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City of

CONCORD

New Hampshire

1964

ANNUAL REPORT



City of

CHICAGO

Department of

1966

ANNUAL REPORT



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*City Hall*

## FROM THE MAYOR'S OFFICE



*Mayor Charles C. Davie*

### TO THE CITIZENS OF CONCORD:

During the year 1964, I have had ample opportunity to learn the needs and desires of the people of Concord. While your public servants have gone about the business of keeping the city clean, safe, and healthy, they have also been considering how they may best provide the additional facilities and services which discriminating citizens are seeking.

The past year has brought especially heavy responsibilities to your Board of Aldermen and the Planning Board. City planning has grown steadily more complex, with increased federal and state involvement in civic affairs here in the capital and "nerve center" of New Hampshire.

The face of the city is changing. Our good roads, fine libraries and recreational facilities have proved attractive both to industry and to home owners. Two recent fires on Main Street have accelerated the face-lifting process there; an urban renewal project is under consideration; a new federal building, the N. H. Technical Institute, and new homes in fringe areas have required access roads and extension of city facilities.

Continuing citizen support and cooperation will, I am sure, meet the challenges that face the city as we plan for the Bicentennial in 1965 and for the years ahead.

Charles C. Davie  
Mayor

# CITY GOVERNMENT

1961-1965

## 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. Musumeci  
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  
Mrs. Marjorie B. Foote  
(Appointed 12-1-61)

### CITY ENGINEER & SUPT. OF PUBLIC WORKS

Howard 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 Cerriello



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 Fancul

## 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

Douglas N. Everett  
Lt. Gen. Edward Brooks  
Warren H. Greene  
(Appointed 7-27-64)  
Pasquale Rufo  
Dudley W. Orr  
John Swenson

Ex Officio:

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

ZONING BOARD OF  
ADJUSTMENT

Richard N. Peale  
(Appointed 10-13-61)  
Enoch Shenton, II  
Allan V. Evans  
Roy V. Lang  
Frank J. Preston

BOARD OF APPEALS

Arnold Perretton  
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

*Workable Program* — At the request of the Mayor, the Planning Department prepared an application for recertification of the Workable Program for Community Improvement for submission to the Housing and Home Finance Agency. Subsequently, the program submission was approved by the Board of Aldermen, and the Workable Program was recertified by the U. S. Housing Administrator for one year ending October 1, 1965.

*Codes* — Recommended that the Building Code of the City of Concord be amended to adopt by reference two nationally-recognized standards for the installation of plumbing, heating, and electrical systems in mobile homes and travel trailers used as dwellings in the city.

Recommended amending the Building Code of the City of Concord with reference to means of egress by substituting the 1963 edition of the Building Exits Code of the National Fire Protection Association in place of the 1959 edition in force.

Recommended amending the Building Code of the City of Concord to adopt by reference the 1960 edition of the Fire Prevention Code recommended by the National Board of Fire Underwriters. This action resulted in the adoption of Concord's first comprehensive fire prevention regulations.

Recommended revising the Plumbing Code of the City of Concord by adopting by reference the American Standard National Plumbing Code.

Recommended favorable action on an ordinance amending construction standards for mobile homes and travel trailers to require better construction of power supply assemblies leading from public utility lines to mobile homes and travel trailers.

Approved the adoption of an ordinance amending the Building Code requiring that all water-cooled air conditioning systems of more than five-ton capacity include approved cooling and recirculating apparatus to conserve water.

*Economic Base Study* — Recommended that the Planning Board be authorized to schedule the preparation of an Economic Base Study of Concord as part of its 1965 master planning activities in connection with the Workable Program for Community Improvement.

*Land Use Plan* — Prepared and adopted a master plan report on land use, a revision of the Land Use Plan for the City of Concord prepared in 1956. The revised plan was undertaken in compliance with requirements of the Workable Program for Community Improvement for periodic updating of elements of the comprehensive community plan.

*Community Facilities Plan* — Work was started on the preparation of a Community Facilities Plan under the federal 701 local planning assistance program. The planning consulting firm of Edwards and Kelcey, Boston, Massachusetts, was retained to prepare this master plan report as an element of the Workable Program for Community Improvement.

*Community Shelter Plan* — At the request of the Mayor, the City Planning Board undertook the preparation of a Community Shelter Plan for Concord as part of the Office of Civil Defense nationwide "50-City" Community Shelter Plan Program being developed by Stanford Research Institute of Menlo Park, California. The firm of Edwards and Kelcey, Inc., Engineers and Consultants, of Boston, Massachusetts was retained as subcontractor to assist the Planning Board in developing this "pilot project" shelter plan.

*Zoning* — Recommended that the City of Concord appropriate funds to undertake a comprehensive revision of the Concord Zoning Ordinance with financial aid from the federal government under its 701 local planning assistance program.

Advised amending the Zoning Map of the City of Concord to expand the Civic District in a southerly direction to include the site and immediate vicinity of the proposed new post office-federal building on Pleasant Street between South and South Spring Streets.

Proposed to incorporate provisions for historical district zoning of the Old North End in the comprehensive revision of the Concord Zoning Ordinance to be completed in 1965.

*Subdivision Control* — Recommended that the city's subdivision regulations adopted as ordinances in the late 1950s be struck from the Municipal Code of Ordinances to clear the way for adoption of new regulations.

After public hearing, adopted revised Subdivision Regulations for the City of Concord in substitution of regulations originally adopted by the board in 1950. The new regulations are in substantial accord with land subdivision regulations suggested by the Housing and Home Finance Agency.

Approved the application of Roger W. Guay for the redesign of a portion of the preliminary plat of the Hillcrest Park subdivision on East Side Drive in the Concord Plains area.

Voted final approval of 12-lot and 21-lot sections of Hillcrest Park.

*Capital Improvement Program* — At the request of the Mayor, reviewed the project priority schedule of the six-year Capital Improvement Program for the City of Concord, 1964-1969, as prepared by the Mayor with the assistance of the City Auditor.

*Neighborhood Analyses* — Conducted a study to develop factual data to provide a general picture of those families who reside under substandard conditions in each of Concord's Neighborhoods and its rural areas. The results of this study were published in a report entitled "Neighborhood Analyses, Concord, New Hampshire, Characteristics of Families Affected by Poor Housing," an element of the Workable Program for Community Improvement.

*Urban Renewal* — After careful study and analysis, adopted a resolution that the Capitol Plaza North area, lying between the State House and the County Court House, be declared suitable for urban renewal, and recommended that the City of Concord through its Housing and Urban Renewal Authority take the necessary steps to apply to the Housing and Home Finance Agency for an advance of funds to survey and plan this area for urban renewal treatment, and for an allocation therefor of capital grant funds.

Recommended to the Concord Housing Authority that it give serious consideration to requesting the Urban Renewal Administration to approve an extension of the Capitol Plaza North Project to include the area on the easterly side of North Main Street in the vicinity of Bridge Street.

*Major Thoroughfares* — Recommended that the City of Concord record its approval of the proposals of the Commissioner of Public Works and Highways for alterations in the locations of Routes 4, 9, 202 and Interstate 93 in Concord, and that the Mayor be authorized to make the City's position in this matter known to the Special Committee of the Governor and Council considering the same. The proposed changes include construction of a new Merrimack River bridge at Bridge Street, elimination of the Bridge Street traffic circle in favor of a grade separation and full interchange at this location, and the laying out and acquisition of the right of way for the Concord Plains bypass, so-called.

*Mapped Lines of Future Streets* — Mapped the lines of a future relocation of portions of Broadway and West Street in the vicinity of South Street. Mapped the lines of a proposed widening of Warren Street along its northerly side from the Central Fire Station property to Green Street.

*Streets* — Recommended acceptance of 2,365 feet of new street as follows: Cricket Lane — 800 feet, B Street Extension — 350 feet, Roy Street Extension — 575 feet and Marion Street — 640 feet, all located on Concord Plains.

Recommended widening existing streets at six different locations. These included a 10-foot widening of North State Street from the Christian Science Church to Pleasant Street, a 10-foot widening of Storrs Street

from Depot Street to Freight Street, an 11-foot widening of Warren Street in front of the Central Fire Station, a six-foot widening of South Spring Street adjacent to the new federal building site, a widening of the intersection of Pleasant and Warren Streets, and a minor widening of a portion of Lawrence Street on Concord Plains.

Advised the reconstruction of Marshall, Fuller and Oak Streets by the Public Works Department during the 1965 construction season.

Opposed a request of the American Legion for permission to encumber the sidewalk on School Street in front of the Legion Building by the erection of a flagpole.

Recommended favorable action on a request of residents that a road located off Old Turnpike Road be designated Spring Hill Drive. Also approved the request of East Concord residents for adjustments in street names affecting Eastman Street, Mountain Road and Melvin Hill Road.

*Sidewalks* — Recommended construction of 265 feet of hard-surfaced sidewalk on the westerly side of Storrs Street from the end of the existing sidewalk north of Depot Street to the newly-constructed extension of Dubois Avenue.

Recommended construction of approximately 3,300 feet of hard-surfaced sidewalk along the westerly side of Mountain Road in East Concord beginning at a point opposite Fernald Street and ending at the foot of The Mountain northerly of Bowens Brook.

*Traffic Control* — Approved establishing stop intersections at the following locations: West Street at Broadway; Fremont Street at Pleasant and Warren Streets; Gale and Tuttle Streets at Redington Road; Abbott Road, Concord Manor, at South Main Street; Manor Road, south of Concord Manor, at Abbott Road; and West Main Street, Penacook, at South Main Street.

Approved establishing a yield right of way intersection on Redington Road at South Fruit Street, and recommended against changing the stop intersection on Wiggin Street at Broadway to a yield intersection.

Recommended that North Fruit Street from Pleasant Street to Woodman Street, and Woodman Street from North Fruit Street to Westbourne Road, be established as one-way streets for travel in northerly and easterly directions, respectively.

Favored establishing one-way traffic in a northerly direction on Rollins Street.

Recommended that Marshall Street be returned to the status of a two-way street, but advised against such action on Fuller and Oak Streets.

Favored passage of an ordinance banning through trucking on Hall Street.

Recommended that the Police Department be directed to place east-west streets in the Ward Six residential neighborhood under surveillance to minimize their use by through traffic traveling at speeds which constitute a hazard to the safety of the residents of the area.

Concurred in the findings of the State Highway Division Engineer that existing urban development on lower Manchester Street did not justify a requested reduction in the speed limit from 40 to 25 miles per hour.

Proposed the construction of a traffic island at the intersection of Pleasant and Warren Streets to facilitate traffic channelization and signal placement at this location.

*On-Street Parking* — Recommended that no parking be permitted at the following on-street locations: west side of Colburn Avenue; north side of Pitman Street from North Main Street to courthouse driveway; north side of Warren Street from high school driveway to North Fruit Street; and south side of Pembroke Road from Canterbury Road to Branch Turnpike.

Recommended that two-hour parking be substituted for no parking on the easterly side of South State Street from Fayette Street to Monroe Street, due to the recent widening of the traveled way of the street.

Approved changing the parking limit on the westerly side of South State Street between Fayette and Thompson Streets from two to one-hour duration as an accommodation for patrons of a supermarket at this location.

Favored corrective measures on the southerly side of Washington Street in Penacook involving street grade and curbing for the convenience of Post Office patrons using on-street parking accommodations.

*Utilities — Water System* — Concurred in the findings and recommendations of the special inter-agency Water Supply Study Committee relative to emergency steps to be taken to insure an adequate water supply until a permanent solution to the water supply problem is developed.

Advised favorable action on three petitions requesting extensions of the municipal water system totaling 1,000 feet of water main as follows: Garvins Falls Road, Black Hill — 700 feet, Burns Avenue, Concord Plains — 170 feet, and Linden Street, Penacook — 130 feet.

Opposed an additional 1,800-foot water main extension in Garvins Falls Road on Black Hill, due to lack of economic justification based on existing and potential residential development at this remote location.

*Utilities — Sanitary Sewer System* — In connection with the long-standing proposal for joint sewage treatment in Penacook by Boscawen and Concord, recommended that the City of Concord advise the Town of Boscawen that the City expects definite action by the Town relative to submission of an application to HHFA for funds to undertake the joint sewage treatment study, and that failing such action by the Town, the City will feel free to proceed on its own to implement its plans for sewage treatment in Penacook.

In the foregoing matter, further recommended that the City of Concord give the Town of Boscawen whatever assurances are proper that the City favors the joint treatment project, and will cooperate in every way possible toward this end.

Recommended favorable action on a petition for the construction of 350 feet of sanitary sewer main in Linden Street at Penacook.

Recommended favorable action on the request of the Beede Electrical Instrument Company for extension of the sanitary sewer system in South Main Street at Penacook.

Approved a reduction of the width of the right of way of the Prison Sewer, so-called, from 66 to 33 feet in connection with Concord Electric Company's plans for a new service building easterly of McGuire Street.

*Land Transactions* — Recommended that the City of Concord acquire a 32-acre tract of land situated off Old Turnpike Road for storm drainage, sanitary landfill and park purposes.

Recommended that the City acquire one acre of cleared land situated between Island Road and the Outlet Canal of the Contoocook River for use as a boat launching area. Also recommended that the City obtain options to acquire the dams on the Contoocook River opposite The Island and on the Outlet Canal for the purpose of conveying the dams, land and related facilities to the State of New Hampshire for restoration.

Advised against a Chamber of Commerce recommendation that the City purchase the President Franklin Pierce residence on South Main Street for preservation and operation as a significant historical point of interest. Further advised that acquisition of the Pierce residence should be a matter of primary concern to the State of New Hampshire rather than to the City, and recommended that the Chamber's suggestion be brought to the attention of State authorities.

Recommended that parcels of City land be licensed for use by the Farm Bureau Mutual Insurance Company for employee parking, and by Sanel Realty, Inc. for a pedestrian walk. The former involves land on North State Street at Cummings Avenue, and the latter, land on Storrs Street at Dubois Avenue.

At the request of the Board of Aldermen, reviewed all lands owned by the City to determine whether any such holdings could be declared surplus. In this connection, recommended that the City proceed with the sale of two parcels of tax-deed land consisting of 20 acres of woodland off Heights Road on Concord Plains. This land was formerly held for use as an Army Reserve armory site.

Approved a request of Concord Ice Skating Arena, Inc. that it be permitted to acquire a parcel of City land situated on Loudon Road easterly of the Merrimack River for use as the site for an arena.

Approved the conveyance of three small parcels of surplus land situated on the westerly side of Storrs Street between Depot Street and Freight Street to the owners of adjacent property.

*Fire Protection* — While supporting the proposed construction of a fire station on Concord Plains at this time, opposed a suggestion advanced by the Board of Aldermen that a portion of the Concord Plains Playground on Loudon Road be used as the site of the proposed new fire facility.

Advised against a proposal that red lights be installed over all fire alarm boxes in the city on the grounds that the substantial annual cost involved in maintaining such a lighting system made it impractical to undertake the added fire protection service at this time.



## ENGINEERING DEPARTMENT

The building, remodeling and changing in Concord continues at a moderate pace but with more activity than the previous year. The growth is noted in all areas — stores and commercial buildings, residences and apartments, subdivisions, streets, utilities, parking lots, and public buildings. Concord's first professional building with off-street parking has now been completed.

Growth continues to a large extent east of the Merrimack in East Concord and the Heights. Two new apartment buildings were added to the Lexington Manor. There is a new subdivision off East Side Drive. The new State Office Building opened on the Heights and, with all the industry there, the greatest employment of labor is now on the East side. The growth to the East is very evident in the traffic problem at Bridge and Manchester Streets at 8:00 a. m. and 5:00 p. m.

### PUBLIC WORKS

In addition to routine maintenance, the Public Works Department was involved in several unique projects. We built the road and set the pumping station for the Water Department at Turkey Pond; the Memorial Field stands were completed; and in addition we excavated the old floor of the Community Center and installed the concrete subfloor when the Recreation Department needed help.

We are in serious trouble with trees. This is the third dry year and many trees are dying; the replacements are drying up and dying, and the Dutch Elm is increasing. We must expend considerably more on trees or become a treeless city.

The Sewer Department, under Mr. Emmons, is conducting an inspection, cleaning and repair program that is eliminating plugged lines, providing better service, and promoting better public relations as well as saving money. We are continuing the separation of storm drains whenever possible.

The Refuse Department is continuing to show improvement in operation and service. With a hundred and fifty containers out, we have eliminated one of the four daily collection trucks. We plan to go to container trains next year for further savings.

The Public Works Department started a new idea in highway maintenance this year — the use of a grid roller to break up the existing pavement and reclaim it for reuse. The method was tried on South State Street, Portsmouth Street and Country Club Lane with excellent results.

This machine will save the City thousands of dollars and provide better riding streets.

*I. Street Construction*

- A. Reconstruction of South State Street — under contract
- B. N. H. Technical Institute Road — 650 feet — completed
- C. Old Turnpike Road — change in right of way — 1750 feet
- D. Dover Street — 300 feet — completed
- E. Lincoln Street — 350 feet — completed
- F. Cricket Lane — 633 feet — under construction by subdivider
- G. Traffic Islands at Pleasant & Fruit Streets — completed
- H. Traffic Islands at Washington & North Spring Streets — completed
- I. Traffic Islands at West & Broadway — completed
- J. Proposed Pleasant Street widening
- K. Proposed North Fruit Street widening
- L. Partridge Road — 400 feet — completed
- M. Jay Drive — 250 feet — completed



**WHAT IS BEING DONE WITH OUR TAX MONEY?**

*Above photo is centered on the New Hampshire Technical Institute site. Several commitments by the City of Concord have made possible an additional educational center located in our city. The commitments involved and completed were construction of a sanitary sewage system and an access road. Total cost for these projects was \$39,300.00.*



*This photo indicates 0.3 of a mile on realignment of Old Turnpike Road traveling east from Manchester Street to one of Concord's newly developing industrial centers. Total cost for this project was \$23,200.00.*

## II. Sanitary Sewer

- A. Dover Street — 500 feet of 8" A.C.P. — completed by subdivider
- B. Partridge Road — 375 feet of 8" A.C.P.
- C. Red Wing Drive — 200 feet of 8" A.C.P.
- D. Oriole Street — 600 feet of 8" A.C.P.
- E. Jay Drive — 120 feet of 8" A.C.P.
- F. Robin Road — 230 feet of 8" A.C.P.
- G. Old Turnpike Road — 243 feet of 15" E.S.V.C.P. for future sanitary sewer
- H. St. Paul's School — plans drawn
- I. Langley Sewer Connection, North of Brick Tower Motel — plans drawn

- III. *Storm Sewer*
  - A. Dover Street — completed
  - B. Cricket Lane — 550 feet 12" R.C.P. — completed by subdivider
- IV. *Sidewalk Construction*
  - A. Penacook Street — under contract
  - B. New Post Office — curb and sidewalk
  - C. South Street — Mooreland Avenue to Rockingham Street — completed
- V. *Drainage Construction*
  - A. Penacook Street, Penacook — completed
  - B. Sewall's Falls Road
  - C. South Fruit Street — completed
- VI. *Street Descriptions and Returns*
  - A. Intersection of Eastman and Shawmut Streets
  - B. Dover Street
  - C. Dubois Avenue
  - D. Storrs Street
  - E. Low Avenue
  - F. Penacook Street
- VII. *Miscellaneous*
  - A. Processed 720 new deeds
  - B. Renumbering of Mountain Road
  - C. Revising Ward Map
  - D. Revising Sewer Records
  - E. Printing
  - F. Description of City land Pleasant and Depot Streets
  - G. Preliminary traverse line for East Concord By-Pass
  - H. Bounds set — 51
  - I. Sewer investigations — 10
  - J. Driveway problems — 17
  - K. Street lines — 47
- VIII. *Water Department*
  - A. Garvins Falls water assessment
  - B. Turkey Pond — elevation for pump house
- IX. *Recreation Department*
  - A. Plans and specifications — Community Center gym floor — completed
  - B. Plans and specifications for irrigation system at Beaver Meadow Golf Course — completed by contract

C. Plans and specifications for shelters — completed

D. Merrill Park — pond

X. *Planning Department*

A. Mapped lines of a future street — East Concord By-Pass

B. Mapped lines of future streets at intersection West, South &  
Broadway

XI. *Assessors Department*

A. Plotting new building construction and additions



*Library staff places more books in Penacook Branch.*



*Hardie Gramatky, Author of "Little Toot," arrives with Nelson Whipple, President of The Friends of the Library and Mayor Davie.*

## CITY LIBRARY

*Books and Materials* — The year 1964 was another vintage year at the library — materials, circulation, registration and services hit new peaks. The book collection was increased to a total of 111,600, with 5,003 new books being added. The music and record collection was greatly enlarged by the addition of almost 300 recordings, making a total of 1286 recordings in the library. The print collection gained eleven new prints, and there are now thirty-one framed prints for circulation. Approximately 350 films were available for circulation during the year.

A new feature in materials was the addition of twenty-nine taped recordings of book discussions. These tapes were cataloged and placed on shelves available to borrowers.

Circulation figures were at a new high with 323,774 items circulated. There are 24,817 registered borrowers, which represents about 86 percent of the population of Concord, a phenomenal figure by library standards.

*Buildings and Equipment* — Except for the areas which might be involved in the contemplated addition to the library, the relighting project begun in 1962 has now been completed. All of the woodwork in the library has been waxed; the walls of the first floor have been painted. New chairs and tables have been purchased for the adult reading room.

Penacook Branch has all new lighting, a new charge desk and new floor covering.

An architect, Mr. Guy K. C. Wilson, was engaged to draw preliminary plans for the proposed addition. The City Librarian wrote a program for this addition and worked with the Library Board and Mr. Wilson on the plans for this addition which have been presented to the Concord Board of Aldermen.

*Services* — Reference and advisory services continued to increase in all departments of the library. In addition to borrowing a record number of books and other materials, more people, many from other towns, availed themselves of the library's resources in the reference room, reading room, and the new public browsing area. Judging from the large number of telephone requests for information, some by long distance, more and more people are finding this a convenient and expedient way to use the library.

During 1964 the library loaned 447 books and other materials through the inter-library loan system, while borrowing only sixty-one, approximately a third of the number borrowed in 1963.

The public was kept informed of the resources of the library through articles, book reviews, and lists of new books and records which appeared in the Concord Monitor, the Manchester Union, Concord Shoppers News, and the Newsletter of the Concord Chamber of Commerce. Many requests, and some new borrowers, came to the library as a result of the taped book reviews, spot announcements, and informal talks on WKXL.

The Library further publicized its services and special programs with the distribution of the following catalogs and leaflets: catalog of films available for loan 1961-65; listings of film programs, both for adults and for children; fall and summer bulletins giving the library's hours and listing the resources and special programs offered; weekly listings of "Dates with your Public Library."

By request the Librarian repeated a series of six lessons on the Use of the Library for Adults. The Adult Book Discussion Group was continued by popular demand, meeting weekly from November to April. The Librarian and other members of the staff responded to frequent requests to talk to groups and organizations.

Twelve classes for mothers of pre-school children were held in the Children's Room, with special stories and activities for the pre-school children. Weekly story hours were held in the Main Library, and at the Penacook Branch. During the summer seven weekly story hours were held at playgrounds in different sections of the city.

The Bookmobile added six new stops to its regular schedule during the summer and four additional stops after school started, enabling the library to reach many more readers in outlying areas of the city. This resulted in a gain in circulation of 4,910 in the six months after the new schedule was put into effect.

*Films* — In line with the library's growth from a book-lending institution to an educational center, use of audio-visual materials has increased substantially in the past year. Since March 1, 1964, the library has recorded the number of viewers, as well as the number of films loaned for home use; and by December 31 of 1964, 17,516 persons had viewed our films. 481 films were loaned for group showings during 1964. To meet the increased demand, sponsored films have been secured on long-term loan, thus increasing the number of films available. Members of the staff have attended preview sessions of the North Country Co-operative Film Group, to assist in reviewing and selecting purchases for the tri-state area.

Within the library, films were used for two weekly programs, October through April — a Saturday morning series for grades four to six, and a Tuesday evening program for adults and young people. In the Children's Room and at Penacook Branch, occasional film programs have lent



variety to the story-hour. The Friends of the Library presented three full-length films at the City Auditorium, planned for evenings when children would not be in school the following day.

*Print Collection* — The framed print collection remained highly active in 1961. The Friends of the Library donated twelve new prints to our existing collection, making a total of thirty-one copies of paintings by a group of heterogeneous artists. We now have prints dating back to Leonardo da Vinci and many of the masters through the centuries, including contemporary artists Paul Klee and Grant Wood.

In May, the Friends of the Library made good use of our redecorated lounge area when they presented a showing of our new prints with comments by a member of their group. The collection of prints was responsible for 283 loans during the year. Each picture has reserves; many have twenty or more borrowers waiting to use them.

*Music Room* — The Ruth May Music Room became increasingly popular in 1961 as more people became aware of the room and its collection. Several users presented recordings to the library as tokens of their appreciation for the use of the room. The record collection in the room has increased to 309. During the year, the Music Room was used for a series of Saturday morning classes in music appreciation for children, and for several adult sessions, all sponsored by the Concord Music Club. The Music Room is becoming well known to students and the general public; in the words of one user, "an oasis where one can go and listen to good music."

*Exhibits* — With the cooperation of generous and talented people in the greater Concord area, the library has had some fine exhibits, requiring a minimum of time and effort from the staff. Authentic models of aircraft used by many nations in World War II attracted much interest among men and boys. Another friend turned his collecting hobby into an interesting display of British soldiers in regimental dress, and a small replica of the Coronation scene. Stencilled furniture and trays were among the pieces made by a crafts class, and attractively placed in the Blanchard Room, for a week in May. Young people's talents were evident in a fine rock collection, a window filled with Origami originals; a Girl Scout troop did an appealing show-case for the children's room, and a children's patriotic group arranged a Thanksgiving scene for the main floor vestibule. Two most attractive shows, one featuring artifacts from Africa, the other gay Christmas crafts, toys, and figurines from Norway, were loaned and arranged by a library friend who had lived briefly in Europe and Africa.



*Dress-Up Day at Fletcher-Murphy Play Lot.*



*Competitors in the Junior Champ track meet.*

# RECREATION AND PARKS DEPARTMENT

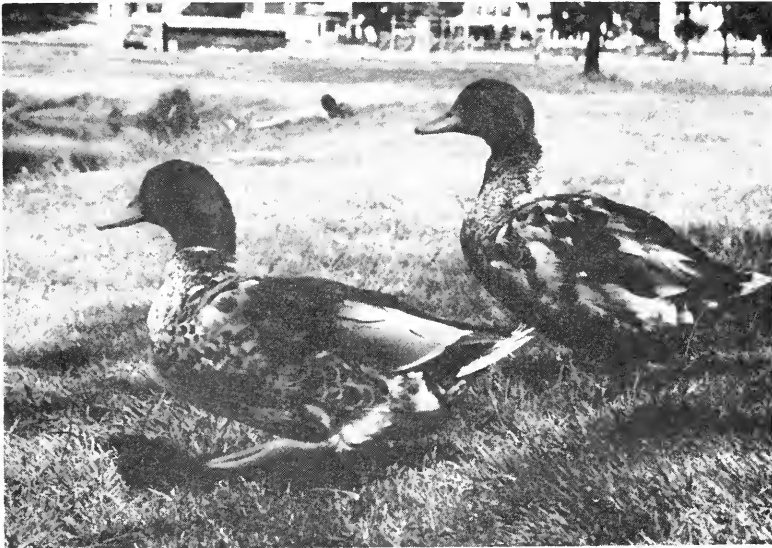
The Recreation and Parks Department conducts a comprehensive program of activities for all ages and both sexes on a year-round basis, and maintains and operates parks, playgrounds, recreation facilities and buildings so as to provide a variety of opportunities for wholesome and interesting use of leisure time for the citizens of Concord.

## RECREATION ACTIVITIES

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

*Children and Youth Programs Offered* — Two play schools for ages three and four, neighborhood square dances at six schools, organized games at East Concord Community Center, figure skating class, ski lessons, pee-wee and bantam hockey, midget football, tennis lessons.

*Adult Programs Offered* — Women's fitness, women's ten-pin bowling, women's candle-pin bowling, golf lessons, housewives' golf, industrial softball, retired citizens' bowling, badminton, women's activities at Penacook Youth Center, Western square dance class.



*Two White Park residents.*



*Peanut Carnival fun.*

*Summer Playgrounds and Pools* — A ten-week program was conducted at twelve playgrounds and seven pools including programs of games, athletics, arts and crafts, music and dancing, dramatics, storytelling, swimming instruction trips, and special events.

Attendance: Playgrounds 57,761; Pools 83,908

*Year-Round Special Events Offered* — Winter Carnival events, ski and skate Exchange, Easter egg hunt, Benson's Animal Farm trip, square dance festivals, Elks' field day, Junior Champ track meet, sidewalk art exhibit, water ballet, Rotary swim meet, State swim meet, summer band concerts, Fourth of July fireworks, Sunset Club summer trips, Hampton Beach Teen trip, Children's Bear Brook trip, and the Peanut Carnival.

*Community Center* — The Center is open for full-time use from October 1 until April 30. The total attendance for people actually involved in activities, not including spectators at events or general walk-in, was 25,746.

*Children and Youth Programs Offered* — Senior High chess club, junior badminton, judo, children's art, youth council, community high basketball, midget basketball, tumbling, trampoline, free play, copper enameling class, Hallowe'en party, Christmas dance, Teen-Canteen dance, charm school, film programs, Christmas craft classes.



*America's strength lies in its children.*

*Adult Programs* — Co-ed badminton, women's fitness, women's badminton, Women's Day Open House, Sunset Club, advanced art, adult oil painting, creative design, Russian class, bridge club, industrial basketball, Western square dance, men's night, make-up lecture (street and theater), money matters class, nightworkers' gym.

*Golf Course Operation* — With the installation of a water sprinkling system a great step forward was made in improving the condition of the Beaver Meadow Municipal Course. Total receipts in 1964 were \$14,187.25. There were 192 adult, 34 special, and 64 junior season ticket holders for a total of 290. Estimated individual rounds played by daily fee and season ticket players were 35,000.

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

borhood rinks; over fifteen other small park, monument, and roadside areas. Use was made of the Penacook Youth Center and Concord Public School multi-purpose rooms and gyms in various schools for department activities.

*Attendance* — Total attendance of department-sponsored programs, both indoor and outdoor, in facilities operated and maintained by the department (not including non-schedule walk-on use of parks or attendance of organized groups using our facilities for their programs) reached 231,142.

## POLICE DEPARTMENT

*Emergencies and Special Assignments* — Sent 6 officers under Sgt. Manning to assist with Labor Day crowds at Hampton Beach; later, when word was received that the rioters were out of control, detailed a squad of reinforcements, under Chief Carlson.

Provided protection and escort services for several presidential candidates during the 1964 campaigns.

Completed the annual city census in April, with a staff of 4 patrolmen, 6 firemen, and 2 crossing guards.

Distributed door-to-door throughout Concord in November, 8,500 copies of a booklet, "Guardians of Your Property and Welfare," aimed at giving the people of Concord a better understanding of the police-private citizen relationship.

Loaned to the Attorney General's office the services of a patrolman detective for a three-week period during the investigation of the Pamela Mason and Sandra Valade murder cases.

Aided in recovering the body of a 2-year-old child who drowned in the Contoocook River — a service rendered by cooperation with the Penacook Rescue Squad, the Merrimack County Recon, the Concord and Boscawen Civil Defense, the National Guard, and local firemen.

Assisted in recovery of a vehicle which had gone into the Merrimack River near the Highway Hotel.

*Personnel, Training, and Equipment* — 4 staff members attended a skin diving training course in Laconia; four were enrolled in a 15-week law enforcement course at Lebanon College; three received a two-week training session; two received 16 weeks' training at Northeastern, in criminal investigation and case preparation, police supervision, and introduction to criminalistics; one staff member had training at the State Police Training Academy, another studied 3 months at the FBI Academy in Washington, and a third took a 15-week course in crime prevention at St. Anselm's.

In addition to office equipment, the police department acquired 5 cruisers, 535 new parking meters, 4 sets of diving equipment, a portable generator, heavy duty hack saw, 25 new helmets, 2 large portable spot lights, and new traffic light control at the junction of Pleasant, Fruit and Warren Streets.

*Parking Meters* — The sum of \$52, 929.88 was collected from the parking meters during 1964, an increase of \$909.19 from 1963.

The cost of repairing meter parts was \$323.93, down \$23.43 from 1963, with a total of 2,961 meters repaired in 1964 compared with 2,767 in 1963. A total of 1,347 man hours was spent repairing these meters by our meter repairman. 639 Duncan-type parking meters were installed during the year, giving the city 796 on-street meters, and 346 off-street meters in municipal parking lots.



## MUNICIPAL COURT

Number of arrests for driving while intoxicated in 1963 . . . . . 68  
Number of arrests for driving while intoxicated in 1964 . . . . . 76 (increase of 10%)

The following are the known cases for a two year period (excluding parking violation) . . . . .  
1963 — 1,655  
1964 — 1,863

Closed cases for 1963 . . . . . 1,560 (shows 94% cleared)  
Closed cases for 1964 . . . . . 1,766 (shows 95% cleared)

In 1963 there were 270 serious crimes, including: aggravated assault, breaking, entering and larceny, auto theft, larceny, forgery, embezzlement and fraud. Of these, 175 or 64% were cleared by arrests.

In 1964 there were 285 serious crimes including the above. Of these 188 or 66% were cleared by arrests.

The amount of property reported stolen in 1964 was . . . . . \$46,780.06  
The amount of property recovered for 1964 was . . . . . \$32,712.18  
(or 69% recovered)

In July 1964, Concord's local courts took over jurisdiction in 3 surrounding communities, transforming the Municipal Court into a District Court and greatly increasing its work load.



# FIRE DEPARTMENT

*Fire Loss* — There were no extremely heavy fire losses during 1964. The largest single loss recorded was under \$21,000. The Fire Department responded to a total of 714 emergency calls and 39 non-emergency calls. Tinder dry woods conditions prevailing throughout the summer and fall, combined with a water shortage, left this department faced with an explosive situation. Through the aid of press and radio coverage the public was made aware of these dangerous conditions, and brush and grass fires were kept to a minimum. The Oak Hill Tower watchman also contributed greatly to controlling this situation by early spotting of fires.

*Personnel* — The Fire Department operated with a staff of sixty-six permanent men and fifty-five call firemen. Permanent Fire Department personnel presently work on a scheduled 56-hour week. Deputy Melvin G. Davis was appointed as Fire Department Training Officer on June 1, 1964, to conduct a training program for all permanent fire fighters and call men.

*Apparatus and Equipment* — A new Chief's car and a new Deputy's car were put into service late in the year to replace 1959 models that had been in use.

An order was placed in October 1964 for an 85-foot aerial platform (or snorkel) type truck to replace Ladder No. 1, a 1939 model.

Two more smoke ejectors were purchased this year bringing our total to three. This equipment has proved invaluable both by minimizing smoke losses in buildings and by enabling fire fighters to work their way into a building more quickly.

*Maintenance* — Maintenance of vehicles and equipment has been performed by the department mechanic at Central Station except in some instances where the facilities at the City Highway Department have been utilized.

The fire alarm box system was extended to the Concord Heights area this year and new cable installed from Bridge Street easterly to Loudon and Canterbury Roads and then southerly on Canterbury Road terminating at Pembroke Road.

### *Summary of Fire Loss*

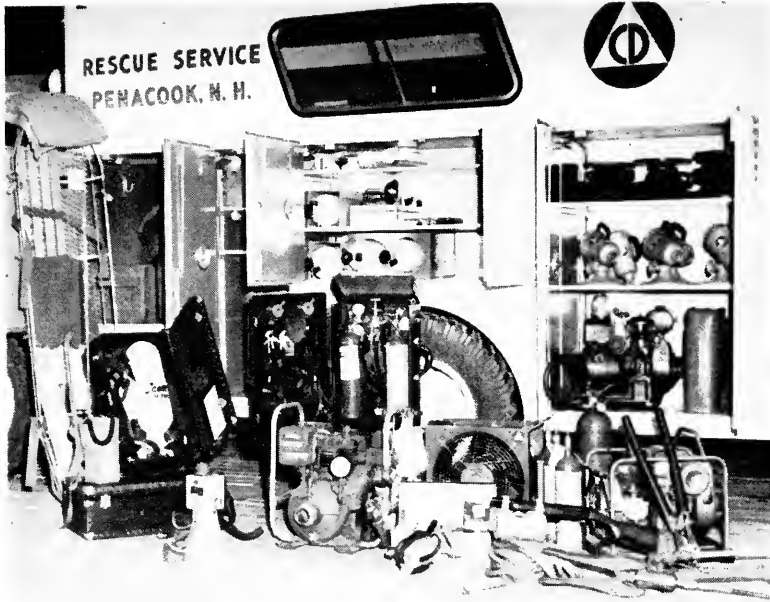
	<i>Est. Value</i>	<i>Damage</i>	<i>Insurance</i>	<i>Insurance Paid</i>
BUILDING .....	\$534,200.00	\$61,884.89	\$523,700.00	\$61,884.89
CONTENTS .....	194,800.00	40,877.64	194,800.00	40,877.64
TOTAL .....	\$729,000.00	\$102,762.53	\$718,500.00	\$102,762.53



*Preparations at Community Room, N. H. Savings Bank, for Shelter Managers' Course were made by Basil Broadhurst, left, State CD Training and Public Information Officer, Stanley Chapman, center, N. H. Savings Bank Shelter Manager, and Ken Field, State CD Field Representative.*



*New Rescue Truck purchased by Penacook Rescue Squad.*



*Equipment carried on Rescue Truck includes Scott Air Packs, Resuscitator, Water Pump, Smoke Ejectors, Air Compressor to fill Air Pack tanks and assortment of drills, saws and hand tools.*

## CIVIL DEFENSE

*Concord Civil Defense Administration* — In April 1964, Civil Defense at the national level was transferred from the Department of Defense to the Department of the Army. A state of preparedness exists in the city, maintained with the support of city emergency forces and the Penacook Rescue Squad.

In January, Mayor Davie attended a Civil Defense Conference at U.N.H., called to keep city officials informed, and to evaluate programs being maintained at state and local levels. Mrs. Ruth Maxham, administrative officer for Concord Civil Defense has answered requests for information on various phases of the work, particularly on shelter construction.

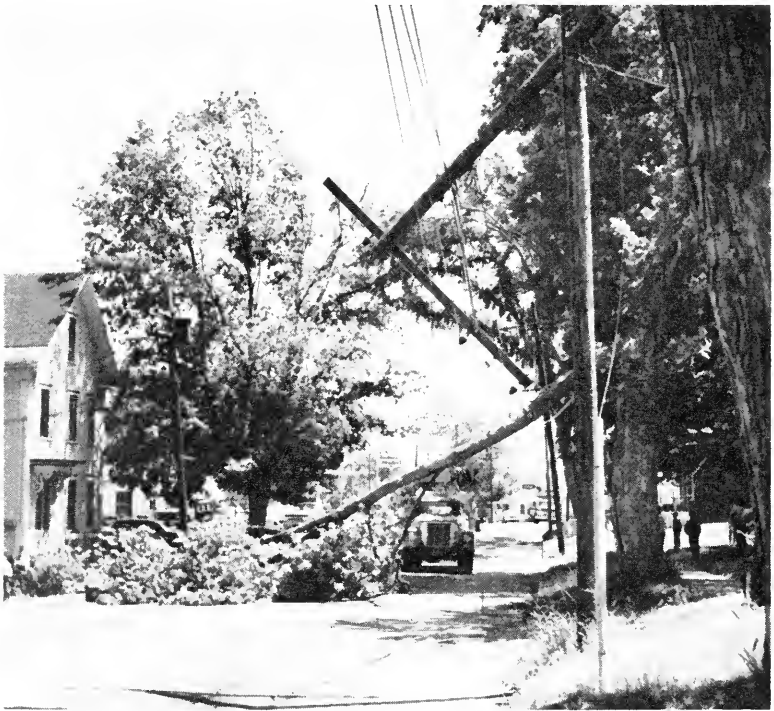
*Public Relations* — In addition to information issuing from the office by mail or telephone, numerous lectures illustrated by colored slides and movies have kept the public informed. A display of Civil Defense equipment was set up at the Kiwanis Trade Fair, and the Penacook Rescue Truck has made frequent visits and provided demonstrations for Scout

and service groups. As the playground season opened, a safety training session was held for instructors.

*Rescue Unit* — The Penacook Civil Defense Rescue Squad responded to numerous emergencies, including fires, auto accidents, lost persons, and drownings. Highlight of the year for the Squad was the arrival of a new rescue truck; the group had raised \$5,000 for this project, and Federal Civil Defense provided matching funds.

*Air Raid Sirens* — In compliance with the State Civil Defense directive, the air raid siren at Rollins Park is now heard at 12 noon rather than 11 o'clock, a steady signal for a full minute, followed by 60 seconds of silence, then another 60 seconds of sound.

Five additional air raid sirens have been placed in the following locations: at the north end, near the Water Works; at Hutchins Street in



*High winds caused this limb to fall bringing down cables and snapping off pole. Penacook CD Rescue Squad assisted Power Company employees at scene by roping off area, keeping pedestrians away, and directing traffic.*

West Concord; at Rolfe Park in Penacook; at the Eastman School in East Concord; and at the Dame School on Concord Heights. All six are to be sounded simultaneously from the Emergency Operating Center located at the Central Fire Station.

*Communications* — Radio equipment operating at headquarters includes a Fire Radio, a Citizens Band, and a RACES net. The local Civil Defense headquarters was tied in directly with State Headquarters by RACES radio during the Hallowe'en weekend, for instant communication should an emergency arise.

*Shelters* — Equipping and licensing of shelters has gone on around the calendar, as indicated by this outline:

*January* — Shelter Managers' Course conducted in Concord, by State Civil Defense; licenses signed by Gov. King for State House, Annex and Library.



*One of five air raid sirens being installed in city. Electric Company bucket truck was used to raise siren more than forty feet in the air.*

*March* — 8 tons of shelter supplies arrived.

*June* — St. Paul's School established a liaison with Concord Civil Defense, signed licenses for various buildings on campus, and provided their own manager; Penacook Fibre Company signed a license for the first fallout shelter in the Penacook area.

*July* — Meeting held at City Hall to inform City officials regarding details of the Shelter Utilization Plan.

*October* — Eight buildings at St. Paul's School stocked with shelter supplies, sufficient for all students and staff.

*November* — William Arnold, Concord's electrical inspector, was named Shelter Coordinator.

*Additional Equipment* — Purchases through Matching Funds and Surplus Property included an air compressor for Air Pak tanks, a 2½" water pump, and two Super Vac Smoke Ejectors.

With the purchase of a 16mm movie camera, the department is able to take, during emergencies as they occur, on-the-spot action films illustrating the various phases of Civil Defense work.

## CEMETERY DEPARTMENT

There were a total of three-hundred and thirty-five interments; two-hundred thirty-one in the City cemeteries, eighty-nine in Calvary and fifteen in Penacook Calvary cemetery. Two disinterments were made.

A total of sixty-five lots were sold and nine trusts put on old lots. The figures show a decrease from last year.

Total foundations poured were 104, a decrease of 21; markers set were 120, a decrease of 30. A decrease in burials and sale of lots would account for this. A total of one-hundred seventy-five posts set, an increase of 23.

New roads in Pine Grove cemetery were made, and old ones resurfaced.

Additional water lines were laid in Maple Grove cemetery in blocks A and B.

Flower beds were set out for Memorial Day, as has been the practice for many years. Owners of lots not included in the Flower Trust are billed for this service.



# WELFARE DEPARTMENT

## *Personnel*

Concord 2 Full-time  
Penacook 1 Part-time

TOTAL WELFARE COSTS: \$113,512. (Includes Administration Costs)

The Welfare Department renders financial assistance to the residents of Concord and Penacook who are without adequate resources to meet their basic needs. Each request for assistance is thoroughly investigated before relief is granted.

*Welfare Costs* — In 1964 an average of 32 cases representing 86 persons were aided at a total cost of \$31,159, in comparison to 33 cases in 1963 representing 95 persons with expenditures of \$33,885.

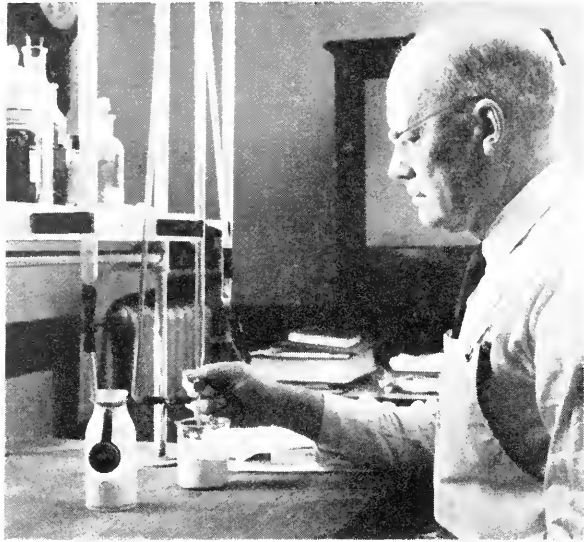
The following chart shows the causes for relief need and the approximate percentage of cases in each category during 1964 compared with 1963:

	1964	1963
SICKNESS	24 <sup>c</sup> <sub>o</sub>	35 <sup>c</sup> <sub>o</sub>
UNEMPLOYMENT	22 <sup>c</sup> <sub>o</sub>	23 <sup>c</sup> <sub>o</sub>
INSUFFICIENT INCOME	22 <sup>c</sup> <sub>o</sub>	14 <sup>c</sup> <sub>o</sub>
MARITAL DIFFICULTIES	19 <sup>c</sup> <sub>o</sub>	21 <sup>c</sup> <sub>o</sub>
UNEMPLOYABLE	13 <sup>c</sup> <sub>o</sub>	7 <sup>c</sup> <sub>o</sub>

Sickness represents 24<sup>c</sup><sub>o</sub> of the total relief cost. This can be partially explained by the fact that the individuals are not eligible to draw Unemployment Compensation benefits while ill and have no personal insurance or other resources.

*Old Age Assistance* — In 1964 Old Age Assistance including Aliens numbered 168 with expenditures of \$57,391; and in 1963, 173 cases were aided in the amount of \$60,337. The City shares 25<sup>c</sup><sub>o</sub> of the cost of Old Age Assistance and 50<sup>c</sup><sub>o</sub> of Aliens.

*Aid to the Permanently and Totally Disabled* — In 1964 Aid to the Permanently and Totally Disabled cases numbered 23 with expenditures of \$12,036; and in 1963, 20 cases were aided in the amount of \$9,415. The City shares 35<sup>c</sup><sub>o</sub> of the cost of Aid to the Permanently and Totally Disabled.



*George Hill looking for acidity in milk.*

## SANITARY INSPECTION DEPARTMENT

648 samples of milk, cream, flavored milks, non-fat milk, buttermilk and fruit drinks were collected and analyzed during the year. Standard plate counts, B Coli, Thermoduric and Psychrophilic counts were made, as well as butterfat 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 test to detect mastitis in dairy cows. The Phosphatase test is carried out on pasteurized 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	124	Milk Plants	36
Stores	192	Eating Establishments	165
Bakeries	18	Wholesale Meat Houses	4
Trailer Parks	16	Schools and Nurseries	40
Foster Homes	36	Beauty Parlors	6
Complaints	92		

The following foods were condemned, forfeited and destroyed as unfit for human consumption: 120 pounds of sugar, 6 8-ounce packages of cheese.

3 6-pound pork roasts, 20 pounds of lamb, 5 pounds frankfurts, 5 pounds of pork shoulder ham, 5 pounds salami, 4 quarts lemon base, as well as 6 saucers and 12 coffee cups.

A number of cocktail bars have been opened in Concord recently, and inspections revealed that some were using cold-water glass washers which are not approved by this department; the owners were instructed in the proper methods and equipment.

The buildings on the site of the new housing project for the elderly, and those on the site of the new United States Post Office were inspected, and certified to be rodent-free after a baiting campaign was carried out according to Federal Law.

On February 13, 1964 a meeting was attended at the State Board of Health Building with local, state, and federal health officials holding a round table discussion of the New Hampshire Sanitary Food Code. A course in inspection techniques in Boston, Massachusetts on April 8-10, 1964, under the sponsorship of the United States Food and Drug Administration, dealt with inspection equipment, techniques, and documentation.

After 2 courses of instruction, the Sanitary Inspector was appointed the agent to carry out the local pigeon control program for the United States Wildlife Office and the New Hampshire Fish and Game Department. This program is planned to reduce the population of the pigeons, not to exterminate them. About 200 pigeons were eliminated this year and most of them were picked up by this department, the Police Department, and the Department of Public Works. Two such programs are planned for next year.

According to an estimate by this department there are about 100 riding horses stabled in the Concord Area. There have been only a few complaints as to their sanitary conditions and their owners' cooperation has been very good except in a few cases.

One milk producer was banned from selling milk in the Concord Area because of persistently high bacteria counts, unsanitary conditions and lesions on the hands and face.

Many sanitary inspections were made of foster day care homes as required by a new licensing law passed by the New Hampshire Legislature. The number of nursery schools to be inspected in Concord has increased from four in 1962 to fifteen in 1964.

Local restaurants were checked, following a report from the United States Department of Agriculture that horse meat was being sold in the New England area. No horse meat was found in the local area, although it is very difficult to find, especially when mixed with ground beef. The local merchants were warned to purchase their meat from reliable dealers.

A description of the duties of the Sanitary Inspector was given to the Concord High School Future Nurses on December 9, 1964.

## HEALTH DEPARTMENT

**Health Clinics** — 886 persons attended ten health clinics at the City Auditorium in Concord during the year. 508 of those attending received protective treatment against diphtheria, whooping cough, tetanus, and smallpox. This is an increase of more than 100 over the previous year. 178 persons received Sabin Oral Polio Vaccine.

**Licenses** — Three convalescent home licenses, 131 milk licenses, and 97 restaurant and bakery licenses were issued during the year.

**Complaints** — 20 complaints were received during the year and checked.

**Births and Deaths** — There were 45 fewer deaths in 1964 than in 1963. Of the 673 deaths reported, 277 were residents and 396 were non-residents. Twelve stillbirths were reported and 117 bodies were brought here for burial.

Table of causes of deaths of residents - most common causes

	1963	1962	1961	1960	1959
Diseases of circulatory system	101	117	162	166	135
Diseases of respiratory system	41	48	36	26	20
Cancer and other malignant tumors	33	39	31	28	45
Diseases of digestive system	18	14	15	17	13
Diseases of nervous system	17	13	22	18	12

## RECORDS DEPARTMENT

The City Clerk attended all the meetings and hearings of the Board of Aldermen during the year in the capacity of clerk, and prepared and distributed the minutes of the meetings. The agenda was furnished the members in advance of these regular meetings.

Arthur E. Roby, City Clerk since 1929, terminated his services with the city November 30, 1964. Mayor Davis appointed the Deputy City Clerk, Marjorie B. Foote, who has worked in the City Clerk's Office approximately seventeen years, as the new City Clerk, effective December 1, 1964.

Received and turned over to the City Treasurer the sum of \$13,777.77 from the various licenses and service fees during the year.

Issued 2,024 dog licenses; filed approximately 1,800 commercial sales; recorded 171 discharges; issued 427 marriage licenses and approximately 1,326 vital statistics records. The demand for copies of vital statistics records is still increasing.

### VITAL STATISTICS

Vital statistics recorded as compared with 1963 were as follows:

	1964	1963
Births	1,112	1,070
Marriages	412	385
Deaths	285	274

### BOARD OF ALDERMEN

The Board of Aldermen held the twelve regular monthly meetings, nine hearings and five special meetings.

The regular December meeting consisted of a two-night session. Due to the length of the meeting, the Board recessed at 11:10 p. m. on the night of the meeting and met the next evening at 7 p. m. to finish the remaining business.

51 resolutions and 82 ordinances were passed during this year. Some of the principal resolutions passed are as follows:

Budget — \$2,072,512: To appropriate \$100,000 for construction of emergency pumping facilities on Turkey River relative to extension of property tax exemption for St. Paul's School; approving undertaking of surveys and plans for urban renewal project and filing of application

relative to Concord Bicentennial Committee; relative to investigation of permanent source of water supply; relative to recertification of workable program for community improvement; relative to developing community shelter plan; opposing discontinuance of rail passenger service by the Boston and Maine Railroad; authorizing borrowing of \$350,000 for use of Concord Union School District for alteration and enlargement of Dame and Eastman Schools; authorizing Mayor to enter into agreement with Statewide Airlines; in recognition of service of City Clerk Arthur E. Roby.

The majority of ordinances passed were amendments to the various codes — building, plumbing, traffic and personnel.

## ELECTIONS

The Presidential Primary was held March 10. There were three ballots used at this election: 1. Presidential Primary to elect delegates to the National Convention; 2. To elect candidates to the Constitutional Convention; 3. Sweepstakes referendum — whether or not sweepstakes tickets can be sold. There were 3,399 yes votes and 2,704 no votes on this sweepstakes referendum.

The Presidential Primary ballot was very lengthy. There were over a hundred candidates listed on the Republican ballot and about a third as many on the Democratic ballot. The total vote cast was 6,193. The total number of names on the checklists was 16,118.

The Direct Primary was held September 8. Ninety-four filings were received by the City Clerk for representatives, ward officers and delegates. The total Republican vote cast was 4,332 and the total Democratic vote cast was 544.

The General Election was held November 3. The total vote cast was 12,621. The total number of names on the checklists was 17,031. At this election there were 842 applications received for absentee ballots, which were prepared and mailed or delivered to the applicants. 786 of these ballots were received in time to be counted with the total ballots cast.

## WATER DEPARTMENT

*Water Consumption* — Consumption for 1964 amounted to 1,450,541,500 gallons, this representing an average daily consumption of 3,963,228 gallons, (about 137 gallons per person per day). Of the total amount used 1,083,909,500 gallons were pumped and 366,632,000 gallons were supplied by gravity directly from Penacook Lake. This consumption for 1964 was 15,484,350 gallons more than the consumption for 1963.

*Water Supply* — Concord still faced an acute crisis in its water supply at the beginning of the year, as the elevation of Penacook Lake was 10 feet below spillway elevation with no heavy precipitation predicted. The Water Study Committee and Camp, Dresser and McKee, Consulting Engineers, recommended to the Board of Aldermen that an Emergency Water Supply be constructed at Turkey Pond as soon as possible, to pump water into Penacook Lake. This recommendation was approved on February 17th and construction was started at once. A sheet metal pumping station was erected over a manhole in Turkey Pond, a three million gallon per day pump was installed, and 6,000 feet of 18-inch pipe were laid, most of it on top of the ground to save time. The pump was started on April 23rd and continued until June 1st when the water stopped running over the dam at Turkey Pond. During this period 114 million gallons were pumped into Penacook Lake from this source, holding the lake at the same elevation during the month of May and making it possible to go through the summer season without reaching the danger point.

The Board of Aldermen approved \$20,000 for an engineering study and investigation of all possible sources of a permanent additional water supply, and at the end of the year the consulting engineers were prepared to confer with the Water Study Committee on the results of their investigation.

Once again precipitation was below normal for the year and in November the Lake again reached 10 feet below spillway elevation. St. Paul's School again granted permission to pump from Turkey Pond even though water was not running over the dam. Showers brought Turkey Pond up and pumping was continued the rest of the year. During this period 133 million gallons were pumped, making a total of 247 million gallons pumped from Turkey Pond in 1964.

This supply from Turkey Pond was one sixth of the total year's consumption. Without it the lake would have been two feet lower at the end of the year and only two and one half feet above the intake, which would really have been a critical situation. Since the total cost of this emergency supply from Turkey Pond was \$70,400, it has proved to be one of the best investments the city ever made.

*Sanders Well Field* — The elevation of the ground water table held up surprisingly well in the well field during the year and 400 million gallons were pumped from the four new 18-inch wells at this location. This amount was a little over one fourth of the total consumption for the year so it is easy to see that without this the water supply problem would have been even more critical.

*Major Construction Projects* — Water main extensions were laid in Fan Road and Marginal Road (to the new Technical Institute); Burns Avenue, Cricket Lane, Dover Street, Garvins Falls Road, Jay Drive, Partridge Road and Robin Road (all on the Heights); Abbott Road and Sewalls Falls Road (in West Concord); and Wilson Avenue (in the South End). On these projects 9,308 feet of cement-lined, cast-iron pipe were laid, (114.7 miles of mains now in system). Eleven new hydrants were installed, (819 hydrants now in system). Twelve new main line valves and 11 valves on hydrant branches were installed (1,766 valves now in system). Ninety new service connections were laid and 34 old service connections were discontinued (6,389 service connections now in system). Eighty-three new meters were installed and 17 old meters were discontinued (5,812 meters now in system).

*Major Replacements Projects* — In Abbott Road (West Concord) 152 feet of 10-inch, cement-lined cast-iron pipe were laid replacing old six-inch pipe laid in 1934; in Center Street (in Penacook) 258 feet of six-inch cement-lined cast-iron pipe were laid replacing old two-inch pipe laid in 1933; and in Gladstone Street (in city proper) 117 feet of six-inch cement-lined cast-iron pipe were laid replacing old 1¼-inch pipe laid in 1912. Thirty-nine old service connections were relaid with copper tubing. Four old hydrants were replaced with new hydrants. Eighty-nine old meters were replaced with new meters.

*Personnel* — Ralph W. Flanders, Assistant Superintendent, completed 50 years of faithful and efficient service on July 20th, which is a record few can hope to equal. The department lost two faithful veteran employees, in the sudden deaths of Robert D. Prescott, Sr. after 34 years' service, and Bernard L. Townes after 14 years' service.

*Water Main Cleaning and Flushing Program* — Due to the critical water supply problem during the year, no mains were cleaned and the regular flushing of all hydrants in the system had to be omitted as both operations use a very large amount of water.

*Major Maintenance Projects* — Fifteen hydrants were repaired and two hydrants were set in new locations, 148 meters were repaired and returned to service. Every hydrant in the system was tested weekly between December 15th of the previous year and March 15th of the current year to guard against freezing and to assure proper operation of all hydrants.



All electrical pumping equipment and recording equipment in the four pumping stations and emergency station was checked, serviced and repaired if necessary. The oil burners and heating boilers were serviced at the same locations. Department personnel painted the combination Ward Nine Warehouse and Storehouse, rebuilt the brick wall in the rear of a two-stall garage at North State Street, and installed new flashing and reset the cap stones on roofs at the Sanders pumping station in Pembroke.

*New Equipment* — The department acquired two Ford 1/2-ton pickup trucks and a Chevrolet Carryall wagon.

*Leaks* — Thirty-two leaks were repaired, 11 on mains and 21 on service connections.

## COLLECTION DEPARTMENT

The total tax warrants with additions for the levy of 1964 submitted by the Assessors to the Tax Collector during the year were as follows:

	<i>Total Debits</i>	<i>Balance December 31, 1964</i>
Real and Personal Property . . . . .	\$4,836,563.81	\$598,564.79
Bank Stock . . . . .	10,692.50	
Timber Yield . . . . .	1,762.30	246.29
	\$4,849,018.61	\$598,811.08
Total Property . . . . .		
Poll Tax . . . . .	23,982.00	5,624.00
	\$4,873,000.61	\$604,435.08
Total Property & Polls . . . . .		
State Head Taxes . . . . .	74,130.00	18,300.00
	\$4,947,130.61	\$622,735.08
Total . . . . .		

During January and February notices were prepared and mailed to delinquent taxpayers relative to unpaid stock in trade, personal and real estate taxes. Also a list was given to local banks relative to unpaid 1961, 1962 and 1963 real estate taxes.

Since March is always busy with the issuing of motor vehicle permits, two part-time employees were engaged to assist the regular staff during this period. The office remained open on Friday, March 27 until 8:00 p. m. for the convenience of the public in obtaining their motor vehicle permits, and sixty-one took advantage of the opportunity. During the month 6,488 motor vehicle permits were issued compared with 6,445 for the same period last year.

The advertised list of unpaid 1963 property taxes was posted on April 28, and the Collector's sale of resident real estate was held on June 1 in the conference room on the second floor of the City Hall. The sale contained 177 accounts of which one was bought by an individual and the rest were bought by the City of Concord for \$51,357.57. The owners of record have two years in which to redeem their property from the Collector's sale.

In May 15,000 combination head and poll tax bills were addressed and mailed. Also the national bank stock bills were mailed out. Your tax collector attended the spring meeting of all tax collectors, clerks, treasurers and finance officers of this area conducted by the State Tax Commission.

Timber yield bills were mailed in June and several meetings were held with Ralph Gould, Commissioner of Motor Vehicles, relative to the proposed registration and permit forms to be used for the 1965-66 registration period.

Usually in July the city takes title to property for unpaid taxes but in 1964, for the first time in many years, all property was redeemed by the owners of record.

During August special assessment bills covering 36 projects were processed and mailed, and work was started on property tax billing. The billing of 8,508 property tax bills was completed the first of September with all bills mailed out September 9.

Your tax collector attended the National Tax Association meeting held in Pittsburg, Pa., the N. H. Town & City Clerks annual meeting held at Sugar Hill and the N. H. Tax Collectors' Association meeting held at Jackson, N. H. At the meeting in Jackson the method of billing head and poll taxes in the City of Concord was discussed. Samples of our bills and tax roll were on display as Concord is considered one of the most progressive cities in the state relative to tax billing.

October was the month for the annual drive on behalf of the Concord United Fund and your collector was appointed as chairman of the City Government section. Also during the month as provided in the Special Assessment ordinance a list of all unpaid accounts was prepared and given to the City Solicitor. Also during the month Evelyn Lajoie, Madeline Heath and Virginia Philbrick completed a streamlined course in credit and collection, sponsored by Concord National Bank and Concord Credit Bureau. On completion of the course they were presented certificates by Mayor Charles C. Davie.

The month of November as usual is a very busy one with the collection of property and head taxes increasing as the month progressed. On Friday, November 20 and Friday, November 27 the tax office was open until 8:00 p. m. for the convenience of the public in paying their property taxes. With the cooperation of the City Solicitor 71 cases were entered in small claims court against delinquent poll and head taxpayers.

December is taken up posting the large volume of work received in November and also starting to close the books for the year.

During the year your tax collector spoke at county meetings throughout the state, relative to proposed legislation and sponsored by the N. H. Tax Collectors' Association.

There were 17,207 motor vehicle permits issued, amounting to \$203,079.86 (gross); refunds \$460.65, net of \$202,619.21.

Collections on Special Assessments amounted to \$32,828.47.

Collections received from prior year taxes, water bills and other miscellaneous revenue amounted to \$1,125,741.60.

The total collected from all sources amounted to \$5,661,916.12 which was \$287,760.91 more than collected in 1963.



*City employees receive Credit School diplomas from Mayor Davie.*

## ASSESSING DEPARTMENT

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

Property — Real and Personal .....	\$4,836,631.66
Poll Tax .....	24,100.00
Head Tax .....	74,475.00
Bank Stock Tax .....	10,692.50
Timber Yield Tax .....	1,762.30

(The above figures include: A — Original warrants; B — Jeopardy warrants; and C — added taxes through February 1965 — all on the 1961 levy.)

*Poll Tax* exemptions to veterans were 2,801, compared to 2,849 in 1963.

### *Property Valuation*

Gross valuation before exemptions .....		\$63,390,901.75
War Service Exemptions .....	\$1,740,680.00	
Blind Exemptions .....	8,000.00	

Meat Stock Exemptions		19,300.00	
Poultry Exemptions		1,291.75	1,769,271.75
		<hr/>	<hr/>
Net valuation on which 1964 tax rate computed			\$61,621,630.00

*Tax Rates* for 1964 are as follows:

CONCORD:		PENACOOK:	
Municipal	\$34.77	Municipal	\$34.77
School	40.95	School	33.70
County	3.18	County	3.18
	<hr/>		<hr/>
	\$78.90		\$71.65

*Compilation ten year period:*

<i>Year</i>	<i>Net Valuation R.E. &amp; Pers. Prop.</i>	<i>Property Valuation Exempt to Vets.</i>	<i>Poll Tax Warrant</i>	<i>Poll Exempt to Vets.</i>
1955	\$48,278,291	\$1,367,195	\$23,921	\$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	1,386,320	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
1964	61,621,630	1,740,680	23,541	5,602

*Activities* — The sectional reappraisal of the City was continued during 1964 with work by the Assessor and Appraisers still in the south end. There were nineteen meetings of the Board of Assessors during 1964. There were 696 real estate transfers processed. Tax abatements allowed during the year against the 1964 levy on Property and Polls was \$27,998.95. This amount includes those abatements made during January and February, 1965. There were 149 appeals processed and resolved during 1964.

## 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 1964 and condition at the end of the year.

### GENERAL FUND

*Current Surplus* resulting from 1964 operations amounted to \$97,264.83. This surplus will be used to reduce the amount to be raised by property taxes in 1965.

*Debt* — Outstanding debt payable from this fund increased \$197,348. New debt amounting to \$580,000 was incurred, while maturities paid during the year amounted to \$382,652 as detailed in the following schedule:

	<i>Balance Dec. 31, 1963</i>	<i>Payments During 1964</i>	<i>New Debt Issued 1964</i>	<i>Balance Dec. 31, 1964</i>
Municipal	\$1,054,417	\$197,652	\$230,000	\$1,086,765
School	2,115,000	185,000	350,000	2,280,000
Total	\$3,169,417	\$382,652	\$580,000	\$3,366,765

*Interest Rates* rose sharply during the year. Our bonds sold at a rate of 2.90% which compares with 2.60% for the 1963 issue. Rates on borrowings in anticipation of tax collections ranged from 1.98% in March to 1.89% in September, compared to a high of 1.78% and a low of 1.42% paid in the previous year. Total interest cost for the year on the short term notes was \$13,850 compared to \$12,780 for the previous year. Total interest paid on long term debt was \$27,431 compared to \$29,248 paid in 1963.

*Valuations, Taxes, Tax Rates* — Below is a comparison of valuations, property taxes, and tax rates, showing changes from 1963 to 1964.

	<i>1963</i>	<i>1964</i>	<i>Increase</i>	
<i>Property Taxes Raised</i>			<i>Amount</i>	<i>Per Cent</i>
For Municipal Purposes	\$2,010,272	\$2,142,456	\$132,184	6.6
For School Purposes	2,311,096	2,494,428	183,332	7.9
For County Purposes	179,138	196,186	17,048	9.5
Total	\$4,500,506	\$4,833,070	\$332,564	7.4
<i>Assessed Valuation</i>				
For Municipal Purposes	\$61,000,310	\$61,621,630	\$621,320	1.0
For Union School District	57,020,360	57,649,820	629,460	1.1

For Penacook School District	3,995,380	3,987,240	—8,140	—2
For County Purposes	61,016,060	61,637,380	621,320	1.0
<i>Tax Rates</i>				
Municipal	\$32.95	\$34.77	\$1.82	5.5
Union School District	37.91	40.95	3.04	8.0
Penacook School District	37.58	33.70	—3.88	—10.3
County	2.94	3.18	.24	8.2
	<hr/>	<hr/>	<hr/>	<hr/>
Total City Rate	\$73.80	\$78.90	\$5.10	6.9
Total Penacook Rate	\$73.47	\$71.65	—\$1.82	—2.5

*Collections* increased, percentage wise; the year ended with 12.4% of the current property tax levy outstanding, compared to 13.4% outstanding at the end of the previous year.

### TRUST FUNDS

Income received increased from \$66,272 in 1963 to \$69,233 in 1964. New trusts received amounted to \$10,434. Gain on sale of securities amounted to \$1,145, compared to \$689 in 1963. Income transferred to General Fund was \$67,607.

### PARKING METER FUND

*Meter Collections* increased by 1.7% from \$52,024 in 1963 to \$52,929 for the current year. Off-street collections decreased .8%, while on-street areas yielded 2.4% more than the previous year.

*Fund Balance* at the close of the year was \$2,083, an increase of \$1,752 during the year.

*Debt* — Long-term debt decreased from \$32,000 to \$30,000, and no new debt was issued. Maturities amounted to \$2,000.

### SANITARY SEWER FUND

*Revenue* from sewer rentals totalled \$84,817 compared to \$85,646 realized in 1963, a decrease of 1.0%. Receipts from all sources decreased by 4.8%, from \$95,231 to \$90,646.

*Surplus* — The year began with a cash surplus of \$110,520 and ended with \$127,400, an increase of \$16,880.

*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 \$261,578, 2.3% above the \$255,786 realized in 1963. Receipts from all sources amounted to \$279,152 or 2.2% more than in 1963.

*Surplus* — Cash surplus decreased from \$228,645 at the beginning of the year to \$136,281 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 extension projects were approved for construction under special assessment procedure at an estimated cost of \$22,000.

*Receipts* — Total receipts of this fund were \$92,788. Disbursements totalled \$78,993. Cash balance at the end of the year was \$13,503.

*Debt* — Long-term debt decreased during the year from \$290,751 to \$258,966. New debt amounting to \$22,000 was incurred; maturities paid totalled \$53,788.

## EQUIPMENT MAINTENANCE AND REPLACEMENT FUND

*Profit* — This fund showed a profit from this year's operations. Income from equipment rentals amounted to \$243,099, while operating expenditures and depreciation totalled \$224,657, resulting in a net profit of \$18,442.

*Reserve* — The reserve for replacement of equipment decreased from \$20,071 to \$11,807. Expenditures for new equipment totalled \$75,840; additions to the reserve amounted to \$67,576. 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. . . . .	26,742.88		
Concord National Bank-General Account . . . . .	68,611.06		
Concord National Bank-Payroll Account . . . . .	15,000.00		
Cash in other Banks-General Account . . . . .	12,000.00		
Imprest Funds . . . . .	1,249.41		
Cash for Payment of Bonds & Coupons . . . . .	736.25		
Temporary Investments . . . . .	697,222.10		821,561.70
<hr/>			
<i>Taxes Receivable:</i>			
Current Year Levy-Property . . . . .	598,811.08		
Current Year Levy-Polls . . . . .	5,624.00		
	<hr/>		
Total Current Year . . . . .	604,435.08		
Less: Reserve for Abatements . . . . .	17,794.84	586,640.24	
<hr/>			
Prior Year Levies-Property . . . . .	26,574.29		
Prior Year Levies-Polls . . . . .	611.50		
Tax Liens Bought by City-Unredeemed . . . . .	47,593.58		
	<hr/>		
Total Prior Years & Unredeemed . . . . .	74,779.37		
Less: Reserves for Non-Realization . . . . .	46,223.22	28,556.15	615,196.39
<hr/>			
<i>Accounts Receivable:</i>			
Water & Sewer Rentals . . . . .	76,633.51		
Departmental Receivables . . . . .	8,269.86		
Cemetery Receivables . . . . .	2,331.12		
Trunk Storm Sewer Assessments . . . . .	2,073.00	89,307.49	
	<hr/>		
Less: Reserves for Non-Realization . . . . .		12,673.98	76,633.51
<hr/>			
<i>Stores Accounts:</i>			
Public Works Mat. & Supplies Inv. . . . .	73,620.54		
Stationery & Supplies Inventory . . . . .	8,210.86		
Postage Meter Inventory . . . . .	374.32	82,205.72	
	<hr/>		
Less: Reserves for Non-Realization . . . . .		66,029.31	16,176.41
<hr/>			
<i>Tax Deeded Properties:</i> . . . . .		869.93	
Less: Reserve for Non-Realization . . . . .		869.93	
<hr/>			
<i>State Head Taxes Receivable:</i> . . . . .			19,980.30
<hr/>			
Total General Fund Assets . . . . .			1,549,548.31

TRUST FUND ASSETS

Investments . . . . .	852,724.16		
Cash-Concord National Bank . . . . .	2,648.63		855,372.79
<hr/>			

\*CAPITAL FUND ASSETS

Debt Requirements-Municipal . . . . .	1,086,765.04		
Debt Requirements-School . . . . .	2,280,000.00		3,366,765.04
<hr/>			

BOND FUND ASSETS

Cash-Concord National Bank . . . . .	98,331.56		
Temporary Investments . . . . .	342,317.58		440,649.14
<hr/>			

GRAND TOTAL — ASSETS . . . . .			<u>6,212,335.28</u>
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\* Does not include Debt Payable from Water, Sewer, Parking Meter or Special Assessment Funds.

AND RELATED FUNDS  
31, 1964

GENERAL FUND LIABILITIES

*Accounts Payable:*

Unrepresented Bonds & Coupons	736.25	
Payroll Deductions Payable	1,207.45	
Current Vouchers Payable	25,569.63	27,513.33

*Unexpended Appropriations:*

Union School District-Operating Acct.	1,039,784.33	
Interest-Union School District-Bonds & Notes	27,019.50	
Penacook Union School District	74,177.35	
Reserve for Encumbrances	20,263.32	1,161,244.50

*Due to Other Funds:*

Water Fund	102,239.75	
Sanitary Sewer Fund	97,404.93	
Parking Meter Fund	2,082.55	
Equipment Maintenance & Replacement Fund	36,772.86	238,500.09

*Advance Deposits:*

512.42

*Taxes Due to State of N. H.:*

Head Taxes	23,730.28	
Timber Yield Tax-a/c Debt Retirement Fund	782.86	24,513.14

Total General Fund Liabilities 1,452,283.48

*Current Surplus:*

97,264.83

Total General Fund Liabilities & Surplus 1,549,548.31

TRUST FUND LIABILITIES

Principal	820,248.83	
Accumulated Income	35,123.96	855,372.79

CAPITAL FUND LIABILITIES

Bonded Debt	3,338,182.00	
Notes Payable	14,000.00	
Advance by State-Airport Construction	14,583.04	3,366,765.04

BOND FUND LIABILITIES

Reserve for Construction or Equipment Authorized	141,724.13	
Reserve for School Construction	245,000.00	
Reserve for Encumbrances	52,995.00	
Due to Other Funds	930.01	440,649.14

GRAND TOTAL — LIABILITIES 6,212,335.28

## STATEMENT OF CURRENT SURPLUS GENERAL FUND

For the Year Ended December 31, 1964

Unappropriated Balance, December 31, 1963	112,722.11	
Applied to 1964 Budget	112,000.00	
Balance Remaining	<u>722.11</u>	722.11
1964 Budget Surplus:		
Unencumbered Balance of Appropriations	89,466.04	
Revenues in Excess of Estimates	38,136.59	127,602.63
	<u>127,602.63</u>	
Plus: Miscellaneous Credits:		
Unencumbered Balance — Prior Year Appropriation	621.40	
Prior Year Payable Liquidated	134.50	755.90
	<u>755.90</u>	
Sub-Total		<u>129,080.64</u>
Less:		
Increase in Reserve for Non-Realization of Prior Year Taxes	30,749.10	
Increase in Reserve for Non-Realization of Accts. Receivable	1,041.27	
Prior Year Yield Taxes Paid to State of N. H.	25.44	31,815.81
	<u>31,815.81</u>	
To be Applied to 1965 Budget		<u>97,264.83</u>
Balance Remaining		<u><u>95,000.00</u></u>
		<u><u>2,264.83</u></u>

## STATEMENT OF REVENUES

For the Year Ended December 31, 1964

<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.		73.80	73.80	
Added Taxes, Prior Yrs. — Poll	500.00	528.00	28.00	
Interest, Penalties & Costs	15,000.00	17,397.08	2,397.08	
Auto Permits	190,000.00	202,619.21	12,619.21	
Rent & Profit Tax Decded Prop.		5,000.00	5,000.00	
Timber Severance Tax	1,500.00	1,959.68	459.68	
	<u>207,000.00</u>	<u>227,577.77</u>	<u>20,577.77</u>	
<i>State Tax Contributions</i>				
Railroad Tax	4,000.00	2,092.26		1,907.74
Savings Bank Tax	25,000.00	29,525.34	4,525.34	
Interest & Dividend Tax	83,000.00	90,162.32	7,162.32	
Loss of Taxes-State Forest Lands	30.00	40.61	10.61	
	<u>112,030.00</u>	<u>121,820.53</u>	<u>11,698.27</u>	<u>1,907.74</u>

*Licenses & Permits*

Bicycle Registrations	580.00	611.00	61.00	
Taxi Licenses	380.00	370.00		10.00
Health Licenses	600.00	586.00		14.00
Amusement Licenses	2,500.00	2,250.50		249.50
Police & Protective Licenses	250.00	260.00	10.00	
Prof. & Occupational Licenses	90.00	59.10		30.90
	<u>4,400.00</u>	<u>4,166.60</u>	<u>71.00</u>	<u>304.10</u>

*Registration Fees & Permits*

Marriage Licenses	1,050.00	1,269.00	219.00	
Recording Fees-Legal Documents	3,000.00	3,995.50	995.50	
Filing Fees	200.00	98.00		102.00
Sundry Fees — City Clerk	1,300.00	1,368.00	68.00	
Dog Licenses	1,500.00	4,066.11		133.89
	<u>10,050.00</u>	<u>10,796.61</u>	<u>1,282.50</u>	<u>535.89</u>

*Departmental Service Charges*

Rent of Buildings	2,700.00	2,828.50	128.50	
Comfort Station Concessions	600.00	616.30	16.30	
Golf Fees	15,600.00	14,297.50		1,302.50
Mem. Field Royalties & Concess	300.00	300.00		
Other Recr. Dept. Revenues	2,000.00	1,929.89		70.11
Police Dept. Ambulance Charges	970.00	979.19	9.19	
Airport — Rent	15,320.00	15,593.06	273.06	
Airport — Concessions	120.00	165.81	45.81	
Fines & Forfeits	11,800.00	19,236.36	7,436.36	
Misc. Dept. Service Charges	2,100.00	2,363.87	263.87	
Weights & Measures Fees	350.00	391.46	41.46	
Comm. on Head Tax Collection	6,500.00	6,601.70	101.70	
Community Center Revenue	600.00	1,540.72	940.72	
	<u>58,960.00</u>	<u>66,844.66</u>	<u>9,257.27</u>	<u>1,372.61</u>

*Unclassified*

Interest Income	2,600.00	5,262.94	2,662.94	
Sale of Property	580.00	9,268.00	8,688.00	
Sub. Div. Assess. Prior Yrs. Constr.	320.00	160.00		160.00
Sale of Ordinances		22.25	22.25	
	<u>3,500.00</u>	<u>14,713.19</u>	<u>11,373.19</u>	<u>160.00</u>
TOTAL MISC. REVENUES	395,940.00	445,919.36	51,260.00	1,280.64

*Current Yr. Prop. & Polls*

Property Tax	4,813,216.09	4,796,998.82		16,217.27
Poll Tax	21,000.00	21,682.00	682.00	
National Bank Stock Tax	7,000.00	10,692.50	3,692.50	
	<u>4,841,216.09</u>	<u>4,829,373.32</u>	<u>4,374.50</u>	<u>16,217.27</u>
TOTAL REVENUES	<u>5,237,156.09</u>	<u>5,275,292.68</u>	<u>58,631.50</u>	<u>20,497.91</u>

## STATEMENT OF TAXES RECEIVABLE — GENERAL FUND

December 31, 1961

	<i>1961 Levy</i>	<i>Prior Years</i>	<i>State Head Taxes</i>
BALANCE JANUARY 1, 1964		628,259.18	19,984.80
<i>Committed to Collector in 1964 (Incl. Supplemental)</i>			
Real & Personal Property	4,836,563.81	73.80	
National Bank Stock	10,692.50		
Timber Yield	1,762.30	543.45	
Polls	23,982.00	528.00	
Heads (For State)			75,620.00
 Total Charges to Collector	4,873,000.61	629,404.43	95,604.80
<i>Accounted for as Follows</i>			
Collections (Net of Refunds)	1,244,495.38	574,044.61	68,869.50
Authorized Abatements	24,070.15	28,174.03	6,755.00
Balance Uncollected Dec. 31, 1964	601,435.08	27,185.79	19,980.30
 Total Credits & Balance	4,873,000.61	629,404.43	95,604.80

### Age Analysis of Uncollected Taxes

	<i>Real &amp; Personal Property</i>	<i>Timber Yield</i>	<i>Polls</i>	<i>Heads</i>
1958	456.89			
1959	109.05	246.27		
1960	11,427.89			
1961	116.20			
1962	3,136.34		356.00	1,007.00
1963	10,712.05	369.60	255.50	673.30
1964	598,564.79	246.29	5,624.00	18,300.00
 Grand Total	624,523.21	862.16	6,235.50	19,980.30

## STATEMENT OF TAX SALE ACCOUNTS — GENERAL FUND

### *Balance Unredeemed January 1, 1964*

Tax Levy of 1961	13,620.91	
Tax Levy of 1962	29,421.62	43,042.53
	43,042.53	
<i>1964 Tax Sale (Tax Levy of 1963)</i>		51,357.57
Total Charges		94,400.10

### *Accounted for as Follows:*

Collections	46,027.57	
Authorized Abatements	778.95	
Decded to City		
Balance Unredeemed December 31, 1964	47,593.58	94,400.10
	47,593.58	94,400.10

STATEMENT OF ASSESSMENTS — GENERAL FUND

For the Year Ended December 31, 1964

SUMMARY OF VALUATIONS & TAXES TO BE RAISED COMPUTATION OF PROPERTY TAX REQUIREMENT FOR MUNICIPAL PURPOSES

Warrant for	Net Assessable		Rate per \$1000.		Pen.
	Valuations	Be Raised	City	Pen.	
Municipal Purposes	61,621,630.00	2,142,455.99	34.77	34.77	2,254,060.00
Union School District	57,649,820.00	2,360,250.33	40.95		17,125.00
Penacook School District	3,987,240.00	134,177.35		33.70	203,209.00
Merrimack County	61,637,380.00	196,186.41	3.18	3.18	184,148.00
	4,833,070.08	78.90	71.65		2,658,542.00

Budget

Operating	2,254,060.00
Concord Hospital	17,125.00
Debt Service	203,209.00
Capital Outlay	184,148.00
Total	2,658,542.00

DETAIL OF VALUATIONS

Residential & Commercial	City	Penacook	Total
Land	9,981,360	557,860	10,539,220
Buildings	36,350,300	2,451,650	38,801,950
Mill Props. (Land, Bldgs. & Mach.)	4,548,000	505,500	5,053,500
Electric Util. & Gas Trans. Lines	2,496,860	90,960	2,587,820
Total Real Estate	53,376,580	3,605,970	56,982,550
Personal Property*	5,813,760	594,592	6,408,352
Total Real & Personal	59,190,340	4,200,562	63,390,902
Less: Exempt. to Vets. & Blind	1,551,680	217,592	1,769,272
Valuation for Municipal Warrant	57,638,660	3,982,970	61,621,630
Add: Prop.—School Tax Only	11,160	4,270	15,430
Valuation for School Warrants	57,649,820	3,987,240	61,637,060
Val. for Municipal Warrant as above	57,638,660	3,982,970	61,621,630
Add: Prop.—County Tax Only	15,750		15,750
Valuation for County Warrant	57,654,410	3,982,970	61,637,380

\*Analysis of Personal Property

Mobile Homes, House & Travel Trailers	411,850
Cows, Other Cattle, Poultry	43,272
Boats & Launches	14,200
Wood, Lumber, etc	2,710
Portable Mills & Well Drilling Machinery	1,000
Road Building & Construction Machinery	59,680
Gasoline Pumps & Tanks	68,240
Stock-in-Trade	5,807,400
Total Personal Property	6,408,352

Deductions

Surplus from Prior Year	112,000.00
Misc. Revenues (Estimate)	411,719.00
Poll Tax Warrant	23,544.00
Natl. Bank Stock Tax Warrant	10,688.00
Net Budget Requirement	2,100,591.00
Add: Res. for Abatement & Adjustment	41,864.99
To be Raised on Real & Personal Prop.	2,142,455.99

SUMMARY OF WARRANTS SUBMITTED TO COLLECTOR

City, School, County	Original	Supple- mental	Total
Real & Personal Property	4,834,300.95	2,292.86	4,836,593.81
National Bank Stock	10,688.50	4.00	10,692.50
Timber Yield	1,762.30		1,762.30
Polls	23,544.00	438.00	23,982.00
Total Current Year Levy	4,870,295.75	2,704.86	4,873,000.61
Prior Years — Property		73.80	73.80
Prior Years — Timber Yield		543.45	543.45
Prior Years — Polls		528.00	528.00
Total City, School & County	4,870,295.75	3,850.11	4,874,145.86
State Head Taxes			
Current Year Levy	72,865.00		74,130.00
Prior Years Levies			1,490.00
Total State Head Taxes	72,865.00		75,620.00

# STATEMENT OF APPROPRIATIONS AND EXPENDITURES — GENERAL FUND

For the Year Ended December 31, 1964

<i>General Government</i>	<i>Current Yr.</i>	<i>Other</i>	<i>Transfers</i>	<i>Total</i>	<i>Net</i>	<i>Carried</i>	<i>Unencumb.</i>
	<i>Approp.</i>	<i>Credits</i>		<i>Available</i>	<i>Expnd.</i>	<i>Fwd. to '65</i>	<i>Bal. to Sta.p.</i>
Mayor	16,145.00		+	700.00	16,845.00	16,662.77	182.23
City Clerk	14,895.00		+	200.00	15,095.00	15,033.22	41.78
City Auditor	23,520.00		—	700.00	22,820.00	22,775.84	44.16
City Treasurer	13,699.00				13,699.00	13,476.25	222.75
City Collector	23,664.00				23,664.00	22,472.92	1,191.08
Assessing Department	41,686.00				41,686.00	39,597.42	2,088.58
Board of Aldermen	5,680.00				5,680.00	5,407.75	72.25
City Solicitor	6,100.00				6,100.00	5,802.14	297.86
Elections	14,184.00				14,184.00	11,856.04	2,327.96
District Court	10,883.00				10,883.00	10,883.00	305.55
Planning Department	16,250.00				16,250.00	15,914.45	335.55
Operation of City Hall	23,870.00		+	530.00	24,400.00	24,360.89	39.11
Independent Audit	1,220.00				1,220.00	1,215.95	1.05
Zoning Board of Adjustment	430.00				430.00	279.13	150.87
Reports and Printing	9,298.00				9,298.00	8,662.13	635.87
Repairs to City Buildings	7,200.00		—	730.00	6,470.00	4,999.59	1,470.41
Personnel and Purchasing	13,696.00				13,696.00	11,952.82	1,743.18
	241,820.00			241,820.00	231,062.31	10,817.69	
<i>Protection of Persons &amp; Property</i>							
Police Department	285,461.00		+	700.00	286,161.00	286,112.04	48.96
Fine Department	396,995.00				396,995.00	394,322.82	2,672.18
Probation Officer	810.00		+	80.00	890.00	880.60	9.40
Bliester Rust Control	300.00				300.00	300.00	
Civil Defense	7,542.00		—	330.00	7,212.00	6,054.82	1,157.18
Engineering Inspection	26,205.00				26,205.00	25,198.04	1,006.96
Scaler of Weights & Measures	2,406.00		+	50.00	2,456.00	2,446.56	9.44
	719,719.00		+	500.00	720,219.00	715,314.88	1,904.12
<i>Health</i>							
Health Department	6,074.00		—	180.00	5,894.00	5,604.05	289.95
Sanitary Inspection	6,730.00				6,730.00	6,512.57	217.43
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	17,125.00				17,125.00	17,125.00	
	40,379.00		—	180.00	40,199.00	39,691.62	507.38



*Sanitation & Waste Removal*

Comfort Station	7,390.00	+	180.00	7,570.00	7,497.98	72.02
Refuse Collection & Disposal	117,424.00	+	950.00	118,374.00	118,367.01	6.99
Street Cleaning	61,180.00			61,180.00	60,258.00	922.00
	185,994.00		1,130.00	187,124.00	186,122.99	1,001.01

*Public Service Enterprises*

Cemetery Administration	13,500.00			13,500.00	12,922.32	577.68
Cemetery Maintenance	22,369.00	*	48,452.00	70,821.00	67,810.90	3,010.10
Airport	24,605.00	*	269.80	26,844.80	25,933.01	911.79
	60,474.00		48,721.80	111,165.80	106,666.23	4,499.57

*Highways and Sidewalks*

Highway Maintenance	221,596.00	-	2,950.00	218,646.00	216,826.11	1,819.89
Snow Removal & Sanding	172,895.00	+	12,030.00	184,925.00	184,921.79	3.21
Sidewalk Maintenance	12,830.00			12,830.00	10,462.31	2,367.69
Storm Sewer Maintenance	7,251.00			7,251.00	4,561.00	2,690.00
Street Lighting	80,800.00	+	4,000.00	84,800.00	84,358.24	441.76
Engineering & P. W. Admin.	69,421.00			69,421.00	61,466.83	7,954.17
	564,793.00	+	13,080.00	577,873.00	562,596.28	15,276.72

61 *Libraries**Public Library & Branches*

Administration — Concord	11,455.00			11,455.00	11,111.50	343.50
Administration — Penacook	1,940.00			1,940.00	1,815.09	124.91
General Relief	9,900.00	+	190.00	10,390.00	9,612.68	747.32
Boarding Home Care — Adult	2,900.00	-	380.00	2,520.00	1,120.06	1,399.94
Boarding Home Care — Child	9,300.00	+	1,580.00	10,795.14	10,880.00	84.86
Hospital & Medical Care	5,900.00			5,900.00	4,751.52	1,148.48
Old Age Assistance	61,700.00			61,700.00	57,390.93	7,309.07
Aid to Dependent Soldiers	9,500.00	-	1,690.00	7,810.00	4,849.19	2,960.81
Aid to Perm. & Total. Disabled	13,200.00			13,200.00	12,035.56	1,164.44
Family Service Bureau	1,000.00			1,000.00	1,000.00	
	129,795.00			129,795.00	114,511.67	15,283.33

*Charities*

Recreation Administration	14,249.00	+	65.00	14,314.00	14,165.73	148.27
Recreation Activities	40,225.00	+	10.00	40,235.00	38,932.17	1,302.83
Community Center Operation	11,573.00	+	20.00	11,593.00	10,259.75	1,333.25
Golf Course Operation	15,986.00	-	240.00	15,746.00	15,406.90	339.10
Areas & Facilities Maintenance	66,861.00	+	145.00	67,006.00	65,520.04	1,485.96
	148,894.00			148,894.00	144,284.59	4,609.41

STATEMENT OF APPROPRIATIONS AND EXPENDITURES — (Continued)

<i>Unclassified</i>	<i>Current Yr. Approp.</i>	<i>Other Credits</i>	<i>Transfers</i>	<i>Total Available</i>	<i>Net Expend.</i>	<i>Carried Fwd. to '65 Bal. to Surp.</i>	<i>Unencumb.</i>
Patriotic Celebrations	1,340.00			1,340.00	1,255.68	84.32	
Employees Retirement Contrib.	62,228.00		—	61,198.00	61,149.47	48.53	
New England Council	60.00			60.00	60.00		
Interest — Temporary Loans	12,900.00		+	13,850.00	13,850.00		
Care of Clock — Penacook	120.00			120.00		120.00	
Christmas Decorations	1,000.00			1,000.00	1,000.00		
Spec. Assess. — City & Exempt Prop.	3,200.00		—	3,110.00	3,101.50	8.50	
N. H. Municipal Association	830.00			830.00	829.78	.22	
Booklet to Advertise City	650.00			650.00	650.00		
S. P. C. A.	1,000.00			1,000.00	1,000.00		
Merrimack Valley Reg. Assoc.	300.00			300.00	300.00		
General Fund Share in Spec. Assess.	650.00		+	630.00	629.95	.05	
	84,253.00		—	84,088.00	83,826.38	261.62	
<i>Debt Service</i>							
Payment on Long Term Debt	175,778.00	* 21,712.28	+	197,655.28	197,652.33	2.95	
Interest on Long Term Debt	27,431.00			27,431.00	27,430.75	.25	
	203,209.00	* 21,712.28	+	225,086.28	225,083.08	3.20	
<i>Capital Outlay</i>							
Sidewalk Construction	7,727.00	* 2,475.12		10,202.12	7,137.19	3,064.93	
Storm Sewer Construction	4,145.00			4,145.00	2,845.04	1,299.96	
Other Highway Construction	6,124.00	* 648.49	+	10,782.49	10,720.16	62.33	
Cemetery Construction		* 309.94		309.94	309.94		
Community Center Renovations	14,000.00		+	14,420.00	14,307.06	112.94	
Library — Building Alterations	14,500.00	† 8,659.50	+	23,679.50	18,435.29	5,244.21	
Fire Dept. — Bldg. Alterations		† 2,609.33		2,609.33	2,609.33		
Basin Street Extension	3,000.00			3,000.00	273.10	2,726.90	
Wilden North State Street	22,000.00		—	1,800.00	1,800.00	1,800.00	
Pitman Street Widening	4,000.00			4,000.00	4,000.00	4,000.00	
Lincold Street Reconstruction	4,000.00			4,000.00	3,999.67	.33	
Main Street — Penacook — Bridge	20,000.00			20,000.00		20,000.00	
Columbus Ave. & Penacook St. Sidewalk.	9,600.00		+	2,000.00	2,333.00	7,267.00	

Parking Area Signs	3,000.00			3,000.00	2,633.50	366.50	185.25
Traffic Lights—Fruit & Pleasant Sts.	8,500.00	—	700.00	7,800.00	7,614.75		10.79
Misc. Constr. — Recreation Dept.	3,000.00			3,000.00	4,989.21		
Hockey Rink Improv. — Lighting		+	896.84	896.84	896.84		
Golf Course—Fairway Improvements	24,000.00			24,000.00	23,818.62		181.38
Hall St. Playground — Fencing	1,000.00			580.00	574.32		5.68
Grand Stand Reconstr.—Mem. Field	3,000.00		420.00	9,941.66	9,320.26		621.40
Doyen Park Improvement—Fencing	500.00			3,000.00	2,549.99	395.00	55.01
Equipment — Police Dept.	6,000.00			500.00	469.52		30.48
Equipment — Library	6,000.00		520.00	5,480.00	2,816.42	2,661.82	1.76
Equipment — Fire Dept.	6,500.00			6,500.00	6,496.35	3.65	3.65
Equipment — Recreation Dept.	3,500.00			3,500.00	3,496.50	3.50	3.50
Equipment — Public Works Dept.	8,000.00		4,715.00	12,715.00	11,871.42		843.58
Equipment — Cemetery Dept.	1,000.00			1,000.00	875.00		125.00
Equipment — Civil Defense	3,032.00		200.00	13,142.00	12,137.60	975.00	99.40
Equipment — Collection Dept.	1,040.00			1,040.00	1,025.33		14.67
Equipment — Purchasing Dept.	980.00			980.00	980.00		
<b>TOTAL MUNICIPAL</b>	<b>184,148.00</b>		<b>40,175.88</b>	<b>207,823.88</b>	<b>155,535.41</b>	<b>17,013.32</b>	<b>35,275.15</b>
	2,658,542.00		149,609.96	2,808,151.96	2,697,801.20	+ 20,263.32	90,087.44

*Payments to Other Governmental Units*

County Tax	196,186.41			196,186.41	196,186.41		
Union School Dist. — General	2,118,784.33		4929,685.64	3,048,469.97	2,008,685.64	1,039,784.33	
Union School Dist. — Bonds & Notes	185,000.00			185,000.00	185,000.00		
Union School Dist. — Interest	56,466.00		+ 29,446.50	85,912.50	58,893.00	27,019.50	
Penacook School District	134,177.35		+ 60,000.47	194,177.82	120,000.47	74,177.35	
<b>GRAND TOTAL</b>	<b>2,690,614.09</b>		<b>1,019,132.61</b>	<b>3,709,746.70</b>	<b>2,568,765.52</b>	<b>\$1,140,981.18</b>	
	5,349,156.09		1,168,742.57	6,517,898.66	5,296,566.72	1,161,244.50	90,087.44

\* Expendable Income

+ Brought forward from 1963

Carried Forward to 1965

+ Received for Encumbrances

+ Balance of School Appropriation

20,263.32

1,140,981.18

1,161,244.50

# STATEMENT OF LONG TERM DEBT

December 31, 1964

	Date of Issue	Date of Maturity	Interest Rate	Principal	Paid in 1964	Interest	Balance
							Dec. 31, 1964
<i>Municipal:</i>							
Equipment & Improvements	1953	1965	2.00	50,000.00		2,000.00	50,000.00
Airport Haulage (Notes)	1956	1966	2.60	1,000.00		312.00	8,000.00
Improvements & Land	1957	1968	2.90	31,500.00		4,110.75	126,000.00
Public Improvements	1959	1969	3.50	25,000.00		5,250.00	125,000.00
† Airport Runways (Contract)	1959		None	2,334.33			11,583.01
† Storm Sewer Construction	1960	1969	2.90	10,000.00		1,710.00	50,000.00
Improvements	1961	1972	2.80	10,000.00		2,520.00	80,000.00
Public Highway Construction	1961	1972	2.60	30,000.00		1,910.00	160,000.00
Improvements	1962	1973	2.375	10,000.00		2,375.00	90,000.00
Improvements & Land	1958	1968	1.90	10,000.00		855.00	10,000.00
Improvements	1963	1971	2.60	11,818.00		3,328.00	113,182.00
Improvements & Equipment	1961	1977	2.90				290,000.00
				197,652.33		27,430.75	1,086,765.01
<i>School:</i>							
Senior High School	1925	1965	1.25	11,000.00		1,190.00	14,000.00
Additions & Renovations	1961	1961	1.20	15,000.00		180.00	
Junior High School & Other	1955	1975	2.10	80,000.00		20,160.00	880,000.00
Dewey School Renov. & Addition	1958	1968	2.30	10,000.00		1,150.00	40,000.00
Senior High School Renov. & Addition	1959	1981	3.50	15,000.00		33,075.00	900,000.00
Renovations (Notes)	1960	1965	3.40	6,000.00		408.00	6,000.00
Conant School Addition	1961	1970	2.60	15,000.00		2,730.00	90,000.00
Dane & Eastman School Additions	1961	1971	2.75				350,000.00
				185,000.00		58,893.00	2,280,000.00
<i>Self-Liquidating:</i>							
Water Construction & Land	1919	1969	1.75	10,000.00		962.50	50,000.00
* Sanitary Sewer Construction	1955	1965	2.10	10,000.00		420.00	10,000.00
† Water Construction	1955	1966	2.10	8,000.00		504.00	16,000.00
† Parking Area	1957	1968	2.90	14,500.00		1,892.25	58,000.00
* Sanitary Sewer Construction	1958	1968	1.90	20,000.00		1,710.00	80,000.00
Water Construction	1959	1969	3.50	10,000.00		2,100.00	50,000.00
† Parking Areas	1959	1970	3.30	13,000.00		3,005.00	78,000.00
Parking Areas (Notes)	1959	1979	2.75	2,000.00		880.00	30,000.00
Sanitary Sewer Construction	1960	1966	2.90	5,000.00		435.00	10,000.00
† Sanitary Sewer Construction (Notes)	1960	1970	3.50	813.00		206.57	5,058.00
† Water Construction (Notes)	1960	1970	3.50	1,080.00		261.60	6,480.00

†Water Construction (Notes)	1961	1971	3.50	2,410.00	674.80	16,870.00
†Water Construction (Notes)	1962	1972	3.50	1,189.00	374.58	9,512.00
†Sidewalk Construction (Notes)	1962	1972	3.50	127.00	134.55	3,416.00
†Sidewalk Construction (Notes)	1962	1972	3.50	220.00	69.30	1,760.00
†Water & Street Construction (Notes)	1962	1967	3.50	460.00	61.40	1,380.00
†Storm Sewer Construction	1963	1974	2.60	182.00	52.00	1,818.00
†Water Construction (Notes)	1963	1968	3.50	324.60	56.90	1,298.40
†Sanitary Sewer Construction (Notes)	1963	1973	3.50	210.00	81.00	2,160.00
†Water Construction (Notes)	1963	1973	3.50	1,360.60	476.40	12,245.40
†Sanitary Sewer Construction	1963	1973	3.50	552.00	193.20	4,968.00
†Water Construction (Notes)	1961	1974	3.50			1,200.00
†Water Construction (Notes)	1961	1971	3.50			17,800.00
<b>TOTAL</b>				101,788.20	14,558.05	170,965.80
				181,410.53	100,881.80	3,837,730.81

\* Approximately 6% Payable from Special Assessments. † Long Term agreement to repay advance by State. Annual payments based on 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>
1965	198,939.00	505,000.00	36,732.20	36,635.00	29,500.00	506,806.20
1966	168,939.00	185,000.00	36,732.20	26,635.00	29,500.00	416,806.20
1967	164,939.00	185,000.00	28,732.20	21,635.00	29,500.00	429,806.20
1968	144,647.00	185,000.00	28,564.20	21,635.00	29,500.00	409,346.20
1969	103,447.00	175,000.00	28,239.60	1,635.00	15,000.00	323,021.60
1970	67,730.01	175,000.00	8,239.60	1,635.00	15,000.00	267,604.61
1971	65,647.00	160,000.00	7,159.60	792.00	2,000.00	235,598.60
1972	60,647.00	160,000.00	4,749.60	792.00	2,000.00	228,188.60
1973	10,000.00	160,000.00	3,560.60	792.00	2,000.00	206,352.60
1974	30,000.00	160,000.00	2,200.00		2,000.00	191,200.00
1975	20,000.00	125,000.00			2,000.00	147,000.00
1976	20,000.00	15,000.00			2,000.00	67,000.00
1977	10,000.00	45,000.00			2,000.00	57,000.00
1978		15,000.00			2,000.00	17,000.00
1979		15,000.00			2,000.00	17,000.00
1980		15,000.00			2,000.00	17,000.00
After 1980		180,000.00			2,000.00	182,000.00
<b>TOTAL</b>				1,091,635.01	181,909.80	2,280,000.00
				112,186.00	166,000.00	3,837,730.81

SCHEDULE OF INVESTMENTS — ALL FUNDS

December 31, 1961

	General Fund*	Trust Funds	Non-Saver Fund	Water Fund	School Bond Fund	Total
<i>Savings Banks:</i>						
Concord Savings Bank		112,675.11	14,472.61	25,050.61		152,198.39
Merrimack County Savings Bank		66,740.07	7,680.31	6,536.89		80,957.27
New Hampshire Savings Bank		113,109.78	7,835.70	25,828.99		146,774.47
Concord Federal Savings & Loan Assoc.		25,000.00				25,000.00
<i>Time Deposits — Mechanics Nat'l. Bank</i>	350,000.00					350,000.00
<i>U. S. Government Securities:</i>						
U. S. Treasury Bonds		24,851.83				24,851.83
U. S. Treasury Bills	510,711.25				178,828.43	689,539.68
<i>Public Utility Bonds</i>		115,000.00				115,000.00
<i>Stocks:</i>						
Investment Trusts		152,837.31				152,837.31
Public Utilities		212,636.32				212,636.32
Bank & Insurance		14,008.48				14,008.48
Industrial		15,865.26				15,865.26
	860,711.25	832,724.16	29,994.65	57,416.52	178,828.43	1,979,675.01

\* Includes related bond funds.

STATEMENT OF CHANGES IN BALANCES—TRUST FUNDS

For the Year Ended December 31, 1964

	City Cemetery	City Library	Other City School	Non-City	Total
<i>Principal Account</i>					
Balance January 1, 1964	651,708.24	131,617.66	2,961.73	21,376.45	807,664.08
New Trusts Received	10,434.28				10,434.28
Transfer — Cemetery deeds returned	—187.50				—187.50
One Third Sale of Cemetery Lots	1,117.66				1,117.66
Gain or Loss on Sale of Securities	1,220.31	—74.98			1,145.33
Income Transferred to Principal		74.98			74.98
Balance of Principal December 31, 1964	664,292.99	131,617.66	2,961.73	21,376.45	820,248.83
<i>Income Account</i>					
Balance January 1, 1964	23,608.63	9,171.88	1,323.90	752.88	34,857.29
Interest and Dividends Received	32,449.40	8,820.92	182.66	925.12	42,378.10
Two Thirds Sale of Cemetery Lots	2,235.34				2,235.34
Income from Trusts—Principal Held by Others		24,619.08			24,619.08
Total Income Available	58,293.37	42,611.88	1,506.56	1,678.00	101,089.81
Transfers to General Fund	32,213.68	35,393.01			67,606.69
Transfers to School Districts			43.41		43.41
Transfers to Principal Account		74.98			74.98
Direct Grants and Expenses to Outside Parties	224.75	176.14		839.88	1,240.77
Total Disbursements	32,438.43	35,644.13	43.41	839.88	68,965.85
Balance of Accum. Income December 31, 1964	25,854.94	6,967.75	1,463.15	838.12	35,123.96
Combined Balances of Principal and Income December 31, 1964	690,147.93	138,585.41	4,424.88	22,214.57	855,372.79

## BOND FUND, GENERAL — DISPOSITION OF PROCEEDS

For the Year Ended December 31, 1961

	<i>Issue of 1958</i>	<i>Issue of 1961</i>	<i>Issue of 1962</i>	<i>Issue of 1963</i>	<i>Issue of 1964</i>	<i>Total</i>
Unexpended Balance, January 1, 1961	573.35	3,967.70	.83	76,828.74		81,370.62
Proceeds of New Issue					230,000.00	230,000.00
Total Available	573.35	3,967.70	.83	76,828.74	230,000.00	311,370.62
Transfers			—200.10		+200.10	
Expenditures (Detail Below)	399.00	625.00		63,897.73	51,729.76	116,651.49
Unexpended Balance, December 31, 1961	174.35	3,342.70	.83	12,730.91	178,470.34	194,719.13
Encumbrances Outstanding					52,995.00	52,995.00
Cumcum. Balance, December 31, 1961	174.35	3,342.70	.83	12,730.91	125,475.34	141,724.13

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### DETAIL OF EXPENDITURES

Heights Playground Construction	399.00					399.00
Downtown Bypass Construction		625.00				625.00
Storm Sewer — Franklin Street				402.30		402.30
Highway Constr. — South State Street				53,881.82		53,881.82
Highway Constr. — Technical Institute				9,613.61		9,613.61
Class IV Highway Construction					21,470.00	21,470.00
Fire Dept. — Aerial Ladder Truck					230.02	230.02
Northern Bypass Surveys & Plans					3,475.81	3,475.81
Old Turnpike Road Realignment					23,200.10	23,200.10
Seawalls Falls Bridge — Replace Decking					2,457.06	2,457.06
Refuse Disposal Site					16.73	16.73
Phoenix Avenue Reconstruction					31.48	31.48
Fire Station Construction & Land Acquisition					271.83	271.83
Airport Hangar Heating System					576.73	576.73
Total Expenditures	399.00	625.00		63,897.73	51,729.76	116,651.49



## BALANCE SHEET — SPECIAL ASSESSMENT FUND

December 31, 1964

	Water Section	San. Sewer Section	Parking Area Section	General Section	Total
<b>ASSETS:</b>					
Cash — Mechanics National Bank	17,648.70	17,620.68	7,422.50	810.86	43,502.74
Deferred Assessments Receivable	26,839.45	24,157.02	93,519.29	1,512.11	149,057.87
Delinquent Assessments Receivable	4,434.42	337.58	835.83	14.96	5,622.79
Water Fund Share of Improvement Cost	33,701.00				33,701.00
Sanitary Sewer Fund Share of Improvement Cost		28,079.41			28,079.41
Parking Meter Fund Share of Improvement Cost			34,661.72		34,661.72
General Fund Share of Improvement Cost	17,800.00			3,051.87	3,051.87
Projects Authorized — Not Completed					17,800.00
<b>Total Assets</b>	100,423.57	70,194.69	136,439.31	8,419.80	315,477.46
<b>LIABILITIES:</b>					
Long Term Debt	84,909.80	30,186.00	136,000.00	7,870.00	258,965.80
Vouchers & Fees Payable	8,822.03			13.50	8,822.03
Loan Payable to Water Fund		33,744.42			33,744.42
Loan Payable to Sanitary Sewer Fund		512.70			512.70
Due to San. Sewer Fund (Share of Trunk Sewer Cost)	2,073.20		439.31		8,800.41
Reserve for Payment of Interest	4,618.54			536.30	8,800.41
Reserve for Authorized Improvements					4,618.54
<b>Total Liabilities</b>	100,423.57	70,194.69	136,439.31	8,419.80	315,477.40

### ANALYSIS OF SURPLUS ACCOUNT

Balance January 1, 1964	1,976.59	4,660.44	—168.49	483.67	6,952.21
Interest Income	2,471.41	2,083.40	5,503.08	349.36	10,407.25
Interest Expense	2,374.80	992.27	4,895.25	296.73	8,559.05
<b>Balance December 31, 1964</b>	2,073.20	5,751.57	439.34	536.30	8,800.41

STATEMENT OF RECEIPTS, EXPENDITURES AND CASH  
BALANCE — SPECIAL ASSESSMENT FUND

For the Year Ended December 31, 1964

	<i>Water</i>	<i>San. Sewer</i>	<i>Parking</i>	<i>General</i>	<i>Total</i>
	<i>Section</i>	<i>Section</i>	<i>Area</i>	<i>Section</i>	
<i>Balance January 1, 1964</i>	10,172.37	11,971.61	7,624.65	—60.82	29,707.81
<i>Receipts</i>					
Deferred Assessments	926.18	1,234.05		403.91	2,565.04
Current Assessments	7,500.25	5,694.70	13,351.56	1,228.61	28,015.12
Delinquent Assessments	1,702.63	215.93	247.08	12.65	2,178.29
Interest on Investments					
Other Interest & Fees	95.21	24.65		20.49	140.35
Related Fund Share of Principal	7,507.05	8,963.06	14,832.71	492.14	31,794.96
Related Fund Share of Interest	1,291.40	1,143.05	3,321.75	137.81	6,094.01
Borrowed for New Projects	22,000.00				22,000.00
<b>Total Receipts</b>	<u>41,022.72</u>	<u>17,276.34</u>	<u>32,193.10</u>	<u>2,295.61</u>	<u>92,787.77</u>
<i>Expenditures</i>					
Construction	16,639.39				16,639.39
Debt Maturities	14,532.20	10,635.00	27,500.00	1,121.00	53,788.20
Interest on Debt	2,374.80	992.27	4,895.25	296.73	8,559.05
Recording Fees				6.20	6.20
Repayment of Loans					
<b>Total Expenditures</b>	<u>33,546.39</u>	<u>11,627.27</u>	<u>32,395.25</u>	<u>1,423.93</u>	<u>78,992.84</u>
<i>Balance December 31, 1964</i>	17,648.70	17,620.68	7,422.50	810.86	43,502.74

SCHEDULE OF PROJECTS AUTHORIZED AND AMOUNTS EXPENDED

	<i>Authorized</i>	<i>Expended</i>	<i>Carried to</i>	<i>Balance</i>
	<i>1964</i>		<i>1965</i>	<i>Lapsed</i>
<b>PROJECT AUTHORIZED</b>				
#41 Water Main Extension — Sewalls Falls Road	4,200.00	3,457.93		742.07
#43 Water Main Extension — Garvins Falls Road	17,800.00	13,181.46	4,618.54	
	<u>22,000.00</u>	<u>16,639.39</u>	<u>4,618.54</u>	<u>742.07</u>

# EQUIPMENT MAINTENANCE & REPLACEMENT FUND

## STATEMENT OF OPERATIONS

For the Year Ended December 31, 1964

<i>Equipment Earnings</i>			243,099.13
<i>Operating Expenditures</i>			
Direct Labor	39,459.99		
Indirect Labor	20,524.61		
Leaves & Longevity	5,556.64		
Building Repairs	2,312.78		
Gasoline, Oil & Antifreeze	20,131.25		
Repair Parts	44,069.93		
Tires	9,597.76		
Batteries	1,326.42		
Miscellaneous Hardware	2,501.98		
Grease & Lubricants	642.40		
Supplies	2,185.31		
Hand Tools	465.86		
Fuel & Utilities	5,556.60		
Insurance	6,015.75		
Retirement Contributions	5,333.80		
Shop Equipment	165,681.08		
Depreciation	58,976.10	224,657.18	
Net Gain for Period		<u>18,441.95</u>	

### BALANCE SHEET

December 31, 1964

<i>Assets</i>			
Equipment	681,144.44		
Due from General Fund	36,772.86	717,917.30	
<i>Liabilities &amp; Funds</i>			
Municipal Investment	681,708.23		
Capital Reserve Fund	11,806.62		
Surplus, December 31, 1964	24,402.45	<u>717,917.30</u>	

### STATEMENT OF CASH SURPLUS

Net Operating Profit for 1964, as above		18,441.95
Accumulated Surplus, January 1, 1964	13,960.50	
Less: Transfer to Capital Reserve Fund	8,000.00	5,960.05
Accumulated Surplus, December 31, 1964		<u>24,402.45</u>

### STATEMENT OF RESERVE ACCOUNT

Balance, January 1, 1964		20,070.70
<i>Additions</i>		
Depreciation	58,976.10	
Equipment Sold	600.00	
Transfer from Capital Reserve Fund	8,000.00	67,576.10
Equipment Purchases (as per detail)		87,646.80
Balance, December 31, 1964		<u>75,840.18</u>
		11,806.62

DETAIL OF EQUIPMENT PURCHASED

1 Street Sweeper	9,200.00	1 2½-Ton Dump Truck	1,480.00
1 Load Packer	18,193.00	2 5-Ton Dump Trucks	17,008.00
1 Front End Loader	15,239.00	1 Crew Cab Pick-up	3,176.24
1 Tractor w Backhoe	4,903.94	2 Snow Plows & Frames	3,640.00
TOTAL			75,840.18

BALANCE SHEET — PARKING METER FUND

December 31, 1961

<i>Assets:</i>			
Due from General Fund		2,082.55	
Debt Requirements — Special Assessment		34,661.72	
Debt Requirements — Other		30,000.00	66,744.27
<i>Liabilities:</i>			
Bonded Debt		30,000.00	
Share in Special Assessments		34,661.72	
Unappropriated Current Surplus		2,082.55	66,744.27

STATEMENT OF REVENUES AND EXPENDITURES

PARKING METER FUND

For the Year Ended December 31, 1961

Cash Balance — January 1, 1961		330.76	
<i>Revenues:</i>			
Meter Collections — On Street	43,014.68		
Meter Collections — Off Street	9,914.20		
Parking Penalties	7,247.00	60,175.88	60,506.61
<i>Operating Expenditures:</i>			
<i>On Street</i>			
Meter Repairs & Maintenance	4,553.58		
Enforcement	12,068.18		
Collecting & Accounting	1,559.40		
Marking Pavements	100.00		
Insurance	205.78		
Retirement Contributions	1,145.78	19,632.72	
<i>Off Street</i>			
Meter Repairs	1,052.00		
Enforcement	4,594.42		
Collections	528.00		
Marking Pavements	1,200.00		
Maintenance of Parking Areas	3,210.96		
Lighting	1,607.76		
Insurance	75.00		
Retirement Contributions	298.42	12,566.56	
<i>Debt Service — Off Street Areas:</i>			
Payment of Bonds	2,000.00		
Interest on Bonds	880.00	2,880.00	

<i>Share of Special Assessment Projects:</i>			
Principal .....	14,832.71		
Interest .....	3,521.75	18,354.46	
			<hr/>
<i>Capital Outlay:</i>			
Equipment: On Street .....		1,990.35	
			<hr/>
Total Expenditures .....			58,424.09
			<hr/>
Cash Balance — December 31, 1964 .....			2,082.55
			<hr/> <hr/>

## BALANCE SHEET — WATER FUND

December 31, 1964

### ASSETS

<i>Fixed Assets:</i>			
Water & Flowage Rights .....	167,663.11		
Land .....	211,975.37		
Structures .....	472,662.75		
Pumping & Purification Equipment .....	86,277.37		
Distribution Mains, Services, Hydrants & Meters .....	1,834,723.47		
Other Equipment and Garage Equipment .....	79,433.18		
Misc. Expenditures during Construction .....	1,567.62		
Emergency Pumping Station Facilities .....	70,377.54		
		2,924,680.41	
Less: Reserve for Depreciation .....		898,992.37	2,025,688.04
			<hr/>
<i>Current Assets:</i>			
Due from General Fund .....	102,239.75		
Investments .....	57,416.52		
Loan to Special Assessment Fund .....	8,822.03		
Materials & Supplies — Inventory .....	56,628.11		225,106.44
			<hr/>
Total Assets .....			2,250,794.48
			<hr/> <hr/>

### LIABILITIES AND FUNDS

<i>Long Term Liabilities:</i>			
Bonded Debt .....	100,000.00		
Share in Special Assessments .....	33,701.00	133,701.00	
			<hr/>
<i>Fund Balance and Surplus:</i>			
Municipal Investment .....	963,194.71		
Contributions in Aid of Construction .....	269,005.67		
Surplus Balance — Jan. 1, 1964 .....	864,102.18		
Less: Uncollectable Accounts .....	19.65		
		864,082.53	
Net Profit for the Year 1964 .....	20,810.54	884,893.07	2,117,093.48
			<hr/>
Total Liabilities, Surplus & Funds .....			2,250,794.48
			<hr/> <hr/>

# STATEMENT OF OPERATIONS — WATER FUND

For the Year Ended December 31, 1964

## OPERATING REVENUES

Commercial Sales — Flat Rate .....	2,813.71	
Commercial Sales — Metered .....	210,079.85	
Industrial Sales — Metered .....	47,233.22	
Miscellaneous Water Revenues .....	265.40	260,392.21

## OPERATING EXPENSES

### *Water Supply:*

Source of Supply Labor .....	2,579.71	
Pumping Station Labor .....	27,238.55	
Purification Labor .....	3,150.49	
Miscellaneous Labor .....	2,483.12	
Gravity Supplies & Expenses .....	71.36	
Pumping Station Supplies & Expense .....	2,969.87	
Purification System Supplies & Expenses .....	6,721.92	
Power Purchased .....	19,870.02	
Repairs to Water Supply Str. & Equip. ....	132.38	
Repairs to Pumping Station Str. & Equip. ....	3,060.81	
Repairs to Purification System Str. & Equip. ....	304.23	68,582.46

### *Distribution:*

Distribution Wages .....	38,201.30	
Meter Department Labor .....	6,392.32	
Meter Department Supplies & Expenses .....	83.35	
Other Supplies & Expenses .....	1,000.34	
Repairs to Structures .....	455.22	
Repairs to Mains .....	4,096.40	
Repairs to Services .....	3,196.69	
Repairs to Hydrants .....	852.91	
Repairs to Meters .....	1,758.68	56,037.21

### *Administration:*

Commercial Office Salaries .....	4,135.25	
Meter Reading Salaries .....	8,385.14	
Commercial Supplies & Expenses .....	1,422.72	
Salary of General Officer .....	8,800.00	
Salary of Account Clerk .....	4,800.00	
General Office Expense .....	706.86	
Repairs to General Office Str. & Equip. ....	534.72	
General Expense .....	667.11	
Insurance .....	3,279.61	
Longevity, Annual and Sick Leaves .....	16,320.32	
Retirement Fund Payments .....	11,219.64	
Stores Dept. & Shop Expense .....	4,464.24	
Garage Expense .....	3,249.80	67,985.41

### *Fixed Charges:*

Depreciation .....	47,325.81	
Taxes .....	38.48	47,364.32

Total Operating Expenses .....		239,969.40
Operating Income .....		20,422.81

<i>Non-Operating Income:</i>		
Income from Invested Funds	3,556.23	
Miscellaneous Income	1,185.40	4,741.63
		<hr/>
		25,164.44
<i>Non-Operating Expenses:</i>		
Interest Expense		4,353.90
		<hr/>
Net Profit for the Year		20,810.54
		<hr/>

## BALANCE SHEET — SANITARY SEWER FUND

December 31, 1964

### ASSETS

<i>Fixed Assets:</i>		
Land & Right of Way	38,274.97	
Sewer Mains	1,423,267.33	
Manholes	180,870.85	
Customer Connections	227,598.67	
Sundry Equipment	6,335.01	
	<hr/>	
Less: Reserve for Depreciation	1,876,346.83	1,056,278.82
	820,068.01	<hr/>
		11,678.40
<i>Deferred Engineering Charges</i>		
		<hr/>
<i>Current Assets:</i>		
Due from General Fund	97,401.93	
Investments	29,994.65	
Loan to Special Assessment Fund	33,711.12	
Due from Special Assess. Fund — Trunk Sewer Cost	512.70	161,656.70
	<hr/>	<hr/>
		1,229,613.92
		<hr/>

### LIABILITIES & FUNDS

<i>Long Term Liabilities:</i>		
Bonded Debt	82,000.00	
Share in Special Assessments	28,079.41	110,079.41
	<hr/>	<hr/>
<i>Fund Balance &amp; Surplus:</i>		
Municipal Investment	164,871.96	
Contributions in Aid of Construction	290,459.79	
Surplus Balance: Jan. 1, 1964	332,778.77	
Net Profit for the Year, 1964	31,423.99	364,202.76
	<hr/>	<hr/>
		1,119,534.51
		<hr/>
		1,229,613.92
		<hr/>

# STATEMENT OF OPERATIONS — SANITARY SEWER FUND

For the Year Ended December 31, 1964

## OPERATING REVENUES

<i>Sewer Rents:</i>		
General	61,878.87	
Industrial	22,937.87	84,816.74

## OPERATING EXPENSES

<i>General Operations, Admin. etc.:</i>		
Main and Manhole Oper. Expense	15,635.55	
House Conn. Oper. Expense	2,949.96	
Maintenance of Mains	3,865.20	
Maintenance of Manholes	1,615.65	
Misc. General Expense	116.12	
Meter Readings & Billings	2,592.83	
Employees Retirement Fund	1,223.26	27,998.57
<i>Depreciation</i>	23,443.12	51,441.69
Operating Income		33,375.05
<i>Add: Non-Operating Income:</i>		
Interest on Investments		1,248.49
		34,623.54
<i>Deduct: Non-Operating Expenses:</i>		
Interest Expense		3,199.55
		31,423.99
Net Profit for the Year		



DIVISION OF MUNICIPAL ACCOUNTING  
STATE TAX COMMISSION

Concord, New Hampshire

June 4, 1965

*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, 1964. In our opinion, the Exhibits included herewith reflect the true financial condition of the City on December 31, 1964, 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  
Hugh J. Cassidy )  
George L. Russell, Accountant

DIVISION OF MUNICIPAL ACCOUNTING  
STATE TAX COMMISSION

Concord, New Hampshire

June 4, 1965

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, 1964, 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, 1963-December 31, 1964: (Exhibit A-1)*

Comparative Balance Sheets (Revenue Accounts) for the fiscal years ended December 31, 1963 and December 31, 1964, are presented in Exhibit A-1. As indicated therein, the Surplus decreased by \$15,461.27, from \$112,726.11 to \$97,264.84, in 1964.

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

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

<i>Decrease in Surplus</i>	
Surplus Used to Reduce Tax Rate	\$112,000.00
Increase in Reserve Against Taxes Receivable	30,749.10
Yield Tax Adjustment	25.44
Increase in Reserve Against Accounts Receivable	1,041.27
	\$143,815.81
<i>Increase in Surplus</i>	
Net Budget Surplus	\$128,220.03
Excess Credit — Tax Collector	.01
Head Tax Liability Adjustment	134.50
	128,354.54
<i>Net Decrease</i>	\$ 15,461.27

*Increase in Long-Term Indebtedness:*

The long-term indebtedness of the City (including Municipal, Water and Union School District indebtedness) increased by \$117,559.47 in 1964, as shown herewith:

	<i>Long Term Debt December 31, 1963</i>	<i>Bonds &amp; Notes Issued in 1964</i>	<i>Bonds &amp; Notes Retired in 1964</i>	<i>Long Term Debt December 31, 1964</i>
Municipal	\$1,389,644.00	\$230,000.00	\$262,282.00	\$1,357,362.00
Water	198,610.00	22,000.00	34,824.20	185,785.80
School (Union School District)	2,115,000.00	350,000.00	185,000.00	2,280,000.00
Airport Advance (Due State)	16,917.37	-	2,334.33	14,583.04
	\$3,720,171.37	\$602,000.00	\$484,440.53	\$3,837,730.84

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

A statement of outstanding long term indebtedness as of December 31, 1964, showing annual debt service requirements, is contained in Exhibit A-6.

*Comparative Statements of Appropriations and Expenditures —  
Estimated and Actual Revenues: (Exhibits A-1 & A-5)*

Comparative statements of appropriations and expenditures, estimated and actual revenues for the fiscal year ended December 31, 1964, are presented in Exhibits A-1 and A-5. As indicated by the budget summary (Exhibit A-5), unexpended balances of appropriations of \$90,087.44, plus a revenue surplus of \$38,132.59, resulted in a net budget surplus of \$128,220.03.

*Tax Collections:*

Tax collections (exclusive of State Head Taxes) of the current year's levy as compared to taxes assessed, for the years 1963 and 1964 were as follows:

	<i>Levy of 1963</i>	<i>Percent</i>	<i>Levy of 1964</i>	<i>Percent</i>
Taxes Assessed — Current Year's Levy	<u>\$4,546,521.17</u>		<u>\$4,876,303.42</u>	
Taxes Collected — Current Year's Levy	\$3,895,788.90	85.7%	\$4,247,796.19	87.1%
Taxes Abated — Current Year's Levy	38,937.73	.9%	21,070.15	.5%
Uncollected Taxes — Current Year's Levy	<u>611,794.54</u>	<u>13.4%</u>	<u>604,437.08</u>	<u>12.4%</u>
	<u>\$4,546,521.17</u>	<u>100.0%</u>	<u>\$4,876,303.42</u>	<u>100.0%</u>

*Conclusion:*

The provisions of Chapter 181 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  
Hugh J. Cassidy )  
George L. Russell, 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	<b>224-2111</b>
Planning	Planning	224-1955
Playgrounds	Recreation & Parks	224-0951
Plumbing Permits	Engineering	224-1955
POLICE	POLICE	225-3232
Purchasing	Purchasing	<b>224-2111</b>
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**.





