

# Weathersfield, Vermont Town and School District Annual Report

Fiscal Year 2017-2018



Please bring this report with you to Town Meeting  
**Saturday, March 2, 2019**  
at Weathersfield School, Ascutney, VT  
10:00 A.M. School District Meeting  
Break for Lunch  
12:30 P.M. Town Meeting

# **WEATHERSFIELD TOWN SERVICES**

## **FOR EMERGENCIES DIAL 9-1-1**

### **NON-EMERGENCY TELEPHONE NUMBERS**

Police Dispatch	[802] 674-2185
Fire Dispatch	[802] 295-9425
Golden Cross Ambulance	[603] 542-6660

### **FOR BURN PERMITS**

Darrin Spaulding, Fire Warden	[802] 263-5377
Joshua Dauphin, Deputy Fire Warden	[802] 356-0623
Mychael Spaulding	[802] 356-0038

### **MUNICIPAL TELEPHONE NUMBERS**

Martin Memorial Hall	[Voice]	[802] 674-2626
(Town Office)	[Facsimile]	[802] 674-2117
Highway Department	[Voice]	[802] 263-5272
	[Facsimile]	[802] 263-5273
Solid Waste Mgmt Facility	[Voice]	[802] 263-5651
Town Clerk	[Voice]	[802] 674-9500
	[Facsimile]	[802] 674-2117
Weathersfield Proctor Library	[Voice]	[802] 674-2863
	[Facsimile]	[802] 674-9876

### **OFFICE HOURS**

Town Administration	Monday thru Thursday	07:30 A.M. – 05:30 P.M.
	Friday	CLOSED
Town Clerk	Monday thru Wednesday	09:00 A.M. – 04:00 P.M.
	Thursday	09:00 A.M. – 05:30 P.M.
Board of Listers	Monday thru Wednesday	11:00 A.M. – 04:00 P.M.
	Thursday	09:00 A.M. – 05:30 P.M.
Land Use	Sunday	01:00 P.M. – 05:30 P.M.
Solid Waste Mgmt Facility	Wednesday	12:00 P.M. – 04:00 P.M.
	Saturday	12:00 P.M. – 05:00 P.M.
	Wednesday	07:00 A.M. – 04:00 P.M.
Proctor Library	Thursday and Friday	10:00 A.M. – 08:00 P.M.
	Saturday	12:00 P.M. – 06:00 P.M.
		09:00 A.M. – 01:00 P.M.

Visit our website for additional information at [www.weathersfieldvt.org](http://www.weathersfieldvt.org)

### **SCHOOL DISTRICT TELEPHONE NUMBERS**

Superintendent of Schools	[802] 674-2144
Windsor Southeast Supervisory Union	[802] 674-2144
Weathersfield School	[802] 674-5400

### **WINDSOR COUNTY STATE SENATORS**

[Cavendish and Weathersfield]

Richard J. McCormack	[802] 234-5497
Alice W. Nitka	[802] 228-8432
Alison Clarkson	[802] 457-4627

### **STATE REPRESENTATIVE WINDSOR 2(1)**

AnnMarie Christensen	[802] 263-9530
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### **VERMONT STATE LEGISLATURE**

Sergeant-at-Arms Office	[800] 322-5616
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# Town and School District Annual Report

Fiscal Year 2017-2018

*Town of Weathersfield, Vermont*

Chartered 1761



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## WEATHERSFIELD SERVICE AWARD

*December 2018*

### LAURA CODY McNAUGHTON

It is with great pleasure that the Weathersfield School Community announces this year's recipient of the Weathersfield Service Award posthumously to Mrs. Laura Cody McNaughton. Laura was a devoted wife, a nurturing mother of two young sons, and a dedicated community servant.

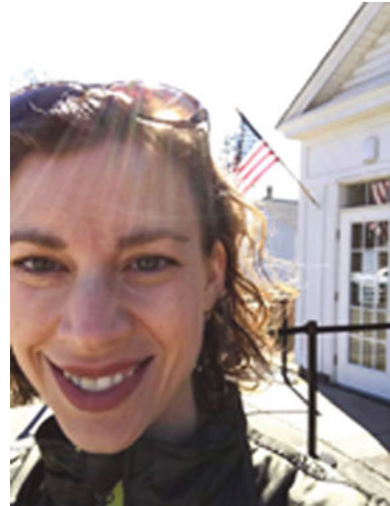
Laura joined the Weathersfield School Board in March 2017 and in her short tenure of just more than a year, she was responsible for introducing wellness, health, and nutrition policies that virtually changed the complexion of work done in our beautiful school. Laura was always thinking about children and ways to make their lives better. She was a passionate school leader and child advocate and she was not afraid to think outside of the box if it meant a better way to accomplish a task or to improve learning and living. The entire school community recognized and appreciated her expertise in public health, youth tobacco and substance abuse issues, safety, healthy life styles, domestic violence, how to lead and push organizations to be their best, and her effective collaborative problem solving skills.

Laura loved the children in our school. Many looked up to her as a role model and friend. Many enjoyed running with her outside of school hours. She was trusting, encouraging, patient, and simply enjoyed life to the fullest. It was rare that you saw Laura without a smile on her beautiful face. She was a delight to be around, so positive and genuine. She would listen intently to a problem or an idea presented at a board meeting. She would think reflectively before responding. And in every single case, her words of wisdom would bring clarity to the issue at hand and profound insight into possible ways we could create a better situation.

Laura was always interested in the ideas and thinking of others, and she made sure everyone at the table had a voice. She modeled metacognitive practices which encouraged us all to think deeply and to dream about a better way. She encouraged us to reach for the stars and not settle for the status quo or "the way it has always been." She touched the lives of all in our community in a way that will not soon be forgotten.

When we think of Laura, we see her in our minds' eyes dancing with Gaelen at a family dance in the gym, cheering Isaac on at a school event, or standing in line at the end of the year BBQ, waiting to get her picnic lunch to share and enjoy with her oldest son. Laura left us way too soon, but not before making a difference. She touched so many of us in a myriad of ways.

Laura Cody McNaughton will not be forgotten; we are thankful for having her lead us, albeit for too short a time. We are influenced by her gentle and quiet intelligence which accomplished more than any blitzkrieg. We are joyful in the excellent role model she was for young and old. We are better people thanks to Laura Cody McNaughton. She is deserving of the Weathersfield Service Award!



JeanMarie K. Oakman, WS Principal  
Bette Jo Esty, Weathersfield School Secretary

# WEATHERSFIELD VOTERS

## DATE & TIME FOR TOWN MEETING

SATURDAY, MARCH 2, 2019

10:00 A.M.

SCHOOL DISTRICT MEETING

BREAK FOR LUNCH

12:30 P.M.

TOWN MEETING

WEATHERSFIELD SCHOOL

SCHOOLHOUSE ROAD

ASCUTNEY



## VOTING INFORMATION

### *Register to Vote:*

Vermont law has changed on registering to vote. We now have what they call "Same Day Voter Registration". Same day voter registration means that you can come to the polls on election day and if you have not already registered to vote in our town you may complete an application to the voter check list and upon approval you may be allowed to vote that day.

### *Early or Absentee Ballots*

You or a family member on your behalf, may request an early or absentee ballot from your Town Clerk by telephone or mail at any time up until 4:00 P.M. or the closing of the Town Clerk's office on the day before any election. Any authorized person can apply for you to get a ballot only in person or in writing.

You can also go to the Town Clerk's office and vote your ballot while at the office. Or, you can pick up your ballot, only **your** ballot, at the Town Clerk's office and take it home to vote. (You **cannot** pick up a ballot for your spouse or anyone else.)

If you take your ballot or have a ballot sent to you, you must return the ballot to the Town Clerk's office or to the polling place no later than 7:00 P.M. on the day of election.

If you are ill or disabled, you can request that a pair of Justices of the Peace deliver a ballot to you. You can request assistance in reading or marking your ballot from the justices. They must return the ballot to the Town Clerk for you.

## SAMPLE BALLOTS POSTED:

**Saturday, February 23, 2019**

### ELECTION DATES:

#### **Annual School Meeting**

**Saturday, March 2, 2019**

**10:00 A.M.**

**Weathersfield School, Ascutney**

#### **Annual Town Meeting**

**Saturday, March 2, 2019**

**12:30 P.M.**

**Weathersfield School, Ascutney**

#### **Voting by Australian Ballot**

**Tuesday, March 5, 2019**

**10:00 A.M. to 7:00 P.M.**

**Martin Memorial Hall, Ascutney**

#### **All Australian Balloting is held at:**

**Martin Memorial Hall**

**Route 5, Ascutney**

### *On Election Day:*

- If your name was dropped from the checklist in error, explain the situation to your Town Clerk and ask that it be put back on.
- If the problem isn't cleared up to your satisfaction, have the Town Clerk, a selectman or other member of the Board of Civil Authority call an immediate meeting of the members of the board who are present at the polls. They should investigate the problem and clear it up.
- If you are still not satisfied, you may take a brief written request to a Superior Court judge, who will rule on your request before the polls close that day. Call the Secretary of State's Office at 1-800-439 VOTE for more information.
- If you have physical disabilities, are visually impaired or can't read, you may bring the person of your choice to assist you or you can request assistance from two election officials.
- If you cannot get from the car into the polling place, two election officials may bring a ballot to your car.

### *The Following Are Prohibited by Law:*

- **Do Not** knowingly vote more than once, either in the same town or in different towns.
- **Do Not** mislead the Board of Civil Authority about your own or another person's eligibility to vote. You can only register to vote and remain on the checklist in the town of your principal dwelling place.
- **Do Not** display any campaign literature, stickers, buttons, etc. within the building containing a polling place. However, a voter may bring in a small card or paper into the polling place for his or her own use in remembering candidates so long as it is not publicly displayed.
- **Do Not** solicit votes or otherwise campaign within the building containing a polling place.
- **Do Not** interfere with the progress of a voter going to and from the polling place. This includes not socializing in a manner that will disturb other voters.



# WEATHERSFIELD SCHOOL DISTRICT

2019 – 2020  
**PROPOSED SCHOOL BUDGET**  
for  
The Town of Weathersfield, Vermont  
and  
**ANNUAL REPORT**  
for the year  
2017 – 2018

## **Town School District Annual Meeting**

Saturday, March 2, 2019  
Weathersfield School  
Ascutney, Vermont  
10:00 am

*Panther Pride*

## **School Budget Vote & Election of Officers**

Tuesday, March 5, 2019  
Martin Memorial Hall  
Ascutney, Vermont  
10:00 AM – 7:00 PM

School Board Members  
Sean Whalen, Chair  
Heidi Remick, Vice Chair  
Robin Tindall, Clerk  
Jacqui Antonivich  
Susan Hindinger

David Baker, **Superintendent**  
JeanMarie Oakman, **Principal**



[www.wsesu.net](http://www.wsesu.net)

## WARNING

### **SCHOOL DISTRICT OF WEATHERSFIELD, VERMONT WARNING FOR ANNUAL MEETING SATURDAY, MARCH 2 AND TUESDAY, MARCH 5, 2019**

The legal voters of the Weathersfield School District, Weathersfield, Vermont, are hereby notified and warned to meet at the Weathersfield School in Ascutney, Town of Weathersfield, Vermont, on Saturday, March 2, 2019, at 10:00 am in the morning to transact any business not involving voting by Australian ballot or any voting required by law to be by ballot, such meeting so started shall be adjourned to Tuesday, March 5, 2019.

The legal voters of the Weathersfield School District, are further notified and warned to meet at the Martin Memorial Hall in Ascutney, Vermont, on Tuesday, March 5, 2019 at 10:00 in the forenoon to act on any business involving voting by Australian ballot or any voting required by law to be by ballot. Polls open at 10:00 am and close at 7:00 pm.

- Article 1: To act on the reports of the School District Officers for the period from July 1, 2017 to June 30, 2018.
- Article 2: To see if the School District will vote to authorize the School Board to borrow money in anticipation of taxes to meet the requirements of the School District for the ensuing year and to authorize the execution and delivery of notes or orders to the School District.
- Article 3: To elect all School District Officers as required by law. (By Australian Ballot)
- Article 4: Shall the voters of the Weathersfield School District approve the school board to expend \$5,930,409, which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$16,760.75 per equalized pupil. This projected spending per equalized pupil is 6.42% higher than the spending for the current year. (By Australian Ballot)
- Article 5: Shall the voters of the Weathersfield School District authorize the transfer of the balance in the Weathersfield Bus Fund (\$193,000.66) to the Weathersfield School District Capital Reserve Fund. (Voted by Australian Ballot)
- Article 6: To transact any other business which may properly come before the meeting.

## WEATHERSFIELD SCHOOL BOARD

When I was a kid at East Hill School, two children were assigned to raise the United States flag each day. One sang or played a song such as "My Country, 'Tis of Thee" on a recorder, flute or other instrument, while the other unfolded, attached and raised the flag. But there were some days - such as when a student lost a member of their family - when our headmaster Richard Bliss would instruct us to raise the flag to the top of the staff and then lower it half-way down to the yard. He explained that we raised the flag to show that we obey the law of our country; and that on certain days even the flag had to bow to a higher law.

The loss of our friend and colleague Laura Cody McNaughton last June was hard for the whole Weathersfield School community and continues to be felt by the School Board as we go forward. An exceptionally active, dynamic member of the Board, Laura was in the middle of a lot of work for Weathersfield when she was taken from us. Much of what the Board has accomplished and worked for in 2018-19, was initiated by Laura. The Coordinated School Health and Wellness Policy, the development of an independent food service, and the move to a more inclusive holiday celebration at WS were all projects in which Laura's energy, expertise and heart were central. Is it possible for a person to be missed, and also to be present in the work that goes on? We say that Laura is missed, and that her work is now our work.

When the School Board loses a member, the law requires that we solicit applicants for the vacant seat and appoint a replacement to serve until the next election. Two strong candidates stepped forward to be interviewed, and in November the Board appointed Susan Hindinger to serve until the next election in March. Susan has helped us a lot already by taking the lead on our independent food service - more on this to follow - which will begin work this summer to prepare for the 2019-20 school year.

Weathersfield School also bid farewell in 2018 to some beloved teachers: Peter Berger, who retired; Patty Pomerleau, who took a classroom teaching position in Windsor; and longtime paraprofessional Gerri Burke, who retired. Athletic Director Kelly Murphy and Assistant Athletic Director Peter Pullinen stepped down in June. These changes aren't easy to accept either; maybe you agree that it's hard to imagine a Weathersfield School without Mr. Berger, for instance. But the life of teaching and learning has its own momentum. The course of our kids' growth is shaped by the strong figures who work in our schools, and yet life does go on. We have welcomed a new Athletic Director, Jason Larochelle, and Assistant A.D. Alicia Crane; they have

done great work for our community so far. Natalie Kocurek has joined WS as our middle school Language Arts teacher, and we are pleased to have Lori Small return to WS as our Math Specialist. Jenna Brown has been a wonderful Guidance Counselor in her first year.

A book could be, and probably will be written about Act 46 - but as far as Weathersfield is concerned, that book is closed. The process of forcing school districts to merge is on hold for now while Vermont's courts sort through various challenges to Act 46, but the State Board of Education announced on November 30, 2018 that Weathersfield and Hartland's Alternative Governance plan has been accepted: in short, that Weathersfield and Hartland will remain independent as we were before Act 46 became law in June 2015. It took more than three years of work - community forums, SU-wide committee meetings, white-knuckle drives to Barre and Montpelier in heavy snow, a lot of reading and writing, plenty of argument and course corrections, and, naturally, lawyers - but here we are. Together and separately, each of the four towns in our Supervisory Union were required to consolidate our districts wherever "possible and practicable." As noted, it's a long story, but it ends with Windsor and West Windsor joining as a single School District, while Weathersfield and Hartland remain independent while retaining school choice, which was the most salient concern expressed by citizens in both of the "school choice" towns. For shepherding this process, we owe our thanks to Anthony French, Deborah Gurney and Patty Kelly, who served on Weathersfield's delegation to the "706b" committee charged with finding the best way for our Supervisory Union to meet the requirements of the law, and also to School Board members emeritus Nate McKeen, Kelly Murphy, Sandy Dockum and Amy Hill, who led Weathersfield through the early reckoning with Act 46. All of these folks served Weathersfield well through a long and difficult process.

There's another set of people who we should thank in regard to how Act 46 has worked out for our Town: all of those citizens of Weathersfield who answered surveys, attended community forums, and wrote letters. Everyone who got involved made a difference in the way the Board and committee members approached our work.

Collaboration among the four Supervisory Union towns was a key element in Weathersfield's response to Act 46, as we were able to demonstrate to the Secretary and State Board of Education that we are already achieving the goals of the law by sharing services such as transportation, special education and maintenance. But as to feeding our Weathersfield School community, our Board has decided that bigger is not better. Along

with the Hartland Board, we have decided, after almost 2 years of consultation, to end our contract with Cafe Services, and create an independent food service program. The reasons for a change are pretty simple, and have unanimous support among WS staff: the Cafe Services regime has not been helpful in terms of providing flexibility in terms of where our meal ingredients come from, or what's on the menu each day, or providing substitute cooks and servers when needed. In partnership with Hartland, we intend to provide better meals that our kids can enjoy; to buy local produce whenever possible; and to foster a good work environment for our cooks and servers. This was a project that our friend Laura Cody McNaughton championed, and her work has been carried forward by Susan Hindinger. The task of building a new program from scratch is arduous - not unlike cooking from scratch - but we believe it's worth the trouble. Locally grown food will cost more. We will hire a manager to make menus, find vendors, navigate FDA regulations, and ensure that both schools have cooks and servers on hand. For FY20, the Board has added \$20,000 to our budget to cover anticipated costs. However, we hope that as the independent program gets going, it will generate more revenue, as we get more students participating, especially at breakfast. The price of meals at school will be increased by 10 cents: a small price for what we hope will be a big improvement.

Though it's mentioned pretty far down in this report, safety comes first at school. Weathersfield is exceptional among schools we know, in having solid safety plans that are well executed in regular practice. In fire and lockdown drills, everyone in the School does what they should: sure, calm, quiet and swift. We feel that Weathersfield is as safe as a school can be. None the less, the Board focused in a new way on school safety last February when we received news of the shootings at Marjorie Stoneman Douglas School in Parkland, Florida. We formed a Safety Committee, including Board members, our Principal and Superintendent, and local and State agencies, to examine

every aspect of our preparedness for anything unexpected, and to recommend improvements. One result was a closer working relationship between the School and our local Fire and Police departments. Enhanced safety drills (A.L.I.C.E., for Alert, Lockdown, Inform, Counter, Evacuate) for faculty and staff were conducted by State and local agencies at the School in May, and we received grant funds from the State to improve our emergency communication equipment. We also took a close look at the perimeter of the School grounds to determine potential escape routes and meeting places in case of emergency. One very positive development from this was a closer relationship with neighbors of the School who have agreed to allow us to pass through and gather on their property, not only in the event of emergency but also for the purpose of our Four Winds Nature Study program.

Compared with all of the above, the rest of our work was of the daily kind. But it took all year. When staff brought to our attention the sweltering heat that affected our classrooms, we applied for an Efficiency Vermont grant to determine the source of the School's airflow problems; in the short term, those problems were resolved by a combination of air conditioners and an upgrade in the software that controls airflow in the School building. In the long term, we are responding to the results of the airflow study by soliciting bids for insulation and better fans. We took a closer look at the Scholastic Book Fair, and found that it has tremendous support in the School, while also planning to augment the Book Fair by collecting books to be distributed freely.

It does take all year. If you watch our meetings on SAPA, maybe you've noticed that sometimes it takes all night! And we are at all times cognizant that it takes our whole Town to support the growth of our kids at Weathersfield School and in the high schools that our families choose. Truly, we count on each other.

Respectfully,

Sean Whalen, for the Weathersfield School Board

## DIRECTOR OF SPECIAL EDUCATION

This year's annual update regarding special education services is an opportunity to provide some information and data about the significant increase in the number of students with Individual Education Programs (IEPs) who are residents of the Windsor Southeast Supervisory Union. This is a statewide trend concerning many special education directors.

Since 2014-15, the number of IEPs has increased from 173 to 265 for our Pre-K through 12th grade students. This is a 53.18% increase. During that time period, our IEPs for pre-school special education services held steady with 21 in 2014 and 22 as of December 2018. Therefore, our K-12 increases (152 to 243) are primarily new referrals for students already enrolled, followed by Vermont families moving to the WSESU, as well as families moving from out of state to Hartland, West Windsor, Weathersfield and Windsor. Currently, there are 22 referrals pending for K-12 students and 6 evaluations in process for our pre-school students. The distribution of IEPs and referrals are generally proportional to the populations of each of our towns.

To meet the demands for evaluations, our full-time school psychologist is working non-stop interviewing parents and teachers, testing and observing students, writing reports and presenting results to teams. When necessary, we contract with outside evaluators to help with the volume.

To serve our students we have tried to maintain the same core staff of professional and para-professional staff, as well as contracted staff. Since 2014, we have added 10 paraprofessionals (we now have 40), a special education school-to-home coordinator (for social work services), and 2.9 special educators (we now employ 14), across the supervisory union. The school psychology, speech-language and occupational therapy staff is essentially the same.

It is a Federal mandate that we provide special education services to our students in the least restrictive environment as close to home as possible. Currently, we have 14 behavioral interventionists providing significant supports in our schools to ensure that mandate. Twelve of our BIs are contracted with local mental health agencies. We also have 34 students attending alternative special education programs, prima-

rily within our geographic region. Twenty-five of those students are in grades 9-12. We have part-time retired special educators on staff to case manage those student programs, in addition to the special education programs of students in WSESU who have school choice.

Recently, to address increased administrative demands and supervision of staff, the supervisory union board approved an assistant director of special education position. Our new assistant director is Erica Rogstad, an experienced special educator, already working in WSESU. Part of her role is to supervise our pre-school special education programs so this cost is partially off-set by our pre-school special education grant funds, as it was with the former pre-school administrative position held by Jan Crow.

It is critical that we do not breach confidentiality of our students, so it is important that the information shared with the public does not reveal identifiable information regarding students. However, I can disclose that, of the thirteen qualifying disabilities for special education, specific learning disabilities are the leading reasons for evaluations and IEPs in WSESU. As part of the WSESU administrative team, I can assure you that we are working together to increase the academic targeted supports and interventions to assist our struggling students. Additionally, many of our teachers and support staff are engaged in ongoing professional development to support our students with social-emotional challenges. It is clearly our goal to meet the educational needs of as many of our students as possible within our community schools. It is a mandate we believe in and strive for.

In closing, I want our communities to know that I remain available to respond to your questions about special education. This update does not offer the specifics of the eligibility criteria for special education services or what IEP development and implementation entails. I can easily be reached through the WSESU's central office (802-674-2144 ext. \*103) or via email at [kwoolsey@wsesu.net](mailto:kwoolsey@wsesu.net).

Respectfully Submitted,

Karen Woolsey,  
Director of Student Support Services



## SCHOOL SUPERINTENDENT REPORT

### March 2019

Dear Communities of Windsor, West Windsor, Weathersfield and Hartland:

It continues to be a professional pleasure to work for all four communities as we try to build the best educational system within our taxpayers' ability to pay. This is always a challenge. The challenge is much more bearable because of the quality of our staff, the expertise of our administrative team, the support of our school boards, and the continued generosity of our communities.

This year has been particularly productive. After a long and arduous two plus years, the Act 46 706B Committee was able to make a final recommendation. That recommendation led to a successful merger vote between the towns of Windsor and West Windsor. I am happy to report that these two towns will be operating as a single district during the next school year. As I write this report, the newly formed district has renamed itself the Mount Ascutney School District (MASD). So from this point on we will be referring to that name. The transitional board is developing a joint budget and establishing a vision for our work together. It is very exciting.

The 706B Committee also encouraged Hartland and Weathersfield to submit an Alternative Plan to the State Board for approval. That plan was submitted in November and approved by the State Board in December. It essentially allows Hartland and Weathersfield to continue as independent districts with school choice, but strongly supports and encourages continued partnership with the other districts in the supervisory union. So, simply put, the hard work of the committee members paid off and each of our towns were successful in achieving their objectives. As you may see and hear on the news, this was not the case for many towns in our

state. Congratulations for the hard work and persistence!

That said, the work before us is not easy. One of the biggest challenges facing our schools is meeting the needs of our most at-risk student population. Through the able work of our special education department, our principals, our professional and paraprofessional staff, we are making progress. But that progress comes at a cost. You will see on the budget pages of this Annual Report that our special education assessment is up considerably. This is due to a significant increase in the number of special education students that we serve. It is also a reflection of our desire to keep our most vulnerable students in the school buildings. That requires additional staff and expertise. It is a commitment that we have made to our students and our boards have been supportive. This service cost, coupled with increases in negotiated salaries and benefits, represents the lion's share of the budget increases you will vote on this year. We look forward to describing the budgets in more detail at our informational meetings.

If you ever have any comments or questions do not hesitate to contact me by phone (802-674-2144) or by email (dbaker@wsesu.net). Please read all of the reports in this annual report. They include valuable information about this year's budget as well.

Again, thank you for the opportunity to serve these communities. The last seven years as your superintendent have been the most rewarding in my professional career. This is a great place to educate children and your support has been humbling. I look forward to the future.

Sincerely,

*David W. Baker*

Dr. David W. Baker  
Superintendent of Schools

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## WEATHERSFIELD BUDGET ADVISORY COMMITTEE REPORT

The Weathersfield Budget Advisory Committee (BAC) met with our Business Manager, Ed Connors; Superintendent, Dr. David Baker; Principal, JeanMarie Oakman; and Bette Jo Esty to go over the budget line by line. They explained all of the cost and the reasoning behind them. Once again there would be no need to cut staff or services so that our students can receive the best education possible. Ed told us that the budget for fiscal year 2020 would be \$5,930,409. We did have

a surplus of \$241,785 that we suggested be used to lessen the tax burden. In doing this it brought the tax rate to \$1.6460. We presented our suggestion to the School Board and were pleased that they agreed with the BAC. The BAC supports the budget of \$5,930,409. We ask the voters to join us in passing this budget to keep our school operating as well as it does.

Gloria Ballantine  
Paul MacDonald  
Roger Newhall  
Kelly O'Brien  
Nathalie Whitney



# WEATHERSFIELD SCHOOL PRINCIPAL'S REPORT

December 2018

Dear Weathersfield Students, Parents and Community,

Our school is a happening place! Not only do we have awesome test scores, but we are also a tight knit community. We love to learn, we love to laugh, kindness means a lot to us, and we try to have fun each and every day. We continue to be very proud of our SBAC, (Smarter Balance Assessment Consortium), test scores, which are some of the highest in the state of Vermont. All Vermont students attending public school in grades 3-8 are required to take these tests. They are taken on a computer. Special thanks to the Weathersfield School Board for making sure every single student in our school has access to a Chromebook for test taking and other tasks. We are so very thankful to Mrs. Smith, our Library Media Teacher, who continues to teach the technology skills necessary so students can take the SBAC skillfully, which we feel has had a tremendous impact on our test scores. A list of those necessary technology skills can be obtained by calling the school at 674-5400. Finally, a very sincere thank you to the excellent teaching of our dedicated faculty, and to our students and their families, all of whom take high stakes testing seriously. Our incredible scores reflect our TEAM energy and effort!

## **SBAC (Smarter Balance Assessment Consortium) Results for Math and ELA**

**May 2018 Testing; Grades 3-8 - Compiled by Principal Oakman on June 15, 2018 and revised on December 10, 2018 with state scores.**

### **SBAC Rubric**

Level 4	Above the Standard
Level 3	Meets the Standard
Level 2	Near the Standard
Level 1	Below the Standard

## **FOURTH YEAR OF FORMAL SBAC TESTING**

### **Grade 3 – 25 students tested – 12 girls and 13 boys**

#### **ELA**

Level 4	5 students received a score of 4; 2 girls and 3 boys
Level 3	7 students received a score of 3; 4 girls and 3 boys
Level 2	8 students received a score of 2; 4 girls and 4 boys
Level 1	5 students received a score of 1; 2 girls and 3 boys

#### **% of students in grade 3 who met and/or exceeded the standard in ELA:**

**WS 48%** Compare to last year's third grade: WS 39%; WSESU 40%

**WSESU 52%**

**State 50%**

### **Grade 3 – 25 students tested – 13 girls and 12 boys**

#### **Math**

Level 4	2 students received a score of 4; 2 boys
Level 3	12 students received a score of 3; 5 girls and 7 boys
Level 2	9 students received a score of 2; 7 girls and 2 boys
Level 1	2 students received a score of 1; 1 girl and 1 boy

#### **% of students in grade 3 who met and/or exceeded the standard in Math:**

**WS 56%** Compare to last year's third grade: WS 56%; WSESU 45%

**WSESU 55%**

**State 52%**

\*\*\*\*\*

**Grade 4 – 19 students tested – 14 girls and 5 boys**

**ELA**

Level 4	5 students received a score of 4; 3 girls and 2 boys
Level 3	6 students received a score of 3; 5 girls and 1 boy
Level 2	6 students received a score of 2; 4 girls and 2 boys
Level 1	2 students received a score of 1; 2 girls

**% of students in grade 4 who met and/or exceeded the standard in ELA:**

**WS 58%** Compare to last year's fourth grade: WS 54%; WSESU 54%

**WSESU 44%**

**State 53%**

**Grade 4 – 19 students tested – 14 girls and 5 boys**

**Math**

Level 4	3 students received a score of 4; 2 girls and 1 boy
Level 3	9 students received a score of 3; 6 girls and 3 boys
Level 2	6 students received a score of 2; 5 girls and 1 boy
Level 1	1 student received a score of 1

**% of students in grade 4 who met and/or exceeded the standard in Math:**

**WS 63%** Compare to last year's fourth grade: WS 62%; WSESU 40%

**WSESU 35%**

**State 49%**

\*\*\*\*\*

**Grade 5 – 27 students tested – 13 girls and 14 boys**

**ELA**

Level 4	6 student received a score of 4; 5 girls and 1 boy
Level 3	9 students received a score of 3; 5 girls and 4 boys
Level 2	3 students received a score of 2; 1 girl and 2 boys
Level 1	9 students received a score of 1; 2 girls and 7 boys

**% of students in grade 5 who met and/or exceeded the standard in ELA:**

**WS 56%** Compare to last year's fifth grade: WS 66%; WSESU 58%

**WSESU 59%**

**State 55%**

**Grade 5 – 27 students tested – 13 girls and 14 boys**

**Math**

Level 4	9 students received a score of 4; 7 girls and 2 boys
Level 3	4 students received a score of 3; 1 girl and 3 boys
Level 2	6 students received a score of 2; 4 girls and 2 boys
Level 1	8 students received a score of 1; 2 girls and 6 boys

**% of students in grade 5 who met and/or exceeded the standard in Math:**

**WS 48%** Compare to last year's fifth grade: WS 55%; WSESU 33%

**WSESU 44%**

**State 42%**

\*\*\*\*\*

**Grade 6 – 28 students tested – 14 girls and 14 boys**

**ELA**

Level 4	8 students received a score of 4; 6 girls and 2 boys
Level 3	11 students received a score of 3; 6 girls and 5 boys
Level 2	5 students received a score of 2; 2 girls and 3 boys
Level 1	4 students received a score of 1; 1 girl and 3 boy

**% of students in grade 6 who met and/or exceeded the standard in ELA:**

**WS 68%** Compare to last year's sixth grade: WS 59%; WSESU 46%

**WSESU 52%**

**State 53%**

**Grade 6 – 28 students tested – 14 girls and 14 boys**

**Math**

Level 4	8 students received a score of 4; 6 girls and 2 boys
Level 3	7 students received a score of 3; 4 girls and 3 boys
Level 2	7 students received a score of 2; 2 girls and 5 boys
Level 1	6 students received a score of 1; 3 girls and 3 boys

**% of students in grade 6 who met and/or exceeded the standard in Math:**

**WS 54%** Compare to last year's sixth grade: WS 50%; WSESU 37%

**WSESU 40%**

**State 41%**

\*\*\*\*\*

**Grade 7 – 20 students tested – 8 girls and 12 boys**

**ELA**

Level 4	5 students received a score of 4; 2 girls and 3 boys
Level 3	7 students received a score of 3; 2 girls and 5 boys
Level 2	3 students received a score of 2; 1 girl and 2 boys
Level 1	5 students received a score of 1; 3 girls and 2 boys

**% of students in grade 7 who met and/or exceeded the standard in ELA:**

**WS 60%** Compare to last year's sixth grade: WS 57%; WSESU 49%

**WSESU 46%**

**State 57%**

**Grade 7 – 20 students tested – 8 girls and 12 boys**

**Math**

Level 4	3 students received a score of 4; 1 girl and 2 boys
Level 3	8 students received a score of 3; 2 girls and 6 boys
Level 2	6 students received a score of 2; 3 girls and 3 boys
Level 1	3 students received a score of 1; 2 girls and 1 boy

**% of students in grade 7 who met and/or exceeded the standard in Math:**

**WS 55%** Compare to last year's seventh grade: WS 52%; WSESU 42%

**WSESU 35%**

**State 44%**

\*\*\*\*\*

**Grade 8 – 18 students tested – 11 girls and 7 boys**

**ELA**

Level 4	3 students received a score of 4; 3 girls
Level 3	8 students received a score of 3; 5 girls and 3 boys
Level 2	6 students received a score of 2; 2 girls and 4 boys
Level 1	1 student received a score of 1

**% of students in grade 8 who met and/or exceeded the standard in ELA:**

**WS 61%** Compare to last year's eighth grade: WS 70%; WSESU 53%

**WSESU 50%**

**State 57%**

## **Grade 8 – 18 students tested – 11 girls and 7 boys**

### **Math**

Level 4	3 students received a score of 4; 2 girls and 1 boy
Level 3	6 students received a score of 3; 4 girls and 2 boys
Level 2	1 student received a score of 2
Level 1	8 students received a score of 1; 5 girls and 3 boys

### **% of students in grade 8 who met and/or exceeded the standard in Math:**

**WS 50%** Compare to last year's eighth grade: WS 48%; WSESU 44%

**WSESU 43%**

**State 42%**

### **Comparing Grades from FY 17 to FY 18:**

Grade 3 ELA up 9%; Grade 3 Math stayed the same at 56%  
Grade 4 ELA up 4%; Grade 4 Math up 1%  
Grade 5 ELA down 10%; Grade 5 Math down 7%  
Grade 6 ELA is up 9%; Grade 6 Math is up 4%  
Grade 7 ELA is up 3%; Grade 7 Math is up 3%  
Grade 8 ELA is down 9%; Grade 8 Math is up 2%

### **Comparing Cohorts from FY 17 to FY 18**

Grade 4 in ELA is up 19%; Grade 4 in Math is up 7%  
Grade 5 in ELA is up 2%; Grade 5 in Math is down 14%  
Grade 6 in ELA is up 2%; Grade 6 Math is down 1%  
Grade 7 in ELA is up 1%; Grade 7 in Math is up 5%  
Grade 8 in ELA is up 9%; Grade 8 in Math is down 2%

### **Comparing WS Grade Scores in FY 18 to WSESU Scores in FY 18**

WSESU Scores Higher than WS:

Grade 3 ELA down by 4%  
Grade 5 ELA down by 3%

### **WS Scores Higher than WSESU Scores:**

Grade 3 Math up by 1%  
Grade 4 ELA up by 14% and Grade 4 Math up by 28%  
Grade 5 Math up by 4%  
Grade 6 ELA up by 16% and Grade 6 Math up by 14%  
Grade 7 ELA up by 14% and Grade 7 Math up by 20%  
Grade 8 ELA up by 4% and Grade 8 Math up by 7%

Vermont Science Assessment was given to grades 5 and 8 in May 2018. Since it was a pilot test, no scores were made available. Grades 4 and 8 will take this test in May 2019 and the scores will be released by the state in the summer of 2019. They will appear in next year's town report.

**Weathersfield School – 2018-2019**

**Schoolwide Action and Continuous Improvement Plan**

**FY 19 CIP GOALS & WEATHERSFIELD SCHOOL GOALS**

**WSESU Goal #1-AP#1:**

By June 2019, 100% of staff, students, and parents will demonstrate increased understanding, knowledge, and skill in proficiency-based learning.

WEATHERSFIELD: By June 2019, SBAC overall scores will increase by 4% points as compared to FY18 results in Math.

**WSESU Goal #2 -AP #2:**

By December 2018 all staff will use learning targets to drive instruction and improve student learning.

WEATHERSFIELD: Same

**WSESU Goal #3A-SHS#1:**

To improve student outcomes, staff will employ a variety of strategies to ensure access to instruction for all students. This will include, but is not limited to, Universal Design for Learning, personalized learning, curriculum-based intervention strategies, summer school, and after school tutoring.

WEATHERSFIELD: Same

**WSESU Goal #4-PI:**

WSESU will offer quality opportunities for parents and community to be involved in their children's education.

WEATHERSFIELD: Same

**Science Fair Winners Participate in State Competition**

On Saturday, March 24, 2018, six WS 8th graders attended the Vermont Stem Fair at Norwich University, in Northfield, Vermont. Although the VSTEM Fair is an event predominantly structured to highlight the year-long scientific investigations of high school students, selected middle grade scientists who have completed outstanding research projects are invited to attend, as well. Madison Knight, Alicia Ostrom, Ashlyn Rice, Katie Wade, Emily Wright, and Aria Yuengling, all 8th graders in March of 2018, attended the state competition and each received a Certificate of Achievement for their amazing research. Dr. Allison Neal, the Co-director of VSTEMF, was greatly impressed by WS students' energy, enthusiasm, and level of knowledge. It should also be noted that four Windsor High School students were recognized for fantastic projects as well, and all four students are former Weathersfield School students.

**WS Panther Pride Assemblies**

We do not hide our Panther Pride! We love to celebrate excellence and good conduct, K-8! We celebrate three Panther Pride Assemblies during the school year. We invite a huge crowd of parents and friends to see the children receive their well-earned awards. The students are delighted to hear their names called to come to the front and receive a special award and a few prizes. BJ Esty takes their pictures so we can proudly display our winners on a special bulletin board designed just for them. Our school mascot, Shadow, visits us during all assemblies, which is an added bonus! All of the children love Shadow! The WS faculty and staff feel strongly about rewarding excellence and hard work, especially since we no longer have the honor roll system or a dinner to celebrate student achievement. Thus, we devised a system to celebrate our hard working students. Every 12 weeks, a whole school Panther Pride Assembly is planned, during the school day, whereby individual students by grade will be celebrated by specials' teacher and classroom teachers for hard work, perseverance, good citizenship, academic excellence and following the good Conduct Expectations, the criteria for winning an award at the assembly:

## GOOD

Cooperation  
On task always  
Nice to all  
Do my best  
Utmost respect  
Caring attitude  
Tone of Voice

# PANTHER PRIDE

## Weathersfield School's National Geographic Bee

The Weathersfield School's Top 8 National Geographic Bee's finalists: eighth graders Zed McNaughton, Brody Perham, and Skylar Thibodeau; seventh graders Dory Hindinger, Olivia Magliola, Tori McNamara, and Ryan Page; and sixth grader Brooke Hindinger competed in a school-wide Geography Bee on Tuesday, December 4th, 2018. The two finalists, Dory Hindinger and Zed McNaughton competed in the championship round until the winner was determined. Zed McNaughton, an eighth grade student, won the school-level competition of the National Geographic Bee. He will advance to the next level of the competition, an online qualifying test to determine eligibility as a state competitor. The state competition will be held on Friday, March 29, 2019.



The Bee will pay the transportation and accommodation expenses to Washington, D.C., for the state champion to participate in the Bee's national championship rounds May 19-22, 2019. Thanks to all the competitors, advisor Cathy Karaffa, moderator Ginger Wimberg, judges/timer Kathy Dana and Nathalie Whitney, room set-up and clean-up by Bryan Woodbury and Theresa White, and computer/projector set-up by Mike Walker. Great job done by all!! Good luck, Zed!



## Kindness Crew

The Kindness Crew has been formed in an effort to create an atmosphere of kindness throughout Weathersfield School. Our Kindness Crew Advisors are Mrs. Emily Milligan and Mrs. Michelle Smith. Meetings are held once a week on Thursday mornings. The group does a kindness activity and/or talks about kindness, compassion and encouragement. It is not mandatory to attend the meetings. Students and adults can participate simply by performing purposeful acts of kindness throughout their day. Adults reward students with "kindness coins" when "caught" in a kind act. Once a student earns 20 coin points, they can redeem them for fun prizes. Students can also recognize one another by completing "Caught in the Act" forms. These nominees get put in for a monthly drawing to win a kindness related t-shirt. Since the groups implementation, there has been a positive shift in the way children (and adults) communicate with and treat one another.

## FY 19 Weathersfield School Math Team

Members of our 2018-2019 Math Team this year are:

**Zed McNaughton**  
**Myra McNaughton**

**Cooper Redmond**  
**Brooke Hindinger**

**Jameson Gaito**  
**Colton Gaudette**

**Nyome Athorne**

Ms. Diana Stillson and Mrs. Lori Small are the coaches this year. The Math Team has only one returning member, Zed McNaughton. The new members are very excited to be part of the team. The Math Team is open to students in grades six through eight. Each math meet has four different categories. The questions are based on eighth and ninth grade content area. The Math Team has five practices prior to a meet and practice questions for each of those categories. There are four math meets this year. The first math meet of the year was at Hanover High School for which we scored one hundred-three points out of a possible two hundred points. We placed eighth out of fifteen participating schools. One team member received a score of twenty-seven points out of a possible thirty points and it was his first meet. The next meets are at Lebanon High School, Kearsarge High



School, and Mascoma High School. It continues to be run by the Twin State Math League and we are proud to be participants.

### **Guidance Report**

This year has been off to a great start. We started the year with weekly classroom lessons utilizing the Second Step curriculum in grades K-4. This curriculum covers basic social skill development for elementary children, including skills for learning, recognizing feelings, problem-solving, and building relationships. Students in grade 5 will receive lessons throughout the year from the second steps program as well as lessons created to fit the social and emotional needs of the class. Grade 6 will be given lessons from both the Second Step and Mind Up programs during their study halls one day every other week. In addition, students in grades 7 and 8 will all take part in a career exploration exploratory course (1 day per week for approximately 9 weeks) in which they work on discovering self interests, setting goals, and exploring different career options. During this time, they will also be working on state-mandated Personalized Learning Plans which engage in personal and career exploration and develop goals for their futures to be reviewed annually. We will have the opportunity to welcome to our school, presenters from WISE who will be teaching students K-8 about Act One topics including body awareness, feelings, and violence prevention in informative and interactive lessons, which will take place in January. Track My Progress testing was conducted in early October and will be revisited again in January and April to track students' math and reading levels for all students in kindergarten through eighth grade. SBAC testing will also occur in the spring. In collaboration with the SEI, (Social Emotional Interventionist), we are also running several social-emotional groups throughout this year. These groups meet during lunch with four to six students of similar age, to focus on specific issues such as emotional regulation, friendship, organization, and more, in a collaborative activity-based task. Additionally, I have developed a regular caseload of students that I meet with individually on a weekly basis to work on lagging personal/social skills, as well as meeting with students in crisis and having discussions on how to change unsafe or unkind behaviors to a more positive action in the future. I'm very excited to continue my first year at Weathersfield and offer support to the amazing students here.

**Jenna Brown, Counseling Services M.S. CAS**

### **Multi-Tiered System of Supports Leadership Team**

Multi-Tiered System of Supports or MTSS is an evidence-based model that uses data-based problem solving to integrate academic and behavior instruction and intervention. Here at Weathersfield School, we have an MTSS Leadership Team made up of volunteer members who enjoy this kind of work. The MTSS LT for FY 19 includes JeanMarie Oakman, Principal; Jenna Brown, School Counselor; Lori Small, Title 1 Math Specialist; Kristen Huebner, Literacy Specialist; Diana Stillson, Middle School Math Teacher; Kristina Hughes, Grade 2 Teacher; Emily Stevens, School Nurse; Barb Martin, Special Educator; and Meg Shambo, Social/Emotional Interventionist. Our team meets throughout the school year to analyze data such as SBAC scores, Track My Progress scores, and report cards, to discuss professional development for teachers, and to develop goals for our Schoolwide Continuous Improvement Plan. It is the Leadership Team's goal to help support teachers so that every child at Weathersfield School has the best education possible.

### **TIPS/Homework Support**

On November 5th, 2018, the Weathersfield School, with the help of Title 1 funds, began two tier 2 programs to help students in grades 1-8 achieve academically. These two programs are Targeted Intervention Program for Students (TIPS) and Homework Support. TIPS provides a tutorial in Math and ELA from 3:00 p.m. to 3:45 p.m., after school Monday through Thursday. Through data received from Track My Progress scores, alongside the help of teacher and parent feedback, we are able to determine where the need is in order to design the program accordingly. TIPS has been constructed into small, grade-alike groups so students receive the intervention needed. We have three teachers in the TIPS program: Wendy Allen works with Grades 1-2 in ELA and Math; Lori Small works with Grades 5-8 in Math; and Natalie Kocurek works with Grades 5-8 in ELA. Our second program offered is Homework Support. Homework Support is for students in grades 1-8 who need extra help with their homework every Monday-Thursday from 3:00 to 4:30 p.m. Homework Support is led by teachers Lora Powers, Tara Smith, and Jaime Tennis. Students enrolled in either of these programs are provided a 20 minute break at the end of the regular school day where they receive time to play and a heart healthy snack before they are re-energized for TIPS and/or Homework Support.

### **MTSS Referral Team**

The Multi-Tiered System of Supports Referral Team, also known as the MTSS RT has had several successful meetings this year with more to come. Teachers may request that a student have an MTSS RT meeting following implementation of classroom interventions via a referral document that explains the teacher's academic or behavioral concerns to be addressed with the team. Parents may also refer their child after first meeting with the classroom teacher and/or school counselor to address specific concerns. All referrals are turned into the MTSS RT Coordinator, Jenna Brown. The MTSS RT Coordinator then schedules a meeting and invites necessary parties including, but not limited to, the child's parents, the child's classroom teacher, specials teachers, the literacy specialist, the math specialist, special educators, support personnel, administration. The MTSS RT team meets, reviews student work and assessment scores, including TMP, SBAC, criterion reference assessments, and discusses concerns and intervention strategies to benefit the student. A plan with interventions and/or accommodations is created and distributed to team members. A review date is set to determine whether interventions have improved the identified academic or behavioral concern. A parent or teacher may request review of this plan at any time.

### **Drama Club – FY 18 School Year**

The Weathersfield School Drama Club, under the co-direction of Zachary Shambo, Music Teacher, and Jaime Tennis, Fourth Grade Teacher, in FY 18, held two events. The WS Drama Club had assistance from a local theater company named "World Under Wonders" under the direction of Sean Roberts. In the midst of a snowy-filled winter, the WS Drama Club sponsored a talent show in February 2018. It was a well-attended, fun night for all! Students and faculty pulled out all the stops with singing, dancing, acting, and even karate moves! All of the proceeds from that night went toward the Drama Club for costumes, properties, and sets for the spring production of Blue Suede Paws! This was also well attended and it was a hit! It was presented by thirty-two students on Sunday, April 29, 2018 for the community and on Monday, April 30, 2018 during a school-wide assembly.

### **WS Service Group**

The Service Group is a group of Weathersfield School students who support the school and community through volunteering. Students participate in different volunteer activities during the school day and after school. Activities the group has been involved in include: recycling in the school, helping with the walking program, library, and art, collecting for the Thanksgiving Baskets, participating in Green Up Day, and participating in various volunteer opportunities in the community. Currently, there are twenty-three members. The group meets on the second Tuesday every month during lunch time. It is open to all students in grades fifth through eighth.

**Cathleen Karaffa and Tara Smith, Service Group Advisors**



### **Act One**

Act One is a legislative requirement and an educational law which mandates that Vermont schools educate students on how to recognize and prevent sexual abuse and violence through the school's comprehensive health program. This law is intended to step up the protection of children against sexual abuse by involving ALL in the school setting. The law requires that schools train all employees on what to look for in an effort to identify and report sexual abuse. In August and September of this year, WS bus drivers, kitchen staff, custodians, secretaries, faculty and staff were trained. Educational teams are working together to create and implement a K-8 curriculum which addresses sexual abuse prevention. Information has been shared with parents on how to report suspected abuse and neglect and the 6 tips on keeping children safe. The school has also provided hot line information, family service links, hand-outs and other resources to help the school community combat this serious issue. WS is dedicated to the safety of all students and has made a conscious effort to make this information available to ALL.

### **School Newsletter**

Remember, the community is always welcome to attend any event in our school. If you would like to receive a copy of our weekly electronic newsletter, which outlines weekly and upcoming events, please send a request to Principal Oakman at [jmoakman@wsesu.net](mailto:jmoakman@wsesu.net).

### **Budget Advisory Committee**

Special thanks to the Budget Advisory Committee for their hard work and collaboration in helping us to prepare and present the FY 20 School Budget. This year's BAC members include the following:

**Kelly O'Brien**, PTA and Community Representative

**Nathalie Whitney**, Community Representative

**Gloria Ballantine**, Community Representative

**Roger Newhall**, Community Representative

**Paul MacDonald**, Parent and Community Representative

### **Hawks Mountain Grange #499 in Perkinsville - Scholarship Information**

The former Hawks Mountain Grange #499 in Perkinsville, donated a sum of money to offer a \$200 scholarship to a graduating senior from Weathersfield who will be furthering his/her education in the agricultural field. This scholarship will be awarded each year until the funds no longer exist. Interested students should submit a letter of interest to: Weathersfield School, PO Box 279, Ascutney, VT 05030 c/o Grange Scholarship.

### **Mario Bevacqua Scholarship**

The Weathersfield School Board and the family of Mario Bevacqua are pleased and proud to offer a graduating high school senior the opportunity to apply for the Mario Bevacqua Memorial Scholarship. Mario was a principal at the Weathersfield School for twenty years. He was dedicated to the belief that every child deserved a well-rounded education. Mario served as a positive role model for both students and staff through his passion, good humor, and generous spirit. The recipient of this award should exhibit those same qualities, which made Mario Bevacqua a dynamic educator. Each year, a \$500 one-time scholarship will be given to a deserving high school senior who graduated from the Weathersfield School and currently resides in Weathersfield. The recipient must be enrolled full time in a public, a private college or a technical school, either in or out of state. No specific degree field is required. Scholarship funds may be used for tuition, room/board, or books, and will be dispersed at the beginning of their second semester of college. Letters are sent home in the spring, encouraging WS students to apply. Interested applicants are asked to submit a written essay, which is judged by the Mario Bevacqua Scholarship Committee. For more information, please call the school at 674-5400. It is with great pleasure that we congratulate two students who exhibit these qualities: Carissa Kinsman and Adam Stapleton, co-recipients of the Mario Bevacqua Scholarship Award 2018. Carissa will study at Husson University in Bangor, Maine for oncology nursing and Adam will be attending Keene State College in Keene, NH to become a physical education teacher.

WS and their principal are so proud of these two and wish them the best of luck in their college endeavors. Congratulations Carissa and Adam!



### **PTA**

The Weathersfield School PTA meets the first Tuesday of each month at 6:00 pm to plan events for our school. The 7th annual Car Show had a record number of vehicles on display, kicking off the year with a successful fundraiser for our 8th grade class trip and for PTA. An SUV was decorated as the Weathersfield School's mascot panther, named Shadow, for the Trunk or Treat event held in Perkinsville in October. Over 90 children put their hands in the panther's mouth to get a bag of candy! The fall Craft Fair was another successful fundraising event, featuring a full house of area vendors and a delicious and inexpensive lunch. Our 8th grade students drew the winning raffle tickets at the end. One of the PTA's longest running events is the Make-It-Take-It program held in December. Approximately 100 children make gifts for their family and friends that they wrap, tag, and take home. This is free to all and Santa and Mrs. Claus stop in for pictures! The PTA has already received several mini grants asking for funds for the 2018-2019 school year for items such as field trips, Project Grad., The Giving Tree, breakfast for testing days, Field Day, 8th grade graduation and more. We would love to have you share your ideas at a meeting or volunteer your time at an event!

Respectfully submitted,

**President Wendy Allen**

**Vice-President & Secretary Theresa Waters**

**Treasurer Shirray Johnson**



## School Report Night

Our annual School Report Night was held on Wednesday, June 6, 2018 from 5:00 to 6:00 pm in the AP Room. We had a super turn out again this year! We offered a delicious dinner of pizza, salad, water, milk, and cookies. We also had thirteen stations for folks to visit, complete with photos, storyboards, handouts, charts, graphs, and door prizes, as a way to learn more about our school. The stations were:

**Health and Wellness – Emily Stevens**

**Title 1 Schoolwide School, Staff Wellness, and Literacy Support – Kristen Huebner and Barbara Martin**

**TIPS/Homework Support/Scholastic Camp/Eureka Math – Patty Pomerleau**

**PTA – Wendy Allen**

**Hicks Nichols – Laura Berry**

**Four Winds – Susan Hindinger**

**Welcome Center/ Assessment/CIP/10 Elements of a Schoolwide Title 1 School – JM Oakman**

**School Safety and Emergency Preparedness – BJ Esty**

**Panther Cub Night/Dial 4/Outdoor Classroom – Lora Powers**

**Social Emotional Interventionist – Meg Shambo**

**Attendance/Discipline/High School and Pre-K Transitions/MTSS – Malia King**

**PAWS and Fairy Tours – Zachary Shambo**

**Spanish Station –Jennifer Roby**

## Two Artists in Residencies in 2018-2019

Thanks to the Hicks-Nichols Committee, Weathersfield School has enjoyed two artists in residency programs this school year. Ashley Hensel-Browning spent two weeks with WS students, September 24-October 5, 2018, conducting a two week residency through our music program called, “Make Dance Make Music- Building Community Through Art”. The students had a blast and they are still talking about it, even asking if Ms. Ashley can return next year! The second artist in residency program lasted for one week, January 7-11, 2019, with Mr. Rich from YouthBeatz. Mr. Rich inspired all 220 students to drum daily, as a way to exercise and live a positive, healthy life. Mr. Rich met with all students twice during his week-long residency, using students’ PE schedules. Again, the students sang Mr. Rich’s praises and were so thankful that he could be with us again.



## Four Winds Volunteers Needed

Are you a parent that loves to see your children learning actively and fully engaged? (And don't you love it when they come to you to report a new discovery they've made outdoors?) Are you a community member that believes that our planet's future depends on today's youth developing a connection with the natural world around them? Are you a grandparent that would love to spend a little time with our children once a month teaching them about nature and science? NO EXPERIENCE NECESSARY! Love of our children, curiosity about nature, and enthusiasm are the only requirements! Only three-four hours a month volunteering time maximum needed! Four Winds Nature Program at Weathersfield School is looking for parents, grandparents and community members who would be willing to volunteer with the program next academic school year (2018-2019). All volunteers attend a training the first Wednesday of each month for two hours to learn all the activities for that month's science and nature topic (complete with a good amount of laughter and camaraderie). Then volunteers go, in pairs, into one K-5 classroom each month to do the same group of activities with the students (you would set the regularly scheduled 60-90 minute time slot each month with your teacher). Being a Four Winds volunteer is FUN. It's an IMPORTANT addition to our school's science program. And, it's ESSENTIAL -- Four Winds is an entirely volunteer-led program, fully and enthusiastically supported by Weathersfield's teachers and administrators, but reliant upon enough volunteers stepping up to the plate to make it happen. If you would like to get a little taste of what it would be like before you commit, you have options! You can find out who your child's classroom volunteer is this year and ask them about it. You can come and observe a Four Winds lesson here at WS and experience the fun through students’ eyes. You can ask any teacher or the principal about the program. Or for more information or to ask questions about it, please feel free to contact Susan Hindinger (shindinger@tds.net or phone 802-289-1955) or Amy Hill (amydhill@yahoo.com or 802-299-7791).



### **Social/Emotional Interventionist**

My name is Megan Shambo and I am very proud to be the Social/Emotional Interventionist at Weathersfield School. As I venture into my second full year, I am still overwhelmed with what a forward thinking and close knit community I have found here in Weathersfield. Throughout my days at school, I meet with a select caseload of students for both short and long term interventions. Some students I meet with may have experienced a new life event and are in need of some time to process the situation and learn some coping strategies, while others come in to discuss on-going issues such as issues with peers, problems outside of school, self-esteem concerns and more. In addition to my consistent caseload of students, I am also available to all students in our school that may need someone to talk to. I am also a part of the in-house crisis team and respond to a wide assortment of different situations that develop during the day. I also work closely with our school counselor, Jenna Brown, working with specific groups of students on topics ranging from being a good friend, social skills, anger management, learning to lose, waiting your turn, and many more. I am also a member of the MTSS Leadership Team. I work with teachers to determine which students are in need of supports and I create behavior plans for students who we feel would benefit from them. I am truly pleased to be in this role at Weathersfield School.

### **Weathersfield School Student Council**

Voting for Student Council officers and homeroom representatives took place on Friday September 28th. Voting was open to all fifth through eighth grade students. Below are the results:

#### **Officers**

**President:** Nathan Kellogg, 8S  
**Vice President:** Dory Hindinger, 7P  
**Secretary:** Izabella Towsley, 7P  
**Treasurer:** Anneka Yuengling, 7P

#### **Homeroom Representatives**

**5A:** Owen Lawler, Samantha Marsh  
**6K:** Elizabeth Tindall, Abigail Stavrou  
**6V:** Juliette Hill, Brooke Hindinger  
**7P:** Bradley Adams, Ryan Page

Over seventy-five 5th through 8th grade students attended our Halloween dance in October. The dance was free and included a DJ, snacks, and beverages. Our next dance will be after our Christmas break with another to follow later in the year. We finished putting the protective winter cover over the greenhouse and will remove it in the spring. We are hoping to take advantage of an offer to Skype with Congressman Welch in the new year, to be announced.

**Tim Herbert, Student Council Advisor**

### **Thank You**

A very sincere thank you to the Weathersfield community, parents, students, faculty, and staff for the love and respect I have received in my nine year tenure here. I am very proud to be a part of such a sensitive, caring, loving and nurturing school community, where children are always first and foremost.

Respectfully submitted,

*JeanMarie K. Oakman*, Weathersfield School Principal

# 2018-2019 WEATHERSFIELD SCHOOL STAFF LIST

## WEATHERSFIELD SCHOOL BOARD

Sean Whalen, Chair  
Heidi Remick, Vice Chair  
Robin Tindall, Clerk  
Jacqui Antonivich  
Susan Hindinger

## PRINCIPAL

JeanMarie Oakman

## TEACHERS

### Grades K -5

Lora Powers, Kindergarten  
Leeanna Robinson, Kindergarten  
Candy Fuller, Gr. 1  
Amanda French, Gr. 1  
Kristina Hughes, Gr. 2  
Kirsten McNamara, Gr. 3  
Jessica Wilmot, Gr. 3  
Cathy Karaffa, Gr. 4  
Jaime Tennis, Gr. 4  
Wendy Allen, Gr. 5

### Grades 6 – 8

Natalie Kocurek, ELA  
Diana Stillson, Math  
Peter Pullinen, Social Studies  
Julian Villa, Science

## Specials

Laura Berry, P.E.  
Jenna Brown, Guidance Counselor  
Caitlin Flanigin, Art  
Kristen Huebner, Literacy Teacher  
Michelle Jarvis, Long Term Art Substitute  
Jennifer Roby, Spanish  
Megan Shambo, Social Emotional Interventionist  
Zachary Shambo, Band/Chorus/Music Teacher  
Lori Small, Title 1 Math Teacher  
Tara Smith, Library/Media Teacher  
Emily Stevens, School Nurse

## WS Instructional Assistants

Kathy Dana  
Emily Milligan  
Michelle Smith

## ADMINISTRATIVE ASSISTANTS

BJ Esty, Secretary  
Joan Fariel, Secretary (part-time)

## MAINTENANCE

Jim Taft, Facilities Manager  
Bryan Woodbury, Assist. Facilities Manager  
Theresa White, Custodian  
Roland Whitney, Part-time Custodian  
Kelly O'Brien, Part-time Custodian

## SCHOOL LUNCH PROGRAM

Stephen Lanoza, Lead Cook  
Heather Gokey, Assistant Cook

## ATHLETIC PROGRAM

Jason Larochelle, Athletic Director  
Alicia Crane, Assistant Athletic Director

## TRANSPORTATION

*Student Transportation of America*  
Brian Hemenway, General Manager  
Mike Gaudette, Location Manager  
Chris Bombria, Lead Bus Driver  
Rhonda Lambert Fairbrother, Driver  
David Moore, Driver  
Dennis White, Driver

## WSESU Special Education Teachers

Karen Ammerman  
Tim Herbert  
Barbara Martin

## WSESU Special Ed. Instructional Assistants

Mary Ann Bojko  
Judith Duhaime  
Christine Harris  
Chris Keefe  
Bailey Olmstead  
Mary Jo Ramsey  
Jennifer Rousse  
Dianne Waters  
Deb Wilson

## WSESU CENTRAL OFFICE STAFF 674-2144

David Baker, Superintendent  
Ed Connors, Business Manager  
Deanna Crowell, Assistant Business Manager  
Teena Canfield, HR  
Regina Davis, WSESU ELA Coach  
Larry Dougher, Chief Information Officer  
Ryan Dougher, IT  
Jane Duffy, Occupational Therapist  
Nicole Gay, Payroll/HR Assistant  
Sandra Hopkins, Speech Pathologist  
Betsy Howard, Sp. Ed. Administrative Asst.  
Angela Ladeau, Curriculum Coordinator  
Bruce MacAdam, Sp. Ed. Out of District Coordinator  
Gail McCoy, Accounts Payable  
Vanessa Perry, Behavioral Program Consultant  
Erica Rogstad, Asst. Dir. Student Support Services  
Pam Sterling, Sp. Ed. Out of District Coordinator  
Diane Tessier, Superintendent's Secretary  
Leota Tucker, School Psychologist  
Mike Walker, IT  
Karen Woolsey, Dir. Student Support Services  
Beth Ziegler, WSESU Math Coach  
Kieran Zito, Sp. Ed. Home to School Coordinator

## HCRS BI- BEHAVIORAL INTERVENTIONIST

Stephanie Curtis  
Marcus Ellwood  
Emily Hurley  
Zachary Husband  
Tammie Kinsman

## HCRS SUPPORT

Marissa Davis  
Nicole Maresca

## We R Hope

Sierra Hutt



# WSESU CURRICULUM 2018-2019

Dear Members of the Windsor Southeast Supervisory Union,

My first eighteen months as Director of Curriculum and Instruction have been very informative. In addition to curriculum oversight and staff professional development, my position requires that I manage Windsor Southeast Supervisory Union's Consolidated Federal Programs Grants. These are federal dollars that require specific management and accountability practices. We utilize our funds to pay for supports and programs that we would not be able to provide our communities from local budgets. We allocate a bulk of our federal funds to two programs: instructional academic support and instructional coaching for professional staff.

Title I funds provide students in each of our buildings additional academic support both in and outside the classroom. Windsor School has a full-time elementary literacy interventionist while Hartland Elementary School and Weathersfield School each have a full-time math interventionist. This year we have also been able to appropriate additional funds for a part-time math/literacy intervention teacher at Albert Bridge School and a part-time math interventionist for Windsor School. We are very grateful for this direct support to student learning.

Title IIA funds are for the purposes of professional development. This grant supports half of my position as well as two supervisory union-wide instructional coaches. Instructional coaching has been proven to promote significant gains in teacher instructional practice as well as improved student learning. Until this year, our coaches were serving in building-based programs at Windsor and Hartland. In order to provide more equal access to instructional coaching, the positions were moved to the central office and are now able to support instruction in all four buildings. While the coaches have specific expertise in math instruction and literacy instruction, they offer instructional support to any teacher in the supervisory union who wants it. The coaching process involves actively reflecting on teaching practice with the coach by looking at student performance outcomes and comparing that to the teacher's intended outcomes. This year is a year to grow the program as the coaches develop relationships with staff in all four buildings. I would like to give a special thank you to Regina Davis and Beth Ziegler who have taken on this work. It is a challenging job and



they are both 100% dedicated to making WSESU the best it can be.

At WSESU, we are dedicated to the work of developing a fair, equitable, and engaging proficiency-based learning system as defined by the Vermont Education Quality Standards. The staff have identified instructional priorities in the form of power standards in each of the content areas. Last summer we added a Learning Management System component to our Power-School Suite called Unified Classroom. The transition has not been easy, but staff, students, and families have been patient and have persevered to learn it the best they can. While we are still working on how we show what students have learned and can do, we will continue to develop our skill with working in these platforms to better communicate with students and families about student learning. I wish to thank our technology team, under the guidance of Chief Information Officer, Larry Dougher, for their hard work in supporting this transition.

In the past year, I have learned that it is a lengthy process to make the kinds of philosophical shifts that require teachers to step aside and let students lead their learning. We are seeing more and more of this as we continue to develop best practices in teaching and learning to meet the needs of all learners. We could not do that without your continued support for your local schools and the supervisory union.

Respectfully submitted,  
Angie Ladeau  
Director of Curriculum & Instruction

## ATHLETIC REPORT

Panther Pride is clearly very much alive in Weathersfield Athletics this year! We began the 2018-2019 academic year with a pre-season Soccer clinic, which kicked off the Soccer and Cross-country sports seasons. Soccer alone fielded 92 athletes and 5 for cross country. Having this many Panthers would not have been possible without our amazing coaches.

Basketball season is currently in full swing, with 73 athletes registered. For the first time in years we have a 7/8 boys team that will hopefully continue next year. We kicked off the season with a day of clinics for each grade level.

Even with snow on the ground we are starting to think about Spring and baseball, softball and track season. We are always seeking volunteers to coach or just help out with scorekeeping etc so don't be shy and reach out to us! Come out to some games and cheer on your Panthers! <http://www.wsesu.net/ws-calendar>

Watch out for this small town with big hearts!

On behalf of all Weathersfield athletes and coaches, we thank you for your continued commitment and support in our programs.

Jason Larochelle, Athletic Director

Alicia Crane, Assistant Athletic Director



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## PAWS

The Program After Weathersfield School (PAWS), is running at full capacity right now. This year, we have major staff changes. Mrs. Jessica Wilmot, of whom has done a phenomenal job as the PAWS director for the past four years, has decided to step down from her position. We thank her for all of her extremely hard work to start and continually provide a great program for our Weathersfield students after school hours! I was hired as the new director. I have worked for PAWS for the past two years and I have been involved with after school programs my entire life! I will do my absolute best to ensure the program continues to run successfully in Mrs. Wilmot's place as she is continuing to work for PAWS as a regular employee.

Other new hires are Mrs. Kathy Dana, a paraprofessional, Mrs. Jenn Rousse, a special education paraprofessional, Ms. Jenna Brown, the new school counselor, and Ms. Karli Nissenbaum, a parent. Along with these new hires, Ms. Mary Jo Ramsey has joined us once again!

We have begun collecting natural beauty for the fairy tour this year and while we will miss the guidance from Miss Judy, she is still among us and we are hoping she and any other students in the regular classes

will be able to contribute in the spring. We will be sending out invitations and parameters for contributions in February.

On a financial note, PAWS is a self-sustaining program. The grants we have received, coupled with the tuition money we get, has allowed us to operate without using taxpayer monies for the fifth year in a row. We have enough money to hire all of these new staff members! With new staff comes the chance to have more students in the program!

We have discovered that in order for PAWS to grow, we would need dedicated staff to organize activities for older students and have those programs reside in another room. Older students need more challenging activities and while we try to provide for them, they also need homework support and flexibility for their demanding schedules and PAWS doesn't seem to hold their attention past 6th grade. Anyone with ideas is welcome to share as we would love to generate the interest in grades 6-8.

We also welcome volunteers and contributions! This week, we are making holiday decorations and preparing for a slimy party!! PAWS is full of fun surprises!

Respectfully submitted,  
Zachary Shambo, PAWS Director

# SCHOOL HEALTH SERVICES

2018-2019

## **Weathersfield School Health Services 2018-2019**

Weathersfield School health services in coordination with community health agencies, provide students and staff with health appraisals and supervision, health referrals and emergency and first aid care. Weathersfield School promotes health and wellness to all students by following USDA nutrition guidelines and the Vermont Agency of Education guidelines for physical activity. Students are provided with health education in grades K-8 as a way to promote physical and mental health, disease prevention and positive life choices.

### **Health Office Services/Supports:**

- member of the emergency response team
- conducting health related classroom instruction
- conducting annual health screenings
- providing specialized health care and services
- maintain, evaluate and interpret cumulative health data
- participate in 504, IEP and MTSS strategy meetings
- monitoring of students immunizations in accordance with Vermont law
- acting as a resource for faculty, parents and students
- providing individual health counseling to service emotional and physical health needs
- identifying and referring possible pediatric and adolescent health problems for early diagnosis and treatment
- evaluating and monitoring communicable diseases
- acting as an advocate for children with special needs
- serving as a liaison with parents and community health agencies

- member of the Weathersfield School MTSS team

**Lion's Club Vision Screening:** The Springfield Lions Club returned to Weathersfield School this year to screen all staff and students K-8 with the Welch Allyn Spot Vision Screener. The Welch Allyn Spot Vision Screener, is a top of the line, handheld, portable device that can quickly detect vision issues. This machine has been clinically shown to be more efficient than traditional screening tools used by schools.

Thank you Lions Club!

**Fresh Fruit and Vegetable Program:** Weathersfield School received a grant for the 2018-2019 school year from the Vermont Agency of Education Child Nutrition Program. The grant allows the school to provide a healthy fresh fruit or vegetable snack to all students daily. The program is designed to create healthier school environments and encourage healthy eating habits in children.

**Weathersfield Walking Program:** Weathersfield School offers a daily walking to program to all student K-8. Students are allowed to walk with school staff for 25 minutes outside every morning before the school day begins. On days when it's raining or too cold the walking program utilizes the gymnasium to get the walking in. Regular exercise helps memory and thinking, improves mood, reduces stress and anxiety as well as reducing the risk of many chronic diseases.

**Weathersfield School MERT** (Medical Emergency Response Team): This year Weathersfield School has implemented a MERT team. The team is made up of staff in the building that have skilled training in handling crisis/emergency situations. The team meets each trimester or as needed to discuss our preparedness, with each member having a specific role to fulfill when responding to an emergency.

Respectfully Submitted,  
Emily Stevens, RN

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## FACILITIES REPORT

In 2018 we continued with the current 5 year plan which includes painting the interior of the building. The area that we continue to focus on is the individual classrooms. A couple of the projects that we did this year included installing A/C units in each individual classroom, trimmed the front hedges to 10 feet, installed new classroom numbers for the safety response

team, and installed 5 new security cameras. Our biggest project was the instillation of the new HTML5 system to replace the out dated Java based supervisory control system. We will continue to work with Efficiency Vermont to find the most cost efficient ways to control and monitor our building.

Respectfully Submitted,  
Jim Taft

# WEATHERSFIELD SCHOOL DISTRICT TECHNOLOGY REPORT

*School Year 2017–2018*

## *Overview*

The use of technology at Weathersfield School focuses on equity and access. Our technological tools are selected based on the need to increase student learning within and across the subject areas in order to prepare students for their future in the 21st century.

## *Equipment*

We have completed a dedicated plan to move to a 1:1 laptop program in grades K-8 where every student has the ability to use his or her own individual Chromebook throughout the school. Additionally, grades 5-8 are able to take their devices home for anywhere, anytime learning.

We were able to upgrade and replace any old WAP's (Wireless Access Points) to a model with optimized radios and better performance overall. We also installed new Procurve Network Switches and Backup Batteries which will help with an already stable network to decrease the possibilities of downtime.

## *PowerSchool - Unified Classroom*

We are currently in our eighth year of PowerSchool, the most widely used web-based student information system, and have recently deployed Unified Classroom. Unified Classroom and its many features, including an assessment management component, learning management system, and ePortfolio system for PLPs have given teachers and administrators the opportunity to reference student data all in one convenient location. We have the Unified Classroom parent access portal open for all grades K-8 in PowerSchool at Weathersfield. This valuable tool gives parents the means to get a timely view of their student's progress on a weekly, or even daily, basis in all of their classes. This access is available anytime, from anywhere, from any device.

## *Weathersfield School Website*

Our school website (<http://weathersfieldschool.org>) includes the latest news from Weathersfield School, School Board Minutes, Faculty & Staff Directory, Sports Schedules, and links to Educational Websites for Parents and Students. Further, Dashboard is designed to be the "one-stop shop" for students, teachers, and parents as a way to find apps and services.

## *2017-18 School Year Tickets (Tech Requests) and Avg. Open Time*

The table below shows the amount of tickets throughout the WSESU and the average open ticket

time for the 2017-18 school year. We have unified and consolidated our Helpdesk operations, which allows our tech team to cover more ground than just the building where they are located. Tickets consist of any tech requests, incidents, or problems from faculty and staff that need to be resolved. Our goal is to have all tickets closed within 3 days (24 hours). As you can see, we are surpassing this goal handily. This is important, because it means that teachers are spending their time teaching and not solving tech issues.

No. of Tickets	Avg. Open Time	Cust. Satisfaction
(7/1/17-6/30-18)	(Hrs:Min)	
3,172	3:03	99% Very Satisfied

## *SU Cost Savings and Efficiencies*

Additionally, I would like to share with you the cost savings and efficiencies that have been realized over the years by moving various items throughout our SU that resided in local school budgets to the SU IT Dept. budget. Looking at the table below you will see that we have been able to zero these lines out of all local school budgets (in technology-00-100-2225) and use the efficiency of larger purchasing power and IT leadership within the SU to bring the total cost of each item down.

Line Moved to SU	Before	After	\$ Difference	% Difference
Supplies	\$13,860	\$10,000	-\$3,860	-27%
Repairs & Maint.	\$15,131	\$10,000	-\$5,131	-34%
Data Communication	\$99,450	\$78,600	-\$20,850	-21%

It is a pleasure to serve our communities, students, and teachers. We look forward to a new school year.

Respectfully submitted,

Larry J. Dougher, Jr.  
Chief Information Officer  
Windsor Southeast Supervisory Union

Windsor Southeast SU IT Services

Larry Dougher, Chief Information Officer  
David Lamb, Senior Technology Specialist  
Mike Walker, Information Technology Technician  
Jonathan McMahon, Information Technology Technician  
Ryan Dougher, Systems & Network Administrator



## SCHOLARSHIPS/GRANT AWARDS

### *Weathersfield School 2018*

#### **Hicks-Nichols Grant Awards**

November 2018

Each year the Weathersfield School receives money from the trust established by Henry Hicks. The purpose of the Hicks-Nichols fund is to promote and provide for enriching and innovative learning experiences that go beyond what is in the regular school budget. This past year the committee awarded grants for the following:

1. Basketball Hoops for K-2, 3-8
2. Lad in a Battle Motivational Speaker
3. Make Dance, Make Music – Artist in Residency
4. Touch Screen Large TV
5. Rhythm & Fitness – Mr. Rich
6. Enrichment Club; Bracelet & Bead Making

Many Weathersfield students have benefited over the years because of the generosity of the Hicks family in establishing this grant. We are most appreciated.

Grant forms will be available in the spring to apply for grants for the 2018-2019 school years.

Hicks-Nichols Committee:

Laura Berry  
Tim Herbert  
Nathalie Whitney  
Jacqui Antonivich  
Gloria Ballantine  
Kelly O'Brien  
Michelle Smith



## WS LIBRARY

### **WS Library Update 2018**

The Weathersfield School library was busy last year with students borrowing over 4,000 books. Grades K through 7 visit the library once a week and the 8th graders visit twice.

New this year I am spending one additional period each week with the 4th and 5th grade students teaching keyboarding. The students are working hard at keeping their fingers on the home row while practicing.

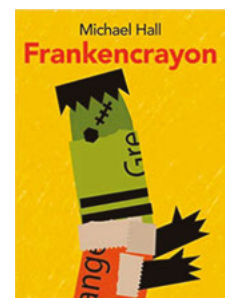
We are in our fifth year of Big Friends Little Friends. Each week the kindergarten students are paired up with a big friend (7th or 8th grader) to read books, talk, and work on projects together.

From January until June each year the library offers a chess club that meets Mondays and Tuesdays during lunch/recess time. There are over 25 students that attend each week.

Three times a year the library sponsors a book fair through Scholastic Books. This fair offers an affordable, variety of books and is very popular with students, parents and teachers.

There are two, annual, book award programs at the library. The Dorothy Canfield Fisher Award issues 30 nominees each year for grades 4-8. Students must read five or more to be able to vote. Last year's winner was Projekt 1065 by Alan Gratz. The Red Clover book award has ten nominees for grades K-4. One of these books is read to the students each week for ten weeks beginning in January. Students vote for their favorite in the spring. Last year's winner was Frankencrayon by Michael Hall.

2018 Dorothy Canfield Fisher winner      2018 Red Clover winner



Volunteers are always welcomed in the library. We always need help reshelving books, organizing displays and processing books for circulation. Please call the school if you are interested. Thank you.

Tara Smith  
Library Media Teacher  
Weathersfield School

Weathersfield Historical Student Counts

01/14/19

Elementary K - 6

<u>Count</u>	<u>FY2011</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>
Projected	191	215	191	232	225	209	212	215	??	222??
Actual	196	230	212	233	211	204	205	209	227	??

Secondary 9 - 12

<u>Count</u>	<u>FY2011</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>
Projected	120	104	95	99	93	112	98	100	96	96
Actual	96.42	90.61	84.47	98.00	92.50	92.50	92.21	97.00	85???	??

FY20 Tuition

01/14/19

School	8th	9th	10th	11th	Totals
Bellows Falls		1		1	2
Black River					0
Green Mtn			1		1
Springfield	6	4	3	7	20
Windsor	13	12	13	14	52
Woodstock	2	2	1	5	10
Lebanon		1		1	2
Hanover			1		1
Hartford					0
Newport					0
Sunapee					0
Brewster Academy					0
KUA					0
Kindel Farm School					0
Marvel Wood					0
Putney					0
Compass		1	1	2	4
Vermont Academy					0
Totals	21	21	20	30	92

FY19 Tuition

School	8th	9th	10th	11th	Totals
Bellows Falls			1	1	2
Black River	1				1
Green Mtn	1		1		2
Springfield	7	7	7	5	26
Windsor	4	11	14	14	43
Woodstock	1	1	4	1	7
Lebanon	2		1		3
Hanover	2	1		2	5
Newport					0
Sunapee			1		1
Brewster Academy				2	2
KUA					0
Marvel Wood					0
Putney					0
Compass		1	2	0	3
Vermont Academy				<u>1</u>	1
Totals	18	21	31	26	96



# FINANCIAL REPORTS - WEATHERSFIELD SCHOOL PROPOSED BUDGET

## Weathersfield General Fund Comparative Budget Report General Fund (00)

### REVENUE

Description	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget
Assessment Subsidy	401,234	401,234.00	0	0
Prior YE General Fund Bal	220,911	220,911.00	275,039	241,785
Tuition - Reg Ed Sec LEA	16,355	16,355.00	16,355	16,355
PY Tuition Refund	0	16,544.00	0	0
Interest Income	0	1,414.88	1,200	1,200
Miscellaneous	1,360	2,103.58	0	0
General State Support	4,880,197	4,848,681.00	5,170,239	5,501,085
VocTech Tuition - State	73,827	73,827.00	77,189	79,405
State Support Tech Ed	0	4,877.00	0	0
State Aid -Transportation	90,579	90,914.00	90,579	90,579
<b>Total Revenue</b>	<b>5,684,463</b>	<b>5,676,861.46</b>	<b>5,630,601</b>	<b>5,930,409</b>

### EXPENDITURES

Description	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget
<b><i>DISTRICT WIDE</i></b>				
<b>REGULAR INSTRUCTION</b>				
Wages - Regular	123,722	114,648.82	131,192	138,118
Wages - Para	71,111	63,765.95	72,118	75,389
Stipends	0	1,490.00	0	0
Unused Sick Leave	5,000	6,845.00	5,000	5,000
Health Insurance	70,708	57,444.05	56,346	62,995
HRA Claims	0	2,486.72	77,500	19,200
Dental Insurance	3,245	2,756.76	2,212	2,212
Social Security	15,287	15,344.22	15,936	16,716
Life Insurance	270	177.00	473	473
VSTRS Contributions	5,000	5,012.00	5,000	5,000
Disability Insurance	429	267.84	372	372
Retirement	2,844	2,554.61	2,885	3,204
Workers' Compensation	1,324	1,023.44	1,382	1,352
Unemployment Insurance	134	114.64	78	78
Professional Development	27,000	15,493.07	25,000	25,000
Travel	1,700	896.10	1,700	1,500
Field Trips	5,000	3,201.85	3,000	5,000
<b>Total Regular Instruction</b>	<b>332,774</b>	<b>293,522.07</b>	<b>400,194</b>	<b>361,609</b>
<b>MUSIC-INSTRUMENTAL</b>				
Repairs & Maintenance	1,500	72.49	1,500	1,500
Supplies	650	498.08	650	650
<b>Total Music</b>	<b>2,150</b>	<b>570.57</b>	<b>2,150</b>	<b>2,150</b>
<b>GUIDANCE SERVICES</b>				
Wages - Regular	50,773	44,443.21	46,676	47,843
Health Insurance	0	0.00	0	6,183
HRA Claims	0	0.00	0	2,100
Dental Insurance	0	0.00	0	325
Social Security	3,884	3,567.42	3,571	3,660
Life Insurance	54	48.75	68	68
Disability Insurance	112	91.79	84	96
Workers Compensation	345	255.84	317	303
Unemployment Insurance	18	13.84	11	11
Contracted Services 504/E	5,000	4,021.09	2,500	2,500
Supplies	0	0.00	1,000	500
<b>Total Guidance</b>	<b>60,186</b>	<b>52,441.94</b>	<b>54,227</b>	<b>63,589</b>

<b>HEALTH SERVICES</b>				
Wages - Regular	50,166	50,562.97	53,195	55,927
Wages - Nurse Sub	0	393.75	0	0
Health Insurance	21,984	17,568.04	15,320	17,128
HRA Claims	0	1,826.29	0	4,200
Dental Insurance	1,160	1,160.16	1,137	1,137
Social Security	3,838	4,154.16	4,069	4,278
Life Insurance	54	45.00	68	68
Disability Insurance	110	95.04	96	96
Workers Compensation	341	255.84	362	354
Unemployment Insurance	18	13.84	11	11
Contracted Service	0	72.45	0	0
Repairs & Maint.	306	0.00	300	200
Supplies	1,500	1,214.67	1,500	1,500
Periodicals/Textbooks	0	0.00	0	200
<b>Total Health Services</b>	<b>79,477</b>	<b>77,362.21</b>	<b>76,058</b>	<b>85,099</b>

<b>EDUCATION MEDIA SERVICES</b>				
Wages - Regular	38,311	39,885.02	41,976	44,147
Social Security	2,931	3,041.64	3,211	3,377
Life Insurance	43	45.00	68	68
Disability Insurance	84	75.72	84	84
Workers Compensation	260	255.84	285	279
Unemployment Insurance	18	13.84	11	11
Supplies	200	87.35	200	200
Books	2,000	1,974.05	1,000	4,500
<b>Total Education Media Svcs.</b>	<b>43,847</b>	<b>45,378.46</b>	<b>46,835</b>	<b>52,666</b>

<b>COMPUTER TECHNOLOGY</b>				
Technology Assessment	125,758	125,010.70	125,131	177,442
Capital Equipment	18,000	17,967.40	10,000	0
Software	5,095	3,450.76	3,095	0
<b>Total Computer Tech</b>	<b>148,853</b>	<b>146,428.86</b>	<b>138,226</b>	<b>177,442</b>

<b>BOARD OF EDUCATION</b>				
Wages - Board	2,500	2,250.00	0	0
HRA Claims	0	1,126.37	0	0
Social Security	251	241.80	60	60
Contracted Services	0	289.80	0	0
Board Secretarial Service	780	910.00	780	780
Property & Liability Insu	18,500	18,461.60	17,500	17,500
Advertising	5,000	1,334.53	1,000	1,000
Printing & Binding	0	0.00	2,800	2,800
Supplies	1,395	718.15	1,000	1,000
Reference Materials	102	110.00	125	125
Dues & Fees	250	392.45	500	500
Miscellaneous Expenses	0	0.00	0	0
fingerprints & CRC	200	383.00	200	200
Food Program Transfer	28,920	53,587.15	51,888	72,527
<b>Total School Board</b>	<b>57,898</b>	<b>79,804.85</b>	<b>75,853</b>	<b>96,492</b>

<b>LEGAL SERVICES</b>				
Legal Services	4,500	674.00	3,000	1,500
Negotiations	0	401.25	0	0
Grievance/Arbitration	600	0.00	0	0
<b>Total Legal Services</b>	<b>5,100</b>	<b>1,075.25</b>	<b>3,000</b>	<b>1,500</b>

<b>CENTRAL OFFICE</b>				
WSESU Central Office Asse	181,994	188,215.10	179,199	191,606
<b>Total Central Office</b>	<b>181,994</b>	<b>188,215.10</b>	<b>179,199</b>	<b>191,606</b>

# OFFICE OF THE PRINCIPAL

Wages - Regular	102,439	102,400.08	104,000	106,600
Wages - Clerical	44,281	44,796.04	45,673	47,918
Wages - Overtime	9,273	4,755.34	9,273	9,273
Health Insurance	8,058	6,574.70	5,531	6,183
HRA Claims	0	0.00	0	2,500
Dental Insurance	332	332.16	325	325
Social Security	11,933	11,635.53	12,159	12,530
Life Insurance	543	432.04	504	504
Disability Insurance	232	279.48	279	291
Retirement	10,054	7,884.40	10,090	10,251
Workers Compensation	1,060	895.48	1,081	1,037
Unemployment Insurance	70	62.28	45	45
Professional Devel	0	1,271.40	2,500	2,500
Repairs & Maintenance	0	100.00	0	0
Copier	16,400	21,476.49	16,600	5,000
Telephone	7,800	7,098.49	7,500	7,500
Cable	0	98.94	200	200
Postage	2,000	1,672.98	2,000	2,000
Printing & Binding	2,864	4,545.07	3,000	3,000
Travel	872	1,163.19	1,000	1,000
Supplies	2,500	1,538.06	2,500	2,500
Capital Equipment	1,000	1,178.92	0	500
Dues & Fees	1,500	1,012.40	1,000	1,000
Miscellaneous	200	62.15	200	1,000

## Total Office of the Principal

223,411	221,265.62	225,460	223,657
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# SPECIAL EDUCATION

Special Education Assessm	477,598	503,643.14	484,764	622,979
Total Special Ed	477,598	503,643.14	484,764	622,979

# EARLY CHILDHOOD PROGRAM (ECP)

Early Childhood Assessme	126,572	108,331.86	125,449	123,849
Total ECP	126,572	108,331.86	125,449	123,849

# OPERATIONS & MAINTENANCE

Wages	117,577	117,603.87	120,529	128,909
Health Insurance	25,866	19,505.51	15,917	17,796
HRA Claims	0	30.63	0	7,500
Dental Insurance	924	869.78	860	860
Social Security	8,995	8,746.81	9,220	9,862
Life Insurance	189	105.04	270	251
Disability Insurance	236	141.00	216	228
Retirement	1,719	3,175.09	3,151	3,599
Workers Compensation	5,832	5,170.36	6,111	6,150
Unemployment Insurance	175	149.24	133	71
Facilities Manager	8,000	4,000.00	8,000	8,000
Contracted Services	21,128	24,752.37	25,286	25,572
Water	1,650	1,732.13	1,638	1,780
Garbage Removal	7,900	6,856.32	6,409	7,000
Septic Pumping	4,000	3,850.00	4,000	4,000
Repairs & Maintenance	19,500	24,616.43	5,000	20,000
Construction & Remodeling	0	0.00	6,500	2,000
Supplies	15,000	9,927.37	10,000	10,000
Electricity	49,000	49,957.18	51,603	52,028
Propane	1,500	1,597.34	1,800	1,500
Heating Oil	4,268	9,711.47	6,000	9,000
Wood Chips	21,000	10,756.35	16,176	11,267
Capital Equipment	1,000	1,033.68	6,880	1,000
Furniture & Fixtures	0	326.23	0	2,000

## Total Operations & Maint.

315,459	304,614.20	305,699	330,373
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<b>GROUNDS CARE &amp; UPKEEP</b>				
Snow Removal	5,000	6,930.00	5,650	7,000
Grounds Maintenance	2,400	1,799.92	1,250	1,800
Repairs & Maintenance	1,000	685.91	2,000	700
Supplies	0	0.00	1,000	500
Total Ground Care & Upkeep	8,400	9,415.83	9,900	10,000
<b>PUPIL TRANSPORTATION</b>				
Homeless Transportation	0	(58.16)	1,500	1,500
Purchased Transportation	200,047	194,488.00	207,449	215,125
Field Trip Bus	4,500	2,361.62	3,000	2,500
Sports Bus	5,000	2,454.10	3,000	3,000
Academic Bus	500	6,269.16	3,000	6,500
Total Pupil Transportation	210,047	205,514.72	217,949	228,625
<b>DEBT SERVICE</b>				
Interest	137,587	130,816.98	124,557	111,646
Principal	300,000	300,000.00	285,000	285,000
Total Debt Service	437,587	430,816.98	409,557	396,646
<b>TOTAL DISTRICT WIDE</b>	<b>2,711,353</b>	<b>2,668,401.66</b>	<b>2,754,520</b>	<b>2,968,282</b>

#### **ELEMENTARY**

<b>REGULAR INSTRUCTION</b>				
Wages - Regular	555,622	558,241.40	584,980	672,688
Spanish Instruction	19,672	19,816.96	20,859	21,942
Wages - Aides	0	0.00	0	33,179
Wages - Substitutes	12,200	23,084.20	12,200	12,200
Health Insurance	151,059	105,022.00	80,814	113,575
HRA Claims	0	20,292.88	0	36,500
Dental Insurance	5,921	6,632.53	7,497	8,628
Social Security	44,943	42,831.96	47,280	56,611
Life Insurance	594	575.25	743	878
Disability Insurance	1,266	1,101.73	984	1,140
Retirement	0	0.00	0	1,410
Workers Compensation	3,994	3,070.28	4,201	4,685
Unemployment Insurance	211	183.84	134	157
Contracted Services	2,200	2,260.00	8,200	2,200
Supplies	6,500	7,243.92	5,809	5,500
Total Regular Education	804,182	790,356.95	773,701	971,293
<b>ART</b>				
Supplies	1,000	351.58	1,000	1,000
Total Art	1,000	351.58	1,000	1,000
<b>KINDERGARTEN</b>				
Supplies	3,000	943.99	3,000	2,000
Total Kindergarten	3,000	943.99	3,000	2,000
<b>ENGLISH</b>				
Supplies	10,000	5,794.54	4,500	2,500
Total English	10,000	5,794.54	4,500	2,500
<b>PHYSICAL EDUCATION</b>				
Supplies	600	475.32	600	650
Total Physical Ed	600	475.32	600	650
<b>MATHEMATICS</b>				
Supplies	3,000	0.00	1,000	700
Total Mathematics	3,000	0.00	1,000	700

SCIENCE				
Supplies	1,500	894.80	1,500	900
Total Science	1,500	894.80	1,500	900
SOCIAL STUDIES				
Supplies	2,000	1,079.36	2,000	1,500
Total Social Studies	2,000	1,079.36	2,000	1,500
<b>TOTAL ELEMENTARY</b>	<b>825,282</b>	<b>799,896.54</b>	<b>787,301</b>	<b>980,543</b>
<b>MIDDLE SCHOOL</b>				
REGULAR INSTRUCTION				
Wages - Regular	283,085	289,480.10	303,556	231,791
Wages - Substitutes	3,500	4,795.00	3,500	3,500
Health Insurance	49,484	48,804.00	42,221	30,162
HRA Claims	0	5,444.54	0	10,500
Dental Insurance	2,441	2,562.74	2,392	1,557
Social Security	21,924	21,648.26	23,490	18,000
Life Insurance	270	180.00	338	270
Disability Insurance	623	373.56	480	372
Workers Compensation	1,948	1,535.12	2,087	1,490
Unemployment Insurance	96	83.04	61	50
Cont Serv Dances	600	600.00	600	600
Supplies	3,000	3,733.35	3,000	3,000
Total Regular Education	366,971	379,239.71	381,725	301,292
ENGLISH				
Supplies	2,500	1,924.08	2,000	1,000
Total English	2,500	1,924.08	2,000	1,000
WORLD LANGUAGE				
Supplies	0	0.00	500	500
Total World Language	0	0.00	500	500
PHYSICAL EDUCATION				
Supplies	600	1,098.96	600	650
Total Physical Education	600	1,098.96	600	650
MATH				
Supplies	1,500	564.60	1,500	1,000
Total Math	1,500	564.60	1,500	1,000
SCIENCE				
Supplies	1,500	742.69	1,500	600
Total Science	1,500	742.69	1,500	600
SOCIAL STUDIES				
Supplies	400	620.82	2,000	2,000
Total Social Studies	400	620.82	2,000	2,000
CO-CURRICULAR - ATHLETICS				
Social Security	509	1,392.32	509	1,971
Workmans Comp	45	22.52	45	163
Unemployment Ins.	15	13.84	9	33
Contracted Service	25,760	23,524.58	25,760	25,760
Transportation	0	0.00	3,000	0
Athletics-Supplies/Equip.	5,000	8,101.15	5,000	5,000
Total Co-Curricular - Athletics	31,329	33,054.41	34,323	32,927



CO-CURRICULAR - ACADEMICS

Social Security	176	66.70	268	268
Retirement	0	4.00	0	0
Workers Comp.	16	16.00	24	22
Unemployment Ins.	5	6.92	5	5
Stipends-Advisors	2,300	900.00	3,500	3,500
<b>Total Co-Curricular - Academics</b>	<b>2,497</b>	<b>993.62</b>	<b>3,797</b>	<b>3,795</b>

<b>TOTAL MIDDLE SCHOOL</b>	<b>407,297</b>	<b>418,238.89</b>	<b>427,945</b>	<b>343,764</b>
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**HIGH SCHOOL**

REGULAR INSTRUCTION

HS Tuition - VT LEA	1,398,495	1,205,797.90	1,270,063	1,385,456
HS Tuition-NonVT Public &	132,496	122,919.00	191,166	53,443
HS Tuition Private VT	60,274	90,780.00	61,730	63,721
<b>Total Regular Instruction</b>	<b>1,591,265</b>	<b>1,419,496.90</b>	<b>1,522,959</b>	<b>1,502,620</b>

VOCATIONAL EDUCATION

HS Voc Tuition - Local	50,761	49,199.75	50,687	55,795
Tuition - Vocational Stat	73,827	73,827.00	77,189	79,405
<b>Total Vocational Education</b>	<b>124,588</b>	<b>123,026.75</b>	<b>127,876</b>	<b>135,200</b>

TUITION UNDERCHARGE

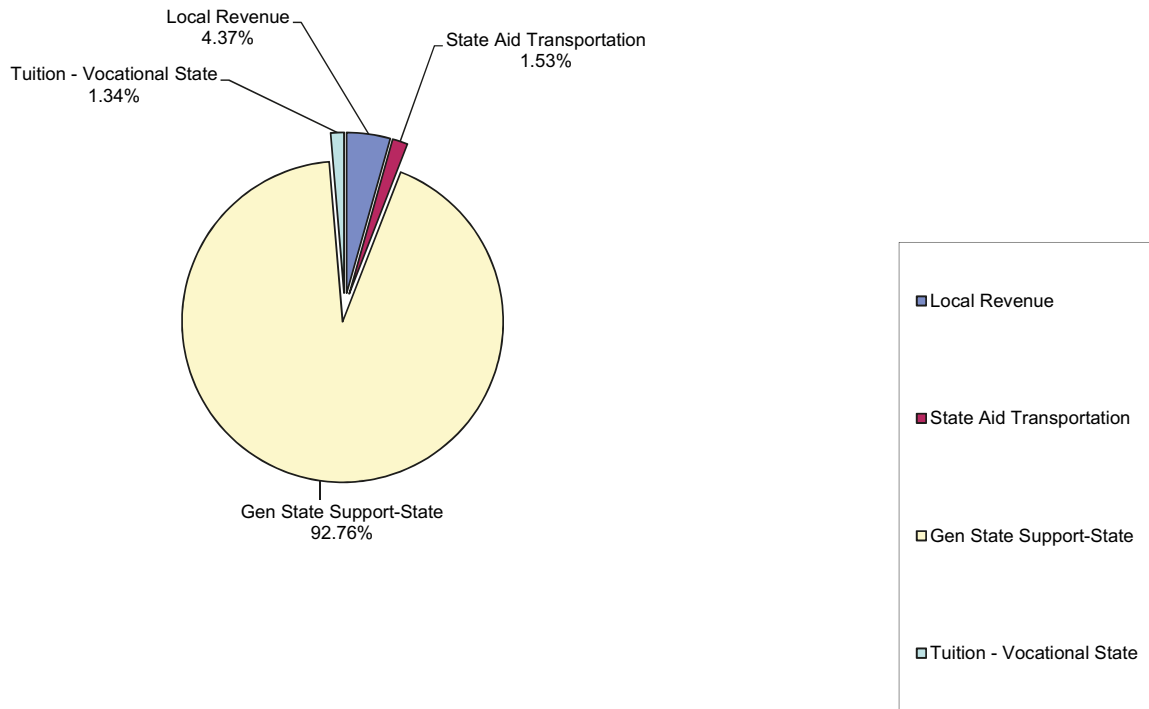
Tuition Undercharge	24,678	6,016.00	10,000	0
<b>Total Tuition Undercharge</b>	<b>24,678</b>	<b>6,016.00</b>	<b>10,000</b>	<b>0</b>

<b>TOTAL HIGH SCHOOL</b>	<b>1,740,531</b>	<b>1,548,539.65</b>	<b>1,660,835</b>	<b>1,637,820</b>
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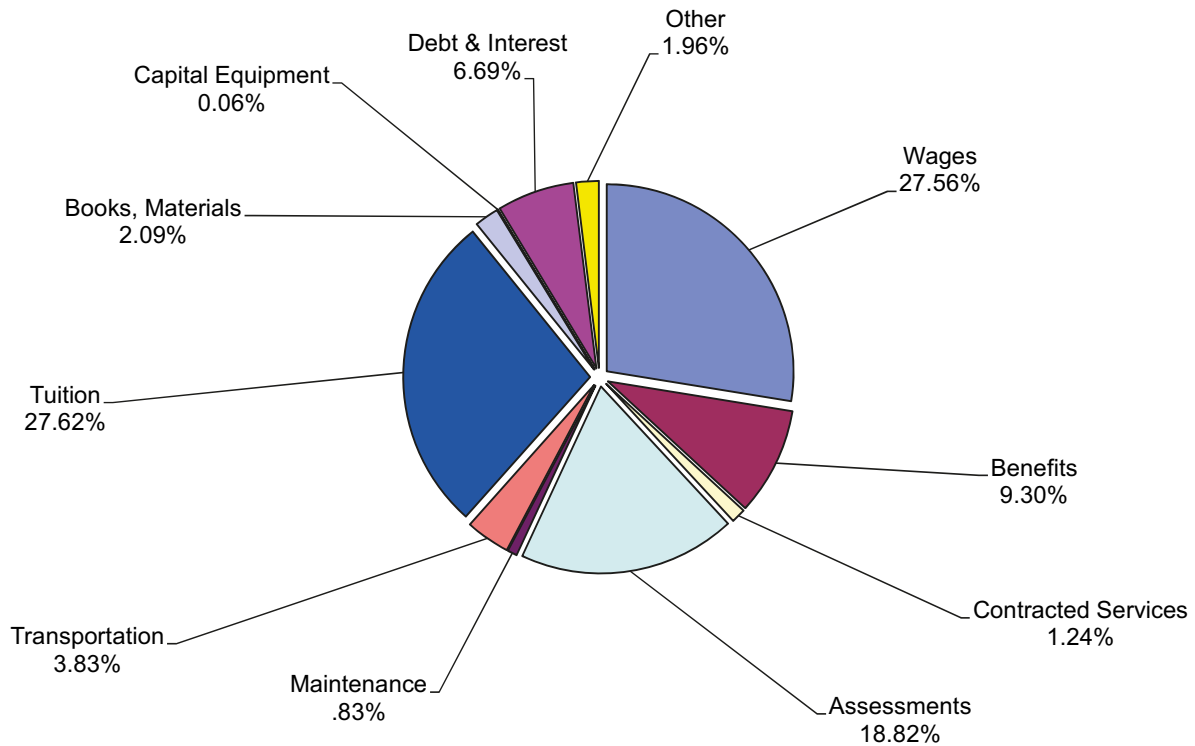
<b>Total Expenditures</b>	<b>5,684,463</b>	<b>5,435,076.74</b>	<b>5,630,601</b>	<b>5,930,409</b>
	<u>5,684,463</u>	<u>5,435,076.74</u>	<u>5,630,601</u>	<u>5,930,409</u>
	0	0.00	0	0

In accordance with VSA Title 15, #563, an audit of the 20117-2018 accounts of the Weathersfield School District was conducted by RHR Smith & Co., CPA, PC, of Buxton, Maine. A copy of the complete audit is available for review at Treasurer's Office Weathersfield, Vermont and at the Office of the Windsor Southeast Supervisory Union , 105 Main Street, Windsor, VT.

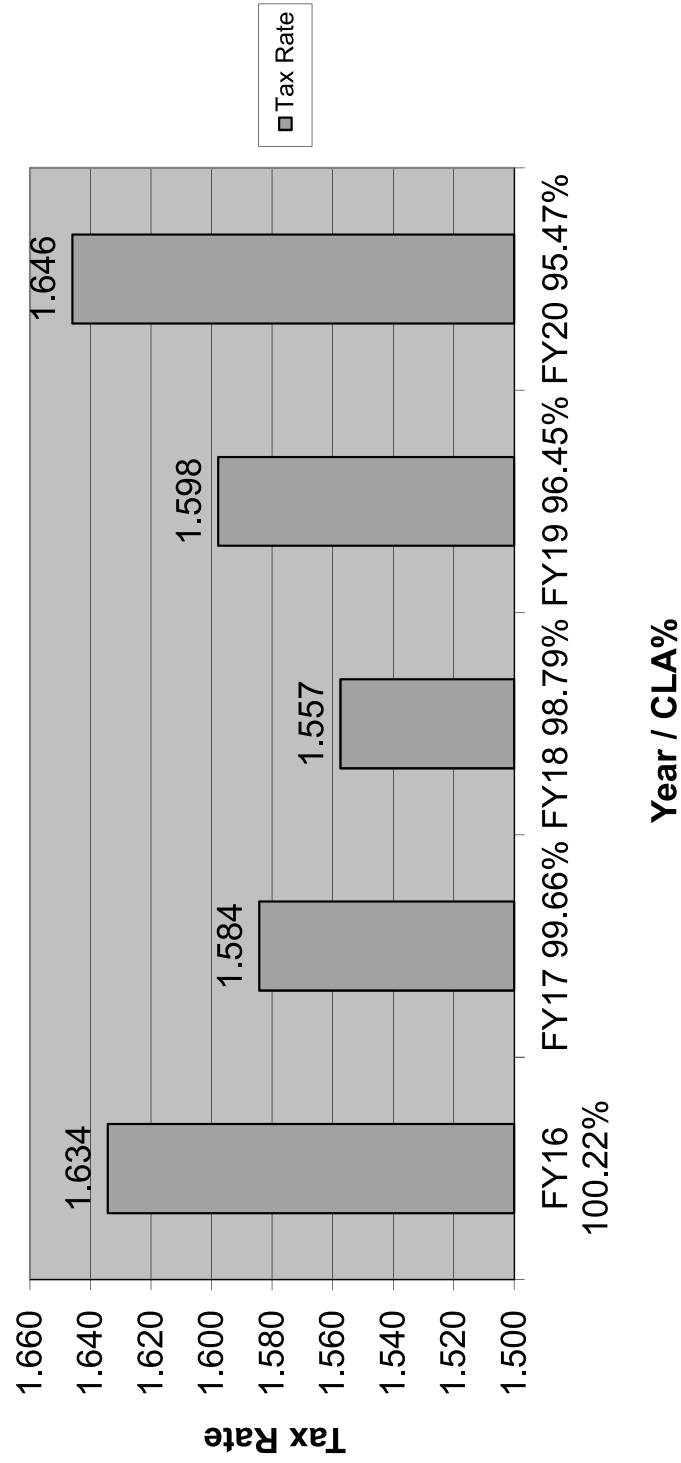
## Weathersfield Revenue by Category

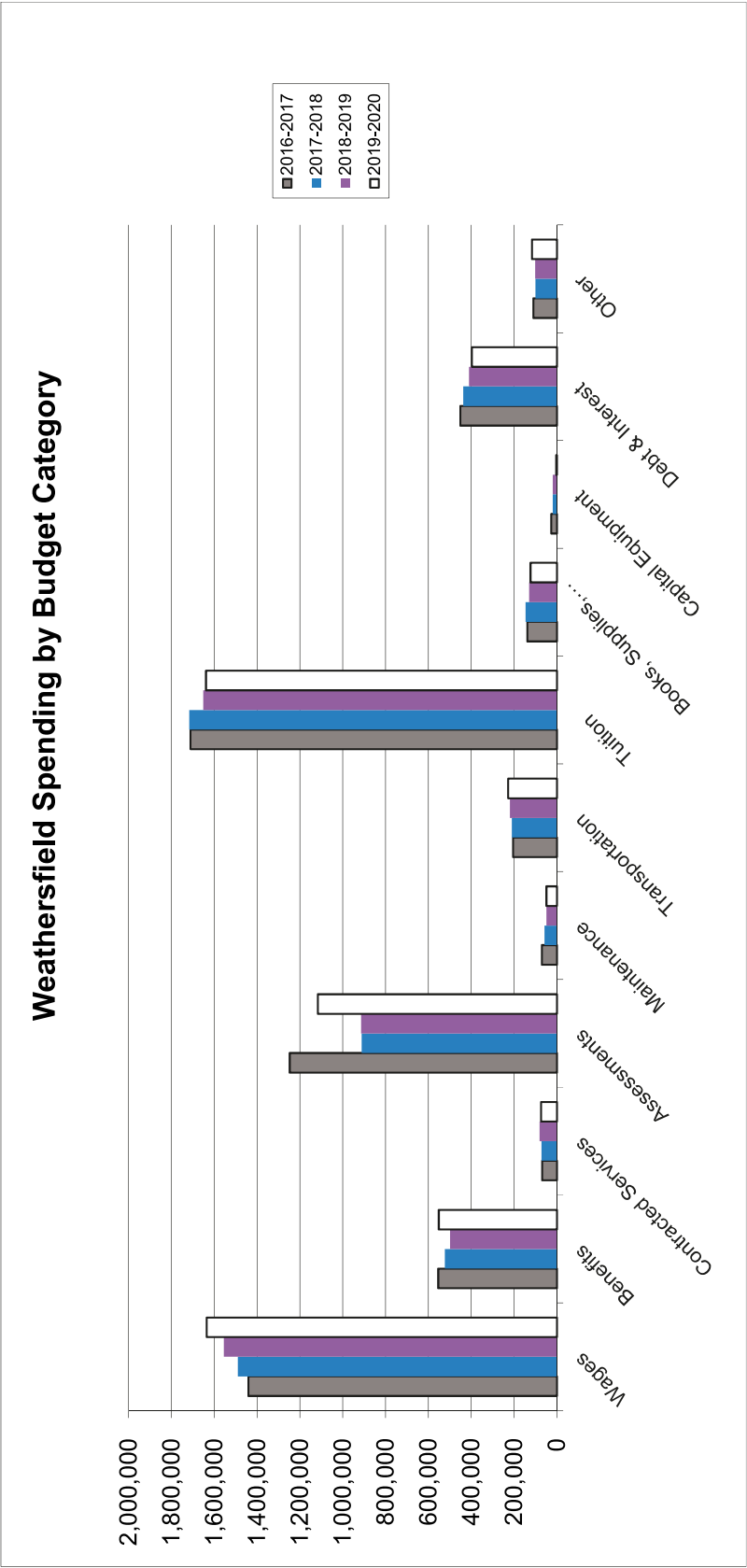


## Weathersfield Expenditures by Budget Category



## Weathersfield CLA History





PRELIMINARY

## Three Prior Years Comparisons - Format as Provided by AOE

ESTIMATES  
ONLY

District: <b>Weathersfield</b>		<b>T227</b>		Property dollar equivalent yield	Homestead tax rate per \$10,666 of spending per equalized pupil
County: <b>Windsor</b>		Windsor Southeast		<b>10,666</b>	<b>1.00</b>
			<b>13,104</b>		Income dollar equivalent yield per 2.0% of household income
<b>Expenditures</b>		<b>FY2017</b>	<b>FY2018</b>	<b>FY2019</b>	<b>FY2020</b>
1.	<b>Budget</b> (local budget, including special programs, full technical center expenditures, and any Act 144 expenditures)	\$6,021,945	\$5,684,463	\$5,630,601	\$5,930,409
2.	plus Sum of separately warned articles passed at town meeting	-	-	-	-
3.	minus Act 144 Expenditures, to be excluded from Education Spending (Manchester & West Windsor only)	-	-	-	-
4.	<b>Locally adopted or warned budget</b>	<b>\$6,021,945</b>	<b>\$5,684,463</b>	<b>\$5,630,601</b>	<b>\$5,930,409</b>
5.	plus Obligation to a Regional Technical Center School District if any	-	-	-	-
6.	plus Prior year deficit repayment of deficit	-	-	-	-
7.	<b>Total Budget</b>	<b>\$6,021,945</b>	<b>\$5,684,463</b>	<b>\$5,630,601</b>	<b>\$5,930,409</b>
8.	S.U. assessment (included in local budget) - informational data	-	-	-	-
9.	Prior year deficit reduction (included in expenditure budget) - informational data	-	-	-	-
<b>Revenues</b>					
10.	Offsetting revenues (categorical grants, donations, tuitions, surplus, etc., including local Act 144 tax revenues)	\$1,003,953	\$730,439	\$383,173	\$349,919
11.	plus Capital debt aid for eligible projects pre-existing Act 60	-	-	-	-
12.	minus All Act 144 revenues, including local Act 144 tax revenues (Manchester & West Windsor only)	-	-	-	-
13.	<b>Offsetting revenues</b>	<b>\$1,003,953</b>	<b>\$730,439</b>	<b>\$383,173</b>	<b>\$349,919</b>
14.	<b>Education Spending</b>	<b>\$5,017,992</b>	<b>\$4,954,024</b>	<b>\$5,247,428</b>	<b>\$5,580,490</b>
15.	<b>Equalized Pupils</b>	<b>327.40</b>	<b>316.91</b>	<b>333.17</b>	<b>333.51</b>
<b>Education Spending per Equalized Pupil</b>		<b>\$15,326.79</b>	<b>\$15,632.27</b>	<b>\$15,750.00</b>	<b>\$16,732.60</b>
17.	minus Less ALL net eligible construction costs (or P&I) per equalized pupil	\$1,135.68	\$1,138.70	\$1,005.88	\$973
18.	minus Less share of SpEd costs in excess of \$50,000 for an individual (per equp)	\$40.56	\$17.73	\$30.09	\$30
19.	minus Less amount of deficit if deficit is SOLELY attributable to tuitions paid to public schools for grades the district does not operate for new students who moved to the district after the budget was passed (per equp)	\$75.38	-	-	-
20.	minus Less SpEd costs if excess is solely attributable to new SpEd spending if district has 20 or fewer equalized pupils (per equp)	-	-	-	-
21.	minus Estimated costs of new students after census period (per equp)	-	-	-	-
22.	minus Total tuitions if tuitioning ALL K-12 unless electorate has approved tuitions greater than average announced tuition (per equp)	-	-	-	-
23.	minus Less planning costs for merger of small schools (per equp)	-	-	-	-
24.	minus Teacher retirement assessment for new members of Vermont State Teachers' Retirement System on or after July 1, 2015 (per equp)	\$18.33	\$15.78	\$15.01	-
25.	plus Excess spending threshold	\$15,910.19	\$17,386.00	\$17,816.00	\$18,311.00
26.	plus Excess Spending per Equalized Pupil over threshold (if any)	-	-	-	-
27.	plus Per pupil figure used for calculating District Equalized Tax Rate	\$15,327	\$15,632	\$15,750	\$16,732.60
28.	District spending adjustment (minimum of 100%)	157.992%	153.861%	154.110%	156.878%
<b>Prorating the local tax rate</b>		based on \$9,701	based on yield \$10,160	based on \$10,220	based on yield \$10,666
29.	Anticipated district equalized homestead tax rate (to be prorated by line 30) [\$16,732.60 ÷ (\$10,666 / \$1.00)]	\$1.5799	\$1.5386	\$1.5411	\$1.5688
30.	Percent of Weathersfield equalized pupils not in a union school district	100.00%	100.00%	100.00%	100.00%
31.	Portion of district eq homestead rate to be assessed by town (100.00% x \$1.57)	\$1.5799	\$1.5386	\$1.5411	\$1.5688
32.	<b>Common Level of Appraisal (CLA)</b>	99.66%	98.79%	96.45%	95.47%
33.	Portion of actual district homestead rate to be assessed by town (\$1.5688 / 95.47%)	\$1.5853	\$1.5574	\$1.5978	\$1.6432
If the district belongs to a union school district, this is only a PARTIAL homestead tax rate. The tax rate shown represents the estimated portion of the final homestead tax rate due to spending for students who do not belong to a union school district. The same holds true for the income cap percentage.					
34.	Anticipated income cap percent (to be prorated by line 30) [(\$16,732.60 + \$13,104) x 2.00%]	2.82%	2.61%	2.54%	2.55%
35.	Portion of district income cap percent applied by State (100.00% x 2.55%)	2.82%	2.61%	2.54%	2.55%
36.	#N/A	-	-	-	-
37.	#N/A	-	-	-	-
- Following current statute, the Tax Commissioner recommended a property yield of \$10,666 for every \$100 of homestead tax per \$100 of equalized property value. The Tax Commissioner also recommended an income yield of \$13,104 for a base income percent of 2.0% and a non-residential tax rate of \$1.58. New and updated data will likely change the proposed property and income yields and perhaps the non-residential rate. - Final figures will be set by the Legislature during the legislative session and approved by the Governor. - The base income percentage cap is 2.0%.					



**WINDSOR SOUTHEAST SUPERVISORY UNION  
FY20 BUDGET**

<b>Revenues</b>			
<b>Local Revenues</b>	Funds	Projected Revenue	Fund Total
Technology Assessments	Fund # 00	773,099.00	773,099.00
Central Services Assessments	Fund # 00	834,807.00	834,807.00
Special Services Assessments	Fund # 00	2,714,259.00	2,714,259.00
Early Childhood Assessments	Fund # 04	539,597.00	539,597.00
Early Essential Ed Grants	Fund # 04	113,901.00	113,901.00
<i>total local revenues</i>			4,975,663.00
<b>State and Federal Revenues</b>			
IDEIA - B Preschool	Fund # 87	10,242.00	10,242.00
IDEIA - B	Fund # 88	407,187.00	407,187.00
Consolidated Federal Grant (Titles)	Funds # 21-27	449,944.00	449,944.00
<i>total state &amp; federal revenues</i>			867,373.00
<b>TOTAL REVENUES</b>			<b>5,843,036.00</b>
<b>Expenses</b>			
Technology	Fund # 00	773,099.00	773,099.00
Central Services	Fund # 00	834,807.00	834,807.00
Special Services	Funds # 00 & 88	3,121,446.00	3,121,446.00
Early Childhood Program	Funds # 04, 87, 88	663,740.00	663,740.00
Consolidated Federal Grant (Titles)	Funds # 21-27	449,944.00	449,944.00
<b>TOTAL EXPENDITURES</b>			<b>5,843,036.00</b>

# WINDSOR SOUTHEAST SU APPROVED BUDGET

## Windsor Southeast S.U. General Ledger Comparative Budget Report General Fund (00)

### REVENUE

<u>Description</u>	<u>FY18 Budget</u>	<u>FY18 Actual</u>	<u>FY19 Budget</u>	<u>FY20 Budget</u>
Prior Year Credit	0	4,968.57	0	0
Interest	0	1,452.62	0	0
Computer Tech Services	0	0.00	0	39,000
Assess - Weathersfield	181,994	188,205.10	179,199	191,606
Assess - Windsor	275,542	284,945.72	271,101	0
Assess - West Windsor	76,194	78,794.35	80,028	0
Mount Ascutney School District	0	0.00	0	367,701
Assess - Hartland	270,172	279,392.46	265,338	275,501
SPED Assess - Weathersfield	477,598	621,149.24	484,764	622,979
SPED Assess - Windsor	723,093	940,432.38	733,105	0
SPED Assess - West Windsor	199,952	260,102.00	216,491	0
Mount Ascutney School District	0	0.00	0	1,195,528
SPED Assess - Hartland	709,001	922,104.87	717,785	895,753
Technology Assess - Wfld	125,758	125,010.70	125,131	177,442
Technology Assess - WSD	190,401	189,269.57	189,234	0
Technology Assess - ABS	52,650	52,337.13	55,882	0
Mount Ascutney School District	0	0.00	0	340,521
Technology Assess - Hrtld	186,690	185,580.62	185,280	255,136
Excess Cost SPED	20,000	0.00	25,865	25,000
Refund - Prior Year Expenditure	0	441.70	0	0
Miscellaneous	0	5,079.88	0	0
Audit Assessment	0	0.00	0	0
Bryne Foundation	0	7,500.00	0	0
SPED Mainstream	538,754	538,754.00	539,083	542,336
SPED Reimbursement	2,084,617	1,883,807.00	2,205,028	2,621,570
SPED Extraordinary	688,601	590,092.44	668,230	792,451
State VOE Ed Trans Grant	0	25,292.41	0	0
Health Promotion Grant	0	1,000.00	0	0
<b>Total Revenue</b>	<b>6,801,016</b>	<b>7,185,712.76</b>	<b>6,941,544</b>	<b>8,342,522</b>

<u>Description</u>	<u>FY18 Budget</u>	<u>FY18 Actual</u>	<u>FY19 Budget</u>	<u>FY20 Budget</u>
<b>EXPENDITURES</b>				
<i>CENTRAL OFFICE</i>				
<u>Description</u>	<u>FY18 Budget</u>	<u>FY18 Actual</u>	<u>FY19 Budget</u>	<u>FY20 Budget</u>
<b>CURRICULUM DEVELOPMENT</b>				
Wages	35,000	35,029.09	35,875	36,772
Health Ins	0	0.00	0	0
Dental Ins	580	576.66	580	569
Social Security	2,678	2,689.15	2,744	2,813
Life Ins	207	134.59	207	207
Disability Ins	86	66.48	86	86
Workman's Comp	223	223.00	273	233
Unemployment	154	82.60	85	85
Professional Development	1,072	1,782.50	2,325	2,500
Copier	0	2,986.55	0	0
Voice Communication	0	727.93	600	750
Travel	0	1,272.96	900	1,300
Supplies	0	81.90	100	150
Capital Equipment	0	0.00	250	0
Dues and Fees	0	1,104.00	660	1,200
Total Curriculum	40,000	46,757.41	44,685	46,665
<b>TECHNOLOGY</b>				
Wages - Tech Director	79,000	79,805.04	84,593	86,708
Wages - Tech Support	194,183	195,065.28	204,907	206,398
Health Insurance	70,271	54,306.40	46,557	52,051
HRA Claims	0	11,845.67	17,500	17,500
Dental Insurance	3,964	3,244.80	4,185	3,021
Social Security	20,872	20,348.00	22,147	22,423
Life Ins.	338	456.00	338	338
Disability	600	522.36	637	645
Retirement	11,748	11,900.64	12,508	13,399
Workman Comp	1,741	1,741.00	2,205	1,856
Unemployment	768	495.60	424	424
Professional Development	5,974	4,610.00	5,276	5,276
Repairs and Maintenance	12,000	7,580.33	10,000	10,000
Voice Communications	2,500	3,049.30	2,500	3,000
Internet	99,450	100,290.50	78,600	78,600
Travel	1,000	37.45	1,000	1,000
Supplies	12,096	8,770.69	10,000	10,000
Software	0	9,286.78	0	0
Capital Equipment	0	38,707.17	5,000	177,725
Software	38,994	135.00	47,150	82,735
Total Technology	555,499	552,198.01	555,527	773,099
<b>BOARD OF EDUCATION</b>				
Wages - Treasurer	300	0.00	300	300
Wages - Secretary	840	600.00	840	840
Social Security	87	44.24	87	87
Advertising	0	1,076.40	0	0
Supplies & Expenses	0	7,605.79	0	0
Dues & Fees	8,000	36.00	250	10,500
Criminal Record Checks	0	140.00	0	150
Total Board of Education	9,227	9,502.43	1,477	11,877

<u>Description</u>	<u>FY18 Budget</u>	<u>FY18 Actual</u>	<u>FY19 Budget</u>	<u>FY20 Budget</u>
<b>LEGAL SERVICES</b>				
Legal Services	15,000	6,741.25	3,500	5,000
Negotiations - Support	0	12.50	0	0
Negotiations - Teachers	0	1,537.25	0	0
Total Legal Services	15,000	8,291.00	3,500	5,000
<b>AUDIT SERVICES</b>				
Audit Services	31,800	32,000.30	35,000	35,000
Total Audit Services	31,800	32,000.30	35,000	35,000
<b>BUSINESS OFFICE</b>				
Wages - Business Manager	99,000	99,000.00	99,000	101,475
Business Office Staff	143,757	145,442.92	146,358	216,589
Unused Sick / Vacation	2,800	8,431.50	2,800	0
Overtime	0	2,878.67	0	3,000
Health Insurance	56,320	48,443.53	44,721	61,610
HRA Claims	0	11,615.06	17,500	22,500
Dental Insurance	2,291	1,913.53	3,140	2,835
Social Security	18,020	19,139.60	18,526	24,700
Life Insurance	649	742.69	649	717
Disability Insurance	482	496.87	496	668
Retirement	15,879	16,955.97	16,555	19,572
Workers Compensation	1,488	1,488.00	1,825	1,988
Unemployment Insurance	740	495.60	465	550
Prof Devel - Business Mgr	2,000	0.00	2,000	2,500
Prof Devel - Bus. Staff	250	0.00	1,000	1,000
Contracted Svcs- NEMRC	2,000	1,712.64	0	0
Contracted Service - Tyler	0	33,237.60	0	0
Contracted Svcs Payroll	25,000	14,468.75	15,000	0
Repair & Maintenance	500	414.00	500	500
Copier	3,000	5,241.23	2,500	2,000
Voice Communications	1,000	2,121.77	1,500	2,300
Postage	5,000	5,118.53	6,750	5,500
Printing	2,100	1,319.77	2,000	2,000
Travel	800	1,720.64	1,200	1,500
Supplies	5,000	4,129.31	5,100	4,500
Capital Equip	0	814.66	0	1,000
Dues & Fees	175	300.00	200	300
Total Business Office	388,251	427,642.84	389,785	479,304
<b>SUPERINTENDENT'S OFFICE</b>				
Wages - Superintendent	128,125	127,999.92	130,000	133,250
Wages - Secretary	45,519	45,553.48	46,656	23,959
Health Insurance	38,006	30,367.75	25,707	22,934
HRA Claims	0	7,074.31	10,000	7,500
Dental Insurance	1,693	1,189.97	1,723	856
Social Security	13,284	13,291.05	13,514	12,027
Life Insurance	893	878.08	893	893
Disability Insurance	340	329.76	343	293
Retirement	6,817	2,334.62	6,941	5,892
Workers Comp	1,108	1,108.00	1,346	995
Unemployment Ins	307	165.20	170	170
Professional Development	6,000	11,900.28	5,000	5,000
Contracted Services	1,500	4,841.62	1,500	1,500
Copier	1,362	2,986.56	1,500	0
Voice Communication	300	600.00	0	600
Advertising	1,100	2,695.25	1,000	3,000
Travel	2,650	3,317.11	2,500	3,200
Supplies	2,250	4,009.03	2,500	4,000
Dues & Fees	6,544	6,178.69	8,000	6,500
Criminal Record Checks	1,500	257.75	1,000	750
Total Superintendent	259,298	267,078.43	260,293	233,319

<u>Description</u>	<u>FY18 Budget</u>	<u>FY18 Actual</u>	<u>FY19 Budget</u>	<u>FY20 Budget</u>
<b>OPERATION/MAINTENANCE</b>				
Cleaning Service	6,396	7,101.01	6,524	8,482
Leasehold Improvements	1,000	1,000.00	2,000	1,500
Rent	38,580	38,580.00	39,352	38,580
Liability/Property Insura	7,400	7,400.00	6,200	7,400
Supplies	300	12.26	200	200
Electricity	6,650	6,414.72	6,650	6,480
Total Operations & Maint.	60,326	60,507.99	60,926	62,642
<b>TECH TRANSPORTATION</b>				
Fund Transfer - Windsor	0	23,400.00	0	0
Fund Transfer - Hartland	0	1,892.41	0	0
Total Paws	0	25,292.41	0	0
<i>Total Central Office</i>	<i>1,359,401</i>	<i>1,429,270.82</i>	<i>1,351,193</i>	<i>1,646,906</i>

#### *SPECIAL EDUCATION*

<u>Description</u>	<u>FY18 Budget</u>	<u>FY18 Actual</u>	<u>FY19 Budget</u>	<u>FY20 Budget</u>
<b>DIRECT INSTRUCTION</b>				
Wages	742,518	740,456.67	855,943	882,951
Wages - Paras	668,334	651,234.88	734,512	836,046
Summer Wages	15,000	7,752.74	25,000	25,000
Substitute	24,559	88,856.71	25,000	25,000
Stipend/Mentoring	0	11,125.00	7,000	7,000
Difficulty of Duty	3,000	875.00	4,500	4,500
Unused Sick Day/Vacation	0	510.00	0	0
Health Insurance	505,493	383,464.33	357,670	414,949
HRA Claims	0	56,706.11	144,100	149,635
Dental Ins	18,687	18,526.38	20,444	21,648
Social Security	111,748	108,757.52	127,866	137,700
Life Ins	3,308	2,085.48	3,308	3,646
VSTRS Contribution	0	6,265.00	0	0
Disability Ins	3,147	2,557.27	3,499	3,782
Retirement	27,520	26,916.23	28,524	35,628
Workman's Comp	9,353	9,362.17	12,585	11,272
Unemployment	7,749	4,614.52	4,447	4,902
Professional Development	0	3,049.07	17,000	0
Contracted Svcs	0	116,501.54	169,060	794,820
HCRS- BI	222,000	318,955.96	304,000	
Tuition	1,430,463	1,602,542.68	969,199	1,213,159
Travel	5,000	1,071.64	0	5,000
Excess Cost	276,650	280,129.23	237,087	346,097
Supplies	5,000	7,000.08	10,000	10,000
Equipment	5,000	3,627.03	5,000	10,000
Total Regular Instruction	4,084,529	4,452,943.24	4,065,744	4,942,735

#### **VOTECH TUITION**

Excess Cost	10,000	18,840.24	8,650	10,000
Total Tech	10,000	18,840.24	8,650	10,000

#### **PSYCHOLOGICAL SERVICES**

Wages	144,827	132,264.89	198,436	108,881
Wages - BI	26,778	40,390.17	28,156	95,443
Health Insurance	46,336	33,315.46	35,506	29,692
HRA Claims	0	75.06	14,200	12,100
Dental Insurance	1,909	1,708.80	2,835	2,317
Social Security	12,251	12,663.87	17,334	15,631



Description	FY18 Budget	FY18 Actual	FY19 Budget	FY20 Budget
Life Insurance	169	117.56	338	405
Disability Insurance	202	239.76	499	450
Retirement	3,213	5,503.81	6,077	7,057
Worker Compensation	1,013	1,013.00	1,726	1,293
Unemployment Insurance	596	330.40	424	474
Professional Development	1,500	164.50	3,000	3,000
Contracted Services	0	42,529.54	19,797	151,186
HRCS - Clinician	0	0.00	42,100	0
Clinical Supervision	0	0.00	10,000	0
Travel	0	0.00	3,000	1,500
Supplies	0	1,724.20	3,000	1,000
Total Psychological Svcs.	238,794	272,041.02	386,428	430,429
SPEECH & LANGUAGE				
Wages - SLPA	122,702	122,671.33	123,883	144,719
Summer Wages	0	13,036.91	0	0
Health Insurance	51,716	21,702.64	26,381	15,743
HRA Claims	0	0.00	10,000	7,500
Dental Ins	2,387	648.84	947	618
Social Security	9,387	10,133.97	9,477	11,071
Life Ins	270	126.00	270	270
Disability Ins	270	187.08	273	318
Retirement	4,908	5,521.82	5,279	4,660
Workman's Comp	783	783.00	944	916
Unemployment	614	413.00	339	339
Professional Development	2,000	1,430.00	2,000	2,000
Contracted Services	112,566	99,340.00	120,000	125,846
Travel	500	230.74	1,000	1,000
Supplies	1,000	1,090.18	2,000	2,000
Capital Equipment	1,000	0.00	0	0
Total Speech & Language	310,103	277,315.51	302,793	317,000
DEAF & HEARING				
Contracted Services	5,000	2,702.50	2,800	3,000
Total Deaf & Hearing	5,000	2,702.50	2,800	3,000
OCCUPATIONAL THERAPIST				
Wages	61,574	61,358.41	62,770	62,860
Wages - COTA	26,447	17,370.57	17,273	18,011
Summer Wages	0	232.26	0	0
Health Insurance	30,318	11,333.30	9,036	9,871
HRA Claims	0	476.04	4,350	4,250
Dental Insurance	763	503.27	489	469
Social Security	6,121	5,766.94	5,499	5,465
Life Insurance	126	81.00	126	125
Disability Ins	176	121.34	158	157
Retirement	1,058	2,706.85	2,511	2,672
Workmans Comp	511	511.00	548	512
Unemployment	287	174.20	159	157
Professional Development	0	560.43	1,000	1,000
Contracted Services	5,999	0.00	0	0
Travel	1,000	545.86	1,000	1,000
Supplies	1,000	622.72	2,000	1,952
Total Occupational Therapy	135,380	102,364.19	106,919	108,501
PHYSICAL THERAPY				
Contracted Services	46,000	24,747.50	31,000	25,000
Total Physical Therapy	46,000	24,747.50	31,000	25,000
VISION				
Contracted Services	17,250	18,153.19	14,060	18,000
Total Vision	17,250	18,153.19	14,060	18,000

<u>Description</u>	<u>FY18 Budget</u>	<u>FY18 Actual</u>	<u>FY19 Budget</u>	<u>FY20 Budget</u>
<b>INSTRUCTIONAL</b>				
Professional Development	10,000	12,988.22	10,000	23,000
Total Instructional	10,000	12,988.22	10,000	23,000
<b>SPED ADMINISTRATION</b>				
Wages- SPED Adim	174,250	99,499.92	172,000	164,410
Wages- SPED LEA	35,260	20,125.00	35,000	53,813
Wages SPED Admin Staff	43,957	44,310.48	45,858	47,581
Health Insurance	45,322	24,686.16	36,170	37,013
HRA Claims	0	3,390.66	12,500	11,500
Dental Insurance	1,992	1,433.71	2,578	2,310
Social Security	18,716	12,295.86	18,005	17,360
Life Insurance	568	399.30	568	554
Disability	439	273.12	435	390
Retirement	1,758	2,449.89	1,834	2,022
Workers Comp	1,505	1,301.76	1,793	1,683
Unemployment	614	495.60	339	322
Professional Development	5,000	575.00	5,000	6,000
Contracted Services	0	11,800.00	0	36,995
Copier	2,900	3,787.85	2,900	4,000
Voice Communication	1,550	660.00	1,550	1,500
Postage	200	54.18	200	200
Advertising	550	364.53	400	550
Travel	5,000	2,933.28	5,000	6,000
Supplies	1,000	1,079.62	3,050	1,500
Capital Equipment	2,000	0.00	0	0
Dues & Fees	1,000	463.94	1,000	1,000
Total SPED Administration	343,581	232,379.86	346,180	396,703
<b>TRANSPORTATION</b>				
Transportation	240,978	341,966.47	315,777	421,248
Total Transportation	240,978	341,966.47	315,777	421,248
<b>Total Special Ed</b>				
	5,441,615	5,756,441.94	5,590,351	6,695,616
<b>Total Expenditures</b>				
	6,801,016	7,185,712.76	6,941,544	8,342,522

In accordance with VSA Title 15, #563, an audit of the 2017-2018 accounts of the Windsor Southeast Supervisory Union (WSESU) was conducted by RHR Smith & Co., CPA, PC, of Buxton, Maine. A copy of the complete audit is available for review at the WSESU office, 105 Main Street, Windsor, VT

Windsor Southeast S.U. General Ledger  
Comparative Budget Report  
Early Childhood Fund (04)

**REVENUE**

<u>Description</u>	<u>FY18 Budget</u>	<u>FY18 Actual</u>	<u>FY19 Budget</u>	<u>FY20 Budget</u>
ECP Assessment Wthrsfld	126,572	108,331.86	125,449	123,849
ECP Assessment Windsor	191,632	164,016.07	189,715	0
ECP Assessment W. Wndsr	52,991	45,354.54	56,024	0
ECP Assessment Mt. Ascutney	0	0.00	0	237,672
ECP Assessment Hartland	187,897	160,819.25	185,750	178,076
Five Star Levels Award	0	1,250.00	0	0
Early Learning Challenge	5,000	3,275.46	0	0
ECP Medicaid IEP	0	8,196.19	0	0
<b>Total Revenue</b>	<b>564,092</b>	<b>491,243.37</b>	<b>556,938</b>	<b>539,597</b>

**EXPENDITURES**

<u>Description</u>	<u>FY18 Budget</u>	<u>FY18 Actual</u>	<u>FY19 Budget</u>	<u>FY20 Budget</u>
<b>ECP REGULAR EDUCATION</b>				
Wages	45,992	46,245.10	50,137	51,390
Wages - Para	18,383	18,561.84	19,363	20,402
Substitute	2,500	80.00	2,500	2,500
Health Insurance	21,734	17,568.04	8,871	17,770
HRA Claims	0	0.00	4,200	4,200
Dental Ins.	2,088	1,160.16	2,204	1,080
Social Security	5,116	4,666.45	5,508	5,683
Life Insurance	135	45.00	135	135
Disability Ins.	142	87.84	153	158
Retirement	735	742.55	775	867
Workmens Comp	425	187.00	544	470
Unemployment	322	247.80	184	184
Professional Development	3,834	0.00	3,834	3,834
Contracted Srvs-TS Gold	300	251.85	300	300
Tuition	382,200	338,318.90	340,176	340,176
Travel	350	33.60	350	350
Supplies	0	548.48	2,500	2,500
Supplies - STARS	1,500	919.08	0	0
Supplies	0	0.00	0	2,000
Total Regular Education	485,756	429,663.69	441,734	453,999
<b>EARLY LEARNING CHALLENGE</b>				
Stipend	200	200.00	0	0
Professional Development	1,100	720.00	0	0
Travel	800	543.17	0	0
Supplies	2,900	1,812.29	0	0
Total Early Learning	5,000	3,275.46	0	0

<u>Description</u>	<u>FY18 Budget</u>	<u>FY18 Actual</u>	<u>FY19 Budget</u>	<u>FY20 Budget</u>
ECP ADMINISTRATION				
Wages	38,711	38,711.04	79,358	51,000
Admin Asst	9,455	4,402.06	8,799	0
Health Ins	11,242	6,498.73	8,551	17,128
HRA Claims	0	735.16	5,000	5,000
Dental Ins	296	299.82	592	580
Social Security	3,685	3,236.09	6,744	3,902
Life Ins	237	144.68	406	339
Disability Ins	91	73.56	160	141
Retirement	378	0.00	352	0
Worker's Comp	184	184.00	672	323
Unemployment	307	165.20	170	85
Professional Development	2,500	735.70	2,500	2,500
Voice Communications	0	0.00	1,300	1,300
Travel	500	611.90	300	300
Dues & Fees	300	250.00	300	300
Total ECP Administration	67,886	56,047.94	115,204	82,898
OPERATIONS & MAINTENANCE				
Repairs & Maintenance	3,000	0.00	0	0
Voice Communications	1,200	1,086.31	0	1,200
Supplies	250	0.00	0	0
Capital Equipment	1,000	1,169.97	0	1,500
Total Operations & Maint	5,450	2,256.28	0	2,700
<b>Total Expenditures</b>	<b>564,092</b>	<b>491,243.37</b>	<b>556,938</b>	<b>539,597</b>

# MINUTES OF ANNUAL SCHOOL MEETING

## WEATHERSFIELD SCHOOL DISTRICT ANNUAL MEETING WEATHERSFIELD SCHOOL ASCUTNEY, VERMONT MARCH 3, 2018 MINUTES

School Board Chairperson Sean Whalen asked everyone to stand for the pledge of allegiance.

Moderator C. Peter Cole opened the meeting at 10:07 a.m. and read the warning as follows:

The legal voters of the Weathersfield School District, Weathersfield, Vermont are hereby notified and warned to meet at the Weathersfield School in Ascutney, Town of Weathersfield, Vermont, on Saturday, March 3, 2018, at 10:00 a.m. in the morning to transact any business not involving voting by Australian ballot or any voting required by law to be by ballot, such meeting so started shall be adjourned to Tuesday, March 6, 2018.

The legal voters of the Weathersfield School District are further notified and warned to meet at the Martin Memorial Hall in Ascutney, Vermont, on Tuesday, March 6, 2018 at 10:00 in the forenoon to act on any business involving voting by Australian ballot or any voting required by law to be by ballot. Polls open at 10:00 a.m. and close at 7:00 p.m.

**Article 1:** To act on the reports of the School District Officers for the period from July 1, 2016 to June 30, 2017.

A motion to accept was made by Roger Newhall and seconded by BJ Esty. There was no discussion.  
**The motion carried by unanimous vote.**

**Article 2:** To see if the School District will vote to authorize the School Board to borrow money in anticipation of taxes to meet the requirements of the School District for the ensuing year There was no discussion.

Karen MaGee motioned to so authorize. Marion Ballam seconded the motion and all were in favor.

**Article 3:** To elect all School District Officers as required by law. (By Australian Ballot)

**Article 4:** Shall the voters of the Weathersfield School District approve the school board to expend \$5,630,601, which is the amount the school board has determined to be necessary for the ensuing fiscal year?

It is estimated that this proposed budget, if approved, will result in education spending of \$15,750.00 per equalized pupil. This projected spending per equalized pupil is 1.99% higher than the spending for the current year. (By Australian Ballot)

Sean Whalen, School Board Chair, thanked everyone for attending the meeting. He thanked Kelly, Brian, Theresa and Roland for preparing the room for the meeting and BJ Esty for everything she does.

Mr. Whalen said the issue of school safety will be taken up by the School Board at their next meeting.

He said the Weathersfield School is a well-ordered system and all are as safe as they can be. Nonetheless, the issue of next steps will be on the Board's next agenda. Mr. Whalen invited input from the public regarding what might be appropriate and assured a full and open discussion.

Mr. Whalen called for a moment of silence for those who lost their lives in Parkland and other school incidents and a reflection on where this will take us.

Mr. Whalen narrated the PowerPoint presentation of the school budget. He recognized those employees who have left the school and those who have joined the school. He welcomed Dave Moore back to the bus driving team.

The proposed budget is 1.99% higher than spending for the current year, but the actual number is \$54,000 less. Mr. Whalen described how the budget process works with the principal, central office, the teachers and staff, the budget committee, the business manager and the Board.

An initial budget had been developed and was approved, but the property tax yield was less than anticipated, which resulted in a budget with a 14-cent tax increase. The Board revisited the budget and made some reductions which included:

\$ 3,500	Field Trips (to be offset by PTA and Hicks Nichols grants)
\$12,500	Proposed Increase for Spanish Teacher
\$10,000	Local Technology
\$ 1,000	Principal Office Supplies
\$ 309	Elementary Supplies
<u>\$ 2,691</u>	<u>School Board Stipends</u>
<b>\$30,000</b>	<b>FY19 Budget Cuts</b>

The tax rate was further offset by applying \$120,000 from the rainy-day fund.

This proposed budget includes:

**SU Assessment** The Supervisory Union assess-



ment is comprised of four areas: Business Office, Technology, Early Childhood, and Special Education. (Increased by \$2,621 or 2.8%)

**Wages and Benefits** Teacher and Support Staff salaries and benefits reflect a new negotiated agreement. The base wage increased for both teachers and support staff. The health insurance reflects a decrease in the co-pay on the premium for the school district. In an effort to maintain quality and class size, no staff cuts were recommended for FY 19. (Wages up \$65,495 or 4.4% and Benefits down \$25,513 or 4.87%)

**Tuition** High school tuition decreased for FY19 due to a decrease in high school enrollment. (Decreased by \$65,018 or 3.8%)

Student enrollment is projected to increase next year by 5 students (311 total).

Under the school choice provision for Weathersfield high school students, the majority attend Springfield or Windsor, but some go much farther away. This choice is important to Weathersfield families.

The high school tuition amounts are fairly close together, mainly around \$15,000 - \$16,000. (\$16,400 for Springfield, \$16,355 for Windsor; Green Mountain is \$14,500, etc.) Special education costs are added to the base tuition rate.

School Board Vice-Chairperson Heidi Remick narrated the next portion of the budget discussion.

#### **Wages**

Ms. Remick was on the negotiating team for Weathersfield and part of the district-wide negotiating team to negotiate a two-year contract that includes FY18 and FY19. Wages and benefits were the prime topics. As part of the negotiating process, they researched what teachers and staff are paid in neighboring districts. They found that in the towns around us everyone's base salary was quite a bit higher than Weathersfield's. Starting teachers are being paid above \$40,000, whereas in Weathersfield the salary is in the \$37,000 range. Weathersfield thus has trouble recruiting (and retaining) qualified teachers and staff. A 4% salary increase was negotiated for FY18 and a 2.5% increase for FY19. This brings the salary schedule into line with what surrounding districts are paying. The increased cost will be \$65,495.00.

#### **Benefits**

Significant changes were also made to the healthcare benefits for staff and employees. As a result of the Affordable Care Act going into full effect, the previous healthcare policy offered to staff and employees ceased to exist. Thus, every district in the state had to re-negotiate healthcare benefits. Under the old program, the district paid 90% of the benefit premiums. Under the new contract the district will pay 80% of the

premiums, resulting in a budget reduction in FY19 of approximately \$100,000. To offset the increase in out-of-pocket expenses, the district agreed to fund Health Reimbursement Accounts (HRAs) at a cost to the district of \$77,000. The total resulting budget reduction is \$25,513. Any money in the HRAs that is not spent will come back to the district.

#### **Contracted Services**

Contracted services are increasing by \$8,246, most of which stems from Weathersfield's portion of the socio-emotional interventionist's salary. \$1500 of that increase is for homeless transportation. This item was added to the budget to reflect previously unbudgeted expenditures for this need.

#### **Assessments**

The state has mandated that some services be centralized. Assessments are Weathersfield's portion of those centralized services, calculated on an equalized pupil basis. The overall increase to this line is \$2621.

The **maintenance** budget is down by \$8797, reduced by cuts to the repair/remodeling budget.

**Transportation** is increasing by \$9402, primarily due to what we pay the bus company under a newly negotiated contract. This is \$10,000 less than we were paying for our own buses in 2015, the last year we had our own local drivers.

**Tuition** expenses have decreased by \$65,018 because there will be four fewer high school students in FY19 than in FY18.

**Books, materials and supplies** decreased by \$16,058 because no new curricula are being introduced in the next year.

**Wood chips, electric and oil** is down \$189. Budgeting for this line is always a gamble, however, because it is so dependent on the weather.

**Debt and Interest** is down \$27,030 because the bond principal continues to decrease (for the addition on the school).

Altogether, school spending will be down \$53,862 despite an increase in enrollment.

#### **Impact on school taxes**

The current tax rate is \$1.55. The new tax rate will be \$1.65. David Baker, School Superintendent, explained that this is because the statewide property tax yield went down. So \$1.00 of property tax did not yield as much money as last year. Secondly, our Common Level of Appraisal (CLA) went down. Had the property tax yield and the CLA remained the same as last year, the tax increase would have only been about 2 cents.

Mr. Whalen explained how this tax rate would affect properties of differing values.

Mr. Baker said that spending control does not control the tax rate. He said the legislature recognizes this and is trying to address it, but it is not an easy matter.

Mr. Whalen gave an Act 46 process update. It is being proposed to merge Windsor and West Windsor (if voters approve). Weathersfield and Hartland are seeking an alternative proposal – to remain as stand-alone districts with school choice and work continue to work within the SU. Our meeting with the Secretary of Education is on March 15. The Board is preparing to defend its position. We will find out in June if our proposal has been accepted. A final determination will be made in November.

This completed the presentation by the Board.

Mr. Cole invited our state representative, Anne Marie Christenson, to update everyone on legislative activities.

Ms. Christenson thanked the voters for voting her into this position. She said the Senate and the House have been working hard on some safety bills. They have been inundated with public requests for gun safety laws to be tightened. These have been countered by those in favor of 2nd amendment rights.

The manner in which special education is paid for is being revamped. The committee is considering giving a block grant to the supervisory union in place of a funding-per-student model. It would give schools more flexibility in spending.

Changes in how education is paid for are still being reviewed. There is no solution yet. The legislature is trying to simplify the process and make it more transparent.

#### **Discussion from the floor**

Kelly Murphy asked the school board to reconsider how funding for school choice is determined because the current formula has a huge impact on the taxpayers.

Susan Hindiger said that next year a middle school class will exceed teacher ratio policy and asked what will be done to bring it in line.

School Principal, Jeanmarie Oakman said she has chosen to combine the 7th grade class based on extensive research and discussion.

Mrs. Hindiger asked if new students move in, at what point would Ms. Oakman decide to add a teacher. Ms. Oakman said that once the budget is passed, the school is bound by it and would have to make changes as needed within those confines.

Julia Lloyd Wright, Energy Coordinator, said the school annual electricity bill is \$49,000. During the year, a group went up into the attic to review the recapture heating system. She said there needs to be some air circulating so that the teachers don't have to

teach in overheated rooms. It was decided that maybe we could go with heat pumps, but we need to be sure the recaptured heating system is running efficiently. The school has a \$5000 study grant from Efficiency VT. Efficiency is a priority before going to some kind of renewable energy system. The capital fund has \$136,000 in it. The rainy day fund still has \$100,595 in it and the bus fund now has \$193,000 in it. Therefore there is just over \$400,000 in reserve funds. She said she was looking for money to tap into for a solar system. The bond now stands at \$385,000. She said the study grant needs to be finished. She again suggested heat pumps or perhaps a geothermal air exchange with tubes for the classrooms. She said the school should then look into obtaining a 120KW solar system, which would cost under \$300,000.

Robin Tindall said they were hoping to use the \$5000 grant for retro-commissioning this spring so they can determine where money will be best spent for efficiency improvements. Efficiency first, then renewables.

Ginger Wimberg commented on classroom sizes in her tenure and thanked the Board for not letting Weathersfield be “swallowed up” by Windsor!

Dave Fuller said he disagreed with the idea of funding being based on income. He questioned an increase in transportation expenses and how it was paid for.

Ashley Hensel-Browning thanked all the volunteers for all they do to help the school and students.

Kate Adams thanked the school and staff and urged the board to cut energy consumption for reasons other than the budget.

Article 5: To transact any other business which may properly come before the meeting. There were no further items to discuss.

Roger Newhall motioned to adjourn the meeting. Roland Whitney seconded the motion and all were in favor. The meeting adjourned at 11:35 PM.

Respectfully submitted, **deForest Bearse**

**2019 – 2020**  
**PROPOSED TOWN BUDGET**  
for  
The Town of Weathersfield, Vermont  
and  
**ANNUAL REPORT**  
for the year  
2017-2018

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**Town of Weathersfield, VT Annual Meeting**  
Saturday, March 2nd, 2019  
12:30 PM  
Weathersfield School  
135 Schoolhouse Rd  
Ascutney, Vermont

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**Election of Town Budget and Officers**  
Date: Tuesday, March 5th, 2019  
Martin Memorial Hall  
5259 Route 5  
Ascutney, Vermont  
Hours of Polls: 10:00 am to 7:00 pm

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**Select Board Members**  
Kelly Murphy, Chair  
C. Peter Cole, Vice-Chair  
Tom Leach, Clerk  
Daniel Boyer  
N. John Arrison

**Town Manager**  
Ed Morris

**[www.weathersfieldvt.org](http://www.weathersfieldvt.org)**



# MINUTES OF 2018 TOWN MEETING

## Weathersfield Town ANNUAL MEETING Weathersfield School Ascutney, Vermont March 3, 2018 Minutes

The legal voters of the Town of Weathersfield, Vermont, are hereby notified and warned to meet at the Weathersfield School, 135 Schoolhouse Road in Ascutney, in the Town of Weathersfield, Vermont, on Saturday, the 3rd day of March, 2018, at 12:30 P.M., to act on the following articles:

Kelly Murphy thanked Pearl's Pies and all those who donated food for the luncheon.

Ms. Murphy presented the 2017 Weathersfield Service Award to Cookie Shand. Ms. Murphy ascribed the term "quiet activism" to Mrs. Shand for her countless acts of kindness and many years of service to the community and the Weathersfield School. The community is grateful to Mrs. Shand for her 45 years of service.

**Article 1:** Shall the voters of the Town of Weathersfield accept the reports of the Town's officers for the period from July 1, 2016, through June 30, 2017?

Sean Whalen motioned to accept. Ginger Wimborg seconded the motion. There was no discussion.  
**The motion carried by unanimous vote.**

**Article 2:** Shall the voters of the Town of Weathersfield exempt from Town property taxation the land and building owned by the Vermont State Grange, located at Map No. 07, Block No. 02, Parcel No.

53.00, for a period of five years in accordance with the provisions of Title 32, Section 3840, of the Vermont Statutes Annotated?

John Arrison motioned that we do. Willis Wood seconded the motion.

Patrick O'Connor said he thought that property had been sold. He was informed that the Ascutney Grange Hall had been sold, but that this motion was intended for the Perkinsville Grange.

**The motion carried.**

**Article 3:** To transact any other business deemed proper when met.

Julia Lloyd Wright, Energy Coordinator, said that the energy group has been focused on weatherization

this winter and will be hosting a workshop on heat pumps in April.

Peggy Keehew described a new community organization called Aging at Home in Weathersfield. The group consists of volunteers who assist aging residents in staying at home. It is a spinoff of Aging in Place.

Anyone wishing to contact the group may do so through the Town Office.

Ann Marie Christenson, State Rep, said the legislature has been busy reacting to issues from Washington; and acting on school safety, guns; and clean water. She outlined several other topics and invited anyone with questions to call her.

Alice Nitka, State Senator, talked about a prescription drug program that has been set up by the health care committee to import expensive drugs from Canada through the affordable care act; water quality issues; gun issues including laws directed toward gun confiscation during extreme risk situations; the state budget; tuition for national guard members; recruiting for state troopers and national guard; jobs; removal of fees to seal/unseal credit rating; minimum wage increasing to \$15 by 2024; and DMV working on reducing "check engine light" restrictions.

Nancy Heatley directed attention to line 29 on the Vermont tax forms which provides for charitable donations for Vermont Green Up.

Town Manager Ed Morris announced that Highway Superintendent Westley Hazeltine is retiring April 1st, 2018 after 45 years of service to the town. Mr. Hazeltine received a standing ovation.

Mr. Morris recognized Ray Stapleton for taking over Mr. Hazeltine's position.

**There was no other business.**

**Article 4:** To elect all Town officers as required by law.

Moderator - One Year  
Select Person - Three Years  
Select Person - Two Years  
Select Person - Two Year (One Remaining)  
Lister - Three Years  
Trustee of Public Funds - Three Years  
Town Agent - One Year  
Town Grand Juror - One Year  
Cemetery Commissioner - Five Years  
Library Trustee - Three Years  
Library Trustee - Three Years

**There were no questions.**

**Article 5:** Shall the voters of the Town of Weathersfield approve the expenditure of \$ 1,485,018 for the support and operation of the Town's General Fund? \$ 1,057,805 shall be raised by property taxation, allowing the Select Board to set the appropriate tax rate.

Selector Dan Boyer narrated the PowerPoint presentation on the General Fund budget.

Julie Schmitz asked about the library increases. Rick Bates, chair of the Trustees, said the library director's hours were being increased in an effort to keep him here in Weathersfield. The increased hours are also needed to cover the expanding programs and services at the library.

There were questions about the library director's role on the Parks and Recreation Commission. Mr.

Morris said that the Commission had been re-organized to include the library director, the school athletic director and 3 citizens with the intention of more efficiently addressing the Town's recreational needs and assets. The Town and library may collaborate on Town-wide events such as the annual festival and on publishing a Town newsletter.

Nancy McMenamy asked why the library director is getting a 6% increase in salary plus increased hours. With the increase in Town-related work, shouldn't part of that increase be on the Town?

Mr. Bates said the salary increase will bring the library director's salary in line with other communities that are similar to Weathersfield. He said there will be a 27% increase in the number of hours the library will be open and that library use has increased 14% in the past year.

Nancy McMenamy asked if it were true that the library director would be getting 100% paid benefits. Mr. Morris said that wasn't true; that the director pays the same as all other Town employees.

Dave Fuller asked for more clarification about lending recreational equipment. Mavis Shand, trustee at the library, said they are working on making the library better; the library needs to be able to grow and respond to what people are asking for. They are working hard to attract people to the library and now can do more programs because of the new ADA-compliant bathroom.

Patti Arrison said that libraries were historically recreation centers in England and in the 19th century in America, they loaned toys to under-privileged children. All of our librarians have done great things, but they can't stay because of the part-time status and the pay. She said we want to change that.

Ginger Wimberg said she thinks of the library as a community center, not just a place to get books. Dave Fuller said the budget increase should be covered by the rainy-day fund.

Charles Horton asked why the Town treats its employees different from the teachers. He felt they should all be treated the same (in reference to employee contributions to insurance premiums). Mr. Morris said the school and the Town are on different insurance plans and if the Town copied the school plan, it would cost us more. He said it wasn't a good fit for the Town this year, but he will continue to look at it.

Debbie Cushman asked what steps have been taken to address checks and balances issues raised by the auditors. Mr. Morris said the Town has a new finance director who started post-audit. The previous auditors didn't have a problem with the same set-up that the new auditors objected to. However, he said they have been addressed as directed by the audit.

**Article 6:** Shall the voters of the Town of Weathersfield approve the expenditure of \$ 1,111,653 for the support and operation of the Town's Highway Fund? \$ 922,053 shall be raised by property taxation, allowing the Select Board to set the appropriate tax rate.

Selector Tom Leach narrated the PowerPoint presentation.

John Arrison said the budget for the last two years has had no money for paving. He said it is best to put money in before the road (Center Road) needs a total rebuild. He said this budget doesn't have enough money in it. Mr. Morris agreed that chip sealing won't be enough. He said Pike says we have a year or two to do Center Road and that Reservoir Road is in greater need. Because we can't budget enough for Center Road, we will need to borrow. He felt it would be meaningless to put a little money for it in this year's budget.

Dave Fuller challenged the surplus in the highway budget. Mr. Morris said he is working with VLCT to learn more about carrying a fund balance in the Highway budget. He is working on making it more transparent.

**Article 7:** Shall the voters of the Town of Weathersfield approve the expenditure of \$270,935 for the support and operation of the Town's Solid Waste Management Facility? These monies shall be raised by non-tax revenues.

Selector Amy Beth Main narrated the PowerPoint presentation.

Charles Horton questioned the reserve funds being at \$63,000. He said that's more than the 10% that's allowed.

Mr. Morris said the solid waste budget is not tax supported and not subject to the same restrictions as the general or highway funds. Recyclables is a volatile market and we can get caught short. Also \$29,000



must be kept in the reserve for capping the landfill.

Mr. Cole said the Select Board wanted to address Articles 8, 9, and 10 together.

**Articles 8:** Shall the voters of the Town of Weathersfield appropriate the sum of \$50,000, to be deposited into the Highway Maintenance Reserve Fund? [Not in Budget]

**There were no questions.**

**Article 9:** Shall the voters of the Town of Weathersfield appropriate the sum of \$20,000, to be deposited into the Fire Equipment Motorized Reserve Fund? [Not in Budget]

**There were no questions.**

**Article 10:** Shall the voters of the Town of Weathersfield appropriate the sum of \$5,000, to be deposited into the Fire Equipment and Gear Reserve Fund? [Not in Budget]

Select Board Chair, Kelly Murphy, explained that this money would be used for unidentified needs; that the annual appropriation contains funding for known equipment and gear needs.

**Article 11:** Shall the voters of the Town of Weathersfield appropriate the sum of \$7,500 to be deposited into the Police Cruiser Reserve Fund? [Not in Budget]

Ms. Wright said the Town should be thinking about getting a hybrid for the next cruiser. Ms. Murphy asked if Ms. Wright knew of other towns using hybrid vehicles for police cruisers. Ms. Wright said she would look into it.

Mr. Cole said he wanted a discussion on the Town's reserve policy before moving on to the last four articles. Mr. Morris gave the presentation.

#### Reserve Philosophy

- \* Use surpluses strategically to maintain a relatively stable tax rate.
- \* Complete capital projects as needed
- \* Build reserves to offset expenses of future capital projects and purchases which will stabilize the tax rate over time

#### Reserve Plan Capital Tax Rate Projections

- \* Current capital spending pending without articles is 5.1 pennies
- \* With reserve articles capital spending will be 7.8 pennies

Mr. Morris said that the Town needs to build and maintain its reserves so we can slowly move away from borrowing for certain items (like police cruisers). The Town should fund these reserves ahead so we can reduce our interest expense, all of which puts the Town in a better financial position. Without the reserves, it

sets the stage for large fluctuations in tax rates.

Mr. Morris explained that when we have surpluses at the end of a fiscal year, it may be because there were lowered expenses or greater income than anticipated.

Ms. Murphy said we must be open and transparent with the surpluses so the town knows where the money is coming from and going to.

Nancy McMenamy said if there was a surplus, it was supposed to be used to reduce taxes in the next year. Mr. Morris said reserve funds are set up for specific uses specified by voters. Fund balances are allowed to be carried over. They are different sources of funds. He said we should carry a fund balance in the departments of 15% combined; we're at 12% now.

Dave Fuller asked if the Board was putting money into reserves that had been voted down. Mr. Morris said no.

**Article 12:** Shall the voters of the Town of Weathersfield appropriate the sum of \$2,683 to support the activities of the HCRS? [Not in Budget]

**Article 13:** Shall the voters of the Town of Weathersfield appropriate the sum of \$1,200 to support the activities of the SEVCA? [Not in Budget]

**Article 14:** Shall the voters of the Town of Weathersfield appropriate the sum of \$500 to support the activities of the WISE? [Not in Budget]

**Article 15:** Shall the voters of the Town of Weathersfield appropriate the sum of \$750 to support the activities of the Vermont Association for Blind and Visually Impaired? [Not in Budget]

Ms. Murphy narrated the PowerPoint presentation on the FY19 tax rate:

- \* Articles 5 (General Fund Budget) and 6 (Highway Budget) equal: Municipal portion tax rate will increase by \$15 per \$100,000 of value because of: (a) a reduction in revenues to budget closer to actuals; and (b) an increase in Highway expenditures to improve road maintenance and address needs of Act 64.
- \* FY19 Town Tax Rate with Reserve and Appropriation Articles

If all articles pass, the municipal portion of the tax rate will increase by \$44 per \$100,000 of value. This will fund: (a) capital purchases and reserves at 7.8 cents; (b) all social service agencies; and (c) both the Highway and General Fund budgets.

All of these figures were computed on June 2017's grand list values. The new grand list will be finalized in April; the tax rate will be finalized in June.

Mr. Sandleman asked if EC Fiber would be coming

down Route 106 from the north.

Mr. Morris said that EC Fiber said the Town opted out of the project and thus would not be coming into Weathersfield. He said the state is working on making broadband more available and that he will revisit the issue and talk with EC about it.

Ms. Murphy asked that everyone check the list of volunteers needed on page 59 of the annual report.

The Select Board will hold its re-organization meeting at a special meeting in March. The Board will start making appointments at its second March meeting.

Senator Clarkson arrived at the end of the meeting. She said she works on economic development in the mornings and government operations in the afternoon. She talked about things that have passed in the senate recently.

Rick Bates motioned to adjourn the meeting. Charles Horton seconded the motion and all were in favor. The meeting adjourned at 3:01 PM.

Respectfully submitted, **deForest Bearse**

# TOWN OF WEATHERSFIELD, VERMONT ELECTED OFFICIALS

*As of December 31, 2018*

Office	Name	Term Expires
<b>Moderator</b>	C. Peter Cole	2019
<b>Town Clerk</b> (3 year term)	Flo-Ann Dango	2021
<b>Town Treasurer</b> (3 year term)	Steven A. Hier	2021
<b>Select Board</b>	Tom Leach, 2 yr. (1 yr. rem.)	2019
	C. Peter Cole, 3 yr.	2019
	Kelly Murphy, 2 yr.	2020
	Daniel E. Boyer, 3 yr.	2020
	John Arrison, 3 yr.	2021
<b>Board of School Directors</b>	Jacquelin Antonivich, 1 yr.	2019
	Robin Tindall, 1 yr.	2019
	Heidi Remick, 3 yr.	2019
	Susan Hindinger, (app.)	2020
	Sean Whalen, 3 yr.	2021
<b>Board of Listers</b> (3 year term)	Carolyn A. Hier	2019
	Alexis Skalaban	2020
	Lynn A. Esty	2021
<b>Trustees of Public Funds</b> (3year term)	Steven A. Hier	2018
	Beverly A. Howe-Fluette	2019
	Betty Jo Esty	2020
<b>Town Agent</b>	Flo-Ann Dango	2019
<b>Town Grand Juror</b>	Carolyn A. Hier	2019
<b>Cemetery Commission</b> (5 year term)	Michael J. Stankebich	2019
	Julia Lloyd-Wright	2020
	Ken Blum	2021
	Beverly Howe-Fluette	2022
	Robert G. Holtorf	2024

<b>Board of Library Trustees</b> (3 year term)	Cindy Osgood	2019
	Roderick “Rick” Bates	2019
	Mavis Shand	2020
	Anne Parent	2020
	Ulrike Henderson	2021

**Justices of the Peace** are elected every two years at the General Election and serve for two years - February 1st through January 31st:

Gregg P. Adamovich  
N. John Arrison  
Daniel E. Boyer  
Everett C. Bingham  
Ellen F. Clattenburg  
Richard N. Clattenburg  
C. Peter Cole  
Steven A. Hier  
Michael J. Stankevich  
Ginger J. Wimberg

**Ascutney Fire District II**  
Prudential Committee

Everett Bingham, Chair  
Paul Tillman  
William Southard

**Perkinsville Village Trustees**

Ann Marie Christensen, President  
Dorothy Richardson, Clerk  
Angela Cioffi, Treasurer  
Maria Terracciano  
Harry Temple  
Alison Roth  
Dale West  
Dennis Richardson

## VOLUNTEER OPPORTUNITIES WITH THE TOWN

- **Budget Committee (Five Openings)** - Works with Town Manager and Selectboard to give citizen input on the proposed budget.
  - **Connecticut River Joint Commission (CRJC)** - Works to engage local leadership and focus resources to benefit the Connecticut River and the people of its valley.
  - **CRJC Mt Ascutney Subcommittee** - A subcommittee of the CRJC
  - **Conservation Commission (Two Openings)** - The conservation commission is an advisory body that exist to help Weathersfield protect and enhance their natural resources.
  - **Emergency Management Coordinator** - The Emergency Management Coordinator is an essential part of the state's emergency management effort and is responsible for the organization, administration, and operation of local emergency management in the Town.
  - **Energy Coordinator** - The Energy Coordinator is responsible for coordinating existing energy resources in the town and cooperating with the municipal planning commissions as well as other state, regional and federal government agencies responsible for energy matters. The Energy Coordinator may study and evaluate alternative sources of energy with a view toward the more efficient and economical utilization of existing and potential energy resources.
  - **Fence Viewer (Three Openings)** - Fence viewers played an active role in Vermont in the last century. Today, however, fence viewers are called upon to act only in limited situations. On occasion, the Selectboard will call upon the fence viewers to examine a fence line between adjoining properties to determine what portion of the fence must be made, repaired, or maintained by each party. Fence viewers may also be asked to determine where a fence must be placed when it cannot be placed squarely on a property line.
  - **Fire Commission (Two Openings)** - The Fire Commission is made up of two citizens, a Selectboard representative and the two fire chiefs who work together to maintain communication between the two departments and the Town. The commission is also charged with helping the departments with town wide long-term fire service planning.
  - **Martin Memorial Hall Trustees (Three Openings)** - The trustees are charged with maintaining Mar-
- tin Memorial Hall. They also schedule and maintain the downstairs meeting space.
- **Parks and Recreation Commission (Three Openings)** - This commission oversees and plans recreation activities for the Town.
  - **Planning Commission (Two Openings)** - The Planning Commission is a five-member board that is charged with rewriting the Town Plan (every eight years), reviewing and updating the Zoning Bylaws, and reviewing, updating and enforcing the Subdivision Regulations.
  - **Southern Windsor County Regional Planning Commissioner** - Helps Regional Planning advocate for the needs of member towns and seek collaborative strategies to address local, regional, and state opportunities and concerns.
  - **Southern Windsor County Transportation Advisory Committee** - Helps advise Regional Planning on regional transportation issues.
  - **Southern Windsor/Windham Counties Solid Waste Management District** - Represents the Town of Weathersfield as a voting member of the Solid Waste Management District which is a municipal district dedicated to providing solid waste management authority, services, and planning to its member towns.
  - **Surveyor of Wood and Lumber** - The Surveyor of Wood and Lumber is a historic position that used to measure wood and bark to ensure that a full cord was being delivered upon a sale. We still appoint this position for historical purposes.
  - **Veterans' Memorial Committee** - Initially organized to fund, design, construct, and maintain the Perkinsville Veterans Memorial Monument, the Veterans Committee is a group of motivated volunteers focused on promoting patriotism, honoring those that have served, and organizing activities to remind people of the sacrifice Veterans have made to keep our homes free and safe.
  - **Weigher of Coal** - The Weigher of Coal is another historic position who, when asked, would weigh the coal being delivered to make sure the amount was what was agreed upon. The Weigher would be paid by the requesting party. We continue to appoint this position for historic purposes.
  - **Zoning Board of Adjustment (Five Openings)** - The Zoning Board acts as a "quasi-judicial" board; it considers applications for variances and conditional use permits using criteria established in the Zoning Regulations and decides on appeals from decisions made by the Zoning Administrator. The Zoning Board also conducts site plan reviews.

# TOWN OF WEATHERSFIELD, VERMONT APPOINTED OFFICIALS

*As of December 31, 2018*

<b><u>Title</u></b>	<b><u>Name</u></b>	<b><u>Term Expires</u></b>
<b>1879 School House Committee</b>	deForest Bearse	2019
	BJ Esty	2019
	Dottie Richardson	2019
	Matthew Keniston	2019
	Karen McGee	2019
	Alison Roth	2019
<b>Acting Town Manager</b>	Darlene Kelly	2019
<b>Animal Control Officer</b>	Cathy Sullivan	2019
<b>Assistant Town Clerk</b>	Nickolas Stapleton	2019
<b>Assistant Town Treasurer</b>	Colleen Hammond	2019
<b>Budget Committee</b>	Cynthia Porter	2019
<b>Connecticut River joint Commission Rep.</b>	Nancy Heatley	2019
	Howard Beach	2019
<b>Conservation Committee</b>	Heather Shand	2021
	Jeff Pelton	2022
	Howard Beach	2020
	Tina Wood	2020
	Roy Burton	2021
	Ellen Clattenberg	
	Harry Temple	2022
	Nathalie Belleau	2021
	George Ainley	2019
<b>Constable</b>	William Daniels, Chief	ex-officio
<b>Delinquent Tax Collector</b>	Town Manager	2019
<b>Emergency Management Coordinator</b>	Michael LeWallen	2019



# TOWN OF WEATHERSFIELD, VERMONT APPOINTED OFFICIALS

*As of December 31, 2018*

<u>Title</u>	<u>Name</u>	<u>Term Expires</u>
<b>Energy Coordinator</b>	Julia Lloyd Wright	2019
<b>Fence Viewers</b>	Vacant	2019
<b>Fire Commission</b>	Tim Austin	2020
	Kelly Murphy	2019
	Nancy Natile-McMenemy	2019
	Ascutney Chief Engineer	ex-officio
	West Weathersfield Chief Engineer	ex-officio
<b>Fire Warden</b>	Darrin R. Spaulding	2019
<b>Deputy</b>	Joshua Dauphin	2019
<b>Green Up Coordinator</b>	Steve Aikenhead	2019
<b>Health Officer</b>	Ed Morris	2019
<b>Deputy Health Officers</b>	Sven Fedorow	2021
<b>Highway Committee</b>	Ray Stapleton	2019
	John Arrison	2019
<b>Land Use Administrator</b>	Sven Fedorow	2021
<b>Martin Memorial Hall Trustees</b>	Janet Bristol	2019
	Marilyn T. Houghton	2019
	Edith L. Stillson	2019
<b>Parks and Recreation Commission</b>	Susan A. Boyer	2019
	Mark Richardson	2019
	Julia Lloyd-Wright	2019
	Michelle Grald	2019
<b>Planning Commission</b>	Michael Todd	2019
	Nancy Heatley	2020
	Paul Tillman	2020
	Howard Beach	2021
	Julia Lloyd Wright	ex-officio
<b>Police Chief</b>	William Daniels	

# TOWN OF WEATHERSFIELD, VERMONT APPOINTED OFFICIALS

*As of December 31, 2018*

<b><u>Title</u></b>	<b><u>Name</u></b>	<b><u>Term Expires</u></b>
<b>Pound Keeper</b>	Cathy Sullivan	2019
<b>Road Commissioner</b>	Ray Stapleton	2019
<b>Southern Windsor County Regional Planning Commissioner</b>	Peter M. Daniels	2019
<b>Southern Windsor County Transportation Advisory Committee Rep.</b>	Vacant	
<b>Southern Windsor/Windham Counties Solid Waste Mgmt Dist.</b>	Ed Morris	2019
<b>Surveyor of Wood &amp; Lumber</b>	Roderick "Rick" Bates	2019
<b>Tax Collector</b>	Ed Morris	2019
<b>Town Manager</b>	Ed Morris	2019
<b>Tree Warden</b>	Ray Stapleton	2019
<b>Town Service Officer</b>	Ed Morris	2019
<b>Veterans Memorial</b>	deForest Bearse	2019
	Gloria Ballentine	2019
	Cookie Shand	2019
	Ernie Shand	2019
	Jeff Slade	2019
	Lisa Slade	2019
	Edith Stillson	2019
	Patience Bearse	2019
<b>Weigher of Coal</b>	John Arrison	2019
<b>Zoning Board of Adjustment</b>	Willis Wood	2019
	Dave Gulbrandsen	2019
	John Broker-Campbell	2019
	David Hindinger	2019
	Jim Cahill	2019

# TOWN OF WEATHERSFIELD, VERMONT MUNICIPAL STAFF

## **Town Manager**

Ed Morris

## **Administration**

Susanne Terril, Executive Secretary/Personnel and  
Accounting Clerk

Darlene Kelly, Finance Director

deForest Bearse, Recording Secretary [PT]

## **Planning**

Sven Fedorow, Land Use Administrator

Julia Lloyd Wright, Recording Secretary [PT]

## **Police**

William Daniels, Chief of Police

Larry Muldoon, Police Officer

Martha Morse, V.I.B.R.S. Clerk [PT]

Walter Morancy, Special Police Officer [PT]

Timothy McNamara, Special Police Officer [PT]

Steve Neily, Special Police Officer [PT]

Joshua Esty, Special Police Officer [PT]

## **Highway Department**

Ray Stapleton, Public Works Superintendent

Ryan Pelletier, Mechanic

John Esty, Truck Driver/Laborer

Ray Moore, Equipment Operator/Truck Driver/Laborer

Alexander Longtin, Truck Driver/Laborer

Scott Pipe, Truck Driver/Laborer

Tyler Waters, Laborer

## **Solid Waste Management Facility**

Tyler Waters, Station Operator [PT]

James Mericle, Station Attendant [PT]

## **Library**

Mark Richardson, Library Director

Judith Topolski, Library Assistant [PT]

Glenna Coleman, Youth Librarian [PT]

[PT = Part-time]

# TOWN MEETING WARNING

## TOWN OF WEATHERSFIELD, VERMONT WARNING FOR THE ANNUAL TOWN MEETING *Saturday, March 2nd and Tuesday, March 5, 2019*

The legal voters of the Town of Weathersfield, Vermont, are hereby notified and warned to meet at the Weathersfield School, 135 Schoolhouse Road in Ascutney, in the Town of Weathersfield, Vermont, on Saturday, the 2nd day of March, 2019, at 12:30 P.M., to act on the following articles:

**Article 1:** Shall the voters of the Town of Weathersfield accept the reports of the Town's officers for the period from July 1, 2017, through June 30, 2018?

**Article 2:** Shall the voters of the Town of Weathersfield, in accordance with 17 VSA 2664 and 22VSA 142, authorize the Proctor Library Trustees to expend such grant monies, gifts, or bequests which may be received by the Proctor Library, in accordance with the terms of said grants, gifts, or bequests?

**Article 3:** To see if the Town of Weathersfield will vote to direct that the annual Town and School Reports be available to the public at the Town Clerk's Office and other locations around Town, in lieu of mailing, and mailed to those who request that a copy be mailed to them, and that a "Notice of Availability" be published in the designated newspaper of record for the Town no less than 30 days prior to the Annual Meetings, as required by Title 24, Section 1682, of the Vermont Statutes Annotated?

**Article 4:** To transact any other business deemed proper when met.

Voting by Australian ballot will be conducted in Martin Memorial Hall, at 5259 U.S. Route 5 in Ascutney, on Tuesday, the 5th day of March, 2019. [The polls will open at 10:00 A.M. and close at 7:00 P.M. on that date], to act on the following articles:

**Article 5:** To elect all Town officers as required by law.

Moderator - One Year  
Select Person - Three Years  
Select Person - Two Years

Lister - Three Years  
Trustee of Public Funds - Three Years  
Town Agent - One Year  
Town Grand Juror - One Year  
Cemetery Commissioner - Five Years  
Library Trustee - Three Years  
Library Trustee - Three Years

**Article 6:** Shall the voters of the Town of Weathersfield approve the expenditure of \$1,261,799 for the support and operation of the Town's General Fund? \$912,461 shall be raised by property taxation, allowing the Select Board to set the appropriate tax rate.

**Article 7:** Shall the voters of the Town of Weathersfield approve the expenditure of \$1,224,522 for the support and operation of the Town's Highway Fund? \$947,777 shall be raised by property taxation, allowing the Select Board to set the appropriate tax rate.

**Article 8:** Shall the voters of the Town of Weathersfield approve the expenditure of \$261,512 for the support and operation of the Town's Solid Waste Management Facility? These monies shall be raised by non-tax revenues.

**Article 9:** Shall the voters of the Town of Weathersfield approve the expenditure of \$265,070 for the support and operation of a new municipal fire department? \$245,070 shall be raised by property taxation, allowing the Select Board to set the appropriate tax rate.

**Article 10:** Shall the voters of the Town of Weathersfield authorize the Select Board to borrow funds not to exceed \$250,000 for a period not to exceed five years for the purpose of resurfacing Center Road?

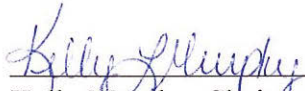
**Article 11:** Shall the voters of the Town of Weathersfield authorize the Select Board to borrow funds not to exceed \$160,000 for a period not to exceed five years for the purpose of purchasing a new grader?

**Article 12:** Shall the voters of the Town of Weathersfield appropriate the sum of \$1,000, to support the efforts of the Friends of the Meeting House (a 501c3 non-profit for the continued maintenance of the Weathersfield Center Meeting House)? [Not in Budget]

**Article 13:** Shall the voters of the Town of Weathersfield appropriate the sum of \$12,100 to support the activities of the Visiting Nurses and Hospice of VT and NH? [Not in Budget]

**Article 14:** Shall the voters of the Town of Weathersfield appropriate the sum of \$1,500 to support the activities of Southeastern Vermont Community Action (SEVCA)? [Not in Budget]

Dated at Weathersfield, Windsor County, Vermont this 29th day of January, 2019.



Kelly Murphy, Chairperson



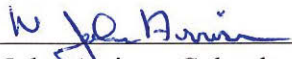
C. Peter Cole, Vice-Chairperson



Tom Leach, Board Clerk



Dan Boyer, Selectboard Member



N. John Arrison, Selectboard Member

ATTEST:

Received at the Town of Weathersfield  
this 31<sup>st</sup> day of January, 2019.



Flora Ann Dango, Town Clerk

# *WEATHERSFIELD, VERMONT TOWN CLERK'S OFFICE*

*Flo-Ann Dango, CVC, Town Clerk*

## **ELECTED POSITIONS OPEN FOR MARCH 5, 2019 AUSTRALIAN BALLOTING**

Petitions taken out for nomination of elected town officers: RET

<b>POSITION</b>	<b>TERM</b>	<b>CANDIDATE</b>	<b>OUT</b>	<b>RET</b>
Moderator (Town)	1yr March 2019-2020	C. Peter Cole	1/4	1/28
Selectboard	3yr March 2019-2022	Thomas Leach	1/11	1/23
Selectboard	3yr March 2019-2022	David Fuller	1/22	1/24
Selectboard	2yr March 2019-2021	Michael Todd	1/16	1/24
Lister	3yr March 2019-2022	Carolyn Hier	1/7	1/24
Trustee of Public Funds	3yr March 2019-2021	Beverly Howe-Fluette	1/17	1/28
Town Agent	1yr March 2019-2020	Flo-Ann Dango	1/7	1/24
Town Grand Juror	1yr March 2019-2020	Carolyn Hier	1/7	1/23
Cemetery Commissioner	5yr March 2019-2024	Michael Stankevich	1/10	1/23
Library Trustee	3yr March 2019-2022	Roderick G. Bates	1/22	1/28
Library Trustee	3yr March 2019-2022	Cindy Osgood	1/23	1/28

## **SCHOOL POSITIONS OPEN**

Moderator (School)	<b>1yr</b> March 2019-2020	C. Peter Cole	1/4	1/23
School Director	3yr March 2019-2022	VACANT		
School Director	1yr March 2019-2020	Jacqueline Antonivich	1/10	1/28
School Director	1yr March 2019-2020	Kristen A. Bruso	1/22	1/28



# SELECT BOARD REPORT

## *History of Fire Services Leading to a Municipal Fire Department*

Fire Services in the Town of Weathersfield has maintained a very proud, but ever divisive, existence. For over 50 years, two nonprofit fire organizations, located on the east and west sides of town, have provided services to the residents of Weathersfield. Collaboration and unity between the two organizations have ebbed and flowed over the years. While fire fighters have always responded to the immediate first response needs and worked together for the common good of Weathersfield residents, this effort has never maintained enough inertia to create lasting change beyond the immediate call for assistance. Many veteran fire fighters and residents have commented that a move to a municipal fire department should have happened 30 years ago. But, as is often the case, changes to long-standing traditions are difficult to implement; it appears less daunting to make changes around a situation before arriving at the solution that works.

The Select Board identified a potential solution in the development of the Weathersfield Fire Commission and brought it to the voters for approval in 1990. The Fire Commission's mission was to bridge the communication gap between the two departments and between the departments and the Select Board, in an effort to reduce or eliminate the sources of conflict, misunderstanding, and miscommunication. Voters approved the creation of this peace-keeping body, which was comprised of two community members, one Selectboard member, and the fire chief from each department. Two community members were supposed to be elected, but since no one showed interest in running for these positions during election times, the positions transitioned to public appointments.

While the mission was clear and dedication of the Commission members has been greatly appreciated, the actual results have been largely ineffective. In a special Select Board meeting, attended by 44 community members and fire personnel, former Select Board and Fire Commission member Patricia Daniels made this statement:

*"As a former Fire Commission Chairperson, it was difficult having the Fire Commission be a facilitator between the Select Board and the two fire departments. It was not working. Because the Town pays for some vehicles, the insurances, and \$20,000 to each department each year, the two department should work together for the Town and communicate with the Select Board."* (June 17, 2013 Select Board Meeting held at Ascutney Volunteer Fire Station)

It was at this June 2013 public meeting that the concept of an outside evaluation of fire services was introduced. According to the minutes, "Mr. Fuller said he thinks getting an outside entity involved to do an assessment may be a good idea." And "Mr. Cole and Mr. Clattenburg agreed an assessment from an outside person is a good idea."

A year later community member Michael Todd conducted an independent and unsolicited written-response exit poll at the November 2014 elections. His survey posed ten questions about varied topics concerning school and town services. Two hundred fifty-five (255) residents completed the survey.

### **Question #2 "Should Weathersfield support one unified Fire Department?"**

- 159 residents (62%) responded YES
- 54 (21%) responded NO
- 35 (14%) were UNSURE
- 7 (3%) left the answer blank

Throughout the years accusations of safety and operational concerns had been lodged against each department by the other, and 2015 was no different. However, the Select Board addressed those discussions by hiring a consultant to conduct an independent review and evaluation of fire service and procedures. Mr. Wood's 33-year career, including 19 years as the Chief of the Hartford Fire Department, seven years as the Deputy Director of VT Public Safety, and three years as Deputy Commissioner of VT Public Safety, provided him with extensive knowledge to conduct the evaluation.

Within a comprehensive list of recommendations Mr. Wood stated, *“the single department concept is the best practice for fire protection in the community. The Select Board and the two fire Associations should move to identify the best approach to create a single department.”* He concluded the report, ***“In summary, the most important reason for creating a single fire department is to reduce the risks of injury and death to firefighters, while enhancing fire protection in the community”***. The complete public report is available on the Town’s website and at the Town office.

In 2017 the Wood recommendations were brought to the forefront as Select Board members began prioritizing and ranking the recommendations for implementation. However, it became clear that most recommendations would be addressed or eliminated all together with the transition to a municipal department. In June 2018 the West Weathersfield Volunteer Fire Department held a membership meeting and voted to ask the Select Board to investigate what a municipal fire department would look like. In August 2018 the Fire Commission and Select Board held a joint meeting, attended by both departments with a diverse representation of volunteer fire fighter ages and experience, to discuss the recommendations from the fire consultant’s report. The firefighters quickly transitioned the meeting towards the possibility of a municipal fire department with a single fire chief. In September 2018 the Town Manager presented his report, recommending a move to a single municipal department under the direction of a full-time fire chief. The report showed that this move would solve or address every recommendation within the Wood report.

Shortly thereafter, the West Weathersfield Fire Department membership reaffirmed their commitment to a municipal department by voting to pass all of the organization’s assets to the Town, as well as use of the station in Perkinsville. In October 2018, the Select Board suspended the Fire Commission meetings so that the Commission members, fire department volunteers and community members could participate in ongoing, twice per month, collaborative brainstorming sessions for the purpose of forming the municipal fire department structure. At the November 5, 2018 public meeting, the Select Board enacted its statutory authority pursuant to 24 VSA §1951 by voting to create a municipal fire department, and at the January 3, 2019 meeting a unanimous vote confirmed a full-time fire chief would be necessary to successfully implement the transition.

When a financial analysis of the Town’s fire expenses and the two independent departments’ expenses was conducted, the total cost of fire services for **fiscal year 2017 was \$265,960.46**. Despite the addition of a full-time chief, the **proposed budget for fiscal year 2020 is \$265,070**; eliminating redundant operating expenses among three separate budgets for one overall program and identifying efficient practices allowed the reduced budget figure to be achieved. Although the transition to a municipal fire department shifts the burden of maintaining operational costs to the Town, it also addresses a resounding complaint from the volunteer departments. In addition to the time volunteers must spend training, running their stations and responding to calls, they are also required to devote a considerable amount of time to fundraising for operational costs. This one factor is also a significant reason volunteerism is down across all volunteer fire departments on a national basis.

While there’s been great misinformation circulating within the community, we cannot dispute the fact that the idea of having a municipal fire department is not new, not unexpected, and not without a significant history of conversations, heated debates, meetings. This topic has dominated discussions at public meetings, private organizations, and the dinner tables of our town’s residents for over 30 years.

15 years ago, outspoken voices in the community condemned merging our Perkinsville and Ascutney schools, never imagining the consolidated and successful Kindergarten through 8<sup>th</sup> grade Weathersfield School of today. Now we could never imagine going back to the days of two separate programs. Fire services is no different. We’ve navigated years of alternatives to a direct solution. The time has come for a unified and collaborative **Weathersfield Fire Department**, in which the daily operations are consolidated and streamlined for effectiveness and efficiencies and the fire fighters are empowered to focus solely on what they love to do...serve their neighbors in their times of great need.

# FISCAL YEAR 2020 PROPOSED BUDGET

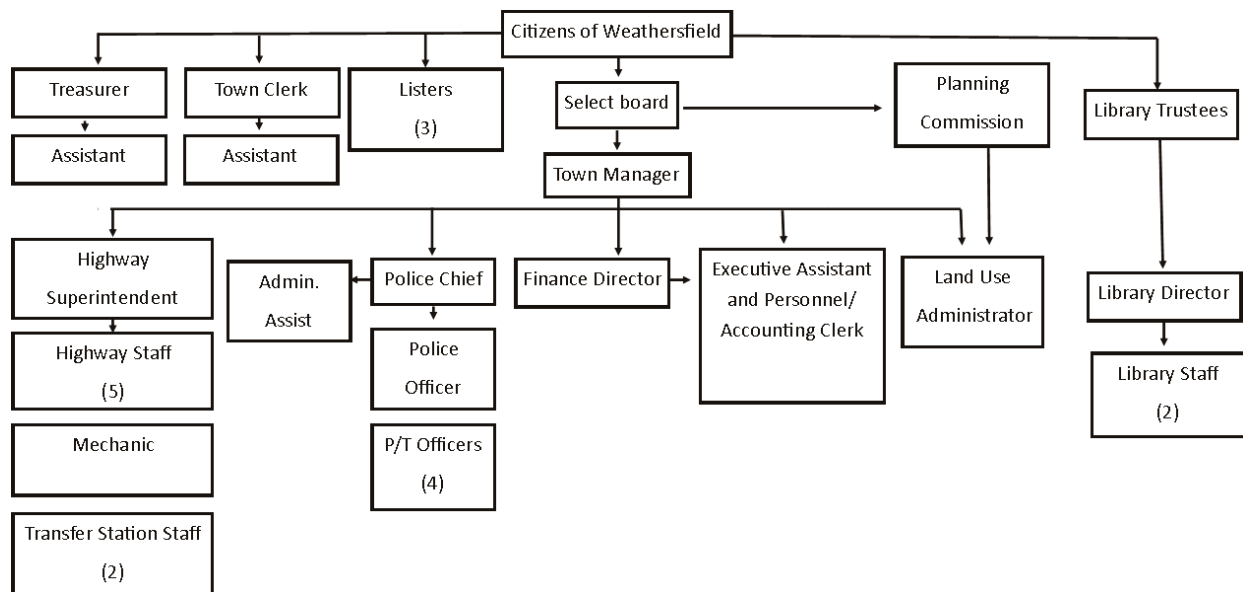
## Town of Weathersfield Mission Statement

It is the mission of the Town of Weathersfield to provide a healthy, safe and resilient community by delivering high-quality municipal services in an efficient and fiscally responsible manner, promoting sustainable growth that protects our natural and historic resources, and preserving our sense of rural community, integrity and quality of life.

## Strategic Plan

Over the next year, the Selectboard will be entering the strategic planning process to create a long-range plan for the Town. This plan will guide the projects and budgeting process as we move forward by giving direction to the Town Manager and Town Departments. Through this process we will continue asking for public input to build the foundation on which this plan is built.

## Town of Weathersfield Organizational Chart



## **Introduction**

To the honorable Selectboard and citizens of the Town of Weathersfield.

We are pleased to present to you the FY2020 proposed budget. You may notice the way this budget is presented is much different than the strict line item budget of the past. The switch to a program focused budget will increase transparency and purpose to the budgeting process.

The Town staff has worked hard to organize this budget to better identify programs and projects planned during FY2020 (identified as programs in this document). One major change is the introductory page(s) for each department. This introductory page includes a mission statement which defines the mission or reason the department exists. Next there is a paragraph or bulleted list of duties normally performed by this department. These department objectives are followed by an operations guide that lays out past accomplishments, current programs and programs proposed in this budget. The performance measures identified after the goals are how the department plans to measure the success of their programs. Following the program measures, there will be a line item budget that shows the breakdown of the proposed expenditures. This line item budget contains the same items as in the past, but many line items have been merged into broader categories.

The new layout of the FY2020 recommended budget is designed not only to continue to increase transparency, but also to serve as a financial plan, an operations guide, and a communications device.

### **A Financial Plan**

The financial planning emphasis of the budget is the most familiar aspect. The budget lays out how expenditures are proposed to be made and specifies anticipated revenues and other resources to fund those expenditures. The budget is balanced in all funds, meaning that total resources in each fund are equal to or greater than total expenditures

### **An Operations Guide**

Numbers are obviously an important aspect of the budget, but the FY2020 recommended budget is much more. Also included are missions of each department, highlights and accomplishments of programs and departments that provide a balanced perspective of the broad range of services we provide to our citizens. It demonstrates what is being recommended for programs and departments, and illustrates the return on their investment through the delivery of goods and services. The operations guide aspect of the budget lays out each department's past accomplishments, current projects and future goals. This section focuses our financial planning to achieve the goals and objectives set by each department and confirmed by the Selectboard.

### **A Communications Device**

Through the budget, we communicate Town priorities to our citizens. The budget contains graphics, tables, summaries and directions that are designed to assist citizens, Selectboard members, staff and others in getting needed information quickly and easily. These four emphases guide us in preparing a proposed and final document that balances the requirements of law with the needs and desires of citizens.

## Efficiencies

This proposed budget reflects the recommendations of each department as we strive to provide the best services possible while maintaining fiscal responsibility. We understand the Town's limited financial resources and have worked hard to provide efficiencies throughout our organization to reduce time needs and costs. A few of the efficiencies made during the past year are:

- Purchased recap rear tires for highway trucks saving about 50% per tire.
- Took advantage of a tire sale saving \$200 each on four loader tires.
- Rebuilt old mowing machine for tractor allowing us to mow approximately 10 miles of road ourselves instead of paying \$250 a mile to contractor.
- Combined the HR/Payroll position with the Executive Assistant position.
- Increased lister office hours without adding paid time by adjusting schedules.
- Purchased a check scanner for cash receipt/tax collection which has reduced staff time, paper usage, and the cost of travel to and from the bank.
- Reduce the mailings for interest due from monthly to quarterly which saved \$400 in postage.
- Switched police uniforms reducing uniform cleaning and replacement cost.
- Leased tasers instead of purchasing which spread cost over 5 years (saving over \$500) and reduced the cost for replacement equipment.
- The land-use department is scanning many land-use files and new documents to decrease research time for staff and applicants.
- Weathersfield Proctor Library changed its procurement provider from a Maine consortium to a Massachusetts consortium to reduce costs.

## Proposal

We are recommending a total budget for FY2020 of \$2,754,506 which comprised of a General Fund budget of \$1,261,799 (\$265,070 for a municipal fire department and \$1,003,402 for all other General Fund departments), a Highway budget of \$1,224,522, a Solid Waste budget (non-tax supported enterprise fund) of \$261,512. Also included in the municipal tax rate (in the General Fund) is county tax and the local education tax. Local education tax is comprised of properties the voters of Weathersfield have exempted from taxes (Perkinsville Grange and the two fire stations) as well as the veterans exemption approved by the voters.

The Town of Weathersfield, like most other government entities, primarily uses tax revenue to fund the services provided to the town. The FY2020 proposed budget represents budget increase of:

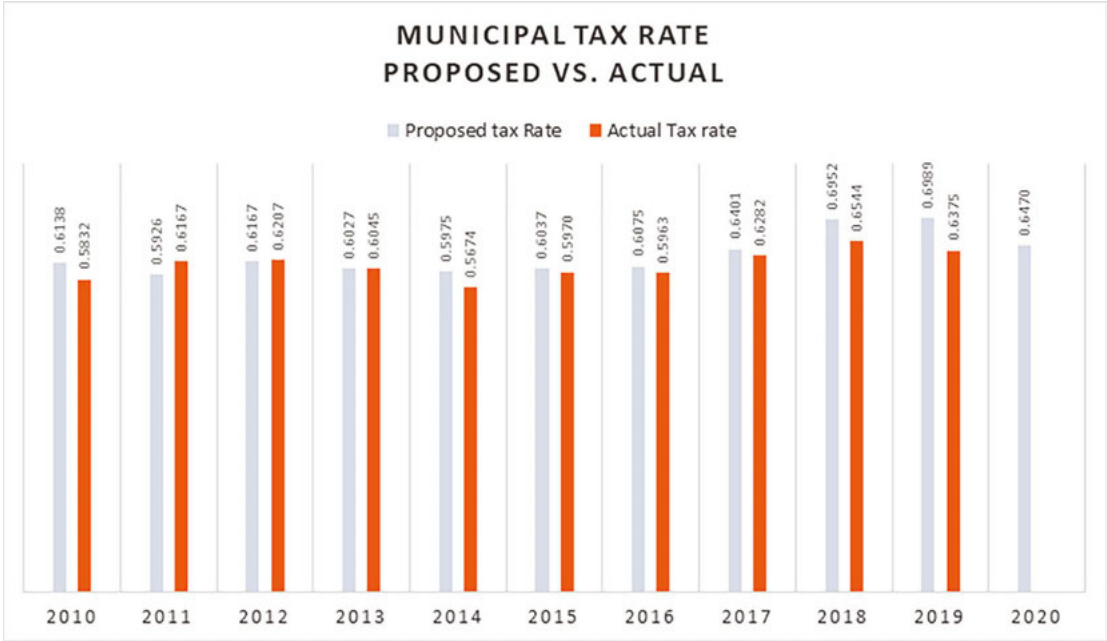
- General Fund (with Municipal Fire) = 71,734 or 5.3% increase
- Highway = 15,024 or 1.4% increase
- Solid Waste = -9,423 or -3.5%

The General Fund and Highway Fund equal a tax need of \$2,105,308. Based on a grand list of \$3,254,134, this represents a municipal tax increase of 1.49% or .0095 pennies per \$100 of property value.

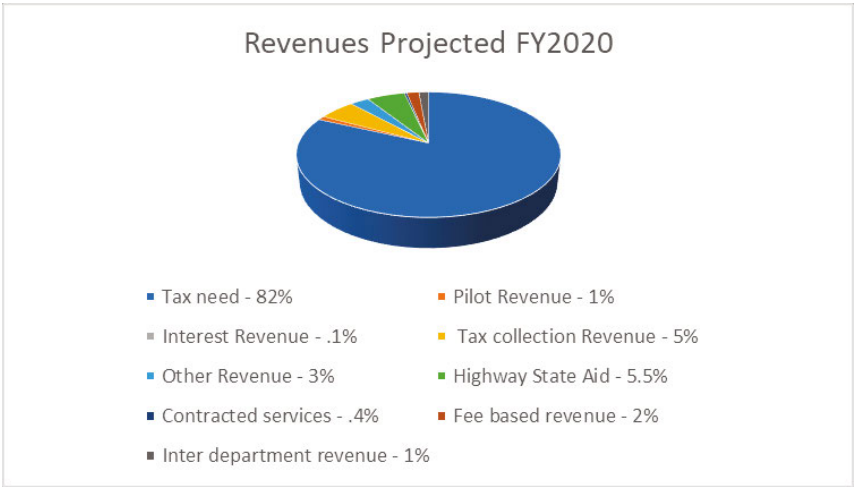
### Proposed Rate Chart based on \$100,000 home value

Fiscal Year	Tax Rate	% Change from Previous Year	Municipal Taxes on \$100,000 house (without educational taxes)	Increase/Decrease
<b>FY20</b>	<b>0.6470</b>	1.5%	<b>647</b>	<b>\$9</b>
FY19	0.6375	-2.6%	638	(\$17)
FY18	0.6544	4.2%	654	\$26
FY17	0.6282	5.3%	628	\$32
FY16	0.5963	-0.1%	596	-\$1
FY15	0.5970	5.2%	597	\$30
FY14	0.5674	-6.1%	567	-\$37
FY13	0.6045	-2.6%	605	-\$16
FY12	0.6207	0.6%	621	\$4
FY11	0.6167	5.7%	617	\$33
FY10	0.5832	0.7%	583	\$4
FY09	0.5790		579	

The tax rate is figured by taking the total tax revenue needed divided by the grand list divided by 100. The tax rate rises when the value of the town increases slower than the tax need and the tax rate decreases when the value growth exceeds the revenue need. The Town regularly budgets based on no change in the grand list, even though we normally expect some growth. We feel it is more conservative to build a budget based on the current grand list value than to try to predict the actual growth. By doing this we expect the projected municipal tax increase, represented in this budget, to be on the high end of a projected change



It is important to understand that there is always a possibility the grand list could decrease which would cause the proposed tax rate to rise. It is also important to understand that tax revenue is just a portion of the revenue that funds the activities and services of the Town. The following chart shows a breakdown of the funding sources of the proposed FY2020 budget:





In addition to the above reference revenues grant funds are used to offset the costs of some projects and implement other projects throughout the year. In FY2018 \$100,094 of grant funds were used to complete projects. These grant funds usually require a cash or in-kind match that the Town must provide out of the current budget or from using monies from a reserve account.

While trying to predict future cost increases, the Town of Weathersfield uses the Municipal Cost Index (MCI). The MCI has been produced by American City and County since 1978 which is used to estimate the rate of inflation for purchases by American municipalities. The MCI is a composite index, a weighted average of more detailed price indexes measuring consumer price cost fluctuations (using the CPI), industrial commodity wholesale prices (using the PPI), and construction contract costs (using the Construction Price Index). The MCI shows price changes over specific periods of time at the national level. By using their online MCI tool, the Town has been able to show a 3.68% increase in costs during the last fiscal year (FY2018) and a 3% increase in FY2017. By using trends and averages of the MCI along with trends and averages of the Northwest Regional CPI and our experiences, the Town creates predictions for possible future cost increases.

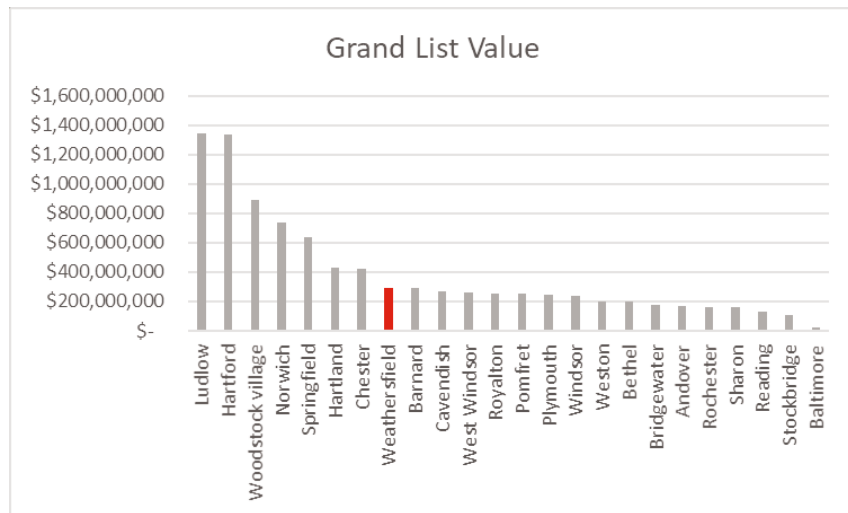
### **Current Environment**

The Town of Weathersfield has had very little population change over the past 8 years. The current estimated population is 2759, which totals a -.26% change since the 2010 census. During this same time the grand list has increased 21.4% from \$2,680,422 (FY2011) to \$3,254,134 (FY2018). The grand list growth can be contributed to development investment (mostly attributed to infrastructure upgrades) and through maintaining and increasing property values.

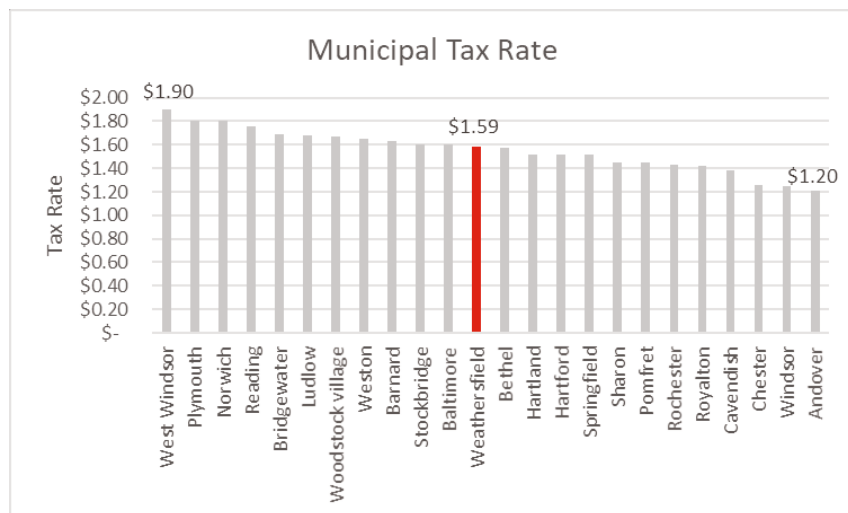
The Town's median income is currently \$62,816 (\$42,057 in 2010) which is approximately 10% higher than the median income in Vermont. The Town's poverty rate is 3.7% which is quite low compared to the State of Vermont which is at an 11.9% poverty rate and the national rate of 12.3%. As with the rest of Windsor County, Weathersfield has an aging population with a median age of 51.2 compared to 43.1 in Vermont. Weathersfield and the State of Vermont have higher median ages than the United States which has a median age of 38 (2016 statistics). Overall this shows that Weathersfield has an aging population that maintains an above average income.

### **Benchmarking**

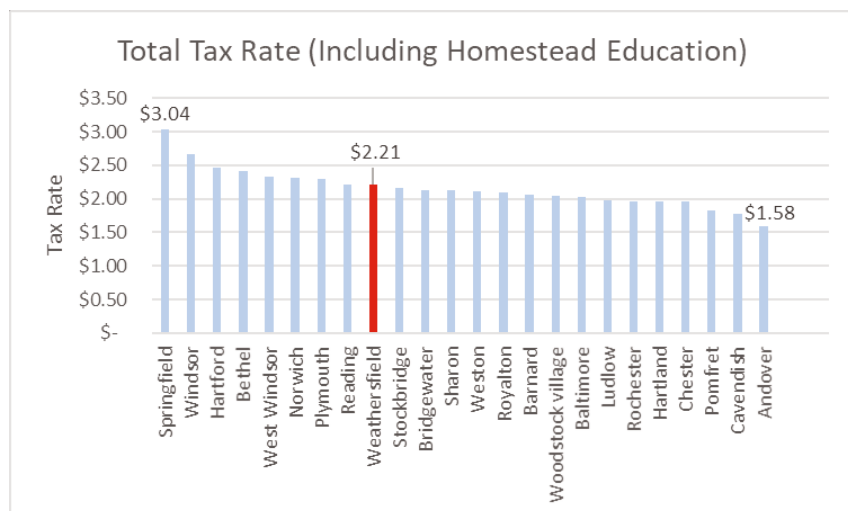
It is important that the Town understand how its tax rates compare to other Town's around us. While comparing our tax rate to our peers is certainly a very worthwhile exercise and provides great insight into the affordability of our community, finding an "apples to apples" comparison is very difficult because not all towns provide the exact same services or embrace the same goals and values. It is also important to understand that grand list value of a Town also affects the tax rate. The charts below (from FY2016, the most current statistics I could find) show that the Town of Weathersfield value is in the top 1/3 while the municipal tax rate is average. After adding the Homestead Education Rate, the comparative tax rate rises slightly into the 60<sup>th</sup> percentile. These statistics show that the Town of Weathersfield is comparable to the other Towns in Windsor County while continuing to provide good service to our residents.



Tables are from Windsor County FY2016 Statistics



Tables are from Windsor County FY2016 Statistics



Tables are from Windsor County FY2016 Statistics

## Capital Spending

The capital assets of the Town of Weathersfield and their condition are critical to the quality of services provided by the Town. As such, the Town places emphasis on anticipating capital needs well in advance and fully-integrating them with service and financial projections. These needs are based on documented equipment replacement schedules, infrastructure condition assessments, and the related maintenance and rehabilitation plans. Because of this, the Town is currently in the process of building a *Capital Improvement Plan (CIP)*.

A municipal capital budget and capital program combine a one-year capital budget and a five-year capital program. A CIP prioritizes projects and creates a completion timeline while efficiently using available funds and current resources. The CIP also provides for a consistent annual appropriation to capital reserve funds to provide stability to the tax rate. For the past couple years Town staff has recommended spending 10 pennies from the tax rate on capital improvements or capital reserve funding. To date this has not happened, but we are continuing to work towards properly funding the capital reserves. The proposed budget allocates \$260,888 or eight (8) pennies to be spent on capital expenditures while the Town also takes on \$360,000 of new debt (if Articles 10 and 11 pass).

The proposed capital projects for FY2020 are:

- *Paving Center Road* – The plan is to pave Center Road from Route 131 to the Springfield town line. We hope to finance this project through a \$250,000 loan, a \$175,000 grant, \$75,000 of capital reserve funds, and \$50,000 from the FY2020 budget.
- *Purchase of a new grader*- This is important because of the cost of upkeeping the new computerized graders. Our grader goes out of warranty in December of 2019. The plan is to trade in our grader and purchase a new one that will be under warranty for the next 5-7 years. Because our grader is in good shape, current costs proposals show we can complete this purchase with approximately the same or lower annual payment.

## Reserves

### Fund Balance and Undesignated Reserves

The Town of Weathersfield believes that sound financial management requires that sufficient funds be maintained by the Town for capital purchases, unanticipated expenditures, and revenue shortfalls as may be caused by economic downturns, natural disasters, and other unforeseen circumstances. Maintaining such funds will help sustain the stability of the Town tax rate and reduce the need for short-term borrowing.

The Town of Weathersfield understands that maintaining a fund balance in all funds is an important component in the Town's financial health. GFOA recommends between 5% to 15% of a municipality's budget be maintained as fund balance, with smaller towns (population under 7000) maintaining 15% of their budget in unrestricted fund balance. The Selectboard understands the need to maintain a sufficient balance of unrestricted funds while not allowing unrestricted funds to accumulate to excessive levels. Because of this, the Selectboard recommends maintaining the Town's unrestricted funds (General Fund Balance, Highway Fund Balance, and Unspecified Reserve) between 13% and 15% of the total General Fund and Highway Budgets.

In an effort to maintain transparency of fund balance and to maintain compliance with 19 V.S.A. section 312, fund balance will be documented each year during the budgeting process. To maintain a fund balance in any Town fund, fund balance will be shown on both the revenue and expenditure side of the financial statements as a transfer of fund balance in (Revenue) and expenditure of fund balance out (back to fund balance).

### **Specified Reserves**

The purpose of Specified Reserve Funds is to offset the costs of planned capital expenditures, expenses for specific purposes (i.e. Center Grove Preservation Reserve Fund), and unplanned expenses. Maintaining such funds will help sustain the stability of the Town tax rate and reduce the need for short-term borrowing. For this reason, adequate balances should be maintained in each reserve to help offset planned and unanticipated expenses.

### **Expenditures and Funding**

FY2018:

- As voted, no money was placed into reserves through articles.
- \$10,173 was moved into the Reappraisal Reserve (budgeted)
- The Selectboard placed \$9,421 in to the Fire Department Non-Motorized Equipment fund from unspent fire department funds as stipulated in the fire department contract.
- \$337 was put into the Fire Department Motorized Equipment fund from WWVFD hazmat reimbursement as per the Town's Hazardous Materials Response Ordinance.

FY2019:

- As voted, \$50,000 was placed into the Highway Maintenance Reserve.
- As voted, \$20,000 was placed into the Fire Equipment Motorized Reserve Fund.
- As voted, \$5,000 was placed into the Fire Equipment and Gear Reserve Fund.
- The Selectboard placed \$26,290.10 funds into the Highway Maintenance Reserve from FEMA ERAF reimbursements for road work completed in FY2018 because of storm damage.

Proposed for FY2020:

- No Articles are proposed for FY2020 because of the cost of proposed capital projects.

FY2019 Reserve Funds Status					
Reserve Fund	Audited Balance 6/30/18	Approved additions or (expenditures)	Projected Balance 06/30/2019	Proposed FY20 additions or (expenditures)	Projected Balance 06/30/2020
Solid Waste	\$ 63,995		\$ 63,995		\$ 63,995
Highway Maintenance	66,832	50,000	\$ 116,832	(70,000)	\$ 46,832
Highway Equipment	94,542		\$ 94,542		\$ 94,542
Motorized Fire Equipment	30,767	20,000	\$ 50,767		\$ 50,767
Fire Equipment	12,957	5,000	\$ 17,957		\$ 17,957
Library	4,838		\$ 4,838		\$ 4,838
Reappraisal	214,309	15,700	\$ 230,009	3,950	\$ 233,959
Aid to Residents in Need	5,018		\$ 5,018		\$ 5,018
Police Cruiser	11,061		\$ 11,061		\$ 11,061
Fire Protection (Dry Hydrant)	10,740		\$ 10,740		\$ 10,740
Martin Memorial Hall	13,849		\$ 13,849		\$ 13,849
Town Office Capital Improvements	20,016		\$ 20,016		\$ 20,016
Parks and Recreation	18,991		\$ 18,991		\$ 18,991
Conservation Commission	1,738		\$ 1,738		\$ 1,738
Center Grove Preservation	4,455	(3,000)	\$ 1,455		\$ 1,455
Rabies Prevention/Control	3,748	fee based	\$ 3,748		\$ 3,748
Records Maintenance ("Vault Fee")	10,549	fee based	\$ 10,549		\$ 10,549
Town Clerk Computerization	1,068	fee based	\$ 1,068		\$ 1,068
Records Preservation/Restoration	54,818	fee based	\$ 54,818		\$ 54,818
Voting Equipment	2,991		\$ 2,991		\$ 2,991
Perkinsville School Capital Improvements	301		\$ 301		\$ 301
Unspecified Reserve	95,624		\$ 95,624		\$ 95,624
<b>TOTALS</b>	<b>\$ 743,207</b>	<b>\$ 87,700</b>	<b>\$ 830,907</b>	<b>\$ (66,050)</b>	<b>\$ 764,857</b>

## Budget Highlights

The proposed budget contains the following major changes from FY2019:

### In All Budgets

- Change in Employee Medical Benefits (savings of \$22,704)
- Upgraded telephone system

### General Fund

- Removal of the Personnel/Payroll clerk position
- Increase land use position to full time
- Transition to a municipal fire department with full-time fire chief
- Continue digitizing land records

### Highway

- Pave Center Road
- Purchase new grader
- Purchase roller for grader
- Implementation of new Assistant Superintendent position

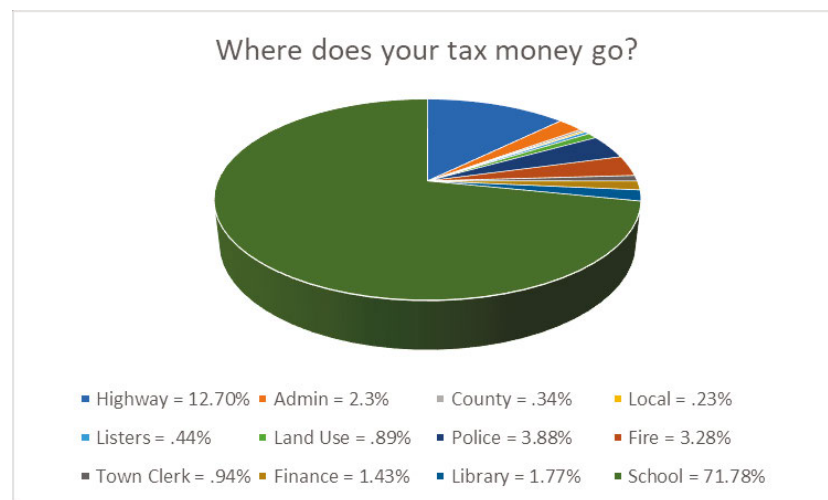
### Transfer Station (Enterprise Fund)

- Plan for new solid waste compactor
- Sticker fee restructuring for West Windsor
- Revamp bulk punch card purchasing program

FY2020 Estimated Municipal Tax Rate Computation				
<i>Municipal Grand List: \$3,254,134 each penny on Grand List is \$32,541.34; assumes no increase in Grand List in FY19</i>				
<b>General Fund</b>		32541.34	<b>FY19 Tax rate</b>	
<b>Expense</b>	<b>cost</b>	<b>cents on tax rate</b>		<b>Change in Tax Rate</b>
General Fund	\$ 1,261,799	0.2673	0.3268	
<b>Subtotal General Fund Taxes</b>	<b>\$ 1,261,799</b>	<b>0.2673</b>	0.3268	
<b>Municipal Fire</b>				
<b>Expense</b>	<b>cost</b>	<b>cents on tax rate</b>		
Municipal Fire	\$ 265,070	0.0753		
<b>Highway Fund</b>				
<b>Expense</b>	<b>cost</b>	<b>cents on tax rate</b>		
Highway Fund	\$ 1,224,522	0.2913	0.2987	-0.0074
Highway Equipment Reserve Fund	\$ -	0.0000	0.0000	
<b>Subtotal Highway Taxes</b>	<b>\$ 1,224,522</b>	<b>0.2913</b>	0.2987	
<b>Total Proposed Municipal Tax Rate with Municipal fire</b>				
<b>Total Taxes to be Raised</b>	<b>cost</b>	<b>cents on tax rate</b>		
General Fund	\$ 869,970	0.2673	0.3268	-0.0595
County Taxes	\$ 25,300	0.0078	0.0075	0.0003
Local Education Taxes	\$ 17,191	0.0053	0.0045	0.0008
Municipal Fire	\$ 245,070	0.0753	0.0000	0.0753
Highway Fund	\$ 947,777	0.2913	0.2987	-0.0074
<b>Total Municipal Taxes to be Raised</b>	<b>\$ 2,105,308</b>	<b>0.6470</b>	0.6375	0.0095

<b>Soild Waste</b>		
<b>Expense</b>	<b>cost</b>	<b>cents on tax rate</b>
Solid Waste Fund	\$ 261,512	
<b>Subtotal Solid Waste Fees</b>	<b>\$ 261,512</b>	
<b>Other Taxes &amp; Fees*</b>		
<b>Waste Management Fee</b>	<b>\$81,100</b>	<b>\$50/parcel</b>
<i>* based on 1622 parcels</i>		

FY2020 Projected Total Tax Rates			
<b>FY2020 Projected Tax Rates</b>			
Municipal Tax Rate	0.6470		
Homestead Educational Tax Rate*	1.6460		
Non-residential Educational Tax Rate*	1.6550		
* Both the education tax rates are subject to change depending on actions of the Vermont legislature and final calculations from the Agency of Education.			
<b>FY2020 Projected Total Municipal &amp; Education Tax Rates</b>			
Town Homestead	2.2930		
Town Non-residential	2.3020		



# Town Department Reports and Line Item Budgets



## **Administration**

The Department of Administration is made up of the Office of the Town Manager, Human Resources, Finance Department, and Land Use. Administration is also augmented by the elected positions of the Town Clerk, Treasurer, and Listers. The office of the Town Manager, Human Resources, and many miscellaneous expenses are part of the Administration Budget. All other departments will be broken out separately to more clearly show the needs of each department.

## **Office of the Town Manager**

The Town Manager shall have general supervision of the affairs of the Town, be the administrative head of all departments of the Town government and be responsible for the efficient administration and operations of all departments. (24 V.S.A. Section 1235)

### **Mission Statement:**

It is the mission of the Town Manager to ensure that quality, effective, and efficient services are provided within the law, the policies established by the Selectboard, and the resources of the Town of Weathersfield, while maintaining transparency, open communication, and high ethical standards.

### **Department Objectives**

The purpose of Town Manager is to:

- maintain a well-trained, motivated, and team-oriented staff
- ensure efficiency while providing services within the confines of the Town's limited resources
- prepare and maintain the Town budget
- assist the Selectboard to develop, update, and implement long-range strategic plans that sets the vision for the future of the Town
- maintain records of the Town's operation
- ensure the conformance with federal laws and guidelines, state statutes, and town ordinances and policies.
- Assists all departments with policy creation, procedural efficiencies, and other management and administrative tasks.

### **FY2018 Accomplishments:**

- Consolidated staffing by combining the Payroll/HR and Executive Assistant positions
- Integrated technology to improve office efficiency
- Upgraded office computers
- Create compensation plan

### **FY2019 Projects:**

- Replace 11-year-old server
- Create and launch new website
- Implement GIS Mapping
- Implement new compensation plan

### **FY 2020 Goals**

- Replace aging telephone system

### **Outcomes of our investment will be:**

- More efficient use of staff time
- Better customer service
- Reduced energy usage

**Performance Measures:**

- Less work interruptions
- Customer satisfaction
- Lower energy bills
- Lower fuel oil usage

**Human resources (Part of Administration)**

**Mission Statement:**

It is the Human Resources Departments mission to provide quality services to the current and future employees of the Town of Weathersfield such as: recruitment and retention, benefit administration, training, development and education to promote individual success.

**Department Objectives**

- Recruit and retain a diverse workforce to meet the needs of the organization
- Ensure that the work environment is conducive to the employee's well-being and productivity
- Motivate employees
- Compliance with Federal, State and Town laws, standards and policies

**FY2018 Accomplishments:**

- Reorganized all personnel files
- Update and rewrite Personnel Policy
- Completed compensation study and created compensation plan
- Updated many job descriptions
- Recruitment and hiring of Finance Director
- Recruitment and promotion of Highway Supervisor
- Recruitment and hiring of new Land-Use Administrator

**FY2019 Projects:**

- Complete medical insurance review
- Transition to new medical benefit plan
- Implement new compensation plan
- Complete Transitional Return to Work program
- Implement Town Designated Provider Program

**FY2020 Goals**

- Re-institute wellness and safety program

**Outcomes of our investment will be:**

- retain valuable employees
- maintain a positive, values-based work environment
- increase employee satisfaction and well-being
- Reduce injuries and accidents
- Increase overall staff value to Town

**Performance Measures:**

- Reduced turn-over
- Time records
- Performance evaluations
- Reduced injury reports

**Line Item Budget:**

	FY17 Actual	FY18 Actual	FY2019 Budget	FY2020 Proposed
<b>Revenue</b>				
Tax collection revenue	1,108,150	1,245,385	1,213,605	134,663
PILOT revenue	28,652	26,819	25,654	26,533
revenue from interest	1,091	1,067	1,100	1,000
Other sources	28,295	28,439	26,325	33,325
Fund Balance revenue from prior year				98,953
<b>Total Revenue</b>	<b>1,166,188</b>	<b>1,301,709</b>	<b>1,266,684</b>	<b>294,473</b>
<b>Expenditures</b>				
Selectboard	2,500	1,875	2,500	2,500
Town Manager Salary	70,799	72,140	73,543	75,948
Secretary Wages	41,082	40,250	41,745	39,146
Water salary	125	10,576	-	12,500
Town Accountant	52,128	43,693	54,573	-
Ap/Payroll		25,930		
Recording Secretary	2,349	2,336	2,048	2,086
Vet Recording Secretary	243	167	512	515
FICA	14,214	15,465	14,649	10,151
VMERS Retirement	8,872	9,555	9,414	7,360
Section 125 Administration	131	131	150	150
Employee Benefits	55,249	45,011	54,503	25,158
COBRA Admin fee - Choice	435	360	435	360
Employee Benefits Optout		6,800	-	10,000
Workmen's Compensation		(842)	843	902
Unemployment Insurance	210	187	359	240
<b>Personnel expenses</b>	<b>248,337</b>	<b>273,634</b>	<b>255,574</b>	<b>187,016</b>
Office Supplies	4,813	6,503	6,000	6,000
Postage	5,543	5,432	6,300	5,500
Advertising	606	1,109	900	500
Computer Equipment	3,248	8,969	10,000	2,000
Office Equipment	70	125	200	-
IT Services	5,037	14,400	13,000	15,940
Website Development	578	138	4,500	3,050
Software Purchase	1,136	431	1,200	500
Town Report Production	5,858	5,172	6,200	5,550
Awards and Recognitions	160	791	2,100	2,100
Tuition/Dues/Training	2,590	1,758	4,000	4,000
Miscellaneous Expenditure	2,036	2,556	600	600
Expense Reimbursement	2,594	1,823	2,500	2,000
Selectboard Other Expense	79	28	200	100
V.L.C.T. Dues	4,058	4,201	4,311	4,410
<b>Office expenses</b>	<b>38,406</b>	<b>53,933</b>	<b>62,061</b>	<b>52,250</b>
<b>Utilities expense</b>	<b>4,085</b>	<b>4,002</b>	<b>4,558</b>	<b>6,554</b>

<b>Legal &amp; Consulting expenses</b>	<b>10,591</b>	<b>21,219</b>	<b>13,700</b>	<b>12,300</b>
Audited-Fund balance Carry forward				98,953
Grant match				6,000
<b>Grant &amp; fund balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>104,953</b>
<b>Insurance expense</b>	<b>15,065</b>	<b>16,230</b>	<b>23,614</b>	<b>20,501</b>
<b>Tax Collection expenses</b>	<b>31,790</b>	<b>26,255</b>	<b>38,600</b>	<b>34,586</b>
Animal Control-Contracted	1,800	1,800	1,800	1,900
Animal Boarding Charges			200	200
Veterinary Services	371		250	250
Golden Cross Ambulance	22,304	22,304	22,304	22,304
<b>Contracted Services</b>	<b>24,475</b>	<b>24,104</b>	<b>24,554</b>	<b>24,654</b>
Custodial Wages	7,592	7,772	7,820	7,800
FICA	581	606	598	597
Workmen's Compensation	410	431	35	34
Unemployment Insurance	22	20	39	16
Custodial Supplies	657	669	600	650
Electricity	3,734	3,796	4,000	4,000
Heating Fuel Oil	1,359	2,065	2,000	2,500
Water	358	261	450	350
Building Maintenance	670	5,804	1,200	1,200
Heating System Maintenance	621	434	250	500
Highway Service to MMH	369	586	1,500	1,500
Miscellaneous Expenses	100	2,556	100	50
<b>Martin Memorial Hall</b>	<b>24,999</b>	<b>32,689</b>	<b>18,592</b>	<b>19,197</b>
Center Grove Maintenance	-	-	2,000	2,000
Parks & Recreation Commission	360	-	500	1,500
Aid to Residents in Need	2,000	3,218	2,000	2,000
Town Parks	2,915	5,421	4,000	5,500
Cemeteries	1,500	1,500	1,500	1,500
Memorial Day	668	829	700	700
<b>Other Town Services</b>	<b>7,443</b>	<b>10,969</b>	<b>10,700</b>	<b>13,200</b>
1879 School house Maintenance	1,451	2,484	3,500	3,500
Hwy service to 1879 School house	1,806	868	2,500	1,500
1879 School house Capital Repairs	4,192	-		5,550
<b>1879 School House</b>	<b>66,249</b>	<b>50,831</b>	<b>6,000</b>	<b>10,550</b>
American Red Cross	200	250	250	250
Council on Aging	400	400	-	450
Health/Rehabilitative Ser	2,145	-	2,683	2,683
Meals on Wheels	400	400	400	400
Green Mt RSVP	320	-	300	300
SEVCA	1,200	1,200	1,200	
VT Association Blind	600	750	750	750

VT Ctr Independent Living	150	185	185	185
M. A. P. P.	-	-	450	450
Visiting Nurses	9,680	9,680		
Volunteers in Action	360	360	360	360
Green Up Vermont	120	120	120	120
Southeast VT Transit	1,800	-		125
Vermont Adult Learning		300		
Windsor County Partners	480	-	480	
Friend of Meeting house				
VT Rural Fire Protection Task Force				100
WISE			500	500
<b>Appropriations</b>	<b>124,967</b>	<b>123,319</b>	<b>134,326</b>	<b>6,673</b>
<b>Expenditures</b>	<b>596,407</b>	<b>637,184</b>	<b>592,279</b>	<b>492,432</b>

## **Finance**

### **Mission Statement:**

The mission of the finance department is to perform all financial and fiduciary responsibilities with efficiency, accuracy and professionalism, and to work with the Town Manager, Selectboard and all departments to provide accurate and timely analysis of the towns finance so responsible financial decision can be made in the best interest of the Town of Weathersfield.

### **Department Objectives**

- Accounts receivable
- Accounts payable
- Assist with budget preparation
- Assist Town Manager and Departments Heads in managing the budget
- Complete bank reconciliations
- Ensure compliance with Federal, State and Town's financial laws and policies
- Follow Generally Accepted Accounting Procedures for municipal governments (GAAP)
- Financial grant management
- Long term strategic financial management
- Assist with capital planning

### **FY2018 Accomplishments:**

- Updated Town's financial policies
- Implemented journal entry approval program
- Reconfigured Town financial checks and balances program
- Updated budget spreadsheet
- Addressed audit findings from FY17
  - 2017-03 Netting revenue and expenditures
  - 2017-05 Control over accounts payable
  - 2017-06 Spreadsheet review- Reviewing existing spreadsheet and updating and link information to cross check formulas.
  - 2017-02 Reserve fund balance entries- Revenue and expense accounts were set up so all payment collected, and expenditure are hitting those perspective accounts. A spreadsheet is kept and updated by the Treasurer, so we have a current and accurate balance for all accounts.
  - 2017-04 Authorization of general journal entries- A form was developed along with a report from NEMRC that allows the town manager and or Treasurer to sign off on entries.

### **FY2019 Projects:**

- Start an Internal Control System Manual
- Reconcile monthly loan and account receivable, writing off any debt that is uncollectible
- Update and maintain grant reports and subrecipient grant report
- Addressed audit findings from FY18
- Create punch card reconciliation program

### **FY2020 Goals**

- Finish first draft of the Internal Control System Manual
- Focus on capital planning spreadsheet
- Update finance policies as per auditor's request

**Outcomes of our investment will be:**

- Completed finance Internal Control System Manual which will provide finance direction and smoother transition for new staff
- Completion of Capital Improvement Plan
- Stronger financial policies and guidance

**Performance Measures:**

- Less findings during annual audit
- Adopted Capital Plan

**Line Item Budget:**

	FY 17 Actual	FY18 Actual	FY19 Budget	FY 2020 Proposed
<b>Expenditures</b>				
Town Treasurer	6,794	6,993	7,154	16,104
Asst Town Treasurer	7,296	3,496	9,575	500
Town Accountant	52,128	43,693	54,573	55,665
Accts Payable/Payroll	19,971	25,930	19,063	
FICA	1,078	6,129	10,355	5,490
Insurance Benefits			-	2,074
Opt Out				10,000
Workmen's Compensation	-	(96)	74	316
Unemployment	26	24	48	32
<b>Personnel expenses</b>	<b>87,293</b>	<b>86,169</b>	<b>100,842</b>	<b>90,181</b>
Tax Billing Supplies	591	38	800	600
Advertising	-	-		
Tax Billing Postage	850	780	1,500	1,000
Tax Billing- NEMRC work	500	531	600	600
Computer Equipment		128		
Tuition and Training	135	60	150	500
Expense Reimbursement	-	103	350	100
Dues	40	40	50	50
Annual audit of accounts	10,852	11,492	12,000	12,800
Interest Expense	2,196	-	1,000	500
<b>Office Expenses</b>	<b>15,164</b>	<b>13,172</b>	<b>16,450</b>	<b>16,150</b>
<b>Total Expenditures</b>	<b>102,457</b>	<b>99,341</b>	<b>117,292</b>	<b>106,331</b>



## **Land Use**

### **Mission Statement:**

The Office of the Land Use Administrator seeks to balance the need for clarity and efficiency in land development within the Town of Weathersfield while maintaining and preserving the character, resources and environment within the town's borders.

### **Department Objectives**

Through a process of continual review and improvement, the Land Use Administrator is to actively engage with applicants seeking to develop property in order to simplify the permit process and ensure that all development occurs in compliance with the town bylaws. Development within the town is a desirable outcome, and the Land Use Administrator seeks to reduce the burden of compliance on applicants to encourage this outcome by directly assisting applicants, and by identifying problematic aspects of the bylaws which could be improved to suit the town's current and future needs.

### **FY2018 Accomplishments:**

- Completed Town Plan rewrite
- Village revitalization planning

### **FY2019 Forecasted Accomplishments:**

- Update of the town's bylaws reflecting input from residents and the Planning Commission and strengthening the language in bylaws to eliminate ambiguity where it exists.
- Improving the efficiency of the permit process by working to reduce the burden of applications and to increase the speed of permit issuance through frequent correspondence with applicants.
- Addressing existing issues of non-compliance by increasing Land Use Administrator oversight of the permit process, including the introduction of a Certificate of Compliance.
- Increased enforcement of Zoning Bylaws
- Build partnerships with local realtors, surveyors and contractors

### **FY2020 Goals**

- Digitize land use records
- Organize and digitize old waste water files
- Work with Town Manager on village planning and development
- Ensure the new Zoning Bylaws, Subdivision Regulations and Town Plan work together in accordance with Selectboard's Strategic Plan.

### **Outcomes of our investment will be:**

- Increased efficiency in the permitting process
- Increased compliance with bylaws
- Encourage village revitalization and development

### **Performance Measures:**

- Increased permits
- Decreased permit times

**Line Item Budget:**

	FY17 Actual	FY18 Actual	FY19 Budget	FY 2020 Proposed
<b>Revenue</b>				
Zoning Permits Income	4,644	5,697	5,000	5,500
<b>Revenue</b>	<b>4,644</b>	<b>5,697</b>	<b>5,000</b>	<b>5,500</b>
<b>Expenditures</b>				
Administrative Officer	28,660	26,708	29,995	41,267
Recording Secretary	2,673	2,257	2,731	2,837
FICA	2,397	2,216	2,473	3,374
Retirement	1,146	1,062	1,214	1,754
Insurance Benefits	226	227	302	9,671
Workmen's Compensation	-	(163)	145	182
Unemployment	59	53	100	83
<b>Personnel</b>	<b>35,161</b>	<b>32,360</b>	<b>36,960</b>	<b>59,167</b>
<b>Office Expenses</b>	<b>3,071</b>	<b>2,564</b>	<b>3,200</b>	<b>2,950</b>
Conservation Commission	345	33	500	500
Regional Planning Dues	3,531	3,531	3,531	3,531
Dues and Subscriptions	96	99	100	100
<b>Commission &amp; Dues</b>	<b>4,032</b>	<b>3,663</b>	<b>4,131</b>	<b>4,131</b>
<b>Legal Expense</b>	<b>6,233</b>	<b>7,948</b>	<b>4,500</b>	<b>6,000</b>
<b>Expenditures</b>	<b>48,497</b>	<b>46,535</b>	<b>48,791</b>	<b>72,248</b>

## **Elected Officials:**

### **Town Clerk**

#### **Mission Statement:**

It is the mission of the Town Clerk to keep and preserve all official records for the Town of Weathersfield, to provide accurate information and quality services to all residents and community members, to work cooperatively and efficiently with various Town departments, to manage and run all federal, state and local elections, and to perform all other duties as required by state statute.

#### **Department Objectives**

The Town Clerk records, preserves, and certifies the public records of the town. Issues dog, civil marriages, and hunting and fishing licenses; as well as motor vehicle renewals. Runs all federal, state and local elections, notarizes documents, serves as clerk of the board of civil authority, and hears tax abatement requests and property assessment appeals. (24 V.S.A. §§ 1151–1179).

#### **FY2018 Accomplishments:**

- Digitized last 40 years of land records
- Reduced Assistant Clerk hours
- Preserved 1 volume of land records

#### **FY2019 Projects:**

- Train new Assistant Town Clerk
- Preserve 1 volume of land records

#### **FY2020 Goals**

- Continue Training new Assistant Town Clerk
- Preserve 1 volume of land records
- Digitize Town proceedings

#### **Outcomes of our investment will be:**

- Properly recorded documents
- Preservation of vital statistics, land records, and Town proceedings
- Easier to access and research Town proceedings
- Succession planning

#### **Performance Measures:**

- Preserve at least 1 volume of land records annually
- Digitize at least half of the Town proceedings
- Train Assistant Town Clerk in recording land records

**Line Item Budget:**

	FY17 Actual	FY 18 Actual	FY 19 Budget	FY 20 Proposed
<b>Revenue</b>				
Marriage License Fees	150	230	150	200
Liquor Licenses	395	860	400	400
Vt Motor Vehicles Regs	186	181	150	150
Fees from Hunting/Fishing	72	66	70	66
Green Mountain Passport	38	42	30	40
Land Records	15,196	17,305	16,800	16,500
Land Postings Revenue	90	115	100	100
Dog License Fees & Rabies Control	2,307	2,151	2,500	2,500
Miscellaneous Fees	98	(1,863)	200	200
<b>Operating Revenue</b>	<b>18,532</b>	<b>19,088</b>	<b>20,400</b>	<b>20,156</b>
<b>Computerization Revenue</b>	<b>10,070</b>	<b>21,818</b>	<b>14,700</b>	<b>7,200</b>
<b>Vault Fee Revenue</b>	<b>4,636</b>	<b>4,513</b>	<b>6,000</b>	<b>4,000</b>
<b>Total Revenue</b>	<b>33,238</b>	<b>45,419</b>	<b>41,100</b>	<b>31,356</b>
<b>Expense</b>				
Town Clerk	38,674	39,985	40,524	41,880
Asst. Town Clerk	28,914	25,295	27,793	19,758
Clerical Employees	1,682	1,249	2,500	-
Accrued Vacation Expense	-	-	-	-
FICA	4,948	4,878	5,625	4,715
VMERS Retirement	2,704	2,612	2,801	4,623
Insurance Benefits	18,069	7,827	15,004	1,452
Insurance Opt Out		4,499	-	10,000
Workmen's Compensation	-	(401)	324	271
Unemployment	67	62	113	123
<b>Personnel</b>	<b>95,058</b>	<b>86,005</b>	<b>94,684</b>	<b>82,822</b>
<b>Office Expense</b>	<b>7,384</b>	<b>6,591</b>	<b>12,350</b>	<b>6,726</b>
<b>Computerization</b>	<b>9,475</b>	<b>17,980</b>	<b>8,600</b>	<b>7,200</b>
<b>Vault Expense</b>	<b>4,000</b>	<b>8,351</b>	<b>7,500</b>	<b>4,000</b>
<b>Transfer to Rabies</b>	<b>425</b>	<b>-</b>	<b>500</b>	<b>500</b>
<b>Town Clerk Expenses</b>	<b>116,342</b>	<b>118,927</b>	<b>123,634</b>	<b>101,248</b>

## **Listers**

### **Mission Statement:**

The Listers are dedicated to providing property owners in the Town of Weathersfield, our local government, and community fair, equitable, and accurate property assessments in accordance with Federal, State, and Town statutes and regulations. We strive to serve all persons in a courteous professional manner, provide access to public information and assist and educate taxpayers on assessment procedures and regulations.

### **Department Objectives**

The Listers Office provides and manages property assessment information for the Town of Weathersfield. The Board of Listers is a three-member, elected board charged with the responsibility of determining the fair-market-value of real property in compliance with applicable Vermont State Statutes, and are duty bound to "... list the same without discrimination on a proportionate basis of such value for the grand list ..." 32 V.S.A. § 3431. The property values serve as the base upon which the Selectboard sets property tax rates. The Listers also preside at scheduled grievance hearings held each year to hear appeals from property owners regarding the assessed value of their homes.

### **FY2018 Accomplishments:**

- Purchased a tablet to increase efficiency and accuracy.
- Processed 111 change of appraisals

### **FY2019 Projects:**

- Assisted in the launch of the Towns new GIS website.
- Reallocated time to offer more office time for residents.

### **FY2020 Goals**

- Continue to evaluate COD (Coefficient of Dispersion), CLA (Common Level of Appraisal) and Sales Data to prepare for future reappraisal (last appraisal was in 2008).
- Increase time for training purposes

### **Outcomes of our investment will be:**

- Updated and accurate grand list
- Updated and accurate CAMA and NEMRC files
- Updated and accurate Tax Maps and GIS Mapping
- Updated and accurate paper files
- Greater competency in all aspects of Listers job
- Succession Planning

### **Performance Measures:**

- Update paper and GIS tax maps
- Train new lister to an ability level to be able to run and manage Listers Office within the year.

**Line Item Budget:**

	FY17 Actual	FY18 Actual	FY19 Budget	FY2020 Proposed
Revenue				
Penalty for late Homestead				4,000
Act 60 Listers Revenue	15,694	14,051	15,700	14,000
Revenue fr Reserve			7,220	
<b>Revenue</b>	<b>15,694</b>	<b>14,226</b>	<b>22,920</b>	<b>18,000</b>
<b>Expenses</b>				
Listers	32,194	35,373	37,722	39,578
Clerical Employees	437		1,500	-
FICA	2,507	2,706	2,886	3,028
Insurances Benefits	427	454	466	178
Workmen's Compensation	-	159	170	174
Unemployment				79
<b>Personnel</b>	<b>35,565</b>	<b>38,692</b>	<b>42,744</b>	<b>43,037</b>
<b>Office Expenses</b>	<b>16,985</b>	<b>17,745</b>	<b>25,925</b>	<b>8,000</b>
<b>Total Expenses</b>	<b>52,550</b>	<b>56,437</b>	<b>68,669</b>	<b>51,037</b>

## **Public Safety**

### **Fire**

#### **Mission Statement:**

The mission of the Fire Department is to protect the lives and property of all people in the Town of Weathersfield from fires, natural disasters, and other emergency incidents; to save lives by assisting our emergency medical service providers; to prevent fires through prevention and education programs; and to provide a work environment that emphasizes training, values safety, and encourages innovation.

#### **Department Objectives**

- Deliver comprehensive emergency services of the highest quality.
- Support and maintain safe, healthy, and well-trained responders.
- Provide support to our contracted emergency medical providers
- Be community resources for life-safety knowledge and information

#### **FY2018 Accomplishments:**

- Placed a hydrant on Pikes Peak with the assistance of a grant.
- Completed creating a GIS map of all hydrants in Town
- Purchased a new fire engine
- Completed Fire I (#) and Fire II training (#)

#### **FY2019 Projects:**

- Test all fire hose
- Assist police and school with active shooter preplans

#### **FY2020 Goals**

- Transition to a municipal fire department
- Hire a full-time fire chief
- Reduce the number of apparatus owned and maintained
- Plan for purchase of a water tender

#### **Outcomes of our investment will be:**

- Increased fire department efficiency
- Increased taxpayer accountability
- Increased firefighter safety
- Decreased on scene confusion and increased accountability

#### **Performance Measures:**

- Reduction in line item costs
- Increased reporting and transparency
- Increased compliance with OSHA, NFPA, and other standards
- Single set of SOG's



**Line Item Budget:**

	FY17 Actual	FY18 Estimated	FY19 Budget	FY2020 Proposed
<b>Revenues</b>				
Fire Equipment Motorized Reserve			20,000	
Fire Equipment and Gear Reserve			5,000	
Loan Proceeds	229,000			
WWVFD Disposal of Equipment	15,533			
WWFD Transfer from Capital	46,000			
HazMat Reimbursements				20,000
Hazmat Revenue-AVFD	4,475	800	250	-
Hazmat Revenue-WWVFD	1,963	338	250	-
Insurance Reimbursement-AVFD	2,637	2,874	2,666	-
Insurance Reimbursement-WWVFD	1,739	1,460	1,500	-
<b>TOTAL REVENUE</b>		<b>5,472</b>	<b>29,666</b>	<b>20,000</b>
<b>Expenses</b>				
Fire Chief Wages				60,038
Benefits				25,023
Retirement				4,503
Recording Secretary	486	417	845	-
Fire Warden Stipend	300	600	600	-
Fire Warden Mileage Reimbursement	23	-	200	-
FICA	37	32	111	4,593
Work Comp	4,598	3,513	4,380	14,682
Unemployment	4	3	8	120
Chief's Mileage Reimbursement				500
<b>Subtotal Personnel</b>	<b>5,448</b>	<b>4,565</b>	<b>6,144</b>	<b>109,458</b>
Emergency Management			300	-
Legal Fees	888	538	500	500
Office Supplies				700
Membership & Dues				300
Uniforms/Duty Shirts				1,000
Training				1,500
<b>Subtotal Office expenses</b>	<b>888</b>	<b>538</b>	<b>500</b>	<b>4,000</b>
Internet and Phone				-
Fuel/Propane				4,000
Utilities				3,000
Security System/Fire Alarm				600
Fire Hydrant Electric Service	1,035	377	1,000	400
<b>Subtotal utilities</b>	<b>1,035</b>	<b>377</b>	<b>1,000</b>	<b>11,000</b>
Insurance-General/ property/vehicle/boiler/fire & liability Insurance	2,014	2,356	11,335	10,861
Insurance on Vehicles	5,133	5,977		-
Boiler Insurance	272	1,072		-
Fire Insurance	3,406	1,971		-
<b>Subtotal Insurance</b>	<b>10,825</b>	<b>11,376</b>	<b>11,335</b>	<b>10,861</b>

CAD Communications				700
Repeater Fees for AVFD	1,000	1,000	1,000	1,000
Repeater Fees for WWVFD	1,000	1,000	1,000	1,000
Dispatching Service	13,496	13,901	14,455	16,600
<b>Subtotal communications</b>	<b>15,496</b>	<b>15,901</b>	<b>16,455</b>	<b>19,300</b>
Fire Prevention				100
Food During Incidents				300
Firefighter Appreciation				500
<b>Subtotal community &amp; fire scene</b>				<b>900</b>
Fire Equipment Purchases				9,000
Fire Fighter Gear				14,000
Equipment Maintenance/testing				6,000
Fire Equipment Repair for AVFD	12,246	6,557	7,500	4,000
Fire Equipment Repair for WWVFD	3,478	5,992	6,500	4,000
Miscellaneous Maintenance		116	500	1,000
<b>Subtotal fire equipment &amp; maintenance</b>	<b>15,724</b>	<b>12,665</b>	<b>14,500</b>	<b>38,000</b>
Fire Truck Debt Reduction	10,000	45,800	45,800	45,800
Fire truck interest expense	216	5,645	4,580	3,435
Ladder truck Debt Reduction				4,584
Ladder truck interest expense				1,632
Depreciation				-
Capital Purchase				-
<b>Debt Service</b>		<b>51,445</b>	<b>50,380</b>	<b>55,451</b>
Grounds Maintenance				1,000
Building Maintenance				2,000
Building Supplies				1,000
<b>Subtotal Building &amp; grounds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,000</b>
Highway Service for Dry Hydrants	1,470	268	2,500	500
Highway Service for AVFD	2,309	1,067	2,000	-
Highway Service for WWVFD	3,607	1,708	2,000	-
Highway Service Municipal				2,900
Fuel for AVFD	2,186	2,255	3,000	1,600
Fuel for WWVFD	2,231	1,402	2,800	1,600
<b>Subtotal highway and fuel service</b>	<b>11,803</b>	<b>6,700</b>	<b>12,300</b>	<b>6,600</b>
Hazmat Supplies, Restocking, etc.				2,000
<b>Subtotal Hazmat</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,000</b>
Hazmat Revenue to Reserve AVFD	4,475	-	250	-
Hazmat Revenue to Reserve WWVFD	1,963	338	250	-
Dry Hydrant Maintenance	7,176	201	3,500	3,500
Transfer to Fire Equipment Motorized Reserve	22,000		20,000	-
Transfer to Fire Equipment and gear Reserve		3,022	5,000	-
Transfer to Dry Hydrant Reserve	-		2,000	-
Town Allocations to Fire Depts				
<b>Subtotal Reserve transfers</b>	<b>80,614</b>	<b>59,936</b>	<b>88,000</b>	<b>3,500</b>
<b>TOTAL EXPENSES</b>		<b>163,503</b>		<b>265,070</b>

## **Police**

### **Mission Statement:**

The mission of the Weathersfield Police Department is to provide a safe community for the residents by reducing crime, taking a proactive approach to policing, and by building trust within our community.

### **Department Objectives**

- Provide effective police services at current or higher levels.
- Enforce the laws of the State of Vermont and the Town of Weathersfield Ordinances
- Provide high visibility and proactive patrol targeted to reduce and prevent crime.
- Promote traffic safety and reduce traffic crashes through affective enforcement and education.
- Collaborate with other law enforcement agencies and our citizens to address crime issues that impact our community, region, and state.
- Recruit and retain high quality police staff to serve the community by providing rapid and effective response to calls-for-service and public safety
- Provide and maintain adequate equipment, facilities, and other resources necessary to provide high quality police services and to provide for the safety and education of police personnel.

### **FY2018 Accomplishments:**

- Addition of less than lethal force Tasers through a lease program. This lease allows us to purchase items and spread the cost over 5 years saving the town money over the term of the lease.
- Purchased a patrol rifle
- Purchased level III trauma vests and helmets (1 set in each cruiser)
- Applied for and received grants for Governor Safety Highway totaling twenty thousand dollars. These grants help us purchase equipment and pay for overtime to keep our streets safer.
- Worked with the Springfield Fire Department and the Ascutney Volunteer Fire Department on setting up an active shooter protocol. Implemented protocol with Hartford Dispatch for their response to an active shooter incident in our town.
- Maintained budget by utilizing grants to purchase big ticketed items for our cruisers.
- Through the VT. Dept of Health program Narcan we have successfully revived six people prior to GCA arrival

### **FY2019 Projects:**

- Active shooter preplans
- Analyzed call volume and reconfigured schedule to match needs
- Conducted a police officer salary study
- New copier/printer/fax that can handle amount of papers we send to SA via electronic submission.
- Leased Taser units this year versus purchasing, saving over five hundred dollars by end of lease.
- Participate in the Governors Safety Highway Grant Program
- Hire part-time Officer to provide more coverage to the Town
- Purchase two body armor vests to replace aging/expiring vests (2019)

### **FY2020 Goals**

- Purchase new exterior vest carriers that carry equipment on the vest itself instead of the traditional belt which helps remove weight from hips/back (\$1200)
- Set up course for any fire department and police department members and put into practice our protocol for a response to an active shooter.

**Outcomes of our investment will be:**

- Increased public safety
- Increased Officer Safety and Health
- Increased office efficiency leading to more time in the field
- Increased officer moral and professionalism
- Work towards meeting state and national recommendations for active shooter response
- Strengthen working relationships with other police and fire departments

**Performance Measures:**

- Better equipment purchased
- Less time spent in office completing paperwork
- Communicating about department moral with officers
- More robust active shooter plan

<b>Calls for Service</b>	<b>Jan. – Dec. 2018</b>	<b>MV Stops</b>	
Consent Searches	3	Warnings	332
Assaults	7	Citations	243
Burglary	5		
Larceny	12		
Vehicle Theft	1		
Fraud	4		
Vandalism	6		
Drug Related	9		
Violation Restraining Order	2		
DUI	5		
Arrest Warrants	3		
Disorderly Disturbance	6		
Driving while suspended	10		
Accidents	26		
Agency Assists	89		
Welfare Checks	18		
<b>Total calls</b>	<b>651</b>		

**Line Item Budget:**

	FY17 Actual	FY18 Actual	FY19 Budget	FY2020 Proposed
<b>Revenue</b>				
Police Fines	8,842	6,247	10,000	8,000
Corps of Engineers	7,560	9,248	8,500	9,000
Police Contracted Patrol	12,255	910	-	
Other Police Revenue	1,527	943	400	
<b>Revenue</b>	<b>39,809</b>	<b>17,348</b>	<b>18,900</b>	<b>17,000</b>
<b>Expenses</b>				
Chief of Police	57,894	73,877	70,491	73,015
Police Officers - FT	39,740	50,516	49,478	55,890
Police Officers - OT	-	4,149	5,139	5,803
Police Officers - PT	40,456	6,533	36,331	38,667
VIBRS Clerk	7,746	5,141	8,114	8,403
Corps of Engineers	3,400	1,876	4,500	3,569
Police Contracted Patrol	-	-		
FICA	11,339	11,481	13,365	13,906
Police Retirement	6,593	13,507	13,090	13,605
Insurance Benefits	29,875	24,289	27,886	27,368
Workmen's Compensation	6,345	10,978	12,893	15,397
Unemployment Insurance	310	213	421	364
VIBRS	1,550	1,555	1,858	1,858
VLETS	-	-	200	200
<b>Personnel expenses</b>	<b>205,248</b>	<b>204,115</b>	<b>243,766</b>	<b>258,045</b>
<b>Uniforms and supplies</b>	<b>6,900</b>	<b>8,248</b>	<b>6,500</b>	<b>6,500</b>
<b>Office expenses</b>	<b>11,850</b>	<b>10,410</b>	<b>12,900</b>	<b>10,600</b>
Law Enforcement Insurance	5,655	7,225	6,951	5,528
General Liability Insurance	-	1,136	962	1,000
Cruiser Insurance	1,535	1,537	1,304	1,200
Gas and Oil	12,000	8,722	10,500	10,000
Hwy Service to Police	2,200	1,176	2,000	2,000
<b>Insurance &amp; cruiser expenses</b>	<b>21,390</b>	<b>19,796</b>	<b>21,717</b>	<b>19,728</b>
Cruiser Debt Service	-	16,667	13,334	11,334
Cruiser Debt Service-Int	-	869	255	255
Miscellaneous Expenses	25	-	100	100
<b>Debt Service</b>	<b>25</b>	<b>17,536</b>	<b>13,689</b>	<b>11,689</b>
<b>Total Expenses</b>	<b>238,513</b>	<b>251,857</b>	<b>292,072</b>	<b>300,061</b>

## **Public Works**

### **Highway**

#### **Mission Statement:**

The mission of the Highway Department is to maintain the Town roads, and right of ways in accordance with Vermont's best management standards. We also provide for the safe and efficient movement of all of the traveling public by performing necessary repairs.

#### **Department Objectives**

The Weathersfield's highway department is here first and foremost to serve the citizens of our community. We take great pride in providing these services through safe, environmentally sustainable, and fiscally responsible practices. The Highway Department maintains 69.83 miles of roadways (13.5 miles paved, 56.33 gravel) by providing snow and ice removal, grading, maintenance of traffic control signs, maintenance of ditches, installation and maintenance of culvert systems, maintenance of our right of ways, and pavement repair. We work cooperatively with contractors and all Town departments to achieve Weathersfield's mission of maintaining a healthy, safe, and resilient community by delivering high quality municipal services in an efficient and fiscally responsible manner.

#### **FY2018 Accomplishments:**

- Completed Downer Hill ditching project
- Added 6,500 yards of gravel to roads
- Removed berm on 12+/- miles of roads hauling out materials improving 117 hydro connected road segments and bringing them up to Act 64 standards.
- Cut brush on 1.5 miles of road
- Purchased leaf blower to removed debris from roads and ditches which will improve grader efficiency
- Painted bodies on f-550 and t-12 ten-wheel dump truck
- Stone lined 300' ditch on Tarbell Hill
- Prep Bow sand pit for new Act 250 phase

#### **FY2019 Projects:**

- Rented excavator and ditched 3 +/- miles of road removing 4,500 yards of spoils, adding 2,500' of stone lined ditches, and seeded and mulched all other areas bringing them up to Act 64 standards.
- Rebuilt mowing machine and mowed 15 + miles of road saving \$3,750 in contracted mowing.
- Replaced seven culverts
- Cleaned material from major water turnouts cleaned ditches and inlets /outlets of culverts with backhoe (stone lined and seeded where needed) increasing control of storm runoff.
- Performed pavement repairs on Weathersfield Center Road, Kendricks Corner and Quarry Road.
- Prepped job site and worked with contractor to complete the Baltimore Rd. box culvert grant project.
- Complete Grant in Aide and Better Back Roads grant projects on Gird Lot Road to bring 7 segments up to Act 64 standards.
- Complete multiple crew trainings for road maintenance & safety.

**FY2020 Goals**

- Re-pave Weathersfield Center Road
- Re gravel 3+/- miles of roadway
- Purchase roller for grader
- Rent excavator to ditch roads for Act 64
- Replace 15 culverts
- Complete Better Roads grant project on Skyline Drive (if awarded)
- Complete grants in aid project if awarded
- Continue upgrading safety procedures and purchasing necessary equipment to meet VOSHA standards
- Implementation of new Assistant Superintendent position

**Outcomes of our investment will be:**

- Proper drainage and crowning of gravel roads (less material loss and wash out repairs)
- Increased productivity with grader
- Improved compliance with road standards
- Efficient storm water removal from our ditches
- Extend the life span of paved roads and reduced long term paving costs
- Repair hydraulically connected road segments to meet act 64 compliance
- Improved highway safety
- Provide safer work environment in accordance with state and federal standards
- Succession planning

**Performance Measures:**

- Improved grader efficiency, stormwater runoff, and road quality through road resurfacing, ditching and increasing road maintenance standards.
- Reduce the amount of hydraulically connected segments that do not meet Act 64 standards.
- Stabilize tax rate and increase paved road lifespan through capital paving plan.
- Comply with VOSHA standards to reduce workplace injuries.



**Line Item Budget:**

	FY17 Actual	FY18 Actual	FY19 Budget	FY2020 Proposed
<b>Revenue</b>				
<b>State Highway Aid</b>				<b>142,000</b>
<b>Permit Revenue</b>				<b>300</b>
<b>Debt Service Revenue</b>	<b>0</b>	<b>156,520</b>	<b>0</b>	<b>-</b>
Serv to Solid Waste	30,000	18,698	25,000	15,000
Serv to 1879 School	4,000	868	2,000	1,500
Hwy Serv to MM Hall	1,000	586	1,000	1,500
Highway Service to Library	1,000	-	500	500
Hwy Serv to SWD-Admin	6,250	14,188	7,000	9,500
Service to Police	2,200	1,060	2,000	2,000
Service to Dry Hydrant	400	1,333	2,200	500
Service to Municipal	2,850	972	2,000	2,900
Fuel to AVFD	2,700	1,890	2,800	1,600
Fuel to WWVFD	2,800	1,480	2,000	1,600
<b>Service to other Departments</b>				<b>36,600</b>
<b>Fund Balance prior year</b>				<b>97,845</b>
<b>Revenues</b>	<b>193,510</b>	<b>497,501</b>	<b>189,600</b>	<b>276,745</b>
<b>Expenses</b>				
Superintendent	59,003	67,281	64,893	59,151
Regular Wages	204,356	236,387	249,939	263,232
Overtime Wages	49,212	42,499	42,840	36,000
FICA	25,115	25,760	27,363	27,416
Retirement	20,153	13,300	16,869	15,231
Insurance Benefit	98,585	137,872	164,034	162,001
Workmen's Compensation	26,167	27,779	34,588	35,982
Unemployment Insurance	907	327	659	717
<b>Subtotal Personnel</b>	<b>483,498</b>	<b>551,205</b>	<b>601,185</b>	<b>599,730</b>
<b>Subtotal Office Expense</b>	<b>45,041</b>	<b>34,485</b>	<b>37,232</b>	<b>32,703</b>
<b>Subtotal Utilities</b>	<b>8,450</b>	<b>5,156</b>	<b>8,050</b>	<b>6,696</b>
Building Maintenance	-	1,604	2,000	-
Diesel Fuel	67,000	47,641	40,000	55,000
Gasoline	5,500	4,664	4,200	4,000
Repairs & Supplies	76,500	56,178	60,600	67,000
Paving repairs	2,200	789	1,100	51,000
Grader & Snow Plow Blades	7,500	5,507	8,000	8,000
Equipment	1,500	5,963	500	7,500
Safety Equipment	3,000	1,075	3,000	5,000
Tires	10,000	13,667	7,000	7,000
Chains	12,000	7,223	10,000	7,500
<b>Subtotal Highway Garage &amp; truck Expenses</b>	<b>185,200</b>	<b>144,309</b>	<b>136,400</b>	<b>212,000</b>

Pave Class 2		37,886		
Salt	-	41,330	48,000	50,000
ShurPac	-	1,742		
Gravel/Road material	45,000	64,613	100,000	77,000
Chloride	-	36,396	20,000	35,000
Guard Rails	75,000	-	10,000	-
Culverts	12,000	-	27,000	7,000
Road Signs	8,000	1,207	1,000	1,000
Reclamation and Other Exp	4,000	-	1,000	2,500
Contract Work	15,000	11,606	10,000	9,100
Match for grants				12,500
Summer Mowing	6,800	5,950	10,000	10,000
<b>Subtotal Road Material &amp; repairs</b>	<b>165,800</b>	<b>200,729</b>	<b>227,000</b>	<b>204,100</b>
<b>Subtotal Fees and permits</b>	<b>12,000</b>	<b>18</b>	<b>2,700</b>	<b>2,700</b>
<b>Debt Service</b>				
Capital Purchase	100	157,117		
Debt Service Light Duty T	-	11,667	11,666	
Debt Service Dump Truck	-	-	233	
Debt Service Grader lease	33,988	33,988	33,988	34,000
Debt Service 2018 Plow Truck	39,483	38,334	34,000	31,304
Debt Service 18 Plow Truck-Interest	-	758	500	3,444
Debt Service Well/Furnace	-	18,334	18,332	
Debt Service Well/Furnace-Interest	38,986	-	367	
<b>Subtotal Debt Service</b>	<b>112,557</b>	<b>260,666</b>	<b>99,086</b>	<b>68,748</b>
<b>Subtotal Fund Balance</b>				<b>97,845</b>
<b>Total Expenditures</b>	<b>1,012,546</b>	<b>1,196,568</b>	<b>1,111,653</b>	<b>1,224,522</b>

## **Transfer Station (Non-Tax supported Enterprise Fund)**

### **Mission Statement:**

The mission of the transfer station/recycling center is to provide the residents of the Town of Weathersfield a safe, simple, clean facility to dispose of their trash, recyclables and other waste materials in a proper and environmentally friendly manner, and in accordance with the laws of the State of Vermont.

### **Department Objectives**

The Weathersfield transfer station currently provides sanitation services to the three towns of Weathersfield, Reading, and West Windsor. These services are provided by collecting and disposing of solid waste, construction/demolition debris, and brush. The transfer station also collects and recycles, 1-7 plastics, paper goods, metals, glass, food scraps, tires, batteries, lights, electronics, and other recyclable items. We do not accept paints, chemicals or other hazardous materials, but the regional solid waste district does host hazardous waste collection days around our region annually.

### **FY2018 Accomplishments:**

- Installed zero sort compactor which diverted 35% more recycling out of our trash stream into the recycling system.
- Change traffic pattern to improve traffic flow
- Cleaned transfer station and installed new signage
- Implemented food scrap collection
- Increased burning to maintain controllable brush pile size which reduced the need for Highway Department assistance.
- Scheduled weekly pickup instead of trying to fill container reducing overtime costs and administrative time.

### **FY2019 Projects:**

- Install new shed/office
- Work with Regional Solid Waste District to improve efficiencies with electronics recycling
- Transfer station employees taking on more administrative functions to reduce the need for Highway Department assistance.
- Looking for efficiencies in tire recycling.

### **FY2020 Goals**

- Plan for replacement of trash compactor.
- Restructure fees for West Windsor for better accounting

### **Outcomes of our investment will be:**

- Maintain capital investment for continued service.
- More reliable and accountable revenue stream

### **Performance Measures:**

- Maintain positive balance in the transfer station fund
- Provide services in compliance with state and federal regulations
- Continue to increase diversion rates

**Line Item Budget:**

	FY17 Actual	FY18 Actual	FY19 Budget	FY2020 Proposed
<b>Revenue</b>				
Solid Waste Assessment	76,750	76,750	80,550	81,100
Reading Assessment	18,635	18,635	18,635	18,635
West Windsor Permits stickers		-	15,000	
Solid Waste Tokens	130,447	137,361	140,000	140,000
Solid Waste-Reading-(punch)	4,813	1,750	3,500	3,309
Solid Waste-West Windsor-(punch)	24,935	5,760	8,750	6,000
Solid Waste-Duplicates	273	215	350	284
Tire Disposal Fees		-	150	
C & Demo disposal income		147		
Recycling Income	4,255	10,508	4,000	13,000
Solid Waste Reserve		24,433	-	
Sale of equipment		4,500		
<b>Revenues</b>	<b>260,108</b>	<b>280,058</b>	<b>270,935</b>	<b>262,328</b>
<b>Personnel</b>	<b>45,354</b>	<b>52,314</b>	<b>57,964</b>	<b>58,567</b>
Operators Wages	22,828	24,774	24,024	23,136
Attendants Wages	13,108	16,655	16,454	17,224
Solid Waste Overtime Wage	139	415	100	100
FICA	2,797	3,200	2,913	3,088
Retirement	1,465	1,905	1,561	1,715
Insurance Benefits	387	76	6,773	6,874
Workmen's Compensation	4,534	5,203	5,970	6,349
Unemployment Insurance	96	87	169	81
<b>Supplies</b>	<b>148</b>	<b>280</b>	<b>200</b>	<b>200</b>
Permits/Disposal Tickets	807	836	1,000	800
Advertising	282	-	100	100
Uniforms & Cleaning S.W.	774	641	800	800
Repairs and Supplies	523	2,928	1,000	1,538
Safety Equipment	350	-	400	300
Facility Construct/Maintenance	4,405	1,589	1,000	1,500
Maintenance		-	500	300
HW service to SW	26,333	16,826	25,000	15,000
Highway-Admin Support	6,250	9,231	7,000	9,500
Town Office Support	6,250	19,049	18,750	15,650
Permitting Fees/Expenses	21,650	-	100	
Contractual Rental Expense	160	117	1,700	185
Depreciation	2,060	-	3,500	2,060
Annual Audit of accounts	2,575	1,359	2,800	-
Expense Reimbursement		-	100	50
<b>Office Expenses</b>	<b>72,567</b>	<b>54,169</b>	<b>64,050</b>	<b>47,983</b>
<b>Utilities</b>	<b>1,848</b>	<b>1,897</b>	<b>2,300</b>	<b>3,496</b>

Trash Tipping	56,202	55,453	60,000	60,000
C&D Tipping	16,490	25,322	21,000	25,000
Trash-Pick up(trucking)	9,331	11,271	10,000	10,000
C&D pick up(trucking)	6,687	13,672	9,000	14,000
Zero Sort Pick up & Tipping	27,171	12,190	30,000	15,000
Glass/Compost/mixed	8,562	23,787	5,000	25,000
Disposal of Tires	904	-	1,500	1,000
<b>Tipping and Recycle Expenses</b>	<b>125,347</b>	<b>141,695</b>	<b>136,500</b>	<b>150,000</b>
<b>Insurance</b>	<b>1,880.00</b>	<b>1,610.81</b>	<b>1,836.00</b>	<b>1,466.68</b>
Transfer to S.W. Reserve	2,000	-	8,285	
Transfer to Fund Balance	2,575	-		
<b>Subtotal fund balance/reserve</b>	<b>4,575</b>	<b>-</b>	<b>8,285</b>	<b>-</b>
<b>Expenses</b>	<b>251,571</b>	<b>251,687</b>	<b>270,935</b>	<b>261,512</b>

## **Library**

### **Mission and Program Description:**

The mission of the Weathersfield Proctor Library is to provide open and convenient access to information, through traditional resources and evolving technologies, to citizens of all ages in the town of Weathersfield. The library contains materials that complement the educational programs of the Weathersfield School and that can be used by those pursuing life-long learning. The library intends to serve as a vital center for community life by providing meeting and exhibition space for community groups. Because the town of Weathersfield encompasses a large geographic area, with great distances between settlements, the Weathersfield Proctor Library will do everything in its power to provide public services to all residents of Weathersfield.

### **Department Objectives**

- Serve as a center for lifelong learning by supporting programs and materials that enable our community members to learn and grow throughout their lifetimes.
- Partner with the local school district and local, licensed, daycares to increase literacy and participation in library programs, and to make use of services offered to children and their families.
- Promote programs and events through a variety of media sources.
- Provide helpful staff that is available to assist with patron needs.
- Make the library building and grounds, as well as offsite programming events, gathering places where community members can socialize.

### **FY2018 Accomplishments:**

- Basic utilities, salaries, benefits, and library materials.
- From the library budget, additional funds are set aside for the payment of transitioning materials between Green Mountain Library Consortium libraries.
- From the library budget, additional funds are set aside to allow for the access to digital collections through Overdrive.
- Funds included allow the Weathersfield Proctor Library to provide Wi-Fi and internet access.

### **FY2019 Projects:**

- Children's Room completed.
- Collection development – Library of America, manga, graphic novels.
- On-site movie license.
- Weathersfield Proctor Library Policy Manual rewritten and updated.
- Social Media Policy written and adopted.
- Establish a Middle School after school book club that meets weekly at the library.
- Serve as a host site for the local Girl Scout troop.
- Upgrade computers and attendant infrastructure.
- Co-hosted third annual Trunk or Treat at Hoisington Field.
- Co-hosted first annual Spring Egg Hunt at Hoisington Field.
- In partnership with the Weathersfield Parks and Recreation Committee we made a collection of snowshoes available to the community that can be signed out like our other materials.
- Hosted Newell Green Photograph Exhibit.

**FY2020 Goals**

- Establish a Special Collections and Local History Room that has a genealogy dedicated computer and genealogy print reference collection.
- Establish programming specifically designed to attract teen-aged students to the library
- Conduct a study to determine need and ability to provide small business office space.
- Establish an heirloom seed library and agricultural print collection.
- Cultural heritage exhibits and lectures.

**Investment Outcomes:**

- Supporting literacy development for people of all ages and contributing to the success and quality of life for all members of our community.
- Increase visibility and importance of public library use to Weathersfield school children and families will support an improvement in literacy and learning.
- Promoting library services, activities and programs creates awareness of how the library can serve the needs of community members.
- A trained and knowledgeable staff is better able to help the library patrons in an efficient manner. This is valuable both with traditional technologies and rapidly changing digital technologies.
- When the library becomes a gathering place, it provides a sense of community to those who socialize with their neighbors.

**Performance Measures:**

	FY 2016-2017	Effectiveness Measures	FY 2016-2017	FY 2017-2018
Registered Borrowers				
Adult	674			
Child	114	Attendance		
		Adult	2952	3163
Holdings		Young Adult	165	151
Adult Print	4565	Child	422	767
Adult Video	827			
Adult Audio	358	Program Attendance		
Young Adult print	479	Adult	677	757
Young Adult Audio	57	Young Adult	36	33
Child print	3331	Child	95	413
Child Video	93			
Child Audio	115	Computer Use	371	364
		Reference	188	328
Online Holdings				
eBooks	8515	Total Attendance	4906	5984
Audiobooks	4658			
Circulation				
Adult Print	1534			
Adult Video	1467			
Adult Audio	205			
Young Adult print	133			
Young Adult Audio	18			
Child print	1442			
Child Video	121			
Child Audio	33			



**Line Item Budget:**

	FY17 Actual	FY18 Actual	FY19 Budget	FY2020 Proposed
<b>Revenue</b>				
Transfer from Reserve		-		
Library Miscellaneous		1,000		
Library CD interest	32			
E-Rate Internet Reimbursement	514		1,500	
Copies-Printing Revenue	265	161	300	200
<b>Revenue</b>	<b>811</b>	<b>1,161</b>	<b>1,800</b>	<b>200</b>
<b>Expenses</b>				
Librarian Wages	33,496	35,607	45,478	46,387
Library Assistant	8,258	7,939	7,354	8,967
Youth Serv Librarian Wage	1,507	6,207	6,391	8,561
Library Custodial Wages	2,600	2,650	2,600	2,600
Accrued Vac-Comp Exp	-	-		
F.I.C.A.	3,434	3,907	4,730	5,088
Retirement	1,842	1,918	2,565	2,667
Insurance Benefits	25,443	23,067	26,496	24,948
Employee Benefit Option	-	-		
Workmen's Compensation	(392)	(278)	272	293
Unemployment Insurance	97	87	169	133
<b>Personnel expenses</b>	<b>76,285</b>	<b>81,104</b>	<b>96,055</b>	<b>99,644</b>
Library Supplies	2,674	388	750	750
Office Supplies	248	314	350	350
Postage	444	946	800	1,250
Advertising	-	163	300	500
Copier Lease	1,511	1,012	2,000	1,500
Computers	2,260	500	1,500	2,447
Software	-	-	50	-
Fiber Connect Service	2,914	(862)	2,950	3,200
Tuition and Training	-	119	300	500
Trustees Expense	-	-	100	250
Travel Reimb/Librarian Exp	311	579	800	1,000
Utilities	1,174	1,440	2,200	2,600
Telephone	990	1,093	1,200	825
Heating and Fuel	1,353	1,465	1,500	1,500
Water	255	296	400	300
Legal Expenses	-	-	150	150
<b>Administrative expenses</b>	<b>14,134</b>	<b>21,459</b>	<b>16,575</b>	<b>17,122</b>
<b>Building &amp; Maintenance expenses</b>	<b>2,367</b>	<b>2,797</b>	<b>5,418</b>	<b>3,925</b>
<b>Dues &amp; Memberships</b>	<b>589</b>	<b>715</b>	<b>1,150</b>	<b>1,050</b>
<b>Library Programs expenses</b>	<b>864</b>	<b>697</b>	<b>800</b>	<b>1,200</b>
<b>Media &amp; Books</b>	<b>6,359</b>	<b>3,969</b>	<b>8,450</b>	<b>9,000</b>
<b>Expenditures</b>	<b>100,598</b>	<b>110,740</b>	<b>128,448</b>	<b>131,941</b>

## DELINQUENT TAX COLLECTOR'S REPORT AS OF 06/30/2018

Tax Year	Payment 1	Payment 2	Payment 3	Payment 4	Interest	Penalty	Other	Total
2003-2004	1214.4	1214.4	1214.4	1214.4	11353.99	291.45	0	16503.04
2004-2005	1483.09	1483.09	1483.09	1483.09	14284.46	474.6	0	20691.42
2005-2006	1597.12	1597.12	1597.12	1597.12	14232.2	511.08	0	21131.76
2006-2007	1221.08	1221.08	1221.08	1221.08	10002.68	390.76	0	15277.76
2007-2008	955.81	955.81	955.81	955.81	7141.32	305.84	0	11270.4
2008-2009	166.56	166.56	166.56	166.56	1121.71	53.28	0	1841.23
2009-2010	451.38	451.38	451.38	451.38	2741.81	132.63	0	4679.96
2014-2015	0	0	0	515.52	-11.07	0	0	504.45
2015-2016	3532.3	4550.79	4550.79	5181.01	7479.86	1324.88	0	26619.63
2016-2017	1374.91	8619.5	13241.42	18604.02	9638.85	2939.68	0	54418.38
2017-2018	19953.02	28535.52	38029.43	57824	8171.86	11044.47	0	163558.3
TOTALS	31949.67	48795.25	62911.08	89213.99	86157.67	17468.67	0	336496.33

## TRUSTEES OF PUBLIC FUNDS

### *Annual Report 2018*

Please find below an explanation of the various funds we monitor:

**The Cemetery Funds** (Grout, Plain, Bow, and Hunt-Cilley Funds) are dedicated to the upkeep of various cemeteries or portions of cemeteries located in Weathersfield.

**The Campbell Fund** was created by Windsor resident David Richard Campbell (1794-1885), who bequeathed funds to four Windsor County towns for "the aid and support of the indigent poor and paupers of said towns". Grants have been made for example for fuel assistance, critical house repairs, and emergency shelter.

**The Conner Fund** was created by Weathersfield resident, Edward Conner, at times spelled Connor, who died around 1866 for "the purchase of clothing and school books and other things for the comfort of needy children". We once again, accessed this account to pay for a student to rent a musical instrument at Weathersfield School and we sent a child to music camp over the summer.

**The Erna Polle Nature Education Fund** was created in her memory (1895-1975) by her friends, the income to "pay for awards or scholarships for students who exhibit a love of nature or who demonstrate outstanding skills in the field of science".

**The Hicks-Nichols School Fund** was created on paper by John Hicks in 1951 to be funded with the remainder, at Henry Hicks' death (1906-1986), of a trust created for his widow and for his son Henry, "the income, only, to be used as the School Board of said Town of Weathersfield may direct for public school purpose, only, in said Town of Weathersfield".

**The Hoisington Fund** was bequeathed by Edward C. Hoisington, a relative of Romaine Tenney by marriage, in three portions, to purchase (1950), develop, and create income for the maintenance of the land near the "Perkinsville School House ....to be used as a public playground". This is now known as Hoisington Field. The pavilion was very busy this summer and enjoyed by many. The Weathersfield Parks and Recreation Committee installed two new horseshoe pits this fall and the first horseshoe tournament was held!

**The Mary Peirce Prize Speaking Fund** was created by her friends and relatives in her memory (1888-1975), the income to be used to "enrich the educational experience of the school children of Weathersfield by encouraging among them the memorization of great poetry or prose, or the recitation of an original work, ....to pay for prizes awarded to participants in a contest to be known as the Mary Peirce Prize Speaking Contest".

**The Agnes Torp Bicentennial Fund** was created by the Weathersfield Bicentennial Committee to support the care of the trees in the Memorial Grove and to provide prizes to middle school students for the three best historical essays.

**The Proctor Library Fund** was established by a donation of Katherine Chapman in 1967 to be used for the purchase of library books.

**The Rachel Jensen Music Award Fund** was created in her honor by donors for awarding an outstanding 8th grade music student who has been in the band at least 2 years. School Staff choose the recipient, yearly. Thank you to Mr. and Mrs. David Fuller for having a fundraiser to help replenish the funds in this account.

If you are in need of our support or would like to make a contribution to any of the funds, please contact the Town Office or one of the Trustees listed below. It is a pleasure to support the residents of Weathersfield.

Submitted by your trustees:

Steven Hier

Beverly Howe- Fluette

Bette Jo Esty

TRUSTEE OF PUBLIC FUNDS ANNUAL ACTIVITY SUMMARY  
*Summary for 2017-2018*

**FY18 PUBLIC FUNDS ACTIVITY**

FUND	Balance at 6/30/2017	Interest & Dividends	Transfers & Receipts	Earned Gains or Losses	Fees	Market Contributions & Fluctuations	Paid to Beneficiaries	Balance at 6/30/2018
Campbell	\$89,663.29	\$1,999.90		\$1,476.73	\$856.50	\$2,259.29	\$300.00	\$94,242.71
Conner	\$51,723.48	\$1,148.82		\$846.62	\$763.03	\$1,471.85	\$277.00	\$54,150.74
Hoisington	\$40,176.35	\$802.89		\$662.34	\$419.15	\$1,140.67		\$42,363.10
Pierce	\$5,548.05	\$123.84		\$91.46	\$70.85	\$157.53		\$5,850.03
Polle	\$5,476.51	\$122.25		\$90.29	\$69.94	\$155.47		\$5,774.58
Torpe	\$4,126.76	\$82.47		\$68.05	\$43.06	\$117.17		\$4,351.39
Proctor Library	\$10,874.47	\$192.44		\$131.39	\$109.25	\$314.60	\$3,000.00	\$8,403.65
Hicks-Nichols	\$903,094.74	\$19,949.98		\$14,653.22	\$11,407.79	\$25,904.53	\$14,962.83	\$937,231.85
Grout Cemetery	\$24,665.41	\$546.40		\$401.92	\$312.50	\$705.60	\$300.00	\$25,706.83
Plain Cemetery	\$439,899.42	\$9,651.51		\$7,121.76	\$5,523.47	\$12,382.05	\$8,020.72	\$455,510.55
Bow Cemetery	\$11,146.28	\$248.82		\$183.75	\$142.38	\$316.48		\$11,752.95
Hunt-Cilley	\$17,226.04	\$384.54		\$283.97	\$220.00	\$489.08		\$18,163.63
Jensen	\$616.55	\$13.75		\$10.17	\$7.89	\$17.53		\$650.11
TOTAL	\$1,604,237.35	\$35,267.61	\$0.00	\$26,021.67	\$19,945.81	\$45,431.85	\$26,860.55	\$1,664,152.12

## TOWN CLERK'S REPORT

As I have in the past, I'm listing some of the services that are provided by my office:

- Voter registration
- Dog licenses
- Working Farm Dog Licenses
- Liquor Licenses
- Civil Marriage licenses
- Fish & Wildlife licenses
- Land Postings
- Green Mountain Passports
- Recording of Energy Efficient Certificates
- Recording of Mobile Home Bill of Sale
- Recording and filing of all vital statistics: births, deaths, marriages & burial permits
- Notarizing papers & documents
- Certifying documents, deeds & vital stats
- Renewals of Motor Vehicles including: cars, trucks, trailers, RV's, ATV's, etc.

**I am very sad to say that I have lost my very dear and dedicated Assistant Town Clerk, Marion Ballam. Marion had been my very capable assistant for thirteen years and was always very helpful to those she was assisting. She has been sorely missed. Nick Stapleton has stepped into that position and was a huge help to me at the General Election. Nick is a graduate of Keene State College (2018) and is learning what it means to be an assistant clerk. Nick's training is coming along quite well by helping attorneys, researchers, surveyors, doing dog registrations, DMV renewals and the many other services that my office offers.**

**I would like to take this opportunity to thank Mike Stankevich, who is a Justice of the Peace and chairs the Board of Civil Authority and Board of Abatement meetings, as well as being a dedicated election official. Also, a thank you to the other BCA members for their loyalty in working at the elections and a special thank you to all the other volunteers who we always count on to help out on election day. We could not have our elections run so well without you. We are always looking for people who would be interested in working at the polls on election day. If this is something you may want to do please call the town clerk's office.**

### NEW VOTING INFORMATION

On January 1, 2017, **Same Day Voter Registration** went into effect. This means that a person who is a resident but not a registered voter in our town on election day may come into the polling place, complete an application to be added to the voter check list, and be able to vote in the election that same day. Also, on January 1, 2017, Vermont Department of Motor Vehicles launched their Automatic Voter Registration bill which is when a person gets a new license or an address change at the DMV, the information they submit is transmitted to us for voter registration purposes **unless** the person declines by checking a box on the form. Previously the person had to check a box to say they **did** want the information used for voter registration, now they have to check the box to say they **do not**; it has shifted from an "opt-in" system, to an "opt-out".

### VERMONT ELECTIONS MANAGEMENT SYSTEM (VEMS)

- \* **Elections Management System (EMS)** - includes a new statewide voter checklist and

other resources and tools to be used by town and city clerks across Vermont to conduct all of their election related business - from registering voters, to processing absentee ballot requests, to entering election results;

\* **New Online Voter Registration Tool** - allows all eligible Vermonters to submit their voter registration application online anytime and anywhere they can access the internet;

\* **New “My Voter Page”** - online resource that allows every registered voter to login and have access to a unique, voter-specific web page where they can request an absentee ballot, track its status, update their voter registration record, find their polling place, view a sample ballot, and much more.

The online voter registration page can be found at <http://olvr.sec.state.vt.us> and the My Voter Page login can be found at <http://mvp.sec.state.vt.us>.

## **THE NEW VITAL RECORDS LAW (Act 46) AND WHAT IT MEANS FOR YOU**

The Vermont Legislature passed Act 46 in May 2017, which significantly changes the state laws that govern vital records - namely, birth and death certificates. The new law and rules will enhance the safety and security of birth and death certificates, provide better protection against misuse of these legal documents, and reduce the potential for identity theft. Additionally, the changes streamline the entire statewide system for creation, storage and tracking of birth and death certificates. Act 46 will impact anyone who seeks a copy of a Vermont birth or death certificate. The changes go into effect on July 1, 2019. The most notable changes are:

- Only family members (as defined in Act 46), legal guardians, certain court-appointed parties or legal representatives of any of these parties can apply to obtain a certified copy of a birth or death certificate. In the case of a death certificate only, the funeral home or crematorium handling disposition may apply for a certified copy.

- An individual must complete an application and show valid identification when applying for a certified copy of a birth or death certificate.

- An individual who refuses to complete the application or cannot provide valid identification will be ineligible and referred to the Vital Records Office.

- Certified copies of birth and death certificates can be ordered from any town, not just where the birth or death occurred or where the person was a resident.

- Certified copies will be issued on anti-fraud paper.

- Access to noncertified copies (previously called “informational” copies) is not significantly changed by the new law or rules.

- Marriage, civil union, divorce or dissolution certificate copies and processes are not affected by the new law or rules.

## **DOG REGISTRATION**

We have a new category in dog licensing, which is a “working farm dog”. A working farm dog is defined as a dog that is bred or trained to herd or protect livestock or poultry or to protect crops and is used for those purposes and that is registered as a working farm dog. Anyone who owns such a dog and intends to use it on a farm shall register it with the town clerk and pay an

additional fee of \$5.00 for a working farm dog license. The dog is exempted from municipal regulations such as, barking or running at large in order to herd or protect livestock, poultry, or crops when it is on the property of the person who registered it.

During the 2015 legislative session, a new bill was passed and signed into law. This was another additional fee of one dollar (\$1.00) which was added into the VSNIP program and became effective July 1, 2015. This law provides low cost spay/neuter service for low income persons. This two (2) part Act directly affects the registration of your dog as follows:

1. The State of Vermont has established a Dog, Cat and Wolf-Hybrid Spaying and Neutering Program and Fund (VSNIP). This low cost income Spaying and Neutering Program and Fund was authorized and established to help offset the costs associated with sterilizing dogs, cats, and wolf-hybrids. The funding for the program will be a mandatory license fee surcharge of \$4.00 per license, collected by each city, town or village.

2. The time required between rabies booster vaccinations was increased to three (3) years after the initial vaccination which is administered within the first twelve (12) months of age.

\*The deadline for registering your dog is April 1<sup>st</sup>. **By State Law**, all dogs/wolf hybrids in town must be registered and show proof of current rabies vaccination. To register, just bring in the original rabies certificate signed by your veterinarian along with the appropriate fee of \$10.00 for neutered/spayed dogs and \$14.00 for non-neutered/spayed dogs. After the April 1<sup>st</sup>, deadline a 50% late fee will be charged. You may also do your registering by mail but please make sure to include a self addressed stamped envelope.

**Please take note: If you did not register your dog/wolf-hybrid last year, when you register this year you will be charged last year's late fee plus this year's current fee.** If you no longer have your dog, **please** call the Town Clerk's office and let us know or you will be receiving a letter and/or a visit from the Constable.

## **GREEN MOUNTAIN PASSPORT**

This is a discount program for seniors and veterans. Green Mountain Passport holders are eligible for reduced prices on goods and services from many of Vermont's private businesses and for free admission to Vermont state parks, museums, and events which are fully state sponsored. To be eligible for a passport, a person must be:

- a legal resident of Vermont and be
- 62 years of age or more or
- a veteran of the uniformed services
- a resident of the Vermont Veterans Home in Bennington.

To receive a Green Mountain Passport, just come in to the Town Clerk's office, fill out an application and pay a fee of \$2.00.

## **JUSTICES OF THE PEACE**

In November, 2016, at the General Election, we voted in ten (10) Justices of the Peace, some of whom were incumbents and some very new to the position. Justices of the Peace serve a two (2)



year term from February 1<sup>st</sup> to January 31<sup>st</sup>. The general duties/responsibilities of a Justice of the Peace are as follows:

1. Justices serve as a member of the Board of Civil Authority, which by law is responsible for serving collectively as the local election officials at all elections. Justices are also responsible for delivering absentee/early ballots to voters at election time.

2. Justices have a responsibility in the Town's tax appeal process. As a member of the Board of Civil Authority, they sit to hear the tax appeals of citizens aggrieved by the final decision of the listers. Justices also sit as a member of the municipality for the abatement of taxes, known as the Board of Abatement.

3. Justices may solemnize civil marriages in Vermont.

4. Justices may administer oaths in all cases where an oath is required, unless the law makes a different provision.

5. Justices may serve as a magistrate when so commissioned by the supreme court.

The following is a list of our Justices of the Peace who have served from 2/1/2017 to 1/31/2019

Gregg P. Adamovich  
N. John Arrison  
Everett Bingham  
Daniel E. Boyer  
Steven A. Hier

Ellen F. Clattenburg  
Richard N. Clattenburg  
C. Peter Cole  
Michael J. Stankevich  
Ginger J. Wimberg

Flo-Ann Dango, CVC  
Town Clerk

## **VITAL STATISTICS**

*01/01/2018 - 12/31/2018*

### **BIRTHS**

Amidon, Madexx Marcus  
Haber, Macey Elizabeth  
Rogers, Wyatt Oliver  
Swan, Skylar Zadell  
Bonds, Caleb Nolan  
Compo, Evelyn Grace  
Cawvey, Genevieve Erin

Christie, Aarav Christie  
Moore, Conrad C.  
Steele, Samantha Rae  
Tufts, Noah Matthew  
Bonds, Samuel Neil  
Stankevich-Farnsworth, Parker William  
Graziano, Dominic Santo

### **DEATHS**

Victor P. Jarvis 2/1/16 (inadvertently left off list in prior years)

Edmund A. Basso  
R. David Gaito  
George A. Hubbard, Jr.  
Kathleen M. Ovitt  
Russel Roy  
Russell T. Thompson  
Anna C. Giddings  
Travis Eldon Hodgdon

Erica Janson Butterfield  
Edward R. Gosselin  
Laura C. McNaughton  
Elizabeth J. Potwin  
Patricia Stevens  
Thomas Philip Heiser, Jr.  
Mary A. Reilly  
Nancy Lee Glynn

### **BURIAL PERMITS**

Sylvia M. Carpenter  
Eda Estey  
Eugene E. Meyette  
Samantha Rossi  
Gordon Whitney Therrien  
James Rielly

Ruth V. Dunning  
Marion Elizabeth Green  
Laszlo Prepost  
Gordon B. Therrien  
Don L. Connor

## CIVIL MARRIAGES

*01/01/2018-12/31/2018*

Matthew G. Markwell	&	Sarah L. Labbe
Drew A. Connolly	&	Amber K. Blake
Dylan L. Bastian	&	Emily E. Antonivich
David W. Jarvis	&	Amanda M. Tarajkowski
Ryan M. Hammond	&	Alyssa K. Johnson
Thomas J. Mann	&	Katherine M. LaFlam
Chester S. Fox	&	Melissa K. Golshneider
Christopher A. Maggiolo	&	Laura D. Kapushinski
Eugene E. Heselton	&	Cynthia I. Earle
Wesley E. Boardman	&	Kelly A. Hall
Jonathan M. Manley	&	Ashley L. Potwin
Keith A. Graham	&	Courtney N. Max
Travis S. Rich	&	Katelyn E. Wescott
William L. Waite	&	Megan M. Januszewski
Charles M. Buckley	&	Abigail L. Stoughton Renaud
Johnathan C. Kay	&	Maggie J. Correa
Kevin A. Clement	&	Karen L. Webb
Dakarr M. Thorsson	&	Mary B. Wyatt

## ASCUTNEY VOLUNTEER FIRE ASSOCIATION



Ascutney Fire Department lost lifetime member, Thomas Heiser, in October 2018. Tom joined AVFD in 1973 as a firefighter, later earning the rank of captain between the years of 1980-

1995. His lifetime membership was earned in 2000, and though not active in the fire service, Tom was an integral part of our membership, serving as keyman to the Forest Fire Warden for over 30 years and will be deeply missed. AVFD responded to over 350 calls in 2017-2018. Despite our many hours on scene, we also conducted weekly trainings including: driver training, pumping, SCBA, hose advancement, vehicle extrication, as well as medical training in CPR, AED, blood-borne pathogens, concussions in the fire service, and the use of narcan. Our members took part in classes regarding the dangers of power lines, arson investigation, active shooter, and the use of the ladder truck. We also had members begin Firefighter 1 training and EMT classes.

Fundraising continues to be a primary source of funding and helps to supplement the day-to-day operations of the department, for which we are very grateful. This year, we were able to host many fundraisers including: our annual Chief's Golf Tournament, the Mothers' Day plant/flower sale, both the Summer and Fall yard sales, the Chief's annual pie sale in October, as well as the suppers held at Martin Memorial Hall during the early months of winter. We also have been fortunate to gather monies from local businesses such as Ascutney Market and Jiffy Mart allowing AVFD to place change collection boxes in both locations. AVFD shirts, mugs, and winter hats continue to be for sale at Ascutney Fire and Ascutney Market.

I would like to thank the men and women who dedicate their time away from their loved ones to be of service to the Town of Weathersfield. It is not just the members who are impacted by the late nights and long hours on scene, but also their families who sacrifice family gatherings, events, and special times together for their firefighter to be able to do what they love in the fire service. It is truly a commitment on the part of all involved.

Lastly, I would like to take a minute to convey that the Ascutney Volunteer Fire Association has voted as a membership not to concede to the Town's efforts to

create a municipal fire department. For many of our members, they have spent their lives in dedication to Weathersfield and the surrounding towns as a mutual aid department. It is legacy for some, passion for others, and for all- a personal drive and desire to ensure the safety of our town's residents. For those of you who may have questions regarding our decision as an association, please feel free to talk with one of our members or stop by any Tuesday we are training at the station. We'd love to engage the community in constructive conversation.

Respectfully, Chief Darrin R. Spaulding

### AVFA Membership Roster

**Spaulding, Darrin** CHIEF, 2nd Vice President

**Brown, Shawn** DEPUTY CHIEF

**Rogers, Les** CAPTAIN

**Gurney, Derek** 1ST LIEUTENANT

**Gurney, Terri** 2nd LIEUTENANT

**Girard, Mark** PRESIDENT

**Hodgdon, Carissa** VICE TREASURER

**Aldrich, Tony** EXEC. BOARD

**Thomas, Barbara** EXEC BOARD

Hodgdon, Colby,

Gurney, Sara

Foulois, Connor

Putnam, Aaron

Renaud, Joseph

Knight, Rob

Brehme, Mike

Koloski, Nick

Bergeron, Rick

Shand, Ernest

Fontaine, Chad

Shand, Loraine

Sharpe, Nick

Spaulding, Rodney

Brown, Steve

## BOARD OF LISTERS REPORT

The 2018 Grand List was filed with the Town Clerk with post-appeal totals of \$3,254,134.00 municipal, and \$3,247,502.00 education. There were 13 appeals heard by the Board. There were no appeals to the BCA.

Lister grievances are generally held in June of each year, at which time any property owner may meet with us to discuss their assessment. If you would like to request a grievance hearing with us, please do so in writing at any time during the year and we will hold your letter until the next grievance period. Please do not wait until receiving your tax bill to contact us as the bills are printed and sent after the grievance deadline.

We would like to remind property owners that the State of Vermont requires filing of a Homestead Declaration for all property which is owned and occupied by a Vermont resident as his or her principal home on April 1 of each year. At the same time, you may apply for a property tax adjustment through the State of Vermont.

If you have a survey of your property which has not been recorded with the Town Clerk's office, please consider bringing it in to our office so that we can make our tax maps as accurate as possible.

Our office is open to the public: Monday and Wednesday from 11 am – 4 pm; Tuesday from 9 am – 4 pm; Thursday from 9 am – 5:30 pm or by appointment for other days and times. Please feel free to stop in or call if you have any questions about your valuation.

As always, we would like to thank you for the courtesy and cooperation extended to us during visits to your property.

Respectfully submitted,

Board of Listers  
Carolyn Hier, Chair  
Lynn Esty  
Alexis Skalaban

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## TOWN HEALTH OFFICER'S REPORT

There were 14 public health issues addressed by the Health Officer in 2018. Three dog bites, two aggressive dogs, five issues had to do with solid waste accumulation, and one septic issue. There were no health orders written in 2018. The Town was informed by the State of Vermont of two rabid raccoons, and a positive test for West Nile. I would like to remind citizens to report any odd behavior noted in wildlife, that may indicate a rabid animal. I would also like to remind citizens to take precautions against mosquitoes and ticks when outdoors.

Residents may contact the Health Officer if they believe the Town Health Officer should investigate a possible public health hazard or risk or for an inspection under the Vermont Rental Housing Health Code.

Ed Morris, Health Officer

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## AGING AT HOME IN WEATHERSFIELD

Aging at Home in Weathersfield (AAH...) is a group of neighbors helping neighbors. We are Weathersfielders who help seniors and others who need assistance in order to remain in their homes in comfort and safety. We have a list of volunteers who are willing to assist with performing small tasks in the home, stop by for a friendly visit or lend a hand with a meal or two on an as needed basis. We can also direct you to services in our area which are geared to meeting the needs of seniors who choose to remain in their homes as they age.

We welcome new volunteers! Our meetings are usually the second Monday of the month, 1:00 PM at the RSVP office in Ascutney. Please give us a call at 802-236-2105 for questions. Information about Aging at Home in Weathersfield is also available at the back of the printed Weathersfield Directory or on the on-line version.

## WEATHERSFIELD FIRE COMMISSION

As of April 2018, the Weathersfield Fire Commission has a full complement of members and has been meeting regularly, once a month. Following the goals detailed in the Fire Commission's Policy and Procedures document created in the 1990s and revised in 2004 the commissioners have reviewed the town's ISO rating. The commission has assessed the water resources available in town and identified six (6) locations that should have either a dry hydrant or water tank installed. The commission has collected current fire department rosters and turn-out gear inventories and helped encourage joint training sessions for the two fire departments. For the immediate future, the commission plans to work closely with the select board as the town moves towards a municipal fire department.

The Weathersfield Fire Commission extends their tremendous appreciation to all volunteers who sacrifice personal and family time to train and respond to the emergency needs of Weathersfield community members, 24 hours a day, each and every day of the year.

Respectfully submitted November 1, 2018  
Nancy Nutile-McMenemy, Chair  
Weathersfield Fire Commission

Nancy Nutile-McMenemy, Chair  
at large member 3/2019  
Josh Dauphin, Vice Chair  
West Weathersfield Department Fire Chief  
Kelly Murphy, Secretary, select board rep.  
Darrin Spaulding, Ascutney  
Volunteer Fire Department Chief  
Tim Austin, at large member 3/2020

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## GOLDEN CROSS AMBULANCE

Golden Cross Ambulance, Inc. responded to assist a total of 288 patients between July 1, 2017 and June 30, 2018. The following is a breakdown of the emergencies.

- 180 Transports from Residential House Calls
- 10 Transports from Motor Vehicle Collisions
- 98 No Transports from Residential &  
Motor Vehicle Collisions

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288 Total Emergencies

Golden Cross Ambulance, Inc. would like to thank the townspeople of Weathersfield for allowing us to provide service for you during the past fiscal year, and

we look forward to serving your community in the years to come.

We would also like to thank the Ascutney Volunteer Fire Department and West Weathersfield Volunteer Fire Department for the assistance they have provided us on every call. The Town of Weathersfield is fortunate to have such a dedicated group of volunteers on both departments.

Sincerely,  
Dale R. Girard, President

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## WEATHERSFIELD FIRE WARDEN REPORT

The brush fire season came and went with no major incidents, due to the deep snow during the winter and the wet spring. Please keep in mind that a burn permit is always needed in the Town of Weathersfield and simply calling to inform me or one of the keymen that you intend to burn does not constitute a permit. An advanced warning of 24 hours is required by law to burn, for which a conversation with either a warden or keyman is necessary.

Our deepest condolences go out to the family of Tom Heiser, keyman of over 30 years, who passed away this past fall. He will be missed. Rest in peace, brother.

### Wardens/Keymen

**Darrin Spaulding**, Forest Fire Warden (802) 296-1888  
**Joshua Dauphin**, Deputy Fire Warden (802) 356-0623  
**Mychael Spaulding**, Keyman (802) 356-0038

**WEST WEATHERSFIELD  
FIRE DEPARTMENT**  
2017/2018

There was a couple large equipment purchases in the last 2 to 3 years that I did not mention in the town reports. The first one is after saving money for many years the department purchased a six wheel off road all-terrain vehicle called (ARGO) with an enclosed trailer for it. The Argo has proven itself on a variety of calls it's been on. We all love this machine and it's a very good asset to have in town.

The second one is that the department was fortunate enough to receive \$88,000 federal AFG grant. This grant allowed us to upgrade all of our radio communication equipment. Which includes portable radios, mobile radios, mobile repeaters, vehicle headsets and pagers. With doing our homework in purchasing everything that was outlined in the grant we had funds of \$10,000 left over. After doing the necessary paperwork we were able to use those funds. We purchased a washer/extractor and a drying system designed for the fire service with the funds. This will allow us to wash the toxins out and dry our fire gear after we have fires for our personnel.

We had five members complete firefighter two program through the state academy. This program was about 80 hours to complete. We also had five members complete a 16-hour ice water technician class. I would like to say job well done to those members for completing these courses. For the rest of the membership thank you for our normal training schedule that was done along with the time spent on our fundraising events. I know personally if you are an active member in the department it's a big commitment and a lot of volunteering. So thank you!

The last thing I would like the towns people to know is our membership is 100% behind us switching to a municipal department with the town. All of the members want the switch and we are trying to make it as easy as we can. The members voted on turning all assets and equipment over to the town with the ability of the use of our property and building. So please despite the rumors as a taxpayer do your part in obtain the truth in right information. You can do this by going to the meetings, reading the minutes on the town website, and watching the meetings on SAPA TV. This is a good thing to happen for the right reasons. From one of your fire departments in town and all of our members we hope you will stand behind us in this. To create one municipal Fire Department for the Town of Weathersfield.

Respectfully submitted  
Joshua Dauphin  
WWVFD Fire Chief

**WEST WEATHERSFIELD  
VOLUNTEER FIRE DEPT.**  
**OPERATING BUDGET**  
(July 1, 2017-July 1, 2018)



<b>Fiscal Year 2018/18</b>	
<b>Revenues</b>	
Donations	\$469.00
Sale of Old E-3	\$6,000.00
Interest	\$7.36
Town Reimbursement	\$2,142.75
Grants	\$28,731.00
Fundraising	\$10,846.52
Miscellaneous	\$172.58
Town Reimbursement/VLCT Training	\$1,695.00
Hazmat	\$6,150.00
Transfer from Savings (Edward Jones)	\$20,000.00
<b>Total Revenues</b>	<b>\$76,214.21</b>
<b>Expenses</b>	
<b>Town Allocated Expenses</b>	
Building ops & Grounds	\$490.03
Administrative	\$144.31
Equipment Maintenance	\$83.40
<b>Total Town Allocated</b>	<b>\$717.74</b>
<b>Dept. Allocated Expenses</b>	
Fire/Equip.	\$1,159.23
Training (VLCT)	\$2,427.23
AFG Grant Expenditures	\$30,039.27
Town Portion-Hazmat	\$1,237.50
Fundraising	\$2,503.67
Payment Portion for E-7	\$5,621.54
Donations	\$300.99
Supplies	\$509.83
General Funds	\$3,018.48
Edward Jones investment	\$20,040.00
Transfer to Savings	\$11,874.79
Town of Weathersfield Refund	\$50.62
Building & Ground/Admin. Operations Reimbursement From Town	\$1,749.64
Chief Stipend FY 17/18	\$3,000.00
<b>Total Dept. Allocated</b>	<b>\$83,531.80</b>
<b>Total of Town and Dept. Expenses</b>	<b>\$84,249.54</b>
Checking Account as of 6/30/2018	\$8,957.64
Savings Account as of 6/30/2018	\$3,001.58



<b>Fundraising 2017/2018</b>	<b>Income</b>	<b>Expense</b>	<b>Profit</b>
Stall Cleaning	\$1,050.00	\$79.20	\$970.80
Stall Cleaning	\$2,119.68	\$63.87	\$2,055.81
Chicken BBQ	\$857.00	\$175.85	\$681.15
5K	\$2,505.00	\$328.38	\$2,176.62
Coin Drop	\$2,912.29	\$52.76	\$2,859.53
Hoisington Field	\$152.00	\$136.14	\$15.86
GMHA Dinner	\$1,200.00	\$403.44	\$796.56
MAIL OUTS	\$50.55	\$1,264.03	
<b>Total</b>	<b>\$10,846.52</b>	<b>\$2,503.67</b>	<b>\$8,342.85</b>

### **Roster 17/18**

Josh Dauphin	Chief
Mychael Spaulding	Deputy Chief
Michael Barrup	Captain
Levi Parker	Lieutenant
Mike Lewallen	Lieutenant
Ben Waters	Lieutenant
Tracy Dauphin	Trustee/Firefighter
Ray Stapleton	Firefighter
Gideon Spikes	Firefighter
NaToshya Dauphin	Trustee/Firefighter/Secretary
Tom Leach	Trustee/Firefighter
Justin Leach	Firefighter
Dave Picknell	Firefighter
Travis Compo	Firefighter
Jordyn Bagalio	EMT/Firefighter
Ed Barrup	Trustee/Firefighter
Josh Compo	Firefighter
Tyler Putnam	Firefighter
Jason Crumb	Firefighter
Gene Adams	Trustee/Life Member
Mark Knight	Life Member
Cheryl Watson	Treasurer/Fundraiser Helper
Richard Watson	Fundraiser Helper
Patty Sain	Fundraiser Helper

### **Call Volume: 2017/18**

Medical	69
MV Accidents/Car Fires	49
Trees/Power Line Hazards	13
Mutual Aid	12
Fire Alarms	10
CO Alarm	7
Chimney Fires	7
Structure Fires	0
Public Assist	9
Illegal Burns	3
Smoke Investigation/Brush Fire	7
<b>Total</b>	<b>186</b>
Calls in West Weathersfield Side:	131
Calls on Ascutney Side:	55





## TREE WARDEN

I worked closely with The Friends of the Weathersfield Center Meeting House and Ed Morris our Town Manager to discuss the Center Grove that is home of our more than 200-year-old Maple trees. We came to the conclusion to take down dead limbs that were a danger to the public. A contractor was hired to complete this work and Center Grove became safer and looks a lot better.

The Weathersfield Historical Society and I discussed a large dying maple tree in front of the historical society. It was decided that the large leader, that leans over Center Road, needs to come down. I have received several prices from contractors for the work and we will be scheduling the work to be done as soon as possible.

The Highway Department has cut a few problem trees around town. We take great care in being safe while cutting trees not only for ourselves but for the traveling public. Sometimes this causes us to detour traffic and we thank you for your patience and understanding.

Please feel free to call with any concerns about tree removal within the public right-of-way.

Ray Stapleton  
Tree Warden

## MARTIN MEMORIAL HALL

### *Trustees' Report – Fiscal Year 2018*

This has been a very slow year for the trustees. Everything has been going smoothly. With the assistance of the Town staff we have completed two projects this year. First, an alarm was installed on the sump to warn of a possible flooding situation if the sum pump has an issue. Second, a railing was installed on the main entrance of Martin Memorial Hall for safety reasons.

We have tried to keep people from pasting scotch tape on the ceiling rafters. It takes a great deal of time to get on a step ladder and take down the tape. The trustees have put a notice of this problem on the counter next to the kitchen and hope that people take notice.

Lynn Houghton  
Edith Stillson  
Janet Bristol

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## WEATHERSFIELD ENERGY COORDINATOR'S REPORT 2017-2018

Weatherization is the key to a warm house in winter. There are a couple of options homeowners can undertake: hire a certified contractor to conduct an energy audit, then agree on a cost estimate of work to be done, such as sealing and spraying cellulose insulation in attic, basement, etc., or go the DIY route where homeowners do the work, a simpler solution and less expensive. Check with Efficiency Vermont (see below) both ways could be eligible for a rebate towards final costs.

A reduction, by homeowners, in the amount of fossil fuels especially during winter through spring will help Vermont meet its energy goals.

This year the energy group has worked with homeowners on weatherization projects and hosted four workshops to educate and introduce people to the

benefits of Cold Climate Energy Heat Pumps which offer savings for hot water, space heating and summer cooling.

For State incentives and rebate programs towards energy-related work upgrading heat systems and home insulation - go to: [www.efficacyvermont.com](http://www.efficacyvermont.com) to view the web site. Call 888-921-5990 for information.

Many thanks, again, to Debbie Diegoli and Dave Bonta, Weathersfield Energy Group, for their continued participation on energy conservation and future planning which, as always, includes a solar solution for the school and (possibly) one for the Town.

Pick up a copy of the Town Energy Efficiency flyer at the Town Office with a check list for homeowners and a list of energy-saving tips.

JuliaLloyd Wright  
Energy Coordinator

## WEATHERSFIELD PROCTOR LIBRARY TRUSTEES' REPORT

2018 was another hectic year for the Weathersfield Proctor Library, as the construction work for the children's section went on around the normal functioning of the library. We are happy to report that the construction is now complete and the newly-expanded library is running smoothly (and much more quietly), and we invite you to come in and use our facilities.

We again want to acknowledge and appreciate the donations of so many who made this expansion possible. We are grateful for both the great generosity of the local community and for the grants we received from the Byrne Foundation and the State of Vermont. And, as always, Ernie and Cookie Shand have provided the energy and enthusiasm which has kept us moving forward with this newest construction project, as they have done in the past.

If you have not stopped in to see what the library has become, we urge you to do so. And, while you are there, take a few moments to appreciate the photographic art of Newell Green, late of Ascutney. The beautiful framed photographs are a gift from Chris and Sally Harris, who are and have been strong and steady supporters of our library. Thanks, Chris and Sally!

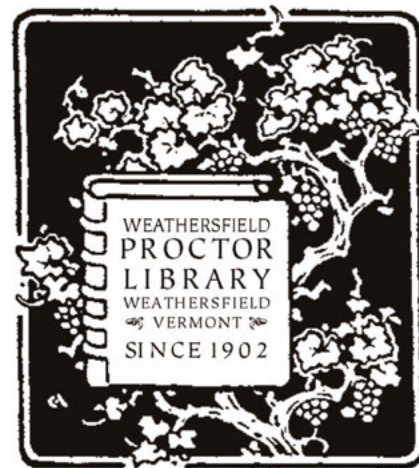
As some of you may already know, the Weathersfield Proctor Library, in cooperation with Weathersfield Parks and Recreation, is offering snow shoes and poles for its patrons to borrow. Please drop by and outfit your family for an outdoor adventure together. This season is certainly off to a promising start for anyone interested in enjoying the snow. And when you come back from your outing, WPL also has a telescope you can take out for an educational and fun evening of exploring the night skies.

And, a reminder for this coming spring: the library

now has an heirloom seed collection, courtesy of Baker Creek seeds and the Heirloom Market and Deli in Wethersfield, CT. We look forward to providing heirloom seeds for local gardeners. We hope that this spring will be the beginning of a new tradition of sharing heirloom seeds each spring and collecting new seed each fall.

I want to take a moment to thank Weathersfield Proctor Library Director Mark Richardson and WPL staff Judy Topolski and Glenna Coleman, and the WPL volunteers, lead by Barb Putnam and Sally Harris. With the support of this strong group, the WPL will continue providing information, children's and adult programming, and community events through the coming years.

Respectfully submitted,  
Roderick Bates, Chair  
Weathersfield Proctor Library Board of Trustees



## WEATHERSFIELD PROCTOR LIBRARY FUNDRAISING COMMITTEE *Report for FY 2017-2018*

The goal of raising enough funds for the recently completed children's addition with a full basement underneath has been reached. The dream of expanding the original building was started late in 2010. This addition project and the ADA project were made possible through revenue from popular events, donations, grants and the Reserve Account.

As always, any fundraising efforts are a result of a team approach involving members of the committee, the Board of Trustees, members of the Friends of the WPL and countless others from the community, as well as supporters who live outside of Weathersfield.

The committee sponsors three major events each year. Such activities are not only a way to raise funds, but are also a means of promoting the important role the library plays in our town and beyond and a sense of community.

The Town Trivia Challenge is a favorite late winter/mud season event to help alleviate the blahs of that time of year. For seven years Town boards and committees have competed in six categories, which in-

clude: Town history, spelling, geography, music, sports/current events and literature. The committee raised \$1351.25 this past spring.

The annual Summer Evening Event with Friends and Neighbors has been held in July for eight years at the Center Meeting House. This year's program featured international pop and jazz vocalist Jenni Johnson and her trio. Besides appetizers and desserts, some 20 auction items added to the fun. The event brought in \$1985.

There is also a book, bake and yard sale held each fall, which is mostly sponsored by the Friends of the WPL. The Fundraising Committee takes on the component of the yard sale, but also assists with the other portions. Over \$650 came in from this past fall's yard sale.

A sale and exhibit of Newell Green (1901-1993) reproduction photos was held in June at the library. A percentage of the profits went to the library. Visit a permanent display donated by Chris and Sally Harris.

New members and ideas are always appreciated. This is your invitation to make a difference.

Cookie Shand Deb Richardson

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## WEATHERSFIELD HISTORICAL SOCIETY

The Weathersfield Historical Society was established for the purpose of preserving and exhibiting manuscripts, genealogical information, and articles of historical and cultural interest. Thanks to the generosity of Weathersfield families, past and present, near and far, this collection has grown to include many wonderful items. We love sharing them with all who come to the Dan Foster House. We also have many books, pamphlets, DVD's and postcards available for purchase, including most recently, *We Remember*, about the effects of the construction of the North Springfield Dam on the town of Weathersfield. Throughout the summer months we have regular hours to visit, and, for anyone who wishes to come at another time, you are welcome to contact me and I can arrange it. The Weathersfield Proctor Library is also allowing us to use their new display case to share many things from our collection that would not otherwise be seen. The theme of the display will change every few months. We hope you will look for it when you are at the library.

Throughout the year we sponsor hikes, community programs, and other activities that are open to everyone. In April, our program featured Jessie Haas who spoke about the Westminster Massacre and in November, Perkinsville author, Tom Fontaine, held a talk and book signing for his two books on the Civil War. Jeff Pelton led two hikes. The first was "Inside a Glacier" and the second, a walking tour of the historic houses in Perkinsville. We also participated in the annual Town Trivia Challenge, Trunk or Treat, and sponsored a Weathersfield History Tour on October 6th as part of the town-wide celebration. The Historical Society Annual Meeting and Potluck featured Vermont Humanities speaker, Jill Mudgett. Her topic was "How the Green Mountains Affected the History and Culture of Vermont."

We thank the community for their continued support and welcome new members to join us. If you ever have any questions or suggestions for the Historical Society, please contact me.

Ginger Wimberg, President

## REPORTS OF COMMISSIONS AND ORGANIZATIONS

### SOUTHERN WINDSOR COUNTY REGIONAL PLANNING COMMISSION

The Southern Windsor County Regional Planning Commission (SWCRPC) is an organization that serves the ten towns in the Southern Windsor County Region, including Weathersfield. The activities and programs of the SWCRPC are governed by a Board of Commissioners that are appointed by each member town. The primary function of the SWCRPC is to assist member towns with their planning and other community related activities, and to promote cooperation and coordination among towns.

During FY18, the dues from member towns contributed about 3% of the SWCRPC's annual budget of \$1,047,373. The town dues assessment of \$3,531 was determined on a \$1.25 per person based upon 2010 Census data. The remaining revenues were derived from federal, state and other funding sources.

The SWCRPC offers member towns a broad range of services, including assistance with planning, zoning, transportation, water quality, emergency management, data, mapping and other planning activities. In FY18, the SWCRPC provided the following services to the Town of Weathersfield including:

- Assisted the Town with village revitalization efforts, including but not limited to facilitating public forums, preparing updates to the Town Plan, and drafting applications for Village Center designation.
- Provided technical assistance regarding zoning to the Planning Commission and Land Use Administrator.
- Helped to finalize the Local Hazard Mitigation Plan and update a Local Emergency Operations Plan.
- Assisted the Town with improving drainage on Downer Hill Rd. with Grants-In-Aid funding.
- Assisted with managing the Baltimore Road culvert upgrade project.
- Assistance with grant writing and environmental review for Community Development Block Grant award for the ADA compliant project at Perkinsville Schoolhouse.
- Supported the outdoor recreation initiative that is assessing the economic impact of outdoor recreation, identifying priority improvements, and developing an implementation plan for the towns of Weathersfield, West Windsor and Windsor.
- Conducted inventory of roadways to assess compliance with the new Municipal Roads General Permit.
- Assisted with invitations, coordination and planning for ICS 402 class held at AVFD.
- Assistance with buyout discussions, planning and HMGP grant application.
- Coordinated and completed hydrant mapping project.

We would like to thank Peter Daniels, Weathersfield's representative who has served on the SWCRPC Board and Committees this past year.

Thank you for your continued support of local and regional planning. For more information about the SWCRPC, call us at (802) 674-9201, visit our website at [www.swcrpc.org](http://www.swcrpc.org), or look us up on Facebook.

Thomas Kennedy, AICP  
Executive Director

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### WEATHERSFIELD PLANNING COMMISSION 2018

This year, the Weathersfield Planning Commission has focused on the review of, and revision to, a number of the town's 250+ bylaws to ensure they were up to date and in line with the goals identified in the Town Plan. In some cases, no relevant bylaw existed, or there were inconsistencies or vague language in the existing bylaws.

This work was aided in large part by the Town's new land use administrator, Sven Fedorow, who provided valuable research and support to the Planning Commission through this detailed process. Each bylaw goes through several rounds of review before we hold hearings and then forward the drafts to the Selectboard for

further review and public hearings before final approval.

We have also held a number of public hearings related to subdivision applications, and reviewed and commented on other development-related changes such as solar projects.

We have operated this year with only four Planning Commissioners out of five positions available. We encourage residents to take an active interest in the Planning Commission's work, either by attending our meetings or considering serving on the Commission. On your behalf, we draft the Town Plan, bylaws and subdivision regulations that are intended to reflect your views on the direction of the town's growth and protection of all its resources. While we do our best to represent your views, the more feedback we receive, the better we can represent you.

## ZONING BOARD OF ADJUSTMENT

The Zoning Board of Adjustment is a quasi-judicial entity of volunteers serving the Town of Weathersfield. It is the responsibility of the Board to objectively determine facts and conclusion of law as defined within the town adopted Zoning By Laws. The Board does not rule on the merits of an application, but rather to rule on whether the application complies with the Zoning By Laws. From the determinations, a decision is made during a deliberative session. The Board hears variances, site plan reviews, conditional use and appeals against the Land Use Administrator.

During the 2017-2018 year, the Board deliberated (11) Decisions.

The Zoning Board revised the meeting dates to the 2nd and 4th Thursday of each month, when called

upon by the Land Use Administrator.

The Board bids farewell and thank you to resigning member Ethan McNaughton, and welcomes the talents of the newest members Todd Hindinger and John Broker-Campbell.

The Board advises residents considering construction to contact the Land Use Administrator before you dig and build.

Respectfully submitted;  
David Gulbrandsen, Chair  
Willis Wood, Vice Chair  
James Cahill, Clerk  
Todd Hindinger  
John Broker-Campbell  
Dianna Stillson, Sec

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## SOUTHERN WINDSOR/WINDHAM COUNTIES SOLID WASTE MANAGEMENT DISTRICT

**Andover • Athens • Baltimore • Cavendish  
Chester • Grafton • Ludlow • Plymouth  
Reading • Rockingham • Springfield  
Weathersfield • West Windsor • Windsor**

The District was chartered in 1981 and currently serves fourteen Vermont towns. Each member municipality appoints a representative and an alternate to serve on the Board of Supervisors. Weathersfield's representative is Ed Morris; Ray Stapleton is the alternate.

Two retailers in Springfield accept unwanted paint year-round. Bring paint to Bibens Ace Hardware or Sherwin-Williams during regular business hours and dispose of the paint for free (cans must be labeled, not leaky, not rusty; bring the unlabeled, leaky, or rusty cans to an HHW event). Aubuchon Hardware in Windsor accepts paint, too.

Six hundred and twenty-four residents brought household hazardous waste to the District's four collections in FY18.

The HHW events in 2019 will be held on Saturdays, May 11 and September 14, 9:00 a.m. – 1:00 p.m. at the Springfield Transfer Station. We will have additional collections on May 18 at the Ludlow Transfer Station

and on September 21 at the Weathersfield Transfer Station. Weathersfield residents are welcome to attend any and all of these collections.

The District hosted four backyard composting workshops in Spring 2018 and we plan to continue that schedule in 2019. Attendees were able to purchase a composter for the greatly discounted price of \$35.00 (additional units were \$50). These prices will be offered again. All food scraps will be banned from the landfill in 2020.

AA, AAA, C, D, 9v, hearing aid, coin cell, tool, and rechargeable batteries are recyclable. But batteries are "special recycling" and do NOT go in with other recycling. Bring them to the Weathersfield Transfer Station.

The Ludlow, Rockingham, and Springfield transfer stations collect working but unwanted sewing machines to ship overseas with the Sewing Peace program (p4p.org). In 2018, 36 machines were cleaned, tested, and shipped with sewing notions to the non-profit, Aid the Needy, in Kenya.

Computers (including tablets), monitors, printers, computer peripherals, and televisions are recycled for free at the Weathersfield Transfer Station.

Respectfully submitted,  
Thomas Kennedy      Mary T. O'Brien  
District Manager      Recycling Coordinator  
Ham Gillett      Outreach Coordinator  
**[www.vtsolidwastedistrict.org](http://www.vtsolidwastedistrict.org)**



## 1879 PERKINSVILLE SCHOOLHOUSE COMMITTEE

7/1/2017–6/30/2018

The 1879 Perkinsville School Committee was created by the Select Board in 2014 for the purpose of providing “guidance to the Town Manager and the Select Board on the rehabilitation of the 1879 Perkinsville Schoolhouse, with emphasis on using volunteer labor and donations to reopen the building for new uses and gradually making improvements to the building over a number of years.” Since the committee was formed, there have been numerous improvements to the building, including removal of all mold from the basement, a new heating system, and complete reconstruction of the ell (that includes a new ADA-compliant bathroom). The Weathersfield Food Shelf has been occupying the south classroom for three years (on a temporary Certificate of Occupancy).

In this fiscal year, the town has been awarded a federal grant for installation of the ADA ramp. With the help of the Southern Windsor County Regional Planning Commission the town and the committee continue to work toward receiving the funds – a long and complex process. It is hoped that construction on the ramp will commence with the new building season in the spring. Completion of the ramp is the last major

obstacle to receiving a full Certificate of Occupancy, which in turn will allow public use of the entire building.

Also this year, restoration of the windows has been completed. This work was funded by an historic preservation grant awarded to the town on 2016. Matt Keniston and partner Natalie Corbeau did the lion's share of the work, of which we are immensely proud and profoundly grateful. They are an amazing team! The next step will be to purchase custom storm windows to protect these beautifully restored windows.

The committee continues to raise funds for the restoration projects through its annual yard sale. Additional donations are received from the Weathersfield Historical Society and private individuals. Most of the work done at the school has been done by volunteers under the expert guidance of Matt Keniston. Much has been completed, much remains to be done. We are grateful to everyone who has contributed with their time and donations.

1879 Perkinsville Schoolhouse Committee  
deForest Bearse, chair  
BJ Esty  
Matt Keniston  
Karen McGee  
Dottie Richardson  
Alison Roth



## WEATHERSFIELD CONSERVATION COMMISSION 2018 ANNUAL REPORT

The 2017-2018 FY found the WCC continuing site visits to subdivisions or other developments, offering expertise on potential impacts to natural resources. Throughout the summer of 2018, one WCC member worked with the Black River Action Team (BRAT) testing and reporting on E. coli levels of the North Branch stream. WCC members are also part of various town commissions and associations, while often participating in area group meetings as needed: Weathersfield Planning Commission, Connecticut River Joint Commission, Town Forest Recreation Commission, Village Revitalization meetings, and more.

In December of 2017, the WCC sponsored a two part community talk focused on how small and large landowners could undertake projects to improve habitat for both game and non-game species. The first session took place at Martin Memorial Hall with two guest speakers from the Vermont Fish and Wildlife department. The second session, led by a professional forester, took place at a local, privately owned project

site that had received funds from the Natural Resources Council (NRC).

The Commission meets on the fourth Thursday of each month at 7:00 pm at the Center Meetinghouse most of the year. During the winter months meetings are at Martin Memorial Hall in Ascutney. These meetings are open to the public and anyone is welcome to attend. Please contact us regarding our town or your property with concerns about wildlife, non-native species, and other natural resources questions. Meeting agendas and notes are published on the town website.

Respectfully submitted,

Heather Shand, Chair  
Jeff Pelton, Co-Chair  
Tina Wood, Secretary  
Roy Burton, Treasurer  
George Ainley  
Harry Temple  
Howard Beach  
Nathalie Belleau

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## MT. ASCUTNEY SUBCOMMITTEE ANNUAL REPORT 2018

The Mount Ascutney Subcommittee of the Connecticut River Joint Commissions (CRJC) consists of appointed volunteers from the Vermont towns of Hartland, Windsor, Weathersfield, Springfield, and Rockingham, and the New Hampshire towns of Plainfield, Cornish, Claremont, and Charlestown.

The Subcommittee provides a local voice to help steward the resources on or affecting a portion of the Connecticut River, particularly on topics related to the maintenance of good water quality and wildlife habitat. The Subcommittee is one of five that make up the Connecticut River Joint Commissions since 1989. Specific responsibilities include providing advice to NHDES, VTANR and municipalities on matters pertaining to the river; reviewing and commenting on proposed permits and plans; and maintaining a corridor management plan.

The Subcommittee stayed updated on a number of issues including dam management and the FERC relicensing process and activities of the Black River Ac-

tion Team. The Subcommittee reviewed and commented on a series of permits from across the region and on a range of issues. The Subcommittee successfully organized the Annual Septic Smart Workshop and has been working on a targeted update of the Water Resources Chapter of the Connecticut River Water Resources Management Plan. The Subcommittee hosted a presentation on Aquatic Invasive Species and Stream Restoration using woody debris. Finally, the members have distributed the CRJC Homeowner's Guide for Water Quality Protection and the CRJC Shoreline Buffer Fact Sheet to central town locations (e.g. Public Library or Town Office).

There are currently openings on the Subcommittee in several communities. There is no representation from Claremont, Charlestown and Windsor. If you or someone in your community is interested in working with volunteers from area communities on river conservation issues and serving as a liaison to the Mt. Ascutney Subcommittee, please contact our staff support Olivia Uyizeye at [uyizeye@uvlsrpc.org](mailto:uyizeye@uvlsrpc.org) to learn more.



## **WEATHERSFIELD VETERANS MEMORIAL COMMITTEE**

*Annual Report July 1, 2017–June 30, 2018*

The Veterans Memorial Committee was formed in 2004 when Myrtle Baker asked Ernie Shand to look into replacing the Roll of Honor for WWII veterans that used to stand outside of the Library. The monument, display panels, and memorial park in Perkinsville were the answer to that request. The Veterans Memorial now maintains the memorial, the panels, and the park and hosts ceremonies on Memorial Day and Veterans Day each year. The committee is ever open to providing assistance to Weathersfield veterans where possible, and looks to further educate young people about honoring those who have served. The following is a brief summary of the committee's activities for the FY18 fiscal year.

Four retired panels from the memorial have been framed, narrated and are being displayed at Martin Memorial Hall, the Weathersfield Proctor Library and the Weathersfield school.

The chicken barbecue in September 2017 raised \$483.12 despite the rain. Thank you to everyone that helped.

The Committee hosted Veterans Day 2017 and Memorial Day 2018 ceremonies at the Memorial Park. Again, thank you to everyone who helped out.

The committee said a very sad farewell to Phyllis Jarvis, who passed away on October 5, 2017. Phyllis was an ever-present volunteer at our chicken barbecues. She is greatly missed.

The large-screen computer that the committee purchased for the school as a prominent portion of our educational mission reached the end of its useful life. We hope the school enjoyed having and using it.

The committee purchased new flags for both the Ascutney and the Perkinsville greens.

And finally the committee said a sad farewell to Chip Cobb, our fearless and determined leader since 2004 when the committee was first formed. Chip has moved out of state to a new chapter in his life.

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## **SALMOND COVERED BRIDGE COMMITTEE**

The Salmond Covered Bridge Committee was organized and recognized by the Town in 1985 to raise interest and private funding to take down, move, reconstruct and maintain the Salmond Bridge. Since 1985 several members have passed away and a new member has been added. We continue to maintain the small park with two picnic tables adjacent to the bridge. This year we also trimmed away several trees that were in danger of falling on the bridge. A constant challenge over the years has been finding effective ways to keep porcupines from gnawing at the salt

laden wood posts. Suggestions are welcome.

Please take a few minutes this coming summer to visit a beautiful yet still useful piece of Weathersfield history. The bridge is located on the Henry Gould Road off Rt. 131 about half way between Ascutney and Amsteden.

Respectfully submitted,  
Ken Blum, chairperson  
Jamie Brockett  
Neil Daniels  
Dorothy L. Grover  
Willis Wood

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## **PARKS AND RECREATION COMMISSION REPORT 2017-2018**

The Parks and Recreation Commission hosted three concerts at Stoughton Pond during the summer, as well as two free community movie nights at Hoisington Field. During the town festival two new horse-

shoe pits were installed at Hoisington field and a tournament was held. Parks and Recreation also took part in the 3rd annual Trunk or Treat and cohosted a public presentation on Lyme's Disease. During the winter, a grant was received for new snowshoes and poles of various sizes. These were cataloged and made available at the Weathersfield Proctor Library for community use.

## CONNECTICUT RIVER JOINT COMMISSIONS

*July 1, 2017 – June 30, 2018*

CRJC continues its mission to preserve the visual and ecological integrity and working landscape of the Connecticut River Valley. With five local subcommittees and over 100 volunteers, it is guiding the watershed's growth by reviewing and commenting on hydro-electric dam relicensing, regulatory (development?) proposals, and initiatives on clean water and shoreland protection.

CRJC continues to bring policy makers and the public to our meetings to keep them abreast of the issues facing the Connecticut River.

During FY 18 CRJC convened meetings on NH and VT Regulations and Legislation; The Vermont Outdoor Recreation Economic Collaborative; and, a Cost Benefit Analysis of Joint State Clean Water Expenditures conducted by the Policy Research Shop at the Rockefeller Center at Dartmouth. CRJC continues to partner with the Connecticut River Conservancy on analyses of studies, including critical erosion studies, which are central to FERC relicensing of three hydro-electric dams.

There are currently openings on the Subcommittee in several communities. If you or someone in your community is interested in working with volunteers from area communities on river conservation issues or to serve on a local river subcommittee, please email us at [contact@crjc.org](mailto:contact@crjc.org).

The current officers of the Joint Commissions are James McClammer, President (NH); Jennifer Griffin, Treasurer (NH); Steven Lembke, Vice President (VT); Christopher Campy, Secretary (VT). For a full list of Commissioners see the following website: <http://www.crjc.org/about-crjc/commissioners/>.



Headwaters of the Connecticut River,  
Fourth Connecticut Lake, Pittsburg, NH

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## WEATHERSFIELD LAND PRESERVATION ASSOCIATION

Weathersfield Land Preservation Association has helped preserve almost 600 acres in Weathersfield, including the Town Forest on the side of Mt. Ascutney. We are available for information and for help in preserving land.

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## NEIGHBORHOOD GREENUP ASSOCIATION

Neighborhood Greenup Association works to keep our local roads and ravines and the Ascutney Park and Ride clean. This group also takes part in a Connecticut River sweep.

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## CEMETERY COMMISSIONERS REPORT

Vermont law requires towns to take responsibility for public or otherwise other un-maintained cemeteries. Most towns, including Weathersfield, elect Cemetery Commissioners for this purpose. Our Cemetery Commissioners sell lots, oversee burials and maintain the Grout Cemetery. This past summer several sections of wall were rebuilt, stones were straightened and the grass was beautifully maintained at the Grout. We also maintain nine smaller cemeteries, now closed for burials. Honourable mention for jobs well-done goes to Dale Emery, Dick Ballantine, Dick Cross and Tim Brown.

For your knowledge, in addition to the Grout, Weathersfield has three other active cemeteries, each with its own private oversight board. They are: the Plains Cemetery Association, the Ascutneyville Cemetery Association, and the Weathersfield Bow Cemetery Association. We are all well aware of each other's existence and can help and direct you in times of need.

Respectfully submitted,  
Julia Lloyd Wright, chairperson  
Beverly Howe  
Michael Stankevich  
Robert Holtorf  
Ken Blum

## REPORTS OF TOWN SUPPORTED AGENCIES AND ORGANIZATIONS

The following Social Service agencies have requested Town support funding. As per our current Town Of Weathersfield Social Service Agency Appropriation Policy, if approved by the voters, an agencies' funding will automatically be included in the General Fund for taxpayer support for the budget year 2019 through 2023. This will remain so unless the agency asks to change their appropriation amount. The social services listed as "in budget" have been previously approved by the voters for FY 2019.

### **THE AMERICAN RED CROSS** *(in budget)*

The American Red Cross prevents and alleviates human suffering in the face of disasters by mobilizing the power of volunteers and the generosity of donors. We help residents after a disaster by providing necessities like temporary shelter, clothing, food, and emotional support in the immediate aftermath of a life-changing event, such as a home fire.

### **GREEN UP VERMONT** *(in budget)*

Green Up's mission is to promote the stewardship of our state's natural landscape and waterways and the livability of our communities by involving people in Green Up Day and raising public awareness about the benefits of a litter-free environment. Visit [www.greenupvermont.org](http://www.greenupvermont.org) for more information.

### **GREEN MOUNTAIN RSVP** *(in budget)*

Green Mountain RSVP connects volunteers age 55 + to volunteer opportunities at nonprofit organizations. We sponsor the Bone Builders Class at Martin Memorial Hall, support the Weathersfield/Proctor Library and host and support the Aging at Home in Weathersfield Committee meetings at our office located at the junction of Rout 5 and 131.

### **HEALTH CARE & REHABILITATION SERVICES** *(in budget)*

Health Care and Rehabilitation Services of Southeastern Vermont, Inc. (HCRS) serves individuals, families, and children in Windham and Windsor counties who are living with mental illness, developmental disabilities, and substance use disorders (for more info: [www.hcrs.org](http://www.hcrs.org)). During FY18, HCRS provided 1,829 hours of services to 63 residents of the Town of Weathersfield.

### **MEALS & WHEELS OF GREATER SPRINGFIELD** *(in budget)*

Meals & Wheels of Greater Springfield, Inc. has been serving meals to the elderly since 2000. The program serves the communities of Andover, Baltimore, Chester, Springfield and Weathersfield and parts of Windham. During the past fiscal year, October 1, 2017 – September 30, 2018, Meals & Wheels served over 36,000 meals to seniors living in the greater Springfield area and at our congregate meal site.

### **MT. ASCUTNEY PREVENTION PARTNERSHIP (MAPP)** *(in budget)*

MAPP is a community-based public health coalition. Our mission is to inspire community action that promotes health and positive environments for youth. Our work results in a healthy culture that limits the adverse effects of alcohol, tobacco, and other drugs. [www.facebook.com/mapvt.org](http://www.facebook.com/mapvt.org).

## REPORTS OF TOWN SUPPORTED AGENCIES AND ORGANIZATIONS

### **SENIOR SOLUTIONS - COUNCIL ON AGING FOR SOUTHEASTERN VERMONT** *(in budget)*

Senior Solutions - Council on Aging for Southeastern Vermont - has served the residents of Weathersfield and the Southeastern Vermont region since 1973. Many of our services are available regardless of income or assets. However, we target our resources to those older adults with the greatest social and economic needs. Supporting caregivers is an important part of our work. Senior Solutions can help caregivers assess their family's needs and options, connect with resources and local programs that meet their needs and provide short-term relief (respite) for those who are caring for family members.

### **SOUTHEASTERN VERMONT COMMUNITY ACTION (SEVCA)** *(Article 14)*

SEVCA has served the low-income population of Windham and Windsor counties since 1965. Our mission is: "to enable people to cope with, and reduce the hardships of poverty; create sustainable self-sufficiency; reduce the causes and move toward the elimination of poverty." SEVCA's key initiatives include: Family Services / Crisis Resolution; Head Start; Economic / Workforce Development; VT Health Connect Navigation; Thrift Stores; Weatherization; and Emergency Home Repair. [www.sevca.org](http://www.sevca.org)

### **VERMONT ASSOCIATION FOR THE BLIND AND VISUALLY IMPAIRED (VABVI)** *(in budget)*

Since 1926, the Vermont Association for the Blind and Visually Impaired (VABVI) has enabled Vermonters whether blind or visually impaired, to be more independent, to cultivate adaptive skills and to improve their quality of life. Last year we provided services to 1770 blind and visually impaired Vermonters, including 133 adult clients and 40 students in Windsor County. ([www.vabvi.org](http://www.vabvi.org))

### **VERMONT CENTER FOR INDEPENDENT LIVING** *(in budget)*

The Vermont Center for Independent Living ([www.vcil.org](http://www.vcil.org)) has been dedicated to improving the quality of life for people disabilities in Vermont for almost 40 years. 8 residents of Weathersfield received services from the following programs: Meals on Wheels \$1,950 spent on meals, Home Access Program over \$11,600 spent on modifications, VT Equipment Distribution provided accessible phone for \$130.00, Peer Advocate Counseling program and our Information, Referral and Assistance service.

Vermont Center for Independent Living is a disability rights and advocacy organization offering programs and services to assist Vermonters with disabilities to live independently with dignity.

### **VISITING NURSES OF VT/NH** *(Article 13)*

We are dedicated to delivering outstanding home health and hospice services that enrich the lives of the people we serve. In more than 160 towns in Vermont and New Hampshire, we deliver excellence in nursing, rehabilitation, hospice, and personal care services. As a non-profit, our only goal is helping people.

### **VOLUNTEERS IN ACTION** *(in budget)*

Volunteers in Action supports elders, disabled and others in need in Weathersfield by improving health and wellness, increasing independence, and strengthening connections. We provide the following support and services: transportation, friendly visits, telephone contacts, knitting group, shopping, support for Aging in Place groups, Meals on Wheels and Community Meals as well as volunteers at Mt Ascutney Hospital.

### **WISE** *(in budget)*

WISE leads the Upper Valley to end gender-based violence through survivor-centered advocacy. WISE is the sole provider of crisis intervention services to victims of domestic and sexual violence in the area, including Weathersfield, VT. WISE provides a free and confidential 24 hour crisis line, as well as support for ongoing safety planning, transitional housing assistance, legal aid, and other needs. [www.wiseuv.org](http://www.wiseuv.org)

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## NOTES



# EXCERPTS FROM THE 2018 AUDIT

**TOWN OF WEATHERSFIELD, VERMONT**

**AUDIT REPORT**

**JUNE 30, 2018**

*A full copy of the audit is available  
online or at the Town office.*

TOWN OF WEATHERSFIELD, VERMONT  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
JUNE 30, 2018

	General Fund	Highway Fund	Reserve Fund	Non-Major Governmental Funds	Total Governmental Funds
<u>ASSETS</u>					
Cash	\$ 263,588	\$ 0	\$ 739,990	\$ 2,323	\$ 1,005,901
Receivables (Net of Allowance for Uncollectibles)	291,935	15,000	0	18,100	325,035
Loans Receivable	0	0	0	23,307	23,307
Due from Other Funds	0	117,004	3,217	87,460	207,681
Deposit	630	0	0	0	630
Prepaid Expenses	69,907	0	0	0	69,907
Total Assets	<u>\$ 626,060</u>	<u>\$ 132,004</u>	<u>\$ 743,207</u>	<u>\$ 131,190</u>	<u>\$ 1,632,461</u>
<u>LIABILITIES</u>					
Accounts Payable	\$ 25,158	\$ 13,684	\$ 0	\$ 20,037	\$ 58,879
Accrued Payroll and Benefits Payable	11,663	5,476	0	1,032	18,171
Due to Other Funds	224,414	0	0	17,311	241,725
Due to Others	717	0	0	0	717
Unearned Income	0	0	0	3,613	3,613
Tax Sale Escrow	15,703	0	0	0	15,703
Total Liabilities	<u>277,655</u>	<u>19,160</u>	<u>0</u>	<u>41,993</u>	<u>338,808</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>					
Prepaid Property Taxes	19,453	0	0	0	19,453
Unavailable Property Taxes, Penalties and Interest	230,000	0	0	0	230,000
Unavailable Grants	0	15,000	0	18,100	33,100
Unavailable Loans Receivable	0	0	0	23,307	23,307
Total Deferred Inflows of Resources	<u>249,453</u>	<u>15,000</u>	<u>0</u>	<u>41,407</u>	<u>305,860</u>
<u>FUND BALANCES</u>					
Nonspendable	69,907	0	0	0	69,907
Restricted	0	97,844	172,991	0	270,835
Committed	0	0	570,216	66,042	636,258
Unassigned/(Deficit)	29,045	0	0	(18,252)	10,793
Total Fund Balances	<u>98,952</u>	<u>97,844</u>	<u>743,207</u>	<u>47,790</u>	<u>987,793</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 626,060</u>	<u>\$ 132,004</u>	<u>\$ 743,207</u>	<u>\$ 131,190</u>	
Amounts Reported for Governmental Activities in the Statement of Net Position are Different Because:					
Capital Assets Used in Governmental Activities are not Financial Resources and, Therefore, are not Reported in the Funds.					4,952,451
Other Assets are not Available to Pay for Current-Period Expenditures and, Therefore, are Deferred in the Funds.					286,407
Long-term and Accrued Liabilities, Including Bonds Payable and the Net Pension Liability, are not Due or Payable in the Current Period and, Therefore, are not Reported in the Funds.					(861,972)
Deferred Outflows of Resources related to the Town's Participation in VMERS are applicable to Future Periods and, Therefore, are not Reported in the Funds.					159,899
Net Position of Governmental Activities					<u>\$ 5,524,578</u>

The accompanying notes are an integral part of this financial statement.

TOWN OF WEATHERSFIELD, VERMONT  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2018

	General Fund	Highway Fund	Reserve Fund	Non-Major Governmental Funds	Total Governmental Funds
Revenues:					
Property Taxes	\$ 1,082,252	\$ 857,736	\$ 0	\$ 0	\$ 1,939,988
Penalties and Interest on Delinquent Taxes	40,130	0	0	0	40,130
Intergovernmental	114,145	142,805	0	48,425	305,375
Charges for Services	45,011	41,372	0	1,975	88,358
Permits, Licenses and Fees	38,711	285	0	0	38,996
Fines and Forfeits	6,247	0	0	0	6,247
Investment Income	1,067	0	1,586	212	2,865
Donations	0	0	0	21,107	21,107
Other	7,437	0	0	2,887	10,324
Total Revenues	1,335,000	1,042,198	1,586	74,606	2,453,390
Expenditures:					
General Government	675,381	0	1,980	19,668	697,029
Public Safety	378,149	0	0	13,348	391,497
Highways and Streets	0	907,921	0	0	907,921
Culture and Recreation	11,126	0	0	98,772	109,898
Community Development	0	0	0	2,079	2,079
Cemetery	0	0	0	660	660
Capital Outlay:					
General Government	0	0	0	9,665	9,665
Public Safety	4,381	0	0	5,240	9,621
Highways and Streets	0	314,403	0	0	314,403
Culture and Recreation	0	0	14,964	125,780	140,744
Debt Service:					
Principal	107,467	100,362	0	0	207,829
Interest	8,993	3,918	0	0	12,911
Total Expenditures	1,185,497	1,326,604	16,944	275,212	2,804,257
Excess/(Deficiency) of Revenues Over Expenditures	149,503	(284,406)	(15,358)	(200,606)	(350,867)
Other Financing Sources/(Uses):					
Proceeds from Long-term Debt	0	156,520	0	0	156,520
Transfers In	1,300	0	28,197	136,234	165,731
Transfers Out	(138,571)	0	(8,189)	(18,971)	(165,731)
Total Other Financing Sources/(Uses)	(137,271)	156,520	20,008	117,263	156,520
Net Change in Fund Balances	12,232	(127,886)	4,650	(83,343)	(194,347)
Fund Balances - July 1, 2017, As Restated	86,720	225,730	738,557	131,133	1,182,140
Fund Balances - June 30, 2018	\$ 98,952	\$ 97,844	\$ 743,207	\$ 47,790	\$ 987,793

The accompanying notes are an integral part of this financial statement.

TOWN OF WEATHERSFIELD, VERMONT  
STATEMENT OF FUND NET POSITION  
PROPRIETARY FUND  
JUNE 30, 2018

	Solid Waste Fund
<u>ASSETS</u>	
Noncurrent Assets:	
Vehicles, Machinery and Equipment	\$ 64,151
Less: Accumulated Depreciation	<u>(43,590)</u>
Total Noncurrent Assets	<u>20,561</u>
Total Assets	<u>20,561</u>
<u>DEFERRED OUTFLOWS OF RESOURCES</u>	
Deferred Outflows of Resources Related to the Town's Participation in VMERS	<u>7,753</u>
Total Deferred Outflows of Resources	<u>7,753</u>
<u>LIABILITIES</u>	
Current Liabilities:	
Accounts Payable	3,301
Accrued Payroll and Benefits Payable	793
Due to Other Funds	<u>7,795</u>
Total Current Liabilities	<u>11,889</u>
Noncurrent Liabilities:	
Compensated Absences Payable	2,592
Net Pension Liability	<u>13,978</u>
Total Noncurrent Liabilities	<u>16,570</u>
Total Liabilities	<u>28,459</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>	
Deferred Inflows of Resources Related to the Town's Participation in VMERS	<u>551</u>
Total Deferred Outflows of Resources	<u>551</u>
<u>NET POSITION</u>	
Net Investment in Capital Assets	20,561
Unrestricted/(Deficit)	<u>(21,257)</u>
Total Net Position/(Deficit)	<u>\$ (696)</u>

The accompanying notes are an integral part of this financial statement.

TOWN OF WEATHERSFIELD, VERMONT  
STATEMENT OF REVENUES, EXPENSES AND  
CHANGES IN FUND NET POSITION  
PROPRIETARY FUND  
FOR THE YEAR ENDED JUNE 30, 2018

	Solid Waste Fund
Operating Revenues:	
Assessments	\$ 95,385
User Fees	145,243
Recycling Income	<u>10,507</u>
Total Operating Revenues	<u>251,135</u>
Operating Expenses:	
Salaries and Wages	41,844
Benefits	13,869
Trash Container Charge	24,942
Disposal	25,322
Highway and Town Office Services	45,105
Insurance	1,611
Recycling Expense	39,658
Maintenance of Equipment	1,589
Supplies	1,116
Tippage	55,453
Utilities	507
Depreciation	3,829
Administrative	2,866
Miscellaneous	<u>560</u>
Total Operating Expenses	<u>258,271</u>
Operating Income/(Loss)	<u>(7,136)</u>
Non-Operating Revenues/(Expenses):	
Town's Share of Funds from the Dissolution of the New Hampshire/Vermont Solid Waste Project	24,433
Loss on Disposal of Fixed Assets	<u>(2,195)</u>
Total Non-Operating Revenues/(Expenses)	<u>22,238</u>
Change in Net Position	15,102
Net Position/(Deficit) - July 1, 2017	<u>(15,798)</u>
Net Position/(Deficit) - June 30, 2018	\$ <u><u>(696)</u></u>

The accompanying notes are an integral part of this financial statement.

TOWN OF WEATHERSFIELD, VERMONT  
STATEMENT OF CASH FLOWS  
PROPRIETARY FUND  
FOR THE YEAR ENDED JUNE 30, 2018

	Solid Waste Fund
Cash Flows From Operating Activities:	
Receipts from Customers and Users	\$ 251,135
Payments for Goods and Services	(203,050)
Payments for Wages and Benefits	(53,140)
	<u>(5,055)</u>
Net Cash Provided/(Used) by Operating Activities	<u>(5,055)</u>
Cash Flows From Noncapital Financing Activities:	
Increase/(Decrease) in Due to Other Funds	(1,033)
Town's Share of Funds from the Dissolution of the New Hampshire/Vermont Solid Waste Project	<u>24,433</u>
Net Cash Provided/(Used) by Noncapital Financing Activities	<u>23,400</u>
Cash Flows From Capital and Related Financing Activities:	
Acquisition and Construction of Capital Assets	(22,845)
Proceeds from Sale of Equipment	<u>4,500</u>
Net Cash Provided/(Used) by Capital and Related Financing Activities	<u>(18,345)</u>
Net Increase in Cash	0
Cash - July 1, 2017	<u>0</u>
Cash - June 30, 2018	<u><u>\$ 0</u></u>
Adjustments to Reconcile Operating Income/(Loss) to Net Cash Provided by Operating Activities:	
Operating Income/(Loss)	(7,136)
Depreciation	3,829
(Increase)/Decrease in Deferred Outflows of Resources Related to the Town's Participation in VMERS	(34)
Increase/(Decrease) in Accounts Payable	(4,321)
Increase/(Decrease) in Accrued Payroll and Benefits Payable	(184)
Increase/(Decrease) in Net Pension Liability	2,396
Increase/(Decrease) in Deferred Inflows of Resources Related to the Town's Participation in VMERS	<u>395</u>
Net Cash Provided/(Used) by Operating Activities	<u><u>\$ (5,055)</u></u>

Capital asset acquisitions in the amount of \$22,845 in the Solid Waste Fund are included in Accounts Payable at June 30, 2017.

The Solid Waste Fund disposed of capital assets with a cost of \$27,600 and accumulated depreciation of \$20,905.

The accompanying notes are an integral part of this financial statement.

TOWN OF WEATHERSFIELD, VERMONT  
COMBINING BALANCE SHEET  
NON-MAJOR GOVERNMENTAL FUNDS  
JUNE 30, 2018

	Special Revenue Funds	Capital Project Funds	Total
<u>ASSETS</u>			
Cash	\$ 2,323	\$ 0	\$ 2,323
Receivables	15,210	2,890	18,100
Loans Receivable	23,307	0	23,307
Due from Other Funds	<u>59,678</u>	<u>27,782</u>	<u>87,460</u>
Total Assets	<u>\$ 100,518</u>	<u>\$ 30,672</u>	<u>\$ 131,190</u>
<u>LIABILITIES</u>			
Accounts Payable	\$ 6,267	\$ 13,770	\$ 20,037
Accrued Payroll and Benefits Payable	1,032	0	1,032
Due to Other Funds	14,421	2,890	17,311
Unearned Income	<u>3,613</u>	<u>0</u>	<u>3,613</u>
Total Liabilities	<u>25,333</u>	<u>16,660</u>	<u>41,993</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>			
Unavailable Grants	15,210	2,890	18,100
Unavailable Loans Receivable	<u>23,307</u>	<u>0</u>	<u>23,307</u>
Total Deferred Inflows of Resources	<u>38,517</u>	<u>2,890</u>	<u>41,407</u>
<u>FUND BALANCES</u>			
Committed	52,030	14,012	66,042
Unassigned/(Deficit)	<u>(15,362)</u>	<u>(2,890)</u>	<u>(18,252)</u>
Total Fund Balances/(Deficit)	<u>36,668</u>	<u>11,122</u>	<u>47,790</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 100,518</u>	<u>\$ 30,672</u>	<u>\$ 131,190</u>

See Disclaimer in Accompanying Independent Auditor's Report.



TOWN OF WEATHERSFIELD, VERMONT  
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND  
 CHANGES IN FUND BALANCES  
 NON-MAJOR GOVERNMENTAL FUNDS  
 FOR THE YEAR ENDED JUNE 30, 2018

	Special Revenue Funds	Capital Project Funds	Total
Revenues:			
Intergovernmental	\$ 20,458	\$ 27,967	\$ 48,425
Charges for Services	1,975	0	1,975
Investment Income	173	39	212
Donations	0	21,107	21,107
Other	2,887	0	2,887
	<u>25,493</u>	<u>49,113</u>	<u>74,606</u>
Total Revenues			
Expenditures:			
General Government	16,778	2,890	19,668
Public Safety	13,308	40	13,348
Culture and Recreation	98,772	0	98,772
Community Development	2,079	0	2,079
Cemetery	660	0	660
Capital Outlay:			
General Government	9,665	0	9,665
Public Safety	0	5,240	5,240
Culture and Recreation	0	125,780	125,780
	<u>141,262</u>	<u>133,950</u>	<u>275,212</u>
Total Expenditures			
Excess/(Deficiency) of Revenues Over Expenditures	<u>(115,769)</u>	<u>(84,837)</u>	<u>(200,606)</u>
Other Financing Sources/(Uses):			
Transfers In	115,340	20,894	136,234
Transfers Out	(18,971)	0	(18,971)
	<u>96,369</u>	<u>20,894</u>	<u>117,263</u>
Total Other Financing Sources/(Uses)			
Net Change in Fund Balances	(19,400)	(63,943)	(83,343)
Fund Balances - July 1, 2017, As Restated	<u>56,068</u>	<u>75,065</u>	<u>131,133</u>
Fund Balances - June 30, 2018	<u>\$ 36,668</u>	<u>\$ 11,122</u>	<u>\$ 47,790</u>

See Disclaimer in Accompanying Independent Auditor's Report.

Independent Auditor's Report on Internal Control Over Financial  
Reporting and on Compliance and Other Matters Based on an  
Audit of Financial Statements Performed in Accordance with  
"Government Auditing Standards"

Selectboard  
Town of Weathersfield, Vermont  
P.O. Box 550  
Ascutney, Vermont 05030

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in "Government Auditing Standards", issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Weathersfield, Vermont as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the Town of Weathersfield, Vermont's basic financial statements and have issued our report thereon dated (DATE).

***Internal Control Over Financial Reporting***

In planning and performing our audit of the financial statements, we considered the Town of Weathersfield, Vermont's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Weathersfield, Vermont's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Weathersfield, Vermont's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. However, as described in the accompanying Schedule of Findings and Deficiencies in Internal Control, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Town of Weathersfield, Vermont's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiencies described in the accompanying Schedule of Findings and Deficiencies in Internal Control as Items 2018-01 and 2018-02 to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiencies described in the accompanying Schedule of Findings and Deficiencies in Internal Control as Items 2018-03 through 2018-05 to be significant deficiencies.

### ***Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the Town of Weathersfield, Vermont's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under "Government Auditing Standards".

We also noted certain other matters that we reported to the management of the Town of Weathersfield, Vermont in a separate letter dated (DATE).

### ***Town of Weathersfield, Vermont's Response to Deficiencies in Internal Control***

The Town of Weathersfield, Vermont's response to the deficiencies in internal control identified in our audit is included with the accompanying Schedule of Findings and Deficiencies in Internal Control. The Town of Weathersfield, Vermont's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

### ***Purpose of this Report***

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town of Weathersfield, Vermont's internal control or on compliance. This report is an integral part of an audit performed in accordance with "Government Auditing Standards" in considering the Town of Weathersfield, Vermont's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

(DATE)  
Montpelier, Vermont  
VT Lic. #92-000180

TOWN OF WEATHERSFIELD, VERMONT  
SCHEDULE OF FINDINGS AND DEFICIENCIES IN INTERNAL CONTROL  
JUNE 30, 2018

DRAFT

Deficiencies in Internal Control:

Material Weaknesses:

2018-01 Segregation of Duties – Cash

*Criteria:*

An important factor in developing good internal control procedures is to divide responsibilities so that no individual can both perpetrate and conceal errors or irregularities. One of the most common division of duties is the division between the check signing and bank reconciliation functions.

*Condition:*

In the Town, the same person that reconciles the bank accounts also collects cash, makes deposits and has check signing authority. Each of those duties are considered incompatible functions for accounting control purposes.

*Cause:*

Unknown.

*Effect:*

The Town has inadvertently made its assets susceptible to misappropriation.

*Recommendation:*

We recommend that someone other than a check signer prepare or review in detail the reconciliations of the bank accounts monthly.

2018-02 Grants Receivable/Deferred Inflows of Resources

*Criteria:*

Internal controls should be in place to ensure that the grants receivable and related deferred inflows of resources balances are recorded properly at year end.

*Condition:*

The grants receivable and related deferred inflows of resources accounts were not reconciled to the actual balances at year end which resulted in various adjustments to revenue.

*Cause:*

Unknown.

TOWN OF WEATHERSFIELD, VERMONT  
SCHEDULE OF FINDINGS AND DEFICIENCIES IN INTERNAL CONTROL  
JUNE 30, 2018

DRAFT

*Effect:*

The Town's grants receivable and related deferred inflows of resources balances were incorrect.

*Recommendation:*

We recommend that the Town reconcile the grants receivable and related deferred inflows of resources balances to supporting documentation at least annually in order to detect and correct errors.

Significant Deficiencies:

2018-03 Authorization of General Journal Entries

*Criteria:*

Internal controls should be in place that require appropriate individuals to approve all adjustments to the books of original entry.

*Condition:*

Internal controls over recording of journal entries are inadequately designed. Journal entries prepared by the Town Accountant are not reviewed by another individual nor is adequate supporting documentation retained.

*Cause:*

Unknown.

*Effect:*

This one deficiency in internal control structure could allow other working control policies to be circumvented.

*Recommendation:*

We recommend that the Town consistently ensure that all journal entries are properly supported with documentation as to how and where the amount was derived. We also recommend that all journal entries be reviewed by an appropriate official so as not to circumvent the original approval process.

TOWN OF WEATHERSFIELD, VERMONT  
SCHEDULE OF FINDINGS AND DEFICIENCIES IN INTERNAL CONTROL  
JUNE 30, 2018

DRAFT

2018-04 Spreadsheet Review

*Criteria:*

Internal controls should be in place that requires a qualified individual to review and approve all critical spreadsheets.

*Condition:*

The Town does not have a policy in place to require review or approval of critical spreadsheets.

*Cause:*

Unknown.

*Effect:*

This deficiency in the internal control structure could allow the spreadsheets that are used by the Town to contain errors.

*Recommendation:*

We recommend that the Town have a qualified individual review all critical spreadsheets and that the review be documented.

2018-05 Accounting and Procedures Manual

*Criteria:*

An accounting and procedures manual should be in place. This manual should define duties and responsibilities for current personnel so as to prevent or reduce misunderstandings, errors, inefficient or wasted effort, duplicated or omitted procedures, and other situations that can result in inaccurate or untimely accounting records. It will also help to ensure that all similar transactions are treated consistently, that accounting principles used are proper, and that records are produced in the form desired by management. A good accounting manual should aid in the training of new employees and possibly allow for delegation to other employees.

*Condition:*

The Town does not have an accounting and procedures manual in place.

*Cause:*

Unknown.

TOWN OF WEATHERSFIELD, VERMONT  
SCHEDULE OF FINDINGS AND DEFICIENCIES IN INTERNAL CONTROL  
JUNE 30, 2018

DRAFT

*Effect:*

The Town staff does not have a manual to turn to when questions arise about the scope of their duties and responsibilities.

*Recommendation:*

We recommend that the Town develop this document for all accounting procedures as soon as possible. Each individual should document their duties and how to perform them. The manual should include examples of forms with descriptions of their use. Once developed, only changes in procedures or forms will require changes in the manual.

We believe this time will be more than offset by time saved later in training and supervising accounting personnel. Also, in the process of the comprehensive review of existing accounting procedures for the purpose of developing the manual, management might discover procedures that can be eliminated or improved to make the system more efficient and effective.

We also recommend that the Town make sure that there are no jobs related to accounting and finance that only one person knows how to perform. The procedures manual would also be useful in determining whether this situation exists.



# WHY

## A municipal fire department?

*"In summary, the most important reason for creating a single fire department is to reduce the risks of injury and death to firefighters, while enhancing fire protection in the community"*

**John Woods—Fire Consultant 2016**

### **Why Change the Fire Department Structure?**

The Town has received safety concerns from firefighters on both sides of Town, largely caused by the division of the two departments.

A single department is the number one recommendation of the fire consultant, who stated that a single department would increase firefighter safety.

The division of the fire departments is a primary source of the division between the two sides of Town.

A single department will be more efficient, in turn saving time and money by reduced duplication of equipment and response.

Reduce the time demands on firefighters through a reduced need for meetings and fundraising.

### **Why a full-time Fire Chief?**

Besides managing the creation of this new department (by merging two private fire departments), there is a lot of administrative duties, maintenance, planning, research and relationship-building that needs to take place.

Labor laws have many requirements that would make a part-time chief an hourly employee, leading to reduced response and services during busy weeks, and may cause this position to be much more expensive than budgeted.

A full-time chief would be a salaried position, that would allow the chief to become a valuable asset to citizens and the Town staff.

### **Why a Municipal Fire Department?**

Since 2016 there have been many discussions about restructuring the fire departments. No other structure discussed creates a single department that addresses all the consultant's recommendations.

A single municipal fire department creates takes advantage of the staff and resources already provided by the Town to ensure efficiency.

### **Why this Year?**

The increased tax need from a full-time chief can be absorbed this year in the General Fund budget but may not be able to be absorbed as easily in the future.

Currently, a majority the firefighters that have spoken up at meetings (with representatives from both the Ascutney and West Weathersfield fire departments) are in favor of this transition.

### **Why is Town Oversight Important?**

The Town government has a responsibility to provide fire protection to the community.

Firefighting and citizen safety are of utmost importance, and the safety concerns expressed by the firefighters of both departments need to be a high priority.

The Town has liability exposure should there be a lawsuit. Safety concerns reported to the Selectboard increase these concerns.

The fire departments currently receive over \$170,000 of taxpayer money that should have financial oversight to ensure that it is being spent properly and efficiently.