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1961

*City of*  
**CONCORD**

*New Hampshire*

**1961**

**ANNUAL REPORT**



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*New Hampshire*

**1961**

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1961

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## FROM THE MAYOR'S OFFICE

In the termination of my service with the City of Concord on January 8, 1962, after four years as Mayor, I want to again express my sincere thanks and gratitude to all heads of departments, all employees, aldermen and to the citizens of Concord for their co-operation, consideration and patience in assisting me in working out city problems and in doing the regular day by day work that keeps our city healthy, clean and safe.

The last several years have been years of transition; many changes have taken place; many are in process and I feel that many more will occur in the years to come.

In my opinion the City of Concord is becoming more and more the nerve center of New Hampshire and northern New England, not only as the capital of the state, but as a manufacturing and retail center it is extending its field of activity. All of this is being accomplished in an orderly manner by the co-operation of our citizens with the expert advice of our Planning Board and able Director.

Of interest to every citizen is the item of taxes. Property of all kinds is subject to constant change in value, so, to keep our city on a fair and equal valuation I have come to believe that in view of the many changes that have occurred that either a complete revaluation of the city or additional personnel in the Tax Assessor's office is necessary at once to keep valuations on an equalized basis.

In closing, I want to say that only as Mayor can one fully sense the resourcefulness, goodness, and quality of Concord's citizens, who, as a whole, are meeting the heavy demands for civic duty that they may make this city greater, better and more beautiful.

Charles P. Johnson  
Mayor 1958-1961





# CITY GOVERNMENT

1961-1962

## MAYOR

Charles P. Johnson

## ALDERMEN-AT-LARGE

Robert D. Branch  
William P. Gove  
William T. Jordan  
William Arthur Stevens  
Eugene C. Struckhoff

## WARD ALDERMEN

Ward 1 John M. Allen  
Ward 2 Paul M. Cunningham  
Ward 3 George A. Stohrer, Jr.  
Ward 4 Malcolm McLane  
Ward 5 Roland E. Fletcher  
Ward 6 David E. Tardiff  
Ward 7 C. Edwin Howard  
Ward 8 Samuel J. Chapman  
Ward 9 Thomas B. Jennings

## CITY CLERK

Arthur E. Roby

## YOUR CITY OFFICIALS

### CEMETERY SUPERINTENDENT

Edward L. Howland

### CHIEF OF POLICE

Walter H. Carlson

### CITY ASSESSORS

John Hyde to June 2  
Raymond D. Daigle from Sept. 29  
Clifford H. Higgins  
Charles A. Bartlett, died Nov. 7

### FINANCE DIRECTOR-CITY AUDITOR

Archie N. Gourley

### CITY COLLECTOR

George M. West

### CITY ENGINEER & SUPT. OF PUBLIC WORKS

Howard E. Raymond

### CITY LIBRARIAN

Lois R. Markey

### CITY PLANNING DIRECTOR

Gustaf H. Lehtinen

### CITY SOLICITOR

Daniel E. Donovan, Jr.

### CITY TREASURER

Verne F. Santas, Jr.

### DIRECTOR OF CIVIL DEFENSE

Rev. George J.W. Pennington to Mar. 1  
Rev. John I. Johnson from July 10

### ENGINEERING INSPECTOR

Ellsworth B. Philbrick

### FIRE CHIEF

Duncan M. Murdoch

### HEALTH OFFICER

Pierre A. Boucher, M.D.

### MUNICIPAL COURT

James M. Ceriello, Probation  
officer  
Marie MacPhail, Clerk  
Donald G. Matson, Judge  
Francis E. Perkins, Assoc. Judge

### OVERSEER OF POOR

Charles P. Coakley

### POUND KEEPER

Charles C. Hoagland

### RECREATION DIRECTOR

John B. Penney

### SANITARY INSPECTOR

Austin B. Presby, to Aug. 4  
George A. Hill from Aug. 4

### SEALER OF WEIGHTS AND MEASURES

Arthur W. McIsaac

### WATER SUPERINTENDENT

G. Arthur Faneuf

### WELFARE DIRECTOR

Gertrude E. Watkins

## CITY BOARDS

### BOARD OF HEALTH:

Pierre A. Boucher, M.D., Chairman  
Thomas J. Halligan, M.D.  
William D. Penhale, M.D.

### BUILDING CODE-BOARD OF APPEALS:

Robert Foster, Chairman  
Carroll E. Garland  
William Johns  
Everett R. Munson  
Arnold Perreton

### BOARD OF LIBRARY TRUSTEES:

Chester G. Larson, Chairman  
Jean Cummings to May 16  
William L. Dudley, May 22 to Sept. 10  
J. Bernard Halligan from May 16  
Otis Kingsbury to May 16  
James Lynch  
Mrs. Nyleen Morrison from May 16  
Mayland H. Morse, Jr. to May 16  
Mrs. Walter S. Newton from May 16  
Mrs. Harry Spiegel  
W. Duer Thompson, 3rd  
Mrs. Frederick K. Upton

### CITY PLANNING BOARD:

Ex Officio  
Charles P. Johnson, Mayor  
Howard E. Raymond, City Engineer  
Robert D. Branch, Alderman-at-large  
Dudley W. Orr, Chairman  
Lt. Gen. Edward H. Brooks  
Gardner G. Emmons  
Douglas N. Everett  
A. Clifford Hudson  
Pasquale Rufo

### BOARD OF PLUMBING EXAMINERS:

Ellsworth B. Philbrick  
J. Barry O'Brien  
George E. Young

### PERSONNEL ADVISORY BOARD:

James D. Bell  
Robert J. Jewell  
John H. Symonds

### BOARD OF REVISION OF ASSESSMENTS:

Archie N. Courley, Chairman  
Daniel E. Donovan, Jr.  
Robert W. Potter  
Howard E. Raymond  
James A. Taylor

### TRUSTEES, TRUST FUNDS:

Robert M. Beyer  
Leon S. Merrill  
Verne F. Santas, Jr.

### ZONING BOARD OF ADJUSTMENT:

Frank J. Preston, Chairman  
Allan Evans  
Roy Y. Lang  
Donald G. Rainie  
Enoch Shenton, Jr. II

## PLANNING

**HIGHWAYS** During 1961, the Planning Department and the Planning Board devoted considerable time and effort to highway matters. Special attention was given to legislation permitting municipalities to lay out limited access highways, an ordinance regulating building in the bed of mapped streets, and proposals to extend Interstate Highway 93 north of Concord.

In addition to new, relocated and discontinued streets, the Planning Board approved construction of 760 feet of hard-surfaced sidewalk on East Side Drive in East Concord, and naming of the intersection of Broadway, South and Clinton Streets McKee Square in honor of the late Mayor Charles J. McKee.

**TRAFFIC AND PARKING** The Planning Department's work load in handling traffic and parking problems increased markedly in 1961. Under established procedure, these matters are investigated by the department in cooperation with the Police Department, with subsequent review and recommended action by the Planning Board. Many recommendations were made in regard to traffic patterns, stop intersections and parking.

**WATER FACILITIES** A petition for a 1,200-foot extension of the municipal water system in Manor Road easterly of Abbott Road was approved by the Planning Board with the recommendation that cost of the extension be shared equally by the petitioner and the city.

**SEWER FACILITIES** During the year, the Planning Board made two major recommendations affecting the master plan of sanitary sewers. One of these involved joint action by the City of Concord and the Town of Boscaawen in applying to the Housing and Home Finance Agency of the federal government for a loan to study the feasibility of a combined sewage treatment plant in Penacook. The other involved a recommendation that the Mayor seek the cooperation of Saint Paul's School in action that would abate city-school pollution of Turkey River by extending the west-end trunk sanitary sewer system westerly to the Millville area.

**PUBLIC AND SEMI-PUBLIC BUILDING SITES** No mean effort of the Planning Department was expended in assisting federal and state officials in the selection of sites for public buildings. Location studies were conducted in connection with the proposed construction of a new post office-federal building and a new state office building in Concord. A report was prepared for submission to the State Board of Education outlining the advantages of a Concord location and suggesting possible local sites in connection with the proposed New Hampshire Technical Institute to be established by the state.

The Planning Department assisted the Concord Housing Authority in its search for sites in the city proper and Penacook for 100 units of public housing for the elderly.

The department also worked with representatives of the Roman Catholic Bishop of Manchester investigating possible sites for a regional parochial high school in Concord.

**LAND TRANSACTIONS** Several land transactions were processed by the Planning Board in 1961. In addition to its annual review of tax-deeded property to determine whether or not the city has present or foreseeable future use for any of the tracts taken for non-payment of taxes, the board recommended acquisition of a small parcel of land on Loudon Road for addition to the Concord Plains playground, and the acquisition of the Concord-Claremont Railroad's interest in the abandoned railroad right of way across the city quarry lot in West Concord.

Two requests by private interests to purchase city land were investigated by the board. Sale of a small parcel of land on Pembroke Road easterly of Sheep Davis Road, surplus from a recently-completed highway relocation project, was approved, while a request to purchase a part of the Canal Street parking lot was turned down. In addition, the Planning Board recommended favorable action on a request of the Concord American Little League to lease city land on High Street for little league ball park use.

Two electric utility transmission line easements over city land were granted by the Board of Aldermen on recommendation of the Planning Board.

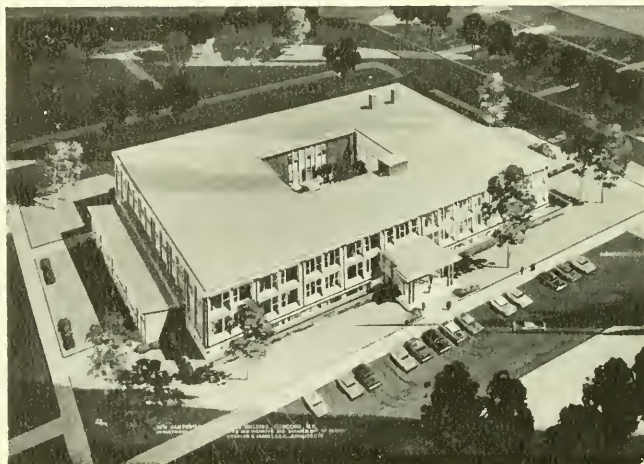
**HOUSING CODE** The adoption of a comprehensive housing code stands high on the list of municipal accomplishments in 1961. The code was prepared by the planning staff and approved by the Planning Board for submission to the Board of Aldermen.

The New code, which was enacted on June 19, 1961, provides the city government with the necessary authority to take positive steps to prevent blight and eliminate slums by enforcing minimum standards for use and occupancy of dwellings. It is expected that enforcement of the code will start in 1962 after funds for inspection staff are provided by the Board of Aldermen.

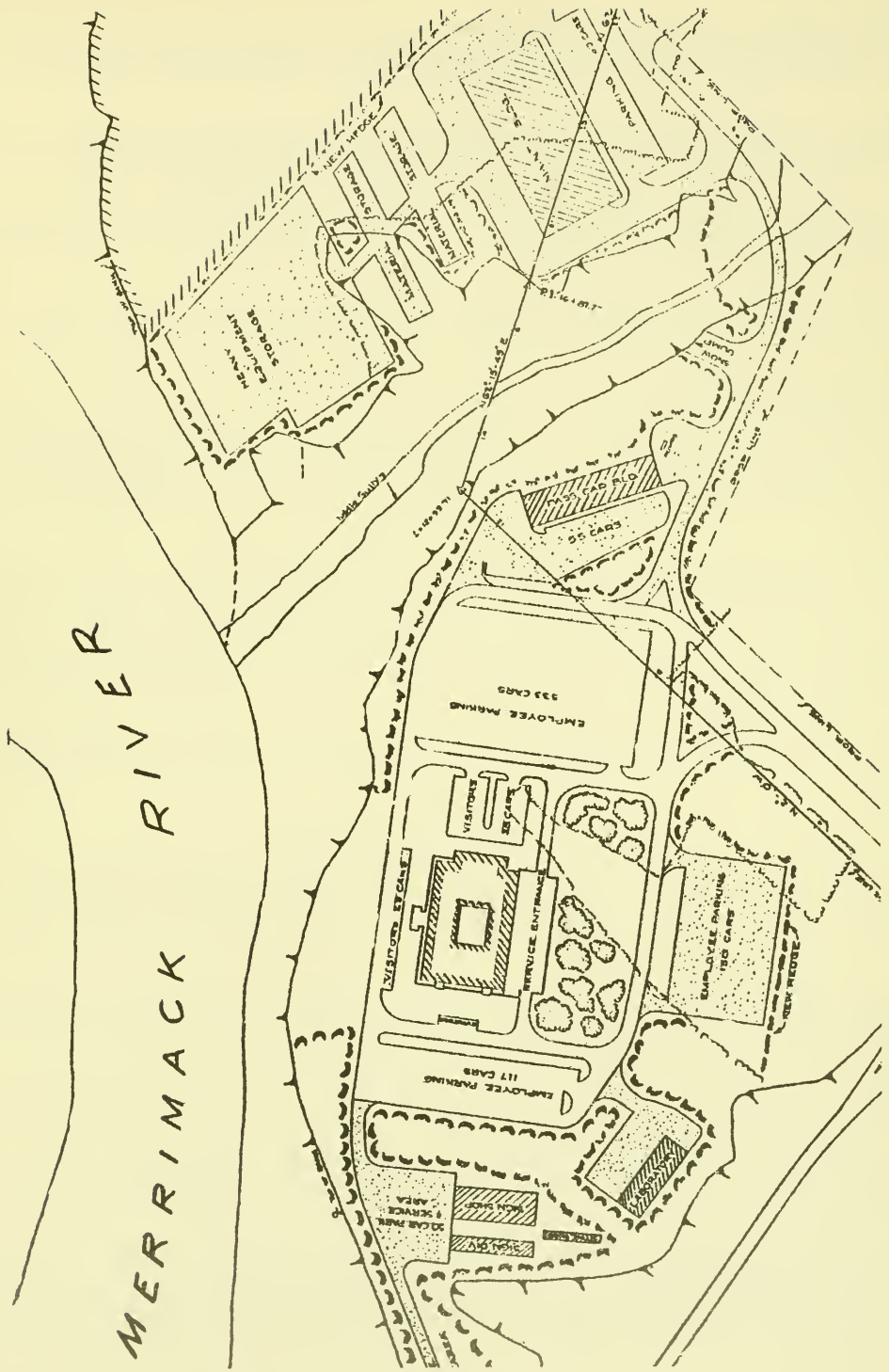
**ZONING** Two changes in the Zoning Map of the City of Concord were recommended to the Board of Aldermen in 1961. These included the rezoning of a 50-acre tract on Black Hill from an agricultural to a limited commercial district, and the rezoning of a section of Manor Road in West Concord from an agricultural to a single residence district.

**OTHER ACTIVITIES** Other important activities of the Planning Board included a review of project priority in connection with the preparation of a six-year capital improvement program, preparation of plumbing code amendments that placed the installation of water piping under municipal plumbing control and which prohibited the use of bituminous fibre pipe in building drains.

The board also recommended that the city seek enabling legislation at the 1963 session of the General Court to permit municipalities to adopt nationally-recognized mobile home construction standards by reference.



ARCHITECT'S DRAWING OF THE NEW HAMPSHIRE STATE OFFICE BUILDING



MERRIMACK RIVER

SITE OF NEW STATE OFFICE BUILDING ON CONCORD PLAINS

# ENGINEERING DEPARTMENT

ENGINEERING - The Engineering Department has been extremely active this year with design and coordination work for all the subdivision work, sewers, highways, streets, parking lots and buildings in addition to our routine records.

We designed and supervised construction on two filter plant-bathhouses for the Recreation Department, designed a relocation project for Horse Hill Road, and designed and provided field engineering for the Town Road Aid projects.

The field work and design for the Storrs Street By-Pass was done during the year and with it the coordinating and approval of work designed in the Shopping Center area.

At the Airport, an addition was built on the Administration Building and a new parking lot designed for spring construction.

PUBLIC WORKS - Concord has been stirred by a definite building and development expansion, a growth beyond anything experienced in the past. This year builders are at work on five separate subdivisions in addition to the individual building of dwellings. These subdivisions required streets, sewers, drainage, trees, refuse collection and all municipal services.

HIGHWAYS - Under our street maintenance program we resurfaced 32 miles of highway in the west and south-end sections of the city. We surfaced with hot bituminous asphalt on South Main Street from Maitland Street to West Street, on Pleasant Street from Fruit Street to Fiske Road and Washington Street, Penacook, from Main Street to the Giant Store. These projects were surfaced with an asphalt emulsion-mix which should make quite a change in the street surfacing program of the state.

In addition, we scarified and treated a total of two miles of highway on Elm Street, Penacook, Walker Street, St. John and Vernon Streets and Westbourne Road.

New streets constructed during the year were an extension of Bow Street, Fellows Street, a portion of Springfield Street, Midland Street and Temi Road.

Under our Town Road Aid program we built a total of 1.2 miles of highway on Birchdale Road and Hooksett Turnpike.

Gravel streets surfaced during the year by our asphalt emulsion stabilization program include Loop Road, a portion of Chase Street, Mill Street, North and South Curtisville Road and a half mile of Hot Hole Pond Road for a total of 4.8 miles of hard-surfaced highway. Adding this figure to the T.R.A. figure, gives us six miles of gravel roads surfaced during the year leaving only seven miles in the city out of a total of 215 miles.

SIDEWALKS - Our sidewalk resurfacing program was concentrated within the area of Concord proper this year. 10,000 square yards were resurfaced for \$9,500, or just under a dollar per square yard.

We tried a new program of rehabilitating concrete sidewalks and repaired all of the walks around the State House, a total of 1,040 square yards, at a cost of \$2,700, for a unit cost of \$2.50 per square yard compared to new construction cost of \$5.00 per square yard.

BRUSH AND WEED CONTROL - Our highway maintenance brush control program consisted of cutting brush on Shaker Road, Hot Hole Pond Road, Silk Farm Road, Iron Works Road and W. Iron Works Road.

The chemical control program is operating very successfully with only occasional spot touching of previous work and very little unhappiness from abutters of new areas. In ten years we will have all our highway cut back to the right-of-way lines.

The tree program is becoming more acute yearly. Our tree crews removed 100 Dutch elm trees and 25 dead maples. We planted only a hundred new trees. We are in the future planting a replacement for every tree taken down. For next year we have ordered several varieties of flowering trees to plant in confined areas. Our tree crews transplanted several full size maples this spring, trees 10" in diameter and thirty feet high and they lived through the summer.

BRIDGES - Our bridge maintenance program is operating successfully with a trained crew developed for the future. The Sewalls Falls Bridge was completed and the small bridge on Washington Street over the canal was painted.

AIRPORT - An interesting project completed during the year was the reroofing of the metal hangar at the airport. This building had leaked for some years and we were successful in making the roof storm proof.

The airport lighting system was damaged during the summer and considerable work was done to repair the wiring before winter.

SEWER SYSTEM - We had a very busy year in sewer construction and maintenance. 3,400 feet of new mains were built and sixty new house connections were made. In addition, the mains in Penacook and Concord Manor were cleaned.

PARKING LOTS - Two parking lots were constructed. One of these was on Warren Street for the Fire Department and an addition to the Ford Avenue lot at City Hall. The work on Ford Avenue provided eight additional spaces and made the Ford Avenue lot the lowest in cost per car space of off-street parking.

#### ENGINEERING INSPECTION

Concord has had a consecutive year of near-record building construction totaling \$4,321,904. This represented \$3,624,562 of new building and a total value of \$697,342 for repairs and alterations.

Although new work accounted for the major part of the expansion and was non-residential construction, the remodeling was divided almost equally between modernization and expansion of the older and also the smaller homes.

During the year a total of 15 permits were issued for fallout shelters.

ZONING 57 cases were appealed to the Zoning Board of Adjustment. These cases were processed and public hearings were held for the purpose of determining questions of special exception and variance involving the use of premises, as required under the terms of the Zoning Ordinance.

BUILDING INSPECTION A total of 318 building permits were issued by this department. 18 permits were issued for swimming pools and 21 permits for mobile homes. In addition, the following miscellaneous work was completed: 866 building inspections, 197 sign inspections, 324 plumbing inspections and 1,003 electrical inspections.



**DEMPSTER  
DUMPMASTER  
New City Rubbish  
Collector**

**CONCORD PROGRESSES**  
Two men, two horses, and hours . . . .  
One man, one truck, and minutes . . . .







#### READY FOR WINTER

(above) Mayor Johnson, Harold Ayer of Northern Salt Service, and City Engineer Howard Raymond pictured beside rock salt purchased in April.

(below) New snow removal equipment in operation.



## PUBLIC LIBRARY



City Librarian Lois Markey receives national award for achievement as State Executive Chairman of National Library Week. With her are Paul Goode, Librarian of St. Paul's School and Herbert Kimball, Lay Chairman of National Library Week.

**BOOKS AND MATERIALS** This year 6,500 books were added to the library making a total of 97,500 books in the collection, of which 18,500 are for children below the seventh grade. There are now 450 recordings in the library. Extensive work has been done on the pamphlets in order to make a vital and usable collection. A library of about 300 films is available, as well as 200 magazines and 14 newspapers.

**USE OF MATERIALS** Of the total population of Concord, 75% are registered borrowers. This is an increase of 8% over last year. Of the total registration, 22% are children below the seventh grade. Borrowers used a total of 302,500 items (excluding films) in 1961. This is an increase of 1,000 items per month over the previous year. It represents a circulation of 10.5 books per capita. The circulation of recordings indicates a 50% increase over 1960 and a 90% increase over 1959.

However, the greatest increase the library has felt is in the requests for information and specific books. In 1960 the figure was 20,000. This year it is over 30,000 (100 per day) in the main adult library alone.

**BUILDINGS** The Main Library has been improved by new lighting in the Circulation Area. The installation of a new telephone and intercom system has resulted in much greater efficiency of operation for staff and public. One area of the library has been sound proofed. The outside walls have been waterproofed.

SERVICES In addition to the usual service to individuals and groups within the library, there have been many others such as short "spot" book reviews on WKXL, many Concord Monitor articles and features, and over thirty talks on the library and books given to Concord groups. About 3,000 adults used 250 films. 1,000 children attended 50 story hours and film programs. Two groups of pre-school children and their mothers each received instruction for a period of six weeks. About 200 children made school class visits.

Over 300 groups used the two meeting rooms. Adult film programs, sponsored by the Friends of the Library were held in the City Auditorium. Changing exhibits of books, articles and paintings were maintained.

The Concord Library activities were extensively filmed for a New England film called "The Day The Books Went Blank."



Filming the Children's Room for "The Day the Books Went Blank."

PERSONNEL The City Librarian serves as Executive Chairman of the Independent Schools Education Board, as Vice-President of the New England Library Association, and on the Governor's Committee on Better Libraries for New Hampshire. She served as Executive Chairman for New Hampshire National Library Week in 1961.

The Library Board has been very active in both local and state library endeavors, one member is an officer in the State Trustee's Association, another is Chairman of one of the Governor's committees.

The Friends of the Library were helpful in the celebration of National Library Week as well as at the adult film programs.

The Staff is active in community affairs as well as in the performance of their professional or clerical duties.



Pre-school youngsters enjoy a story hour at the City Library.

Popular exhibit of articles used for bookmarks and found in books returned to the City Library.



# RECREATION AND PARKS DEPT

## RECREATION PROGRAM - Summer Playgrounds and Pools:

A ten week program was conducted at ten supervised playgrounds and seven pools which included crafts, games, sports, tournaments, dramatics, trips, special events, Red Cross swimming instruction, and swim team competition.

Special Summer Features: July 4th celebration, trip to Bear Brook, teen-trip, Sunset Club trips, Sidewalk Art Show, Junior Swim Meet, Rotary Swim Meet, State Swim Meet trip, Peanut Carnival, Talent Show, Water Ballet, Beauty Contests, Junior Champ Track Meet, Teen dances, Band concerts.

Children and Youth Programs: Craft classes, trampoline classes, teen record hops, youth activities council, two youth hockey leagues, five boys basketball leagues, girls basketball, figure skating class, ski lessons, two play schools, boys football league, tennis clinics, junior golf tournament, neighborhood square dance series at eight schools, judo class, ballet class, art class, trampoline classes, swim team practice at Manchester Y, games periods, badminton, tumbling.

Adult Programs: Industrial Men's basketball League, Industrial Men's Softball League, Women's Basketball, Women's softball, Women's slimnastics, men's and women's badminton, women's volleyball, two housewives' bowling leagues, housewives' golf league, city employees' bowling league, Sunset Club for older adults, sewing, woodworking, oil painting, amateur radio, bridge, indoor golf lessons, women's and men's judo, tennis clinics, indoor tennis.

Special Features Year-round: Winter Carnival ski meet, silver skates derby, sled races, hockey games, carnival ball and queen coronation, Easter Egg Hunt, Benson's Animal Farm Trip, Square dance festivals, Halloween parties and Jack O'Lantern Ball.

Attendance: Skating White Park - 43,905; other skating areas - 10,000 estimated; July 4th fireworks - 10,000; playgrounds - 30,374; pools - 41,705; indoor - 25,938; other outdoor programs and special features - 20,357. These figures are actual peak counts, and do not allow for the number of participants coming before and after the count was made.

GOLF COURSE OPERATION - For the second year in a row the revenue at the Beaver Meadow Municipal Course exceeded operating expenses. The excess in 1961 was almost \$2,500. 5917 daily tickets were sold. Season membership: adult 190, special 31, junior 61, total 282. Estimated individual rounds played by daily fee and season ticket players was 31,297, which compares with 27,007 rounds in 1960 and 15,757 rounds in 1957.

AREAS AND FACILITIES MAINTENANCE - Facilities Maintained: Beaver Meadow Golf Course, Memorial Athletic Field, Rolfe, White and Rollins Parks, Merrill, Heights, Garrison, Kimball, Fletcher-Murphy, West Street, Doyen, Thompson, and Hall Street Playgrounds. White Park administration building and garage, West Street Ward House, East Concord Community Center, Community Center, in old Concord Armory, seven swimming and one wading pools, White Park skating pond and hockey rink, and ten other neighborhood rinks, over 20 other small park, monument, and roadside areas. Use was made of the Penacook Youth Center and Concord Public School multipurpose rooms and gyms in various schools for department activities. The new Community Center in the old armory opened for use in late October and proved immediately popular. Over 7,000 people used the center during December.

Groups Using Department Facilities - Indoor-over 40 different adult and youth groups including scouts and 4-H clubs. Outdoor - eleven varsity sports teams from

Concord High School, St. John's and Penacook in football, baseball, cross-country, track, tennis, golf, hockey; over 30 boys' baseball teams from Little League, Minor League, Babe Ruth, Junior Legion, Small Fry, C.Y.O., Sunset League Baseball; Capital City and Industrial Softball Leagues; womens' and girls' softball teams; State Hospital Swim classes; Y.M.C.A. day camp; New England College, N.H.I.A.A. and Penacook Indian Baseball games; C.H.S. and Morrill School physical education classes; numerous church and school outings. Attendance by organized groups: Indoor - 20,400; Outdoor - 99,080. Does not include non-schedule walk-on use of parks.

**CAPITAL IMPROVEMENTS** - New cement-block bathhouses and pool water filtration and recirculation installations under construction at Merrill and Heights pools to be completed for 1962 season. Completed fairway improvement program at Beaver Meadow. Some work done at Hall Street Playground with more scheduled for 1962. Rollins, West Street, and Heights fence installations; and White Park fence repair. Play equipment installed at Thompson Playground.



City Recreation Director John Penney makes Youth Hockey Awards.



Volunteer instructors teach a children's ski class.

Kimball Playground's Water Ballet Troupe.



## POLICE DEPARTMENT

PARKING METERS - The collection of money from the parking meters was \$58,411.47 with cost for repairs in parts \$451.36 for 1961. A total of 4,528 meters were repaired during this year compared with 4,567 meters in 1960. There was a total of 73 meters converted and installed in three parking lots. The total number of meters in operation at the present time is 1190.

TRAINING PROGRAM - The annual firearms training of all regular officers was held during June under the direction of Sgt. Percy Davis. Eight members attended a week-long Police Training School at the Rundlett Junior High under the direction of two FBI agents and under the supervision of Capt. Daniel Abbott. Chief Carlson and Sgt. Richard Campbell attended an FBI Law Enforcement Conference on "Bank Robbery" in Manchester during November. Nine officers attended various training courses.

MISCELLANEOUS ACTIVITIES - The annual census was taken during March by seven members of the department. An increase of 192 persons over last years' figures was reported. Bicycle registration was held as usual during 1961. A total of 2519 bicycles have been registered compared with 2302 in 1960. Four Police School crossing guards distributed approximately 2000 "Safety Leaflets" on Main Street during the Christmas Holidays.

EMERGENCY ACTIVITIES - In January, we experienced the tragic loss of one of St. Paul's School landmarks. The "Big Study Hall" was completely destroyed by fire. The Police took an active part in the patrolling and guarding of this and surrounding buildings.

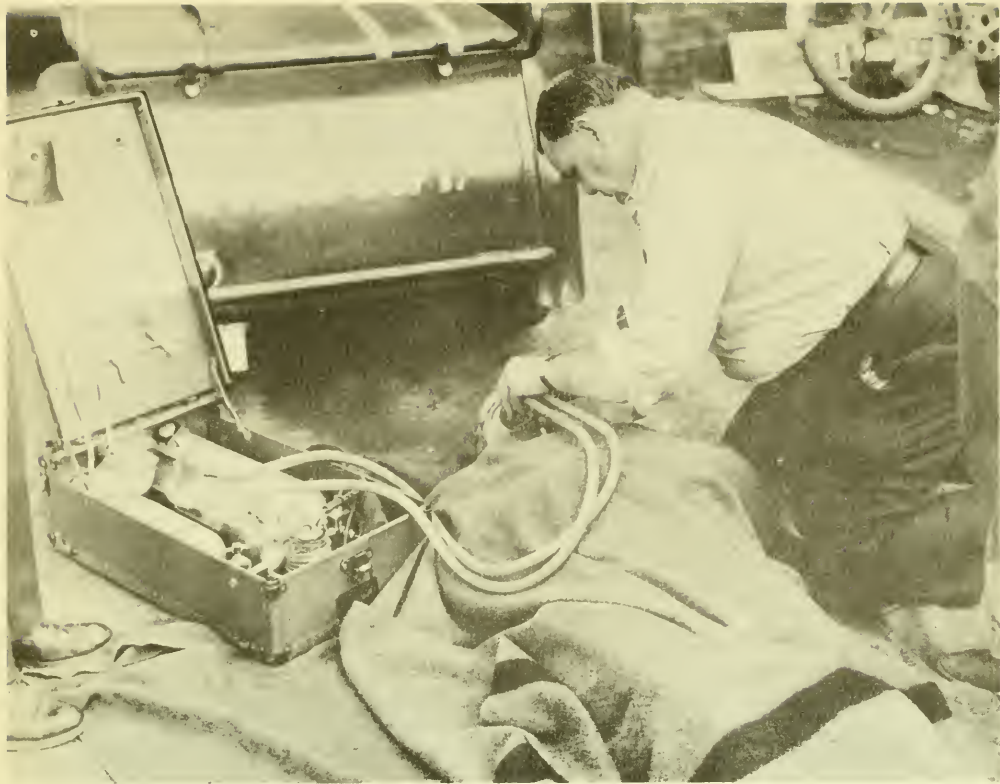
The City underwent a most tragic experience in June. Three small boys perished in a home freezer in the West Concord area. Police worked for hours trying to revive the boys, but to no avail.

ACTIVITIES OF BOYS' CLUB AND CAMP ANDREWS - The Boys' Club enrolled 200 boys. The Club participated in both Midget and Junior Basketball with the teams entering the Twin-State Basketball Tournament in Claremont. No honors were won, but good sportsmanship was enjoyed by both teams. The annual Christmas party was enjoyed by 175 boys at the Club. Refreshments and a good time were enjoyed under the supervision of the Club Director James Ceriello. Some of the boys from the club participated in the annual Fund Drive, and a large number of boys took part in the annual drive for Camp Andrews.

The 1961 season at Camp Andrews got under way the end of June for a period of eight weeks. 144 boys were able to attend this camp for a two week period lasting into the middle of August. The boys participated in all of the out-of-door sports under the direction of their director, James Ceriello and seven counselors.

Minor repairs of the building were ~~made~~ including needed new siding and painting on one wall of the gym and numerous small paint jobs.





**SAFETY PROGRAM:** Officer Thomas Perry distributes safety literature to Walker School student. Principal Lawrence Perkins looks on.



## MUNICIPAL COURT

NUMBER OF ARRESTS FOR DRIVING WHILE INTOXICATED IN 1960	88
NUMBER OF ARRESTS FOR DRIVING WHILE INTOXICATED IN 1961	61

THE FOLLOWING ARE THE KNOWN CASES FOR A TWO YEAR PERIOD	1960	1,591
(excluding parking violations)	1961	1,673

CLOSED CASES FOR 1960	1,482	CLOSED CASES FOR 1961	1,562
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In 1960 there were 216 serious crimes including: manslaughter, robbery, burglary, larceny and auto theft, of these 101 or 47% were cleared by arrests.

In 1961 there were 274 serious crimes including the above - of these 163 or 59% were cleared by arrests.

THE AMOUNT OF PROPERTY REPORTED STOLEN IN 1961	\$33,734.60
THE AMOUNT OF PROPERTY RECOVERED FOR 1961	\$25,652.36

AMBULANCE CALLS 1960	1,297	AMBULANCE CALLS 1961	1,417
TOTAL COMPLAINTS 1960	10,195	TOTAL COMPLAINTS 1961	9,553
TRAFFIC ACCIDENTS 1960	501	TRAFFIC ACCIDENTS 1961	580
TRAFFIC VIOLATIONS 1960	11,770	TRAFFIC VIOLATIONS 1961	10,164



School Crossing Patrol.

# FIRE DEPARTMENT

PERSONNEL - The Fire Department operated with a staff of 55 permanent men and 60 call firemen. This represents an addition of two permanent men and a decrease of 18 call men.

APPARATUS AND EQUIPMENT - No additional fire apparatus was purchased during 1961. Engine #8, a 1932 Ahrens-Fox 500 gallon pumper was replaced by engine #6, a 750 gallon American Lafrance 1941 pumper, and was relocated at the West Concord station from headquarters with personnel. The department has in service 20,000 feet of fire hose. Three skill saws were added to each ladder truck.

MAINTENANCE - Through the use of the facilities available at the department workshop, the Fire Department has continued the practice of making its own repairs and replacements. All buildings have been maintained by the permanent personnel at West Concord Fire Station, new overhead doors, additional sleeping quarters and aluminium combination windows and screens have been installed. There were 430 fire extinguishers re-charged at the Central Station. The Police and Fire alarm systems have been maintained and tested as in previous years.

FIRE PREVENTION - Fire prevention is one of the most important activities of the Department. Although this work lacks the color of actual fire fighting, nevertheless it plays an important part in keeping fire losses at a minimum. In fact, this program has resulted in a decrease of fire loss in the city for the year 1961. The regular inspections of schools, convalescent homes, places of public assembly have been made. 376 oil burners and several gasoline tanks and pump installations complied with all rules and regulations and permits were issued for them.

FIRE LOSS - The major fire for 1961 occurred at the St. Paul's School study, with loss of over \$250,000.00 During the year of 1961 the Department responded to 517 alarms, of which 62 were box alarms, 455 stills and investigations.

## FIRE LOSS SUMMARY

	<u>VALUE</u>	<u>LOSS</u>	<u>INSURANCE</u>	<u>INSURANCE</u>
BUILDING:	\$953,000.00	\$196,302.00	\$557,027.00	\$196,302.00
CONTENTS:	<u>\$132,000.00</u>	<u>\$ 96,312.00</u>	<u>\$256,723.00</u>	<u>\$ 96,312.00</u>
TOTAL:	\$1,085,000.00	\$292,614.00	\$813,750.00	\$292,614.00



Problems of Fighting Fire

## CIVIL DEFENSE

ALERTS - Civil Defense has one major alert each year, at which time all Civil Defense Agencies participate. Concord's role this year was varied. The major part was the hourly reports of radiological data to Area Headquarters via RACES. We also stood by as military aircraft were going to use Concord Airport as an emergency field. We were asked to send police personnel to the Portsmouth area to aid security, and prepare to assume responsibility for refugees from that area. A problem was prepared with Boscawen which involved rescue operation of several injured persons. All problems were readily worked out and our responses were fully accepted by the State of New Hampshire Civil Defense. Public cooperation in this alert was rated very good. Supper was provided by the Salvation Army for members at the Control Center.

During the hurricane season we were placed on alert. This means that Police, Fire, Public Works and Rescue were advised of the condition and made aware that their services might be required. Intra-Service cooperation has always been the finest.

COOPERATIVE EFFORTS - At least once a year Concord Hospital tests its Disaster Plan. We had an active part in that we assisted in the make-up of the injured and provided trained rescue personnel. Our RACES network was also tested during this alert.

In cooperation with the local Fire Department a test was made of the Rollins Park warning siren to determine the actual area in which this unit could be heard. Following this test a meeting was held with a sound engineer who reported back that, to get minimum coverage, five additional units should be located throughout the city.

EQUIPMENT - Again we have made use of available Civil Defense surplus materials as well as the Federal Matching Funds Program. A combination public address system and siren was secured for the Police Department, and the first part of our RACES network was secured under the Matching Funds program. Office furniture and equipment were secured from surplus materials. Several other city departments secured valuable equipment as well.

PENACOOK RESCUE SQUAD - Our most outstanding public relations service is the Penacook Rescue Squad. Their willingness to be of assistance in any way has made them a very valuable group not only to our city but also to the surrounding communities. They continue to be one of the top rescue units in our entire state.

PERSONNEL - During the year the Reverend George J.W. Pennington resigned as Director and his Deputy, John I. Johnson, was subsequently appointed as Director by Mayor Johnson. The office has been open full time and is in charge of the Administration Officer, Mrs. Ruth Maxham. Due to the stress on shelters, Mr. Willis D. Thompson, Jr., was appointed Assistant Director in charge of shelters. His knowledge and vision of this area of concern has been greatly appreciated by those citizens with whom he has worked. Mr. Richard Brodeur, one of the originators of the Penacook Rescue Squad, continues to serve as Deputy Director in charge of rescue operations. Members of the staff have given of their time in providing programs for many of the organizations in our community. They have participated in many meetings, called by the State organization.

PROBLEMS - In reviewing the activities of the past year several problems emerged and are as follows: 1. The confused attitude of the public towards the entire Civil Defense Program. This is caused by conflicting views made by "authorities" in newspapers, magazines, books and on radio and TV. 2. The incompleted RACES radio net hinders us from intra-service tests. 3. The inadequate warning system for the city.

It is hoped that these problems may not prove insurmountable, and that as the public is made aware of the necessity of being prepared, a great obstacle to adequate community preparedness will be overcome.



Concord Civil Defense RACES Radio Network: Malcolm Spoor, Power Company representative, and Robert Wright, Concord CD Communications Officer operate during a Test Alert.



Searchlight and Heavy Duty  
Generator in Operation.



Penacook Rescue Squad  
practice rescue operations  
down the vertical sides of  
abandoned gravel pit.

## CEMETERIES

There were a total of 368 interments made during the year. In our city cemeteries 253, Calvary 93 and Penacook Calvary 21. We had 19 in our receiving tomb which were removed in the spring.

There was a total of 95 lots sold, 85 in the city and 10 in Calvary. 8 trusts were put on old lots of which 1 was a flower trust.

A total of 96 liners were used, 78 in the city cemeteries and 18 in Calvary.

Each year we put a great number of foundations; set posts and markers. Total number of foundations poured were 95, 67 in the city and 28 in Calvary. Total number of posts set was 142, 106 in the city and 36 in Calvary. Markers set were 158, city cemeteries 135 and 23 in Calvary.

The flower beds are set out each spring in time for Memorial Day.

The general work of mowing, trimming shrubs and trees, making over lots and cleaning up was done. New construction is being done each year to make new areas available for future burials. Some of the new work included shingling the roof of the tool house in Maple Grove Cemetery and painting the flag pole. In Penacook Calvary we lowered markers and corner posts making the lots over for easier maintenance.

## WELFARE DEPARTMENT

GENERAL TREND - In 1961 an average of 31 cases representing 101 persons were aided at a total cost of \$29,470.85 in comparison to 24 cases in 1960, representing 75 persons with expenditures of \$22,004.76. This is the first time since 1953 that welfare costs showed a marked increase. In that year 101 persons were aided with expenditures of \$31,848.76.

The following shows the reasons for relief and the approximate per cent of cases in each category during 1961 compared with 1960:

	<u>1961</u>	<u>1960</u>
SICKNESS	35%	28%
UNEMPLOYMENT	22%	19%
MARITAL DIFFICULTIES	21%	19%
INSUFFICIENT INCOME	12%	18%
UNEMPLOYABLE	10%	13%
PARTIALLY HANDICAPPED	---	3%

Sickness is still the major cause of relief need as it has been for several years rather than unemployment which is commonly thought of as being the primary reason for assistance.

OLD AGE ASSISTANCE - In 1961 Old Age Assistance cases including aliens numbered 182 with expenditures of \$55,118.42 and in 1960, 177 cases were aided at a cost of \$48,736.54. An increase of \$4.50 in medical pool payments effective July 1, 1961.

AID TO THE PERMANENTLY AND TOTALLY DISABLED - In 1961 aid to the permanently and totally disabled cases numbered 13 with expenditures of \$5,070.25. In 1960 an average of 14 cases were aided at a cost to the city of \$5,165.00.



# SANITARY INSPECTION

INSPECTIONS 1431 samples of milk, cream, chocolate drink, coffee drink and orangeade were collected and analyzed during the year. Also 169 rinse samples from clean milk bottles were collected and analyzed.

The following inspections were made during the year;

Dairies.....	221	Milk Plants.....	79
Stores.....	236	Eating Establishments.....	173
Bakeries.....	39	Wholesale meat houses.....	6
Tourist Courts.....	17	Schools and Nurseries.....	34
Foster Homes.....	13		

148 complaints were investigated and 169 notices were given to producers, stores and eating establishments to improve conditions. 796 written reports were sent to milk dealers and producers.

SANITARY MILK PROGRAMS The sanitary quality of milk shipped interstate, as well as intrastate, has been a matter of concern to receiving states and municipalities for many year. Lack of a national approach to a solution of this problem prompted the Association of State and Territorial Health Officers to request the U. S. Public Health Service to assist the states in the development and conduct of a program for the certification of interstate milk supplies. The present voluntary cooperative State-Public Health Service program for certification of interstate milk shippers was developed by the First National Conference on Interstate Milk Shipment in response to this request.

The agreements accepted by the First Conference in 1950 have been used to advantage by many states in developing sound and more uniform milk sanitation programs. The agreements have been used as a guide for organization and administrative action, and have led to the development of a greater degree of reciprocity between states on acceptance of inspection and laboratory results. These agreements have also been used by many states as a basis of programs for the supervision and certification of intrastate milk sources, and have assisted many states and municipalities to secure better milk supplies for their people. This department has been cooperating with the N. H. Health Department by split-sampling and other procedures to carry out this program.

An investigation was made by this department of the testing of milk for radioactivity and it was found that the equipment alone costs \$14,000. However, a physicist at Harvard, in cooperation with a research man of a large dairy, has developed an instrument to measure Iodine 131. With this inexpensive instrument, your inspector can check milk right at the farm for fall-out and protect the health of the consumer. At present, milk from this area is being tested at the U.S. Government Laboratory in Alabama.

SURVEYS In 1961, with the cooperation of the State Department of Health, the Sanitary Inspector from the U. S. Public Health service and the Concord Sanitary Inspector conducted a rating survey of all eating and drinking establishments in Concord. A similar survey was also made on dairies and plants serving the Concord area by an inspector from the U. S. Public Health Service, the State Inspector and the local inspector.

CONFERENCES This department attended two meetings in April, 1961 of all State Board of Health Officers at 61 South Spring Street, discussing problems associated with general milk plating techniques. A Dairy Farm Sanitation In-Service Training Conference was attended, which was sponsored by the U. S. Public Health Service and the New Hampshire State Department of Health on November 28 and 29.

SEPTIC TANKS In May, 42 registered letters were mailed to residents of Concord whose premises are located within 100 feet of a municipal sewer line but not connected with the line. Their attention was called to the fact that under the Revised Ordinances of the City of Concord, Chapter 27, Section 21, use of a septic tank must be discontinued and that they are required to provide readily accessible toilets and lavatory facilities, properly ventilated and constructed to suitable drains and sewer for conveying water waste and sewage away from their premises into a public sewer system; and that legal action would be taken in failure to do so.

## HEALTH DEPARTMENT

HEALTH CLINICS 1715 people attended health clinics during the year to receive protective treatment against diphtheria, whooping cough, tetanus, smallpox and poliomyelitis.

COMMUNICABLE DISEASES The following communicable diseases were reported: 5 cases chicken pox, 16 cases german measles, 5 cases infectious hepatitis, 59 cases measles, 1 case meningococcal meningitis and 15 cases scarlet fever.

LICENSES Four convalescent home licenses were issued in March and 201 milk and 84 restaurant and bakery licenses were issued in May and June.

COMPLAINTS 75 complaints were received during the year and checked. As usual, the most common complaint was that of refuse thrown in alleyways or dumped on private land. There were also several complaints regarding plumbing.

VITAL STATISTICS The death rate in Concord dropped a little from last year. Of the 640 deaths reported in 1961, 276 were resident and 364 were non-resident. 138 bodies were brought here for burial and 23 stillbirths were reported.

TABLE OF CAUSES OF DEATHS OF RESIDENTS (most common causes)

	<u>1957</u>	<u>1958</u>	<u>1959</u>	<u>1960</u>	<u>1961</u>
Diseases of circulatory system.....	122	154	165	121	137
Diseases of nervous system.....	41	42	45	41	48
Cancer and other malignant tumors.....	37	48	42	39	39
Diseases of digestive system.....	15	10	7	13	14
Pneumonia.....	15	15	15	13	6

## RECORDS DEPARTMENT



City Clerk Arthur Roby shares his City Government experiences with the League of Women Voters.

The City Clerk attended all meetings and hearings of the Board of Aldermen in the capacity of clerk. Prepared and distributed the minutes of all meetings. Received and turned over to the City Treasurer the sum of \$12,821.75 from licenses and service fees during the year. Issued 2,200 dog licenses. Recorded approximately 926 mortgages to July 1, and 468 conditional sales to July 1, and beginning July 1, 1961, when the Uniform Commercial Code became effective, filed 807 contracts. Recorded approximately 170 discharges, issued 332 marriage licenses and issued approximately 1152 certificates of vital statistics.

Vital statistics recorded as compared with 1960 were as follows:

	<u>1960</u>	<u>1961</u>
Births	1069	1124
Marriages	296	328
Deaths	661	665

### BOARD OF ALDERMEN ACTIONS

The Board of Aldermen held 12 regular meetings, 9 special meetings, 12 hearings, making a total of 33 meetings. The Board also, during the year, passed 29 ordinances and 85 resolutions.

### RESOLUTIONS

Relative to service of the late Joseph Comi; budget, 1961; appropriating \$20,000 bonds, departmental equipment; naming McKee Square; naming William P. Thompson playground; appropriating \$110,000 bond issue; authorizing creation of Concord Housing Authority; services of Austin B. Presby; to grant agreement, Federal Aviation Agency; to services of John Hyde; to fallout shelter survey; authorizing \$135,000 bond issue, Union School District; authorizing \$250,000 for highway construction; appropriating \$6,600 for fallout shelter survey; authorizing purchase of land, Concord Baby-By-Pass; to construction of sidewalk, Washington Street, Penacook; naming McGuire Street; to proposed N.H. Technical Institute; naming Hyland Square; to late U.S. Senator Styles Bridges.

### ORDINANCES

Relative to licensing of taxicabs and taxicab operators, passage of Housing code, relating to Traffic Code, relating to Personnel Code, relating to zoning.

## ELECTIONS

The city election was held November 7, 1961. There were six filings for the office of Mayor, five filings for Alderman-at-Large, and Ward Alderman filings were as follows: Ward 1, had two; Ward 2, had three; Ward 3, had one; Ward 4, had two; Ward 5, had two; Ward 6, had three; Ward 7, had two; Ward 8, had two; Ward 9, had one.

The result of this election was that former Mayor Charles C. Davie was elected Mayor; Robert D. Branch, Winfield J. Phillips and Edna C. McKenna were elected Aldermen-at-Large for four years. This was the first time a woman had been elected to the Board of Aldermen.

The Ward Aldermen elected were as follows: Ward 1, Edward H. York; Ward 2, Paul M. Cunningham; Ward 3, George A. Stohrer, Jr.; Ward 4, Malcolm McLane; Ward 5, Roland E. Fletcher; Ward 6, David E. Tardif; Ward 7, C. Edwin Howard; Ward 8, Samuel J. Chapman; Ward 9, Thomas B. Jennings. The total vote cast was 8,059.



MRS. EDNA McKENNA, wife, mother and head nurse at the State Prison, is the first woman to be elected to the City Council. Elected Alderman-at-large, in November of 1961, she will serve a four-year term beginning January 1962.

# WATER DEPARTMENT

**WATER CONSUMPTION** for 1961 amounted to 1,448,271,300 gallons, this represents an average daily consumption of 3,967,867 gallons (about 137 gallons per person per day). Of the total amount used, 972,041,300 gallons were pumped and 476,230,000 gallons were supplied by gravity. This consumption was 74,838,100 gallons more than the consumption for 1960.

**WATER SUPPLY** Penacook Lake filled to the spillway elevation on April 23, but on December 31 the elevation of the lake had dropped to 179.15 which was 1½ feet below normal and was still going down, whereas at this time of year the lake is usually rising. The greatest cause of this condition is the fact that the total precipitation for the year 1961 was only 32 inches which is almost 5½ inches below the average yearly precipitation. With the lake at this elevation and still going down it will take a generous amount of precipitation in the spring of 1962 to assure an ample supply for the year.

**ALGAE PROBLEM** Once again the waters of the lake were treated with copper sulfate in late November to prevent the growth of algae under the ice during the winter. At the end of the year microscopic tests of the water of the lake showed that the water was clear of algae.

**FLUSHING PROGRAM** All hydrants and mains were flushed in the fall to clear rust accumulations out of the mains. It was also necessary to flush dead end mains in several sections of the city periodically for the same purpose. Each and every hydrant in the system was tested weekly between December 15 and March 15 to guard against freezing and to assure proper operation of all hydrants.

**WATER MAIN CLEANING PROGRAM** Under this program 10,190 feet of 12 inch pipe were cleaned, beginning at the corner of Pleasant Street at Liberty Street and running out Pleasant Street and down through the main street of Saint Paul's School. The capacity of this main was increased approximately 100 percent by the cleaning.

**MAJOR CONSTRUCTION PROJECTS** Laid 9,744 feet of cement-lined cast iron pipe. Set 13 new hydrants, replaced three old hydrants, (797 hydrants now in system.) Set 14 new main line valves, (1708 valves now in system), laid 80 new service connections, relaid 38 old service connections, discontinued one service connection, (6217 service connections now in system consisting of 28.9 miles of service pipe), set 81 new meters, replaced 97 old meters, repaired 215 old meters, discontinued nine meters, (5626 meters now in system).

**MAJOR REPLACEMENT PROJECT** was in South Street from Rockingham Street southerly to near the Bow town line. The old pipe was replaced with 2,078 feet of 10 inch cement-lined cast iron pipe which will almost triple the capacity of the main in this area.

**MAJOR MAINTENANCE PROJECTS** The 250,000 gallon elevated tank in Penacook was painted both inside and outside. The slate roofs at the North State Street pumping station shop and garage were checked and repaired where necessary. New signal wires were run from the North State Street pumping station to the reservoir on Penacook Street replacing wires which were over 50 years old. In Temi Street, 127 feet of six inch main were lowered because of change in grade of the street. Forty seven leaks were repaired.

**EQUIPMENT** The department acquired four Ford ½ ton pickup trucks.

## CITY SOLICITOR

**LAND DAMAGES** The demand for new highways and reconstruction of existing highways in 1961 resulted in a substantial increase in cases involving land damages. In connection with the widening of Loudon Road, for example, seven property owners brought suit against the City of Concord during the year 1960. Four of these cases remained to be disposed of in the year 1961; three were finally settled before trial for the amount of the city's appraisals. As of the end of the year, one still remains in the Superior Court.

**LAND ACQUISITION** During the year negotiation was begun for acquiring lands necessary for the construction of the downtown by-pass, which will extend from Chandler Street to Hall's Court, off North Main Street. All of this land was acquired by negotiation with the exception of the Fuller property, which was to have provided access to North Main Street. When the city found that the land could not be purchased for a reasonable price, condemnation proceedings were instituted. It is assumed that an appeal will be taken to the Superior Court sometime early in January. Because the proposed by-pass will be important to the area in which a new shopping center is to be located, it is hoped that the necessary property can be acquired without lengthy litigation.

**REASSESSMENT APPEALS** One of the highlights of the year was undoubtedly the appeals that arose in connection with reassessments that were made in the Concord Heights area. The Board of Assessors had found that property values in that area had increased as the result of the location of new industries, together with an increased demand for house lots. An appeal was taken by some of the residents of the area to the State Tax Commission. After a public hearing was held, the appeals were dismissed and the action of the Commission was sustained by the Supreme Court.

**HOUSING CODE** An important development that occurred during the year was the enactment of a housing code by the Board of Aldermen. For the first time, the city now has a right to oblige the landowner to remedy conditions affecting the safety and health of occupants.

**STATE LEGISLATION** The City Solicitor represented the city on a number of occasions at hearings before legislative committees in matters in which the city had an interest. One of these hearings concerned the matter of amending the charter so as to provide an increase in the Mayor's salary as well as relieving the City Clerk of the necessity of giving personal notice to members of the Board of Aldermen when a special meeting is called. The bill was finally defeated, however, when some members of the Senate felt that the matter of determining the Mayor's salary should be a matter of "home rule". Another rather important bill was that concerning the purchase of life and health insurance for city employees. The bill, as originally presented, would have made it mandatory for the city to provide such coverage. We were finally successful in amending the bill to make it merely permissive.

**ORDINANCES AND RESOLUTIONS** During the year a substantial amount of time was spent in again bringing the Municipal Code of Ordinances up to date. The new revision will be ready for the printers sometime early in 1962.

## COLLECTION DEPARTMENT

The total tax warrants with additions for the levy of 1961 submitted by the Assessors to the Tax Collector were as follows:

	Total Debits	Balance Dec. 31, 1961
Real and Personal Property	\$3,908,701.88	\$416,948.60
Bank Stock	6,997.52	-0-
Timber Yield	4,048.63	2,998.88
Total Property	<u>\$3,919,748.03</u>	<u>\$419,947.48</u>
Polls	23,288.00	4,821.50
Total Property & Polls	<u>\$3,943,036.03</u>	<u>\$424,768.98</u>
State Head Taxes	73,910.00	16,480.00
TOTAL	<u>\$4,016,946.03</u>	<u>\$441,248.98</u>

In January notices were prepared and mailed to delinquent taxpayers relative to unpaid stock in trade, personal and real estate taxes. Also a list was prepared and given to local banks relative to unpaid 1958, 1959 and 1960 real estate taxes.

The advertised list of unpaid 1960 property taxes was posted on May 1 and the Collector's sale of resident real estate was held on June 1 in the small conference room on the second floor of the City Hall. The list contained 175 accounts, of which one was bought by an individual and the rest were bought by the City of Concord for \$75,287.11. The owners of record have two years in which to redeem their property from the Collector's sale.

In May the so-called Hunneyman property on Pembroke Road was sold by bid for \$1,850.00.

In June 15,000 combination head and poll tax bills were addressed and mailed. In July and August 371 special assessment bills were processed and mailed.

All property tax bills for the City and Penacook were mailed on September 22.

The auction sale of tax title property acquired in 1961 was held on November 15 and for the second year in succession all property has been sold.

This department, with the cooperation of the City Solicitor, entered 101 cases in Small Claims Court against delinquent head and poll taxpayers.

There were 15,904 automobile permits issued, amounting to \$189,030.78.

Collections on special assessments amounted to \$16,664.87.

Collections received for prior year taxes, water bills and other miscellaneous revenue amounted to \$1,069,105.23.

The total collected from all sources amounted to \$4,837,049.06.

In October a testimonial banquet was held honoring employees with long tenure of service to the City of Concord. This department is proud and pleased to report Evelyn Lajoie received a twenty-six year pin at the banquet. We are indeed grateful to her for her faithful and conscientious work rendered to the City.

George West attended the N.H. Tax Collector's Association meeting held at the Bald Peak Colony Club in Tuftonboro on September 8 and 9. At this meeting Mr. West was elected Director at Large of the Association for 1961-1962.

## ASSESSING DEPARTMENT

TAX WARRANTS were issued as follows during the year:

Property--Real and Personal	\$3,908,701.88
Poll Tax	23,288.00
Head Tax	73,910.00
Bank Stock	6,997.52
Timber yield	4,048.63

(The above figures contain the added tax warrants and jeopardy warrants).

3,111 exemptions from Poll Tax were granted compared to 3,167 granted in 1960.

VALUATION Gross valuation before exemption amounted to	\$57,371,690.00
Less Veterans exemption and exemption to blind	<u>1,681,160.00</u>
Net valuation on which 1961 tax rate computed	\$55,690,530.00

EXEMPTIONS 1,711 applications for veterans and blind persons for exemption from property taxes were processed. Of this number 1,665 were granted.

TAX RATES for 1961 are as follows:

CONCORD:		PENACOOK:	
City Budget	\$30.28	City Budget	\$30.28
School	36.48	School	38.80
County	<u>3.24</u>	County	<u>3.24</u>
	\$70.00		\$72.32

COMPILATION ten year period:

Year	Tax Valuation R.E. & Pers. Prop.	Property Valuation Exempt to Vets.	Poll Tax Warrant	Poll Exempt. to Vets.
1952	\$47,490,362	\$1,076,015	\$23,462	\$6,174
1953	47,828,712	1,172,550	22,954	6,218
1954	47,795,222	1,280,588	23,370	5,852
1955	48,278,291	1,367,195	23,924	6,556
1956	49,178,815	1,334,410	23,536	6,636
1957	50,829,022	1,461,270	23,458	6,614
1958	51,105,351	1,486,320	22,962	6,586
1959	52,391,854	1,554,890	22,750	6,580
1960	54,621,375	1,628,620	22,720	6,334
1961	55,690,530	1,691,160	23,018	6,222

CONFERENCES AND MEETINGS The annual meeting of assessing officials with the State Tax Commission was held on March 17, 1961. These meetings, required by law, are held for the purpose of bringing to the assessing officials as much information and instructions as possible regarding their duties prior to the annual assessments which start April 1.

PERSONNEL The resignation of John L. Hyde, Assessor, was accepted effective June 2, 1961. Miss Eleanor F. Maguire retired at the end of 1961 after having served more than 31 years. Charles A. Bartlett, Assessor, died November 7, 1961. Raymond P. Daigle assumed the duty of City Assessor on October 2, 1961.

MISCELLANEOUS There were fifteen meetings of the Board of Assessors during the year 1961. The total number of property transfers processed during the 1961 was 744. Tax abatements allowed during the year amounted to \$46,994.53; and taxes added during the year amounted to \$8,187.94. The total number of appeals against assessments of real estate and personal property resolved during the year was 210.



# FINANCE DEPARTMENT

In the financial section of this report will be found schedules which set forth the activity and the year end position of each of the several funds through which all the financial transactions of the City are handled. Below is a brief summary of activity of each fund during the year 1961 and condition at the end of the year.

## GENERAL FUND

**CURRENT SURPLUS** resulting from 1961 operations amounted to \$72,033. This surplus will be used to reduce the amount to be raised by property taxes in 1962.

**DEBT** Outstanding debt payable from this fund increased \$187,297. New debt amounting to \$515,000 was incurred, while maturities paid during the year amounted to \$327,703; as detailed in the following schedule.

	<u>Balance</u> Dec. 31, 1960	<u>Payments</u> During 1961	<u>New Debt</u> Issued 1961	<u>Balance</u> Dec. 31, 1961
Municipal.....	\$ 974,023.	142,703.	380,000.	1,211,320.
School.....	2,565,000.	185,000.	135,000.	2,515,000.
Total.....	\$ 3,539,023.	327,703.	515,000.	3,726,320.

**INTEREST RATES** declined steadily during the year. Our bonds sold at rates of 2.8% and 2.6% which compares with 2.9% for the 1960 issue. Rates on borrowings in anticipation of tax collections ranged from 1.47% in March to 1.04% in September, compared to a high of 2.12% and a low of 1.05% paid in the previous year. Total interest cost for the year on the short term notes was \$9,021. compared to \$10,144. for the previous year. Total interest paid on long term debt was \$24,985. compared to \$25,658. paid in 1960.

**VALUATIONS, TAXES, TAX RATES** Below is a comparison of valuations, property taxes, and tax rates; showing changes from 1960 to 1961.

	<u>1960</u>	<u>1961</u>	<u>Increase</u>	
<u>Property Taxes Raised</u>			<u>Amount</u>	<u>Per Cent</u>
For Municipal Purposes.....	\$ 1,599,144.	1,686,465	87,321.	5.46
For School Purposes.....	1,796,618.	2,040,344.	243,726.	13.57
For County Purposes.....	191,427.	180,639.	-10,788.	-5.64
Total.....	3,587,189.	3,907,448.	320,259.	8.93

	<u>1960</u>	<u>1961</u>	<u>Increase</u>	
<u>Assessed Valuation</u>			<u>Amount</u>	<u>Per Cent</u>
For Municipal Purposes.....	\$54,621,375.	55,690,530.	1,069,155.	1.96
For Union School District....	51,045,095.	52,044,750.	999,655.	1.96
For Penacook School District.	3,591,780.	3,661,280.	69,500.	1.94
For County Purposes.....	54,637,125.	55,706,280.	1,069,155.	1.96

	<u>1960</u>	<u>1961</u>	<u>Increase</u>	
<u>Tax Rates</u>			<u>Amount</u>	<u>Per Cent</u>
Municipal.....	29.27	30.28	1.01	3.45
Union School District.....	32.32	36.48	4.16	12.87
Penacook School District....	40.89	38.80	-2.09	-5.11
County.....	3.51	3.24	- .27	-7.69
Total City Rate.....	65.10	70.00	4.90	7.53
Total Penacook Rate.....	73.67	72.32	-1.35	-1.83

**COLLECTIONS** improved, percentage wise; the year ending with 10.7% of the current property tax levy outstanding, compared to 12.8% outstanding at the end of the previous year.

TAX LIENS Unredeemed tax liens increased 7.63% from \$35,689. at the end of 1960 to \$38,411. at the close of 1961.

AUTO PERMITS Revenue from auto permit fees increased by 15.25%, this source yielding \$188,564., compared to \$163,616. realized in 1960.

#### PARKING METER FUND

METER COLLECTIONS fell off by 2.69% from \$61,339. in 1960 to \$59,690. for the current year. Off-street collections were up 14.32% while on-street areas yielded 6.37% less than the previous year.

FUND BALANCE at the close of the year was \$6,513.. decrease of \$17,690. during the year.

DEBT Long term debt decreased from \$98,000. to \$76,000. No new debt was issued;while maturities amounted to \$22,000.

#### SANITARY SEWER FUND

REVENUE from sewer rentals totalled \$87,398. compared to \$80,907. realized in 1960, an increase of 8.02%. Receipts from all sources increased by 7.91% from \$90,735 to \$97,911.

SURPLUS The year began with a cash surplus of \$72,388 and ended with \$93,349. an increase of \$20,961.

DEBT Long term debt decreased by \$26,000. Maturities paid during the year amounted to \$26,000. No new debt was incurred.

#### WATER FUND

REVENUE Water rentals yielded a total of \$251,012., 5.71% above the \$237,443. realized in 1960. Receipts from all sources amounted to \$261,731. or 6.26% higher than in 1960.

SURPLUS Cash surplus increased from \$136,354. at the beginning of the year to \$168,001. at the close of the year.

DEBT Long term debt decreased by \$20,000. Maturities paid amounted to \$20,000. No new debt was incurred.

#### SPECIAL ASSESSMENT FUND

PROJECTS Two water extensions and one sidewalk project were approved for construction under special assessment procedure at an estimated cost of \$40,260.

RECEIPTS Total receipts of this fund were \$87,556. Disbursements totalled \$96,596. Cash balance at the end of the year was \$86,557.

DEBT Long term debt decreased during the year from \$367,230. to \$344,907. New debt amounting to \$24,100 was incurred; while maturities paid totalled \$46,423.

#### EQUIPMENT MAINTENANCE AND REPLACEMENT FUND

PROFIT This fund showed a small profit from this year's operations. Income from equipment rentals amounted to \$209,084.; while operating expenditures and depreciation totalled \$207,961.; resulting in a net profit of \$1,123.

RESERVE The reserve for replacement of equipment decreased from \$13,541. to \$13,009. Expenditures for new equipment totalled \$53,591.; while additions to the reserve amounted to only \$53,059. This fund has no outstanding debt.

DIVISION OF MUNICIPAL ACCOUNTING

STATE TAX COMMISSION

Concord, New Hampshire

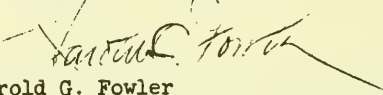
May 22, 1962

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Certificate of Audit

This is to certify that we have examined and audited the accounts and records of the City of Concord for the fiscal year ended December 31, 1961. In our opinion, the Exhibits included herewith reflect the true financial condition of the City on December 31, 1961, together with the results of operations for the fiscal year ended on that date.

Respectfully submitted,

  
Harold G. Fowler  
Director

DIVISION OF MUNICIPAL ACCOUNTING  
STATE TAX COMMISSION

O. Maurice Oleson ) Auditors  
Lionel J. DeGrace )

Charles T. Carroll ) Accountants  
George L. Russell )

DIVISION OF MUNICIPAL ACCOUNTING

STATE TAX COMMISSION

Concord, New Hampshire

May 22, 1962

To the Mayor and Board of Aldermen

Concord, New Hampshire

Gentlemen:

Submitted herewith is the report of an examination and audit of the accounts of the City of Concord for the fiscal year ended December 31, 1961, which was made by this Division as requested. Exhibits as hereafter listed are included as part of the report.

SCOPE OF AUDIT

The accounts and records of all city officials charged with the custody, receipt and disbursement of city funds were examined and audited. An examination was made of a sufficient number of vouchers, payrolls and cancelled checks to satisfy the requirements of accepted standards of audit procedure. Receipts were checked by source insofar as possible. Book balances were verified by comparison with reconciled bank balances made from statements obtained from depository banks. Verification of uncollected taxes was made by mailing notices to taxpayers whose accounts appeared to be delinquent according to the Collector's records. The amounts of uncollected and unredeemed taxes as indicated in this report are therefore subject to any changes which may be necessitated by the return of verification notices.

Comparative Balance Sheets (Revenue Accounts) - December 31, 1960-December 31, 1961: (Exhibit A-1)

Comparative Balance Sheets (Revenue Accounts) for the fiscal years ended December 31, 1960 and December 31, 1961, are presented in Exhibit A-1. As indicated therein, the Surplus decreased by \$44,235.76, from \$116,268.95 to \$72,033.19, in 1961.

Analysis of Change in Current Financial Condition: (Exhibit A-2)

An analysis of the change in the current financial condition of the City during the year is made in Exhibit A-2, with the factors which caused the change indicated therein. These were as follows:

Decrease in Surplus

Surplus Used to Reduce Tax Rate	\$116,000.00
Increase in Reserve Against Accounts Receivable	6,399.39
Increase in Reserve Against Stores Account	157.23
Increase in Reserve Against Prior Year's Uncollected & Unredeemed Taxes	10,391.46
Increase in Reserve Against Tax Deeded Property	183.73
Increase in Reserve for Non-Realization of Public Works Inventory	22,620.70
Loss on Sale of Tax Deeded Property	<u>225.02</u>

\$155,977.53

Increase in Surplus

Net Budget Surplus	\$111,260.79
Outdated Checks Cancelled	417.45
Advance Deposit Erroneously Applied	<u>63.53</u>

111,741.77

Net Decrease

\$ 44,235.76

Increase in Long Term Indebtedness:

The long term indebtedness of the City (including Municipal, Water and Union School District indebtedness) increased by \$96,973.53 in 1961, as shown herewith:

	Long Term Debt December <u>31, 1960</u>	Bonds & Notes Issued <u>in 1961</u>	Bonds & Notes Retired <u>in 1961</u>	Long Term Debt December <u>31, 1961</u>
Municipal	\$1,543,430.00	\$380,000.00	\$225,843.00	\$1,697,587.00
Water	238,800.00	24,100.00	29,080.00	233,820.00
School (Union School Dis- trict)	2,565,000.00	135,000.00	185,000.00	2,515,000.00
Airport Advance (Due State)	<u>23,023.36</u>	<u>                    </u>	<u>2,203.47</u>	<u>20,819.89</u>
	<u>\$4,370,253.36</u>	<u>\$539,100.00</u>	<u>\$442,126.47</u>	<u>\$4,467,226.89</u>

Statement of Long Term Indebtedness: (Exhibit A-6)

A statement of outstanding long term indebtedness as of December 31, 1961, showing annual debt service requirements, is contained in Exhibit A-6.

Comparative Statements of Appropriations and Expenditures - Estimated and Actual Revenues: (Exhibits A-4 & A-5)

Comparative statements of appropriations and expenditures, estimated and actual revenues for the fiscal year ended December 31, 1961, are presented in Exhibits A-4 and A-5. As indicated by the budget summary (Exhibit A-5), a revenue surplus of \$52,269.17, plus unexpended balances of appropriations of \$58,991.62, resulted in a net budget surplus of \$111,260.79.

Tax Collections:

Tax collections (exclusive of State Head Taxes) of the current year's levy as compared to taxes assessed, for the years 1960 and 1961, were as follows:

	<u>Levy of 1960</u>	<u>Percent</u>	<u>Levy of 1961</u>	<u>Percent</u>
Taxes Assessed - Current Year's Levy	\$3,629,777.20		\$3,945,564.18	
Taxes Collected - Current Year's Levy	\$3,141,770.76	86.6%	\$3,507,863 18	88.9%
Taxes Abated - Current Year's Levy	22,782.18	.6%	12,932.02	.3%
Uncollected Taxes - Current Year's Levy	<u>465,224.26</u>	<u>12.8%</u>	<u>424,768.98</u>	<u>10.8%</u>
	<u>\$3,629,777.20</u>	<u>100.0%</u>	<u>\$3,945,564.18</u>	<u>100.0%</u>

Conclusion:

The provisions of Chapter 184 of the Laws of 1955, require that this report or the summary of findings and recommendations (letter of transmittal) shall be published in the next annual report of the City.

We extend our thanks to the officials of the City of Concord and their office staffs for the assistance rendered during the course of the audit.

Yours very truly,

*Harold G. Fowler*  
 Harold G. Fowler  
 Director  
 DIVISION OF MUNICIPAL ACCOUNTING  
 STATE TAX COMMISSION

O. Maurice Oleson ) Auditors  
 Lionel J. DeGrace )

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 George L. Russell )

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BALANCE SHEET --GENERAL

December

GENERAL FUND ASSETS

Cash:

Concord National Bank - General Account..	80,051.73	
Concord National Bank - Payroll Account..	15,000.00	
Mechanicks National Bank - General Acc't.	90,173.08	
Imprest Funds.....	1,249.41	
Cash for Payment of Bonds & Coupons.....	733.00	
Temporary Investments.....	<u>598,942.92</u>	786,150.14

Taxes Receivable:

Current Year Levy - Property.....	419,947.48	
Current Year Levy - Polls.....	4,821.50	
Total Current Year.....	<u>424,768.98</u>	
Less: Reserve for Abatements.....	<u>28,650.26</u>	396,118.72
Prior Year Levies - Property.....	16,135.22	
Taxes Bought by City Unredeemed.....	<u>38,410.65</u>	
Total Prior Years & Unredeemed.....	<u>54,545.87</u>	
Less: Reserves for Non-Realization....	<u>31,499.48</u>	<u>23,046.39</u> 419,165.11

Accounts Receivable:

Water & Sewer Rentals.....	77,376.29	
Departmental Receivables.....	16,919.79	
Cemetery Receivables.....	4,742.48	
Trunk Storm Sewer Assessments.....	<u>2,713.00</u>	101,751.56
Less: Reserves for Non-Realization....		<u>24,375.27</u> 77,376.29

Stores Account:

Public Works Mat. & Supplies Inv.....	51,481.15	
Stationery & Supplies Inventory.....	8,270.57	
Postage Meter Inventory.....	<u>168.87</u>	59,920.59
Less: Reserves for Non-Realization....		<u>59,920.59</u> -0-

Tax Deeded Properties:

Less: Reserves for Non-Realization....		<u>1,053.66</u> -0-
--	--	---------------------

State Head Taxes Receivable:

16,480.00

Due from Other Funds:

Special Assessment Fund (Loan).....		4,524.00
		<u>1,303,695.54</u>

TRUST FUND ASSETS

Cash - Concord National Bank	9,867.70	
Investments	<u>801,862.48</u>	811,730.18

\*CAPITAL FUND ASSETS

Debt Requirements - Municipal	1,211,319.89	
Debt Requirements - School	<u>2,515,000.00</u>	3,726,319.89

BOND FUND ASSETS

Cash - Concord National Bank	51,800.48	
Cash in Other Banks	12,000.00	
Investments	340,000.00	
Accounts Receivable	<u>51,096.64</u>	<u>454,897.12</u>

GRAND TOTAL - ASSETS

6,296,642.73

\*Does not include Debt Payable from Water, Sewer, Parking Meter or Special Assessment Funds



**AND RELATED FUNDS**

31, 1961

GENERAL FUND LIABILITIES

<u>Accounts Payable:</u>			
Unpresented Coupons.....	733.00		
Payroll Deductions.....	997.85		
Current Vouchers Payable.....	<u>6,630.04</u>	8,360.89	
<u>Unexpended Appropriations:</u>			
Union School District.....	849,841.30		
Interest - Union School District Bonds.....	34,480.50		
Penacook School District.....	62,049.23		
Reserve for Encumbrances.....	<u>3,250.00</u>	949,621.03	
<u>Due to Other Funds:</u>			
Water Fund.....	157,466.65		
Sanitary Sewer Fund.....	66,886.44		
Equipment Operating, Maint. & Rep. Fund.....	19,775.69		
Parking Meter Fund.....	<u>6,512.61</u>	250,641.39	
<u>Advance Deposits:</u> .....		1,381.02	
<u>Taxes Due to State:</u>			
Head Tax Levy of 1961.....	20,720.50		
Timber Yield Tax -a/c Debt Retirement Fund.....	<u>937.52</u>	<u>21,658.02</u>	
Total General Fund Liabilities.....		1,231,662.35	

<u>Current Surplus:</u> .....		<u>72,033.19</u>	
		1,303,695.54	

TRUST FUND LIABILITIES

Principal.....	778,757.44		
Accumulated Income.....	<u>32,972.74</u>	811,730.18	

CAPITAL FUND LIABILITIES

Bonded Debt.....	3,641,500.00		
Notes Payable.....	64,000.00		
Advance by State - Airport Construction.....	<u>20,819.89</u>	3,726,319.89	

BOND FUND LIABILITIES

Reserve for Construction or Equipment Authorized....	288,072.18		
Reserve for School Construction Authorized.....	142,000.00		
Reserve for Encumbrances.....	24,801.80		
Due to Other Funds.....	<u>23.14</u>	<u>454,897.12</u>	

GRAND TOTAL - LIABILITIES

6,296,642.73

## STATEMENT OF CURRENT SURPLUS GENERAL FUND

For the Year Ended December 31, 1961

Unappropriated Balance, December 31, 1960.....		116,268.95
Applied to 1961 Budget.....		<u>116,000.00</u>
Balance Remaining.....		268.95
1961 Budget Surplus		
Unencumbered Balance of Appropriations.....	58,905.06	
Excess of Actual Over Estimated Revenue.....	<u>52,269.17</u>	111,174.23
Plus: Miscellaneous Credits		
Unencumbered Balance - Prior Year Appropriations.....	86.56	
Outdated Checks Cancelled.....	417.45	
Advance Deposit Not Applied to Construction.....	<u>63.53</u>	<u>567.54</u>
		112,010.72
Less: Reserves Increased		
Against Prior Year Taxes & Unredeemed Tax Liens.....	10,391.46	
Against Accounts Receivable.....	6,399.39	
Against Tax Deeded Property.....	183.73	
Against Stores Accounts.....	<u>22,777.93</u>	<u>39,752.51</u>
		72,258.21
Less: Loss on Sale of Tax Deeded Property.....		<u>225.02</u>
		72,033.19
To be Applied to 1962 Budget.....		<u>72,000.00</u>
Balance Remaining		<u><u>33.19</u></u>

**STATEMENT OF REVENUES  
GENERAL FUND**

For the Year Ended December 31, 1961

	Budget	Revenues		
<u>Local Taxes-Excl. Curr. Yr. Prop. &amp; Polls</u>	<u>Estimate</u>	<u>Realized</u>	<u>Excess</u>	<u>Deficiency</u>
Added Taxes, Prior Yrs.-Prop...	-0-	3,593.56	3,593.56	
Added Taxes, Prior Yrs.-Poll...	500.00	518.00	18.00	
Interest, Penalties & Costs....	15,000.00	14,264.28		735.72
Auto Permits.....	155,000.00	188,563.71	33,563.71	
Timber Severance Tax.....	1,000.00	3,373.86	2,373.86	
	<u>171,500.00</u>	<u>210,313.41</u>	<u>39,549.13</u>	<u>735.72</u>
<u>State Tax Contributions</u>				
Railroad Tax.....	2,000.00	7,091.17	5,091.17	
Savings Bank Tax.....	3,000.00	4,507.08	1,507.08	
Interest & Dividend Tax.....	87,000.00	82,743.12		4,256.88
Loss of Taxes-State Forests....	25.00	28.78	3.78	
	<u>92,025.00</u>	<u>94,370.15</u>	<u>6,602.03</u>	<u>4,256.88</u>
<u>Licenses &amp; Permits</u>				
Bicycle Registrations.....	600.00	631.50	31.50	
Taxi Licenses.....	400.00	378.50		21.50
Health Licenses.....	500.00	600.00	100.00	
Amusement Licenses.....	1,900.00	2,336.00	436.00	
Police & Protective Licenses...	250.00	172.00		78.00
Prof. & Occupational Licenses...	100.00	89.50		10.50
	<u>3,750.00</u>	<u>4,207.50</u>	<u>567.50</u>	<u>110.00</u>
<u>Registration Fees &amp; Permits</u>				
Marriage Licenses.....	900.00	996.00	96.00	
Rec. Fees-Legal Documents.....	3,100.00	3,191.50	91.50	
Filing Fees	150.00	355.00	205.00	
Sundry Fees-City Clerk.....	1,200.00	1,208.60	8.60	
Dog Licenses.....	4,500.00	4,647.14	147.14	
	<u>9,850.00</u>	<u>10,398.24</u>	<u>548.24</u>	
<u>Departmental Service Charges</u>				
Rent of Buildings.....	2,000.00	1,893.00		107.00
Comfort Station Concessions....	400.00	694.79	294.79	
Golf Fees.....	11,500.00	13,599.50	2,099.50	
Mem. Field Royalties & Concess..	50.00	200.00	150.00	
Police Dept. Ambulance Charges.	1,300.00	1,439.05	139.05	
Airport - Rent.....	10,182.00	10,197.62	15.62	
Airport - Concessions.....	200.00	199.47		.53
Fines & Forfeits.....	5,000.00	8,367.12	3,367.12	
Misc. Dept. Service Charges....	1,800.00	1,519.19		280.81
Weights & Measures Fees.....	350.00	384.50	34.50	
Comm. on Head Tax Collections..	6,200.00	6,215.70	15.70	
	<u>38,982.00</u>	<u>44,709.94</u>	<u>6,116.28</u>	<u>388.34</u>
<u>Unclassified</u>				
Interest Income.....	2,000.00	3,035.68	1,035.68	
Sale of Property.....	600.00	2,355.10	1,755.10	
Sub Div. Asses. Pr. Yr. Constr	600.00	640.00	40.00	
Sale of Ordinances.....		12.00	12.00	
	<u>3,200.00</u>	<u>6,042.78</u>	<u>2,842.78</u>	
TOTAL MISC. REVENUES.....	<u>319,307.00</u>	<u>370,042.02</u>	<u>56,225.96</u>	<u>5,490.94</u>
<u>Current Yr. Prop. &amp; Polls</u>				
Property Tax.....	3,869,170.97	3,869,419.60	248.63	
Poll Taxes.....	20,500.00	20,988.00	488.00	
National Bank Stock Tax.....	6,200.00	6,997.52	797.52	
	<u>3,895,870.97</u>	<u>3,897,405.12</u>	<u>1,534.15</u>	
TOTAL REVENUES.....	<u>4,215,177.97</u>	<u>4,267,447.14</u>	<u>57,760.11</u>	<u>5,490.94</u>

## STATEMENT OF TAXES RECEIVABLE--GENERAL FUND

December 31, 1961

	<u>1961 Levy</u>	<u>Prior Years</u>	<u>State Head Taxes</u>
BALANCE JANUARY 1, 1961		477,116.46	17,350.54
<u>Committed to Collector in 1961 (Incl. Supplemental):</u>			
Real & Personal Property.....	3,908,701.88	3,586.36	
National Bank Stock.....	6,997.52		
Timber Yield.....	4,048.63	7.20	
Polls.....	23,288.00	518.00	
Heads (For State).....			75,375.00
Total Charges to Collector.....	<u>3,943,036.03</u>	<u>481,228.02</u>	<u>92,725.54</u>
<u>Accounted for as Follows:</u>			
Collections (Net of Refunds).....	3,505,335.03	445,106.08	69,840.54
Authorized Abatements.....	12,932.02	19,986.72	6,405.00
Balance Uncollected Dec. 31, 1961...	424,768.98	16,135.22	16,480.00
Total Credits & Balance.....	<u>3,943,036.03</u>	<u>481,228.02</u>	<u>92,725.54</u>

### Age Analysis of Uncollected Taxes

	<u>Real &amp; Personal Property</u>	<u>Timber Yield</u>	<u>Polls</u>	<u>Heads</u>
1957.....	36.10			
1958.....	475.19			
1959.....	397.03	246.27		
1960.....	14,980.63			
1961.....	416,948.60	2,998.88	4,821.50	16,480.00
Grand Total	<u>432,837.55</u>	<u>3,245.15</u>	<u>4,821.50</u>	<u>16,480.00</u>

## STATEMENT OF TAX SALE ACCOUNTS--GENERAL FUND

<u>Balance Unredeemed January 1, 1961</u>	
Tax Levy of 1956.....	4,680.12
Tax Levy of 1957.....	2,843.97
Tax Levy of 1958.....	10,267.06
Tax Levy of 1959.....	<u>17,898.06</u>
1961 Tax Sale (Tax Levy of 1960).....	<u>75,287.11</u>
Total Charges .....	<u>110,976.32</u>
<u>Accounted for as Follows:</u>	
Collections.....	64,295.05
Authorized Abatements.....	7,680.79
Deeded to City.....	589.83
Balance Unredeemed December 31, 1961	38,410.65
	<u>110,976.32</u>

**STATEMENT OF ASSESSMENTS -- GENERAL FUND**

For the Year Ended December 31, 1961

SUMMARY OF VALUATIONS & TAXES TO BE RAISED

Warrant for	Net Assessable Valuations	Amt. To Be Raised		Rate per \$1000.	
		City	Pen.	City	Pen.
Municipal Purposes.....	55,690,530.00	1,686,464.76	30.28	30.28	
Union School District.....	52,044,750.00	1,898,294.30	36.48		
Penacook School District.....	3,661,280.00	142,049.23	38.80		
Merrimack County.....	55,706,280.00	180,639.44	3.24	3.24	
		<u>3,907,447.73</u>	<u>70.00</u>	<u>72.32</u>	

DETAIL OF VALUATIONS

	City	Penacook	Total
Residential & Commercial			
Land.....	9,783,430	559,670	10,343,100
Buildings.....	33,542,790	2,328,100	35,870,890
Mill Props. (Land, Bldgs. & Mch.).....	4,252,570	4,727,260	8,979,830
Electric Util. & Gas Trans. Lines.....	2,239,140	108,100	2,347,240
Total Real Estate.....	49,817,930	3,470,560	53,288,490
Personal Property.....	3,671,720	4,111,480	7,783,200
Total Real & Personal.....	53,489,650	3,882,040	57,371,690
Less: Exemptions to Vets. & Blind.....	1,456,500	224,660	1,681,160
Valuation for Municipal Warrant.....	52,033,150	3,657,380	55,690,530
Add: Prop. Subj. to School Tax Only.....	11,600	3,900	15,500
Valuation for School Warrants.....	52,044,750	3,661,280	55,706,030
Val. for Municipal Warrant as above.....	52,033,150	3,657,380	55,690,530
Add: Prop. Subj. to County Tax Only.....	15,750		15,750
Valuation for County Warrant.....	52,048,900	3,657,380	55,706,280

\*Analysis of Personal Property

Horses, Asses & Mules.....	1,320.00
Cows.....	42,130.00
Other Meat Stock.....	4,320.00
Sheep, Goats & Hogs.....	60.00
Fowl.....	1,960.00
Boats & Launches.....	25,960.00
Wood, Lumber, Etc.....	10,890.00
Portable Mills & Well Drilling Machinery.....	2,440.00
Road Building & Construction Machinery.....	56,990.00
Gasoline Pumps & Tanks.....	59,140.00
Sub-Total.....	205,210.00
Stock-in-Trade.....	3,877,990.00
TOTAL PERSONAL PROPERTY.....	4,083,200.00

COMPUTATION OF PROPERTY TAX REQUIREMENT FOR MUNICIPAL PURPOSES

Budget	Original	Supplemental	Total
Operating.....	1,840,161.00	19,816.00	1,859,977.00
Concord Hospital.....	22,500.00		22,500.00
Debt Service.....	146,506.00		146,506.00
Capital Outlay.....	81,212.00		81,212.00
Total.....	<u>2,090,379.00</u>	<u>19,816.00</u>	<u>2,110,195.00</u>
Deductions			
Surplus from Prior Year.....		116,000.00	
Misc. Revenues (Estimate).....		319,307.00	
Poll Tax Warrant.....		23,018.00	
Mat'l. Bank Stock Tax Warrant..		6,987.52	
Net Budget Requirement.....			465,312.52
Add: Res. for Abate. & Adj.....			1,644,882.48
			<u>1,686,464.76</u>

SUMMARY OF WARRANTS SUBMITTED TO COLLECTOR

City, School, & County	Original	Supplemental	Total
Real & Personal Property.....	3,907,180.50	1,521.38	3,908,701.88
National Bank Stock.....	6,987.52	10.00	6,997.52
Timber Yield.....	4,048.63		4,048.63
Polls.....	23,018.00	270.00	23,288.00
Total Current Year Levy.....	3,941,234.65	1,801.38	3,943,036.03
Prior Years - Property.....		3,593.56	3,593.56
Prior Years - Polls.....		518.00	518.00
Total City, School & County..	<u>3,941,234.65</u>	<u>5,912.94</u>	<u>3,947,147.59</u>
State Head Taxes			
Current Year Levy.....	73,100.00	810.00	73,910.00
Prior Years Levies.....		1,465.00	1,465.00
Total State Head Taxes,.....	<u>73,100.00</u>	<u>2,275.00</u>	<u>75,375.00</u>

STATEMENT OF APPROPRIATIONS AND EXPENDITURES -- GENERAL FUND

For the Year Ended December 31, 1961

	Current Yr. Approp.	Other Credits	Transfers	Total Available	Net Expend.	Carried Fwd. to '62	Unencumb. Bal. to Surp.
<u>General Government</u>							
Mayor.....	14,680.00			14,680.00	13,705.61		974.39
City Clerk.....	14,990.00		- 425.00	14,565.00	14,206.49		358.51
City Auditor.....	18,966.00		+ 85.00	19,051.00	18,987.77		63.23
City Treasurer.....	11,372.00			11,372.00	11,279.47		92.53
City Collector.....	19,085.00			19,085.00	18,813.97		271.03
Assessing Department.....	38,210.00		- 300.00	37,910.00	35,185.47		2,724.53
Board of Aldermen.....	4,900.00			4,900.00	4,854.95		45.05
City Solicitor.....	5,605.00			5,605.00	5,539.78		65.22
Elections.....	7,570.00		- 500.00	7,070.00	6,540.24		529.76
Municipal Court.....	6,693.00			6,693.00	6,692.10		.90
Planning Department.....	14,490.00	(b) 179.10		14,669.10	12,407.46		2,261.64
Operation of City Hall.....	20,311.00		+ 925.00	21,236.00	20,916.93		319.07
Independent Audit.....	1,000.00			1,000.00	1,000.00		
Zoning Board of Adjustment.....	530.00		+ 300.00	830.00	696.12		133.88
Reports & Printing.....	7,642.00		+ 740.00	8,382.00	7,912.30		469.70
Repairs to City Buildings.....	2,674.00			2,674.00	2,663.57		10.43
Personnel & Purchasing.....	6,862.00		- 315.00	6,547.00	4,035.51		2,511.49
	<u>195,580.00</u>	<u>179.10</u>	<u>+ 510.00</u>	<u>196,269.10</u>	<u>185,437.74</u>		<u>10,831.36</u>
<u>Protection of Persons &amp; Property</u>							
Police Department.....	252,933.00			252,933.00	249,154.54		3,778.46
Fire Department.....	298,705.00		- 160.00	298,545.00	288,064.36		10,480.64
Probation Officer.....	780.00			780.00	706.44		73.56
Bliester Rust Control.....	300.00			300.00	300.00		
Civil Defense.....	5,388.00	(b) 150.00		5,538.00	5,246.45		291.55
Engineering Inspection.....	18,028.00			18,028.00	17,441.17		586.83
Sealer of Weights & Measures.....	2,190.00			2,190.00	2,170.43		19.57
	<u>578,324.00</u>	<u>150.00</u>	<u>- 160.00</u>	<u>578,314.00</u>	<u>563,083.39</u>		<u>15,230.61</u>
<u>Health</u>							
Health Department.....	5,437.00			5,437.00	5,301.61		135.39
Sanitary Inspection.....	6,771.00			6,771.00	6,735.25		35.75
Visiting Nurse Ass'n of Concord.....	7,500.00			7,500.00	7,500.00		
Visiting Nurse Ass'n of Pena.....	200.00			200.00	200.00		
Concord Hospital.....	22,500.00			22,500.00	22,500.00		
	<u>42,408.00</u>			<u>42,408.00</u>	<u>42,236.86</u>		<u>171.14</u>

Sanitation & Waste Removal

Comfort Station.....	6,900.00			6,900.00	6,455.78
Refuse Collection & Disposal.....	100,000.00			95,800.00	89,480.09
Table Garbage Removal.....	12,000.00			12,000.00	12,000.00
Street Cleaning.....	51,620.00			49,870.00	49,330.85
	<u>170,520.00</u>			<u>164,570.00</u>	<u>157,266.72</u>

Public Service Enterprises

Cemetery Administration.....	13,045.00			13,045.00	12,095.90
Cemetery Maintenance.....	22,216.00	@41,567.70		61,883.70	57,157.65
Airport.....	16,445.00	<u>41,567.70</u>		20,045.00	328.83
	<u>51,706.00</u>			<u>95,573.70</u>	<u>6,003.98</u>

Highways & Sidewalks

Highway Maintenance.....	196,000.00			191,330.00	190,861.62
Snow Removal & Sanding.....	150,000.00			153,200.00	152,674.02
Sidewalk Maintenance.....	12,500.00			12,500.00	12,423.48
Storm Sewer Maintenance.....	6,700.00			2,500.00	2,298.91
Street Lighting.....	65,000.00			65,300.00	65,202.10
Engineering & P. W. Admin.....	51,964.00	(b) 557.20		53,191.20	53,000.71
	<u>482,164.00</u>	<u>557.20</u>		<u>478,021.20</u>	<u>476,460.84</u>

Libraries

Public Library & Branches.....	77,815.00	{ @30,000.00 }		107,957.82	107,804.57
		(b) 142.82 }			

Charities

Administration - Concord.....	10,305.00			10,305.00	10,105.57
Administration - Penacook.....	1,755.00			1,755.00	1,723.02
General Relief.....	9,800.00			8,800.00	8,238.02
Boarding Home Care - Adults.....	3,000.00			2,150.00	2,012.50
Boarding Home Care - Children.....	9,000.00			6,500.00	6,070.58
Hospital & Medical Care.....	5,200.00			3,400.00	2,795.55
Old Age Assistance.....	51,500.00			55,450.00	55,118.42
Aid to Dependent Soldiers.....	8,200.00			10,700.00	10,354.20
Aid to Perm. & Total. Disabled..	5,800.00			5,500.00	5,070.25
Family Service Bureau.....	350.00			350.00	350.00
	<u>104,910.00</u>			<u>104,910.00</u>	<u>101,838.11</u>

Recreation

Recreation Administration.....	13,904.00			13,919.00	13,643.56
Recreation Activities.....	31,687.00	@ 1,542.48		32,859.48	31,803.86
Community Center Operation.....	7,930.00	@ 1,306.34		9,341.34	6,782.10
Golf Course Operation.....	11,696.00			11,696.00	11,131.36
Areas & Facilities Maintenance..	52,853.00	<u>2,848.82</u>		53,263.00	51,805.28
	<u>118,070.00</u>			<u>121,078.82</u>	<u>115,166.16</u>

STATEMENT OF APPROPRIATIONS AND EXPENDITURES -- Continued

	Current Yr. Approp.	Other Credits	Transfers	Total Available	Net Expend.	Carried Fwd. to '62	Unencumb. Bal. to Surp.
<u>Unclassified</u>							
Patriotic Celebrations.....	1,150.00			1,150.00	1,012.80		137.20
Employees Retirement Contrib....	43,700.00		+ 200.00	43,900.00	43,851.67		48.33
New England Council.....	60.00			60.00	60.00		
Interest-Temporary Loans.....	12,000.00		- 750.00	11,250.00	9,021.34		2,228.66
Care of Clock - Penacook.....	120.00			120.00	120.00		
Christmas Decorations.....	1,000.00			1,000.00	1,000.00		
Special Assessments.....	600.00		+ 40.00	640.00	635.51		4.49
N. H. Municipal Association.....	150.00			150.00	150.00		150.00
Booklet Advertising City.....	1,000.00			1,000.00	1,000.00		
S. P. C. A.....	1,000.00			1,000.00	1,000.00		
Merrimack Valley Reg. Ass'n.....	200.00			200.00	200.00		
	<u>60,980.00</u>		<u>- 510.00</u>	<u>60,470.00</u>	<u>57,901.32</u>		<u>2,568.68</u>
<u>Debt Service</u>							
Payment of Long Term Debt.....	121,520.00	@21,480.00		143,000.00	142,703.47		296.53
Interest on Long Term Debt.....	24,986.00			24,986.00	24,985.25		.75
	<u>146,506.00</u>			<u>167,986.00</u>	<u>167,688.72</u>		<u>297.28</u>
<u>Capital Outlay</u>							
Town Road Aid.....	5,000.00			5,000.00	4,912.81		87.19
Sidewalk Construction.....	2,500.00	@ 1,308.53	+1,450.00	5,258.53	5,234.71		23.82
Storm Sewer Construction.....	4,000.00	@ 3,088.47		7,088.47	7,054.56		33.91
Highway Construction-Misc.....	5,000.00	@ 2,352.91	+5,000.00	12,352.91	12,337.17		25.74
Cemetery Construction.....		@ 698.43		698.43	698.43		
City Hall & Auditorium Renov.....	7,900.00	(b) 934.38		8,834.38	4,710.78	*3,250.00	873.60
Library Renovations.....	2,700.00			2,700.00	2,698.75		1.25
Widen North State Street.....	3,300.00			3,300.00	3,199.25		100.75
Traffic Lights (No. State & Cap.)	4,000.00			4,000.00	4,000.00		
Synchronize Traffic Lights.....	3,000.00			3,000.00	3,000.00		
Walk & Wait Lights (Pleasant)...	1,800.00			1,800.00	1,797.00		3.00
Golf Course - Fairway Improve...	1,500.00			1,500.00	1,117.82		382.18
No. Spring St. - Playground Dev....	500.00			500.00	490.44		9.56
Hall St. - Playground Dev.....	4,500.00			4,500.00	1,863.64		2,636.36
Rollins Park Fence.....	3,500.00		- 580.00	2,920.00	1,946.00		974.00



White Park - Fence Repair.....	2,000.00			2,000.00	1,661.57	338.43
Airport Admin. Bldg. Addition...	2,200.00			2,200.00	2,200.00	
Misc.Construction-Rec. Dept.....		+ 580.00		580.00	551.00	29.00
Equipment-Finance Dept.....	552.00			552.00	551.35	.65
Equipment-Police Dept.....	8,310.00			8,310.00	8,005.10	304.90
Equipment-Library.....	1,710.00			1,710.00	1,710.00	
Equipment-Rec. & Parks Dept.....	9,240.00			9,240.00	9,231.83	8.17
Equipment-Public Works Dept.....	8,000.00			8,000.00	7,945.38	54.62
Equipment-Cemetery Dept.....	<u>81,212.00</u>	<u>+1,900.00</u>		<u>1,900.00</u>	<u>1,900.00</u>	
		<u>+8,350.00</u>		<u>97,954.72</u>	<u>88,817.59</u>	<u>3,250.00</u>
TOTAL MUNICIPAL	2,110,195.00	-0-	2,215,513.36	2,153,271.74	*3,250.00	58,991.62

Payments to Other Government Units

County Tax.....	180,639.44			180,639.44		
Union School Dist.-General.....	1,651,841.30	(b) 628,822.61		2,280,663.91	1,430,822.61	849,841.30
Union School Dist.-Bonds & Notes	185,000.00			185,000.00	185,000.00	
		@ 8,075.00)				
Union School Dist.-Interest.....	61,453.00	(b) 33,728.53)		103,256.53	68,776.03	34,480.50
Penacook School District.....	<u>142,049.23</u>	(b) 46,867.88		<u>188,917.11</u>	<u>126,867.88</u>	<u>62,049.23</u>
	2,220,982.97	717,494.02		<u>2,938,476.99</u>	<u>1,992,105.96</u>	<u>#946,371.03</u>

GRAND TOTAL.....	<u>4,331,177.97</u>	<u>822,812.38</u>	<u>5,153,990.35</u>	<u>4,115,377.70</u>	<u>949,621.03</u>	<u>58,991.62</u>
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@ Expendable Income						3,250.00
(b) Brought Forward from 1960	111,429.86					946,371.03
	<u>711,382.52</u>					<u>949,621.03</u>
	822,812.38					

Carried Forward to 1962

\* Reserved for Encumbrances

# Balance of School Appropriations

# STATEMENT OF LONG TERM DEBT

December 31, 1961

	Date of Issue	Maturity	Int. Rate	Paid in 1961	Interest	Balance Dec. 31, 1961
				Principal		
<b>Municipal:</b>						
Equipment & Improvements.....	1953	1965	2.00	60,000.00	5,600.00	220,000.00
Airport Hangar (Notes).....	1956	1966	2.60	4,000.00	624.00	20,000.00
Improvements & Land.....	1957	1968	2.90	31,500.00	6,851.25	220,500.00
Improvements & Land.....	1958	1968	1.90	10,000.00	1,425.00	70,000.00
Public Improvements.....	1959	1969	3.50	25,000.00	7,875.00	200,000.00
+Airport Runways (Contract).....	1959		None	2,203.47		20,819.89
Storm Sewer Construction.....	1960	1969	2.90	10,000.00	2,610.00	80,000.00
Refuse Equipment (Notes).....	1961	1963	2.00			20,000.00
Improvements.....	1961	1972	2.80			110,000.00
Public Highway Construction.....	1961	1972	2.60			250,000.00
				<u>142,703.47</u>	<u>24,985.25</u>	<u>1,211,319.89</u>
<b>School:</b>						
High School.....	1925	1965	4.25	14,000.00	2,975.00	56,000.00
Additions & Renovations.....	1954	1964	1.20	30,000.00	1,260.00	75,000.00
Jr. High & Other.....	1955	1975	2.10	80,000.00	25,200.00	1,120,000.00
Dewey School Renov. & Addition....	1958	1968	2.30	10,000.00	1,840.00	70,000.00
High School Renov. & Addition.....	1959	1984	3.50	45,000.00	37,800.00	1,035,000.00
Renovations (Notes).....	1960	1965	3.40	6,000.00	918.00	24,000.00
Conant School Addition	1961	1970	2.60			135,000.00
				<u>185,000.00</u>	<u>69,993.00</u>	<u>2,515,000.00</u>
<b>Self Liquidating:</b>						
Water Construction & Land.....	1949	1969	1.75	10,000.00	1,487.50	80,000.00
Parking Areas.....	1953	1963	1.50	20,000.00	750.00	40,000.00
*Sanitary Sewer Construction.....	1955	1965	2.10	10,000.00	1,050.00	40,000.00
#Water Construction.....	1955	1966	2.10	8,000.00	1,068.00	40,000.00
#Parking Area.....	1957	1968	2.90	14,500.00	3,153.75	101,500.00
*Sanitary Sewer Construction.....	1958	1968	1.90	20,000.00	2,850.00	140,000.00
Water Construction.....	1959	1969	3.50	10,000.00	3,150.00	80,000.00
#Parking Areas.....	1959	1970	3.30	13,000.00	4,290.00	117,000.00
Parking Areas(Notes).....	1959	1979	2.75	2,000.00	1,045.00	36,000.00
Sanitary Sewer Construction.....	1960	1966	2.90	5,000.00	870.00	25,000.00
#Sanitary Sewer Construction(Notes)	1960	1970	3.50	843.00	286.10	7,587.00
Water Construction (Notes).....	1960	1970	3.50	1,080.00	366.40	9,720.00
Water Construction (Notes).....	1961	1971	3.50			24,100.00
				<u>114,423.00</u>	<u>20,306.75</u>	<u>740,907.00</u>
<b>TOTAL</b>				<u>442,126.47</u>	<u>115,285.00</u>	<u>4,467,226.89</u>

\* Approximately 6% Payable from Special Assessments

# Approximately 50% Payable from Special Assessments

+ Long term agreement to repay amount advanced by State. Annual payments (approximately \$2,500.) based on amount of Gasoline used and sold at Airport

ANALYSIS OF DEBT MATURITIES

Due In

	Municipal	School	Water	San. Sewers	Parking Areas	Total
1962.....	193,000.00	200,000.00	31,490.00	35,843.00	49,500.00	509,833.00
1963.....	193,000.00	200,000.00	31,490.00	35,843.00	49,500.00	509,833.00
1964.....	173,000.00	185,000.00	31,490.00	35,843.00	29,500.00	454,833.00
1965.....	173,000.00	170,000.00	31,490.00	35,843.00	29,500.00	439,833.00
1966.....	123,000.00	150,000.00	31,490.00	25,843.00	29,500.00	359,833.00
1967.....	119,000.00	150,000.00	23,490.00	20,843.00	29,500.00	342,833.00
1968.....	104,000.00	150,000.00	23,490.00	20,843.00	29,500.00	327,833.00
1969.....	62,500.00	140,000.00	23,490.00	843.00	15,000.00	241,833.00
1970.....	25,820.00	140,000.00	3,490.00	843.00	15,000.00	185,153.00
1971.....	25,000.00	125,000.00	2,410.00	-0-	2,000.00	154,410.00
After 1971.....	20,000.00	905,000.00	-0-	-0-	16,000.00	941,000.00
	<u>1,211,320.00</u>	<u>2,515,000.00</u>	<u>233,820.00</u>	<u>212,587.00</u>	<u>294,500.00</u>	<u>4,467,227.00</u>

SCHEDULE OF INVESTMENTS-ALL FUNDS

December 31, 1961

	General Fund	Trust Funds	San. Sewer* Fund	Water* Fund	Spec. Assess. Fund	School Bond Fund	Total
Savings Banks:							
Concord Savings Bank.....		87,763.60	12,775.04	5,929.88			106,468.52
Merrimack County Savings Bank..		46,986.73	6,783.61	4,513.61			58,283.95
New Hampshire Savings Bank.....		51,342.80	6,903.93	6,087.39			64,334.12
Concord Fed.Sav.& Loan Ass'n....		9,000.00					9,000.00
Mechanicks Nat'l. Bank(Time Dep.)	200,000.00			25,000.00	60,000.00		285,000.00
Concord National Bank(Time Dep.)	300,000.00		10,000.00			80,000.00	390,000.00
U. S. Government Securities							
U. S. Treasury Bonds & Notes...		69,490.90					69,490.90
U. S. Treasury Bills.....	348,942.92						348,942.92
Public Utilities Bonds.....		191,616.84					191,616.84
Stocks:							
Investment Trusts.....		152,355.92					152,355.92
Public Utilities.....		179,297.21					179,297.21
Banks & Insurance.....		14,008.48					14,008.48
	<u>848,942.92</u>	<u>801,862.48</u>	<u>36,462.58</u>	<u>41,530.88</u>	<u>60,000.00</u>	<u>80,000.00</u>	<u>1,868,798.56</u>

\* Includes related bond funds

## STATEMENT OF CHANGES IN BALANCES--TRUST FUNDS

For the Year Ended December 31, 1961

<u>Principal Account</u>	<u>City Cemetery</u>	<u>City Library</u>	<u>Other City &amp; School</u>	<u>Non-City</u>	<u>Total</u>
Balance January 1, 1961.....	517,436.70	128,434.24	2,961.73	20,866.45	669,699.12
New Trusts Received.....	10,793.50			150.00	10,943.50
One Third Sale of Cemetery Lots.....	1,740.95				1,740.95
Gain on Sale of Securities.....	93,303.55	3,070.32			96,373.87
Balance of Principal December 31, 1961.....	<u>623,274.70</u>	<u>131,504.56</u>	<u>2,961.73</u>	<u>21,016.45</u>	<u>778,757.44</u>
<u>Income Account</u>					
Balance January 1, 1961.....	17,180.41	7,087.55	947.63	1,001.09	26,216.68
Interest and Dividends Received.....	28,208.28	7,645.93	158.43	869.53	36,882.17
Two Thirds Sale of Cemetery Lots.....	3,481.88				3,481.88
Income from Trusts Where Principal Held by Others.		21,097.61			21,097.61
Total Income Available.....	<u>48,870.57</u>	<u>35,831.09</u>	<u>1,106.06</u>	<u>1,870.62</u>	<u>87,678.34</u>
Transfers to General Fund.....	26,386.38	25,626.40			52,012.78
Transfers to School Districts.....			40.91		40.91
Transfers to Principal Account.....	1,427.42	63.51			1,490.93
Direct Grants and Expenses Paid to Outside Parties	204.75	192.30		763.93	1,160.98
Total Disbursements.....	<u>28,018.55</u>	<u>25,882.21</u>	<u>40.91</u>	<u>763.93</u>	<u>54,705.60</u>
Balance of Accumulated Income on Hand December 31, 1961.....	<u>20,852.02</u>	<u>9,948.88</u>	<u>1,065.15</u>	<u>1,106.69</u>	<u>32,972.74</u>
Combined Balances of Principal and Income December 31, 1961.....	<u>644,126.72</u>	<u>141,453.44</u>	<u>4,026.88</u>	<u>22,123.14</u>	<u>811,730.18</u>

# BOND FUND, GENERAL -- DISPOSITION OF PROCEEDS

For the Year Ended December 31, 1961

	<u>Issue of 1957</u>	<u>Issue of 1958</u>	<u>Issue of 1959</u>	<u>Issue of 1960</u>	<u>Issue of 1961</u>	<u>Total</u>
Unexpended Balance, January 1, 1961.....	225.55	15,889.65	26,989.20	77,449.59	380,000.00	120,553.99
Proceeds of New Issue.....					61,311.97	380,000.00
Income (Federal & State Grants).....					441,311.97	61,311.97
Total Available.....	<u>225.55</u>	<u>15,889.65</u>	<u>26,989.20</u>	<u>77,449.59</u>	<u>231,653.13</u>	<u>561,865.96</u>
Expenditures (See Detail Below).....	225.55	2,457.32	270.00	764.05	209,658.84	235,370.05
Unexpended Balance December 31, 1961.....	-0-	13,432.33	26,719.20	76,685.54	23,813.80	326,495.91
Encumbrances Outstanding.....		988.00				24,801.80
Unencumbered Balance December 31, 1961.....		<u>12,444.33</u>	<u>26,719.20</u>	<u>76,685.54</u>	<u>185,845.04</u>	<u>301,694.11</u>

## DETAIL OF EXPENDITURES

	<u>Issue of 1957</u>	<u>Issue of 1958</u>	<u>Issue of 1959</u>	<u>Issue of 1960</u>	<u>Issue of 1961</u>	<u>Total</u>
Soucook River Bridge Reconstruction.....		794.10				1,019.65
No. State St. (W.C.) Shoulders.....		409.03				409.03
Main St. (Pen.) Bridge-Major Repairs.....		921.69				921.69
Heights Playground - Land & Construction.....		332.50				332.50
Loudon Road Construction.....			270.00			270.00
Storm Sewer, Railroad Square Area.....				441.39		441.39
Sanitary Sewer, Railroad Square Area.....				322.66		322.66
Addition to Airport Admin. Building.....					80,650.89	80,650.89
Equipment for Refuse Collection.....					20,000.00	20,000.00
Bath Houses Construction.....					27,277.45	27,277.45
Parking Area, Airport.....					710.49	710.49
High Street Extension - Construction.....					10,000.00	10,000.00
Dunbarton Road Bridge - Reconstruction.....					14,583.87	14,583.87
Downtown By-Pass.....					78,430.43	78,430.43
Total Expenditures.....	<u>225.55</u>	<u>2,457.32</u>	<u>270.00</u>	<u>764.05</u>	<u>231,653.13</u>	<u>235,370.05</u>

**BALANCE SHEET-SPECIAL ASSESSMENT FUND**

December 31, 1961

	<u>Water Section</u>	<u>San. Sewer Section</u>	<u>Parking Area Section</u>	<u>General Section</u>	<u>Total</u>
<b>ASSETS:</b>					
Cash-Mechanicks National Bank.....		20,529.91	640.63	-1,968.95	26,557.65
Investments.....	7,356.06	3,000.00	57,000.00		60,000.00
Projects Authorized - Not Completed.....	35,990.00	4,300.00	275,000.00	4,270.00	319,560.00
Deferred Assessments Receivable.....	26,442.75	33,739.78		3,100.60	63,283.13
Delinquent Assessments Receivable.....	4,665.77	516.40		153.33	5,335.50
Water Fund Share of Improvement Cost.....	28,848.72	48,184.68			28,848.72
Sanitary Sewer Fund Share of Improvement Cost.....	<u>103,303.30</u>	<u>110,270.77</u>	<u>332,640.63</u>	<u>5,554.98</u>	<u>551,769.68</u>
<b>LIABILITIES:</b>					
Reserve for Authorized Improvements.....	5,646.21	260.80	57,890.63	673.55	64,471.19
Reserve for Payment of Interest.....	1,265.06	2,139.81	- 250.00	206.64	3,361.51
Loan-Payable to Water Fund.....	22,113.03				22,113.03
Loan-Payable to Sanitary Sewer Fund.....		51,987.16		4,524.00	51,987.16
Loan-Payable to General Fund.....			56,500.00		4,524.00
Advanced by Parking Meter Fund.....		3,296.00			56,500.00
Due to San. Sewer Fund (Share of Trunk Sewer).....	73,820.00	52,587.00	218,500.00		3,296.00
Long Term Debt.....	459.00			150.79	344,907.00
Advances Account of Future Assessments.....	<u>103,303.30</u>	<u>110,270.77</u>	<u>332,640.63</u>	<u>5,554.98</u>	<u>551,769.68</u>

STATEMENT OF RECEIPTS and EXPENDITURES-SPECIAL ASSESSMENT FUND

For the Year Ended December 31, 1961

	Water Section	San.Sewer Section	Parking Area Section	General Section	Total
Balance January 1, 1961.....	10,055.09	21,478.98	63,516.70	546.82	95,597.59
<b>Receipts</b>					
Deferred Assessments.....	1,425.75	1,596.06		418.85	3,440.66
Current Assessments.....	5,615.62	5,714.90		511.45	11,841.97
Delinquent Assessments.....	620.70	39.83			660.53
Interest on Investments.....			1,750.00	12.84	1,750.00
Other Interest & Fees.....	54.74	6.49			74.07
Related Fund Share of Principal.....	5,012.44	8,361.90	27,500.00		40,874.34
Related Fund Share of Interest.....	810.91	1,557.65	1,836.34		4,204.90
Borrowed for New Projects.....	24,100.00				24,100.00
Advances.....	459.00				459.00
<b>Total Receipts.....</b>	<b>38,099.16</b>	<b>17,276.83</b>	<b>31,086.34</b>	<b>1,093.93</b>	<b>87,556.26</b>
<b>Payments</b>					
Construction.....	30,343.79	4,039.30	2,018.66	3,596.45	39,998.20
Debt Maturities.....	9,080.00	9,843.00	27,500.00		46,423.00
Interest on Debt.....	1,374.40	1,343.60	7,443.75		10,161.75
Recording Fees.....				13.25	13.25
<b>Total Payments.....</b>	<b>40,798.19</b>	<b>15,225.90</b>	<b>36,962.41</b>	<b>3,609.70</b>	<b>96,596.20</b>
Balance December 31, 1961.....	7,356.06	23,529.91	57,640.63	-1,968.95	86,557.65

SCHEDULE OF PROJECTS AUTHORIZED AND AMOUNTS EXPENDED

	Balance from 1960	Authorized 1961	Total Available	Expenditures	Carried to 1962	Balance Lapsed
<b>PROJECT AUTHORIZED</b>						
#14 Parking Area-Durgin St.....	59,909.29		59,909.29	2,018.66	57,890.63	
#24 San. Sewer-South St.....	900.00		900.00	7.10		892.90
#25 San. Sewer-Fisherville Rd.....	4,293.00		4,293.00	4,032.20	260.80	
#30 Water Ext.-East Side Dr. & Portsmouth.		24,100.00	24,100.00	19,954.97	4,145.03	
#31 Water Ext.-Currier Rd.....		11,890.00	11,890.00	10,388.82	1,501.18	
#32 Sidewalk-Washington St., Penacook.....		4,270.00	4,270.00	3,596.45	673.55	
	<u>65,102.29</u>	<u>40,260.00</u>	<u>105,362.29</u>	<u>39,998.20</u>	<u>64,471.19</u>	<u>892.90</u>

# EQUIPMENT MAINTENANCE & REPLACEMENT FUND

## STATEMENT OF OPERATIONS

For the Year Ended December 31, 1961

Equipment Earnings.....		209,083.87
<u>Operating Expenditures</u>		
Direct Labor.....	33,850.43	
Indirect Labor.....	17,223.34	
Leaves & Longevity.....	4,279.07	
Building Repair.....	1,543.81	
Gasoline, Oil & Antifreeze.....	18,954.55	
Parts.....	43,878.57	
Tires.....	8,480.79	
Batteries.....	1,371.91	
Miscellaneous Hardware.....	2,890.70	
Grease & Lubricants.....	1,656.49	
Supplies.....	2,949.72	
Hand Tools.....	598.32	
Fuel & Utilities.....	5,936.66	
Insurance.....	6,375.72	
Retirement Contributions.....	3,938.28	
Shop Equipment.....	<u>973.11</u>	154,901.47
Depreciation.....	<u>53,059.63</u>	207,961.10
Net Gain for Period.....		<u>1,122.77</u>

### BALANCE SHEET

December 31, 1961

<u>Assets:</u>		
Equipment.....	550,920.58	
Due from General Fund .....	<u>19,775.69</u>	<u>570,696.27</u>
<u>Liabilities &amp; Funds:</u>		
Municipal Investments .....	551,484.37	
Capital Reserve Fund.....	13,008.79	
Surplus, December 31, 1961.....	<u>6,203.11</u>	<u>570,696.27</u>

### STATEMENT OF CASH SURPLUS

Net Operating Profit for 1961, as above.....		1,122.77
Accumulated Surplus, January 1, 1961.....		<u>5,080.34</u>
Accumulated Surplus, December 31, 1961.....		6,203.11

### STATEMENT OF RESERVE ACCOUNT

Balance, January 1, 1961.....		13,540.58
<u>Additions</u>		
Depreciation.....	53,059.63	
Equipment Sold.....	<u>115.00</u>	53,174.63
		<u>66,715.21</u>
Equipment Purchased (as per detail)		53,706.42
Balance, December 31, 1961.....		<u>13,008.79</u>

### DETAIL OF EQUIPMENT PURCHASED

1 Loader.....	19,690.00	1 Roller.....	1,806.87
3 Pickup Trucks.....	4,975.92	Plows.....	5,035.80
1 Dump Truck.....	7,000.00	Mowers.....	2,288.30
1 Tractor.....	4,523.50	Sander.....	513.94
1 Station Wagon.....	1,701.76	Rake.....	886.00
1 Bus-type vehicle.....	1,601.25	Tamper.....	800.00
2 Passenger Cars.....	2,583.08	Power Saw.....	<u>300.00</u>
TOTAL.....			<u>53,706.42</u>



BALANCE SHEET -- PARKING METER FUND

December 31, 1961

<u>Assets:</u>		
Due from General Fund.....	6,512.61	
Debt Requirements.....	<u>76,000.00</u>	<u>82,512.61</u>
 <u>Liabilities:</u>		
Bonded Debt.....	76,000.00	
Unappropriated Current Surplus	<u>6,512.61</u>	<u>82,512.61</u>

STATEMENT OF REVENUES AND EXPENDITURES - PARKING METER FUND

For the Year Ended December 31, 1961

<u>Cash Balance</u> - January 1, 1961.....	24,202.95	
<u>Revenues:</u>		
Meter Collections - On Street.....	47,219.25	
Meter Collections - Off Street.....	12,470.39	
Parking Penalties.....	<u>6,776.00</u>	<u>66,465.64</u>
		90,668.59
<u>Operating Expenditures:</u>		
<u>On Street</u>		
Meter Repairs & Maintenance.....	4,522.55	
Enforcement.....	9,730.31	
Collecting & Accounting.....	1,437.17	
Marking Pavements.....	1,718.70	
Insurance.....	124.15	
Retirement Contributions.....	<u>818.81</u>	18,351.69
 <u>Off Street</u>		
Meter Repairs.....	1,037.96	
Enforcement.....	3,601.16	
Collecting.....	531.70	
Maintenance of Parking Areas.....	4,550.54	
Lighting.....	1,607.76	
Insurance & Miscellaneous.....	71.43	
Retirement Contributions.....	<u>272.40</u>	11,672.95
 <u>Debt Service - Off Street Areas:</u>		
Payment of Bonds.....	22,000.00	
Interest on Bonds.....	<u>1,795.00</u>	23,795.00
 <u>Share of Special Assessment Projects:</u>		
Principal.....	27,500.00	
Interest.....	<u>1,836.34</u>	29,336.34
 <u>Capital Outlay:</u>		
Parking Lot Construction.....		<u>1,000.00</u>
Total Expenditures.....		84,155.98
<u>Cash Balance</u> - December 31, 1961.....		<u>6,512.61</u>

## BALANCE SHEET -- WATER FUND

December 31, 1961

### ASSETS

Fixed Assets:

Water & Flowage Rights.....	167,663.11	
Land.....	212,525.37	
Structures.....	430,241.17	
Pumping & Purification Equipment.....	89,259.00	
Distribution Mains, Services, Hydrants, & Meters.....	1,920,612.85	
Other Equipment & Garage Equipment.....	81,041.16	
Unfinished Construction.....	1,822.72	
	2,903,165.38	
Less: Reserve for Depreciation.....	1,048,974.99	1,854,190.39

Bond Fund Assets:

Cash - Concord National Bank.....	10,001.13	
Investments.....	25,000.00	35,001.13

Current Assets:

Due from General Fund.....	157,466.65	
Investments.....	16,530.88	
Loaned to Spec. Assessment Fund.....	22,113.03	
Materials & Supplies Inventory.....	54,003.25	250,113.81

Total Assets..... 2,139,305.33

### LIABILITIES AND FUNDS

Long Term Liabilities:

Bonded Debt.....	160,000.00	
Share in Special Assessments.....	28,848.72	188,848.72

Fund Balance and Surplus:

Municipal Investment.....	963,194.74	
Contributions in Aid of Construction...	210,310.55	
Surplus - Balance Jan. 1, 1961.....	733,938.64	
Net Profit for the Year 1961.....	43,012.68	1,950,456.61

Total Liabilities, Surplus & Funds 2,139,305.33

### BOND FUND, WATER - DISPOSITION OF PROCEEDS

For the Year Ended December 31, 1961

	Issue of 1949	Issue of 1959	Total
Balance January 1, 1961.....	2,635.43	47,251.50	49,886.93
Expenditures (See Detail Below).....		14,885.80	14,885.80
Unencumbered Balance December 31, 1961...	2,635.43	32,365.70	35,001.13

### Detail of Expenditures

Pest Hole Control-Sanders Station.....	132.90	132.90
Misc. Extension & Replacement.....	14,752.90	14,752.90
	14,885.80	14,885.80

## STATEMENT OF OPERATIONS -- WATER FUND

For the Year Ended December 31, 1961

<u>OPERATING REVENUES</u>		
Commercial Sales - Flat Rate.....		3,054.07
Commercial Sales - Metered.....		199,691.68
Industrial Sales - Metered.....		47,062.71
Miscellaneous Water Revenues.....		297.72
		250,106.18

<u>OPERATING EXPENSES</u>		
<u>Water Supply:</u>		
Source of Supply Labor.....	1,356.93	
Pumping Station Labor.....	15,771.94	
Purification Labor.....	2,600.63	
Miscellaneous Labor.....	2,254.34	
Gravity Supplies & Expenses.....	164.76	
Pumping Station Supplies & Expenses....	2,406.84	
Purification Supplies & Expenses.....	6,820.79	
Fuel for Power.....	10.46	
Power Purchased.....	12,256.75	
Repairs to Water Supp. Str. & Equip....	62.14	
Repairs to Pump. Sta. Str. & Equipment.	2,458.32	
Repairs to Purification Str. & Equip...	63.60	46,227.50
<u>Distribution:</u>		
Distribution Wages.....	28,392.07	
Meter Dept. Operation.....	6,226.11	
Meter Dept. Supplies & Expenses.....	40.50	
Other Supplies and Expenses.....	1,083.08	
Repairs to Structures.....	496.92	
Repairs to Mains.....	3,062.33	
Cleaning Mains.....	6,854.51	
Repairs to Water Storage Structures....	4,711.10	
Repairs to Services.....	3,550.84	
Repairs to Hydrants.....	2,630.08	
Repairs to Meters.....	3,582.89	60,630.43
<u>Administration:</u>		
Commercial Office Salaries.....	2,661.01	
Meter Reading Salaries.....	7,433.38	
Commercial Supplies & Expenses.....	914.23	
Salaries of General Officers.....	7,850.00	
Salaries of General Office Clerks.....	4,350.00	
General Office Expense.....	535.06	
Repairs to Gen. Office Str. & Equip....	341.44	
General Expense.....	746.01	
Insurance.....	2,942.71	
Longevity & Annual & Sick Leave.....	11,969.47	
Retirement Fund Payments.....	7,971.71	
Stores Dept. & Shop Expenses.....	1,130.38	
Garage Expense.....	965.86	49,811.26
<u>Fixed Charges:</u>		
Depreciation.....	47,392.44	
Taxes.....	37.00	47,429.44
Total Operating Expenses.....		204,098.63
Operating Income.....		46,007.55

<u>Non-Operating Income:</u>		
Income From Invested Funds.....	1,548.03	
Other Interest Income.....	.26	
Miscellaneous.....	905.25	2,453.54
		48,461.09

<u>Non-Operating Expense:</u>		
Interest Expense.....		5,448.41

Net Profit for the Year.....	43,012.68
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# BALANCE SHEET--SANITARY SEWER FUND

December 31, 1961

## ASSETS

Fixed Assets:

Land & Right of Way.....	38,274.97	
Sewer Mains.....	1,417,691.77	
Manholes.....	113,796.69	
Customer Connections.....	214,145.66	
Sundry Equipment.....	9,107.45	
Unfinished Construction.....	28.40	
	1,793,044.94	
Less: Reserve for Depreciation....	757,405.34	1,035,639.60

Deferred Engineering Charges..... 11,678.40

Bond Fund Assets:

Cash-Concord National Bank.....	3,621.93	
Investments.....	10,000.00	13,621.93

Current Assets:

Due from General Fund.....	66,886.44	
Investments.....	26,462.58	
Loan to Special Assessment Fund...	51,987.16	
Due from Special Assessment Fund - Trunk Sewer Cost.....	3,296.00	148,632.18
		1,209,572.11

## LIABILITIES AND FUNDS

Long Term Liabilities:

Bonded Debt.....	160,000.00	
Share in Special Assessments.....	48,184.68	208,184.68

Fund Balance and Surplus:

Municipal Investments.....	481,337.71	
Contributions in Aid of Construction...	273,223.39	
Surplus-Balance Jan. 1, 1961.....	206,045.26	
Net Profit for the Year, 1961.....	40,781.07	246,826.33
		1,001,387.43
		1,209,572.11

## STATEMENT OF OPERATIONS - SANITARY SEWER FUND

For the Year Ended December 31, 1961

### OPERATING REVENUES

Sewer Rents:

General.....	63,527.03	
Industrial.....	23,871.45	87,398.48

### OPERATING EXPENSES

General Operations, Admin. etc.:

Main & Manhole Oper. Labor & Exp.....	9,331.87	
House Conn. Oper. Labor & Exp.....	3,094.90	
Maintenance of Sewer Mains.....	92.98	
Maintenance of Manholes.....	3,661.27	
Misc. General Expense.....	393.61	
Meter Reading & Billing.....	2,621.96	
Employees Retirement Fund.....	1,180.47	20,377.06

Depreciation:..... 22,295.08 42,672.14

Operating Income..... 44,726.34

Add Non-Operating Income:

Interest on Investments.....		1,324.88
		46,051.22

Deduct Non-Operating Expenses:

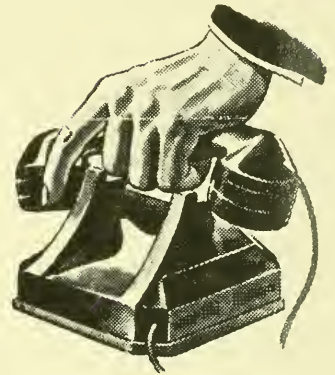
Interest Expense.....		5,270.15
Net Profit for the Year.....		40,781.07

# EMERGENCY NUMBERS

## DIRECTORY OF CITY SERVICES

Service	Department	Phone
Administration, General	Mayor	CA-5-3591
Airport (Maintenance)	Engineering	CA-4-1955
Ambulance	Police	CA-5-3232
Assessments	Assessors	CA-4-0241
Auditorium, Rental	City Clerk	CA-4-0591
Auto Permits	Collector	CA-4-4261
Bicycle Licenses	Police	CA-5-3232
Beano Licenses	Police	CA-5-3232
Birth Certificates	City Clerk	CA-4-0591
Bookmobile	Library	CA-5-2743
Building Permits	Engineering	CA-4-1955
Cemeteries	Cemetery	CA-5-3911
City Council	City Clerk	CA-4-0591
Civil Defense	Civil Defense	CA-4-4342
Dance Licenses	Police	CA-5-3232
Death Certificates	City Clerk	CA-4-0591
Dog Licenses	City Clerk	CA-4-0591
Elections	City Clerk	CA-4-0591
Engineering-City	Engineering	CA-4-1955
FIRE-CONCORD	FIRE	CA-5-3355
FIRE-PENACOOK	FIRE	PL-3-6622
Garbage Collection	Garbage Contractor	CA-5-6771
Golf Course	Recreation & Parks	CA-4-0951
Health, Public	Health	CA-4-0521
Laboratory	Health	CA-4-0521
Legal Matters	City Solicitor	CA-5-3041
Library	Library	CA-5-2743
Maps, City	Engineering	CA-5-1955
Marriage Certificates	Records	CA-4-0591
Milk Licenses & Inspection	Health	CA-4-0521
Mortgages & Conditional Sales	City Clerk	CA-4-0591
Oil Burner Inspection	Fire	CA-5-3355
Old Age Assistance	Welfare	CA-4-1091
Ordinances & Resolutions	City Clerk	CA-4-0591
Parks & Recreation	Recreation & Parks	CA-4-0951
Payments by City	Finance	CA-5-2775
Personnel - City	Personnel	CA-5-3591
Planning	Planning	CA-4-1955
Playgrounds	Recreation & Parks	CA-4-0951
Plumbing Permits	Engineering	CA-4-1955
POLICE	POLICE	CA-5-3232
Purchasing	Purchasing	CA-5-3591
Recreation & Parks	Recreation & Parks	CA-4-0951
Refuse Collection	Public Works	CA-4-1955
Relief	Welfare	CA-4-1091
Sanitation, Public	Health	CA-4-0521
Sewers	Public Works	CA-4-1955
Snow Plowing & Sanding	Public Works	CA-4-1955
Soldier's Relief	Welfare	CA-4-1091
Special Benefit Assessments	Finance	CA-5-2775
Street Lights-Reported Out	Concord Electric Co.	CA-5-3041
Street Maintenance	Public Works	CA-4-1955
Taxes - Payment of	Collector	CA-4-4261
Trees, City	Engineering	CA-4-1955
Water - Service	Water	CA-5-5574
Water Bills - Payment of	Collector	CA-4-4261
Weights & Measures	Weights & Measures	CA-5-2864
Zoning Permits & Changes	Engineering	CA-5-1955
Welfare	Welfare	CA-4-1091

For prompt attention to COMPLAINTS dial the SERVICE INVOLVED. If you are uncertain about where to call, dial the MAYOR'S OFFICE 5-3591



Be sure to give your NAME AND ADDRESS as well as the NATURE OF THE EMERGENCY clearly. DO NOT HANG UP until you are sure that your MESSAGE HAS BEEN UNDERSTOOD.





