

**City of**  
**CONCORD**

**New Hampshire**

**1963**  
**ANNUAL REPORT**



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*City Hall*

## FROM THE MAYOR'S OFFICE



*Mayor Charles E. Davie*

### TO THE CITIZENS OF CONCORD:

This annual city report continues the Mayor's responsibility of keeping the citizens of Concord informed of the functioning of their municipal government. Its purpose is to place at their disposal a concise publication covering the many facets of city government operation.

The year 1963 was one of progress and many municipal improvements. Concord maintained a high standard of public service in providing for the safety, health and welfare needs of the community. Every municipal expenditure was carefully scrutinized to assure full value for each tax dollar spent.

Because local government is closest to the people, it is perhaps more responsive to their demands and needs than any other level of government. It is much easier for citizens to see, understand and benefit from the services rendered by their city government. This being so, Concord's elected city officials and the various municipal departments have worked diligently to provide the many services which make the community a better place in which to live and work.

While the role of city government is historically that of a strictly service or "housekeeping" agency, it is nevertheless true that in recent years the number, variety and complexity of municipal functions have increased markedly. This is especially so with respect to the trend toward federal involvement in urban affairs and in such areas as the workable program for community improvement, public housing and urban renewal programs. In consequence of this trend, Concord stands at the threshold of far-reaching changes in the pattern of its urban development.

Proper direction in meeting current municipal problems and in promoting sound future growth will require greater responsibility by the city government than ever before. This poses a challenge which Concord will gladly accept in achieving its goal of building a better community life for its citizens.

Once again it has been a pleasure to have had the opportunity to serve the citizens of Concord and to work with a cooperative Board of Aldermen and a dedicated group of city employees.

Charles C. Davie  
Mayor

# CITY GOVERNMENT

1963-1964

## MAYOR

Charles C. Davie

## ALDERMEN-AT-LARGE

Robert D. Branch  
William P. Gove  
Edna C. McKenna  
Winfield J. Phillips  
William A. Stevens  
David E. Tardif

## WARD ALDERMEN

Ward 1 John E. Walters  
Ward 2 Karl G. Neuman  
Ward 3 George A. Stohrer, Jr.  
Ward 4 Malcolm McLane  
Ward 5 Roland E. Fletcher  
Ward 6 Joseph C. Mustumeci  
Ward 7 C. Edwin Howard  
Ward 8 William H. Perry  
Ward 9 Thomas B. Jennings

## YOUR CITY OFFICIALS

### CEMETERY SUPERIN- TENDENT

Edward L. Howland

### CHIEF OF POLICE

Walter H. Carlson

### CITY ASSESSORS

Raymond P. Daigle  
Robert W. Potter  
Nathan Wechsler

### CITY CLERK

Arthur E. Roby

### CITY ENGINEER & SUPT. OF PUBLIC WORKS

Howard E. Raymond

### CITY LIBRARIAN

Lois R. Markey

### CITY SOLICITOR

Daniel E. Donovan, Jr.

### CIVIL DEFENSE DIRECTOR

Richard D. Brodeur

### DIRECTOR OF WELFARE

Gertrude E. Watkins

### ENGINEERING INSPECTOR

Ellsworth B. Philbrick

### FINANCE DIRECTOR

Verne F. Santas, Jr.

### FIRE CHIEF

Duncan M. Murdoch

### HEALTH OFFICER

Dr. William W. Frost, Jr.

### MUNICIPAL COURT

Donald Matson, Judge  
Francis E. Perkins, Assoc. Judge  
Marie MacPhail, Clerk

### OVERSEER OF POOR

Edward H. York

### PERSONNEL AND PUR- CHASING DIRECTOR

Thomas S. Pingree

### PLANNING DIRECTOR

Gustaf H. Lehtinen

### POUND KEEPER

Charles C. Hoagland

### PROBATION OFFICER

James Ceriello



RECREATION DIRECTOR

Robert H. Ayer

SANITARY INSPECTOR

George A. Hill

SEALER OF WEIGHTS  
AND MEASURES

Harold G. Fletcher

TAX COLLECTOR

George West

TREASURER

Violet P. Constant

WATER SUPERINTENDENT

G. Arthur Faneuf

## CITY BOARDS

PERSONNEL ADVISORY  
BOARD

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

BOARD OF PLUMBING  
EXAMINERS

Ellsworth B. Philbrick  
George E. Young  
Earl A. Banks

TRUSTEES, TRUST FUNDS

Violet P. Constant  
Richard G. Williamson  
Robert M. Beyer

BOARD OF HEALTH

William W. Frost, Jr., M.D.  
W. D. Penhale, M.D.  
T. J. Halligan, M.D.

CITY PLANNING BOARD

Lt. Gen. Edward Brooks  
Warren H. Greene  
Pasquale Rufo  
Dudley W. Orr  
John Swenson  
Douglas N. Everett

Ex-Officio:

Charles C. Davie, Mayor  
Howard E. Raymond,  
City Engineer  
Robert D. Branch, Alderman-  
at-large

ZONING BOARD OF  
ADJUSTMENT

Donald G. Rainie  
Enoch Shenton, II  
Allan V. Evans  
Roy V. Lang  
Frank J. Preston

BOARD OF APPEALS

Arnold Perreton  
Everett Munson  
Carroll Garland  
Robert A. Foster  
William Johns

BOARD OF LIBRARY  
TRUSTEES

Chester G. Larson, Chairman  
Mrs. Mary Farnum  
Mrs. Mildred T. Melvin  
J. Bernard Halligan  
James Lynch  
Atlee F. Zellers  
Mrs. Nyleen Morrison  
Mrs. Walter S. Newton  
W. Duer Thompson

BOARD OF REVISION OF  
ASSESSMENTS

Verne F. Santas, Jr., Chairman  
Howard E. Raymond  
Daniel E. Donovan, Jr.  
James A. Taylor  
Archie N. Gourley

## PLANNING DEPARTMENT

*Major Thoroughfare Plan* — Adopted a Major Thoroughfare Plan, one of the essential elements of a comprehensive plan for the City of Concord, as a guide to the orderly development of major streets in the city and its environs.

*Community Facilities Plan* — Authorized the preparation of a Community Facilities Plan required under the Workable Program for Community Improvement, and interviewed planning consultants for the purpose of selecting a competent firm to prepare this important element of the city's master plan.

Applied for an urban planning assistance grant from the Housing and Home Finance Agency to underwrite a portion of the cost of preparing the plan.

*Workable Program* — At the request of the Mayor, prepared an application for recertification of the Workable Program for Community Improvement for submission to the Housing and Home Finance Agency.

*Neighborhood Analyses* — Conducted an analysis of Concord Neighborhoods and published the results in a report entitled "Neighborhood Analyses, Concord, New Hampshire," an element of the Workable Program for Community Improvement.

*Urban Renewal* — Recommended to the Board of Aldermen that the Concord Housing Authority be designated the Relocation Housing Agency for the City of Concord.

Recommended that the Concord Housing Authority be designated as the city's Urban Renewal Agency.

*General Neighborhood Renewal Plan* — Recommended favorable action by the Board of Aldermen on submission of an application by the Concord Housing Authority to the Urban Renewal Administration for the allocation of survey and planning funds for the preparation of a General Neighborhood Renewal Plan covering the downtown section of the city proper.

Recommended that the City make funds available to the Authority for the preparation of a General Neighborhood Renewal Plan.

*Streets* — Recommended acceptance of 2,930 feet of new street as follows: Dover Street — 950 feet, Canton Street — 800 feet, Partridge Road — 600 feet, Chase Street — 240 feet, Jay Drive — 170 feet, all located on Concord Plains, and Dubois Avenue in the central business district — 170 feet.

Recommended relocation of portions of Columbus Avenue, Old Turnpike Road and Little Pond Road.

Proposed the widening of a portion of Pleasant Street to create a deceleration lane at the entrance to Concord Hospital. Also approved widenings on Low Avenue at its intersection with Dubois Avenue, and at the intersection of Eastman and Shawmut Streets in East Concord.

Favored releasing three dedicated ways from public servitude as follows: Sheaff Street and Suncook Street off Sheep Davis Road on Concord Plains, and a proposed street easterly off lower South Street in the south-end section.

Favored adoption of city policy permitting construction of superstructures from one building to another over the city alley system where such facilities represent orderly community development.

Opposed granting a petition to reconstruct Appleton Street, a dead-end country road, in East Concord.

Recommended street name changes at the newly relocated intersection of South Main Street, Broadway and Wiggin Street.



*City Planner Gustaf H. Lehtinen with tourists from Pennsylvania.*

*Mapped Lines of Future Streets* — Mapped the lines of future streets for a 900-acre triangular section of Black Hill bounded by Manchester Street, Old Turnpike Road and Airport Road.

Mapped the lines of a proposed circumferential highway connecting Pleasant Street and Rumford Street northerly of the city proper.

Mapped the location of proposed streets in the area bounded by East Side Drive, London Road, Ormond Street and the Sugar Ball Embankment on Concord Plains.

*Sidewalks* — Recommended construction of a half-mile-long hard-surfaced sidewalk along Columbus Avenue and Penacook Street leading from the new Bishop Brady High School to the north-end area at Rumford Street.

Recommended construction of 800 feet of hard-surfaced sidewalk on lower South Street from Rockingham Street to a point opposite Mooreland Avenue.

*Traffic Control* — Recommended widening of traveled way of Pitman Street to facilitate traffic flow on this narrow downtown street.

Proposed the construction of traffic islands on North Spring Street at Washington Street, and on Old Turnpike Road at Manchester Street.

Favored establishing one-way traffic in a westerly direction on Union Street in Penacook.

Approved establishing stop intersections at the following locations: Dubois Avenue at Storrs Street in the central business district, North Spring Street at Washington Street, Columbus Avenue at Auburn Street and at Penacook Street, and the Bishop Brady High School driveway at Auburn Street.

Approved establishing yield right of way intersections on South Curtisville Road at Portsmouth Street.

Recommended that Dubois Avenue from North Main Street to Low Avenue be closed to vehicular traffic and made a pedestrian walk.

*On-Street and Off-Street Parking* — Recommended that one-hour parking be substituted for unlimited parking on North Main Street between Franklin and Bouton Streets.

Recommended that parking be prohibited at all times on the newly-constructed portion of Dubois Avenue between Low Avenue and Storrs Street.

Recommended that the Bridge Street and North Main Street passways leading to the Bridge Street municipal parking lot be made one-way streets for in-bound traffic.

Opposed proposed changes in traffic patterns at the entrance to the supermarket located at North State and Penacook Streets, and recommended improved officer control to facilitate traffic movements at this location.

Found that a free-token parking plan proposed by downtown merchants was not practical for Concord at this time, and recommended that the petitioners be given leave to withdraw their petition.

Cooperated with the Greater Concord Chamber of Commerce and its Parking Committee in surveying downtown parking procedures and needs. Recommended a stepped-up enforcement program to discourage "meter-stuffing" by parkers working in the downtown area, erection of directional and site signs to guide parkers to the city's three central business district parking lots, and adoption of policy encouraging private investors to provide parking facilities in the downtown area.

*Utilities — Water System* — Advised favorable action on seven petitions requesting extension of the municipal water system totaling 7,325 feet of water main as follows: Portsmouth Street, East Concord — 350 and 2,200 feet, East Side Drive, East Concord — 900 feet, Hutchins Street, West Concord — 150 feet, Sewalls Falls Road, West Concord — 300 and 825 feet, and Garvins Falls Road, Black Hill — 2,600 feet.

Opposed proposed water main extensions in Mountain Road and Appleton Street at East Concord due to lack of economic justification for sizable expenditures involved in system expansion to serve these remote locations.

*Utilities — Sanitary Sewer System* — Recommended four extensions of the sanitary sewer system totaling 1,180 feet of main as follows: East Side Drive, East Concord — 580 feet, Chase Street, Concord Plains — 240 feet, Branch Turnpike, Concord Plains — 160 feet, and Hutchins Street, West Concord — 200 feet.

Recommended that a 350-foot section of the sanitary sewer in East Side Drive at East Concord be relaid to permit the orderly easterly extension of the system to the vicinity of East Sugar Ball Road.

*Utilities — Storm Sewer System* — Favored the granting of a petition to extend the Concord Plains storm sewer system 320 feet to serve the residential development on Dudley Drive.

Opposed a petition to re-route the proposed High Street trunk storm sewer to accommodate private drainage currently served by the Franklin Street storm sewer system.

Recommended that a proposal to cover Bow Brook by constructing a large storm sewer from the vicinity of Clinton Street to Noyes Street be indefinitely postponed.

*Airport* — Favored submitting a proposal to the Federal Aviation Agency to house personnel and equipment of its New England area Flight Inspection District Office at the Concord Municipal Airport.

*Land Transactions* — Recommended an amendment to the ordinance regulating sale of tax-deeded property which would give the Board of Aldermen greater authority in the conveyance of such property.

Reviewed property acquired in non-payment of taxes in 1963 to determine possible present or future public use of this property.

Recommended that the City of Concord look with favor on a Y.M.C.A. request to occupy city land for building expansion above passway leading to the rear of the Central Fire Station. On later request by the Y.M.C.A., recommended that the Mayor be authorized to enter into negotiations with Y officials to finalize plans to convey fire station land to the association for expansion of its building on condition that all relocation costs incurred by the City be underwritten by the Y.M.C.A.



*Lawrence Dennen, custodian at City Hall, at new lighting control console at City Auditorium.*

Approved the granting of an expanded pole-line right of way to the local electric utility over city land easterly of South Main Street in the south-end area.

Recommended that a parcel of city-owned land with a 2,450-foot frontage on Airport Road be withheld from sale until such time as municipal sanitary sewer facilities are installed in said road.

Opposed licensing use of city land on North Main Street for ice vending machine on grounds that granting of such a license would set a poor precedent.

Recommended that a site for a proposed Concord Plains fire station be acquired at the corner of Loudon Road and Newton Avenue.

*Zoning* — Recommended favorable action on an ordinance amending the zoning map to establish a 60-acre apartment house district on Concord Plains.

Recommended the rezoning of the approved portion of the Hillcrest Park subdivision on Concord Plains from an agricultural to a single residence district.

Recommended that a 24-acre area bordering expressway and railroad facilities off Hall Street in the south-end section be rezoned for heavy industrial uses.

Opposed a zoning amendment that would have permitted certain types of signs for religious, fraternal organizations and service clubs in all zoning districts.

Authorized the planning director to appear in opposition to the granting of a zoning variance permitting the location of a public utility service building on East Side Drive in an area reserved for single-family residence in the land use plan.

*Subdivision Approval* — Approved the preliminary plat of the 64-lot Palazzi Corporation subdivision located northerly of Centre Street in the West-end.

Approved the application of Roger W. Guay for a redesign of the preliminary plat of the 82-lot Hillcrest park subdivision on East Side Drive at Concord Plains.

Voted final approval of a 13-lot section of Hillcrest Park.

Voted final approval of a six-lot section of the Roger W. Guay subdivision located northerly of Mooreland Avenue on Meadow Street in the south-end section of the city proper.

*Codes* — Recommended that the City of Concord seek enabling legislation at the 1963 session of the General Court permitting municipalities to adopt nationally-recognized fire prevention codes by reference. Supported passage of this legislation.

Supported passage of legislation permitting municipalities to adopt nationally-recognized mobile homes and travel trailer construction standards by reference.

Appointed an advisory committee to assist in preparation of a building code amendment adopting a fire prevention code.

In response to a request made by the Board of Aldermen, prepared a schedule of proposed fees for building, electrical and plumbing permits.

*Other Activities* — Recommended favorable action by the Board of Aldermen on a resolution relative to the use of granite in the exterior construction of the proposed post office - court house - building.

Recommended favorable action by the Board of Aldermen on a resolution relative to providing a public way between South and South Spring Streets at the site of the proposed new federal building, said resolution to be directed to the Administrator of the General Services Administration.

Prepared plans for reallocating space in City Hall occupied by the Records, Assessing and Water Departments, and recommended remodeling space at the water works pumping station on North State Street for office use by the Water Department.

Recommended that the City of Concord refrain from underwriting a share of the production cost of a motion picture, Concord, Capital City, which is oriented toward business and industry.

Conducted annual surveys of housing vacancies and utilization of vacant land for building construction on streets served by all essential municipal facilities.



## ENGINEERING DEPARTMENT

*Public Works* — This year was another year of general growth in Concord. There were many new projects that required attention of the Public Works and Engineering Departments in addition to our routine maintenance items. Three large projects were the new high school, the technical school and the new state office building. These all required streets, sanitary sewers, storm drainage, snow removal, refuse removal, engineering and all municipal services.

*Highways* — Our highway maintenance program resurfaced 46 miles of streets in the north and west end. In addition we hard surfaced with emulsion stabilization on Island Road, Hot Hole Pond Road, Batchelder Mill Road, Wier Road and Sandquist Street for a total of 1½ miles. We built Columbus Avenue from Auburn Street to Penacook Street.

*Sidewalks* — We continued our sidewalk maintenance program by resurfacing 3300 square yards of sidewalks in the South End area. In addition we laid 260 feet of granite curb and built traffic islands at West and Broadway. Our concrete sidewalk program consisted of building a walk from Warren to School Streets out the east side of North State Street.



*Opening frozen sewer at Chase and Drew Streets. David Feathers and Watson Burk on truck.*

*Bridges* — Our bridge maintenance program consisted of painting the small bridges throughout the city as necessary. In the legislature an act was passed to turn three of our bridges on state highways back to the state. They are two bridges on Clinton Street at Turkey Pond and the bridge on the Mountain Road over Hackett Brook.

*Trees* — The Dutch Elm problem is still with us. We removed nearly 100 elm trees this year. In addition, we are losing many maples. We removed 202 stumps during the year and still have many stumps throughout the city.

Our flowering tree program is in its second year. This year we planted 150 new small trees. We lost about 50% due to the unusual dry weather.

Our roadside brush control is becoming very acceptable. We have the roadsides under control to the point that our spraying is only spot spraying and is not objectionable. In fact our country roads are in better condition now than our residential streets.

*Town Forest* — In our town forest program we are replanking the Memorial Field Stadium for the Recreation Department. This will utilize our own lumber and provide a considerable saving to the city.



Abandoned Toof Laundry well now part of Durgin Street Municipal Parking Lot. Harvard Scientists checking temperature of earth's crust.

*Refuse* — Our weekly refuse collection for the entire city is progressing very well. The container system is relieving us of much labor in the down town area. The cost of refuse collection and disposal for the year is approximately \$12.00 per residence.

*Engineering Department* — The Engineering Department was engaged in many new projects this year, from a swimming pool at West Concord, the Memorial Park Stadium, the Technical School development, to Columbus Avenue, to records and maintenance. The value of the outside projects was as great as the engineering salaries for the year.

We continued our routine records for streets, sewers, assessor's maps, buildings, etc. Our sewer records are in better condition than they have ever been, yet yearly we continue to find errors or omissions. We are averaging completion of a street layout return a month, but we still have about a hundred miles to go. We are establishing the state coordinate system of surveying in Concord. We are the first community to use the system in the state although it is in wide use in other areas. The coordinate system will provide much more precise work in future years.



*Penacook Rescue Squad personnel joined with Police, Fire and Public Works to free PW employee caught in packer. Fireman Dana Morrison, left, and Rescue Ralph Sanders, Jr., right, assist Fireman Joe Wescott and Rescue Weldon Hoyt in back of truck. Rescue equipment used to free victim.*

## ENGINEERING INSPECTION

There was continued expansion in all phases of construction and building activities, especially in new housing units, during the past year. It should be pointed out that building, housing, electrical, plumbing and zoning laws for the control of building operations and land use are not regulations that our government seeks to impose on its citizens, but rather are in response to demands from people to their government to guarantee their safety and protect health during the large part of their lives spent in buildings in which they live and work.

Most of these laws are of a technical nature, based on sound engineering practice, constantly being changed through scientific advances, and require alertness on the part of the administrative officer.

Major construction projects completed during 1963 were the State Office Building, the new Records and Archives Building for the State of New Hampshire, Concord Hospital alterations and Bishop Brady High School. Permits issued during the year consisted of Lexington Manor, Inc., 72 unit apartment, Sprague Electric Company addition, Concord Housing Authority for the Elderly, Penacook, and three housing developments — one each off East Side Drive, Pembroke Road and Airport Road.

The estimated cost of construction for 1963 was as follows:

Total Valuation of New Work .....	\$2,056,002
Total Valuation of Additions and Alterations .....	821,016
Total estimated cost of Construction .....	\$2,877,018
53 Permits for New Housing Units — Estimated Cost .....	\$1,695,200
363 Permits for other buildings — Estimated Cost .....	\$1,181,818

Permits issued during the year as follows:

Building Permits .....	416
Plumbing Permits .....	125
Electrical Permits (Changes, additions & new service) .....	800
Sign Permits (including billboards) .....	77
Razing of Dilapidated Buildings (including those taken for public improvements) .....	32
Moving of Buildings .....	2

In addition the following miscellaneous inspections were made:

Building Inspections .....	953
Sign Inspections .....	258
Trailer Inspections .....	78
Plumbing Inspections .....	392
Electrical Inspections .....	1936
Zoning Inspections .....	189
Housing Code Inspections .....	235

## CITY LIBRARY

*Books and Materials* — During the past year 6,179 books were added to the library making a total of 107,531 books in the collection, of which 21,491 are for children below the seventh grade. This represents slightly more than four books per capita. There are now 979 recordings in the library, as well as 319 magazines and newspapers. Borrowers used 319,345 items in 1963, which represents a circulation of twelve items per capita. Nineteen framed prints and 300 films are available for loan.

*Buildings and Equipment* — A new look, warm and welcoming, greets the eye as one enters the library. In the area formerly dominated by the circulation desk with its apparent "busyness", one sees, arranged on a red rug, comfortable chairs of Danish design, in olive-green, blue-black, and beige. A folding screen of pegboard separates this lounge area from the office beyond and serves as display space for a few attractive books and pictures.

Patrons are registered and books charged from a small compact counter to the left. A discharge desk has been built into the area originally intended for a cloakroom. A part of the wall between this area and the vestibule has been replaced with sliding glass panels; two slots permit return of books from the vestibule, and a third from the outside of the building. Beneath each slot is a book truck especially designed to collect and hold these materials, without damage. In addition to their aesthetic and psychological value, these changes provide additional space for leisurely reading.

Installation of better lighting fixtures throughout the building, begun in 1962, has continued in 1963.

Changes in facilities for children also provide additional space needed for books and patrons: Conversion of the children's librarian's office to a reference room, also housing a special sixth-grade collection; replacing the catalog along the wall with a new free-standing case, making the wall area available for shelving; replacing window seats with book shelves, capping them with colorful, durable formica; installation of a new check-out desk.

Furniture was repainted, and sent to Penacook Branch, where walls and floors were refinished and bulletin boards added.

*Services* — 1963 circulation figures, indicating a gain of 12,500 (41¼ percent) over 1962, highest in the library's history, represent to some extent, the increased use of the library's resources; but they cannot measure the extent to which reference and advisory services have grown in quantity, complexity, and diversity.



*A pre-school story hour in the Library.*

During the day, a telephone call may bring a request for material to be put aside, for easier selection during a patron's lunch hour, or it may be an inquiry such as "Where can I rent a typewriter with the Turkish alphabet?", "How can I find a camp for my diabetic child?" or "What term of address should I use for a Supreme Court Judge?"

In addition to adults, high school and college students come from an ever widening area; this is especially true during evening hours and on Saturdays. It has been exciting to see these students develop initiative and imagination in the use of library materials.

With the cooperation of WKXL, the Concord Monitor, and the Manchester Union, the library has publicized its special services and programs. Thumb-nail book reviews and announcements were taped, and released at intervals during the broadcasting day; articles on books and reading, written by staff members, have appeared in the Monitor each week, along with a list of new books and records. The Concord Chamber of Commerce has included in its monthly Newsletter information on books and programs of special interest to business men.

By way of keeping the public informed, the library has had these forms mimeographed or printed for distribution:

1. Letter and flier on the Concord Public Library Foundation.
2. Catalog of films available for loan.
3. Children's film programs, October-December 1963 and January-April 1964.
4. Adult film program for 1963-1964.
5. Summer Hours and "What the Library Has to Offer, June-September 1963."
6. Booklets containing synopses of more than 300 films owned by the North Country Libraries Film Cooperative.

A new book plate designed by Mel Bolden is being used as new materials are processed.

New ventures in adult education were planned and carried out in 1963, in response to popular demand. Early in the year, the librarian began a series of weekly lessons on how to use the library. This group became a nucleus for a Wednesday morning book discussion group starting the following November. Many of the discussions are based on the INVITATION TO LEARNING series sponsored by the American Library Association. Through the cooperation of WKXL, these discussions on current books were taped at the studio. The library now has them ready for use at any time a discussion leader wishes to use them.

*Films* — Augmenting with free sponsored films the titles available through the North Country Libraries Film Cooperative, the library planned an hour-long program for adults each Tuesday evening.

The Friends of the Library sponsored four outstanding films for family viewing at the auditorium.

439 films were loaned to organizations during the year.

Films were also used for a weekly program of the children's department on Saturday mornings for grades 4-6, and, once each month, lent variety to the Wednesday afternoon story hour for younger children.

Other programs of the children's department included: a series of six classes for pre-school children and their mothers, in the spring and again in the fall; school visits and talks to parents and other groups; a summer reading program stressing quality and individual interests, rather than number of books read; story hours during the summer at the city's playgrounds; and cooperation with Girl Scout troops in meeting requirements for reading, story-telling, and other badges.

*Print Collection* — Interest in the framed print collection has mushroomed since its small beginning in 1962 with a group of eighteen fine reproductions donated by the Friends of the Library. Learning that the available prints are reserved for as much as two years ahead, the Friends of the Library group has ordered more prints.



*The New Look in the Library.*

*Music Room* — During 1963, all materials in the Ruth May Music Room have been cataloged. These gifts of the Concord Music Club include 25 books on music, 20 scores of musicals and symphonies, and 280 fine recordings. To help music lovers in selecting records, the jackets have been color-tabbed for identification by type — symphony, chamber music, opera, vocal, etc. A roster kept at the Readers Advisor desk indicates an average of fifty persons use the room each month, with greatest interest evidenced during college vacations.

*Exhibits* — Outstanding display of the year was the April exhibit called "Paris", on loan from the French Cultural Counselor in New York. This included a hundred beautiful books and brochures.

*Interlibrary Loan* — Interlibrary loan records indicate a 26% gain over 1962, with 424 items loaned and 179 borrowed.

*Concord Public Library Foundation* — Brochures and letters sent to individuals and business firms have brought some gifts for the Concord Public Library Foundation, established in 1962 to foster donations for specific needs and programs not available on the regular library budget.





*Cloak Room remodeled for the return of books at the City Library.*

*Personnel* — In addition to the librarian's participation in professional organizations, members of the staff and board of trustees serve as officers and committee members in local, state, and national organizations. Staff members' activity in local cultural and recreational programs provides contacts with potential resource persons as well as patrons.



*Boys enjoying craft project during summer playground program.*



*Skating at one of the eight neighborhood rinks maintained by the Department.*

# RECREATION AND PARKS DEPARTMENT

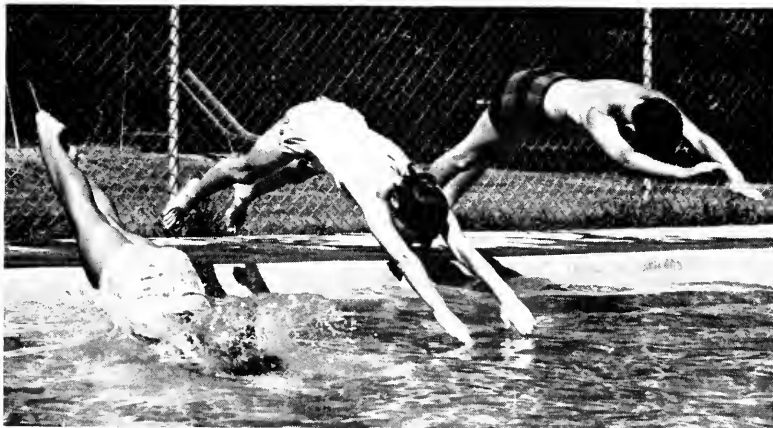
Municipal recreation has been one of the fast growing services of municipal government in recent years. Today the demand, and need, is apparent in all age groups — senior citizens, family groups, unmarried adults, teen-agers, and children. Your city Recreation and Parks Department has tried to keep up with the demand by providing facilities, leadership, and programs.

## RECREATION ACTIVITIES

*Personnel* — Two full-time supervisors, twenty-one summer playground and pool instructors, over twenty part-time and volunteer leaders.

*Children and Youth Programs Offered* — Two play schools for ages three and four, midget football, neighborhood square dances, open house program East Concord Community Center, open house program Penacook Youth Center, pee wee and bantam hockey leagues, figure and ice dancing lessons, organ class, ski classes, boys' basketball program, tennis lessons, golf lessons, games periods, and softball games. Attendance 14,405.

*Adult Programs Offered* — Western Square Dance class, women's physical fitness class, women's ten-pin bowling, women's candle-pin bowling, woodworking class, sewing class, organ class, women's basketball, men's industrial basketball league, men's industrial softball, tennis clinic, housewives' golf, and indoor golf lessons for men and women. Attendance 9,321.



*Children swimming at one of the department's seven swimming pools.*

*Summer Playgrounds and Pools* — A ten-week program was conducted at eleven playgrounds and seven pools including programs of games, sport tournaments, crafts, swimming instruction and competition, trips, story-telling and dramatics, and special events.

Attendance: Playgrounds 54,097; Pools, 87,266

*Year-Round Special Events Offered* — Winter Carnival events; ski meet, skating events, sled races, hockey games, queen coronation and dance; Easter egg hunt, Benson's Animal Farm trip, square dance festivals, ski and skate exchange, Halloween parties and Jack O'Lantern ball, band concerts, Fourth of July fireworks, Bear Brook trip, teen trip, Sunset Club summer trips, sidewalk art show, Rotary swim meet, state swim meet, water ballet and talent show, Junior Champ track meet, and the Peanut Carnival. Attendance 24,172.

*Community Center* — Programs offered October 1 through April 30.

*Children and Youth Program* — Open house programs for all ages, junior badminton, judo, children's art, teen dances, basketball leagues, chess club, youth activities council, boys' model airplane club, children's modern dance class, youth theater, gym classes, ping pong tournaments.

*Adult Programs* — Industrial basketball league, judo, casein painting, oil painting, creative design class, co-ed badminton, bridge class, women's basketball, Sunset Club for senior citizens, women's physical fitness class. Attendance 26,880.

*Attendance* — Skating Attendance — White Park Pond, 58,110; Neighborhood rinks (8), 10,000; White Park hockey rink, 12,000. The attendance is based on peak counts taken three times a day. Total attendance of programs both indoor and outdoor in facilities operated and maintained by the department was estimated at 302,148. This does not include non-schedule walk-on use of parks or attendance of organized groups using our facilities for their programs.

*Golf Course Operation* — For the fourth year in a row the revenue at the Beaver Meadow Municipal Course exceeded operating expenses. The excess in 1963 was \$1,832.11. Daily tickets sold in 1963 were 5,652. Season membership: Adult 203, special 34, junior 66, total 303. Estimated individual rounds played by daily fee and season ticket players were 36,500 which compares with 36,205 rounds in 1962.

*Areas and Facilities Maintained* — Beaver Meadow Golf Course, Memorial Athletic Field; Rolfe, Rollins, and White Parks; Doyen, Fletcher-Murphy, Garrison, Hall Street, Heights, Kimball, Thompson, and West Street Playgrounds; White Park Administration Building and Garage, West Street Ward House, East Concord Community Center, Community Center, seven swimming and two wading pools, White Park skating pond

and hockey rink, eight other neighborhood rinks, and over fifteen other small park, monument and roadside areas.

*Groups Using Department Facilities* — Over 450 organized groups both adult and youth groups used the department's indoor and outdoor facilities in 1963. This represents over 35 different groups each month.

*Major Capital Improvements 1963* — New shower and locker facilities at the Community Center, White Park garage addition. Grandstand reconstruction at Memorial Field, Hockey Rink improvements (lighting) at White Park, Kimball Playground improvements (fencing) and installation of new playground equipment on Hall Street Playground.



*Soccer game at Merrill Playground.*



*Don Hulbert has WKXL "Coffee Chat" with Police Chief Walter Carlson.*



*Captain Daniel Abbott, CD Attack Warning Officer, receives severe weather alert at Police Headquarters from U. S. Weather Bureau. Alert then fans out to all city emergency departments, Civil Defense and Penacook Rescue.*

## POLICE DEPARTMENT

*Parking Meters* — A sum of \$52,023.69 was collected from parking meters during 1963 compared with \$57,159.03 in 1962 and a total of \$9,049 collected in parking fines. The drop from 1962 to 1963 is partially due to the fact that the Capital Shopping Center is open to unlimited free public parking. Furthermore the State moved about 400 employees to another location outside the downtown area. This move considerably diminished the demand for parking in the metered section of North State Street.

The cost of repairing meter parts during 1963 was \$347.36 and there were a total of 2,767 meters repaired compared with 3,933 in 1962. This may be partially explained by the fact that a new-type meter is being used on Warren Street (the Duncan type meter) which requires little or no maintenance other than cleaning.

At the present time there are 1,169 meters in operation in the City of Concord.

*Training Program* — Two officers completed a two-week special investigation course on "Investigation Procedures" during the month of February.

Six officers successfully completed a 16-week course on "Criminal and Accident Investigation" during the month of February.

A four-week training school for new recruits was started in March under the direction of Chief Carlson.

A total of 19 members of this department completed a six-week typing course at Concord High School.

Two officers completed a two week training school during the month of May held in Durham. Two officers completed a sixteen week course on "Criminal Law." One officer completed a two week training course on "Police Administration." Others attended a "Training Seminar" at the American Mutual Insurance Company, an FBI firearms training course; a sixteen week evening course on "Police Supervision" and "Criminal Investigation and Case Preparation" at Northeastern University, a sixteen week course on "Police Interrogation," a three week training course in general police work sponsored by the State Police, N. H. Police Chiefs Assoc. and the F. B. I. in Concord.

*Miscellaneous* — The annual city census got under way April 1st, with completion being made in record breaking time of 897 man hours compared with last year's 950 man hours. Total figures revealed an increase in population of 444 persons over 1962.



*Police Skin-diving School.*

The Merrimack River was opened to boating on July 18th, 1963 after a public launching ramp had been installed by the Public Works Department. Chief Carlson was in charge of the grand opening.

There were two testimonial banquets held at the Police Boys Club for two fellow employees who retired during 1963. One in January for the late Sergeant Francis Sullivan, who retired after having been with this department 28 years. The other testimonial was in October for Lieutenant Mark Casey who had served 33 years as a regular member of the Concord Police Department.

*Emergency Activities* — A total of 28 regular, special and reserve police were used during the protracted Winsor Hotel Fire on North Main Street on September 24, 1963. By controlling traffic, evacuating the building, keeping citizen observers out of the danger area and administering oxygen to some firemen who were bothered by smoke inhalation, personal injury and property damage were kept to a minimum.

A delegation of 20 men from this department participated in the Memorial services for our late President of the United States, John Fitzgerald Kennedy, who was assassinated on November 22, 1963. The service was held at the State House Plaza on Monday, November 25th.





*Officer Philbrick inspecting bicycles at Walker School.  
Officer Philbrick is at this time inspecting Mark Dussault's  
bicycle.*

*Boys Club and Camp Andrews* — A complete cleaning job was done at the Boys Club in preparation for the September opening. A new surface was put on the gym floor and the back exit stairs on the west side of the building were redone.

Three groups of boys (the Midgets, the Juniors, and the Intermediates) participated in 18 scheduled basketball games during 1963. All three age groups participated in the tournament held in Claremont at the Goodwin Community Center. The Midgets and Junior age group both won first place trophies.

Two separate Christmas parties for the boys were held in December, one for 8th grade and under and the other for older boys. These were served in the form of a buffet-type turkey supper. Movies and entertainment were furnished after the meals. A total of 145 boys attended.

Juvenile Officer James Ceriello, Director of the Police Boys Club was selected as the winner of the State Jaycees Leadership Medalion Award

in November. Officer Ceriello was chosen from a field of eight outstanding candidates for the State-wide honor.

Camp Andrews in Danbury was operated for the third consecutive year as a full scale summer camp for boys. The program was divided into four periods of two weeks each for 36 boys, thus making it possible for 144 boys to participate in the program. The staff consists of Camp Director James Ceriello, a full time cook and helper, and 5 counselors.

The baseball diamond and playing field at Camp Andrews was completely graded, loamed and seeded during the fall months.. The beach area was also enlarged and improved.

The Board of Directors gratefully acknowledges the help and cooperation of the Concord Reserve Unit of the Army Engineers and Merrimack County Division of the United States Soil Conservation Service in these projects.

A combination asphalt basketball and tennis court is contemplated in the spring. These improvements should result in a vastly improved athletic program next summer.

# MUNICIPAL COURT

Number of arrests for driving while intoxicated in 1962 .....	41
Number of arrests for driving while intoxicated in 1963 .....	68

(shows an increase of .352%)

The following are the known cases for a two year period (excluding parking violations)

	1962	1,670
	1963	1,655

Closed cases for 1962 .....	1,566	(shows 93% cleared)
Closed cases for 1963 .....	1,560	(shows 94% cleared)

In 1962 there were 248 serious crimes including: aggravated assault, burglary, larceny, auto theft, forgery, and fraud. Of these 144 or 58% were cleared by arrests.

In 1963, there were 270 serious crimes including the above. Of these 175 or 64% were cleared by arrests.

The amount of property reported stolen in 1963 was .....	\$64,668.77
The amount of property recovered for 1963 was .....	\$61,551.35

(or 95% recovered.)



*Lucia fire. Nine-year-old girl saved baby.*



*Firemen shovel out hydrant on Pembroke Road.  
Left to right, Clayton Higgins and Charles Wilcox.*



*Winsor Hotel Fire — Sept. 24, 1963*

## FIRE DEPARTMENT

The Department responded to 667 alarms ranging from grass fires to multiple alarm fires such as the Winsor Hotel. Of the 667 alarms recorded during 1963, 601 were stills and 66 were box alarms. Two lives were lost in a fire at the residence of Michael Annicchiarico, 28 Pine St.

*Personnel* — Six additional men were hired to put the force on a fifty-six hour work week. The Department now operates with a staff of sixty-six. The permanent staff was assisted by sixty call men. In the sudden death of Charles Scott, veteran fire fighter who had over twenty-one years of service, the City of Concord lost a capable and faithful servant.

*Apparatus and Equipment* — The Department's "rolling stock" consists of thirteen fire trucks of various types, two official cars, one inspector's car, one service truck, one fire alarm truck and one station wagon. Several breakdowns on fire apparatus were experienced during the year.

*Maintenance* — Through the facilities available at the Department Workshop, the fire force has continued the practice of making its own repairs and replacements. The police and fire alarm systems were tested monthly with no serious interference of service. 379 extinguishers were checked and recharged by the Department staff.

*Fire Prevention* — Regular inspections of schools and a series of fire drills and special instructions in fire prevention were conducted in the city schools. Inspection of convalescent homes and places of public assembly were carried on as in previous years. Power oil burners and several gasoline tanks and pump installations were also inspected.

*Fire Losses* —

	<i>Value</i>	<i>Damage</i>	<i>Insurance</i>	<i>Insurance Paid</i>
BUILDING	\$1,430,334.00	\$312,293.00	\$1,225,118.00	\$310,793.00
CONTENTS	715,166.00	64,031.00	565,039.00	64,031.00
TOTAL	\$2,145,500.00	\$376,324.00	\$1,790,157.00	\$374,824.00



*Mayor Davie mounts first fallout shelter sign on N. H. Savings Bank. Looking on from left Robert Hill, Bank President, Willis D. Thompson, Jr., Shelter Coordinator and Richard Brodeur, CD Director.*

## CIVIL DEFENSE

*Concord Civil Defense*, in keeping with a policy of utilizing local government departments along with Civil Defense and utility units, has strived for a coordinated, well organized plan of operations to cope with natural or man-made disasters and to provide post attack recovery as rapidly as possible. Only with the continued support of all departments and personnel is such a plan possible.

*Shelters* — "The great leap forward" was experienced in the fallout shelter program, both public and private, during the past year. Shelter Coordinator Willis D. Thompson, Jr., after getting the program well off the ground and functioning smoothly, resigned from the staff on September 23. Since that time the enormous task of marking and stocking public shelter areas has been carried out by State CD personnel with assistance of our Administration Officer.

Included in the many buildings in Concord that qualified as fallout shelters and soon to be marked and stocked with supplies are Concord National Bank, New Hampshire Savings Bank, U. S. Post Office, Acquilla Building, Farm Bureau, N. H. State Public Health, Concord Library,



*An electronic megaphone used to amplify instructions at scene of disaster or during a drill, is tested by Rescue Squad Assistant Director, Vincent Ritchie.*

State House, State House Annex, State Library, Odd Fellows Home and Masonic Temple and New Hampshire Historical Society, Patriot Building and Eagle Convalescent Center.

Mr. Stanley Chapman of N. H. Savings Bank completed the Shelter Managers' Course in Keene last June and planned a course for Concord early in 1964.

*Administration* — The Administration Officer continued on a full time basis at CD headquarters at City Hall. The work load increased through-



out the year as the air raid siren program developed into an active planning stage, requiring much correspondence. Forms with several copies of each, to take advantage of matching funds and equipment from government surplus, added to the routine duties of this office that include hundreds of other minor details.

*Communications* — RACES Radio Network functioned well and was used several times during severe weather and other emergencies. One unit was placed in operation on the east side of the Merrimack River, made possible by eliminating a mobile unit. Radio across the Merrimack from the city proper completes an essential phase of the entire high frequency radio set up.

A base radio on the Fire Department frequency was also secured the latter part of 1963 providing two-way communication between headquarters and the fire stations and vehicles surrounding us. A walkie-talkie on the fire band was also purchased during the serious forest fire season last fall.

*Radiological* — Additional radiological survey instruments were distributed to public shelters that were already stocked. These units are supplied by the federal government as part of the standard shelter supplies and equipment.



*Truckload of shelter supplies unloading at N. H. Savings Bank. Stanley Chapman, left, Bank Shelter Manager, Willis D. Thompson, Jr., right, CD Shelter Coordinator.*

Concord Fireman Francis LaClair, CD Radiological Officer, conducted classes at Central Station and at Penacook following the week long course he took at Nashua which was conducted by the Atomic Energy Commission and covered radiation hazards in the fire service.

*Public Information* — Handouts on the many phases of Civil Defense were still in demand and readily available at CD headquarters. Home fallout shelter information led the list of most frequent requests. Public Information Officer Robert Lauze carried the major activities of the Concord CD and Penacook Rescue over the local radio station. Newspaper coverage showed a marked increase over a year ago. Several colored slide programs were presented to local groups throughout the year by members of our staff and the Rescue Squad. Speakers were also supplied from State CD headquarters for some of the scheduled lectures.

*Progress Report* — A Progress Report was distributed in August covering the first year's activities under the new director. Major emergencies in the area and news of Civil Defense interest make up the main portion of our monthly CD newsletter.

*Penacook Rescue Squad* — Numerous emergencies including accidents, fires and a double drowning were responded to by our unit in Penacook. Working side by side with Police, Fire and Public Works Department personnel the squad used its electric hacksaw and hydraulic rescue jack to free a city employee who was caught in a rubbish packer at Concord's south end. In May a double drowning at the Cove in Penacook brought Concord Police and Penacook Rescue racing through the black, wet night to the scene with their rescue boats. The grim task, conducted under the piercing beams of the Rescue search light unit, came to an end as our Squad boat crews brought both victims of the tragedy ashore. Several runs to the city proper were made with the search light unit during several of the major "night" fires. Liaison between this office and Penacook Rescue Squad was carried on by Weldon Hoyt, Rescue Officer.

*Severe Weather Alerts* — On July 2nd and again on October 3rd, a severe weather alert was received at Concord Police Headquarters and from there fanned out to all city emergency departments and on to Penacook informing the Rescue Squad of possible tornadoes. Captain Daniel Abbott, Attack Warning Officer, put the alerting plan into effect upon being notified by U. S. Weather Bureau at Concord Airport. Hurricanes are watched in this area after crossing the 31st degree north latitude and 67th degree west longitude.

*Air Raid Sirens* — The weekly Saturday morning Air Raid Siren test, that was inaugurated in 1962, is still in effect. Testing in this manner weekly is an excellent check on the equipment. Progress was reported on the plan to add five additional sirens to cover Concord's North End, the Heights, East Concord, West Concord and Penacook. A test alert, not

involving the public or sounding the sirens, was held on November 26 to determine time required to alert each community in the complete county.

*New Equipment* — Two smoke ejectors, two 1500 watt generators, an electronic bull horn were purchased on matching funds. One smoke ejector was put in service at Central Station and the other in Penacook. One emergency generator was installed at West Concord fire station. Numerous smaller items were purchased throughout the year including a navy wire basket stretcher, first aid equipment and material available from government surplus stock.

## CEMETERY DEPARTMENT

There was a total of three hundred and forty-four interments made in 1963; two hundred forty-two in the city cemeteries, ninety-one in Calvary, nine in Penacook Calvary and two out of town.

A total of eighty lots were sold and fifteen trusts put on old lots.

Total foundations poured were 125, an increase of twenty; markers set were 150, an increase of twenty-nine. Posts set were 152, an increase of forty-four. There were thirty fewer burials in 1963 and thirteen less lots sold.

New blocks were made: Blossom Hill — two grave lots in Block HH and a new single grave in the Annex. Woodlawn — four grave lots in Block I and extended Block H. Calvary — two grave lots in Block P. Pine Grove — extended Block A.

New water lines were laid in Maple Grove Cemetery.

Flower beds were set out as usual for Memorial Day. Lot owners who did not have a trust for this were billed. This service has increased in popularity in recent years.

## WELFARE DEPARTMENT

The Welfare Department renders financial assistance to the people of Concord and Penacook who are in need due to unemployment, sickness, marital difficulties and other adversities.

*Welfare Costs* — In 1963 an average of 33 cases representing 95 persons were aided at a total cost of \$33,885, in comparison to 35 cases in 1962 representing 112 persons with expenditures of \$33,534.

It is interesting to note that in 1963, relief expenditures were \$11,000 greater than in 1958. However, the same number of cases and persons were aided. This is a reflection of the cost of living rise over the last five years.

Sickness is still the leading cause of relief need in 1963, as shown by the following chart:

	1963	1962
SICKNESS	35%	33%
UNEMPLOYMENT	23%	18%
MARITAL DIFFICULTIES	21%	23%
INSUFFICIENT INCOME	14%	18%
UNEMPLOYABLE	7%	8%

*Old Age Assistance* — In 1963 Old Age Assistance including aliens numbered 173 with expenditures of \$60,337. In 1962, 177 cases were aided at a cost of \$61,026. The city shares 25% of the cost of Old Age Assistance and 50% of aliens.

*Aid to the Permanently and Totally Disabled* — In 1963 aid to the permanently and totally disabled cases numbered 20 with expenditures of \$9,415. In 1962, 13 cases were aided at a cost of \$5,203. The city shares 35% of the cost of aid to the permanently and totally disabled.

# SANITARY INSPECTION DEPARTMENT

1,187 samples of milk, cream, flavored milks, non-fat milk, buttermilk, cottage cheese and fruit drinks were collected and analyzed during the year. Standard plate counts, B Coli, Thermoturic, and Psychrophilic counts were made, as well as butter fat tests. Specific gravity tests were made on milk to detect watering as were tests to detect the presence of penicillin and other antibiotics. Other tests are sediment tests, microscopic examinations, and the Whiteside tests to detect mastitis in dairy cows. The Phosphatase test is carried out on pasturized products to eliminate any products that have not been heated to the proper temperatures at the correct holding time.

The following inspections were made during the year.

Dairies .....	176	Milk Plants .....	57
Stores .....	213	Eating Establishments .....	172
Bakeries .....	25	Wholesale Meat Houses .....	6
Tourist Courts .....	16	Schools and Nurseries .....	36
Foster Homes .....	11	Beauty Parlors .....	4

The following foods were condemned, forfeited and destroyed as unfit for human consumption: 1-3 pound can of ham, 6 pounds stew beef, 4-10 quart cans of raw milk, 2 pork loins, 8 pounds pork chops, 3 hams, 80 pounds hamburger, 130 pounds steak and 5 pounds butter.

A lecture was given to the fifth grade of the Conant School on "Milk and Bacteria" on March 15, 1963.

This department testified at a hearing of the N. H. Legislative Committee on Public Health and Welfare in favor of an amendment to an act relative to toilet facilities in public eating places on February 7, 1963 and also in favor of the licensing of foster day homes on March 28, 1963.

During November a bulletin was prepared by this department and mailed out to dairy farmers in this area on simple methods of testing water hardness and the wetting power of detergents.

On June 26, 1963 a conference on milk sanitation was attended at Brandeis University. This conference was sponsored by the New England Health Institute.

During the week of October 29, 1963 a Food and Drug Basic Civil Defense course, presented by a staff from the Washington office of the U. S. Food and Drug Administration was attended and a certificate received. This course offered extensive lectures supplemented by films and demonstrations on the subject of biological agents and defensive measures; chemical agents and defensive measures; nuclear weapons; radioactivity; bio-medical aspects of nuclear radiation, radioactive dose and measurements; radioactive instrument calibration; natural disasters; emergency

radioactive standards for food and water and a class exercise in monitoring, testing, decontaminating and release of food items and packaging materials contaminated with radioactivity.

On December 10 and 11, 1963 a training course on High Temperature Short Time Milk Pasteurization Controls and Tests was attended in Manchester. This course was sponsored by the Milk Sanitation Section of the U. S. Public Health Service. Fundamental principles of operation of pasteurization controls were described in lectures, supplemented with visual aids. Class discussions and problem sessions constituted an important part of the course. A series of tests on pasteurization equipment and controls were made.

A check was made of food stores in Concord for fish products from the Great Lakes Area, unwrapped or wrapped in plastic containers. These products have caused five deaths in the nation due to botulism food poisoning. The stores had no whitefish or chubs, and other fish products produced in the Great Lakes Area were destroyed as a precautionary measure.

Four restaurants were found to be using uninspected beef shortening and lard supplied by an interstate shipper, which is a violation of the U. S. Department of Agriculture Laws. The Federal Meat Inspector was notified, and the users and the supplier were warned and no punitive action was taken as this was their first offense.

~~A restaurant chef with an infected~~ finger was prohibited from handling food until he had received a doctor's certificate stating that the infection had completely healed.

Three girls were admitted to the Concord Hospital reportedly suffering from food poisoning from eclairs purchased at a local store. A bacteriological test was made on the eclairs at the N. H. State Laboratory, and they were found to be negative. Two other suspected cases of food poisoning were reported. In one case, a caterer was found to be holding roasted turkey at room temperature for four hours and was warned to refrigerate food immediately after cooking. In the other case a bacterial examination of the suspected chocolate ice cream was found to be negative.

This department has been correcting the improper handling of potentially hazardous foods by retail stores in the city. It has been the practice with such cooked foods as stuffed lobster and shrimp, chicken, pork loins, spare ribs, fish, roast beef, ham, fish cakes and other foods to display and/or hold at temperatures which are conducive to the progressive growth of infections and toxigenic micro-organisms.

Fortunately, due to our repeated warnings and poor consumer acceptance of such merchandising, the few cooked foods now offered for sale are being held in display cabinets with temperature below 45 degrees or above 140 degrees F.

## HEALTH DEPARTMENT

*Health Clinics* — 899 persons attended health clinics at the City Auditorium in Concord during the year to receive protective treatment against diphtheria, whooping cough, tetanus, smallpox, and poliomyelitis. 515 of those attending received Sabin Oral Polio Vaccine.

*Licenses* — Three convalescent home licenses were issued in March. 149 milk licenses and 94 restaurant and bakery licenses were issued during the year.

*Complaints* — 25 complaints were received during the year and checked.

*Vital Statistics* — The death rate decreased slightly from last year. Of the 718 deaths reported in 1963, 295 were resident and 423 were non-resident. 121 bodies were brought here for burial. 16 stillbirths were reported.

Table of most common causes of deaths of residents:

	1959	1960	1961	1962	1963
Diseases of circulatory system .....	165	121	137	162	166
Diseases of nervous system .....	45	41	48	36	26
Cancer and other malignant tumors ..	42	39	39	31	28
Diseases of digestive system .....	7	13	11	15	13
Diseases of respiratory system ..	16	17	13	22	18

## RECORDS DEPARTMENT

The City Clerk attended all the meetings and hearings of the Board of Aldermen during the year in the capacity of clerk. Prepared and distributed the minutes of all meetings together with agenda in advance of the meetings.

Received and turned over to the City Treasurer the sum of \$12,449.25 from licenses and service fees during the year.

Issued 2,226 dog licenses; received and filed approximately 1,320 commercial codes; recorded 130 discharges; issued 346 marriage licenses; and issued approximately 1,200 copies of vital statistics records. The requirements of Social Security and Old Age Assistance to collect the payment for death claims accounts for a great many of the above records issued.

### VITAL STATISTICS

Vital statistics recorded as compared with 1962 were as follows:

	1963	1962
Births .....	1,079	1,107
Marriages .....	348	346
Deaths .....	735	761

## BOARD OF ALDERMEN

The Board of Aldermen held 12 regular meetings; 6 special meetings; 2 adjourned meetings; and 11 hearings.

During the year there were 78 resolutions passed and 23 ordinances passed.

Among the resolutions passed by the Board were the following:

Temporary loan not exceeding \$2,300,000.00 for expenses in anticipation of taxes; Relative to use of granite in the construction of the New Post Office-Court House; Relative to a petition to the General Court of the State of N. H. and the Concord Delegation requesting legislation which will provide additional revenue to the City of Concord to relieve the tax burden on real estate; Authorizing the acceptance of a conveyance of land from the Concord Housing Authority; Designating Concord Housing Authority as the relocation housing agency for the City of Concord; Relating to the services of the late William T. Jordan, Alderman-at-Large; Authorizing the construction of Dubois Avenue; Appropriating \$95,000.00 for highway construction and \$35,000.00 for storm sewer construction, and authorizing the issue of \$130,000.00 of bonds for these purposes; Property tax exemption for St. Paul's School; Authorizing the Mayor to submit to the Federal Aviation Agency a proposal for locating its Federal Inspection District Office at the Concord Municipal Airport; Authorizing the Mayor to appoint a Study Committee on Concord's future water supply; Relative to the services of Gustaf H. Lehtinen, Director of Planning for the City of Concord; and a resolution honoring Reverend Richard O. Boner.

Ordinances relating to amendments to the Zoning Ordinance and amendments to the Traffic Regulations and burning of refuse and garbage were among Ordinances passed.

## ELECTIONS

The city election was held November 6, 1963. There was one filing for the office of mayor; seven filings for aldermen-at-large; and ward aldermen filings as follows: Ward One, two; Ward Two, two; Ward Three, two; Ward Four, one; Ward Five, two; Ward Six, four; Ward Seven, two; Ward Eight, two; Ward Nine, two.

The results of this election were that Mayor Charles C. Davie was re-elected unopposed; William P. Gove, David Tardif and William Arthur Stevens were elected Aldermen-at-Large for four years. Ward Aldermen elected were as follows: Ward One, John Walters; Ward Two, Karl G. Neuman; Ward Three, George A. Stohrer, Jr.; Ward Four, Malcolm McLane (unopposed); Ward Five, Roland E. Fletcher; Ward Six, Joseph C. Musumeci; Ward Seven, C. Edwin Howard; Ward Eight, William H. Perry; Ward Nine, Thomas B. Jennings.

The total vote cast was 4,226.



## WATER DEPARTMENT

*Water Consumption* — Consumption for 1963 amounted to 1,435,057,150 gallons; this represents an average daily consumption of 3,931,663 gallons, (about 136 gallons per person per day). Of the total amount used 1,024,267,150 gallons were pumped and 410,790,000 gallons were supplied by gravity direct from Penacook Lake. This consumption for 1963 was 33,832,350 gallons more than the consumption for 1962.

*Water Supply* — Concord faced a real crisis in its water supply during 1963 and at the end of the year the elevation of Penacook Lake was 10 feet below spillway elevation which was the lowest point on record for the corresponding time of year since the dam was built in 1898. Several factors contributed to this situation. First, the lake was 6½ feet below spillway elevation on January first, second, the highest elevation reached during the year was still four feet below overflow, and third, the total amount of precipitation during the year was only 28½ inches, 10 inches below normal and the smallest amount of precipitation in 100 years. At the end of the year the Water Study Committee was working with Consulting Engineers on a plan for an emergency water supply to be constructed and placed in operation as soon as possible in 1964.

*Sanders Well Field* — Continuing the 1962 project of locating wells, a fifth eight inch test well was driven and proved to be satisfactory. Together with the three other satisfactory wells found in 1962, this made the fourth good well required, so plans and specifications were prepared and a contract awarded to install two 18 inch gravel packed wells and two 18 inch gravel developed wells. The installation of these wells was completed in September and they were placed in service. During construction the eight inch test wells were kept in place and pumped as the lack of water was very serious. During the year the total yield from the test wells and the new 18 inch wells was 309,008,150 gallons and without this extra water from this source the water supply crisis would have been desperate indeed.

*Major Construction Projects* — Water main extensions were laid in Cross Street (in Penacook) Sewalls Falls Road and Hutchins Street (in West Concord) Portsmouth Street (in East Concord) Partridge Drive, Jay Drive, Dover Street, Guay Street and Dudley Drive (on The Heights) and Bow Street Extension, Norwich Street and Conant Park Drive (in the South End). On these projects 5,749 feet of cement lined cast iron pipe were laid in six and eight inch sizes, (114 miles of mains now in system). Seven new hydrants were set and three old hydrants were replaced with new hydrants, (808 hydrants now in system). Twelve main line valves and seven valves on hydrant branches installed, (1,743 valves now in system). Sixty-seven new service connections were laid and 13

old service connections were discontinued, (6,333 service connections now in system). Eighty-nine new meters were installed, 42 old meters were replaced and 24 old meters were discontinued, (5,746 meters now in system).

*Major Replacement Projects* — In Manor Road (in Penacook) 1,450 feet of eight inch, cement lined cast iron pipe were laid replacing old two inch galvanized iron pipe laid in 1925 and 355½ feet of eight inch, cement lined cast iron pipe were laid in Hutchins Street (in West Concord) replacing old 1¼ inch iron pipe laid in 1911. Forty-six old service connections were relaid with copper tubing.

*Water Main Cleaning Program* — Lack of water and low pressure conditions in East Concord called for investigation and flow tests showed that the flow capacity of the unlined eight inch cast iron main supplying East Concord was very low. Accordingly 6,600 feet of this main were cleaned from Page Belting Company to Shawmut Street solving this problem nicely. As the water supply was very low and cleaning uses a lot of water this was the only cleaning done during the year.

*Flushing Program* — Due to the critical water supply problem the regular flushing of all hydrants and mains in the system had to be omitted and instead spot flushing was done in areas where rusty water appeared.

*Major Maintenance Projects* — Ten hydrants were repaired and one hydrant was set in a new location; 220 meters were repaired and returned to service. Each and every hydrant in the system was tested weekly between December 15 of the previous year to March 15 of the current year to guard against freezing and to assure proper operation of all hydrants. All electrical equipment and recording equipment in the four pumping stations was checked, serviced and repaired if necessary.

*New Equipment* — The department acquired two half ton pickup trucks.

*Leaks* — Thirty-six leaks were repaired during the year, 16 on mains and 20 on service connections.

## LEGAL DEPARTMENT

As is usual during the biennial session of the General Court, the City Solicitor devoted a substantial amount of time in the drafting of proposed legislation directly affecting the City, attended numerous committee hearings and conferred with numerous members of the legislature. Among other things, the Legislature passed amendments to the Concord City Charter which permitted giving notice of special meetings by use of the mails, divorced the function of fiscal control from the City Clerk and granted "home rule" in the matter of fixing salaries for the mayor and members of the Board of Aldermen.

The matter of condemnation of land for highway purposes continues to be a perplexing problem to local communities. Because the landowner has a right under the law to appeal matters of procedure and necessity to the Court, the City is subjected to costly delays or to paying exorbitant amounts for land acquisition. Accordingly, appropriate legislation was prepared and introduced into the General Court giving the municipality powers similar to those already possessed by the State in the matter of highway layouts and limiting the appeal of the land owner to the question of damages. However, the bill failed to pass.

Because we consider this legislation extremely important to the progress and financial welfare of the community, the bill will again be introduced into the 1965 session of the Legislature and the assistance of the New Hampshire Municipal Association as well as other communities will be solicited.

Still pending in the Superior Court at the end of the year is the first proceeding instituted under the Housing Code. The case involves the question of the right of the City to require demolition of property found unfit for human habitation. Although an early hearing is expected, it is safe to assume that the matter will be referred to the Supreme Court for final determination as the constitutionality of the ordinance has been challenged.

In an unusual zoning case, the zoning permit granted to the owner of an automotive repair garage was revoked when it was established that the conditions of the permit were being violated. Injunctive proceedings were instituted in the Superior Court but were eventually withdrawn when the garage ceased operation.

The authority of the City and its Building Inspector to order demolition of an unsafe building was again challenged. This time the City ordered removal of a downtown hotel building when an inspection disclosed it was unsafe following an extensive fire. Subsequently, in two separate

Court proceedings brought by insurance companies, injunctions were denied and the orders of demolition were carried out.

Still pending in the Courts are three zoning cases, the most important of which involves the operation of a wholesale meat supply house in a general residence area. Because of neighborhood interest and concern, it is hoped that a hearing can be held early in the year.

Routine matters such as the preparation of deeds, agreements and contracts as well as the rendering of legal opinions for various departments and members of the Board of Aldermen again required a considerable amount of the Solicitor's time. In addition thirty-one hearings and meetings of the Board of Aldermen were attended excluding informal meetings where no action was taken.

In reviewing the activities of this department during the past several years, it is obvious that litigation has substantially increased. Looking to the future, it would appear that substantially increased activity in the legal department will occur. Local participation in federal housing and urban renewal programs will necessitate extensive enforcement of codes having to do with zoning, housing and construction.



Mayor Davie, Katherine Chase, George West.  
Miss Chase receives retirement gift.

## COLLECTION DEPARTMENT

The total tax warrants with additions for the levy of 1963 submitted by the Assessors to the Tax Collector during the year were as follows:

	<i>Total Debits</i>	<i>Balance December 31, 1962</i>
Real and Personal Property .....	\$4,502,428.70	\$603,835.18
Bank Stock .....	7,477.10	-0-
Timber Yield .....	2,458.07	2,153.36
<b>Total Property .....</b>	<b>\$4,512,363.87</b>	<b>\$605,988.54</b>
Polls .....	23,956.00	5,800.00
<b>Total Property &amp; Polls .....</b>	<b>\$4,536,319.87</b>	<b>\$611,788.54</b>
State Head Taxes .....	74,135.00	18,862.80
<b>Total .....</b>	<b>\$4,610,454.87</b>	<b>\$630,651.34</b>

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 1960, 1961 and 1962 real estate taxes.

Starting on February 6 and continuing through May 28 your Tax Collector attended thirty-four legislative hearings pertaining to taxation. On March 4 Mayor Davie and your Tax Collector met with Governor King relative to the revenue from the head tax being retained on the local level.

The tax office remained open Friday, March 22, and Friday, March 29 until 8:00 P.M. for the convenience of the public in obtaining their 1963 motor vehicle permits. During February and March your Tax Collector had several meetings with Mr. Ralph Gould, Director of Motor Vehicles relative to the new form to be used in 1964 for registering motor vehicles.

The advertised list of unpaid 1962 property taxes was posted on April 29 and the Collector's Sale of Resident Real Estate was held on June 3 in the small conference room on the second floor of the City Hall. The sale contained 171 accounts of which one was bought by an individual and the rest were bought by the City of Concord for \$82,062.80. The owners of record have two years in which to redeem their property from the Collector's Sale.

In June 15,000 combination head and poll tax bills were addressed and mailed. Also the national bank stock bills were mailed out and final notices were mailed to persons owing delinquent 1960 real estate taxes.

In July two parcels of property were deeded to the City for non-payment of taxes and one to an individual.

During July special assessment bills covering 32 projects were processed and mailed and work was started on property tax billing. All property tax bills were mailed September 6.

Your Tax Collector attended the New Hampshire Tax Collectors Association meeting held in Pike, New Hampshire on September 6 and 7.

On November 15 bids were opened on the two parcels of property acquired in July by tax collectors deed and the City realized a profit of \$1,462.88. Also during the month, with the cooperation of the City Solicitor 71 cases were entered in Small Claims Court against delinquent head and poll tax accounts. During the month your Tax Collector attended the National Tax Association meeting in Milwaukee, Wisconsin. On Friday, November 22 and Friday, November 29 the tax office was open until 8:00 P.M. for the convenience of the public in paying their 1963 property tax bills.

On December 6 Katherine Chase terminated her services with this department after twenty years of loyal and faithful service to the City of Concord.

There were 16,525 motor vehicle permits issued amounting to \$190,491.46.

Collections on Special Assessments amounted to \$29,071.02.

Collections received for prior year taxes, water bills and other miscellaneous revenue amounted to \$1,206,033.60.

The total collected from all sources amounted to \$5,374,155.18 which was \$410,257.73 more than collected in 1962.

# ASSESSING DEPARTMENT

*Tax Warrants* were issued as follows during the year:

Property — Real and Personal .....	\$1,502,428.70
Poll Tax .....	23,956.00
Head Tax .....	74,135.00
Bank Stock .....	7,477.10
Timber Yield .....	2,458.07

*Poll Tax* exemptions to veterans were 2,849, compared to 2,988 granted in 1962.

*Property Valuation* —

Gross valuation before exemptions .....	\$62,673,570.00
Less exemptions to veterans and blind (No. 1,651) .....	1,673,260.00
Net valuation on which 1963 tax rate computed .....	\$61,000,310.00

*Tax Rates* for 1963 are as follows:

CONCORD:		PENACOOK:	
Municipal .....	\$32.95	Municipal .....	\$32.95
School .....	37.91	School .....	37.58
County .....	2.91	County .....	2.91
	573.80		573.47

*Compilation* ten year period:

Year	<i>Net Valuation</i> <i>R.E. &amp; Pers. Prop.</i>	<i>Property Valuation</i> <i>Exempt to Vets.</i>	<i>Poll Tax</i> <i>Warrant</i>	<i>Poll Exempt</i> <i>to Vets.</i>
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
1962	59,283,860	1,661,760	22,678	5,976
1963	61,000,310	1,673,260	23,956	5,698

*Activities* — The sectional reappraisal of the City was continued during 1963 with work by the Assessor and Appraisers in the south end. There were fourteen meetings of the Board of Assessors during 1963. There were 750 property transfers processed. Tax abatements allowed during the year on Property and Polls was \$48,326.49 — this amount was against the levy of the year 1963 and includes abatements made in January, 1964. There were 111 appeals processed and resolved during 1963.

## 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 1963 and condition at the end of the year.

### GENERAL FUND

*Current Surplus* resulting from 1963 operations amounted to \$112,722. This surplus will be used to reduce the amount to be raised by property taxes in 1964.

*Debt* — Outstanding debt payable from this fund decreased \$274,375. New debt amounting to \$128,000 was incurred, while maturities paid during the year amounted to \$402,375 as detailed in the following schedule.

	<i>Balance</i> <i>Dec. 31, 1962</i>	<i>Payments</i> <i>During 1963</i>	<i>New Debt</i> <i>Issued 1963</i>	<i>Balance</i> <i>Dec. 31, 1963</i>
Municipal .....	\$1,128,792	\$202,375	\$128,000	\$1,054,417
School .....	2,315,000	200,000		2,115,000
Total .....	\$3,443,792	\$402,375	\$128,000	\$3,169,417

*Interest Rates* rose sharply during the year. Our bonds sold at a rate of 2.60% which compares with 2.375% for the 1962 issue. Rates on borrowings in anticipation of tax collections ranged from 1.42% in May to 1.78% in July compared to a high of 1.59% and a low of 1.40% paid in the previous year. Total interest cost for the year on the short term notes was \$12,780 compared to \$11,898 for the previous year. Total interest paid on long term debt was \$29,248 compared to \$31,543 paid in 1962.

*Valuations, Taxes, Tax Rates* — Below is a comparison of valuations, property taxes, and tax rates; showing changes from 1962 to 1963.

	<i>1962</i>	<i>1963</i>	<i>Increase</i>	
<i>Property Taxes Raised</i>			<i>Amount</i>	<i>Per Cent</i>
For Municipal Purposes .....	\$1,958,807	\$2,010,272	\$ 51,465	2.6
For School Purposes .....	2,140,912	2,311,096	170,184	7.9
For County Purposes .....	180,644	179,138	—1,506	—.8
Total .....	\$4,280,363	\$4,500,506	\$220,143	5.1

#### *Assessed Valuation*

For Municipal Purposes .....	\$59,283,860	\$61,000,310	\$1,716,450	2.9
For Union School District .....	55,511,740	57,020,360	1,508,620	2.7
For Penacook School District .....	3,787,620	3,995,380	207,760	5.5
For County Purposes .....	59,299,610	61,016,060	1,716,450	2.9



*Tax Rates*

Municipal .....	\$33.04	\$32.95	— .09	— .3
Union School District .....	35.71	37.91	2.20	6.2
Penacook School District .....	11.83	37.58	— 4.25	— 10.2
County .....	3.05	2.94	— .11	— 3.6
	<hr/>	<hr/>	<hr/>	<hr/>
Total City Rate .....	\$71.80	\$73.80	\$2.00	2.8
Total Penacook Rate .....	\$77.92	\$73.47	— \$4.45	— 5.7

*Collections* increased, percentage wise; the year ending with 13.4% of the current property tax levy outstanding, compared to 14.8% outstanding at the end of the previous year.

### TRUST FUNDS

Income received increased from \$65,079, in 1962 to \$66,272 in 1963. New trusts received amounted to \$14,360. Gain on sale of securities amounted to \$689, compared to \$2,272 in 1962. Income transferred to General Fund was \$63,210.

### PARKING METER FUND

*Meter Collections* fell off by 10.7% from \$58,268 in 1962 to \$52,024 for the current year. Off-street collections decreased 14.3% while on-street areas yielded 9.8% less than the previous year.

*Fund Balance* at the close of the year was \$331. A decrease of \$15,476 during the year.

*Debt* — Long term debt decreased from \$54,000 to \$32,000. No new debt was issued; while maturities amounted to \$22,000.

### SANITARY SEWER FUND

*Revenue* from sewer rentals totalled \$85,646, compared to \$86,814 realized in 1962, a decrease of 1.3%. Receipts from all sources increased by 3.2% from \$92,230 to \$95,231.

*Surplus* — The year began with a cash surplus of \$107,191 and ended with \$110,520, an increase of \$3,329.

*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 \$255,786, — .7% above the \$254,005 realized in 1962. Receipts from all sources amounted to \$273,252 or 1.6% lower than in 1962.

*Surplus* — Cash surplus increased from \$201,923 at the beginning of the year to \$228,645 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, two sanitary sewer extensions and one storm sewer extension projects were approved for construction under special assessment procedure at an estimated cost of \$25,149.

*Receipts* — Total receipts of this fund were \$90,722. Disbursements totalled \$114,871. Cash balance at the end of the year was \$29,708.

*Debt* — Long term debt decreased during the year from \$316,734 to \$290,754. New debt amounting to \$25,149 was incurred; while maturities paid totalled \$51,129.

#### EQUIPMENT MAINTENANCE AND REPLACEMENT FUND

*Profit* — This fund showed a profit from this year's operations. Income from equipment rentals amounted to \$230,378; while operating expenditures and depreciation totalled \$222,414; resulting in a net profit of \$7,964.

*Reserve* — The reserve for replacement of equipment increased from \$15,988 to \$20,071. Expenditures for new equipment totalled \$67,080; while additions to the reserve amounted to \$71,163. This fund has no outstanding debt.

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BALANCE SHEET — GENERAL  
December

GENERAL FUND ASSETS

<i>Cash:</i>			
Mechanicks National Bank-General Acct.	26,255.85		
Concord National Bank-General Account	81,053.66		
Concord National Bank-Payroll Account	15,406.98		
Cash in other Banks-General Account	12,000.00		
Imprest Funds	1,249.41		
Cash for Payment of Bonds & Coupons	3,357.00		
Temporary Investments	596,701.30		736,024.20
<i>Taxes Receivable:</i>			
Current Year Levy-Property	605,988.54		
Current Year Levy-Polls	5,800.00		
	611,788.54		
Less: Reserve for Abatements	10,713.07	601,075.47	
	16,062.64		
Prior Year Levies-Property	16,062.64		
Prior Year Levies-Polls	408.00		
Tax Liens Bought by City-Unredeemed	43,042.53		
	59,513.17		
Less: Reserves for Non-Realization	33,687.65	25,825.52	626,900.99
<i>Accounts Receivable:</i>			
Water & Sewer Rentals	74,721.29		
Departmental Receivables	7,781.33		
Cemetery Receivables	1,960.28		
Trunk Storm Sewer Assessments	2,233.00	86,695.90	
Less: Reserves for Non-Realization		11,974.61	71,721.29
<i>Stores Accounts:</i>			
Public Works Mat. & Supplies Inv.	58,678.76		
Stationery & Supplies Inventory	7,242.61		
Postage Meter Inventory	107.94	66,029.31	
Less: Reserves for Non-Realization		66,029.31	
<i>Tax Decided Properties:</i>			
		869.93	
Less: Reserve for Non-Realization		869.93	
<i>State Head Taxes Receivable:</i>			19,984.80
Total General Fund Assets			1,457,631.28
TRUST FUND ASSETS			
Investments		837,178.21	
Cash-Concord National Bank		5,043.16	842,521.37
*CAPITAL FUND ASSETS			
Debt Requirements-Municipal		1,054,417.37	
Debt Requirements-School		2,115,000.00	3,169,417.37
BOND FUND ASSETS			
Cash-Concord National Bank		12,010.34	
Temporary Investments		69,360.28	81,370.62
GRAND TOTAL — ASSETS			5,550,940.61

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

AND RELATED FUNDS  
31, 1963

GENERAL FUND LIABILITIES

<i>Accounts Payable:</i>		
Unpresented Bonds & Coupons	3,357.00	
Payroll Deductions Payable	1,019.94	
Current Vouchers Payable	10,674.40	15,051.34
<hr/>		
<i>Unexpended Appropriations:</i>		
Union School District Operating Acct.	929,685.64	
Interest-Union School District-Bonds & Notes	29,446.50	
Penacook Union School District	60,000.17	
Reserve for Encumbrances	36,732.33	1,055,864.94
<hr/>		
<i>Due to Other Funds:</i>		
Water Fund	131,176.38	
Sanitary Sewer Fund	81,774.30	
Parking Meter Fund	330.76	
Equipment Maintenance & Replacement Fund	34,591.99	247,876.43
<hr/>		
<i>Advance Deposits:</i>		136.03
<i>Taxes Due to State of N. H.:</i>		
Head Taxes	21,780.70	
Timber Yield Tax-Local Debt Retirement Fund	899.73	25,680.43
<hr/>		
Total General Fund Liabilities		1,344,909.17
<i>Current Surplus:</i>		112,722.11
<hr/>		
Total General Fund Liabilities & Surplus		1,457,631.28

TRUST FUND LIABILITIES

Principal	807,664.08	
Accumulated Income	34,857.29	842,521.37
<hr/>		

CAPITAL FUND LIABILITIES

Bonded Debt	3,128,500.00	
Notes Payable	24,000.00	
Advance by State of N. H. — Airport Construction	16,917.37	3,169,417.37
<hr/>		

BOND FUND LIABILITIES

Reserve for Construction or Equipment Authorized	80,866.62	
Reserve for Encumbrances	504.00	81,370.62
<hr/>		

GRAND TOTAL — LIABILITIES 5,550,940.61

## STATEMENT OF CURRENT SURPLUS GENERAL FUND

For the Year Ended December 31, 1963

Unappropriated Balance, December 31, 1962 .....	112,567.31	
Applied to 1963 Budget .....	112,000.00	
Balance Remaining .....	567.31	567.31
1963 Budget Surplus:		
Unencumbered Balance of Appropriations .....	112,280.84	
Revenues in Excess of Estimates .....	11,145.07	123,425.91
Plus: Excess Reserves Liquidated:		
Reserve for Non-Realization of Accounts Receivable .....	275.25	
Reserve for Non-Realization of Stores Accounts .....	1,000.86	1,276.11
Plus: Outdated Checks Cancelled .....		406.98
		125,676.34
Sub-Total .....		125,676.34
Less:		
Increase in Reserve for Non-Realization of Prior Year		
Taxes .....	12,952.23	
Cancelled check presented for Payment .....	2.00	12,954.23
		112,722.11
To be Applied to 1964 Budget .....		112,000.00
		722.11
Balance Remaining .....		722.11

## STATEMENT OF REVENUES

For the Year Ended December 31, 1963

<i>Local Taxes-Excl. Curr. Yr. Prop. &amp; Polls</i>	<i>Budget Estimate</i>	<i>Revenues Realized</i>	<i>Excess</i>	<i>Deficiency</i>
Added Taxes, Prior Yrs. — Prop. .....		2,079.97	2,079.97	
Added Taxes, Prior Yrs. — Poll .....	500.00	670.00		170.00
Interest, Penalties & Costs .....	14,500.00	19,153.71	4,653.71	
Auto Permits .....	188,000.00	190,018.77	2,018.77	
Rent & Profit Tax Deeded Prop. ....		1,679.53	1,679.53	
Timber Severance Tax .....	1,500.00	2,048.40	548.40	
	204,500.00	215,650.38	11,150.38	
<i>State Tax Contributions</i>				
Railroad Tax .....	4,000.00	81.91		3,918.06
Savings Bank Tax .....	49,000.00	49,000.21	.21	
Interest & Dividend Tax .....	84,708.00	84,707.98		.02
Loss of Taxes-State Forest Lands .....	25.00	29.60	4.60	
	137,733.00	133,819.73	4.81	3,918.08

*Licenses & Permits*

Bicycle Registrations .....	500.00	643.75	143.75	
Taxi Licenses .....	400.00	450.50	50.50	
Health Licenses .....	650.00	598.00		52.00
Amusement Licenses .....	2,600.00	2,414.75		185.25
Police & Protective Licenses .....	250.00	280.00	30.00	
Prof. & Occupational Licenses .....	90.00	96.00	6.00	
	<u>4,490.00</u>	<u>4,483.00</u>	<u>230.25</u>	<u>237.25</u>

*Registration Fees & Permits*

Marriage Licenses .....	1,050.00	945.00		105.00
Recording Fees — Legal Documents .....	3,100.00	2,918.00		182.00
Filing Fees .....	300.00	170.00		130.00
Sundry Fees — City Clerk .....	1,200.00	1,277.25	77.25	
Dog Licenses .....	1,550.00	4,210.00		339.30
	<u>10,200.00</u>	<u>9,520.95</u>	<u>77.25</u>	<u>756.30</u>

*Departmental Service Charges*

Rent of Buildings .....	2,600.00	2,287.00		313.00
Comfort Station Concessions .....	700.00	525.86		174.14
Golf Fees .....	15,600.00	14,982.75		617.25
Mem. Field Royalties & Concess. ....	300.00	315.00	15.00	
Other Recr. Dept. Revenues .....	2,800.00	2,056.21		743.79
Police Dept. Ambulance Charges .....	1,000.00	995.00		5.00
Airport — Rent .....	13,925.00	16,187.15	2,262.15	
Airport — Concessions .....	200.00	85.60		114.40
Fines & Forfeits .....	8,200.00	12,559.97	4,359.97	
Misc. Dept. Service Charges .....	2,000.00	2,381.95	381.95	
Weights & Measures Fees .....	340.00	396.48	56.48	
Comm. on Head Tax Collections .....	6,300.00	6,784.80	484.80	
Community Center Revenue .....	2,500.00	1,606.57		893.43
	<u>56,465.00</u>	<u>61,164.31</u>	<u>7,560.35</u>	<u>2,861.01</u>

*Unclassified*

Interest Income .....	2,500.00	975.28		1,524.72
Sale of Property .....	500.00	20.00		480.00
Sub. Div. Assess. Prior Yrs. Constr. ....	320.00	320.00		
Sale of Ordinances .....		6.50	6.50	
All Other .....	500.00	83.90		416.10
	<u>3,820.00</u>	<u>1,405.68</u>	<u>6.50</u>	<u>2,420.82</u>

**TOTAL MISC. REVENUES** ..... 417,208.00 426,044.08 19,029.54 10,193.46

*Current Yr. Prop. & Polls*

Property Tax .....	4,454,788.01	4,455,077.90	289.89	
Poll Tax .....	20,800.00	22,042.00	1,242.00	
National Bank Stock Tax .....	6,700.00	7,477.10	777.10	
	<u>4,482,288.01</u>	<u>4,484,597.00</u>	<u>2,308.99</u>	
<b>TOTAL REVENUES</b> .....	<u>4,899,496.01</u>	<u>4,910,641.08</u>	<u>21,338.53</u>	<u>10,193.46</u>

STATEMENT OF TAXES RECEIVABLE — GENERAL FUND

December 31, 1963

	<i>1963</i> <i>Levy</i>	<i>Prior</i> <i>Years</i>	<i>State</i> <i>Head Taxes</i>
BALANCE JANUARY 1, 1963		656,466.74	17,017.80
<i>Committed to Collector in 1963</i> <i>(Incl. Supplemental):</i>			
Real & Personal Property .....	4,502,428.70	1,934.66	
National Bank Stock .....	7,477.10		
Timber Yield .....	2,458.07	145.31	
Polls .....	21,342.00	670.00	
Heads (For State) .....			77,300.00
Total Charges to Collector .....	<u>4,536,705.87</u>	<u>659,216.71</u>	<u>94,317.80</u>
<i>Accounted for as Follows:</i>			
Collections (Net of Refunds) .....	3,885,979.60	617,694.74	68,858.00
Authorized Abatements .....	38,937.73	25,051.33	5,375.00
Balance Uncollected Dec. 31, 1963	611,788.54	16,470.64	19,984.80
Total Credits & Balance .....	<u>4,536,705.87</u>	<u>659,216.71</u>	<u>94,317.80</u>

*Age Analysis of Uncollected Taxes*

	<i>Real &amp; Personal</i> <i>Property</i>	<i>Timber</i> <i>Yield</i>	<i>Polls</i>	<i>Heads</i>
1958 .....	456.89			
1959 .....	355.32			
1960 .....	11,427.89			
1961 .....	186.20		8.00	
1962 .....	3,636.34		400.00	1,122.00
1963 .....	603,835.18	2,153.36	5,800.00	18,862.80
Grand Total .....	<u>619,897.82</u>	<u>2,153.36</u>	<u>6,208.00</u>	<u>19,984.80</u>

STATEMENT OF TAX SALE ACCOUNTS — GENERAL FUND

*Balance Unredeemed January 1, 1963*

Tax Levy of 1960 .....	12,867.43	
Tax Levy of 1961 .....	25,879.54	38,746.97
<i>1963 Tax Sale (Tax Levy of 1962)</i> .....		82,062.80
Total Charges .....		<u>120,809.77</u>
<i>Accounted for as Follows:</i>		
Collections .....	75,347.47	
Authorized Abatements .....	1,795.00	
Decded to City .....	624.77	
Balance Unredeemed December 31, 1963 .....	43,042.53	120,809.77



# STATEMENT OF ASSESSMENTS — GENERAL FUND

For the Year Ended December 31, 1963

## SUMMARY OF VALUATIONS & TAXES TO BE RAISED

Warrant for	Net Assessable Valuations	Amt. to Be Raised	Rate per \$1000.	Pen.
	City	City	City	Pen.
Municipal Purposes	61,000,310.00	2,010,271.80	32.95	32.95
Union School District	57,020,360.00	2,161,095.61	37.91	
Penacook School District	3,995,380.00	150,000.47	37.58	
Merrimack County	61,016,060.00	179,137.90	2.94	2.94
		1,500,505.81	73.80	73.47

## DETAIL OF VALUATIONS

	City	Penacook	Total
Residential & Commercial			
Land	9,796,900	560,410	10,357,310
Buildings	35,494,670	2,432,000	37,926,670
Mill Props. (Land, Bldgs. & Mach.)	5,242,380	522,870	5,765,250
Electric Util. & Gas Trans. Lines	2,496,860	104,400	2,601,260
Total Real Estate	53,030,810	3,619,680	56,650,490
Personal Property*	5,433,800	589,280	6,023,080
Total Real & Personal	58,464,610	4,208,960	62,673,570
Less: Exempt. to Vets. & Blind	-1,455,310	-217,850	-1,673,160
Valuation for Municipal Warrant	57,009,200	3,991,110	61,000,310
Add: Prop.—School Tax Only	11,160	4,270	15,430
Valuation for School Warrants	57,020,360	3,995,380	61,015,740
Val. for Municipal Warrant as above	57,009,200	3,991,110	61,000,310
Add: Prop.—County Tax Only	15,750		15,750
Valuation for County Warrant	57,024,950	3,991,110	61,016,060

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## COMPUTATION OF PROPERTY TAX REQUIREMENT FOR MUNICIPAL PURPOSES

Operating	2,120,883.00
Concord Hospital	19,600.00
Debt Service	189,249.00
Capital Outlay	191,530.00
	2,521,262.00

## COMPUTATION OF PROPERTY TAX REQUIREMENT FOR MUNICIPAL PURPOSES

Total	112,000.00
Surplus from Prior Year	417,208.00
Misc. Revenues (Estimate)	23,956.00
Pol. Tax Warrant	7,477.00
Natl. Bank Stock Tax Warrant	560,641.00
	1,960,621.00

## COMPUTATION OF PROPERTY TAX REQUIREMENT FOR MUNICIPAL PURPOSES

Net Budget Requirement	1,960,621.00
Add: Res. for Abatement & Adjustment	49,650.80
To be Raised on Real & Personal Prop.	2,010,271.80

## SUMMARY OF WARRANTS SUBMITTED TO COLLECTOR

City, School & County	Original	Supple- mental	Total
Real & Personal Property	4,501,864.86	563.84	4,502,428.70
National Bank Stock	7,477.10		7,477.10
Timber Yield	2,458.07		2,458.07
Polls	23,956.00	386.00	24,342.00
Total Current Year Levy	4,535,756.03	919.84	4,536,705.87
Prior Years — Property	1,934.66	1,934.66	3,869.32
Prior Years — Timber Yield	145.31	145.31	290.62
Prior Years — Polls	670.00	670.00	1,340.00
Total City, School & County	4,535,756.03	3,699.81	4,539,455.84
State Head Taxes			
Current Year Levy	74,135.00	1,475.00	75,610.00
Prior Years Levies	1,990.00	1,990.00	3,980.00
Total State Head Taxes	74,135.00	3,465.00	77,600.00

STATEMENT OF APPROPRIATIONS AND EXPENDITURES — GENERAL FUND

For the Year Ended December 31, 1963

	Current Yr. <i>Approp.</i>	Other <i>Credits</i>	Transfers	Total <i>Available</i>	Net <i>Expend.</i>	Carried <i>Forw. to Bal. to Surp.</i>	Unencumb. <i>to Surp.</i>
<i>General Government</i>							
Mayor.....	15,435.00			15,435.00	14,718.35		716.65
City Clerk.....	14,417.00			14,417.00	13,512.88		904.12
City Auditor.....	21,354.00			20,854.00	20,837.23		16.77
City Treasurer.....	12,941.00		— 500.00	11,951.00	11,929.04		21.96
City Collector.....	19,966.00		+ 550.00	20,516.00	20,269.69		246.31
Assessing Department.....	54,317.00			54,317.00	41,710.15		12,606.85
Board of Aldermen.....	5,100.00			5,100.00	4,960.99		139.01
City Solicitor.....	6,106.00			6,106.00	6,101.83		4.17
Elections.....	6,925.00			6,925.00	6,208.45		716.55
Municipal Court.....	6,800.00			6,800.00	6,800.00		
Planning Department.....	15,295.00			15,295.00	13,382.36		1,912.64
Operation of City Hall.....	20,208.00		+ 1,340.00	21,548.00	21,491.20		56.80
Independent Audit.....	1,200.00		— 40.00	1,160.00	1,151.23		8.77
Zoning Board of Adjustment.....	430.00			430.00	293.75		136.25
Reports & Printing.....	8,845.00		— 750.00	9,595.00	9,555.60		39.40
Repairs to City Buildings.....	7,200.00		— 1,110.00	6,090.00	6,073.22		16.78
Personnel & Purchasing.....	4,060.00			4,060.00	3,998.99		61.01
	220,599.00			220,599.00	202,994.96		17,604.01
<i>Protection of Persons &amp; Property</i>							
Police Department.....	273,058.00		— 50.00	273,008.00	266,644.37		6,363.63
Fire Department.....	370,189.00			370,189.00	363,118.88		7,070.12
Probation Officer.....	780.00		+ 56.00	836.00	826.00		9.10
Blister Rust Control.....	300.00			300.00	299.00		1.00
Civil Defense.....	7,205.00		— 56.00	7,149.00	6,627.05		521.95
Engineering Inspection.....	24,808.00			24,808.00	19,623.41		5,184.59
Scaler of Weights & Measures.....	2,400.00			2,400.00	1,898.15		501.85
	678,740.00		— 50.00	678,690.00	659,037.76		19,652.21
<i>Health</i>							
Health Department.....	5,753.00		— 220.00	5,533.00	5,191.43		341.57
Sanitary Inspection.....	6,341.00			6,341.00	6,151.82		189.18
Visiting Nurse Assoc. of Concord.....	10,000.00			10,000.00	10,000.00		
Visiting Nurse Assoc. of Penacook.....	450.00			450.00	450.00		

Concord Hospital	19,600.00		19,600.00	19,600.00	19,600.00
<i>Sanitation &amp; Waste Removal</i>					
Comfort Station	12,144.00	— 220.00	41,924.00	41,393.25	530.75
Refuse Collection & Disposal	7,040.00	+ 220.00	7,260.00	7,128.65	131.25
Street Cleaning	109,500.00	+ 5,000.00	114,500.00	113,673.75	826.25
	59,500.00	— 5,000.00	54,500.00	52,867.29	1,632.71
<i>Public Service Enterprises</i>					
Cemetery Administration	176,040.00	+ 220.00	176,260.00	173,669.69	2,590.31
Cemetery Maintenance	12,825.00		12,825.00	12,319.81	505.19
Airport	20,834.00	* 48,125.48	66,943.48	59,334.54	7,608.94
	21,905.00	* 241.69	24,182.69	23,399.24	783.45
<i>Highways &amp; Sidewalks</i>					
Highway Maintenance	55,584.00	48,367.17	103,951.17	95,053.59	8,897.58
Snow Removal & Sanding	216,400.00	— 15,000.00	201,400.00	200,161.70	1,238.30
Sidewalk Maintenance	165,200.00	+ 20,000.00	185,200.00	185,085.38	114.62
Storm Sewer Maintenance	12,500.00		12,500.00	12,175.79	324.21
Street Lighting	7,000.00		7,000.00	5,619.36	1,380.64
Engineering & P. W. Admin.	70,000.00	+ 7,800.00	77,800.00	77,674.97	125.03
	63,709.00		63,709.00	63,422.24	286.76
<i>Libraries</i>	534,809.00	+ 12,800.00	547,609.00	544,139.41	3,469.56
Public Library & Branches	83,619.00	+ 390.00	120,599.00	120,558.71	40.26
<i>Charities</i>					
Administration — Concord	10,930.00	— 325.00	10,605.00	10,486.36	118.64
Administration — Penacook	1,940.00		1,940.00	1,827.32	112.68
General Relief	9,600.00	+ 525.00	10,125.00	9,887.56	237.44
Boarding Home Care — Adult	2,900.00	— 300.00	2,600.00	2,249.17	350.83
Boarding Home Care — Child	9,100.00	— 500.00	8,600.00	8,274.78	325.22
Hospital & Medical Care	5,800.00	— 200.00	5,600.00	5,100.55	499.45
Old Age Assistance	62,700.00	— 1,440.00	61,260.00	60,337.42	922.58
Aid to Dependent Soldiers	10,600.00	— 2,141.00	8,459.00	8,372.93	86.07
Aid to Perm. & Total. Disabled	5,500.00	+ 3,991.00	9,491.00	9,414.75	76.25
Family Service Bureau	350.00		350.00	350.00	
	119,420.00	— 390.00	119,030.00	116,300.84	2,729.16

STATEMENT OF APPROPRIATIONS AND EXPENDITURES— (Continued)

	Current Yr.	Other Credits	Transfers	Total Available	Net Expend.	Carried Uncamb. Fwd. to '61 Bal. to Surp.
<i>Recreation</i>						
Recreation Administration	13,692.00		10.00	13,702.00	13,566.70	135.30
Recreation Activities	37,145.00			37,145.00	35,266.17	1,878.83
Community Center Operation	11,858.00	490.15	475.00	12,823.15	12,140.32	682.83
Golf Course Operations	14,433.00		30.00	14,463.00	13,050.64	1,412.36
Areas & Facilities Maintenance	63,830.00		515.00	63,315.00	59,792.33	3,522.67
	140,978.00	490.15	—	141,468.15	133,816.16	7,651.99
<i>Unclassified</i>						
Patriotic Celebrations	1,340.00			1,340.00	1,099.04	240.96
Employees Retirement Contrib.	57,900.00		700.00	57,200.00	56,590.17	609.83
Contingencies	10,000.00			10,000.00	2,900.00	7,100.00
New England Council	60.00			60.00	60.00	
Interest—Temporary Loans	12,500.00		700.00	13,200.00	12,780.19	419.81
Care of Clock — Penacook	120.00			120.00	120.00	
Christmas Decorations	1,000.00			1,000.00	1,000.00	
Special Assessments—City & Exempt.						
Property	3,200.00			3,190.00	3,105.96	84.04
N. H. Municipal Association	830.00		10.00	830.00	829.78	.22
S. P. C. A.	1,000.00			1,000.00	1,000.00	
Merrimack Valley Reg. Assoc.	200.00			200.00	200.00	
General Fund Share in Spec. Assess.	400.00		10.00	410.00	401.63	8.37
	88,550.00			88,550.00	80,086.77	8,463.23
<i>Debt Service</i>						
Payment of Long Term Debt.	160,000.00	* 42,373.54		202,373.54	202,374.79	—
Interest on Long Term Debt	29,249.00			29,249.00	29,247.75	1.25
	189,249.00	42,373.54		231,622.54	231,622.54	
<i>Capital Outlay</i>						
Sidewalk Construction	7,500.00	* 1,313.78		8,813.78	8,762.98	50.80
Storm Sewer Construction	4,000.00	* 480.92	1,700.00	6,180.92	6,101.16	76.76
Highway Construction — Misc.	5,000.00	* 2,190.77	—	5,490.77	5,477.40	13.67
Cemetery Construction		* 411.54		411.54	411.54	
City Hall & Auditorium Renov.	3,000.00	† 8,763.66		11,763.66	10,631.39	1,132.07
Community Center Renovations	25,000.00	† 8,377.42		33,377.42	33,295.38	82.04
Library Renovations	13,000.00	† 1,685.00		14,685.00	6,008.67	8,659.50
White Park Addition — Garage	4,000.00			4,000.00	3,756.71	243.26

Fire Department — Bldg. Renov.	1,700.00		1,700.00		2,090.67
Basin Street Extension	7,500.00		7,500.00		432.30
Widen North State Street	22,000.00	- 12,800.00	9,200.00	7,056.60	9,200.00
Lincoln Street Reconstruction	4,000.00		4,000.00		4,000.00
Traffic Island — West & Broadway	3,000.00	- 250.00	2,750.00	2,355.95	39,145
Bdway & Wiggins St. Intersection Imp.	2,850.00	+ 250.00	3,100.00	3,059.31	3,065
Land Acquisition — Penacook	2,540.00		2,540.00		
Main St. — Penacook — Bridge	20,000.00		20,000.00	500.00	19,500.00
Pedestrian Button — Main & Bridg. St.	837.00		837.00		
Kimball Playground Improvements	2,500.00		2,500.00	2,380.90	119.10
Hockey Rink Improvements	4,000.00		4,000.00	2,960.89	1,039.11
Golf Course — Fairway Improve.	2,000.00		2,000.00		2,000.00
Hall St. Playground Improvements		+ 46.63	46.63	46.63	
Grand Stand Reconst. — Mem. Field	18,000.00		18,000.00	8,058.31	9,941.69
Equipment — Finance Dept.	1,252.00		1,252.00		
Equipment — Assessing Dept.	4,000.00		4,000.00	3,689.72	3,102.28
Equipment — Police Department	2,712.00	+ 50.00	2,762.00	2,751.31	10.69
Equipment — Public Works Dept.	16,000.00		16,000.00	11,147.50	4,852.50
Equipment — Civil Defense	12,139.00		12,139.00	1,601.30	627.70
<b>TOTAL MUNICIPAL</b>	<b>191,530.00</b>	<b>23,299.72</b>	<b>202,079.72</b>	<b>124,695.67</b>	<b>36,732.33</b>
	<b>2,521,262.00</b>	<b>151,120.58</b>	<b>2,672,382.58</b>	<b>2,523,369.41</b>	<b>112,980.81</b>

*Payments to Other Governmental Units*

County Tax	179,137.90		179,137.90	179,137.90	
Union School Dist. — General	1,899,685.61	486,407.53	2,766,093.17	1,836,407.53	929,685.64
Union School Dist. — Bonds & Notes	200,000.00		200,000.00	200,000.00	
Union School Dist. — Interest	61,410.00	+ 31,963.50	93,373.50	63,927.00	29,446.50
Penacook School District	150,000.47	+ 78,445.66	228,446.13	168,445.66	60,000.47
	2,490,234.01	976,816.69	3,467,050.70	2,447,918.09	\$1,019,132.61
<b>GRAND TOTAL</b>	<b>5,011,496.01</b>	<b>1,127,937.27</b>	<b>6,139,433.28</b>	<b>4,971,287.50</b>	<b>1,055,864.94</b>

\* Expendable Income  
 † Brought Forward from 1962

*Carried forward to 1961*

+ Reserved for Encumbrances	36,732.33
\$ Balance of School Appropriation	1,019,132.61
	<u>1,055,864.94</u>

# STATEMENT OF LONG TERM DEBT

December 31, 1963

<i>Municipal:</i>	<i>Date of Issue</i>	<i>Date of Maturity</i>	<i>Rate Interest</i>	<i>Principal</i>	<i>Paid in 1963</i>	<i>Interest</i>	<i>Balance Dec. 31, 1963</i>
Equipment & Improvements	1953	1965	2.00	60,000.00		3,200.00	100,000.00
Airport Hangar (Notes)	1956	1966	2.60	4,000.00		416.00	12,000.00
Improvements & Land	1957	1968	2.90	31,500.00		5,024.25	157,500.00
Public Improvements	1959	1969	3.50	25,000.00		6,125.00	150,000.00
†Airport Runways (Contract)	1959		None	1,874.79			16,917.37
Storm Sewer Construction	1960	1969	2.90	10,000.00		2,030.00	60,000.00
Refuse Equipment (Notes)	1961	1963	2.75	10,000.00		275.00	
Improvements	1961	1972	2.80	10,000.00		2,800.00	90,000.00
Public Highway Construction	1961	1972	2.60	30,000.00		5,720.00	190,000.00
Improvements	1962	1973	2.375	10,000.00		2,612.50	100,000.00
Improvements & Land	1958	1968	1.90	10,000.00		1,015.00	50,000.00
Improvements	1963	1974	2.60				128,000.00
				202,374.79		29,247.75	1,054,417.37
<i>School:</i>							
Senior High School	1925	1965	4.25	14,000.00		1,785.00	28,000.00
Additions & Renovations	1954	1964	4.20	30,000.00		540.00	15,000.00
Junior High School & Other	1955	1975	2.10	80,000.00		21,840.00	960,000.00
Dewey School Renov. & Addition	1958	1968	2.30	10,000.00		1,380.00	50,000.00
Senior High School Renov. & Addition	1959	1984	3.50	45,000.00		34,650.00	945,000.00
Renovations (Notes)	1960	1965	3.40	6,000.00		612.00	12,000.00
Conant School Addition	1961	1970	2.60	15,000.00		3,120.00	105,000.00
				200,000.00		63,927.00	2,115,000.00
<i>Self Liquidating:</i>							
Water Construction & Land	1949	1969	1.75	10,000.00		1,137.50	60,000.00
Parking Areas	1953	1963	1.50	20,000.00		150.00	
*Sanitary Sewer Construction	1955	1965	2.10	10,000.00		630.00	20,000.00
†Water Construction	1955	1966	2.10	8,000.00		8,000.00	24,000.00
†Parking Areas	1957	1968	2.90	14,500.00		2,312.75	72,500.00
*Sanitary Sewer Construction	1958	1968	1.90	20,000.00		2,090.00	100,000.00
Water Construction	1959	1969	3.50	10,000.00		2,450.00	60,000.00
†Parking Areas	1959	1970	3.30	13,000.00		3,432.00	91,000.00
Parking Areas (Notes)	1959	1979	2.75	2,000.00		935.00	32,000.00
Sanitary Sewer Construction	1960	1966	2.90	5,000.00		580.00	15,000.00
†Sanitary Sewer Construction (Notes)	1960	1970	3.50	843.00		236.08	5,901.00

†Water Construction (Notes)	1960	1970	3.50	1,080.00	302.40	7,560.00
†Water Construction (Notes)	1961	1971	3.50	2,410.00	759.15	19,280.00
†Sidewalk Construction (Notes)	1962	1972	3.50	427.00	149.50	3,813.00
†Water Construction (Notes)	1962	1972	3.50	1,189.00	416.20	10,701.00
†Sidewalk Construction (Notes)	1962	1972	3.50	220.00	77.00	1,980.00
Water & Street Construction (Notes)	1962	1967	3.50	460.00	80.50	1,870.00
†Storm Sewer Construction	1963	1974	2.60	.....	.....	2,000.00
†Water Construction (Notes)	1963	1968	3.50	.....	.....	1,023.00
†Sanitary Sewer Construction (Notes)	1963	1973	3.50	.....	.....	2,400.00
†Water Construction (Notes)	1963	1973	3.50	.....	.....	13,606.00
†Sanitary Sewer Construction (Notes)	1963	1973	3.50	.....	.....	5,520.00
TOTAL						
				119,129.00	16,410.08	550,754.00
				521,503.79	109,584.83	3,720,171.37

\* Approximately 6% Payable from Special Assessments. † Long Term agreement to repay advance by State. Annual payments based on approximately 50% Payable from Special Assessments. ‡ amount of Gasoline used and sold at Airport.

#### ANALYSIS OF DEBT MATURITIES

<i>Due in</i>	<i>Municipal</i>	<i>School</i>	<i>Water</i>	<i>San.</i>	<i>Parking Areas</i>	<i>Total</i>
1964	.....	185,000.00	34,532.00	36,635.00	29,500.00	484,306.00
1965	.....	170,000.00	34,532.00	36,635.00	29,500.00	469,306.00
1966	.....	148,639.00	34,532.00	26,635.00	29,500.00	389,306.00
1967	.....	150,000.00	26,532.00	21,635.00	29,500.00	379,306.00
1968	.....	150,000.00	26,365.00	21,635.00	29,500.00	351,817.00
1969	.....	140,000.00	26,039.00	1,635.00	15,000.00	265,521.00
1970	.....	140,000.00	6,040.00	1,635.00	15,000.00	210,522.00
1971	.....	125,000.00	4,960.00	792.00	2,000.00	179,916.37
1972	.....	125,000.00	2,550.00	792.00	2,000.00	170,989.00
1973	.....	125,000.00	1,360.00	792.00	2,000.00	149,152.00
1974	.....	125,000.00	.....	.....	2,000.00	137,000.00
1975	.....	125,000.00	.....	.....	2,000.00	127,000.00
1976	.....	45,000.00	.....	.....	2,000.00	47,000.00
1977	.....	45,000.00	.....	.....	2,000.00	47,000.00
1978	.....	45,000.00	.....	.....	2,000.00	47,000.00
1979	.....	45,000.00	.....	.....	2,000.00	47,000.00
After 1979	.....	225,000.00	.....	.....	.....	225,000.00
	1,063,408.37	2,115,000.00	197,442.00	148,821.00	195,500.00	3,720,171.37

# SCHEDULE OF INVESTMENTS — ALL FUNDS

December 31, 1963

	<i>General Fund</i>	<i>Trust Funds</i>	<i>San. Sewer Fund</i>	<i>Water Fund</i>	<i>Bond Fund General</i>	<i>Total</i>
<i>Savings Banks:</i>						
Concord Savings Bank .....		120,939.34	13,865.02	48,476.00		183,280.36
Merrimack County Savings Bank .....		65,230.64	7,369.79	6,147.40		78,747.83
New Hampshire Savings Bank .....		125,599.14	7,511.35	49,236.89		182,347.38
Concord Federal Savings & Loan Assoc. ....		14,000.00				14,000.00
<i>U. S. Government Securities</i>						
U. S. Treasury Bonds & Notes .....	596,701.50	27,179.99			69,360.28	696,061.58
U. S. Treasury Bills .....						
<i>Public Utility Bonds</i>		125,000.00				125,000.00
<i>Stocks:</i>						
Investment Trusts .....		152,024.13				152,024.13
Public Utilities .....		192,596.49				192,596.49
Banks & Insurance .....		14,008.48				14,008.48
	<u>596,701.50</u>	<u>837,478.21</u>	<u>28,746.16</u>	<u>103,860.29</u>	<u>69,360.28</u>	<u>1,636,146.21</u>



STATEMENT OF CHANGES IN BALANCES — TRUST FUNDS

For the Year Ended December 31, 1963

<i>Principal Account</i>	<i>City Cemetery</i>	<i>City Library</i>	<i>Other City &amp; School</i>	<i>Non-City</i>	<i>Total</i>
Balance January 1, 1963	635,111.54	131,617.66	2,961.73	21,376.45	791,067.38
New Trusts Received	11,360.86	.....	.....	.....	11,360.86
One Third Sale of Cemetery Lots	1,546.24	.....	.....	.....	1,546.24
Gain on Sale of Securities	689.60	.....	.....	.....	689.60
Balance of Principal December 31, 1963	651,708.24	131,617.66	2,961.73	21,376.45	807,664.08
<i>Income Account</i>					
Balance January 1, 1963	20,983.26	9,958.66	1,190.32	311.42	32,443.66
Interest and Dividends Received	30,378.93	8,452.02	177.13	918.18	29,926.26
Two Thirds Sale of Cemetery Lots	3,092.48	.....	.....	.....	3,092.48
Income from Trusts—Principal Held by Others	.....	23,253.66	.....	.....	23,253.66
Total Income Available	54,454.67	41,664.34	1,367.45	1,229.60	98,716.06
Transfers to General Fund	30,844.01	32,368.78	.....	.....	63,209.82
Transfers to School Districts	.....	.....	43.55	.....	43.55
Transfers to Principal Account	.....	.....	.....	.....	.....
Direct Grants and Expenses to Outside Parties	5.00	123.68	.....	476.72	605.40
Total Disbursements	30,849.01	32,492.46	43.55	476.72	63,858.77
Balance of Accum. Income December 31, 1963	23,608.63	9,171.88	1,323.90	752.88	34,857.29
Combined Balances of Principal and Income December 31, 1963	675,316.87	140,789.54	4,285.63	22,129.33	842,521.37

## BOND FUND, GENERAL — DISPOSITION OF PROCEEDS

For the Year Ended December 31, 1963

	<i>Issue of 1958</i>	<i>Issue of 1959</i>	<i>Issue of 1960</i>	<i>Issue of 1961</i>	<i>Issue of 1962</i>	<i>Issue of 1963</i>	<i>Total</i>
Unexpend. Bal. Jan. 1, 1963	2,124.40	719.20	23,063.61	9,232.20	19,616.15	128,000.00	51,785.56
Proceeds of New Issue							128,000.00
Total Available	2,124.40	719.20	23,063.61	9,232.20	19,616.15	128,000.00	182,785.56
Expenditures (Detail below)	1,551.05	719.20	23,063.61	5,264.50	19,645.32	51,171.26	101,414.91
Unexpend. Bal. Dec. 31, 1963	573.35			3,967.70	.83	76,828.74	81,370.62
Encumbrances Outstanding						501.00	501.00
Unexpend. Bal. Dec. 31, 1963	573.35			3,967.70	.83	76,324.74	80,866.62

### DETAIL OF EXPENDITURES

Heights Playground Construction	325.00						325.00
Loudon Road Construction		719.20	4,656.37				5,375.57
Storm Sewer — Dudley Drive						7,881.62	7,881.62
Bathhouses & Wading Pool Constr.						16,128.08	16,128.08
Downtown By-Pass	235.00			1,113.44	11,779.64		22,558.30
Storm Sewer — Franklin Street			18,407.21	1,151.06		24,268.88	24,268.88
Highway Constr. — So. State St.						854.44	854.44
Highway Constr. — Columbus Ave.	991.05					18,000.00	18,991.05
Highway Constr. — Tech. Institute						163.32	163.32
Storm Sewer — Clinton Street					4,865.68		4,865.68
Total Expenditures	1,551.05	719.20	23,063.61	5,264.50	19,645.32	51,171.26	101,414.91

# BALANCE SHEET — SPECIAL ASSESSMENT FUND

December 31, 1963

	<i>Water Section</i>	<i>San. Sewer Section</i>	<i>Parking Area Section</i>	<i>General Section</i>	<i>Total</i>
<b>ASSETS:</b>					
Cash — Mechanics National Bank	10,172.37	11,971.61	7,624.65	—60.82	29,707.81
Deferred Assessments Receivable	32,792.00	30,170.97	103,307.81	5,985.53	172,256.31
Delinquent Assessments Receivable	5,797.17	553.51	2,901.62	12.65	9,267.95
Water Fund Share of Improvement Cost	39,479.08				39,479.08
Sanitary Sewer Fund Share of Improvement Cost	—	37,042.47			37,042.47
Parking Meter Fund Share of Improvement Cost	—		49,494.43		49,494.43
General Fund Share of Improvement Cost	—			3,544.01	3,544.01
	<u>88,240.62</u>	<u>79,738.56</u>	<u>163,331.51</u>	<u>9,481.37</u>	<u>340,792.06</u>
<b>LIABILITIES:</b>					
Long Term Debt	77,442.00	40,821.00	163,500.00	8,991.00	290,754.00
Vouchers and Fees Payable	—			6.70	6.70
Loan Payable to Water Fund	8,822.03	33,744.42			8,822.03
Loan Payable to Sanitary Sewer Fund	—				33,744.42
Due to San. Sewer Fund (Share of Trunk Sewer Cost)	—	512.70			512.70
Reserve for Payment of Interest	1,976.59	4,660.44	—168.49	183.67	6,952.21
	<u>88,240.62</u>	<u>79,738.56</u>	<u>163,331.51</u>	<u>9,481.37</u>	<u>340,792.06</u>

## ANALYSIS OF SURPLUS ACCOUNT

Balance January 1, 1963	1,914.65	3,481.81	—	110.65	5,937.11
Interest Income	2,241.09	2,106.21	5,576.26	320.62	10,244.18
Interest Expense	—2,179.15	927.58	5,744.75	277.60	9,129.08
Balance December 31, 1963	<u>1,976.59</u>	<u>4,660.44</u>	<u>—168.49</u>	<u>483.67</u>	<u>6,952.21</u>

STATEMENT OF RECEIPTS AND EXPENDITURES — SPECIAL ASSESSMENT FUND

For the Year Ended December 31, 1963

	<i>Water Section</i>	<i>San. Sewer Section</i>	<i>Parking Area Section</i>	<i>General Section</i>	<i>Total</i>
<i>Balance January 1, 1963</i>	12,651.85	28,703.64	8,672.86	3,829.13	53,857.48
<i>Receipts</i>					
Deferred Assessments	981.67	352.80	321.61	358.72	2,014.80
Current Assessments	7,079.08	5,236.58	13,465.96	1,090.30	26,871.92
Delinquent Assessments	45.00				45.00
Interest on Investments		4.38		5.50	61.39
Other Interest and Fees	6,826.75	8,576.90	54.51	292.14	30,528.50
Related Fund Share of Principal	1,207.07	1,209.81	3,521.75	109.49	6,048.12
Related Fund Share of Interest	15,229.00	7,929.00		2,000.00	25,149.00
Borrowed for New Projects					
<b>Total Receipts</b>	<b>31,368.57</b>	<b>23,300.47</b>	<b>32,196.54</b>	<b>3,856.15</b>	<b>90,721.73</b>
<i>Expenditures</i>					
Construction	15,292.90	7,723.18		2,000.00	24,926.08
Debt Maturities	12,847.00	9,843.00	27,500.00	939.00	51,129.00
Interest on Debt	2,479.15	927.58	5,744.75	277.60	9,129.08
Recording Fees				5.50	5.50
Repayment of Loans	3,619.00	21,538.74		4,524.00	29,681.74
<b>Total Expenditures</b>	<b>33,848.05</b>	<b>40,032.50</b>	<b>33,244.75</b>	<b>7,746.10</b>	<b>114,871.40</b>
<i>Balance December 31, 1963</i>	<b>10,172.37</b>	<b>11,971.61</b>	<b>7,624.65</b>	<b>-60.82</b>	<b>29,707.81</b>

SCHEDULE OF PROJECTS AUTHORIZED AND AMOUNTS EXPENDED

	<i>Authorized 1963</i>	<i>Expenditures</i>	<i>Carried to 1964</i>	<i>Balance Unpaid</i>
<b>PROJECT AUTHORIZED</b>				
#36 Water Main Extension — Cross Street	1,623.00	1,596.90		26.10
#37 Water Main Extension — Portsmouth Street	13,606.00	13,606.00		
#38 Sanitary Sewer Ext. — Chase St. & Branch Turnpike	2,400.00	2,203.18		196.82
#39 Sanitary Sewer Ext. — East Side Drive	5,520.00	5,520.00		
#40 Storm Sewer Extension — Dudley Drive	2,000.00	2,000.00		
	<b>25,149.00</b>	<b>24,926.08</b>		<b>222.92</b>

**EQUIPMENT MAINTENANCE & REPLACEMENT FUND**  
**STATEMENT OF OPERATIONS**

For the Year Ended December 31, 1963

Equipment Earnings .....		230,377.76
<i>Operating Expenditures</i>		
Direct Labor .....	37,418.23	
Indirect Labor .....	19,808.90	
Leaves & Longevity .....	5,806.15	
Building Repairs .....	763.31	
Gasoline, Oil & Antifreeze .....	20,358.38	
Repair Parts .....	49,617.08	
Tires .....	8,174.91	
Batteries .....	1,596.07	
Miscellaneous Hardware .....	3,217.52	
Grease & Lubricants .....	571.36	
Supplies .....	1,764.29	
Hand Tools .....	799.18	
Fuel & Utilities .....	5,611.68	
Insurance .....	5,583.42	
Retirement Contributions .....	5,233.84	
Shop Equipment .....	784.00	167,108.35
Depreciation .....	55,305.39	222,413.71
Net Gain for Period .....		7,964.02

**BALANCE SHEET**

December 31, 1963

<i>Assets:</i>		
Equipment .....	634,956.50	
Due from General Fund .....	34,594.99	669,551.49
<i>Liabilities &amp; Funds:</i>		
Municipal Investments .....	635,520.29	
Capital Reserve Fund .....	20,070.70	
Surplus, December 31, 1963 .....	13,960.50	669,551.49

**STATEMENT OF CASH SURPLUS**

Net Operating Profit for 1963, as above .....		7,964.02
Accumulated Surplus, January 1, 1963 .....	20,996.48	
Less: Transfer to Capital Reserve Fund .....	15,000.00	5,996.48
Accumulated Surplus, December 31, 1963 .....		13,960.50

**STATEMENT OF RESERVE ACCOUNT**

Balance, January 1, 1963 .....		15,987.52
<i>Additions</i>		
Depreciation .....	55,305.39	
Equipment Sold .....	858.22	
Transfer from Capital Reserve Fund .....	15,000.00	71,163.61

Equipment Purchased (as per detail) .....		87,151.13
		67,080.43

Balance, December 31, 1963 .....		20,070.70
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**DETAIL OF EQUIPMENT PURCHASED**

1 Snow Plow .....	970.20	1 Load Packer .....	11,600.00
1 Salter .....	971.73	3 Pick-up Trucks .....	4,710.00
2 Tractor Attachments .....	1,380.00	2 5 Ton Dump Trucks .....	27,500.00
3 Mowers .....	1,587.50	1 Sidewalk Tractor .....	7,840.00
1 Street Sweeper .....	10,521.00		

TOTAL .....		67,080.43
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## BALANCE SHEET — PARKING METER FUND

December 31, 1963

<i>Assets:</i>		
Due from General Fund	330.76	
Debt Requirements	32,000.00	32,330.76
<i>Liabilities:</i>		
Bonded Debt	32,000.00	
Unappropriated Current Surplus	330.76	32,330.76

### STATEMENT OF REVENUES AND EXPENDITURES — PARKING METER FUND

For the Year Ended December 31, 1963

Cash Balance — January 1, 1963		15,806.71
<i>Revenues:</i>		
Meter Collections — On Street	42,025.94	
Meter Collections — Off Street	9,997.65	
Parking Penalties	6,022.00	58,045.59
		73,852.33
<i>Operating Expenditures:</i>		
On Street		
Meter Repairs & Maintenance	4,335.90	
Enforcement	10,818.96	
Collecting & Accounting	1,555.70	
Marking Pavements	75.00	
Insurance	192.23	
Retirement Contributions	988.87	17,966.66
Off Street		
Meter Repairs	1,039.48	
Enforcement	4,259.66	
Collecting	520.00	
Maintenance of Parking Areas	6,283.95	
Lighting	1,607.76	
Insurance & Miscellaneous	97.00	
Retirement Contributions	307.60	14,115.45
<i>Debt Service-Off Street Areas:</i>		
Payment of Bonds	22,000.00	
Interest on Bonds	1,085.00	23,085.00
Share in Special Assessments		18,354.46
Total Expenditures		73,521.57
Cash Balance — December 31, 1963		330.76

# BALANCE SHEET — WATER FUND

December 31, 1963

## ASSETS

<i>Fixed Assets:</i>			
Water & Flowage Rights .....	167,663.11		
Land .....	211,975.37		
Structures .....	472,662.75		
Pumping & Purification Equipment .....	86,360.12		
Distribution Mains, Services, Hydrants & Meters .....	1,788,908.31		
Other Equipment & Garage Equipment .....	72,311.12		
Unfinished Construction .....	1,947.91		
	2,801,828.69		
Less: Reserve for Depreciation .....	859,261.50	1,942,567.19	
<i>Current Assets:</i>			
Due from General Fund .....	131,176.38		
Investments .....	103,860.29		
Loan to Special Assessment Fund .....	8,822.03		
Materials & Supplies Inventory .....	53,608.66	297,467.36	
	2,240,034.55		
<b>Total Assets .....</b>		<b>2,240,034.55</b>	

## LIABILITIES AND FUNDS

<i>Long Term Liabilities:</i>			
Bonded Debt .....	120,000.00		
Share in Special Assessments .....	39,479.08	159,479.08	
<i>Fund Balance and Surplus:</i>			
Municipal Investment .....	963,194.74		
Contributions in Aid of Construction .....	253,258.55		
Surplus — Balance Jan. 1, 1963 .....	823,329.23		
Less: Uncollectable Accounts .....	12.24		
	823,316.99		
Net profit for the Year 1963 .....	40,785.19	864,102.18	2,080,555.47
		<b>2,240,034.55</b>	
<b>Total Liabilities, Surplus &amp; Funds .....</b>		<b>2,240,034.55</b>	

## BOND FUND, WATER — DISPOSITION OF PROCEEDS

For the Year Ended December 31, 1963

	<i>Issue of 1949</i>	<i>Issue of 1959</i>	<i>Total</i>
Balance January 1, 1963 .....	2,635.43	32,164.74	34,800.17
Expenditures (See Detail Below) .....	2,635.43	32,164.74	34,800.17
	-----	-----	-----
Balance December 31, 1963 .....			
<i>Detail of Expenditures</i>			
Water Supply Structures — Wells .....	2,635.43	32,164.74	34,800.17

# STATEMENT OF OPERATIONS — WATER FUND

For the Year Ended December 31, 1963

## OPERATING REVENUES

Commercial Sales — Flat Rate .....	2,900.69	
Commercial Sales — Metered .....	208,726.12	
Industrial Sales — Metered .....	42,716.91	
Miscellaneous Water Revenues .....	264.34	254,608.06

## OPERATING EXPENSES

### *Water Supply:*

Source of Supply Labor .....	1,080.66	
Pumping Station Labor .....	25,592.68	
Purification Labor .....	2,613.60	
Miscellaneous Labor .....	2,714.57	
Gravity Supplies & Expenses .....	1,504.84	
Pumping Station Supplies & Expenses .....	2,777.78	
Purification Supplies & Expenses .....	4,792.34	
Power Purchased .....	17,527.21	
Repairs to Water Supply Str. & Equip. ....	25.94	
Repairs to Pump, Station Str. & Equip. ....	1,394.78	
Repairs to Purification Str. & Equipment .....	411.17	60,435.57

### *Distribution:*

Distribution Wages .....	27,566.55	
Meter Department Labor .....	6,864.29	
Meter Department Supplies & Expenses .....	71.52	
Other Supplies & Expenses .....	715.07	
Repairs to Structures .....	480.64	
Repairs to Mains .....	4,007.88	
Cleaning Mains .....	3,901.91	
Repairs to Services .....	3,290.04	
Repairs to Hydrants .....	957.30	
Repairs to Meters .....	2,802.07	50,657.27

### *Administration:*

Commercial Office Salaries .....	2,849.09	
Meter Reading Salaries .....	8,435.63	
Commercial Supplies & Expenses .....	1,235.57	
Salaries of General Officer .....	8,250.00	
Salaries of General Office Clerk .....	4,570.00	
General Office Expense .....	558.98	
Repairs to Gen. Office Str. & Equipment .....	480.77	
General Expense .....	548.11	
Insurance .....	6,020.84	
Longevity, Annual and Sick Leave .....	13,259.01	
Retirement Fund Payments .....	9,528.48	
Stores Dept. & Shop Expenses .....	1,028.31	
Garage Expense .....	2,554.52	59,319.31

### *Fixed Charges:*

Depreciation .....	45,466.64	
Taxes .....	39.96	45,506.60

Total Operating Expenses .....		215,918.75
Operating Income .....		38,689.31



<i>Non-Operating Income:</i>		
Income from Invested Funds .....	5,712.78	
Miscellaneous Income .....	1,177.67	6,890.45
		<hr/>
		15,579.76
<i>Non-Operating Expense:</i>		
Interest Expense .....		4,794.57
		<hr/>
Net Profit for the Year .....		40,785.19
		<hr/> <hr/>

## BALANCE SHEET — SANITARY SEWER FUND

December 31, 1963

### ASSETS

<i>Fixed Assets:</i>		
Land & Right of Way .....	38,271.97	
Sewer Mains .....	1,398,621.23	
Manholes .....	202,804.99	
Customer Connections .....	223,085.96	
Sundry Equipment .....	6,335.01	
	<hr/>	
	1,869,122.16	
Less: Reserve for Depreciation .....	797,005.93	1,072,116.23
	<hr/>	
<i>Deferred Engineering Charges</i> .....		41,678.40
<i>Current Assets:</i>		
Due from General Fund .....	81,774.30	
Investments .....	28,746.16	
Loan to Special Assessment Fund .....	33,744.12	
Due from Special Assess. Fund — Trunk		
Sewer Cost .....	512.70	144,777.58
	<hr/>	<hr/>
		1,228,572.21

### LIABILITIES & FUNDS

<i>Long Term Liabilities:</i>		
Bonded Debt .....	108,000.00	
Share in Special Assessments .....	37,042.47	145,042.47
	<hr/>	<hr/>
<i>Fund Balance &amp; Surplus:</i>		
Municipal Investment .....	164,871.96	
Contributions in Aid of Construction .....	285,879.04	
Surplus Balance: Jan. 1, 1963 .....	290,154.01	
Net Profit for the Year, 1963 .....	42,624.76	332,778.77
	<hr/>	<hr/>
		1,083,529.74
		<hr/> <hr/>
		1,228,572.21

STATEMENT OF OPERATIONS — SANITARY SEWER FUND

For the Year Ended December 31, 1963

OPERATING REVENUES

*Sewer Rents:*

General	63,000.34	
Industrial	22,646.14	85,646.48
		<hr/>

OPERATING EXPENSES

*General Operations, Admin. etc.:*

Main & Manhole Oper. Labor & Exp.	6,814.38	
House Conn. Oper. Labor & Exp.	2,946.33	
Maintenance of Sewer Mains	3,089.87	
Maintenance of Manholes	949.93	
Misc. General Expense	300.00	
Meter Reading & Billing	2,570.01	
Employees Retirement Fund	984.31	17,654.83
		<hr/>

<i>Depreciation</i>	22,736.91	40,391.74
		<hr/>
Operating Income		45,254.74

*Add: Non-Operating Income:*

Interest on Investments	1,188.33	
		<hr/>
		46,443.07

*Deduct: Non-Operating Expenses:*

Interest Expense	3,818.31	
		<hr/>
Net Profit for the Year		42,624.76
		<hr/> <hr/>

DIVISION OF MUNICIPAL ACCOUNTING  
STATE TAX COMMISSION

Concord, New Hampshire

May 28, 1964

*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, 1963. In our opinion, the Exhibits included herewith reflect the true financial condition of the City on December 31, 1963, 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     )  
Lionel J. DeGrace     ) Auditors  
Frederick E. Laplante )  
Laurence M. Bean, Accountant

DIVISION OF MUNICIPAL ACCOUNTING  
STATE TAX COMMISSION

Concord, New Hampshire

May 28, 1964

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, 1963, 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.

*Comparative Balance Sheets (Revenue Accounts) — December 31, 1962-December 31, 1963: (Exhibit A-1)*

Comparative Balance Sheets (Revenue Accounts) for the fiscal years ended December 31, 1962 and December 31, 1963, are presented in Exhibit A-1. As indicated therein, the Surplus increased by \$158.77, from \$112,567.34 to \$112,726.11 in 1963.

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

An analysis of the change of 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:

*Increase in Surplus*

Net Budget Surplus .....	\$123,429.91	
Decrease in Reserve Against Accounts Receivable .....	275.25	
Decrease in Reserve Against Stores Account .....	1,000.86	
Outdated Checks Cancelled .....	406.98	
		\$125,113.00

*Decrease in Surplus*

Surplus Used to Reduce Tax Rate .....	\$112,000.00	
Cancelled Check Honored .....	2.00	
Increase in Reserve Against Taxes Receivable .....	12,952.23	
		\$124,954.23
<i>Net Increase</i> .....		158.77

*Decrease in Long Term Indebtedness:*

The long term indebtedness of the City (including Municipal, Water and Union School District indebtedness) decreased by \$368,354.79 in 1963, as shown herewith:

	<i>Long Term Debt December 31, 1962</i>	<i>Bonds &amp; Notes Issued in 1963</i>	<i>Bonds &amp; Notes Retired in 1963</i>	<i>Long Term Debt December 31, 1963</i>
Municipal .....	\$1,538,214.00	\$137,920.00	\$286,490.00	\$1,389,644.00
Water .....	216,520.00	15,229.00	33,139.00	198,610.00
School (Union School District) .....	2,315,000.00	.....	200,000.00	2,115,000.00
Airport Advance (Due State) .....	18,792.16	.....	1,874.79	16,917.37
	\$4,088,526.16	\$153,149.00	\$521,503.79	\$3,720,171.37

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

A statement of outstanding long term indebtedness as of December 31, 1963, 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, 1963, are presented in Exhibits A-4 and A-5). As indicated by the budget summary (Exhibit A-5), a revenue surplus of \$11,149.07, plus unexpended balances of appropriations of \$112,280.84, resulted in a net budget surplus of \$123,429.91.

*Tax Collections:*

Tax collections (exclusive of State Head Taxes) of the current year's levy as compared to taxes assessed, for the years 1962 and 1963 were as follows:

	<i>Levy of 1962</i>	<i>Percent</i>	<i>Levy of 1963</i>	<i>Percent</i>
Taxes Assessed — Current Year's Levy .....	\$4,324,125.57		\$4,516,521.17	
Taxes Collected — Current Year's Levy .....	3,656,061.18	84.5%	3,895,788.90	85.7%
Taxes Abated — Current Year's Levy .....	25,448.15	.6%	38,937.73	.9%
Uncollected Taxes — Current Year's Levy .....	642,616.21	14.9%	611,794.54	13.4%
	<u>\$4,324,125.57</u>	<u>100.0%</u>	<u>\$4,516,521.17</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,  
Director

DIVISION OF MUNICIPAL ACCOUNTING  
STATE TAX COMMISSION

O. Maurice Oleson     )  
Lionel J. DeGrace     ) Auditors  
Frederick E. Laplante )  
Laurence M. Bean, Accountant









## DIRECTORY OF CITY SERVICES

Service	Department	Phone
Administration, General	Mayor	225-3591
Airport (Maintenance)	Engineering	224-1955
Ambulance	Police	225-3232
Assessments	Assessors	224-0241
Auditorium, Rental	City Clerk	224-0591
Auto Permits	Collector	224-4261
Bicycle Licenses	Police	225-3232
Beano Licenses	Police	225-3232
Birth Certificates	City Clerk	224-0591
Bookmobile	Library	225-2743
Building Permits	Engineering	224-1955
Cemeteries	Cemetery	225-3911
City Council	City Clerk	224-0591
Civil Defense	Civil Defense	224-4342
Dance Licenses	Police	225-3232
Death Certificates	City Clerk	224-0591
Dog Licenses	City Clerk	224-0591
Elections	City Clerk	224-0591
Engineering—City	Engineering	224-1955
FIRE—CONCORD	FIRE	225-3355
FIRE—PENACOOK	FIRE	753-6622
Golf Course	Recreation & Parks	224-0951
Health, Public	Health	224-0521
Laboratory	Health	224-0521
Legal Matters	City Solicitor	225-3041
Library	Library	225-2743
Maps, City	Engineering	224-1955
Marriage Certificates	Records	224-0591
Milk Licenses & Inspection	Health	224-0521
Mortgages & Conditional Sales	City Clerk	224-0591
Oil Burner Inspection	Fire	225-3355
Old Age Assistance	Welfare	224-1091
Ordinances & Resolutions	City Clerk	224-0591
Parks & Recreation	Recreation & Parks	224-0951
Payments by City	Finance	225-2775
Personnel—City	Personnel	224-2111
Planning	Planning	224-1955
Playgrounds	Recreation & Parks	224-0951
Plumbing Permits	Engineering	224-1955
POLICE	POLICE	225-3232
Purchasing	Purchasing	224-2111
Recreation & Parks	Recreation & Parks	224-0951
Refuse Collection	Public Works	224-1955
Relief	Welfare	224-1091
Sanitation, Public	Health	224-0521
Sewers	Public Works	224-1955
Snow Plowing & Sanding	Public Works	224-1955
Soldier's Relief	Welfare	224-1091
Special Benefit Assessments	Finance	225-2775
Street Lights—Reported Out	Concord Electric Co.	225-3641
Street Maintenance	Public Works	224-1955
Taxes—Payment of	Collector	224-4261
Trees, City	Engineering	224-1955
Water—Service	Water	225-5574
Water Bills—Payment of	Collector	224-4261
Weights & Measures	Weights & Measures	225-2864
Zoning Permits & Changes	Engineering	224-1955
Welfare	Welfare	224-1091

For prompt attention for SERVICE dial the DEPARTMENT INVOLVED. If you are uncertain about where to call, dial the MAYOR'S OFFICE 225-3591



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





