or screened 34 students, provided therapy for 49, and consulted regularly on 10 students. (Some of these services are eligible for Medicaid reimbursement if the students qualify.)

Increase/Decrease due to the following:

- Salaries increased due to the additional psychological staff needed to support all children.
- Benefits increased due to the additional staff as well as the increase in health insurance and workers compensation rates.
- Professional services decreased due to the reallocation of funds in 2013-14 to support the hiring of additional support.
- The increase in equipment is due to the testing needs of students.

		FTE Budgeted Comparison			Proposed	
		2011-12	2012-13	2013-14	2014-15	Increase(Decrease)
2010-11		5.59	5.59	5.59	6.39	0.80





This section of the budget includes the hardware and software needs district wide. This category includes the staff that provides some educational instruction as well as support technology for students and staff.

**2225 Technology Services**

	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2013-2014	Increase/Decrease
Salaries	\$ 163,895	\$ 158,451	\$ 163,356	\$ 166,316	\$ 166,303	\$ 192,995	\$ 26,692
Benefits	57,770	57,426	71,748	70,926	84,240	82,137	(2,103)
Professional Services	24,394	24,611	21,417	19,881	22,340	1,200	(21,140)
Property Services	52,345	50,978	56,710	52,784	65,950	75,150	9,200
Other Services	5,587	6,073	7,300	5,452	7,300	9,670	2,370
Supplies and Materials	40,481	35,384	43,611	31,507	32,650	40,150	7,500
Property/Equipment	65,279	100,482	84,210	96,351	108,441	94,455	(13,986)
Other Items	14,065	14,227	17,525	15,219	13,700	13,700	-
<b>Totals</b>	<b>\$ 423,816</b>	<b>\$ 447,632</b>	<b>\$ 465,877</b>	<b>\$ 458,436</b>	<b>\$ 500,924</b>	<b>\$ 509,457</b>	<b>\$ 8,533</b>

This area includes all repair and maintenance of equipment, fees for data systems and district-wide supplies. The technology department services approximately 550 desktops/laptops, 12 servers, and 8 labs of computers, with a user base of approximately 1,200. The district labs are replaced on a rotating basis in order to keep technology as current as possible.

Increases/Decreases due to the following:

- The increase in Salaries and the decrease in Professional Services are due to the change of a position that was a contracted service is now a staff member.
- The increase in Property Services is due to funds allocated for major changes to the District website, phone system changes as needed as well as an increase in support for our current financial system.
- Supplies increased due to the needs throughout the District.
- Property and Equipment decreased as the department was minimizing the overall increase.

FTE Budgeted Comparison

	2010-11	2011-12	2012-13	2013-14	2014-15	Proposed Increase(Decrease)
	3.50	3.50	3.50	3.50	4.00	0.50

**-ADMINISTRATIVE SERVICES-**

The Administrative Cost section of the 2014-2015 budget includes School Board services, Treasurer, Annual District Meeting costs, legal expenses, audit fees, the Office of the Superintendent, and the School Administrative Offices.

**School Board Services (2310)**

This part of the budget includes activities of the School Board according to state law and their responsibilities for the development of policy and oversight of the District. The budget covers the costs of the District Treasurer and services rendered in connection with any school system election. These include the election of officers, bond votes, budget and appropriation votes, and all district-sponsored meetings. Also included here is funding for counsel in regard to law and statutes, and independent auditor services.

**2310 School Board Administration**

	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2014-2015	Increase/Decrease
Salaries	\$ 8,492	\$ 9,095	\$ 9,162	\$ 9,113	\$ 9,162	\$ 9,525	\$ 363
Benefits	738	832	845	835	720	944	224
Professional Services	45,420	32,615	38,000	18,248	35,800	35,000	(800)
Property Services	-	-	-	-	-	-	-
Other Services	974	1,054	-	854	-	950	950
Supplies and Materials	-	-	-	-	-	-	-
Property/Equipment	-	-	-	-	-	-	-
Other Items	12,304	10,208	10,817	10,330	10,850	11,250	400
<b>Totals</b>	<b>\$ 67,928</b>	<b>\$ 53,804</b>	<b>\$ 58,824</b>	<b>\$ 39,380</b>	<b>\$ 56,532</b>	<b>\$ 57,669</b>	<b>\$ 1,137</b>

\*NOTE: Although the Contingency Fund is normally reported in function code 2310, it is presented in a separate warrant article and is not included in the totals above.

Increases/Decreases due to the following:

- The increase and decreases are due to the activity that occurred in 2012-2013.

**-ADMINISTRATIVE SERVICES-**

**Office of the Superintendent (2320, 2332, 2511 & 2515)**

This part of the budget includes activities associated with the administration of the school district and operations of the S.A.U. office. The budget supports positions for the Superintendent, Executive Assistant to the Superintendent, Business Administrator, HR/Accounting Assistant, AP/Payroll Clerk, Director of Student Services and Administrative Assistant to the Director of Student Services are included here. This area also contains the increases for all non-union personnel including principals, technology staff, facilities maintenance director and office staff to be distributed after the evaluation process.

**2320, 2332, 2511 & 2515 Office of Superintendent**

	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2014-2015	Increase/Decrease
Salaries	\$ 452,315	\$ 472,525	\$ 520,672	\$ 465,148	\$ 524,281	\$ 538,720	\$ 14,439
Benefits	176,522	187,125	206,897	193,496	215,984	227,257	11,273
Professional Services	28,758	21,246	34,400	24,207	33,600	34,500	900
Property Services	381	660	700	1,085	800	1,200	400
Other Services	22,989	23,556	22,492	20,751	31,005	28,028	(2,977)
Supplies and Materials	9,266	12,284	13,145	10,490	12,895	11,901	(994)
Property/Equipment	610	2,620	-	-	300	-	(300)
Other Items	4,785	5,798	7,551	6,277	7,882	6,902	(980)
<b>Totals</b>	<b>\$ 695,626</b>	<b>\$ 725,814</b>	<b>\$ 805,857</b>	<b>\$ 721,454</b>	<b>\$ 826,747</b>	<b>\$ 848,508</b>	<b>\$ 21,761</b>

This area includes all personnel matters, union negotiations, advertising, employment screening, fingerprinting, benefits, and payroll. The business office handles all contracts, budgeting and accounts payable and receivable. The student services area includes all management of special education. The Office of the Superintendent is responsible for all state reporting, communication and supporting the board and school district.

Increase/Decrease due to the following:

- The increase in salaries is due to pool for non-union raises/salary adjustments related to wage study (4.00%). Looking at the last five years, this would be an average annual increase of approximately 2%.
- The increase in benefits is due to the increase in the health insurance and workers compensation rates.

		FTE Budgeted Comparison			Proposed
		2012-13	2013-14	2014-15	Increase(Decrease)
2010-11	7.00	7.00	7.00	7.00	.00



**BUILDINGS AND TRANSPORTATION-  
Maintenance of Buildings (2600)**

This part of the budget includes costs associated with the maintenance and upkeep of all district buildings. This includes salaries and benefits for custodial and maintenance staff and also includes the operating costs of heating, light and venting systems, and repair of facilities. The cost of custodial supplies, rubbish removal, water, sewer, landscaping, grounds maintenance, and building liability insurance are also contained herein.

**2600 Maintenance of Buildings**

	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2014-2015	Increase/Decrease
Salaries	\$ 418,757	\$ 416,870	\$ 429,112	\$ 415,028	\$ 442,988	\$ 456,614	\$ 13,626
Benefits	196,583	199,044	217,352	201,189	232,380	242,596	10,216
Professional Services	5,459	4,040	6,700	3,800	5,600	11,950	6,350
Property Services	108,927	95,383	129,455	137,263	118,123	140,556	22,433
Other Services	39,523	41,374	41,630	42,505	42,413	32,860	(9,553)
Supplies and Materials	299,385	315,159	370,824	342,703	356,267	349,334	(6,933)
Property/Equipment	15,477	30,313	1,300	9,013	23,100	19,584	(3,516)
Other Items	-	-	-	-	-	-	-
<b>Totals</b>	<b>\$1,084,111</b>	<b>\$1,102,183</b>	<b>\$ 1,196,373</b>	<b>\$1,151,501</b>	<b>\$ 1,220,871</b>	<b>\$ 1,253,494</b>	<b>\$ 32,623</b>

Increase/Decrease due to the following:

- Salaries increased due to increase in staff at MSS back to the original .50 when population was higher.
- Benefits increased due to the increase in health insurance and workers compensation rates.
- Professional Services increase due to the 3-year Asbestos Plan needed in the 2014-15 year.
- Property services increase is due to the repair and maintenance accounts three-year average costs compared to what was approved at the 2013 School District Meeting for this area. Also, there are funds to repair the 1<sup>st</sup> and 2<sup>nd</sup> floor stairs at HMS and the resurface of the HMHS gym floor.
- The decrease in Other Services is due to the reduction in our Property and Liability insurance rates.
- Supplies and materials decrease due to the electricity and fuel reductions due to the heating source change at HMS. Heating fuel is being budgeted at \$3.44 a gallon and propane is being budgeted at \$1.71 a gallon.

- Some of the items proposed in property/equipment is the following:

Item	Location	Amount	Benefit
LED Outside Building Lights	HMS and MSS	\$4,500	Conserve energy *
Replace double doors in the GYM/MPR room	HMS	\$7,300	Conserve energy
		\$11,800.00	

\* = Item has come up on various energy studies done recently. The studies were obtained by grants.

FTE Budgeted Comparison

	2011-12	2012-13	2013-14	2014-15	Proposed Increase (Decrease)
2010-11					
11.50	11.25	11.25	11.25	11.50	0.25

**Pupil Transportation Services (2700)**

This part of the budget supports the Hopkinton School District transportation contract costs and all student transportation.

**2700 Pupil Transportation**

	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2014-2015	Increase/Decrease
Salaries	\$ 35,955	\$ 32,206	\$ 31,663	\$ 33,360	\$ 33,706	\$ 32,184	(\$ 1,522)
Benefits	12,499	10,291	10,793	10,287	11,304	10,955	(349)
Professional Services	-	-	-	-	-	-	-
Property Services	7,810	9,323	2,750	978	2,750	1,500	(1,250)
Other Services	459,962	481,930	537,440	568,192	649,901	712,681	62,780
Supplies and Materials	14,861	23,022	28,120	21,728	23,257	16,318	(6,939)
Property/Equipment	11,503	6,533	-	-	-	-	-
Other Items	630	328	360	262	360	350	(10)
<b>Totals</b>	<b>\$ 543,220</b>	<b>\$ 563,633</b>	<b>\$ 611,126</b>	<b>\$ 634,807</b>	<b>\$ 721,278</b>	<b>\$ 773,988</b>	<b>\$ 52,710</b>

The district currently owns two school buses; one is used daily for special education students to and from school. The other bus is utilized for class field trips and athletic events.

Increase/Decrease due to the following:

- The decrease in salaries and benefits is due to the elimination of the Kindergarten runs.
- Other services increased due to transportation needs for out of district students.
- Supplies and materials decrease is due to projected gasoline prices with new transportation contract with First Student.

FTE Budgeted Comparison

	2010-11	2011-12	2012-13	2013-14	2014-15	Proposed Increase (Decrease)
1.00	1.00	1.00	1.00	1.00	0.67	(0.33)

**-FACILITIES ACQUISITION/CONSTRUCTION, DEBT SERVICE & SPECIAL REVENUE FUNDS -  
Facilities Acquisition and Construction**

The Hopkinton School District has engaged the community in a process to understand current facility condition and needs. This work, combined with a focus on resolving safety and security issues in our buildings, has prompted the establishment of this function code. This process provides the District with the ability to transfer funds to be used for facility acquisition, construction or the utilization of debt service, or special revenue funds.

	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2014-2015	Increase/Decrease
Professional Services	\$ -	\$ -	\$ -	\$ -	\$ 1	\$ 50,000	\$ 49,999
<b>TOTAL</b>	\$ -	\$ -	\$ -	\$ -	\$ 1	\$ 50,000	\$ 49,999

**Debt Service**

These funds are set aside for District debt service. The debt service budget consists of one bond repayment; 20-year bond issued in 1997 and refinanced in May 2007, for construction projects at the Maple Street School and Hopkinton High School.

**5100 Debt Service**

	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2014-2015	Increase/Decrease
Principal	\$ 400,000	\$ 415,000	\$ 430,000	\$ 430,000	\$ 450,000	\$ 465,000	\$ 15,000
Interest	147,325	131,025	114,413	114,413	97,100	78,800	(18,300)
<b>TOTAL</b>	\$ 547,325	\$ 546,025	\$ 544,413	\$ 544,413	\$ 547,100	\$ 543,800	(\$ 3,300)

Increase/Decrease due to the following:

- The District bond schedule is included as an Appendix.

**Food Service and Other Special Revenue Fund General Fund Portion**

This line itemizes the Food Service program expenditures beyond the revenue generated from meal sales.

**General Fund Supplement**

	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2014-2015	Increase/Decrease
Food Service	\$ 66,801	\$ 83,253	\$ 1	\$ 96,345	\$ 1	\$ 1	\$ -
<b>TOTAL</b>	\$ 66,801	\$ 83,253	\$ 1	\$ 96,345	\$ 1	\$ 1	\$ -

**Other Funds (5200)**

Funds in this budget are transferred from the General Fund to other funds, such as the Food Service Fund, and are allocations for gross budgeting, which is offset by matching revenue amounts. In this manner, the entire scope of the Hopkinton School District's operating budget can be summarized in one budget.

**5200 Other Funds**

	Expended 2010-2011	Expended 2011-2012	Budget 2012-2013	Expended 2012-2013	Budget 2013-2014	Proposed 2014-2015	Increase/Decrease
Federal & State Grants	\$ 427,346	\$ 380,755	\$ 750,000	\$ 279,007	\$ 750,000	\$ 750,000	\$ -
Food Service	361,231	373,969	400,939	362,042	407,310	407,310	-
Fund 8 - Other Grants & Donations	215,013	43,130	38,795	64,437	38,795	38,795	-
<b>TOTAL</b>	<b>\$ 1,003,590</b>	<b>\$ 797,854</b>	<b>\$ 1,189,734</b>	<b>\$ 705,486</b>	<b>\$ 1,196,105</b>	<b>\$ 1,196,105</b>	<b>\$ -</b>

FTE Budgeted Comparison

	2011-12	2012-13	2013-14	2014-15	Proposed Increase (Decrease)
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12.92      13.27      10.85      10.79      11.14      11.14      .35

The increase is due to the additional grant obtained at HMS called FOCUS. This occurred in 2013-14 and is projected to continue for approximately 2 years.

# Hopkinton School District - Student Enrollment

HOPKINTON SCHOOL DISTRICT STUDENT ENROLLMENT 2000-2001 Through 2015-2016 (Pre																
	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	Proj. 2014-2015*	Proj. 2015-2016*
Preschool							19	17	22	20	21	25	23	24	23	24
Kindergarten	59	72	56	56	61	45	52	45	54	61	51	54	48	47	55	55
Grade 1	62	63	74	62	65	69	53	61	53	75	74	65	71	52	55	60
Grade 2	72	69	72	84	64	66	77	58	59	62	79	75	68	71	56	59
Grade 3	85	76	70	69	86	67	72	79	58	62	64	80	75	68	73	57
<b>HAROLD MARTI</b>	<b>278</b>	<b>280</b>	<b>272</b>	<b>271</b>	<b>276</b>	<b>247</b>	<b>273</b>	<b>260</b>	<b>246</b>	<b>280</b>	<b>289</b>	<b>299</b>	<b>285</b>	<b>262</b>	<b>262</b>	<b>255</b>
Grade 4	83	87	71	79	76	87	72	82	77	61	65	65	76	78	69	74
Grade 5	69	85	91	69	83	79	88	76	79	78	62	63	66	76	79	70
Grade 6	98	73	87	90	78	87	80	94	71	77	75	60	59	65	73	75
<b>MAPLE STREET</b>	<b>250</b>	<b>245</b>	<b>249</b>	<b>238</b>	<b>237</b>	<b>253</b>	<b>240</b>	<b>252</b>	<b>227</b>	<b>216</b>	<b>202</b>	<b>188</b>	<b>201</b>	<b>219</b>	<b>221</b>	<b>219</b>
ELEMENTARY TC	528	525	521	509	513	500	513	512	473	496	491	487	486	481	483	474
Grade 7	84	102	73	85	91	78	87	79	88	72	79	73	62	63	66	74
Grade 8	94	90	107	79	88	93	77	89	78	91	75	80	74	66	65	67
Grade 9	87	94	87	103	78	92	91	81	76	85	93	71	89	70	69	68
Grade 10	71	93	93	87	104	80	96	99	79	79	80	92	69	79	69	67
Grade 11	60	72	91	91	82	106	82	91	99	81	83	79	87	65	79	69
Grade 12	68	56	70	88	89	82	105	84	82	93	74	75	73	87	60	73
<b>HIGH SCHOOL</b>	<b>464</b>	<b>507</b>	<b>521</b>	<b>533</b>	<b>532</b>	<b>531</b>	<b>538</b>	<b>523</b>	<b>502</b>	<b>501</b>	<b>484</b>	<b>470</b>	<b>454</b>	<b>430</b>	<b>408</b>	<b>418</b>
<b>TOTAL STUDENT</b>	<b>992</b>	<b>1,032</b>	<b>1,042</b>	<b>1,042</b>	<b>1,045</b>	<b>1,031</b>	<b>1,051</b>	<b>1,035</b>	<b>975</b>	<b>997</b>	<b>975</b>	<b>957</b>	<b>940</b>	<b>911</b>	<b>891</b>	<b>892</b>

\*Based upon projections prepared by District  
 If you have any questions or would like to see the complete report, please contact the Superintendent's Office at schamberlin@hopkintonschools.org  
 ^ Based upon implementation of FDK

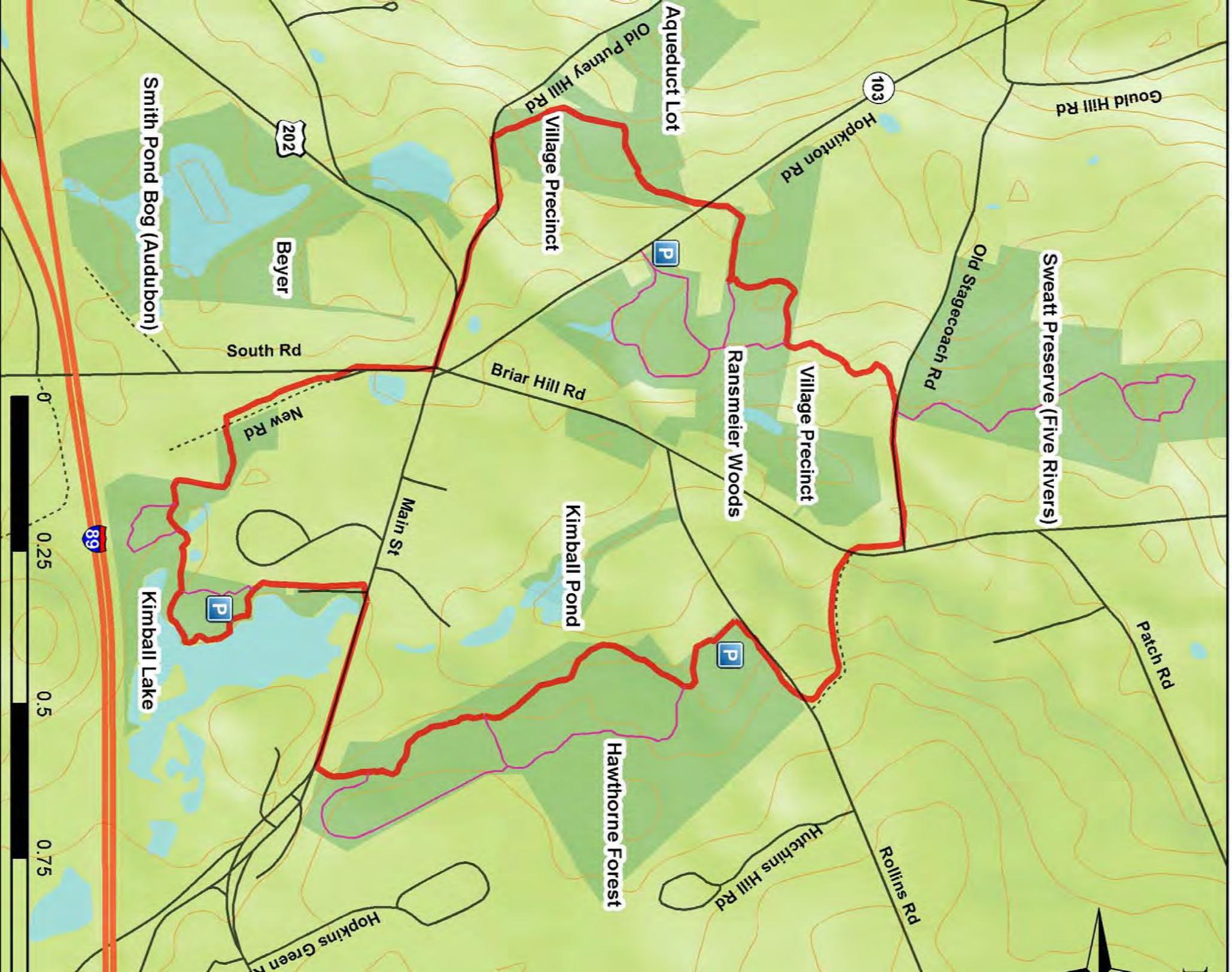


The project completed, the building is ready for staff and equipment to move in.

The day of the Open House in November with all the equipment inside and the 10-wheel dump truck up on the lift.

**Thank you for your support!**





## Hopkinton Village Greenway

Greenway connects existing trails and conservation lands at Kimball Lake, Ransmeier Woods, Hawthorne Forest, and Kimball Pond. The 4.5-mile route is marked with arrows, and signs.

Designed for foot traffic and non-motorized recreation use.

parking is available at Kimball Lake, Ransmeier Woods, and Hawthorne Forest; limited parking at the Sweat Preserve trailhead.

respect private property; carry out all trash and clean up after your pets.

Greenway is a cooperative project of the Hopkinton Conservation Commission and Hopkinton Open Space Committee and is made possible by the generosity of private landowners and community volunteers.

Legend	
	Greenway
	Existing Trails
	Conservation Lands
	Parking
Roads	
	Interstate
	State
	Not

Map created by Central NH Regional Planning Commission, August 2013. Data sources: NH GRANIT, NHDOCS