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INVENTORY OF THE TOWN ARCHIVES OF NEW HAMPSHIRE

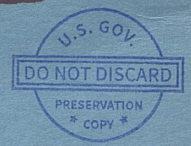
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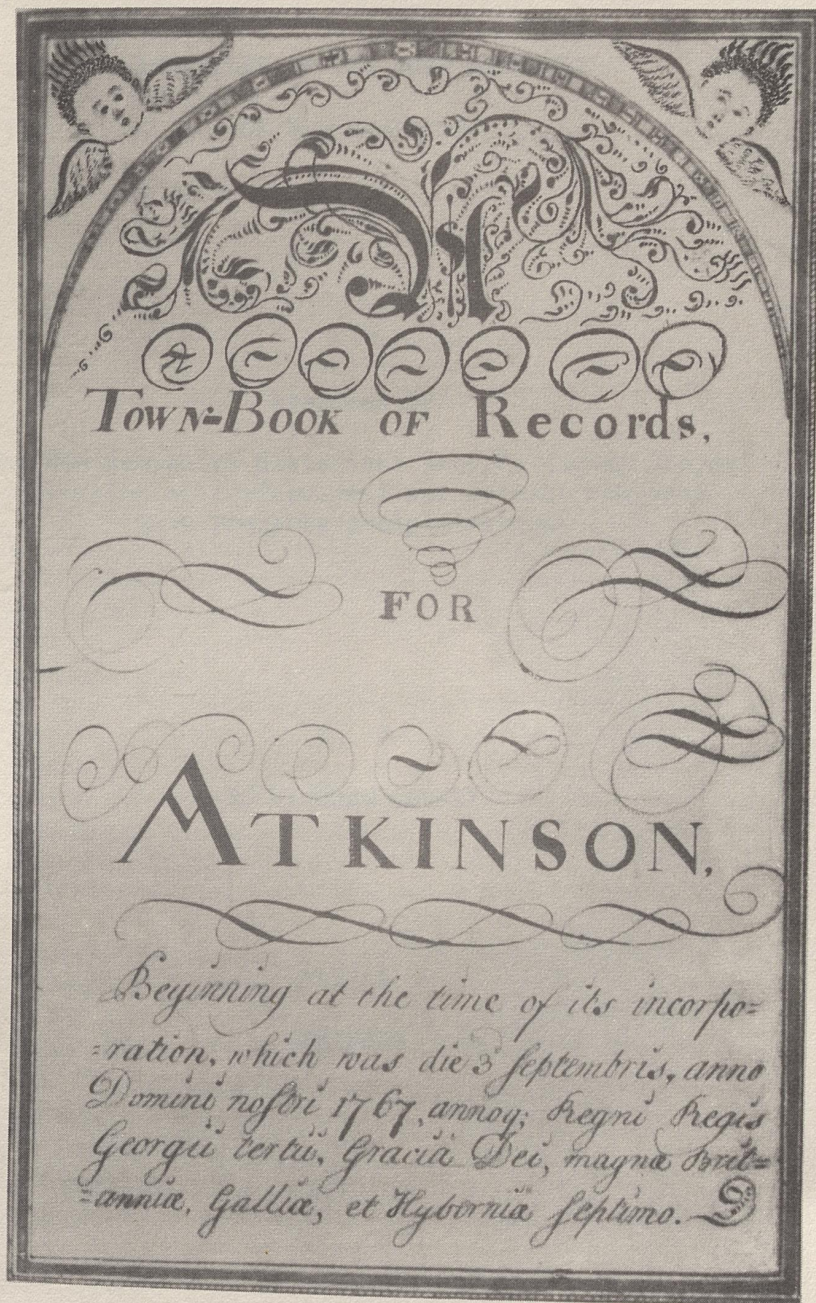
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NO. 8 ROCKINGHAM COUNTY VOL. I. TOWN OF ATKINSON

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-ration, which was die 3 septembris, anno
Domini nostri 1767, annoq; Regni Regis
Georgii tertii, Gracia Dei, magna Brit-
-annia, Gallia, et Hybornia septimo.*

INVENTORY OF THE TOWN ARCHIVES

OF NEW HAMPSHIRE

Prepared by

The New Hampshire Historical Records Survey Project
Division of Professional and Service Projects
Work Projects Administration

No. 8

ROCKINGHAM COUNTY

Vol. 1

ATKINSON

* * * * *

Manchester, New Hampshire
The New Hampshire Historical Records Survey Project
October 1939

INVENTORY OF THE TOWN ARCHIVES
OF NEW HAMPSHIRE
The Historical Records Survey Program

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F O R E W O R D

The Inventory of the Town Archives of New Hampshire is one of a number of bibliographies of historical materials prepared throughout the United States by workers on the Historical Records Survey Program of the Work Projects Administration. The publication herewith presented, an inventory of the archives of the Town of Atkinson, is number 1 of the Rockingham County series of towns.

The Historical Records Survey Program was undertaken in the winter of 1935-36 for the purpose of providing useful employment to needy unemployed historians, lawyers, teachers, and research and clerical workers. In carrying out this objective, the project was organized to compile inventories of historical materials, particularly the unpublished government documents and records which are basic in the administration of local government, and which provide invaluable data for students of political, economic, and social history. The archival guide herewith presented is intended to meet the requirements of day-to-day administration by the officials of the town, and also the needs of lawyers, business men and other citizens who require facts from the public records for the proper conduct of their affairs. The volume is so designed that it can be used by the historian in his research in unprinted sources in the same way he uses the library card catalog for printed sources.

The inventories produced by the Historical Records Survey Program attempt to do more than give merely a list of records--they attempt further to sketch in the historical background of the town or other unit of government, and to describe precisely and in detail the organization and functions of the government agencies whose records they list. The county, town, and other local inventories for the entire country will, when completed, constitute an encyclopedia of local government as well as a bibliography of local archives.

The successful conclusion of the work of the Historical Records Survey Program, even in a single town, would not be possible without the support of public officials, historical and legal specialists, and many other groups in the community. Their cooperation is gratefully acknowledged.

The Survey Program was organized and has been directed by Luther H. Evans, and operates as a nation-wide series of locally sponsored projects in the Division of Professional and Service Projects, of which Mrs. Florence Kerr, Assistant Commissioner, is in charge

F. C. HARRINGTON
Commissioner

P R E F A C E

The Historical Records Survey was initiated in January 1936 as a nation-wide undertaking of the Work Projects Administration, but did not begin operations in New Hampshire until April 7. Prior to August 31, 1939, the Survey was a federally sponsored project. After that date it became a local project sponsored by the University of New Hampshire.

The purpose of the Survey is to make accessible to lawyers, historians, and students of government the records of state, county, municipal, and town offices. In conjunction with this listing of public records, the church records, including those of defunct organizations, will be inventoried so that the ground work may be laid for research in this neglected field of social history.

This is the first published volume of a series of publications by the New Hampshire Historical Records Survey Project concerning the town archives of New Hampshire. Three volumes on county archives have already appeared. A volume on church records has also been issued. The Historical Records Survey made the first listing of the Atkinson town records in the winter of 1937; the recheck was made in the winter of 1939. The list of records was brought up to date in April 1939.

The inventory of the archives of the towns of Rockingham County is number 8 of the New Hampshire series. The Atkinson inventory is volume 1 of the Rockingham County series.

The Survey wishes to express its appreciation for cooperation given by Atkinson town officials. It is further indebted to the Secretary of State for the use of transcripts of Atkinson records in his office. Legal research for the essays was expedited by facilities granted by the Manchester City Library, the Nashua City Library, the New Hampshire State Library, and the City of Concord. The Work Projects Administration of New Hampshire has been generous in its grant of space for the editorial activities. The execution of the frontispiece has been by the courtesy of the Ohio Historical Records Survey. The negative for this unusual example of Eighteenth Century penman's skill was kindly supplied by the Reverend C. J. Tuthill of Atkinson.

Requests for information concerning publications should be addressed to the state supervisor, Hoyt Administration Building, Lincoln and Silver Streets, Manchester, New Hampshire.

Manchester, New Hampshire
November 1939

Richard G. Wood
Richard G. Wood
State Supervisor
The Historical Records Survey

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A. TOWN OF ATKINSON AND ITS RECORDS SYSTEM

1. HISTORICAL SKETCH

The Indian sachems Passaquo and Saggahew with the consent of their chief Passaconaway, head of the Penacook Confederacy, deeded to the inhabitants of Pentucket, now Haverhill, Massachusetts, a tract of land, containing territory now including towns both in Massachusetts and New Hampshire. This deed is a part of the much-discussed Wheelwright Deed and is dated May 17, 1629.¹ When the boundary between Massachusetts and New Hampshire was delimited in 1741 a portion of Haverhill was left in New Hampshire. This segment was incorporated as Plaistow and included that portion now known as Atkinson.² It remained a section of Plaistow until 1767 when it was incorporated as a separate town.

The setting off of Atkinson from Plaistow is one indisputable proof of the attachment of the early settlers to the church. The existence of Atkinson as an independent town was due to difficulties experienced in attending worship by the inhabitants of that section of Plaistow which became Atkinson. Certain of the residents of this locality, in petitioning to the Legislature that this section be made a separate town, referred to themselves and their difficulties in the following terms:

By reason of the many & great difficulties they undergo in attending the Publick Worship of God, at the Meeting House where it now stands; through the great distance of their dwellings therefrom, and that Meeting-House is not large enough to Accomodate more than One Half of the Inhabitants of said Town--

And as it would be greatly to the Benefit of your Petitioners and prevent Strife and Discord among the Inhabitants, and also tend to the advancement of the Gospel, your Petitioners humbly request that the Westerly Half of said Town may be set off, as a Distinct Town, or Parish.³

This petition was granted by the Legislature August 28, 1767,⁴ making Atkinson one of the first towns incorporated under the administration of Governor John Wentworth with its charter bearing the date of September 3, 1767.⁵ The name Atkinson was chosen in honor of Theodore Atkinson, Jr., a member of the Governor's Council and a prominent landholder in the province.⁶

1. New Hampshire State Papers, 1:56-60.

2. Ibid., 25:449-452.

3. Ibid., 9:29.

4. Ibid., 9:31.

5. Ibid., 9:26.

6. A. J. Fogg, Statistics and Gazetteer of New Hampshire, (Concord, 1874), 57.

Important as the religious aspect may have appeared to the first townspeople in Atkinson, they realized that a fundamental necessity in every town is a smoothly running civil machinery. Thomas Noyes was given authority to call the first town meeting which, like subsequent meetings before a meeting house was built, was held in a private home.¹

The warrant for the first town meeting, signed by Thomas Noyes and dated Sept. 22, 1767, warned "all the free holders & other inhabitants of Said Atkinson Qualified by Law to vote in Town and Parish affairs to meet at the dwelling house of Mr. John Dowe in Sd Atkinson on Tuesday the Sixth day of October Next at three o Clock afternoon then & there to Choose Town & Parish officers as the Law directs * * *,"² The meeting was held according to schedule, and a set of officers was elected.³

A definite indication of what constituted voting qualifications appears in the records of Atkinson for 1782. It was stipulated that all freemen over twenty-one years of age paying taxes should be allowed to vote for members of the Legislature.⁴ Until 1835 Atkinson was associated with Plaistow in sending representatives to the Legislature; since then, by an act of the Legislature, the town has been authorized to send a representative by itself.⁵

The long service of some of the town's inhabitants in town affairs is worthy of note. Peter Clement, one of the first settlers, was selectman for twenty years; Samuel Mason served as town clerk for twenty-five years and as tax collector for twenty-one years; the office of representative to the Legislature was held for three generations in the Sawyer family; H. N. Sawyer served over thirty-two years as member of the school board.⁶

As soon as the town's civil machinery was arranged for, the townspeople immediately took steps to organize the religious life of the community. In 1768 there was elected a committee of three "to procure Preaching."⁷ The town records of 1768 relate that it was voted to build a meeting house "by subscription By those that are a minto: and take Pue Ground for there Pay."⁸ The first town meeting in this building was held December 1, 1769.⁹ The land was given by Nathaniel Cogswell to the proprietors of the meeting house for so long as it should be

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1. G. A. Page, "Atkinson Anniversary" in Granite Monthly, 49:198.
 2. Record [of Town Meetings and Miscellaneous], vol. 1, p. 4 (1767), entry 1. (Secretary of State's Copy: it is to be understood that in all citations hereinafter appearing in this publication, in regard to the above manuscript records, all references prior to 1837 will be to the Secretary of State's copy in Concord; all references after 1836 will be to the original).
 3. Ibid., vol. 1, p. 5 (1767).
 4. Ibid., vol. 1, p. 113 A (1782).
 5. William Cogswell, "History of Atkinson" in Collections of the New Hampshire Historical Society, (Concord, 1850), 6:65.
 6. Page, loc. cit., 200.
 7. Record [of Town Meetings and Miscellaneous], vol. 1, p. 16 (1768), entry 1.
 8. Ibid., vol. 1, p. 9 (1768).
 9. Ibid., vol. 1, p. 21 (1769).

occupied as a site for a meeting house. There is no account of the dedication of the edifice.¹

It is recorded that in 1772 there were elected a committee to settle with the minister and a committee on the meeting house. Pews were assigned by deeds, dated January 13, 1773, given by a committee appointed for the purpose. A devout group of people, nineteen in number, called as their first pastor the Reverend Stephen Peabody, a native of Andover, Massachusetts, "at a salary of 80 pounds local money per year."² Mr. Peabody, who accepted and was ordained November 25, 1772, became a much loved and respected pastor for more than forty-seven years until his death in 1819.³ A committee of three was elected in 1800, to repair the meeting house.⁴ The singing in this first church was rather unusual in that it was always furnished by a volunteer choir. Four sisters in the family of Henry Noyes sat side by side in the choir for over forty years preceding 1865, several brothers in the same family nearly as long, and the husband of one sister for over fifty years, a great part of the time as leader.⁵ The first meeting house remained until 1845 when it was torn down.⁶

That the founders of Atkinson were firmly convinced all future good to the race must come through the complete and well rounded development of youth is proved by the fact that, once their religious life was settled and their town affairs were moving smoothly, their next thoughts were of education.

At the early date of 1770 fifteen pounds were raised for schooling.⁷ Four years later it was "Voted to hire a schoolmaster eight months in the year ensuing,"⁸ then considered an unusually long period of hire for so small a population. In 1775 a committee of nine, chosen at the annual meeting, divided the town into three school districts.⁹ In the same year a committee of instruction was elected, composed of ten members.¹⁰ Thirty pounds were raised for schooling in 1783, but it was stipulated that twenty pounds were to be spent in the center of the town, and the remaining ten to be used in such remote districts as the selectmen should deem expedient.¹¹ In 1791 it was

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1. Cogswell, loc. cit., 57.
 2. Record [of Town Meetings and Miscellaneous], vol. 1, pp. 39, 41 (1772), entry 1.
 3. Cogswell, loc. cit., 59.
 4. Record [of Town Meetings and Miscellaneous], vol. 1, p. 270 (1800), entry 1.
 5. D. H. Hurd, History of Rockingham and Strafford Counties, (Phila. 1882), 118.
 6. Id.
 7. Record [of Town Meetings and Miscellaneous], vol. 1, p. 27 (1770), entry 1.
 8. Cogswell, loc. cit., 66.
 9. Record [of Town Meetings and Miscellaneous], vol. 1, pp. 54, 58 (1775), entry 1.
 10. Ibid., vol. 1; p. 66 (1775).
 11. Ibid., vol. 1, p. 128 (1783).

voted "to defend the Selectmen from any cost that shall arise; for not raising any school money for the warrant year."¹ If this meant a suspension of schools, however, it was only a temporary one. Four years later thirty pounds were raised for schools, the money to be equally proportioned among the districts.² In 1796 it was voted "not to raise any money for Schooling the Current year and also Voted to indaminify the Selectmen for not raising any School money the Present year."³ This vote presents two possible interpretations either schools received a temporary setback, or there was enough money left over from the preceding year to make the raising of additional funds unnecessary. At any rate, by 1815 a committee of nine was chosen to divide the town into six school districts;⁴ and it was "Voted to divide the School Money in each District by the Number of families."⁵

Not satisfied with common district schools only, a group of men, including Rev. Stephen Peabody, Dr. William Cogswell, and Nathaniel Peabody, organized Atkinson Academy in 1778, an institution that proved of great benefit to the town.⁶ Although this new institution was not incorporated until 1791,⁷ it opened its doors April 1, 1789, becoming the second oldest academy in the state. It was to be a co-educational school in a day when slight attention was paid to the education of women. Although feminine students were eligible for admission, no girl actually entered the institution for the first few years. At last the minister sent his daughter to the school.⁸

The academy's expenses have always been kept low with aim of making its educational offerings open to all. At first, board, including washing and lodging, was only from four shillings and six pence to six shillings per week; tuition, as late as 1848, was only \$4.80 per term.⁹ Even today tuition is low, ranging from \$90 to \$120 a year, the price computed by making an average of high school costs in the state.¹⁰ It was stated in 1882 that, through the influence of the academy, the town had given more of its sons to the learned professions than any other town in New Hampshire, according to population.¹¹

Though established in 1788, the first mention of the academy in the town minute books does not occur until 1799. This reference was simply a statement that the town meeting adjourned to meet in the academy. At that time it was voted that out of town students at the

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1. Record [of Town Meetings and Miscellaneous], vol. 1, p. 199 (1791), entry 1.
 2. Ibid.; vol. 1, p. 235 (1795).
 3. Ibid.; vol. 1, p. 242 (1796).
 4. Ibid., vol. 1, p. 471 (1815).
 5. Ibid., vol. 1, p. 476 (1815).
 6. Hurd, op. cit., 119.
 7. Laws of New Hampshire, 5:729-731 (1791).
 8. J. B. Felt, Address Before the Alumni of Atkinson Academy, (Boston, 1859), 7-10; Hurd, op. cit., 119.
 9. Felt, op. cit., 17.
 10. Interview with Mrs. Harlan Dyke, present headmaster's wife, March 1938.
 11. Hurd, op. cit., 119.

academy were exempt from paying taxes in Atkinson.¹

During the War of American Independence Atkinson did its full share. The Association Test, devised as an act of loyalty of the patriot cause, was signed by 97 of Atkinson's inhabitants; and the selectmen certified that "all males of Twenty one years of age & upwards belonging to Atkinson in y^e State afors^d (Lunaticks Ideots & Negroes excepted) have freely & voluntarily Subscribed their respective Names to the foregoing Declaration."² In 1774 the town voted to buy one hundred weight of powder, two hundred weight of lead, and six hundred flints.³ Two years later the town voted to give a bounty of fifty dollars for each man enlisting in "Number Ten," apparently a regiment or company enlisted from Atkinson and vicinity. At the same time there was elected a committee of three to hire soldiers, and a committee of seven to settle soldiers' claims.⁴ The town chose nine men in 1777 to comprise a committee of inspection, correspondence, and safety. A committee to regulate prices was chosen at the same time.⁵ A vote was taken the following year to pay in full the notes of those men who went "to the capture of Gen. Burgoyne."⁶ In 1779 the town again chose a committee to regulate prices.⁷

The military service of one family in particular, during the Revolution, seems especially worthy of note. Nathaniel Cogswell, who moved to Atkinson from Haverhill, Massachusetts, in 1766, gave eight sons to the service and lent large sums of money, mostly lost due to depreciation. The combined service of these eight sons totaled over thirty years which perhaps established a record for total years of service by any one family in the country. During the War of 1812 Atkinson was well represented by men guarding the forts along the coast, and Captain William Page, commander of a company of cavalry, in response to a requisition from the Governor, tendered the services of the entire company. Forty residents of the town served in the Civil War, a larger proportion according to population than most towns in New Hampshire.⁸ The town voted to pay \$150.00 to any man who might "be drafted and mustered into the Service of the united States."⁹

During the events that led to the involvement of the United

1. Record [of Town Meetings and Miscellaneous], vol. 1, pp. 257-258 (1799), entry 1.
2. New Hampshire State Papers, 30:8-9.
3. Record [of Town Meetings and Miscellaneous], vol. 1, p. 54 (1774), entry 1.
4. Ibid., vol. 1, p. 72 (1776).
5. Ibid., vol. 1, p. 79 (1777).
6. Ibid., vol. 1, p. 83 (1778).
7. Ibid., vol. 1, p. 91 (1779).
8. Hurd, op. cit., 117.
9. Record [of Town Meetings and Miscellaneous], vol. 3, pp. not numbered (Sept. 15, 1862), entry 1.

States in the World War, the town of Atkinson went on record approving without qualification the course of the national government. It adopted the following resolution: "The citizens of Atkinson * * * offer their legal adherence to the principle of * * * freedom fundamental to the existence of the United States. They declare their approval of the course of the President of the United States in all his efforts to protect the lives and property of their fellow citizens against * * * attacks upon the sea. They urge * * * the speedy prosecution of every measure calculated to strengthen the entire nation to guard * * * against unwarranted aggression. And in the carrying out of such measures * * * they pledge to the Chief Executive and to Congress their unqualified support."¹

The subject of highways was one of those items on which action was taken at early town meetings. For instance, in 1769 the town voted to grant a petition for a road to the Salem town line, the cost to be paid by Samuel Ordway and Joseph Palmer, who were to be excused from helping, to pay for any other roads in Atkinson at any time.² In 1790 a committee of five was chosen to perambulate the town highways to determine which would "best accommodate travelers."³ In that same year it was voted "that Every man paying a Poll tax in Atkinson Shall go and Do a Days work on Providence Hill so Called or the Selectmen * * * Lay fore Shillings on Each Delinquents Town Tax over and above their other Tax."⁴ It was also voted "that as many days works be wrought on Providence-Hill Road, as there is ratable polls in the town of Atkinson."⁵ Six years later it was voted "to Raise for repairing the highways the Current year the Sum of 200 Dollars to be Laid out at 50 Cents p^r Day for a Man or a yoa^k of oxen and other articles in Proportion."⁶

During the early history of New Hampshire towns the problem of dealing with stray domestic animals was a perplexing one. Entries in the town minute books indicate how Atkinson attempted to find a solution. In 1787 a committee of three on town pound was elected.⁷ The following year it was voted to build a town pound by subscription. If the subscription did not provide enough money, a tax was to be levied for the remaining amount, and credit was to be given to those who had worked upon the pound.⁸ In 1801 it was voted "that no horse [or] horse kind go at large * * * from April to November without being liable to one Dollar fine one half to the Complament the other half to the use of the Poor of the town & neat Cattle not to go at Large from the first of April to the first of November."⁹

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1. Record [of Town Meetings and Miscellaneous], vol. 6, p. 157 (1918), entry 1.
 2. Ibid., vol. 1, p. 19 (1769).
 3. Ibid., vol. 1, p. 190 (1790).
 4. Ibid., vol. 1, p. 193 (1790).
 5. Ibid., vol. 1, p. 197 (1790).
 6. Ibid., vol. 1, p. 239 (1790).
 7. Ibid., vol. 1, p. 176 (1787).
 8. Ibid., vol. 1, p. 175 (1788).
 9. Ibid., vol. 1, p. 277 (1801).

An echo of the days when watering troughs were a familiar sight in rural New Hampshire is furnished by an entry in the town minute books in 1823. Moses Dow and others were given liberty to dig a well on the common before the meeting house, with the provision that they keep a pump and trough at the well for public use.¹

Atkinson's location fairly near the early centers of population-- about 36 miles from Concord, 30 from Portsmouth, and 34 from Boston-- made it an early post town in Rockingham County.² Although it has always been a small agricultural community, there are found a few records of early industrial activity: a grist mill called Page's Mill; two saw mills with connected shingle mills; and, at one time, a potash establishment on a farm owned by Amasa Colburn.³

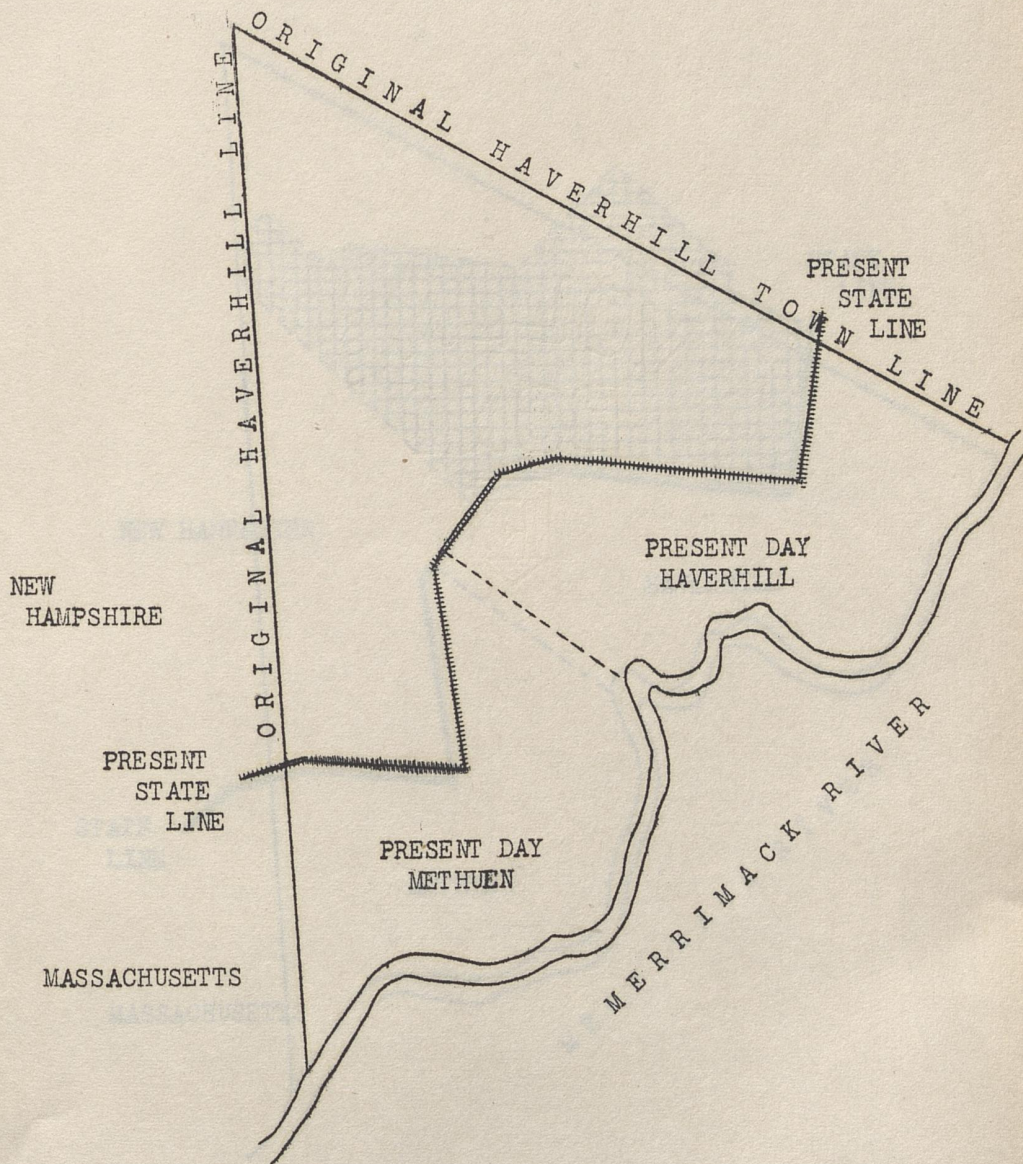
The state of progress of agriculture in Atkinson, over a period of years, is indicated by the following figures: in 1816 there were 2,233 acres of land under cultivation; in 1876 there were 6,364 acres; in 1906 there were 6,712 acres; and in 1936 the number of acres was 6,691.⁴ The increase from 1816 to 1876 is worthy of note. The slight downward trend between 1906 and 1936 is due to a general shift of population from agricultural to industrial areas. That sheep raising was encouraged at one time in this town is shown by an entry in the town minute books for 1775. A bounty of one shilling per head was given to sheep-raisers for each year-old sheep in excess of thirty head.⁵

Atkinson has never been too thickly populated. In 1790 its inhabitants numbered 480. It reached its highest peak in 1850 when it was credited with 600. The census of 1930 placed its population at 407.⁶ The town is about five miles long and four and one half miles wide.⁷ It is bounded on the north by Hampstead, on the east by Plaistow, on the south by Haverhill, Massachusetts, and on the west by Salem and Derry.

1. Record [of Town Meetings and Miscellaneous], vol. 1, p. 529 (1823), entry 1.
2. Cogswell, loc. cit., 56.
3. Ibid., 79.
4. [Assessors' Blotter Books], 1816--, passim., entry 46.
5. Record [of Town Meetings and Miscellaneous], vol. 1, p. 69 (1775), entry 1.
6. United States Census Reports, 1790--, passim.
7. Cogswell, loc. cit., 56.

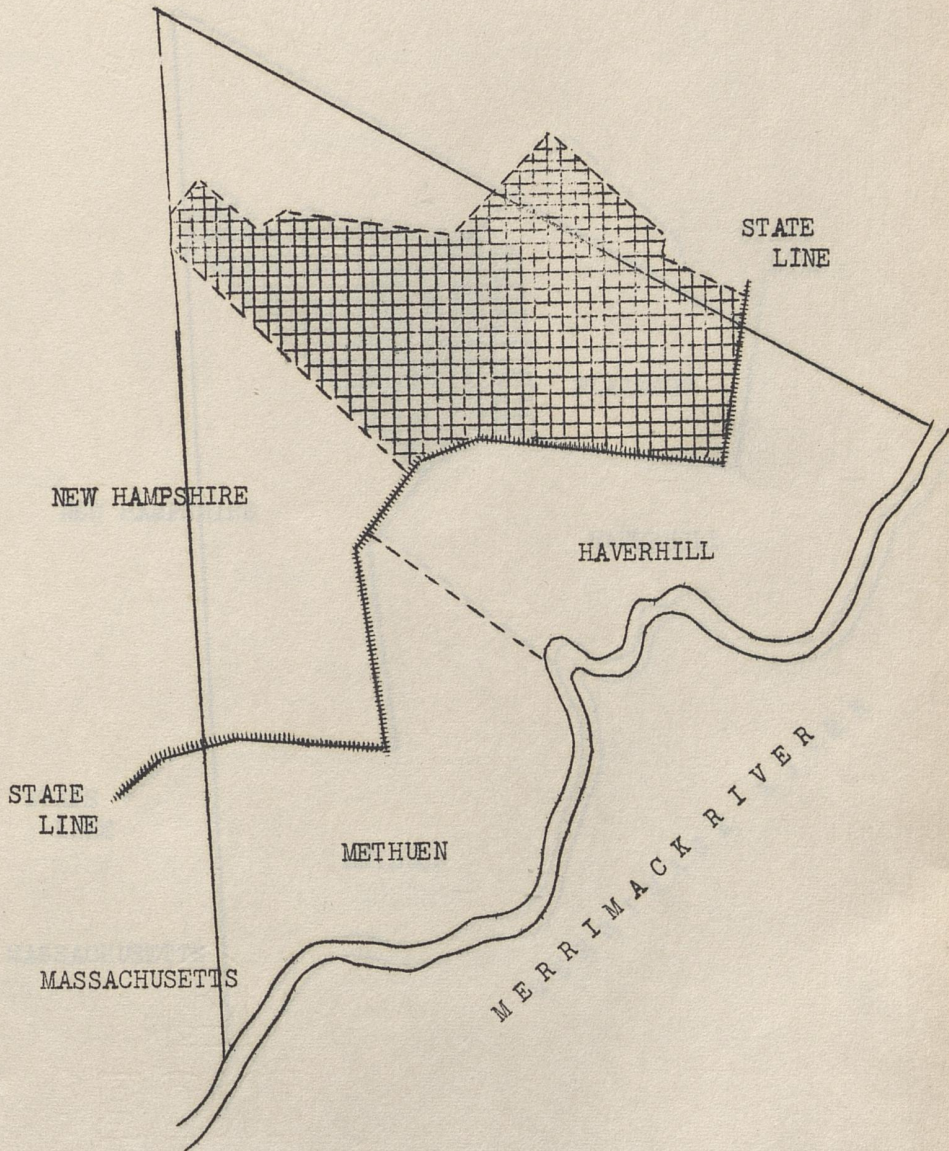
ORIGINAL HAVERHILL GRANT OF 1667 WITH DIVISION LINE OF 1741

[This and succeeding maps derived from
G. W. Chase, History of Haverhill, Massachusetts, p. 104]



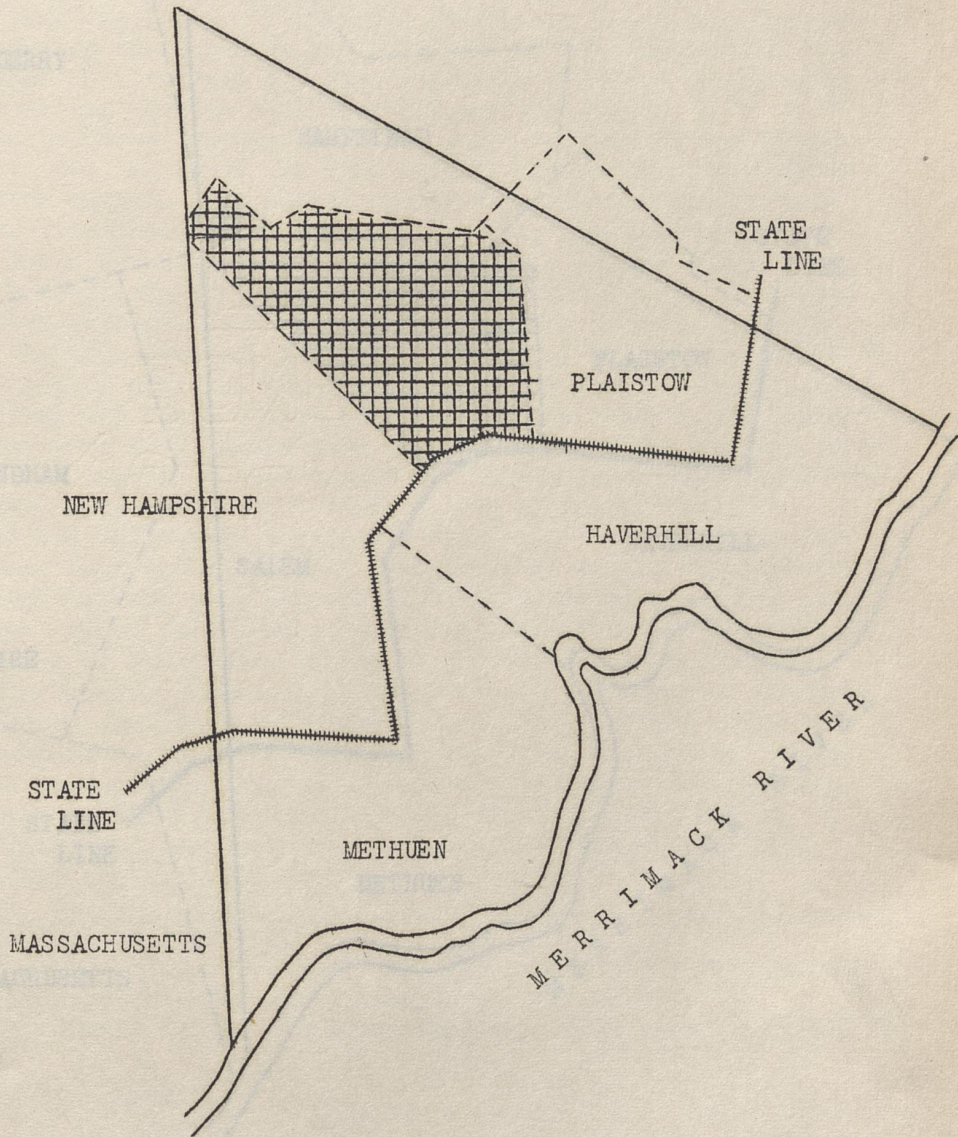


PLAISTOW CONTAINING ATKINSON
1749 to 1767.



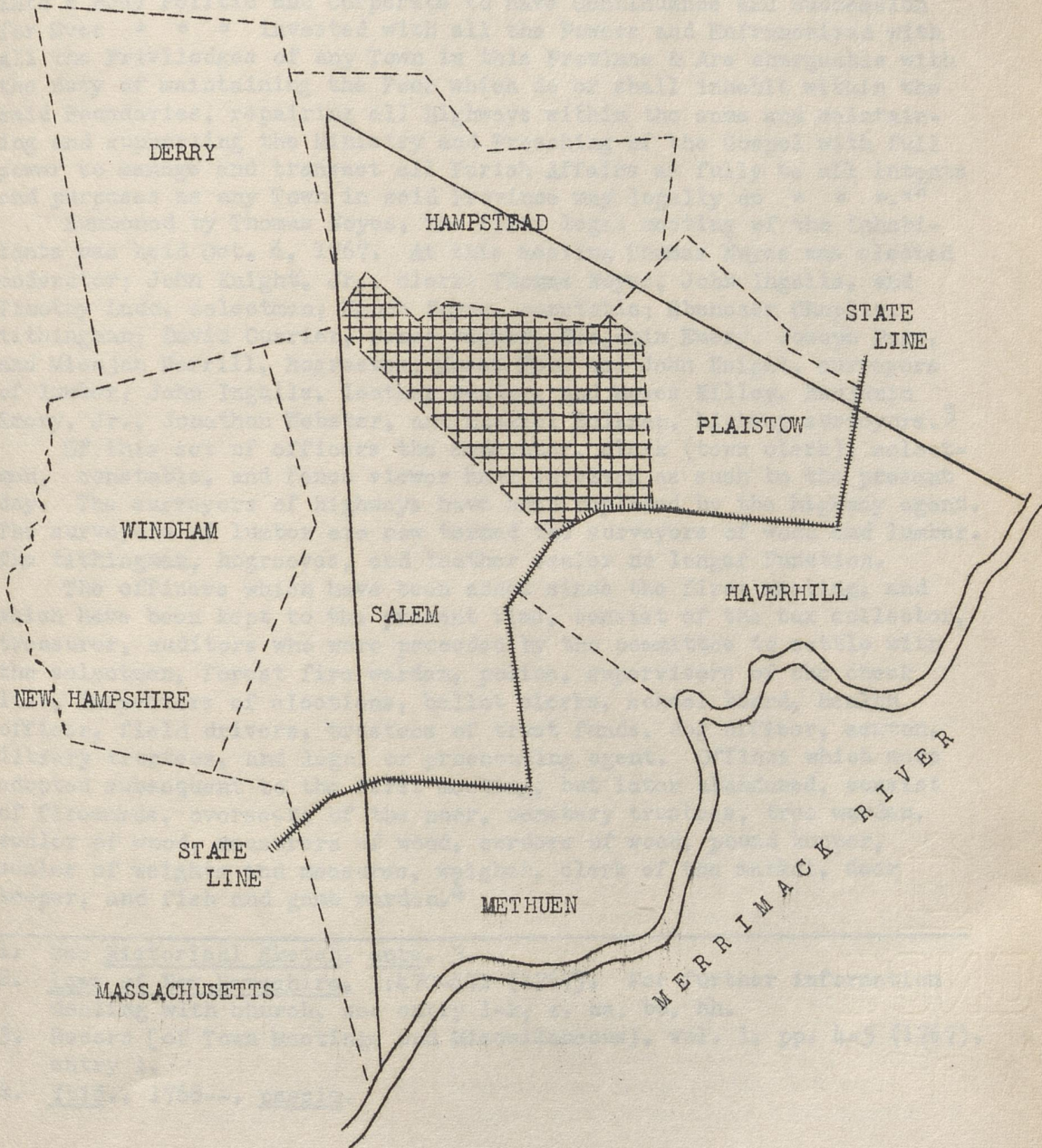


ATKINSON AS SEPARATE TOWN 1767.





PRESENT DAY ATKINSON IN RELATION
TO ORIGINAL HAVERHILL GRANT AND
RELATED OR NEIGHBORING TOWNSHIPS



2. GOVERNMENTAL ORGANIZATION AND RECORDS SYSTEM

It has already been stated that the incorporation of Atkinson was due to ecclesiastical reasons.¹ In answer to the petition of the inhabitants of the western half of Plaistow, Sept. 3, 1767, the General Assembly set off that section of the town as a separate parish. The act of incorporation defined the boundaries and declared: "all the Inhabitants * * * within the said Boundaries, and their Estates are hereby made a Parish by the name of Atkinson and Erected into a Body Politic and Corporate to have Continuance and Succession for Ever * * * invested with all the Powers and Enfranchised with all the Priviledges of any Town in this Province & Are chargeable with the duty of maintaining the Poor which do or shall inhabit within the said Boundaries, repairing all Highways within the same and maintaining and supporting the Ministry and Preaching of the Gospel with full power to manage and transact all Parish Affairs as fully to all intents and purposes as any Town in said Province may legally do * * *."²

Summoned by Thomas Noyes, the first legal meeting of the inhabitants was held Oct. 6, 1767. At this meeting Thomas Noyes was elected moderator; John Knight, Jr., clerk; Thomas Noyes, John Ingalls, and Timothy Ladd, selectmen; Enoch Noyes, constable; Ebenezer Chaplin, tithingman; David Currier, fence viewer; Benjamin Emery, Joseph Page, and Micajah Morrill, hogreeves; Moses Poor and John Knight, surveyors of lumber; John Ingalls, leather sealer; and Moses Killey, Benjamin Emery, Jr., Jonathan Webster, and Ezekiel Belknap, highway surveyors.³

Of this set of officers the moderator, clerk (town clerk), selectmen, constable, and fence viewer have survived as such to the present day. The surveyors of highways have been replaced by the highway agent. The surveyors of lumber are now termed the surveyors of wood and lumber. The tithingman, hogreeves, and leather sealer no longer function.

The officers which have been added since the first meeting, and which have been kept to the present time, consist of the tax collector, treasurer, auditors who were preceded by the committee to settle with the selectmen, forest fire warden, police, supervisors of the check list, inspectors of elections, ballot clerks, school board, health officer, field drivers, trustees of trust funds, dog officer, sexton, library trustees, and legal or prosecuting agent. Offices which were adopted subsequent to the first meeting, but later abandoned, consist of firewards, overseers of the poor, cemetery trustees, tree warden, sealer of wood, measurers of wood, corders of wood, pound keeper, sealer of weights and measures, weigher, clerk of the market, deer keeper, and fish and game warden.⁴

1. See Historical Sketch, ante, 3.

2. Laws of New Hampshire, 3:470-471 (1767). For further information dealing with church, see entry l-k, z, aa, bb, hh.

3. Record [of Town Meetings and Miscellaneous], vol. 1, pp. 4-5 (1767), entry 1.

4. Ibid., 1768--, passim.

At the present time the voters of Atkinson, at the annual town meeting, elect a town clerk, treasurer, tax collector, constable, two auditors, one highway agent, two fence viewers, one sexton, two field drivers, and seven surveyors of wood and lumber to serve for one year. The town also elects one selectman, one library trustee, and one trustee of trust funds to serve for three years. At the biennial November elections three supervisors of the check list and a moderator are chosen. The selectmen appoint a police officer for an indefinite term. They also appoint four inspectors of elections, biennially, two of whom are designated by the moderator as ballot clerks. The State Forester appoints one forest fire warden and two deputies for the town. The State Board of Health appoints the health officer, upon recommendation of the selectmen.

Annually, the Atkinson school district elects a moderator, one member of the school board, a clerk, and a treasurer. The moderator, clerk, and treasurer serve one year. The members of the school board serve three years. The Atkinson school board in consultation with the school boards of the other towns constituting Supervisory Union No. 55 nominates the superintendent of schools who receives his appointment from the State Board of Education.

The chief recording officer of the town is the town clerk. Like the clerks of other New Hampshire towns, the Atkinson town clerk keeps that set of records, generally referred to as town minute books. The main purpose of those records is to preserve the minutes of the town meetings, but for the earlier years they contained, in addition, a great variety of recordings not coming under the category of minutes. The minutes, complete from the incorporation of the town in 1767, record the votes taken at the annual town meetings on all town affairs. The date, time, and place of the meetings are shown. Records of appropriations and of officers elected are also kept. Other than minutes that have appeared in the town minute books from time to time, there are included tax abatements, pauper agreements, jury drawings, fence divisions, advertisements of strays, records pertaining to church matters, perambulations of town lines, tavern and liquor licenses, school district records, highway records, and early vital statistics, including family records, and bans and publishments of matrimony.

It is the duty of New Hampshire town clerks to keep a complete record of vital statistics. At the present time the Atkinson clerk maintains a double system, one branch of which began in 1938. Under the old system, which is continued as a supplement to the new one, information is chronologically arranged in volumes, with a supporting index. Under the new system, there is an alphabetically tabbed post binder in which certificates of births, marriage intentions, marriages, and deaths are inserted in their proper places.

The clerk keeps automobile registration permits, and the records thereof. Records of fires, tax sales, personal mortgages and conditional sales, and writs of attachment are also kept by him. Among other records are included dog licenses, cemetery deeds, and pole permits. The Atkinson clerk, in common with many other town clerks is

the custodian of the records of the dissolved school districts, including minutes of meetings of the districts and reports of the superintending and prudential committees. The miscellaneous papers of the town clerk cover a wide range of subjects represented also in the town minute books and in individual record series.

The administrative officials of the town--the selectmen--issue the annual town reports which, in addition to their own report, contain the reports of the auditors, librarian, school board, school district treasurer and clerk, superintendent of schools, town treasurer, tax collector, and trustees of trust funds. These documents, printed annually, contain also such items as the town warrant, list of town officers, and the budget. The duties of the selectmen as assessors are represented by invoice records and blotter books. Their function as overseers of the poor is represented by relief cards and orders. The selectmen keep financial records which give all pertinent information concerning monies received and expended by the town. The concern of the towns with military training in the nineteenth century is illustrated by roll and orderly books retained in the possession of the selectmen.

The principal record of the tax collector is the N. H. State Tax Collector's Book. In this book is recorded the warrant to the tax collector, name of tax payer, amount of property and poll tax, date of payment, interest collected, discount, abatement, and amount paid. In addition to this record, the collector keeps separate records of poll taxes, tax sales and redemptions, and a cash book.

The town's chief financial officer is the treasurer whose records include accounts of receipts and payments, records of town notes, bank statements, cancelled checks, and orders issued upon him. The system of recording receipts and expenditures was changed in February 1927. Since that time these records have been recorded in books furnished by the State Tax Commission. The other financial officers of Atkinson, the trustees of trust funds and the library trustees, each keep a volume of records containing minutes of their meetings and other information concerning the execution of their duties.

Of the election officers--moderator, supervisors of the check list, and inspectors of elections and ballot clerks--only the supervisors keep any records. These are two bundles of check lists dating back to 1835.

The only current record kept by the highway agent consists of two bundles of payrolls. Old records include highway surveyors' account books and road agents' time books.

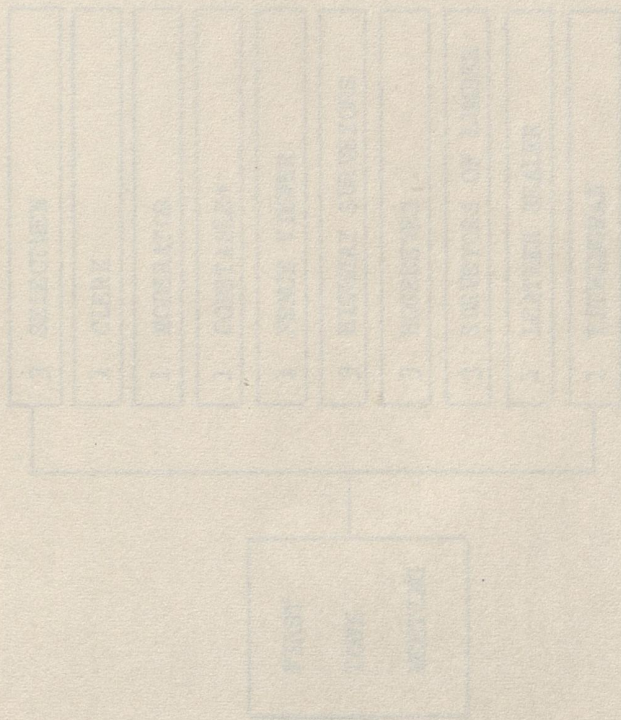
The auditors, forest fire warden, constable, police, health officer, fence viewers, field drivers, and surveyors of wood and lumber keep no records. Past records pertaining to the offices of field driver and fence viewer may be found in the town minute books.

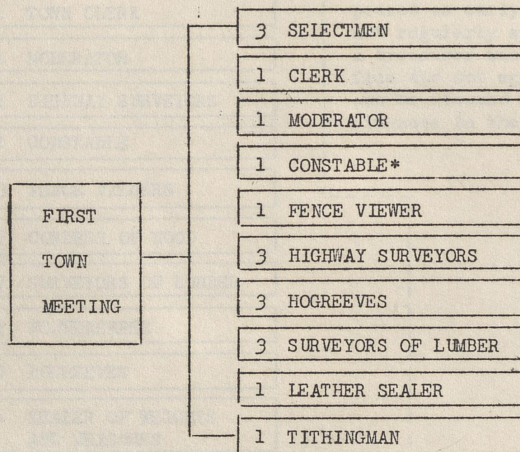
Atkinson has no water or fire precinct, but the town constitutes a school district which belongs to Supervisory Union No. 55. The

Governmental Organization and
Records System

(First entry, p. 26)

administrative agency of the district--the school board--keeps a general fund and loan fund record, which is a detailed account of expenditures and receipts of the school system. It also keeps teachers' contracts and minutes of board meetings. The school district treasurer keeps a cash book of receipts and payments; the school district clerk records minutes of the meetings of the school district. Records of the Supervisory Union include minutes of meetings, bank deposit books, and check book stubs. In addition to keeping current New Hampshire School Registers, 1927--, the Supervisory Union has custody of one hundred volumes of Registers covering 1851-82.





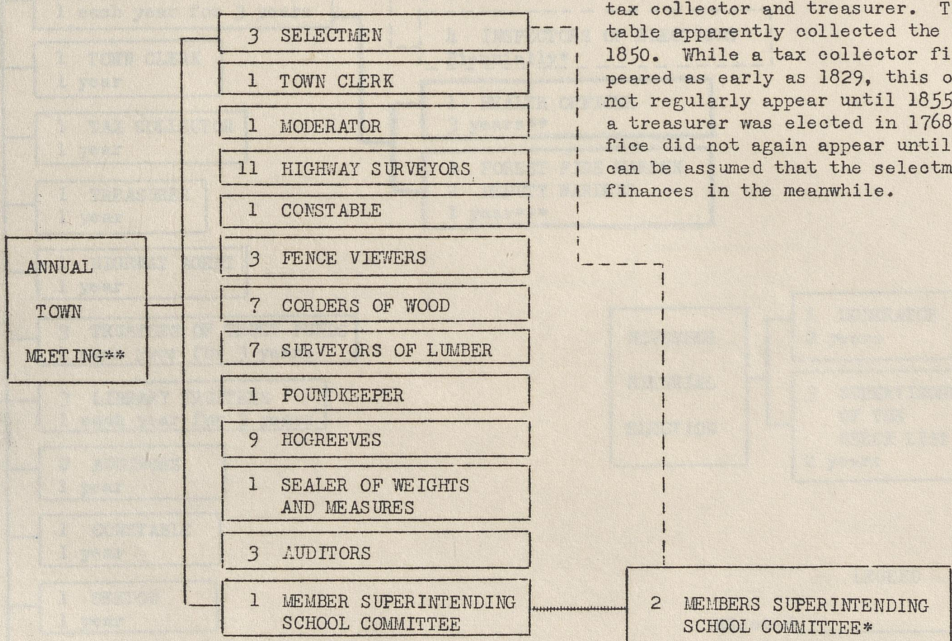
LEGEND

* Collected Taxes

All officers elected for one year term

A word of explanation is in order for the absence of the important officers of tax collector and treasurer. The constable apparently collected the taxes in 1850. While a tax collector first appeared as early as 1829, this office did not regularly appear until 1855. Though a treasurer was elected in 1768, the office did not again appear until 1852. It can be assumed that the selectmen handled finances in the meanwhile.

CHART OF ATKINSON TOWN OFFICERS IN 1850

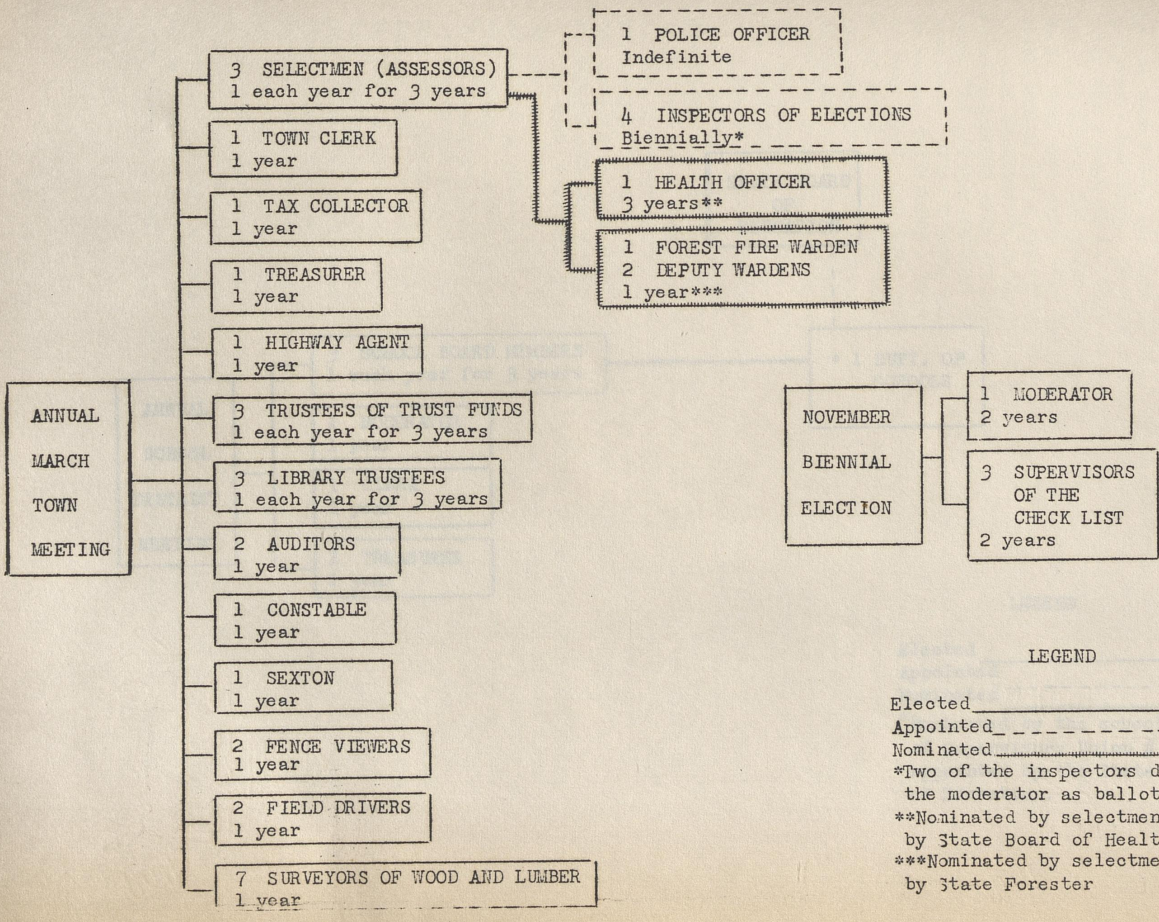


LEGEND

- Elected _____
- Appointed - - - - -
- Same Committee

* This seems to be an exception for 1850. The usual procedure was for the full membership of the board to be elected

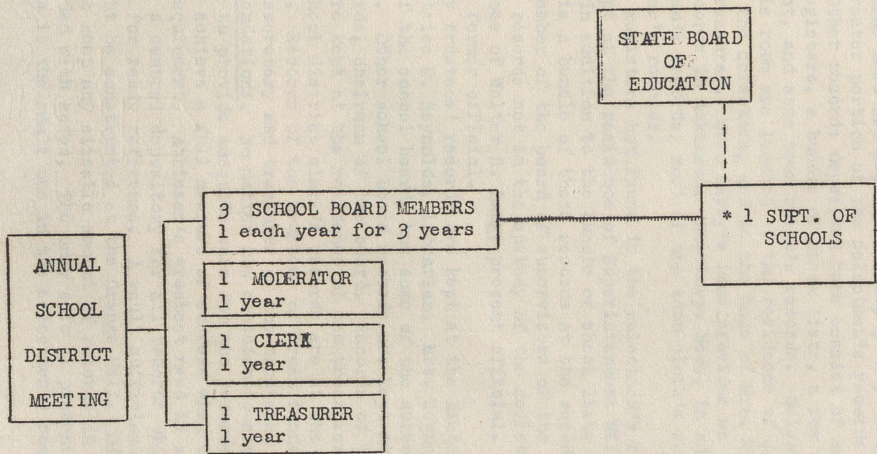
** All officers elected for one year term.



LEGEND

Elected _____
 Appointed - - - - -
 Nominated
 *Two of the inspectors designated by the moderator as ballot clerks
 **Nominated by selectmen, appointed by State Board of Health
 ***Nominated by selectmen, appointed by State Forester

OFFICE OFFICER



LEGEND

Elected _____
 Appointed _____
 Nominated - - - - -
 *Nominated by the school board of Supervisory Union # 55; appointed by the State Board of Education.

3. HOUSING, CARE, AND ACCESSIBILITY OF THE RECORDS

The principal depository for records in most New Hampshire towns is the town hall, but this is not true in Atkinson, which has never had such a building. To some extent, however, the Grange Hall substitutes for a town hall. This is a wooden building, bungalow type, built in 1912. The space occupied by it is approximately 68,250 cubic feet. The town rents this building from the Grange and taxes that organization for a sum equal to half the rent.

The selectmen's room, 10' x 8' x 8', is located on the first floor. Records here are kept in a safe, 5' x 3' x 2½', and a wooden box. The greater portion of the selectmen's records are found in this location. Other records deposited here consist of one hundred volumes of school registers, a bundle of check lists, a few records of the highway agent, and some town clerk's records. Selectmen's records not found in this room are located at the residence of J. H. Coleord, chairman of the selectmen, and at the home of Mrs. Rose E. Barry, town clerk and treasurer. Mrs. Barry's home provides an important depository for records in Atkinson. She keeps here, in addition to some of the selectmen's records, most of the town clerk's records and all of the treasurer's records.

School registers not found in the selectmen's room at the Grange Hall are kept at the residence of Superintendent William J. Nelson, Plaistow. In addition to the bundle of check lists in the selectmen's room there is a bundle of these records at the residence of Harry B. Tuttle, a member of the board of supervisors of the check list. Highway agents' records not in the custody of the selectmen are kept at the residences of Walter B. Lang, present official, and Burton C. Pettengill, former official.

Library trustees' records are kept at the Kimball Public Library by Mrs. Beatrice E. Reynolds, librarian. Mrs. Reynolds, who is also secretary of the school board, has some of the school board records at the library. Other school board records are kept at the home of Mrs. E. A. Richards, chairman of the board. Records of the school district treasurer are kept at the residence of the treasurer, Mrs. May I. S. Tuthill; school district clerk's records are at the home of the clerk, George Page. Records of the trustees of trust funds are kept by Oscar P. Tuttle, secretary and treasurer of the trustees.

Recommendations. No matter how conscientiously town officials may attempt to provide adequate care for the records in their custody, they cannot achieve a full measure of success when they are handicapped by lack of equipment. Atkinson's greatest need is a fireproof vault to serve as a central depository for all records which town officials do not need for ready reference. A vault sufficiently large for this purpose might be constructed at the Grange Hall. Officials finding it necessary to keep any sizeable amount of records in their homes ought to be provided with safes. The only safe at present available for town records is the small one in the selectmen's room at the Grange Hall.

The preparation of a full index for the town minute books would certainly be worthwhile. There is already prepared an index by names for such of the minute books as came under the scope of the activities of the Secretary of State in the indexing of early town records;¹ that index, however, is kept at Concord. An index for the use of the town, therefore, is very desirable. The set of volumes containing records of conditional sales and personal mortgages ought to be indexed. Prior to 1925 there is no index for vital statistics with the single exception of an index for one volume, 1805-date, containing, though incompletely, such records as intentions of marriage, publishments, and family records. The value of a complete index for all vital statistics is readily apparent--especially from the viewpoint of the genealogist or the historian.

4. ABBREVIATIONS, SYMBOLS, AND EXPLANATORY NOTES

alph.	alphabetical(ly)
anon.	anonymous
<u>ante</u>	before
approx.	approximate(ly)
arr.	arranged (arrangement)
art.	article
avcr.	average
bsmt.	basement
ch(s).	chapter(s)
chrn.	chairman
chron.	chronological(ly)
f.b.	file box(es)
f.d.	file drawer(s)
hdw.	handwritten (in ink)
<u>ibid.</u>	<u>ibidem</u> (in the same place)
<u>id.</u>	<u>idem</u> (the same; the same as above)
L.	Library
<u>loc. cit.</u>	<u>loco citato</u> (in the place cited)
N.H.H.S.	New Hampshire Historical Society
no(s).	number(s)
num.	numerical(ly)
off.	office
<u>op. cit.</u>	<u>opere citato</u> (in the work cited)
<u>passim</u>	here and there
p(p).	page, pages

1. See New Hampshire Laws of 1913, ch. 137.

Abbreviations, Symbols, and Explanatory Notes

(First entry, p. 26)

ptd.	printed
rm.	room
res.	residence
sec(s).	section(s)
sel.	selectmen
strm.	storeroom
t. cl.	town clerk
T. H.	Town Hall
treas.	treasurer
v.	vault
vol(s).	volume(s)
---	to date

Titles: Exact titles of records are written in solid caps without brackets, as in entry 3. In the absence of titles, descriptive titles have been assigned which are written in solid caps and enclosed in brackets, as in entry 2. If a record title is not descriptive of the contents of the record, as assigned explanatory title, written with initial caps and enclosed in brackets, has been added, as in entry 1. Titles of artificial entries (those procured from another entry) are written in solid caps and enclosed in brackets, as in entry 23. In the master entry (the entry from whose description the artificial entry is taken) the titles in the description are written in initial caps and enclosed in brackets, as in entry 1, "f. [Appointments of Town Officers], 1829--", entry 23." Titles of regular entries used as references in the description of other entries are written in initial caps without brackets, as in entry 1, "h. Births Registered in Town of Atkinson, scattered dates 1688-1849, entry 7."

Dates: First and last dates covered by a particular record are shown in the title-line of the entry. Continuous records are shown by a hyphen between the beginning and closing dates, as 1888-1909. Lapses in the records are indicated by a comma between the groups of inclusive dates, as 1888-90, 1920-29. Current dates are indicated by two hyphens, thus, 1930--.

Labeling: Figures or letters in parenthesis, following the number of volumes or file boxes, indicate the labeling of a record.

Cross References: Title-line cross references are used to complete series of records kept separately for a period of time and in other records for different periods of time, as in entry 15, "1920-34 in [Miscellaneous Papers], entry 37-d." They are also used in all artificial entries-entries for records which must be shown separately under their proper office or section heading, even though they are kept in files or records appearing elsewhere in the Inventory, as in entry 23, "In Record [of Town Meetings and Miscellaneous], entry 1-d." In both instances, the description of the master entry or the entry covering a record of miscellaneous content shows the title and entry number from which the cross reference is made, as in entry 1, "i. [Bonds of Town Officers], 1854-1923, entry 25." Dates shown in the description of the master entry are only for the part or parts of the records contained therein, and are shown only when they vary from those of the master entry.

Separate third-paragraph cross references from entry to entry, and "See also" references under subject headings, are used to show prior, subsequent, or related records which are not parts of the same series.

Index: Unless the index is self-contained, an entry for the index immediately follows its record entry. Cross references are given for exceptions to this rule. A general index to a group of records always precedes the records entries.

Condition: Unless otherwise specified, it is to be assumed that the record is in good condition.

Size: When a series consists of more than one volume it is understood that the average number of pages is given. The same rule applies to measurements of volumes, file boxes, file drawers, etc. Measurements are always given in inches, unless otherwise indicated, and therefore, the symbol ("") has been omitted.

Location: The exact location of a record is usually given at the end of each entry. In the event that the records of an official are all located in one place, a statement to that effect is made at the conclusion of the office sketches and the location reference for each entry under that office is not given.

Miscellaneous: The Appendix of the Inventory contains non-official records found in the custody of various town officials.

B. TOWN OFFICES AND THEIR RECORDS

I. TOWN CLERK

The office of town clerk in Atkinson has been in existence since the incorporation of the town in 1767. It is elective for one year and John Knight, Jr. was elected the first town clerk.¹

Unless otherwise stated, all records are found at the residence of Mrs. Rose E. Barry, town clerk.

For annual reports of the town clerk, see entry 40.

Minutes

1. RECORD [of Town Meetings and Miscellaneous], 1688--.
7 vols. and 1 duplicate vol. (dated; 1-4, 4 vols.,
1688-Apr. 1886; Fifth, Sixth, 2 vols., Apr. 1886-Jan. 1934;
unnumbered, 1 vol., Jan. 1934--). Title varies: Town
Record Books; Record Book of the Town of Atkinson; Town
Clerks Record Book of the Town of Atkinson.

Recorded warrants for and minutes of annual and special town meetings. Warrants, 1767-1836, 1843--: legal notices warning qualified voters of town to meet for transaction of town business showing names of state, county, and town; date, time, and place of meeting; list of articles to be voted upon, date warrant issued, and signatures of selectmen. First warrant, September 22, 1767, issued by Thomas Noyes who was authorized to do so by the Governor and General Court of the Province. October 19, 1767-1805, warrants directed to constable who notified and warned qualified voters of town by posting and crying the warrant; constable's return on warrant: date of return, certification that qualified voters have been warned, and name of constable. 1806--, directed to qualified voters by selectmen without reference to constable; selectmen make return on warrant. For Original warrants, 1834-78, 1882-89, see entry 37-t. Minutes of town meetings, 1767--, showing date, time, and place of meeting, and recording and action taken on articles in the warrant and all other town affairs.

Also contains:

- a. Abatement of taxes, scattered dates 1768-1893, showing date, name of person whose tax is abated, class of rate (minister, poll, other), and year of levy. For tax collector's abatements, 1926--, see entry 53. For petitions for tax abatements, 1920-34, see entry 37-r.
- b. Agreement for care of paupers, 1767, showing names of contracting party and selectmen, date, name and address of pauper, duration of contract, and consideration involved.
- c. [Appointments of Town Officers], 1829--, entry 23.
- d. Atkinson and Plaistow establishment of boundary lines, no date.

1. Record [of Town Meetings and Miscellaneous], vol. 1, p. 5 (1767); et passim, 1768--, entry 1.

- e. Atkinson's action concerning paper money, 1786. See New Hampshire State Papers, 11:122-130.
- f. Auditing committee reports, 1806, 1811. Return of audit of selectmen's accounts; fiscal year, details of unpaid debts, allowances, uncollected taxes, recommendations, and attest of committeemen.
- g. Bans of matrimony, 1767-1805. Notification of proposed marriage required by ecclesiastical canon to be called three successive weeks prior to marriage; date, names and addresses of intended bride and groom, and date certificate issued.
- h. Births Registered in Town of Atkinson, scattered dates 1688-1849, entry 7.
- i. [Bonds of Town Officers], 1854-1923, entry 25.
- j. Boundary agreements, 1775, 1779, 1843. Settlement of division of private bounds showing names and addresses of persons concerned, date, place, and names of witnesses and interested parties.
- k. Church membership certificates, 1795-1818, showing date, name of town, names and addresses of members, denomination, name and location of church, certificate of attendance by church warden, date recorded, and attest of town clerk.
- l. Deaths Registered Town of Atkinson, scattered dates, 1754-1849, entry 14.
- m. [Family Records], 1767-68, entry 2.
- n. Fence Agreements, 1835. Voluntary agreement between abutting land owners regarding division and maintenance of fences: date, names and addresses of parties concerned, conditions of agreement in detail, names of parties concerned, and attest of town clerk. For related subsequent records, 1810-99, see entry 39.
- o. [Fence Divisions], scattered dates, 1810-43, entry 39.
- p. Found notice, 1818. Advertisement of personal property found: date, place, names of articles and town, condition of reclamation, signature of advertiser, certification of notice, and attest of town clerk.
- q. Highway agreements, 1769, 1772. Agreement between town and property owners for laying out of highway through land of property owners: names of town and land owners, date, limitation of bounds, condition of agreement, and names of land owners.
- r. Highway alterations, 1832-40. Warning to abutting land owners on petition for highway alteration: date, names and addresses of abutting land owners, names of petitioners; date, time, and place of meeting; and names of selectmen.
- s. Highway damage awards, 1833-40. Settlement for damage incurred in laying out highways: names of town and land owners, amount paid, date, and names of selectmen.

- t. [Highways, Layout of], scattered dates 1772-1902, entry 21.
- u. [Highway Petitions], scattered dates 1769-1846, entry 20.
- v. [Jury Meeting], 1829--, entry 28.
- w. [Land Leases], 1817, 1823, entry 18.
- x. [Marriage Intentions, Publishments], 1784-1847, entry 8.
- y. Marriages in Town of Atkinson, scattered dates 1742-1842, entry 11.
- z. Ministerial rate, petition for abatement, and return of petition, 1792. Petition shows date, names and addresses of selectmen; request to support another minister, name of minister, tenure of request, request for abatement of previous taxes or rates; and names of petitioners and witnesses. Return shows date, name of town, date voted upon and referred to committee; date, action, and recommendation upon petition; names of committeemen; date report read, considered, result of vote; and attest of town clerk.
- aa. Ministerial rate, refused to pay, 1806, shows date, name of town, names and addresses of selectmen, reasons for refusal, name of refuser, date recorded, and attest of town clerk.
- bb. Minister's acceptance of salary agreement, 1780. Salary stipulated and agreed upon between minister and town: date, parties of agreement, conditions and tenure of agreement, and names of minister and officials concerned.
- cc. Non-resident tax list, 1815, 1823. List of non-resident for school taxing purposes: names of town and land owners, name or number of school district, dates of list and levy, and names of selectmen.
- dd. [Oaths of Town Officers], 1767--, entry 24.
- ee. Paupers, vendue of, 1800, 1828-30, 1837. Sale of care for paupers at public auction: date, names of pauper and highest bidder, consideration involved, and time limit of contract.
- ff. Perambulations of roads, 1816, showing renewal of boundary lines of highways, authorization, limits and bounds, and names of selectmen.
- gg. [Perambulations of Town Lines], scattered dates 1797-1841, entry 22.
- hh. Pews, vendue of, 1800. Record of sale of pews at public auction: date, number of pews to be sold, pew numbers and location, amounts bid, and names of purchasers.
- ii. Roving animals, strays, 1834, 1839, 1842, 1861. Regulations issued in restraint of roving animals on public highways: date, name of town, kind of animal, and fine for breach of law. For related records, see entry 16-n.
- jj. [School Districts, Divisions of], 1775-1861, entry 33.

- kk. State government, plan of permanent, 1781-82.
1. Resolution from General Assembly regarding permanent plan of government showing name of state, reason caused by present state of affairs, vote and resolution for representation by towns in convention at Concord, reimbursement of representatives' expenses, name of Speaker of House of Representatives; date read and concurred in council, and attest of Secretary of General Assembly.
 2. Recommendation from General Assembly to warn meeting showing name of state, to whom addressed, name of town, recommendation for calling meeting, instruction for action, date and place of meeting, attest of Secretary of General Assembly, and name of Governor (President).
 3. Report of committee on plan of government showing names of state and county, from and to whom, report of examination, objections to original plan; proposed alterations and amendments to preceding address, bill of rights, and constitution; proposed plan for election of senators and representatives, article on counties, name of town, date, and names of committeemen.
- ll. Strays, advertisements of, 1785, 1818, showing species, age, and description of animal; terms of reclamation, names of advertiser and town, date, and attest of town clerk. For related records, see entry 16-n.
- mm. [Tavern and Liquor Licenses], scattered dates 1767-1858, entry 30.
- nn. Tax sales, 1857, showing information as in entry 50. For subsequent records, 1864-- , see entry 16-p. For original tax sales, 1883-84, see entry 37-s.
- oo. Town meeting, change of date of, 1790. Copy of act of 1790 changing time of annual town meetings to the second Tuesday in March (Laws of New Hampshire, 5:484).
- pp. [Writs of] Attachment Recorded in the Town of Atkinson, 1813, 1815, entry 19.
- Arr. chron. 7 vols., 1688-- , not indexed; 1 duplicate vol., 1688-1872, indexed alph. by names of persons concerned. Hdw. 7 vols., 450 pp. 14 x 8½ x 1½; 1 duplicate vol., 758 pp. 14 x 9 x 2½. Duplicate vol., off. v., Secretary of State, Concord.

Vital Statistics

2. [FAMILY RECORDS], 1767-68, 1805-79. 1767-68 in Record [of Town Meetings and Miscellaneous], entry 1-m; 1805-79 in A Record of Intentions of Marriages [,] and Births, Marriages, Deaths, Etc. of Town of Atkinson, entry 12-a. Names of parents, date and kind of event (birth, marriage, death), names of parties concerned, and occasionally date of filing or recording.

3. VITAL STATISTICS OF THE TOWN OF ATKINSON, N. H., Jan. 1, 1938--.
1 loose leaf vol.

Contains original:

- a. [Certificates of Births], entry 6.
- b. [Certificates of Marriage Intentions], entry 9.
- c. [Certificates of Marriages], entry 10.
- d. [Certificates of Deaths], entry 13.

Arr. chron. by date of event within each group. No index. Hdw. and typed on ptd. forms. 150 pp. $11\frac{1}{2} \times 9\frac{1}{4} \times 1\frac{1}{2}$.

4. [CERTIFICATES OF BIRTHS, MARRIAGE INTENTIONS, MARRIAGES, AND DEATHS], 1935-37. Approx. 100 papers in desk drawer.

Contains original:

- a. [Certificates of Births], entry 6.
- b. [Certificates of Marriage Intentions], entry 9.
- c. [Certificates of Marriages], entry 10.
- d. [Certificates of Deaths], entry 13.

No obvious arr. No index. Hdw. and typed on ptd. forms. 4 x 6.

5. RECORD-MARRIAGES, BIRTHS, DEATHS, 1850-57, 1889--. 3 vols.
(1 vol., 1889-1924, dated). Title varies slightly.

Contains:

- a. Births Registered in Town of Atkinson, entry 7.
- b. Marriages in Town of Atkinson, entry 11.
- c. Deaths Registered Town of Atkinson, entry 14.

Arr. chron. 2 vols., 1850-57, 1889-1924, no index; 1 vol., 1925--,
indexed alph. by names of persons concerned within each topic. Hdw. on
ptd. forms. 2 vols., 1850-57, 1889-1924, 100 pp. $18 \times 13 \times \frac{1}{2}$; 1 vol.,
1925--., 250 pp. $18 \times 13 \times 1$.

6. [CERTIFICATES OF BIRTHS], 1920--. 1920-34 in [Miscellaneous Papers], entry 37-e; 1935-37 in [Certificates of Births, Marriage Intentions, Marriages, and Deaths], entry 4-a; 1938-- in Vital Statistics of the Town of Atkinson, N. H., entry 3-a.

Register number, place and address of birth, child (full name, sex, color, if plural births, premature or full term, and date of birth); parents (names, residence, color, ages, birthplaces, and occupations); number of children born of this mother, born alive and now living, born alive now dead, and stillborn. Certificate of attending physician or midwife: date, and signature and address of physician or other person certifying this record. Date filed, name of town clerk, date given name added from supplemental report, and signature of town clerk.

7. BIRTHS REGISTERED IN TOWN OF ATKINSON, 1858-88. 1 vol. (dated). 1688-1849 in Record [of Town Meetings and Miscellaneous], entry 1-h; 1850-57, 1889-- in Record-Marriages, Births, Deaths, entry 5-a.

1688-1849: name, and date of birth; 1850-57: date of birth, name, sex, and color of child; and names and residence of parents; 1858-88: date and place of birth, name of child, sex, living or still born; names,

residence, color, occupations, and birthplaces of parents; 1889-1924: age of parents added; 1925--: number of child, and name and residence of physician or other person reporting birth added. Arr. chron. by date of birth. No index. Hdw. on ptd. forms. 100 pp. 18 x 13 x $\frac{1}{2}$.

8. [MARRIAGE INTENTIONS, PUBLISHERMENTS], 1784--. 1784-1847 in Record [of Town Meetings and Miscellaneous], entry 1-x; 1848-- in A Record of Intentions of Marriages [,] and Births, Marriages, Deaths, etc. of Town of Atkinson, entry 12-b.

Date, name of town; names, ages, and addresses of intending bride and groom; date certificate issued and names of contracting parties and town clerk.

9. [CERTIFICATES OF MARRIAGE INTENTIONS], 1920--. 1920-34 in [Miscellaneous Papers], entry 37-h; 1935-37 in [Certificates of Births, Marriage Intentions, Marriages, and Deaths], entry 4-b; 1938-- in Vital Statistics of the Town of Atkinson, N. H., entry 3-b.

Full names, addresses, ages, color, marital status, occupations, and birthplaces of intending bride and groom; names, addresses, ages, color, living or dead, occupations, and birthplaces of parents; date and signatures of intending parties; date intention entered and recorded; date physicians' statements and record of blood tests received by town clerk; date certificate issued, and signature of town clerk.

10. [CERTIFICATES OF MARRIAGES], 1920--. 1920-34 in [Miscellaneous Papers], entry 37-g; 1935-37 in [Certificates of Births, Marriage Intentions, Marriages, and Deaths], entry 4-c; 1938-- in Vital Statistics of the Town of Atkinson, N. H., entry 3-c.

Place, date, residence, official designation, and signature of person performing ceremony; date record filed, registered number, and signature of town clerk.

11. MARRIAGES IN TOWN OF ATKINSON, 1858-88. 1 vol. (dated). Scattered dates 1742-1842 in Record [of Town Meetings and Miscellaneous], entry 1-y; 1843-50 in A Record of Intentions of Marriages [,] and Births, Marriages, Deaths, etc. of the Town of Atkinson, entry 12-c; 1850-57, 1889-- in Record-Marriages, Births, Deaths, entry 5-b.

1742-1849: date, names and residences of bride and groom, and name of officiating clergyman or justice; 1850-57: ages and birthplaces of bride and groom added; 1858-88: color, occupation and marital status of bride and groom; names, birthplaces, and occupations of parents added; 1889-1924: place of marriage, residence of clergyman or justice, and color of parents added; 1925--: date intentions filed added. Arr. chron. by date of marriage. No index. Hdw. on ptd. forms. 100 pp. 18 x 13 x $\frac{1}{2}$.

12. A RECORD OF INTENTIONS OF MARRIAGES [,] AND BIRTHS, MARRIAGES, DEATHS, ETC. OF TOWN OF ATKINSON, 1805--.
1 vol.

Contains:

- a. [Family Records], 1805-79, entry 2.
- b. [Marriage Intentions, Publishments], 1848--, entry 8.
- c. Marriages in Town of Atkinson, 1843-50, entry 11.

Arr. chron. by date of entry. Indexed alph. by names of bride and groom and head of family. Hdw. 200 pp. 14 x 8½ x 1.

13. [CERTIFICATES OF DEATHS], 1920--. 1920-34 in [Miscellaneous Papers], entry 37-f; 1935-37 in [Certificates of Births, Marriage Intentions, Marriages and Deaths], entry 4-d; 1938-- in Vital Statistics of the Town of Atkinson, N. H., entry 3-d.

Register number, names of county, town, street, and village or institution where death occurred; length of residence where death occurred and in United States, if foreign born; if death occurred in institution, length of time an inmate; name and address of deceased, sex, color, marital status, date of birth, age, occupation, and birthplace; names, occupations, birthplaces of parents, and mother's maiden name; signature and address of informant; burial, cremation or removal (date, place, and name); and signature and address of funeral director. Medical certificate of death for use of medical referees: date of death, time of death as certified by medical referee, principal and contributory causes of death, duration of condition, place disease contracted or injury sustained, if premature (month of gestation); date of operation if any, for what disease or injury, organ or part affected, laboratory test assisting diagnosis; autopsy if performed: accident, suicide, or homicide, date and place of injury, manner and nature of injury (occupational), place and date signed, signature of medical referee, and name of county; countersigned and burial or transit permit issued by town clerk, and dates issued and filed; and date and attest of town clerk.

14. DEATHS REGISTERED TOWN OF ATKINSON, 1858-88. 1 vol. (dated). Scattered dates 1754-1849 in Record [of Town Meetings and Miscellaneous], entry 1-1; 1850-57, 1889-- in Record-Marriages, Births, Deaths, entry 5-c.

1754-1849: name of deceased and date of death (occasionally gives names of nearest kin); 1850-57: age, occupation, and residence of deceased; cause of death, duration of illness, and place of birth added; 1858-88: place of death, sex, color, marital status, occupation; names, residence, and birthplaces of parents added; 1925--: length of residence, previous residence, if death occurred in an institution (name and how long an inmate), contributing cause of death, occupation of parents, name and address of physician reporting death, date and place of interment, name of cemetery, and name and address of undertaker added. Arr. chron. by date of entry. No index. Hdw. on ptd. forms. 100 pp. 18 x 13 x ½.

Town Clerk - Mortgages, Deeds,
Leases, Writs

(15, 16)

15. BURIAL PERMITS, 1935--. 4 pads. 1920-34 in [Miscellaneous Papers], entry 37-d.

Transcript of permit issued by town clerk upon receipt of certificate of death: names of town and deceased, date of permit, points of transfer of body (from - to - cemetery), date of death, age and address of deceased, place and cause of death, contributing causes, names of medical attendants, signature of town clerk, and certification of interment signed by undertaker. Arr. chron. No index. Hdw. on ptd. forms. 25 pp. $5\frac{1}{2} \times 5\frac{1}{2} \times \frac{1}{4}$

Mortgages, Deeds, Leases, Writs

16. RECORD, 1835--, 5 vols. (1-5). Title varies: Bill of Sale, Mortgages, Personal Property, Licenses, Record Book of Petitions, Laying Out Highways, Agreements, Perambulations, Taking Land, Telephone and Telegraph, Agreements Town of Atkinson; Record Book of Petitions, Laying Out Highways, Perambulations, Taking Land, Telephone and Telegraph, Agreements of Town of Atkinson; Record Bills of Sale, Leases, Strays, Sale of Land for Taxes, Enrollment of Soldiers, Record of Cemetery Deeds, Water etc. of Town of Atkinson; Mortgages of Personal Property.

Contains recordings of:

- a. Bills of sale, 1864--, showing date, names of buyer and seller, consideration involved, description of article, and nature of agreement.
- b. Cemetery deeds, 1879--, showing date, name of buyer, consideration involved, description of lot, condition of sale, acknowledgment of payment, and names of selectmen.
- c. Conditional sales, 1898--, showing date, schedule of goods and chattels, names of buyer and seller, conditions of contract, consideration involved, and names of contracting parties and witnesses.
- d. Enrollments [Lists], 1869, entry 36.
- e. [Fence Divisions], scattered dates 1844-99, entry 39.
- f. [Highways, Laying out of], scattered dates 1842-1904, entry 21.
- g. [Highway Petitions], scattered dates 1867-92, entry 20.
- h. [Land Leases], scattered dates 1893-1926, entry 18.
- i. [Mortgage Deeds, Personal], 1835--, entry 17.
- j. [Perambulations of Town Lines], scattered dates 1842-1903, entry 22.
- k. Pole permits, 1900, showing date of authorization, and number and location of poles to be erected.
- l. Pool table licenses, 1920-24, showing date granted, name of proprietor, and conditions of license.
- m. [School Districts, Divisions of], 1844-69, entry 33.
- n. Stray record, 1844-53, showing date of discovery, description of animal, name of finder, and date notice filed. For related records, see entry 1-ii, 11.
- o. [Tavern and Liquor Licenses], 1853-55, entry 30.
- p. Tax sales, 1864--, showing information as in entry 50. For prior records, 1857, see entry 1-nn. For original tax sales, 1883-84, see entry 37-s.

Arr. chron. No index. Hdw., and hdw. on ptd. forms. 250 pp. 12 x 8 x 1.

17. [MORTGAGE DEEDS, PERSONAL], 1835--. In Record, entry 16-i. Date, names of mortgagor and mortgagee, description of goods and chattels, consideration involved, conditions, names of parties concerned and witnesses, and attest of town clerk.

For original records, 1835-42, see entry 37-n.

18. [LAND LEASES], scattered dates 1817, 1823, 1893-1926. 1817, 1823 in Record [of Town Meetings and Miscellaneous], entry 1-w; 1893-1926 in Record, entry 16-g.

Date, names and addresses of lessee and lessor, description of property, tenure and conditions of lease, names of contracting parties, and attest of town clerk.

19. [Writs of] ATTACHMENTS RECORDED IN THE TOWN OF ATKINSON, 1852--. 1 vol. 1813, 1815 in Record [of Town Meetings and Miscellaneous], entry 1-pp.

Abstracts of writs received and recorded: date and time received, names of plaintiff and defendant, and court returnable. Arr. alph. by names of defendants and chron. thereunder. No index. Hdw. 100 pp. 15½ x 10 x ½.

For original writs, 1842-62, see entry 37-u.

Highways, Perambulations

20. [HIGHWAY PETITIONS], scattered dates 1769-1896. 1769-1846 in Record [of Town Meetings and Miscellaneous], entry 1-v; 1867-92 in Record, entry 16-g.

Recorded requests for laying out, repair, alteration, or improvement of highways: date, names and addresses of selectmen, name of town, description of bounds, reasons for and purpose of petition, and names of petitioners.

For original petitions, 1840-57, see entry 37-j.

21. [HIGHWAYS, LAYING OUT OF], scattered dates 1772-1904. 1772-1902 in Record [of Town Meetings and Miscellaneous], entry 1-t; 1842-1904 in Record, entry 16-f.

Description of bounds of accepted highways: date, names of petitioners, location of highway, acceptance by town, names of selectmen and town clerk, and occasionally adjudication of land damages (names of persons affected and amounts of settlement adjudged).

22. [PERAMBULATIONS OF TOWN LINES], scattered dates 1797-1903. 1797-1841 in Record [of Town Meetings and Miscellaneous], entry 1-gg; 1842-1903 in Record, entry 16-j.

Periodical determinations of lines between adjacent towns: date, names of towns, description of bounds, names of selectmen or agents of towns concerned, and attest of town clerk.

Appointments, Oaths, Bonds

23. [APPOINTMENTS OF TOWN OFFICERS], 1829--. In Record [of Town Meetings and Miscellaneous], entry 1-c.

Appointments to fill vacancies in town offices: names of town, appointee, and office to which appointed; dates of appointment and expiration; and names of appointing officials.

For original appointments, 1865-1912, see entry 37-a.

24. [OATHS OF TOWN OFFICERS], 1767--. In Record [of Town Meetings and Miscellaneous], entry 1-dd.

Names of town, person appointed or elected, and office; date of oath, and jurat.

25. [BONDS OF TOWN OFFICERS], 1854-1923. In Record [of Town Meetings and Miscellaneous], entry 1-i.

Date, names of office, officer, and sureties; duration, conditions and liabilities, and names of sureties.

For original bonds, 1865-87, see entry 37-c.

Juries

26. [JURY VENIRES], 1846-82, 1920--. In [Miscellaneous Papers], entry 37-m.

Orders from clerk of county court to town clerk that jurors must be drawn: date, name of town, number of grand and petit jurors to be drawn, date and place jurors to report to court, and signature of clerk of court. Attest of town clerk that jurors have been drawn and notified: date, time, and place of drawing, places notices posted, number of grand and petit jurors drawn, notification of those drawn, and signature and attest of town clerk.

27. [JURY MEETING WARRANTS], 1846-82, 1920--. In [Miscellaneous Papers], entry 37-1.

Warrants for meetings to draw names of persons to act as jurors: date, time, and place of meeting, number of grand and petit jurors to be drawn; date, term, and name of court, date of warrant, names of persons issuing warrant, certification of posting warrant, and signature of town clerk.

28. [JURY MEETINGS], 1829--. In Record [of Town Meetings and Miscellaneous], entry 1-v.

Minutes of jury meetings: date of meeting, name of moderator chosen, names of grand and petit jurors drawn, name of town; name, date, and term of court for which drawn; signature of town clerk, and occasionally certification of notice to jurors drawn.

For original minutes of jury meetings, 1846-82, 1920-34, see entry 37-k.

Licenses, Permits

29. [DOG LICENSES], 1891--. 2 vols. Law requiring licensing of dogs passed 1890.

Transcripts of dog licenses: date, name and address of owner of dog; name, description, and sex of dog, license number, date of expiration, amount of fee, and if transferred name and address of new owner. Arr. chron. by date of license. No index. Hdw. on ptd. forms. 200 pp. 13 x 8 x 3/4. 1 vol, 1891-1924, off. sel.; 1 vol. 1925--., res.

30. [TAVERN AND LIQUOR LICENSES], scattered dates 1767-1858. 1767-1858 in Record [of Town Meetings and Miscellaneous], entry 1-mm; 1853-55 in Record, entry 16-o.

Authorizations to maintain public houses and dispense spirituous liquors: date, name of town, kind of license (tavern or liquor), name and address of licensee, names of selectmen, and attest of town clerk.

31. [AUTOMOBILE REGISTRATION PERMITS], 1933--. 10 bundles. 1920-32 in [Miscellaneous Papers], entry 37-b.

Original permits showing date, name and address of owner, make and kind of car, serial number, list price, rate in mills, permit number, color and weight of car, and amount of fee. Arr. num. by permit nos. and chron. thereunder. No index. Hdw. on ptd. forms. 2 3/4 x 5 x 4 3/4. For abstracts of permits, see entry 32.

32. [RECORD OF AUTOMOBILE PERMIT], 1931--. 1 vol.

Abstracts of automobile permits issued: date, name of owner, model and make of car, amount of fee, and permit number. Arr. num. by permit nos. and chron. thereunder. No index. Hdw. 100 pp. 13 x 9 1/2 x 1. For original permits, see entry 31.

School Districts

33. [SCHOOL DISTRICTS, DIVISIONS OF], 1775-1869. 1775-1861 in Record [of Town Meetings and Miscellaneous], entry 1-jj; 1844-69 in Record, entry 16-m.

Names of state and town, number of districts to be made, locations of school houses, limits of districts, report on division, proportional division of school money, date, and names of committeemen for division of school districts.

34. [RECORDS OF DISSOLVED SCHOOL DISTRICTS], 1847-85. 3 vols. Districts dissolved by law 1885.

Transcripts of warrants; minutes of meetings; date, time, and place of meeting; prudential committee report; teachers hired, salaries paid; expenditures (date, purpose, amount); and school calendar. Arr. chron. No index. Hdw. 100 pp. 10 x 8 1/2 x 1/2 Off. sel. For related subsequent records, see entry 63.

Town Clerk - Military;
Miscellaneous

(35-37)

35. [SUPERINTENDING SCHOOL COMMITTEE REPORTS], 1847-59.

1 folder. 1837-74 in [Miscellaneous Papers], entry 37-q.
Brief information regarding each of the six school districts in town: names of teachers and their recommendations for improvement of schools; progress of pupil, number of pupils registered, average attendance; and number of weeks of school year. Arr. by school districts and chron. thereunder. No index. Hdw. 100 pp. $19\frac{1}{4} \times 7 \times \frac{1}{2}$. N. H. H. S.

Military

36. ENROLLMENTS [Lists], 1870-96. 1 vol. 1869 in Record, entry 16-d.

Recorded lists of enrollees showing male citizens between 18 and 45 years old available for military duty: name, age, occupation, and marital status; date, and names of selectmen. Arr. alph. by name of enrollee. No index. Hdw. on ptd. forms. 100 pp. $13\frac{1}{2} \times 8\frac{1}{2} \times \frac{1}{2}$.

For original enrollment lists, 1862-79, see entry 37-i.

Miscellaneous

37. [MISCELLANEOUS PAPERS], 1832--. Approx. 14,000 papers in 1 wooden box, 1 desk drawer. Prior records missing.

Contains original:

- a. Appointments of town officers, 1865-1912, showing information as in entry 23.
- b. [Automobile Registration Permits], 1920-32, entry 31.
- c. Bonds of town officers, 1865-87, showing information as in entry 25.
- d. Burial Permits, 1920-34, entry 15.
- e. [Certificates of Births], 1920-34, entry 6.
- f. [Certificates of Deaths], 1920-34, entry 13.
- g. [Certificates of Marriages], 1920-34, entry 10.
- h. [Certificates of Marriage Intentions], 1920-34, entry 9.
- i. Enrollment lists, 1862-79, showing information as in entry 36.
- j. Highway petitions, 1840-57, showing information as in entry 20.
- k. Jury meetings, 1846-82, 1920-34, showing information as in entry 28.
- l. [Jury Meeting Warrants], 1846-82, 1920--, entry 27.
- m. [Jury Venires], 1846-82, 1920--, entry 26.
- n. Mortgage deeds, personal, 1835-42, showing information as in entry 17.
- o. Orders on treasurer, 1832-66, 1920-34, showing information as in entry 45. For related records, see entry 57.
- p. School district warrants and meetings, 1849-63, 1879-84.
 1. Warrants show name of town, name or number of district; date, place, time, and purpose of meeting; articles, signatures of committeemen, and certification of posting.
 2. Minutes show date, names of officers chosen, detailed action on articles in warrant, and signature of clerk of school district.

- q. [Superintending School Committee Reports], 1837-74, entry 35.
 - r. Tax abatement petitions, 1920-34, showing date, name of petitioner, nature and amount from which abatement is requested, and signature of petitioner. For tax abatements, see entries 1-a, 53.
 - s. Tax sales, 1883-84, showing information as in entry 50. For recorded tax sales, see entries 1-mn, 16-p.
 - t. Warrants for town meetings, 1834-78, 1882-89, showing information as in entry 1.
 - u. Writs of attachment, 1842-62, showing information as in entry 19.
- No obvious arr. No index. Hdw., typed, and hdw. and typed on ptd forms. Box, 26 x 26 x 48; desk drawer, 10 x 24 x 6. Box, 1832-1934, off. sel; desk drawer, 1935--, res.

38. CLERK'S OFFICE--RECORD OF FIRES, 1894--. 1 vol. No prior records kept.

Date of fire, class of building (wood, brick, stone), how occupied (dwelling, store, manufacture), names of owner and occupant; building (value, damage, insurance upon and paid); total or partial loss; cause of fire; and remarks. Arr. chron. by date of fire. No index. Hdw. on ptd. forms. 100 pp. 9 x 13 3/4 x 1/4.

39. [FENCE DIVISIONS], scattered dates 1810-99. 1810-43 in Record [of Town Meetings and Miscellaneous], entry 1-o; 1844-99 in Record, entry 16-e.

Apportionment of fences between abutting land owners established by fence viewers upon request of owners: date, names of state, county, and town, names and addresses of parties concerned, description of new bounds, conditions agreed upon, and names of fence viewers.

II. SELECTMEN

The warrant for the first town meeting in Atkinson was issued in 1769 by Thomas Noyes¹ who chanced to be one of the three selectmen elected at that meeting; the remaining two being John Ingalls and Timothy Ladd.² In 1775, 1776, 1779-82, 1784-86, 1792, 1799-1801, and 1804 they were elected as "Selectmen and Assessors;"³ in 1793 they were elected as "Selectmen, Town Treasurer & Overseers of the Poor;"⁴ in 1795 they were elected as "Selectmen, Assessors & Overseers of the Poor."⁵

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- 1. Record [of Town Meetings and Miscellaneous], vol. 1, p. 4 (1767), entry 1.
 - 2. Ibid., vol. 1, p. 5 (1767).
 - 3. For example, ibid., vol. 1, p. 61 (1775; et passim, 1776-1804).
 - 4. Ibid., vol. 1, p. 211 (1793).
 - 5. Ibid., vol. 1, p. 232 (1795).

Selectmen - Printed Reports;
Welfare

(40, 41)

It must not be assumed, however, that they exercised the offices of assessors, treasurer, and overseers of the poor only in those years in which such offices were linked with their title in the list of officers elected at the annual town meeting. There is little question that the selectmen invariably exercised the offices of assessors, treasurers, and overseers of the poor during all years when those officials were not separately elected. The records do not indicate that assessors were elected separately in any year. An overseer of the poor was elected in 1844.¹ Prior to 1921 three selectmen were elected each year for a one year term.² In that year, however, a change was made, according to law, and thereafter these officials have been elected one each year for three years.³ Except for some Town Reports at the State Library, Concord, all records credited to the selectmen are found in the selectmen's office, Grange Hall, the residence of J. H. Colcord, chairman of the selectmen, and the residence of Mrs. Rose E. Barry, town clerk.

For non-official records found in the custody of the selectmen, see App. entries 1-3.

Printed Reports

40. ANNUAL REPORT OF THE TOWN OF ATKINSON, N. H., 1860--. 80 vols.
No prior records kept.

List of town officers, warrant, budget, expenditure and appropriation chart, schedule of town property, detailed statement of expenditures, town officers' reports, and vital statistics report. Arr. departmentally. No index. Ptd. 50 pp. 10 x 6 x $\frac{1}{2}$. 1860-1924, 1926--, off.; 1860--., State L.

For duplicate treasurer's reports, 1876-82, see entry 55.

Welfare

41. [RELIEF CARDS], 1935--. 25 cards in 1 bundle. System began 1935.

Record of direct relief given by town: date, name and address of recipient, case number, by whom reimbursed, kind of aid, order number, cash, food and household necessities, rent or shelter, clothing, fuel, gas-light-water, medical, seed, feed, board and care, other, and total; work relief: number in family, number single, and number employable receiving work relief. No obvious arr. No index. Hdw. on ptd. forms. Cards, 5 x 8; bundle, 5 x 8 x $\frac{1}{2}$. Res. chrm.

1. Record [of Town Meetings and Miscellaneous], March 12, 1844, entry 1.
2. Ibid., 1767-1920, passim.
3. New Hampshire Laws of 1921, ch. 9; Record [of Town Meetings and Miscellaneous], 1921--., entry 1.

Selectmen - Receipts, Payments,
Vouchers; Taxation

(42-46)

42. [RELIEF ORDERS], 1936--. Approx. 100 papers in 1 paper box.
Prior records destroyed.

Triplicate carbon copies of relief orders: order number, date, kind of aid (regular relief or soldier), name of town, names and addresses of vendor and recipient, case number, amount and kind of commodities to be issued (food, rent, clothing, fuel, medical, and other), and signatures of selectmen (overseers of the poor) and relief recipient. Arr. chron. No index. Hdw. on ptd. forms. 8 x 10 x 14. Res. chrm.

Receipts, Payments, Vouchers

43. [RECEIPTS AND DISBURSEMENTS], 1767-1868. 3 vols. 1869-1916 lost; 1917-31 destroyed by fire.

Receipts: date, source, purpose, and amount; disbursements: date, to whom, purpose, and amount. Arr. chron. No index. Hdw. 300 pp. 12 x 7½ x 1½. Off.

For related subsequent records, 1932--., see entry 44.

44. RECEIPTS AND PAYMENTS, 1932--. 1 vol.

Receipts: date, source, particulars, check number, amount, and total receipts; payments: date, to whom, particulars, voucher number, purpose, amount, and total payments. Arr. chron. No index. Hdw. on ptd. headings. 100 pp. 10 x 14 x 1. Res. chrm.

For related prior records, 1767-1868, see entry 43.

45. [ORDERS ON TREASURER], 1936--. Approx. 500 papers in 1 paper box. Prior records destroyed.

Copies of selectmen's orders on treasurer: date, voucher number, to whom, purpose, and amount. Arr. num. and chron. thereunder. No index. Hdw. on ptd. forms. 8 x 10 x 14. Res. chrm.

For original orders, 1935--., see entry 57. For orders kept by town clerk, see entry 37-o.

Taxation

46. [ASSESSORS' BLOTTER BOOKS], 1816--. 108 vols. Prior records lost; 1920-35 destroyed by fire.

Original lists of taxable property and polls, 1816-44: names, number of polls and lots, divisions; number and value of acres, horses, asses, mules, oxen, cows, other neat stock, sheep, hogs; stock in bank, stock in trade, money at interest, total value; state, county, school, highway, and total taxes. 1845, value of carriages added. 1900--: description and value of improved and unimproved lands and buildings, value of stock in public funds and corporations, surplus capital of banking institutions, money on deposit; value of aqueducts, locks and canals, toll bridges, ferries, wharves, mills and carding machinery, factories and their machines, and buildings not designated; reduced value, and dog taxes were added. 1816-99, arr. alph. by names of taxpayers within school districts; 1900--., arr. chron. and alph. thereunder by names of taxpayers. No index. 1816-44, hdw.; 1845--., hdw. on ptd. headings. 100 pp. 12 x 8 x ½. 69 vols., 1816-88, 1916-19, off.; 36 vols., 1881-1915, res. t. cl.; 3 vols., 1936--., res. chrm.

47. [Assessors'] INVOICE RECORDS, 1852--. 5 vols. Copies of lists of taxable property and polls, 1852-1900: date, name of taxpayer, number of polls, number and value of acres; number and value of horses, asses, mules, oxen, cows, other neat stock, sheep, and hogs; stock in bank, stock in trade, money at interest, total values; state, county, school, and highway tax, total taxes and summary. 1901-11: improved and unimproved lands and buildings, description, number and value of fowls and carriages, public funds, stock in corporations in and out of state, surplus capital of banks, money on deposit, value of aqueducts, locks and canals, toll bridges, ferries, wharves, mill and carding machinery, factories and their machinery, value of buildings not designated, and reduced values were added. 1912--: number and value of fur bearing animals, vehicles including automobiles, portable mills, boats and launches; value of wood and lumber not stock in trade; precinct taxes, and number of dogs (male, female) were added. Arr. chron. No index. Hdw. on ptd. headings. 3 vols. 600 pp. 15 x 13 x 2½; 2 vols. 800 pp. 17 x 14 x 3. 3 vols., 1852-1900, off.; 2 vols., 1901--., res. t. cl.

Military

48. COMPANY ROLL BOOK, 1825-31, 1834-51. 3 vols. (labeled by company and regiment numbers). Prior records not kept. Discontinued.

Names of commissioned and non-commissioned officers, and company personnel, number of men (over and under twenty-one in uniform and not in uniform), conditional exempts; muskets, bayonets, iron ramrods, cartridge boxes, belts, bayonet scabbards and belts, spear flints, priming wires and brushes, knapsacks, canteens, rifles, powderhorns, pouches, drums, fifes and bugles; infantry rifle and cavalry tactics; militia laws, record of enrollments, additional enrollments, and disenrollments. Arr. chron. and alph. thereunder by names of enrollees. No index. Hdw. on ptd. forms. 75 pp. 9½ x 16½ x ¼. Off.

49. COMPANY ORDERLY BOOK, 1829-57. 3 vols. (labeled by company and regiment numbers). Prior records not kept. Discontinued. Date, names of parties concerned, nature of order; yearly inspection return: number of officers, amount of equipment, exemptions (date, name, reason); appointment of officers (date, name, rank); and sick bay exemptions (date, name, and nature of excuse). Arr. chron. No index. Hdw. 100 pp. 13 x 7 ¾ x 1/2. Off.

III. ASSESSORS

In the town minute books the office of assessors was linked with that of selectmen in the list of officials elected in 1775-76, 1779-82, 1784-86, 1792-93, 1799-1801, and 1804. They have not been listed as elected separately in any year.¹ It can be assumed, therefore, that the selectmen have always performed the duties of assessors.

1. For example, Record [of Town Meeting and Miscellaneous], vol. 1, p. 61 (1775); et passim, 1776--., entry 1.

IV. TAX COLLECTOR

The tax collector, as an individual officer, was elected for the first time in 1826. Prior to that time the constable collected the taxes. Moreover, the first election of a tax collector did not result immediately in an annual occupant for that office. From time to time the constable continued to serve as collector though the collector, as such, appeared occasionally.¹ Beginning with 1855, however, a collector has appeared with almost unbroken regularity.² In 1829 the collector received his office by appointment and, whenever he appeared since that time until 1920, with the exceptions of the years 1873, 1910, and 1911, he secured his office in that manner.³ He has been elected since 1920.⁴ The term of office of tax collector is one year.

All records are kept at the home of Harry B. Tuttle, tax collector. For annual reports of the tax collector, see entry 40.

50. [TAX SALES RECORD], 1929--. 1 vol., approx. 25 papers in 1 bundle.

Name and address of owner, description of property, amount of unpaid tax, year of levy, interest charges, costs, fees; price, to whom and date sold; redemption: date and by whom redeemed; amount of interest, fees, and expenses paid, and total amount paid. Arr. chron. by dates of sales and redemptions. No index. Hdw. on ptd. forms and headings. Vol., 50 pp. 12 x 19 x $\frac{1}{2}$; bundle, 12 x 20 x $\frac{1}{4}$.

For related records, 1857, 1864--., see entries 1-nn, 16-p. For original tax sales, 1883-84, see entry 37-s.

51. N. H. STATE TAX COLLECTORS [Commitment] BOOK, 1926--. 12 vols. Prior records lost.

Tax collector's commitment books: warrant to collector, name of taxpayer, amount of (property, poll, and precinct) tax, date paid, interest collected, discount allowed, amount of partial payments, and total amount collected.

Also contains:

- a. [Abatement of Taxes], entry 53.

Arr. alph. by name of tax-payer. No index. Hdw. on ptd. headings. 50 pp. 7 x 4 x $\frac{1}{4}$.

52. [POLL TAX RECORD], 1934--. 4 vols. Prior records not kept. Tax collector's private record of payments of poll taxes: name of poll-tax payer, amount of tax, fine (if any), and date paid. Arr. alph. by name of poll-tax payer. No index. Hdw. 50 pp. 6 x 4 x $\frac{1}{4}$.

53. [ABATEMENT OF TAXES], 1926--. In N. H. State Tax Collectors [Commitment] Book, entry 51-a.

Date, name of person whose tax is abated, class of rate (poll or other), and year of levy.

For town clerk's record of abatement, 1768-1893, see entry 1-a. For petitions for tax abatements, 1920-34, see entry 37-r.

1. Record [of Town Meetings and Miscellaneous], vol. 1, p. 543 (1826); et passim, 1827-54, entry 1.

2. Ibid., 1855--., passim.

3. Ibid., vol. 1, p. 560 (1829); et passim, 1830-1919.

4. Ibid., 1920--.

54. [CASH BOOK], 1928--. 7 vols. Prior records destroyed. Daily record of money received for taxes: date paid, name of taxpayer, amount of current and prior property and poll taxes, amount of interest, and total cash received. Arr. chron. by date received. No index. Hdw. on ptd. headings. 100 pp. 8 x 4 x 1/2.

V. TREASURER

In 1768, one year after the incorporation of the town of Atkinson, the voters elected a treasurer;¹ but for the years 1769-1851 no treasurer was elected.² The records show that the selectmen handled the duties of the office in 1793 and in 1802.³ Although there is no direct evidence to support it, it can be assumed that selectmen acted as treasurer until 1852 when a treasurer was appointed for one year.⁴ The office was apparently vacant in 1853, but was filled again by appointment in 1854.⁵ It has changed several times from appointive to elective since then, but beginning with 1922, and continuing to the present time, the treasurer has been elected annually.⁶

All records are kept at the residence of Mrs. Rose E. Barry, town treasurer.

For annual reports of the treasurer, see entry 40.

55. TREASURER'S CASH BOOK TOWN OF ATKINSON, N. H., Mar. 23, 1874--. 2 vols. Prior records lost.

Receipts: date, receipt number, from whom, purpose and amount; expenditures: date, check number, to whom, and amount; deposits: date, amount, and balance.

Also contains:

a. Town treasurer's printed reports, 1876-82.

Arr. chron. No index. March 23, 1874-Jan. 31, 1927, hdw.; Feb. 1, 1927--, hdw. on ptd. headings. 1 vol., Mar. 23, 1874-Jan. 31, 1927, 350 pp. 13 x 8 1/2 x 1; 1 vol., Feb. 1, 1927--, 150 pp. 10 1/2 x 8 x 3/4.

56. [TOWN NOTE BOOK], 1857--. 3 vols. Prior records lost. 1857-1930 contains summary of notes against town of Atkinson: name of holder, amount of principal; interest and principal paid, dates of payments, and total amounts paid. 1917-- contains exact copies of notes issued by town: date issued, number, amount, names of town and holder, date due, interest rate, how and when payable, date and by whom authorized, signatures of selectmen, and counter-signature of town treasurer. 1930-- contains record of town notes: date of issue, purpose of loan; payments: date, voucher number, and amount of interest and principal. Paid notes are pasted into volumes and marked with date of payment. Arr. chron. No index. Hdw. and hdw. on ptd. forms. 1 vol., 1857-1930, 350 pp. 13 x 8 1/2 x 1; 2 vols., 1917--, 140 pp. 15 x 8 1/2 x 3/4.

1. Record [of Town Meetings and Miscellaneous], vol. 1, p. 8 (1768), entry 1.

2. Ibid., 1769-1851, passim.

3. Ibid., vol. 1, pp. 211, 279 (1793, 1802).

4. Ibid., March 9, 1852.

5. Ibid., March 14, 1854.

6. Ibid., vol. 6, p. 225 (1922); et passim, 1923--.

57. ORDERS ON TREASURER, 1935--. Approx. 800 papers in 3 bundles. Selectmen's orders on treasurer for payment of approved accounts: date of invoice, amount, to whom, order number, and signatures of selectmen; treasurer's notation of date paid and check number. Arr. chron. by date of payment. No index. Hdw. on ptd. forms. $3\frac{1}{2}$ x 9 x 3.

For copies of orders, 1936--., see entry 45. For related orders kept by town clerk, see entry 37-o.

VI. AUDITORS

At various times, in the early history of Atkinson beginning with 1771, the duties of this office were administered by the committee to settle with selectmen. These men were not elected annually, but when it was deemed necessary. From three to ten men were on this committee and they held office for one year.¹

In 1847, however, the office of auditor appeared. Three auditors were elected annually from 1847 through 1885.² After a lapse of four years, during which time the office was vacant, they were again elected, the number varying from one to three through 1897.³ None were mentioned in 1898 or 1899, one was appointed in 1900.⁴ By 1901 the town had settled on two auditors to be elected annually, which practice is in force at the present time.⁵

The auditors in Atkinson keep no separate records. For auditing committee reports, 1806, 1811, see entry 1-f. For annual reports of the auditors see entry 40.

VII. TRUSTEES OF TRUST FUNDS

This office first appeared in 1916 with one man elected each year for a term of three years, and has continued this way to date.⁶

Records are kept at the residence of Oscar P. Tuttle, secretary and treasurer.

For annual reports of the trustees, see entry 40.

58. TRUST FUND RECORD, 1904--. 1 vol. Trust fund established 1904. Trustees' record showing minutes of meetings: date, time, and place of meeting, and business transacted; selectmen's appointments of trustees (date, names of appointees and selectmen); correspondence; votes regarding various funds (date accepted, name and amount of fund, and stipulations for use). Trust fund principal and investment; names of fund and donor,

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1. Record [of Town Meetings and Miscellaneous], vol. 1, p. 29 (1771); et passim, 1772-1846, entry 1.
 2. Ibid., March 9, 1847; et passim, 1847-85.
 3. Ibid., vol. 5, p. 51 (1890); et passim, 1891-97.
 4. Ibid., 1898-99; vol. 5, p. 225 (1900).
 5. Ibid., vol. 5, p. 229 (1901); et passim, 1902--.
 6. Ibid., vol. 6, p. 128 (1916); et passim, 1917--.

Cemetery Trustees; Surplus
Revenue Agent; Moderator;
Supervisors of the Check Lists

date and purpose of creation, original amount, kind of investment, par and cost values of securities, rate of income, amount of cash, and remarks. Trust fund income and expenditures; names of fund and donor, purpose of creation, and detailed instructions for expenditure of income; receipts; date, source, and amount; payments: date, to whom, and amount. Arr. chron. No index. Hdw. on ptd. forms. 200 pp. 13 x 8½ x 1.

VIII. CEMETERY TRUSTEES

This office was created in Atkinson in 1906 with a board of three members, one of which was elected every year for three years.¹ The office continued through 1914 after which it ceased to exist.² They kept no record.

IX. SURPLUS REVENUE AGENT

This officer appears in Atkinson in 1837 only.³

X. MODERATOR

The town of Atkinson elected Thomas Noyes as moderator at the first town meeting.⁴ This officer was elected annually through 1893, and biennially from 1894 to the present time.⁵

The moderator keeps no records.

XI. SUPERVISORS OF THE CHECK LISTS

These officers appeared in Atkinson in 1878 to serve for two years. Three men were elected to the office. No changes have been made since the office was created.⁶

Records are found in the selectmen's office, Grange Hall, and at the residence of Harry B. Tuttle, one of the supervisors.

59. [CHECK LISTS], 1835--. 2 bundles (dated). Prior records lost. An alphabetical list of legal voters in the town of Atkinson. Arr. chron. No index. 1835-60, hdw.; 1861-1919, hdw. on ptd. forms; 1920--, ptd. with hdw. additions. 24 x 20 x 1. 1 bundle, 1835-1919, off. sel.; 1 bundle, 1920--, res.

1. Record [of Town Meetings and Miscellaneous], vol. 5, p. 321 (1906), entry 1.
2. Ibid., 1907-13; vol. 6, p. 91 (1914).
3. Ibid., vol. 1, p. 616 (1837).
4. Ibid., vol. 1, p. 5 (1767).
5. Ibid., 1767-1893; vol. 5, p. 120 (1894); et passim, 1896--.
6. Ibid., vol. 4, p. 225 (1878); et passim, 1880--.

XII. INSPECTORS OF ELECTIONS (BALLOT CLERKS)

The selectmen appoint biennially four election inspectors. At the opening of the polls two of these are designated by the moderator to act as ballot clerks. The other two aid such voters as require assistance in marking their ballots.¹ That provision of the law is adhered to in Atkinson.²

No records are kept by these officials.

XIII. SCHOOL BOARD

The committee on instruction, elected in 1775 to serve for one year and consisting of ten members, was the first step in the development of a school board in Atkinson.³ It was not elected again until 1787 when a committee of thirteen was chosen to serve for one year.⁴ Committees to divide the town into school districts were appointed in 1775, 1795, and 1807.⁵

In 1807 the voters of Atkinson elected a committee of six men to inspect the schools.⁶ Although there is no evidence to support it, it may be assumed that the activities of this committee resulted in the formation of a school committee which was active in the years 1808-29. This latter committee, composed of from three to fourteen members, was elected annually.⁷ The superintending school committee, which was organized in 1828 as an elective board, served for one year.⁸ Both of these committees were elected again in 1829,⁹ but ceased to be active for a few years after that. The superintending school committee was again elected in 1844, however, with three members serving an annual term.¹⁰ The committee continued until 1885, with one to three members on the board.¹¹ While the usual procedure was to elect the members of this committee, there was a variation in the year 1850 when one member was elected and the other two were appointed.¹²

In 1885 the school districts were dissolved and from then on each town constituted one school district supervised by a school board consisting of three persons. The school board of Atkinson, in conjunction with the other

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1. Public Laws of New Hampshire, ch. 26, secs. 25, 31 (1926).
 2. See Atkinson Town Reports 1939, 3.
 3. Record [of Town Meetings and Miscellaneous], vol. 1, p. 66 (1775), entry 1.
 4. Ibid., vol. 1, p. 171 (1787).
 5. Ibid., vol. 1, pp. 57, 236, 427 (1775, 1795, 1807).
 6. Ibid., vol. 1, p. 425 (1807).
 7. Ibid., 1808-29.
 8. Ibid., vol. 1, p. 555 (1828).
 9. Ibid., vol. 1, p. 561 (1829).
 10. Ibid., March 12, 1844.
 11. Ibid., vol. 4, p. 341 (1885); et passim, 1845-84.
 12. Ibid., 1850.

school boards of Supervisory Union No. 55, nominates the superintendent of schools. The qualified voters in the Atkinson school district elect annually a member of the school board, a moderator, treasurer, and clerk.¹

The apex of the Atkinson educational system is represented by the Atkinson Academy. It is managed by a board of trustees, nine in number. Members of the board are appointed for indefinite terms by the existing membership.

Records of the Atkinson school board are kept at the residences of Mrs. E. A. Richards, chairman, and Mrs. Beatrice E. Reynolds, secretary (the latter's residence is at the library). Records of the school district clerk are kept at the residence of the clerk, George Page. Records of the school district treasurer are kept at the residence of the treasurer, Mrs. May I. S. Tuthill.

For annual reports of the school board, see entry 40.

60. [MINUTES OF MEETINGS OF SCHOOL BOARD], 1930--. 1 vol. Prior records lost.

Date, time, and place of meeting, and business transacted. Arr. chron. by date of meeting. No index. Hdw. 50 pp. 12 x 7 x $\frac{1}{2}$. Res. Mrs. Reynolds.

61. SCHOOL DISTRICT-GENERAL FUND RECORD-LOAN FUND RECORD, 1920--. 4 vols. Prior records lost.

Record of receipts and payments for administrative, professional, operating, maintenance, and other charges--receipts: date, source, voucher number, particulars, and amount; and payments: date, voucher number, to whom, particulars, and amount. General fund cash shows total revenue, expense, and outlay. Loan fund record: no report as there is no funded debt. Arr. chron. by date of receipt and payment. No index. Hdw. on ptd. forms. 75 pp. 8 $\frac{1}{2}$ x 12 x $\frac{1}{4}$. 2 vols., 1920-32, res. Mrs. Reynolds; 2 vols., 1932--, res. Mrs. Richards.

62. [CONTRACTS WITH TEACHERS], 1936--. 10 papers in 1 envelope. Prior records missing.

State Board of Education (form) contracts with teachers: date, names of teacher and school board, conditions and terms of contract, consideration involved, and signatures of contracting parties. Arr. chron. No index. Hdw. and typed on ptd. forms. 9 x 12 x 1. Res. Mrs. Richards.

63. RECORD [Minutes of School District Meetings], 1886--. 2 vols. District established 1886.

Transcripts of warrants: date, time, and place of meeting; articles to be voted on, and names of members of school board. Minutes of meetings: date, time and place of meeting, officers elected, appropriations made, redistricting of school houses (present and proposed locations), oaths of office, and record of appointments (names of appointees and offices). Arr. chron. No index. Hdw. 150 pp. 10 x 7 $\frac{1}{2}$ x $\frac{3}{4}$. Res. Mr. Page.

For prior related records, see entry 34.

1. See Atkinson Town Reports 1939, 57.

64. SCHOOL TREAS. CASH BOOK, 1920--. 1 vol. Prior records lost. School district treasurer's record of receipts, deposits, and payments-- receipts: date, receipt number, from whom, purpose, and amount; deposits: date and amount; and payments by order of school board: date, voucher and check numbers, to whom, purpose, amount, and balance. Arr. chron. No index. Hdw. on ptd. forms. 150 pp. $9\frac{1}{2} \times 9 \times 3\frac{3}{4}$. Res. Mrs. Tuthill.

XIV. SUPERVISORY UNION

Atkinson belongs to Supervisory Union No. 55 which also includes the towns of Hampstead, Newton, Plaistow, and Salem. The executive of the supervisory union is the superintendent of schools who is nominated by the school board of Atkinson in consultation with the school boards of the other towns composing the supervisory union. The appointment is made by the State Board of Education.

Supervisory union records are kept at the residence of William J. Nelson, superintendent, Plaistow; the selectmen's office, Grange Hall, and the residence of the treasurer of the union, Mrs. Grace Mellinger, Atkinson; and the residence of the secretary, Mrs. Irene Brickett, Hampstead.

For annual reports of the superintendent, see entry 40.

65. [MINUTES OF MEETINGS], 1923--. 2 vols. Prior records missing. Minutes of annual meetings of supervisory union: date, place, number present, officers elected, and business transacted. Arr. chron. by date of meeting. No index. Hdw. 100 pp. $8 \times 5 \times \frac{1}{4}$. Res. Mrs. Brickett.

66. NEW HAMPSHIRE SCHOOL REGISTER, 1851-82, 1927--. 158 vols. (100 vols., 1851-82, labeled by districts; also 1878-82, dated; 58 vols., 1927--, labeled by names of schools and dated). Title varies: School Register.

Names of schools, teachers, and pupils, record and summary of attendance, ages of pupils, record of promotions; names of visitors, and date of visit. Arr. alph. by names of pupils. No index. Hdw. on ptd. forms. 30 pp. $14 \times 10 \times 1\frac{1}{8}$. 100 vols., 1851-82, off. sel., 58 vols, 1927--, res. Mr. Nelson.

67. [BANK DEPOSIT BOOK], 1935--. 1 vol. Prior records destroyed. Names of bank (city or town), town, and treasurer of supervisory union; date, and amount deposited. Arr. chron. by date of deposit. No index. Hdw. on ptd. headings. 100 pp. $8 \times 2\frac{1}{2} \times \frac{1}{4}$. Res. Mrs. Mellinger.

68. [CHECK STUB BOOKS], 1935--. 3 vols. Prior records lost. Date, balance brought forward, amount of deposit, total on deposit, amount of check drawn, and balance forwarded; check number, date, to whom, and purpose. Arr. num. by check nos. and chron. thereunder. No index. Hdw. on ptd. forms. 50 pp. $2\frac{1}{2} \times 7 \times \frac{1}{4}$. Res. Mrs. Mellinger.

Library Trustees; Overseers of
the Poor; Health Officer (Board
of Health)

(69, 70)

69. [CANCELLED CHECKS], 1935--. Approx. 150 checks in 1 bundle.
Prior records missing.
Name and location of bank, number, date, payee, amount, and signature of
treasurer. Arr. num. by check nos. and chron. thereunder. No index. Hdw.
on ptd. forms. 2½ x 4½ x 1. Res. Mrs. Mellinger.

XV. LIBRARY TRUSTEES

Atkinson has had this office since 1894, with one member elected each
year for three years. The records show one exception in 1921 when the
three members were appointed.¹

Prior to 1907 the Atkinson library was housed in a building erected
in 1773 for a parsonage. This building is at present the residence of
Mrs. Rose E. Barry, the town clerk. In 1907 Joseph Kimball bequeathed a
building and adjoining lands to the town of Atkinson to be used for library
purposes. It is a one-and-a half story wooden structure in excellent
repair.

Records of the trustees are kept at the Kimball Library by Mrs.
Beatrice E. Reynolds, librarian.

For annual reports of the librarian, see entry 40.

70. [TRUSTEES RECORD OF FREE PUBLIC LIBRARY], 1900-22. 1 vol.
Prior records lost. Discontinued.
Minutes of meetings: date, time, and place of meeting; votes taken,
business transacted, treasurer's report (balance in library fund at stated
intervals), and record of gifts to fund (name of donor and amount).
Arr. chron. No index. Hdw. 75 pp. 8½ x 7 x ½.

XVI. OVERSEERS OF THE POOR

The town minute books show that an overseer of the poor was elected
in 1844. The duties of the overseer have been administered by the select-
men at all other times.²

XVII. HEALTH OFFICER (BOARD OF HEALTH)

The minute books of the town of Atkinson show that in 1897 the select-
men appointed two men to serve as health officers for one year.³ In 1899
two were again appointed and in 1900 one man was given the office; from
1902 through 1913, except for 1904 and 1911 when two were appointed, one
health officer was appointed annually.⁴ A Legislative Act of 1915 required

1. Record [of Town Meetings and Miscellaneous], vol. 5, p. 108 (1894);
vol. 6, p. 244 (1921); et passim, 1895--, entry 1.
2. Ibid., March 12, 1844; et passim, 1767--.
3. Ibid., vol. 5, p. 158 (1897).
4. Ibid., 1899-1913, passim.

Highway Agent (Road Agent;
Highway Surveyors)

(71-73)

that the State Board of Health appoint the health officers for the towns on the recommendation of the selectmen.¹ This law is still in effect, and it applies, of course, to Atkinson.

The health officer in Atkinson keeps no records.

XVIII. HIGHWAY AGENT (ROAD AGENT; HIGHWAY SURVEYORS)

In Atkinson this office has had a very broken career but, with the possible exception of the years 1870-71, highway officials under one title or another have been elected. From one to twelve surveyors were elected annually for the years 1764-1854.² Until 1893 the surveyors were either appointed or elected. In that year, however, elected road agents, from one to three men, took over and fulfilled the duties of the surveyors until 1899 when the surveyors, appointed for that year, again were active.³ In 1916 a road agent supplanted the highway surveyors.⁴ Since 1922 a highway agent has been elected annually.⁵

The town minute books show that highway committees were appointed in 1770, 1790, 1794, 1795, and 1804.⁶

Records of the highway agent are found at the residences of Walter B. Lang, present agent, and Burton C. Pettengill, former agent, and at the office of the selectmen, Grange Hall.

71. HIGHWAY SURVEYORS ACCOUNT BOOK, 1881-88. 57 vols. Prior and subsequent records lost.

Surveyors' warrants to collect highway taxes: date, number of district, names of tax payers and highway surveyor, amount of tax, and limits of highway district. Arr. chron. No index. Hdw. on ptd. headings. 50 pp. 5 x 3½ x ¼. Off. sel.

72. [ROAD AGENTS' TIME BOOK], 1891-1901. 31 vols. Prior and subsequent records missing.

Road agents' time reports and payroll accounts: names of workers, rate per hour, hours worked per day, total hours worked, and total amount paid. Arr. chron. No index. Hdw. on ptd. headings. 50 pp. 5 x 3½ x ¼. Off. sel.

73. [PAYROLLS], 1936--. Approx. 75 papers in 2 bundles. Prior records destroyed after audit.

Payroll accounts: names of workers, kind and location of work, hours per day, total time in days and hours, rate per day and hour, amount due, check number, and workers' signatures for pay. Arr. chron. No index. Hdw. in pencil. 12 x 15 x 1. 1 bundle, 1936-Feb. 1938, res. Mr. Pettengill; 1 bundle, Mar. 1938--., res. Mr. Lang.

1. New Hampshire Laws of 1915, ch. 27.

2. Record [of Town Meetings and Miscellaneous], 1767-1854, passim, entry 1.

3. Ibid., vol. 5, pp. 94, 166, 190-192, 195 (1893, 1898, 1899).

4. Ibid., vol. 6, p. 128 (1916).

5. Ibid., 1922--.

6. Ibid., vol. 1, pp. 27, 190, 225, 233, 297 (1770, 1790, 1794, 1795, 1804).

Tree Warden; Police and
Constables; Municipal Court; Dog
Officer (Dog Killer);

(Next entry App. 1, p. 56)

XIX. TREE WARDEN

Atkinson had this appointive officer from 1903 through 1911.¹ He kept no records.

XX. POLICE AND CONSTABLES

From 1767 through 1853 the office of constable was elective and usually only one man held the office. In some years, however, namely 1832-45, two and sometimes three men were elected.² In 1854 this official was appointed, and from then through 1921 the method of selecting the constable varied between election and appointment.³ The office has been elective since 1922.⁴

From one to six police officers, the number varying, have been appointed in Atkinson since 1878. In nineteen of the sixty-one years that have elapsed since these officials were instituted there were no appointments.⁵

The police and constable keep no records.

XXI. MUNICIPAL COURT

Atkinson does not have a municipal court. Cases of municipal court jurisdiction from Atkinson are tried at Plaistow.

XXII. DOG OFFICER (DOG KILLER)

The town minute books of Atkinson show that a dog killer was appointed in 1899.⁶ This is the only reference to this office. However, in 1917 a dog officer was appointed for one year.⁷ This office has been appointive since then with one serving in 1921-22, 1924-25, and the last one appointed in 1936.⁸ At the present time one of the police officers is appointed to act as dog officer also.⁹

This official keeps no records.

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1. Record [of Town Meetings and Miscellaneous], vol. 5, p. 265 (1903); vol. 6, p. 33 (1911); et passim, 1904-10, entry 1.
 2. Ibid., 1767-1853; passim.
 3. Ibid., 1854-1921, passim.
 4. Ibid., 1922--.
 5. Ibid., 4:217 (1878); et passim, 1879--.
 6. Ibid., vol. 5, p. 193 (1899).
 7. Ibid., vol. 6, p. 161 (1917).
 8. Ibid., 1921--, passim; vol. 7, p. 66 (1936).
 9. See Atkinson Town Reports 1939, [3].

Legal Agent (Prosecuting Agent);
Firewards (fire Department); Forest
Fire Warden; Town Weigher

(Next entry App. 1, p. 56)

XXIII. LEGAL AGENT (PROSECUTING AGENT)

The town of Atkinson elected this officer when need required a legal agent. It had an agent in 1805¹ and again in 1832,² each elected for one year. In 1922 a prosecuting agent was elected for one year,³ and this office was filled in this way for the next four years. Although the town has not elected this officer since 1926, it may do so if one is required.⁴

No records for this office have been found.

XXIV. FIREWARDS (FIRE DEPARTMENT)

The town of Atkinson made little effort to establish the office of fireward.⁵ In 1793, 1806, and 1808 two firewards were elected to serve for one year.⁵ The only other mention of this office is in 1814 when the records show one fireward elected.⁶ There are no firewards in Atkinson at the present time, and no fire equipment is owned by the town. Fire departments from adjoining towns are called when necessary.

They kept no records.

XXV. FOREST FIRE WARDEN

Atkinson has a forest fire warden and two deputies who are appointed by the State Forester, upon the recommendation of the selectmen.⁷

They keep no records.

XXVI. TOWN WEIGHER

The first town weigher was appointed in 1901 and held office for one year. From 1902 through 1904 the office was vacant,⁸ starting in 1905, however, the weigher was elected annually through 1921.⁹ The only other mention of this office is in 1925 when one man was appointed to serve for one year,¹⁰

The town weighers kept no records.

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- 1, Record [of Town Meetings and Miscellaneous], vol. 1, p. 297 (1805), entry 1,
 - 2, Ibid., vol. 1, p. 579 (1832),
 - 3, Ibid., vol. 6, p. 256 (1922),
 - 4, Ibid., 1923-25; vol. 6, p. 342 (1926); et passim, 1927--.
 - 5, Ibid., vol. 1, pp. 212, 301, 431 (1793, 1806, 1808).
 - 6, Ibid., vol. 1, p. 464 (1814),
 - 7, Public Laws of New Hampshire, ch. 191, secs. 13, 16 (1926); Atkinson Town Reports 1939, 4.
 - 8, Record [of Town Meetings and Miscellaneous], vol. 5, p. 233 (1901); et passim, 1902-04, entry 1.
 - 9, Ibid., vol. 5, p. 306 (1905); et passim, 1906-21.
 - 10, Ibid., vol. 6, p. 332 (1925).

Sealer of Weights and Measures;
Sealer of Leather; Lumber
Officers

(Next entry App. 1, p. 56)

XXVII. SEALER OF WEIGHTS AND MEASURES

The office of sealer of weights and measures was created in Atkinson in 1769, and, with the exception of a scattered ten years, it remained active until 1926 when it was abolished by vote of the town.¹

No records were kept.

XXVIII. SEALER OF LEATHER

The town of Atkinson voted for John Ingalls as sealer of leather at the first town meeting. Subsequent records show that from one to three were elected annually until 1822 when the office ceased to exist.²

No records were kept

XXIX. LUMBER OFFICERS

The first office under this heading was that of surveyors of lumber. Moses Poor and John Knight were elected as such at the first town meeting in 1767. With the exception of the years 1779-80, 1783, and 1855, from one to nine men were elected annually to serve as surveyors of lumber through 1883.³

Allied to this office was that of the sealer of wood who was elected for the year 1776 only.⁴ The office of corder of wood appeared in 1777, but changed in 1798 to measurer of wood. The titles of this office varied between measurer and corder through 1883. There were from one to nine men in this office.⁵

The combination title of surveyors of lumber and corders of wood was in use during 1884 and 1885. In 1886 this lengthy title was shortened to surveyors of wood and lumber and as such is elective at the present time. The number of men holding this office varies from five to fifteen. Five were elected for 1933.⁶

From 1768 to 1841 Atkinson had the elective office of culler of staves.⁷

These officials keep no records.

-
1. Record [of Town Meetings and Miscellaneous], vol. 1, p. 18 (1769); vol. 6, p. 341 (1926); et passim, 1770-1925, entry 1.
 2. Ibid., vol. 1, pp. 5, 520 (1767, 1822); et passim, 1768-1821.
 3. Ibid., vol. 1, p. 5 (1767); vol. 4, p. 307 (1883); et passim, 1768-1882.
 4. Ibid., vol. 1, p. 71 (1776).
 5. Ibid., 1777-1883, passim.
 6. Ibid., 1884--; Atkinson Town Reports 1939, 4.
 7. Record [of Town Meetings and Miscellaneous], vol. 1, p. 9 (1768); March 10, 1840; et passim, 1769-1839, entry 1.

Poundkeepers; Field Drivers
(Haywards; Hogreeves); Fish and
Game Wardens

(Next entry App. 1, p. 56)

XXX. POUNDKEEPERS

A committee to plan a town pound was appointed in 1787 and the vote to build the pound passed in 1788.¹ The town minute books indicate, however, that the first poundkeeper was not elected until 1799; none was elected after 1882.² In that latter year the town voted that the selectmen be instructed "to move the Pound, right or left," as they deemed beneficial to the town.³ This vote was rescinded later that year; and it was then voted, in accordance with the General Laws, to discontinue operation of the pound.⁴ As years went by the pound became a spot of historic interest; and in 1927 the town appropriated eighty dollars, to be used with a hundred and twenty dollars furnished by the state, for building a wall about the pound.⁵ In 1930 it was voted to instruct the selectmen to have the brush by the pound cleared up.⁶ The pound is located on Main Street.

For records of strays, see entries l-ii, kk, 16-n.

XXXI. FIELD DRIVERS (HAYWARDS; HOGREEVES)

The above offices were allied in their nature and all three appeared at one time or another in Atkinson. From 1774 through 1811 one man was elected "hayward or field driver" for one year.⁷ The office is not listed in the town minute books, 1812-82, but from two to four "field drivers" were elected annually, 1883-1926.⁸ From 1927 to date two field drivers have been elected annually.⁹

Benjamin Emery, Joseph Page, and Micajah Morrill were elected hogreeves in 1767. From one to nine men were elected each year through 1926. During this time there were about nine years in which the office was vacant. There is no record of this office since 1926.¹⁰

XXXII. FISH AND GAME WARDENS

Atkinson had this office only for the years 1883-99, with from one to three fish and game wardens elected annually.¹¹

These officials kept no records.

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1. Record [of Town Meetings and Miscellaneous], vol. 1, pp. 175, 176 (1787-88), entry 1.
 2. Ibid., vol. 1, p. 258 (1799); vol. 4, p. 287 (1882); et passim, 1800-81.
 3. Ibid., vol. 4, p. 288 (1882).
 4. Ibid., vol. 4, p. 287 (1882); General Laws of New Hampshire, ch. 143, sec. 14 (1787).
 5. Record [of Town Meetings and Miscellaneous], vol. 6, p. 359 (1927), entry 1.
 6. Ibid., vol. 6, p. 411 (1930).
 7. Ibid., vol. 1, p. 49 (1774); et passim, 1775-1811.
 8. Ibid., vol. 4, p. 307 (1883); et passim, 1884-1926.
 9. Ibid., 1927---
 10. Ibid., vol. 1, p. 5 (1767); vol. 6, p. 342 (1926); et passim, 1768-1925, 1927---
 11. Ibid., vol. 4, p. 307 (1883); vol. 5, p. 187 (1899); et passim, 1884-98

Deer Keepers; Fence Viewers;
Clerk of the Market; Sexton;
Tithingmen

(Next entry App. 1, p. 56)

XXXIII. DEER KEEPERS

The town minute books of Atkinson mention this elective office for the years 1772-1800. There is no other mention of a deer keeper in the town.¹

XXXIV. FENCE VIEWERS

The first man to hold the office of fence viewer in Atkinson was David Currier who was elected at the first town meeting in 1767. In the following years there have been from one to three men elected for a term of one year.² Since 1927 two men have been elected annually.³

For records of fence agreements and divisions, see entries 1-n, 39.

XXXV. CLERK OF THE MARKET

A clerk of the market was elected annually from 1793 through 1814 when the office passed out of existence. The only exceptions were in the years 1805, 1808, 1810, and 1813.⁴

This official kept no records.

XXXVI. SEXTON

The town minute books show that the office of sexton in Atkinson was first secured in 1828 by bidding for it.⁵ This was true for the two subsequent years, but in 1831 it was elective for one year.⁶ The next election to this office occurred in 1836, but from 1837 to 1916 it seems to have been vacant.⁷ It was filled as an elective office for an annual term in the latter year, and remains so at the present time.⁸

No records are kept.

XXXVII. TITHINGMEN

This elective office, with from one to three men chosen annually, was in existence in Atkinson from the incorporation of the town in 1767 through 1838. There is no record of this office subsequent to the latter year.⁹

No separate records were kept.

1. Record [of Town Meetings and Miscellaneous], vol. 1, pp. 33, 268 (1772, 1800); et passim, 1773-79, 1781--, entry 1.
2. Ibid., vol. 1, p. 5 (1767); et passim, 1768-1926.
3. Ibid., 1927--.
4. Ibid., vol. 1, pp. 211, 465 (1793, 1814); et passim, 1794-1813.
5. Ibid., vol. 1, p. 554 (1828).
6. Ibid., 1829-30; vol. 1, p. 575 (1831).
7. Ibid., vol. 1, p. 612 (1836); et passim, 1837-1915.
8. Ibid., vol. 6; pp. 128, 148 (1916); et passim, 1917--.
9. Ibid., vol. 1, p. 5 (1767); March 13, 1838; et passim, 1768-1837, 1839--.

APPENDIX

1. [MAP OF MERRIMACK RIVER FROM ATLANTIC OCEAN TO PAWTUCKET FALLS], 1741. 1 map.

Describes "bounds between his Majesty's Province of New Hampshire and Massachusetts Bay agreeable to his Majesty's orders 1741." Names of artist, publisher, and place of publication unknown. Ptd. Black and white. Scale 1": 1 mile. 29 x 19½. Res. chrm. sel.

2. MAPS OF HIGHWAYS IN ATKINSON, 1787, 1820. 6 maps.

Physical maps of highways in Atkinson; map 1787 is from Atkinson to Hampstead meeting house. Names of artist, publisher, and place of publication unknown. Black and white. Scale, 1 map, 1787, 1": 4 rods; no scale, 5 maps, 1820. 1 map, 1787, 7 x 30; 5 maps, 1820, 14 x 10, 12 x 16, 24 x 9, 6 x 8, 14 x 8. Res. chrm. sel.

3. MAP OF THE TOWN OF ATKINSON, Sept. 1804. 1 map.

Physical map of town of Atkinson. Humphrey Noyes. Publisher and place of publication unknown. Black and white. Scale, 1": 200 rods. 14 x 10. Res. chrm. sel.

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G. A. Page, "Atkinson Anniversary" in Granite Monthly, (Concord,
1917), 49:198-200.

III. Maps

Anon., Maps of Highways in Atkinson, (n.p., 1787, 1820), App.
entry 2.

Humphrey Noyes, Map of the Town of Atkinson, Sept. 1804, (n.p.,
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