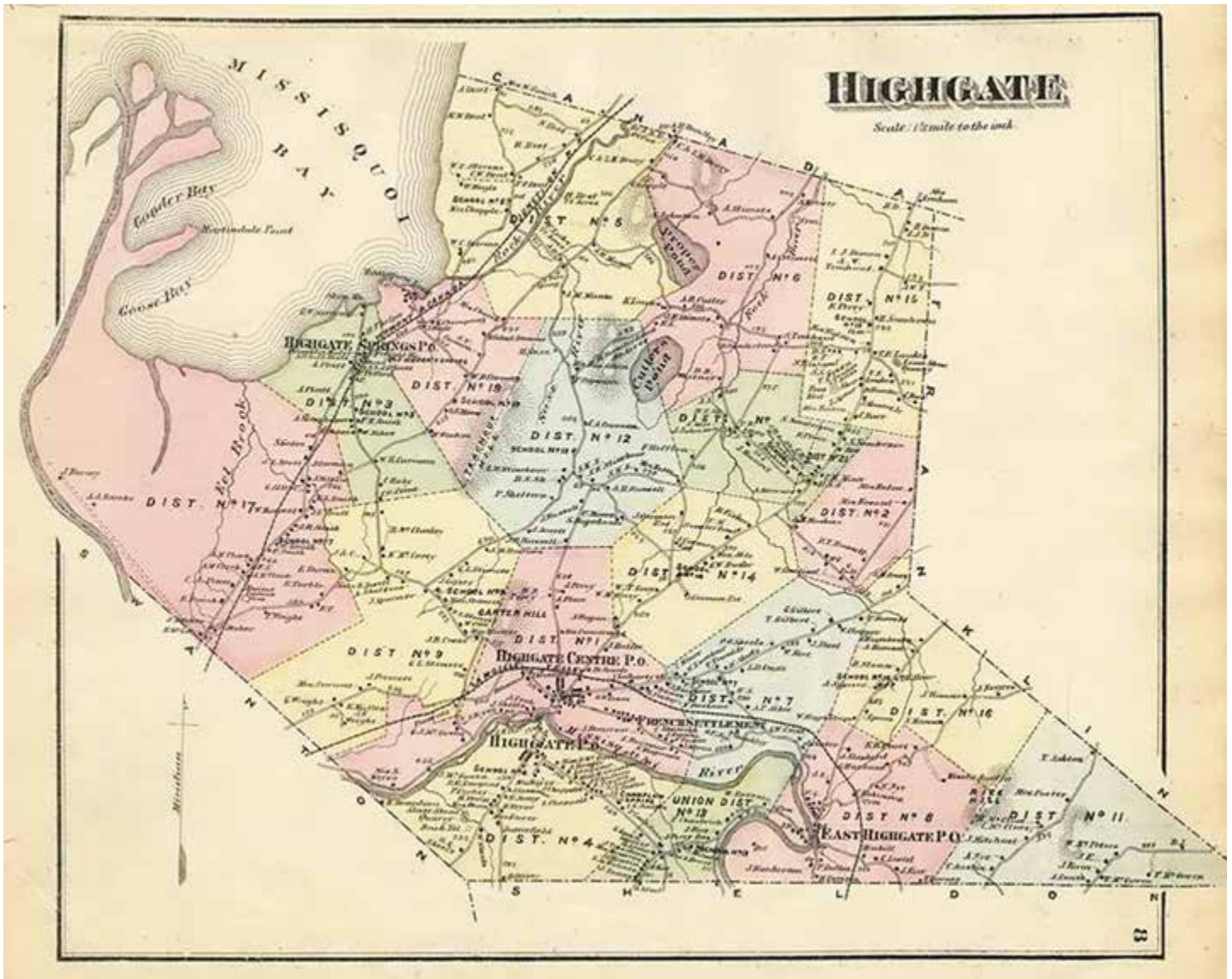


Town of Highgate Vermont Annual Reports

2017



2017 TOWN OF HIGHGATE TOWN REPORT DEDICATION

REAL & MARIE-CLAIRE LAROCHE



Real Joseph Laroché and Marie-Claire Cecile Godin were married on May 2, 1964. They raised their four sons on the family farm on Durkee Road, which still remains in the family to this day.

Their family has grown to include daughters-in-law, grandchildren and great-grandchildren that they all love very dearly. For over 30 years Real & Marie-Claire safely transported Highgate students to and from school as bus drivers and also for several years operated Meme & Pepe's Snack Bar at the Highgate Sports Arena. Their famous french fries and other delicious goodies have satisfied many hearty appetites! When they were not transporting or feeding us, you may have seen one or both of them involved with the Highgate Historical Society or at local farmers markets. Their contributions are many, and are deeply appreciated by us all.



Thank you Real & Marie-Claire!



**We appreciate you both
for making Highgate an
even better place to live,
work, learn & play!**



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Town Meeting Luncheon

March 6, 2018

Lunch will be available to purchase
(\$7.00 per person) and will be hosted by the
HIGHGATE VOLUNTEER FIRE DEPARTMENT



- *Shepards Pie with roll*
- *Drink*
- *Dessert*

Please stop by for a great meal and support HVFD at the same time!
Thank you ☺



We want you!
Involved
unteeer



The Mission of the Highgate Fire Auxiliary is to SHARE

Support the Fire Department during times of emergency by providing food and supplies for large fires or natural disasters, as well as helping the Fire Department personnel and their families during times of loss or need.

Honor the service and sacrifice of Firefighters and their families.

Assist the Fire Department in raising funds for equipment and community awareness by holding events and activities.

Represent the Fire Department at community functions and events.

Encourage community support of the Highgate Volunteer Fire Department and it's members.

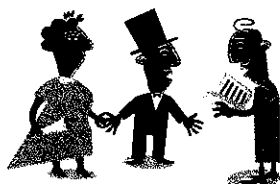
Supporting our Firefighters and giving back to our Community

The Highgate Fire Auxiliary is open to any community member who wishes to join us!

If you would like to get involved in the Highgate Fire Auxiliary, Please contact:

Christine Depatie at depatiec@gmail.com or Liza L. Comiskey at 868-3970 or lcomiskey@highgatevt.org

Highgate Justices of the Peace



Effective February 1, 2017

Claude Chevalier
PO Box 35
Highgate Center, VT 05459
802-868-4604

Anne Harper
PO Box 100
Highgate Springs, VT 05460
802-868-3351

Patricia Rainville
4582 Gore Rd.
Highgate Center, VT 05459
802-868-4703

Dennis Nolan
1264 St. Armand Rd.
Highgate Center, VT 05459
802-868-9974

Connie Janes Beyor
PO Box 206
Highgate Center, VT 05459
802-868-3371

John Ferland
3565 Gore Rd.
Highgate Center, VT 05459
802-868-7650

Clarence Miller
PO Box 84
Highgate Center, VT 05459
802-868-4192

**TOWN OF HIGHGATE VT
APPROVED MONTHLY MEETING SCHEDULE**

2018

- **Selectboard** – meetings start @ **7pm**
- **Development Review Board** – meetings start @ **6pm**
- **Planning Commission** – meetings start @ **6pm**

MONTH	APPLY BY DATE	SELECTBOARD	DRB	PLANNING
JAN. 2018	SLB – Dec. 29 & Jan. 12 DRB – Dec. 22 PC – Dec. 29	Jan. 4 & 18	Jan. 11	Jan. 16
FEB. 2018	SLB – Jan. 26 & Feb. 9 DRB – Jan. 22 PC – Feb. 2	Feb. 1 & 15	Feb. 8	Feb. 20
MAR. 2018	SLB – Feb. 23 & Mar. 9 DRB – Feb. 20 PC – Mar. 2	Mar. 1 & 15	Mar. 8	Mar. 20
APR. 2018	SLB – Mar. 30 & Apr. 13 DRB – Mar. 26 PC – Mar. 30	Apr. 5 & 19	Apr. 12	Apr. 17
MAY 2018	SLB – Apr. 27 & May 11 DRB – Apr. 23 PC – Apr. 27	May 3 & 17	May 10	May 15
JUNE 2018	SLB – June 1 & June 15 DRB – May 29 PC – June 1	June 7 & 21	June 14	June 19
JULY 2018	SLB – July 13 DRB – June 25 PC – June 29	July 19	July 12	July 17
AUG. 2018	SLB – July 27 & Aug. 10 DRB – July 23 PC – Aug. 3	Aug. 2 & 16	Aug. 9	Aug. 21
SEPT. 2018	SLB – Aug. 31 & Sept. 14 DRB – Aug. 27 PC – Aug. 31	Sept. 6 & 20	Sept. 13	Sept. 18
OCT. 2018	SLB – Sept. 28 & Oct. 12 DRB – Sept. 24 PC – Sept. 28	Oct. 4 & 18	Oct. 11	Oct. 16
NOV. 2018	SLB – Oct. 26 & Nov. 9 DRB – Oct. 22 PC – Nov. 2	Nov. 1 & 15	Nov. 8	Nov. 20
DEC. 2018	SLB – Nov. 30 & Dec. 14 DRB – Nov. 26 PC – Nov. 30	Dec. 6 & 20	Dec. 13	Dec. 18
JAN. 2019	SLB – Dec. 28 & Jan. 11 DRB – Dec. 21 PC – Dec. 28	Jan. 3 & 17	Jan. 10	Jan. 15

Phone: 802-868-4697 Fax: 802-868-3064 www.highgatevt.org
Town of Highgate Municipal Offices – located @ 2996 VT Route 78, Highgate Center, VT

ADMINISTRATIVE OFFICIALS

Wendi Dusablon, **Town Clerk**
Shelley Laroche, **Town Treasurer**
Kyle Lothian, **Town Moderator**
Jeff Towle, **Town Agent**

Term expires March 2019
Term expires March 2019
Term expires March 2018
Term expires March 2018

APPOINTED OFFICIALS

Patrick Loyer, **Tree Warden**
David Desorcie, **Fire Warden**
Vonnice Lamotte, **Animal Control Officer**
Jeff Towle, **Health Officer**
Ben Lowell, **Deputy Health Officer**
Ben Lowell, **Constable**
Ben Lowell, **NWSWD Representative**
Richard Noel, **Transportation Advisory Comm. Rep.**
Richard Noel, **North West Regional Planning Rep.**
Jeff Towle, **Clean Water Advisory Comm.**
Shelley Laroche, **Delinquent Tax Collector**

Term expires March 2018
Term expires June 2021
Term expires March 2018
Term expires June 2018
Term expires March 2018
Term expires March 2018
Term expires March 2018
Term expires March 2018
Term expires March 2018
Term expires March 2018
Term expires March 2018

SELECTBOARD

Randall Connelly, **Member**
Joshua LaRocque, **Vice-Chair**
Sharon Bousquet, **Chair**
Steven LaFar, **Member**
Bruce Butler, **Member**

Term expires March 2018
Term expires March 2018
Term expires March 2019
Term expires March 2019
Term Expires March 2020

BOARD OF LISTERS

Peter St. Germain, **Lister**
Aimee Reynolds, **Lister**
Jeff Towle, **Lister**

Term expires March 2018
Term expires March 2019
Term expires March 2020

CEMETERY COMMISSIONERS

Philip Brosseau, **Commissioner**
Keith Ploof, **Commissioner**
Dennis Nolan, **Commissioner**
Kevin Spears, **Chair**
Charles T. Nye, **Commissioner**

Term expires March 2018
Term expires March 2019
Term expires March 2020
Term expires March 2021
Term expires March 2022

DEVELOPMENT REVIEW BOARD (appointed)

Scott Martin, **Member**
Julie Rice, **Member**
Woodbury Rouse Jr, **Member**
Richard Trombley, **Chair**
Tim Reynolds, **Vice-Chair**

Term expires March 2018
Term expires March 2019
Term expires March 2019
Term expires March 2020
Term expires March 2020

PLANNING COMMISSION (appointed)

Barbara Chevalier, **Member**
Richard Wilkens, **Vice-Chair**
Luc Dupuis, **Chair**
Bruce Ryan, **Member**
Tom Conley, **Member**

Term expires March 2018
Term expires March 2019
Term expires March 2019
Term expires March 2019
Term expires March 2020

JUSTICES OF THE PEACE

Claude Chevalier, **Justice**
John Ferland, **Justice**
Clarence Miller, **Justice**
Anne Harper, **Justice**
Connie Janes Beyor, **Justice**
Dennis Nolan, **Justice**
Patricia Rainville, **Justice**

Term expires February 2019
Term expires February 2019
Term expires February 2019
Term expires February 2019
Term expires February 2019
Term expires February 2019
Term expires February 2019

LIBRARY TRUSTEES

Virginia Holiman, **Trustee**
Ronna Scott, **Trustee**
Karen Fortin, **Trustee**
Becky Johnson, **Trustee**
Rebecca Howrigan, **Chair**

Term expires March 2018
Term expires March 2018
Term expires March 2019
Term expires March 2020
Term expires March 2021

TRUSTEES OF TRUST FUNDS

Evangeline LaRocque, **Trustee**
David Roddy, **Trustee**
Clarence Miller, **Trustee**

Term expires March 2018
Term expires March 2018
Term expires March 2019

FINANCE COMMITTEE (appointed)

Shelley Laroche, **Chair**
Heidi Britch-Valenta, **Member**
Sharon Bousquet, **Member**
Ron Nye, **Member**
Jean Chevalier, **Member**
Luc Dupuis, **Member**

Term expires March 2018
Term expires March 2018
Term expires March 2018
Term expires March 2018
Term expires March 2018
Term expires March 2018

PARKS & RECREATION COMMITTEE (appointed)

Ty Choiniere, **Chair**
Karen Gagne Fortin, **Member**
Randy Connelly, **Member**
Brian Spears, **Member**

Term expires March 2018
Term expires March 2018
Term expires March 2018
Term expires March 2018

PUBLIC MEETINGS CLERK

Wendi Dusablon

TOWN ADMINISTRATOR

Heidi Britch-Valenta

PUBLIC WORKS DEPARTMENT

Patrick Loyer, Director; Philip Brosseau; Nicholas Scott

ZONING ADMINISTRATOR

Laura Barney

TOWN OF HIGHGATE

Approved Town Meeting Minutes

March 7, 2017

A. Call to Order & Roll Call

The meeting was called to order at 10:00am by Kyle Lothian, Town Moderator.

Highgate Selectboard Members: Christopher Yates – Chair; Sharon Bousquet – Vice-Chair; Randall Connelly; Joshua LaRocque; Bruce Butler

Highgate Staff: Heidi Britch-Valenta - Town Administrator; Shelley Laroche - Town Treasurer; Wendi Dusablon - Town Clerk; Kyle Lothian - Moderator

B. Pledge of Allegiance & Moment of Silence

Kyle Lothian asked everyone to please stand for the Pledge of Allegiance, followed by a moment of silence.

C. Miscellaneous Information from the Moderator

- Kyle asked if anyone present was not a Highgate registered voter to please raise their hand and identify themselves. Same day voter registration is now available. Any interested persons should report to the check-in table to register to vote.
- There will be two questions, per person, per article. Please state your name and direct your questions to the moderator. The moderator will then direct the question to the proper person(s) for answers. Please come to the microphone in the aisle. If you are unable to do so, a cordless microphone will be brought to you.
- Lunch will be available to purchase and is being hosted by the Highgate Volunteer Fire Department for \$7.00 per person – chicken n biscuits, coleslaw, carrot cake and a drink.
- This is Kyle's first time moderating at Town Meeting. He stated he will undoubtedly make some mistakes, and he will do his very best.

D. Town Report Dedication Presentation

Chris Yates read aloud from the 2016 Town of Highgate Town Report Dedication to Shirley Fecteau and presented the plaque to her family that was present. Shirley and her husband are currently in Arizona.



E. Review of Articles

Article #1 – To elect the following town officers:

Motion by Zeb Maskell, seconded by Jeff Towle.

These are all on Australian ballot and Kyle Lothian read them aloud.

- 1) A Moderator for the ensuing year;
- 2) One Town Agent for the term of one (1) year;
- 3) One Selectboard Member for the term of two (2) years;
- 4) One Selectboard Member for a term of two (2) years remaining on a three (3) year term;
- 5) One Selectboard Member for the term of three (3) years;
- 6) One Lister for the term of three (3) years;
- 7) One Trustee of Trust Funds for the term of three (3) years;
- 8) One Library Trustee for the term of five (5) years;
- 9) One Cemetery Commissioner for the term of five (5) years;

Article #1 by voice vote – **PASSED**.

Motion by Zeb Maskell to change the number of questions per person, per article, to at least five questions. The motion was seconded by David Rouse. By voice vote – **INCONCLUSIVE**. By a show of hands – **FAILED**. It will remain at two questions, per person, per article.

Article #2 – To receive and act on the reports of the town officers for the past year.

Motion by Henry Rainville, seconded by Richard Flint.

On page 48 of the town report there is a misprint. At the end of the page it should read "*ending balance 12/31/2016*", not 2015. Kyle reread article #2 aloud. Article #2 by voice vote – **PASSED**.

Recess Town Meeting and enter the Highgate Town School District Meeting to transact the following business:

Article #1 – To elect from the legal voters of said Town the following officers:

- 1) One Moderator for the ensuing year;
Motion by Chris Yates to nominate Kyle Lothian, seconded by Sharon Bousquet. There were no other nominees, by voice vote – **PASSED**.
- 2) One School Director for the term of two (2) years;
Motion by Zeb Maskell to nominate Richard Flint, seconded by Ryan Maskell. There were no other nominees, by voice vote – **PASSED**.
- 3) One School Director for a term of three (3) years;
Motion by David Roddy to nominate Connie Beyor, seconded by Chris Yates. There were no other nominees, by voice vote – **PASSED**.

Article #2 – To act upon the reports of the School Directors.

Motion by Zeb Maskell, seconded by Henry Rainville.

Connie Beyor noted there is a correction on page 87 of the town report. The second column should be labeled "*June 30, 2016*", not 2015. Kyle reread article #2 aloud. Article #2 by voice vote – **PASSED**.

Article #3 – Will the voters of the Highgate Town School District authorize the School Directors to borrow money to pay current expenditures in anticipation of taxes and to sign notes for that purpose?

Motion by Scott Martin, seconded by Henry Rainville. Kyle reread article #3 aloud. Article #3 by voice vote – **PASSED**.

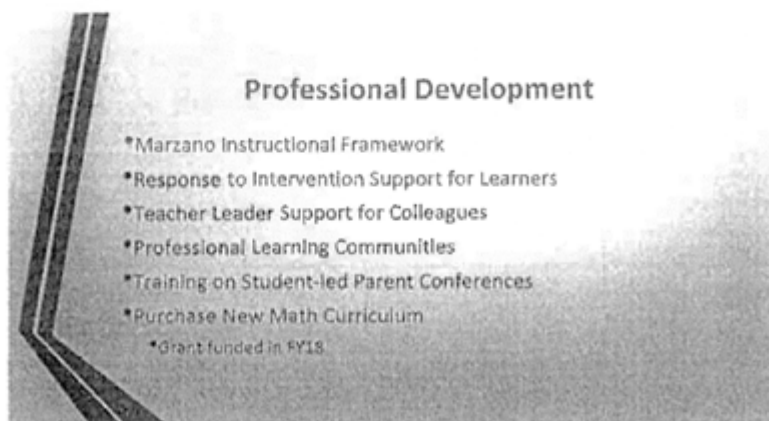
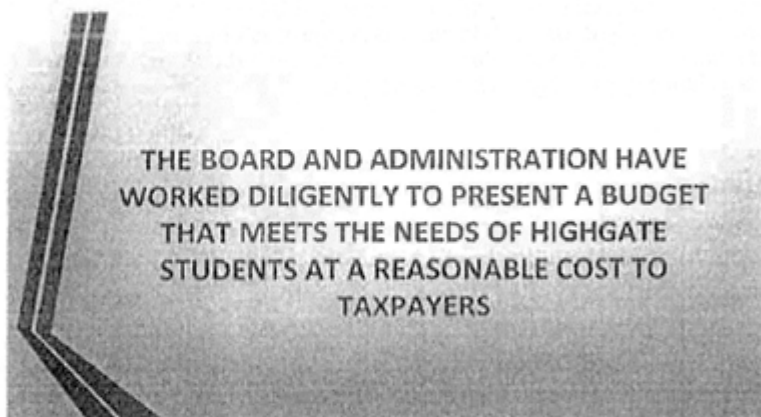
Vermont House of Representatives

Motion by Chris Yates to allow Chuck Pearce to speak, as he is not a Highgate resident. The motion was seconded by Zeb Maskell - by voice vote – **PASSED**. Chuck noted that nothing of significance has passed yet. The governor will not allow anything to pass that will raise taxes or fees. He gave a brief update on ACT46, noting that many school districts are having problems with it. Steve Beyor did not have a lot to report either but did touch on a few topics. The committee has been spinning their wheels for several weeks on how to raise money for the water fund. He also gave an update on ACT248 and energy siting. With regard to Fish & Wildlife, there will be some changes on age requirements and fees for lifetime licenses for senior citizens. The cost will be \$60.00 at age 66. Zeb had some questions with regard to school districts using money for building repairs. Chuck is not sure, he is not a lawyer. Beth Lockerby would like to see Vermont find other ways to fund education, other than through property taxes. Chuck added that there is a bill in the house to change the way education is funded to income based instead of property based.

Article #4 – Shall the voters of the Highgate Town School District approve the School Directors to expend \$5,065,091, which is the amount the School Directors have determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$13,982 per equalized pupil. This projected spending per equalized pupil is 9.9% higher than spending for the current year.

Motion by Chris Yates, seconded by Zeb Maskell. The school board has prepared a presentation on their proposed budget. Connie Beyor introduced the school board members, which include herself, David Roddy, Richard Flint, Nola Gilbert and Chris Shepard. She also introduced the

Principal of Highgate Elementary – Patrick Hartnett, FNWSU Superintendent – Winton Goodrich, and FNWSU Business Manager – Lora McAllister. Motion by Chris Yates to allow Winton, Lora and Pat to speak, as none of them are Highgate residents. The motion was seconded by Randy Connelly – by voice vote – **PASSED**. Below is the presentation shown to the voters, with questions being addressed along the way as well as at the conclusion of the presentation.



Total Current Staff – 73.65 FTE

Professionals PreK - 6	Support Staff PreK - 6	Paraprofessionals PreK - 6
39.4	11	23.25
Teachers Interventionists Student Support Services Principal Asst. Principal Connected Service Prof.	Office Support Facel Services Custodians Technology Services PBIS Specialist	Paraprofessionals

Facility Improvements

- Replaced two classroom floors
 - Removed carpet and vinyl floor tiles
 - Completed safety testing
- Updating floor finish in three rooms
- Temporary roof valley repair
- New kitchen dishwasher (partial grant support)
- Septic repair

Projected Education Spending

(Budget plus special articles, less anticipated revenues)

	FY15	FY16	FY 17	FY18
Ed Spending	\$4,158,669	\$4,081,554	\$3,958,643	\$4,608,920
Ed Spending /Eq. Pupil	\$13,762	\$13,324	\$12,723	\$13,962

FY17 School District Data

SCHOOL DISTRICT	GRADES OFFERED	EQUALIZED PUPIL	EDUCATION SPENDING PER EQUALIZED PUPIL
Bristol	PK-6	250.74	\$14,730
Cambridge	PK-6	338.31	\$13,816
Newport City	PK-6	329.66	\$13,420
Randolph	K-6	306.96	\$13,384
Highgate	PK-6	310.98	\$12,723

Cited from Agency of Education

Cost Comparisons with Similar Schools

Highgate's ranking of school budget spending per equalized pupil is the **77th least expensive** out of **88** Vermont school districts that are a member of a joint union high school.

Budget Considerations

- Teacher Salaries
 - Currently negotiating wages and benefits for FY18
- Support Staff Wages
 - Currently negotiating wages and benefits for FY18
- Employee Health Care Premium
 - New plans being initiated state wide, Contributions under negotiations, Announced by VSBIT, Staff participation changes
- Assessments
 - ECP - Expanded PreK Program, salary increases, staff changes, etc.
 - Special Education - increase in students needing services and level of services.
- Social and emotional needs of students

Proposed Budget Increases

- 2 Classroom Teachers
- Half-time Home School Coordinator
- Lunch Room Monitors
- Out of District Placements - Special Education
- Math Curriculum

Proposed Budget Reductions

- Anticipated dental Insurance premium decrease of 0-3%
- Decrease in supply, equipment and purchased service lines as possible
- Reduced equipment, supplies and materials using State Facilities Buyer's Group

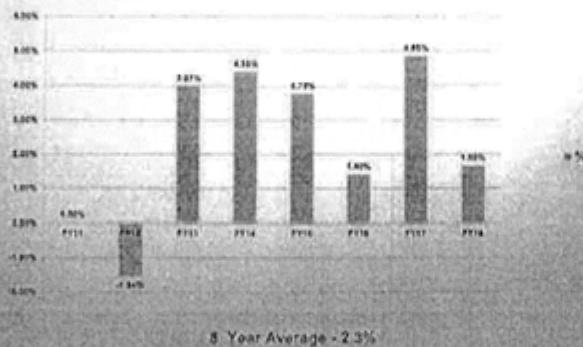
Proposed Budget Reductions

- Potentially reduced electricity bills following solar field installation FY18
- Reduced energy costs resulting from Natural Gas Conversion & HVAC Upgrade

FY18 School District Budget proposed to taxpayers

\$5,065,091

Historical Budget Increases



What Affects Tax Rate

- Budget – Proposed by school board - decided by taxpayers
- Capital Reserve – As proposed by school board - decided by tax payers
- Revenues – State/federal, interest, fund balance (\$550,171)
- Equalized Pupil – 2 year weighted average of students (322.47)
- Property Tax Yield – Set by legislature (\$10,076)
- CLA – Set by Listers and state (108.47%)
- Ratio of elementary to MVU students - (Elem: 57.64% MVU: 42.36%)

Projected Homestead Tax Rate

After CLA Adjustment & With Proposed Special Article

	<u>2016-17</u>	<u>2017-18</u>	<u>Increase</u>
Highgate	\$0.666	\$0.737	\$0.071 (7.1 cents)

FY18 projected rates are calculated using an estimated statewide property yield amount of \$10,076 – actual yield and tax rate billed will vary based on any action taken during current legislative session.

*The School Board, Administration, and Staff continue to do
our best to be responsible stewards of our children's
education and taxpayer's dollars.*

We appreciate your help and support.

Thank you!

School Board Members

Connie Janes Beyor, Chair – 868-3371 (Term ends 2017)

Nola Gilbert, Vice Chair – 868-2130 (Term ends 2018)

Richard Flint – 868-2652 (Term ends 2017)

David Roddy – 868-2540 (Term ends 2018)

Chris Shepard – 868-3984 (Term ends 2019)

Where to Learn More

- Contact the Superintendent of Schools

wgoodrich@fnwsu.org or 868-4967 x 17

- Visit the school homepage

<https://sites.google.com/a/fnwsu.org/highgate-school/>

Voting Information

Tuesday, March 7, ~~2016~~ 2017

Highgate Elementary School

Town Meeting begins at 10:00am

Polls will be open for voting from 7:00am – 7:00pm

Pat Hartnett responded to several questions regarding the math curriculum. For the past 5+ years, Highgate has worked towards meeting goals associated with common core. Our math scores are not where we would like them to be, and in fact dropped some last year. Math grant funding has made trying a new program possible. Scott Martin had questions about the grant. Kyle reminded everyone to please use the microphone when asking questions. Lynn Calderwood asked if the teachers were in agreement that the change to this new program was the right choice. Mr. Hartnett confirmed that there was representation from all grade levels involved in the decision. Lisa Wells asked if the program was tried and true to be successful and also asked if there was a cost associated with it each year. There are fees each year. There is no text book, but there are consumables which will need to be purchased. The nearest school to us that is also rural and using this program is in New Hampshire. Chris Clodgo asked if there was a backup plan. Mike Maskell was concerned about investing into an unproven program. After lengthy discussion on this, Zeb asked if we could move on, as there is much more to this presentation we had not heard yet. There was discussion on the proposed position of Home/School Coordinator. This position is already in place in Sheldon and Swanton. This position works to bridge the responsibilities between school and families to take care of educational as well as social / emotional needs. This will bridge the gap for families that need it the most. Maurice Parah feels this is an added cost that will interfere with families or make families feel targeted. Paulette Unwin asked if this position would be working after hours to accommodate working parents. Pat expects this position to be a very unstructured schedule. There was further discussion on regular classroom teacher schedules as well as parent / teacher conferences and the need for teachers to be flexible and accommodating. Jean Chevalier asked if this new position is in place of the assistant principal position. There is no cohesive answer to what the reorganization may or may not be at this point, but Mr. Hartnett stated the HSC is not in place of the assistant principal. Connie clarified that this budget includes two new teachers. Our student/ teacher ratio is 15.38,

dental insurance premiums have decreased and our electricity bills are expected to go down due to net metering solar projects coming to town. David Rouse asked about lunch room monitors and why teachers are not doing that. Richard Wilkens asked about the overall budget increase from last year, which is 1.65% or \$82,451.00 over last year. Lora McAllister wanted everyone to understand that money from the federal government as well as some from the state has been netted out of the budget. This was not a choice, but mandated by the state, as to how the budget is presented. Connie noted that we can all do better, the board, superintendent, principal, community members, parents – all of us. Education today is a tough job, but working together the children from Highgate can derive the benefits. Zeb Maskell expressed frustration and asked if anyone could give an honest answer as far as what is going on at the school with the budget, assistant principal position and suggested there was a hidden agenda. Connie replied that there is NO hidden agenda and she would not support that at all. The board was late to realize the extent that many of our children are coming to school and not having the best opportunities to learn. Catching up is tough and expensive. There are some things, like personnel issues, that just can't be discussed, and Connie won't be that person that does that. Zeb pointed out that the Highgate Elementary School has been identified for many years. Zeb had further questions on identified schools in our community and throughout the state. Winton Goodrich, FNWSU Superintendent, addressed these questions. Lynn Calderwood would like to see line graphs used instead of bar graphs with regard to projected education spending and per pupil spending. Shelley Laroche clarified that the 1,700 number that keeps being brought up is not the number of taxpayers we have. That is the number of envelopes that were stuffed for tax bills last summer. Lora McAllister spoke to Lynn's questions about graphing and the language of the article is the way the state mandates it. It is very confusing. Lora wanted everyone to know that the most important things to pay attention to are the net education spending and the equalized per pupil spending. Those are the numbers of what really drive the tax rate. Eric Chevalier asked for clarification on student enrollment numbers vs. staff numbers. He estimated 80 staff to 300 students. It was clarified the staff is 73.65, not 80. Motion by Scott Martin to move the question, the motion was seconded by Alice (Sue) Cota – by voice vote – **PASSED**. Kyle Lothian, moderator, reread the article aloud. Motion by Zeb Maskell, seconded by Steve LaFar to move to a paper ballot vote – by voice vote – **PASSED**. Article #4 by paper ballot (187 votes total) 113 NO / 74 YES – **FAILED**. There was discussion on whether we should break for lunch or keep going with this article and leave with a budget today. The alternative is to reconvene and have another floor meeting and vote on another day. Once we move forward we cannot go back to this article. The school board will respect the will of the voters either way. There was a motion made from the floor and seconded to break for lunch – by voice vote – **FAILED**. The board will need some time to figure this out. Zeb asked if the voters could come up with a figure. There was some discussion on the process moving forward. Henry Rainville and Steve LaFar, among others, would like to see this resolved today. Kyle did not see any other option than to take a recess and give the board some time to come up with a number. There was a question from the floor by Jean Chevalier asking if a motion was needed to go into a recess. Kyle replied that he did not believe so based on what he learned at the moderator training. Zeb believes the budget can be amended from the floor, and Kyle agrees, but they need a recess to figure it out and proceed correctly. The town attorney was contacted and Kyle explained how the process was going to move forward. Any person who voted "no" on the original vote needs to make a motion to have article #4 reconsidered. Once it is on the floor, the amount can be amended at that time. Motion by Zeb Maskell to reconsider article #4, seconded by Chris Yates – by voice vote – **PASSED**. Motion by Zeb Maskell to level fund from last year's school budget in the amount of \$4,982,640.00, a difference of roughly \$82,000.00. Lora McAllister wanted to clarify the motion and explained that level funding from last year is not an apples to apples comparison, basically. They are two different kinds of budgets. The original budget amount already shows revenue netted out because it is received at the supervisory union (SU) level. She wanted to be clear about that. Marc Bessette had more questions about this process. Marcia Brown feels that, as a senior citizen, the budgets are driving older folks out of town. Melanie Thompson asked what would be cut from the budget if it is reduced by \$82,000.00? Lisa Wells asked how much revenue is part of the \$82,000.00 difference. Lora explained what is outlined on page 89 of the town report. Dianne Laroche had questions about the education technologist position, referring to page 91 of the town report. Scott Bessette asked to clarify if a \$443,000.00 increase is the cost to educate Highgate kids this year. He wanted only a yes or no answer from the school board. Scott did not feel the budget was represented in this way. Zeb asked to verify that the separate issue being voted on Australian ballot today to repair the parking lot is not included in this budget proposal – that is correct, it is separate. Sharon Bousquet asked if there is an additional reserve fund of \$190,000.00 and if that money is available to offset this budget. Lora replied that the unreserved fund balance, as listed in the town report on page 87, is \$315,967.00. Winton Goodrich responded that there is no "slush" fund that people are not aware of, and by law they are not allowed to do that. Deb Farris asked about behavior management in the school and figures associated with that. Pat Hartnett answered that behavior is becoming increasingly challenging. He further stated that the more money we spend here, and if we get it right, it is less money than we would spend down the road on out of the district placement of students. Ashton Banyea commented on this topic and holding everyone, including families, accountable. Pat agreed, noting that building stronger students now we will see the benefits in our community later. Claudine Deslandes asked about utilizing volunteers and senior citizens in our community. Brandi Maskell had comments / concerns about the PBIS protocol and if it is necessary to have both PBIS and BCBA in our school to deal with behaviors. Zeb thought the comments about single parents was discriminative. There is a motion on the floor to amend article #4. Motion by Chris Yates to move that motion, seconded by Tim Gingras – by voice vote – **PASSED**.

Motion by Chris Yates to move article #4, seconded by Steve LaFar – by voice vote – **PASSED**. Motion by Scott Martin, seconded by Eric Chevalier to move to a paper ballot vote – by voice vote – **PASSED**. Matt Beyor spoke about going to school here in Highgate and also at MVU. He has his own children now and one of his daughters has special needs that were not able to be met here in Highgate, so she no longer attends school here. He feels her needs were not met because of nickel and diming the school budget and the town of Highgate let him down. Instead of moving to paper ballot, he would like to have a voice vote to see the faces of those that don't think our kids are worth the 7.1 cent difference we are voting on. Kyle Lothian reread the article as it now states: *Shall the voters of the Highgate Town School District approve the School Directors to expend \$4,982,640, which is the amount the School Directors have determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$13,727 per equalized pupil. This projected spending per equalized pupil is 7.9% higher than spending for the current year.* There was some discussion on what the differences from the original article mean to our taxes. Beth Ann Shepard asked if we vote this down and keep going, can we go back to this article? No, if we move forward we cannot go back to this article. Winton pointed out that 74% of Highgate residents receive some form of prebate (credit) on their tax bill, which is another factor to consider. We have a motion on the floor, and Kyle reread the article again. The voters then voted a second time by paper ballot on the amended school budget (above). Article #4 by paper ballot (175 votes total) 100 YES / 75 NO – **PASSED**.

Motion by Henry Rainville to recess for lunch for 30 minutes @ 1:34pm. The motion was seconded by Sharon Bousquet – **PASSED**.

After the lunch break, Kyle Lothian clarified that he is, indeed, a Highgate resident and he resides on Thak Blvd. He was asked the question during the break.

Article #5 – To transact any other business legally authorized to be transacted, considered appropriate and necessary when met.

Motion by Chris Yates, seconded by Steve LaFar. David Rouse stated that we voted in previous years to appoint certain positions (Constable and Delinquent Tax Collector). There are currently laws trying to be passed with regard to this and he wants us to switch those positions back to being elected. It was pointed out to David that we are still in the school portion of the meeting. Zeb asked for more information on the parking lot project that is on the ballot. Chris Shepard also provided some feedback to voters. The black top needs to be ground off; regrade the parking lot pitch so the water flows to five new precast curb inlets / catch basins connected to reinforced concrete pipe storage; connect storage pipe to lift station (containing two alternating pumps) to send water to existing underground drainage system for the white building. The drainage system to the lift station will be gravity fed. Curbing will be added in selected locations along with new paving. This system is designed to handle a ten year storm event. There was concern expressed for residents on St. Armand Road and the extra water being sent in that direction. Roy Hango, engineer, assisted with the plans for this project. The board does not have a plan B if this bond vote does not pass. Our parking lot has been in disrepair for years, and it keeps getting worse. The school board can't send this out to bid until they have something to bid on if this passes. Mr. Monahan asked if there was an estimation of rainfall or snowmelt from the engineer that this proposed system can handle. The design is based around a once in ten year event. Steve Ploof asked about plans for maintaining the ditch on St. Armand Road over to Frog Pond where the water will eventually end up. He used to work for the town and the town repaired the ditch twice at taxpayer expense over a twenty year period. With the volume of water being sent in that direction, somebody will have to maintain it. Richard Flint thanked Terry Brace and the custodial staff for setting everything up and the school looks good! Angela Carr spoke about the Highgate Parent / Teacher / Kid Organization (PTKO). They are low on funding and appreciate any donations or fundraising ideas. There are handouts on each chair today with more information from the PTKO. She gave an overview of what the PTKO does at the school and in our community. Their next meeting is March 13th @ 6:30pm in the school library.

Motion by Zeb Maskell to enter back into Town Meeting, seconded by Henry Rainville – **PASSED**.

Article #3 – Shall the voters of the Town of Highgate appropriate \$50,000 to be held in escrow to be used for the Highgate Public Library building fund?

Motion by Zeb Maskell, seconded by Dan Fortin. There was a power point presentation by the library which was narrated by Karen Fortin, Chair of the Library Trustees. Karen introduced the trustees, librarian, Vista employee and other library staff members. The roof is in disrepair, which will cost between \$5,000.00 - \$10,000.00 to repair based on verbal estimates. Karen discussed grant funding and donations received as well as what the library budgets for. Things are changing and the location of the library may not be the best spot moving forward. Their space is very limited, thus limiting their programming. They have applied for a municipal planning grant to look at their current space vs. a new space and what the best alternative will be. Lisa Wells asked what the \$50,000.00 request is for and how long the feasibility study will take to be completed. Are we putting the cart before the horse because the study is not complete? There are fourteen tasks to be completed associated with the study, and they hope to have the list complete before town meeting next year. The study is already approved at the state level, they are just waiting on the library budget to be approved to pay for the town portion of the study. Motion by Zeb Maskell to move the question, seconded by Chris Shepard – **PASSED**.

Kyle reread the article aloud. Motion by Zeb Maskell to approve article #3, seconded by Steve LaFar – by voice vote – **PASSED**.

Article #4 – Shall the voters of the Town of Highgate authorize the Selectboard to utilize \$250,000 of General Fund reserves for the purchase price of the properties located at 14 St. Armand Road and 3119 VT Route 78 from the Ephraim Machia Estate, for the purposes of increasing employment, income, business and investment and to plan for the orderly growth of the Town in the face of increasing development pressures in the interests of public health, safety and welfare?

Motion by Claude Chevalier, seconded by Henry Rainville. Jean Chevalier stated that at the informational session last week the Selectboard had no set ideas for this property and that it is all about the location. She is disturbed about the \$250,000.00 in general fund reserves, adding that we have issues like leaky roofs, mold, and a crumbling fire department floor to deal with. There is another article asking for \$252,000.00 in the CIP to address some of these issues and we should not purchase another property the town does not need. We are also not ADA compliant at the municipal building. We have funds to do these things and we are not using it. Jean feels the town should vote no on this article, we don't need it and it's too costly. She also added that we could have paid the additional \$20,000.00 to keep MVR. Motion by Zeb Maskell to table article #4, seconded by David Tremblay – by voice vote – **INCONCLUSIVE**. By a show of hands, the motion to table article #4 – **FAILED**. Chris Yates explained that the \$250,000.00 amount was negotiated with the land owner / executor of the estate, Keith Machia. We did our due diligence and had an appraisal done on the property. In conversations with past Selectboard members, it was noted that Mr. Ephraim Machia was offered three times this amount in the past for the properties and the offer was turned down. Mike Lambert expressed concern about the environmental impact on the property from past use and any liability the town would assume. Part of the purchase agreement is a phase one environmental assessment to be completed by an NRPC approved consultant and paid for by the seller. Claude Chevalier recalls that the fence around the property was put up as part of a dispute despite the town and has been there for many years. This could be an opportunity to get rid of the fence and have control over what happens there. He feels the town is wise to purchase it. It is a prime location and the town could build there possibly, or resell it. The property was referred to as an "eyesore" in our village. Becky Johnson had questions about the acreage – 1.3 acres which abuts land already owned by the town. There are no plans to demolish structures or not to. The vision is to remove the fence and let the vision come from Highgate residents. Everything is on the table if the town can control it. The current house is not on a historical registry. Keith Machia confirmed this and said his father did not place it on a registry because he did not want the control is someone else's hands. The house is 200 years old, so is it historical – yes. Is it on a registry – no. Chris Clodgo asked about options to back out, depending on results of the testing. Maurice Parah commented that the town can't afford to buy all the properties in town that don't look great. Zeb stated that there are fuel tanks in the ground there. Richard Noel wants people to look further than the length of their nose. This is a piece of the puzzle to clean up our village, noting there are programs to help clean it up if needed. Beth Ann Shepard asked if the post office is located on that property – no. Lisa Wells spoke to the wording of the article, which was provided by the town attorney. Mike Maskell asked if the price is firm – yes, contingent on a positive vote and testing. Melanie Thompson agrees this is a good move for the town, adding that the real estate market is coming back. Matt Beyor pointed out that this could improve property values of surrounding properties as well as add tax revenue, depending on what ends up being there. Debbie Rouse commented that we just voted down a school budget by \$82,000.00, yet will pay \$250,000.00 for this and we should be ashamed of ourselves. Lori Choiniere had questions about the septic system there. There are currently two septic systems there, one for the house and one for the café. The soils there are good draining soils. Keith Machia replied that the systems are fully legal and working and they do not drain onto other properties. With regard to tanks being in the ground, Keith stated that Zeb doesn't know that, and neither does Keith. If there are tanks in the ground, that will be mitigated, but to make a statement like that is misleading. Henry Rainville apologized to Keith Machia for the property being referred to as an "eyesore". Henry feels this is a useful piece of property and he is not one for owning more town property. David Rouse would like to keep some history in town and not tear it all down. The land that the café sits on is already owned by the town and there is a lease. Keith clarified that the corner house property has no lease, only the small piece under the restaurant. The corner house property was fully owned by his father, and he paid cash back in 1968. Keith spoke of his father's legacy in town. He had a personality for sure, and he was a good worker – no one can dispute that. The fence was installed because of historical issues between his father and the fathers of the town. The people of the town today are not those same people and nobody wants that fence to come down more than Keith does. The right of eminent domain does not apply here and misinformation is not a good thing. Faith Brashear thinks this would be a good location for a new library and community center. Claudine Deslandes had questions about the assessed value of the properties. Going by memory, Chris believes the house is \$185,000.00 and café \$30,000.00, but he was not sure. Lynn Calderwood wanted to clarify that any decisions would go before the voters. Chris Yates hopes that the people in this room will bring their ideas to the Selectboard, Planning Commission or committee that is developed to make plans for this location. Tammy Rowell reiterated that everything should go before the townspeople, everyone, not just those that come to a meeting. Chris pointed out that we vote from the floor and article #13 further down the warning is to move public questions to the ballot. If that passes, we would be able to vote things like this on a ballot. Motion by Dan Fortin to move the question, seconded by Claude Chevalier – by voice vote – **PASSED**. Kyle reread article #4 aloud, by voice vote – **PASSED**. Debbie Rouse wanted to challenge the outcome of the voice vote. Kyle did not allow

Article #5 – Shall the voters of the Town of Highgate appropriate the sum of \$7,424 for home health services provided by Franklin County Home Health Agency, Inc.? Motion by Henry Rainville, seconded by David Roddy. This was a petitioned article and Jennifer Dusablon was present. She has been an employee at FCHH for twenty years. Last year they served 89 Highgate residents and the town support makes a big difference. Article #5 by voice vote – **PASSED.**

Article #7 – Shall the voters of the Town of Highgate appropriate \$252,667 to meet the expenses and liabilities of the Capital Improvement Plan, with an estimated \$252,667 to be raised by taxes?
 Motion by Scott Martin, seconded by Karen Fortin. Richard Wilkens, Chair of the Planning Commission was present to answer questions, as well as the rest of the Highgate Planning Commission members. Rich does not consider anything in the CIP to be “fluff”. The CIP items are mostly fixes (roof, floor, for example) or legal issues (ADA modifications). He referred everyone to page 43 of the town report to look at the spreadsheet, below.

[illegible]

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entrance, and the restrooms. The \$50,000.00 for the bridge should be our last installment for the town to meet its obligation towards the full replacement. The PC put together the plan, it's up to the voters now. Brian Rowell asked about transfer station funds and why those are not being used to replace some of the equipment. Shelley directed Brian to page 49 in the town report. This was also discussed at the informational session last week. The transfer station funds go into the general fund, as do all other revenues, to offset all general fund expenditures. There is no separate fund for the transfer station money. Brian said this was voted on a few years ago that the transfer station money would be set aside for the purchase of equipment that was needed. Shelley was not here then and is yet to find a fund sitting there called "transfer station funds" or "extra money". When Brian was on the board for eighteen years that money was set aside for the purpose of purchasing equipment. He does not believe it is legal to use the reserve funds in the general fund as a means to purchase the Machia property, because those transfer station funds should not have been rolled into the general fund. Shelley explained, that our last audit report showed we had an unassigned fund balance of \$305,156.00. The general rule of thumb for external auditors is we should have 10% of our balance as unassigned for operating costs, which would be \$100,000.00. The other \$205,000.00 did not grow over night. That question should be asked to prior Selectboard members and the prior town treasurer. We just voted on using \$250,000.00 of reserves to purchase the Machia property. Shelley again reiterated that the transfer station revenue is treated just like any other revenue in town by going in to the general fund to offset expenditures. She is unsure who was on the board when any changes took place, but it was prior to her time here. Rebecca Howrigan asked about the fire department floor and if \$60,000.00 was needed for the repair. We put out an RFP and hired Tim Hardy, engineer, to oversee the process when the floor was cut out. There was debris in the ground including glass, brick and timber that had rotted so the floor began to sink. The debris was from the prior structure on the site that was just thrown into the hole. The engineer feels confident to just fix the affected area will be far less expensive than \$60,000.00. Tim Hardy, engineer, has reported to the town that fixing the affected area only will work. Joe Depatie, Fire Chief, spoke to this issue. He does not want to put a band aid on the issue, he wants it fixed and fixed correctly. He would like to see the entire floor replaced. There are many events held at the fire station throughout the year. The department, as well as the community, deserves a decent fire station. Ty Choiniere asked about purchasing a new fire truck and what the needs are for the future. Joe Depatie would be comfortable if the voters would approve \$60,000.00 towards the floor repairs, and amend the amount towards a new truck. If there are funds left from the floor repair, those could come back before the voters next year to be reallocated towards a new truck, if that is what the voters decide. Rich again stressed that unused funds in the CIP go back to the voters the following year to be voted on how they are spent. Zeb asked questions about the transfer station funds, to which Chris Yates responded that those changes took place prior to him being on the board. Kyle questioned if that line of questioning is germane, because the board and treasurer have all stated they do not know the answers as to why it was merged into the general fund. Brian Rowell disagreed, stating that two years ago funds were spent on a truck without going to the voters, so the issue does pertain to this board. Georgette Johnson asked Shelley Rainville to stand up and be identified. Shelley Laroche stood up (her maiden name is Rainville). Joe spoke some on the purchase of a new pumper, likely in the next year or two. Preliminary estimates are in the \$325,000.00 range. Henry Rainville asked where the information on the municipal roof leak came from and that it has been leaking for ten years. He believes the town was notified of the issue about four years ago. Henry would like to amend the CIP that the year prior to expending funds it goes back to the voters. Chris replied that for this year they could amend the CIP, but he is really talking about a change to the CIP policy. The policy is what would need to be amended. Henry added that voters don't see the policies here at town meeting. Henry feels \$60,000.00 for the floor is excessive and that we don't need to replace the entire floor. Zeb wants the transfer station money separated back out. Heidi pointed out to Shelley since her reply to Mr. Rowell that back when we eliminated the internal auditor positions Mr. Racine (treasurer) made a presentation and pointed out that the way the transfer station funds were being appropriated was not legal. The transfer station money is what started the capital reserve fund, shown in the 2014 town report. The transfer station fund as we remember it started the capital reserve. In the 2014 town report on page 26 it is broken down what that account consisted of (highway truck, fire truck, bridge 25, sidewalk project match, FEMA hazardous mitigation match and landfill closure). Zeb wanted to see in our current book where the transfer station funds are shown, he was referred to page 46 and page 49 under Casella host fees. Ryan Maskell asked if the transfer station fees could automatically go towards the CIP each year. We would still need a warned article and vote at town meeting. Dianne Laroche asked about assets shown on page 46. Brian Rowell does not feel that Zeb's question was answered. Henry pointed out to Brian that the transfer station funds as well as the community development fund were used to create the capital fund. Brian understands that. He again stated that the transfer station funds were voted on to be used to replace equipment and that is not what happened. Brian does not care what fund they went in to, he cares that it was spent on something else. He is concerned that money being set aside today will have the same problem. Henry remembers the capital plan started when he was on the board. He was not in office when it was voted on to use transfer station money just for equipment. Brian said they always went to the voters before spending it. Eric Chevalier made a motion to amend the amount of the CIP to \$222,667.00, with \$30,000.00 being removed from the fire department floor line. This was seconded by John Patnode. Ryan Maskell commented that based on what the fire chief said, the money should be moved from the truck line, not the floor. If the entire \$60,000.00 isn't used it can be moved to be used towards a truck next year. Chris pointed out that we don't have to wait a full year to move funds around. A special vote could be warned and take place. Ryan agrees

with the amendment, but not from the floor. Eric Chevalier amended his motion to take \$30,000.00 from the CIP fire truck line. David Rouse wanted to amend the motion by \$40,000.00 and include that any unused funds go towards the truck. That can't happen, it would need to be voted on next year or at a special meeting. Lori Olds asked why we have not gotten estimates from local contractors. Chris replied that we have done that already. An RFP was issued with a mandatory site visit and then proposals were submitted. The hole that was dug was 20' x 24' and they went down 6', verified by Andy King. Chris clarified that the \$60,000.00 was to fix the floor without a known cause. The engineer has since given us a fix for the single bay area. The \$60,000.00 estimate was to fix the entire floor, not just the 20' x 24' area. Kyle recapped where we are on this article. We have a motion on the floor from Eric Chevalier to reduce the CIP by \$30,000.00 down to \$222,667.00 with the \$30,000.00 reduction coming from the fire truck line. The motion was seconded by Dan Fortin. Article #7 by voice vote – PASSED.

Article #8 – Shall the voters of the Town of Highgate appropriate \$975,448 to meet the expenses and liabilities of the General Fund, with an estimated \$398,714 to be raised by taxes?

Motion by Zeb Maskell, seconded by Claude Fortin. Shelly noted that the general fund is down \$13,925.00 from last year. Sue Cota had some comments and questions. Sharon and Bruce were not on the board when Mr. Yates made a motion to contract with AmCare. Kyle asked her where this was headed and questioned if it was germane to this article. Sue said this is about the general fund and is allowed. She further stated it was not a warned vote and therefore she feels the contract with AmCare is illegal. She asked if petitions would be thrown in the trash, or if this new board will listen to the voters. Sue said because the contract is not notarized she doesn't consider it legal, and how do we know it was really Mr. Yates signature on it. There is a pending lawsuit, so there will not be any discussion regarding ambulatory services today. Lynn Calderwood asked about the sign from last year and where it can be found in the town report – on page 53 under furniture, fixtures and equipment. This was discussed last year at the informational session, Henry Rainville asked about it, and it is noted in the minutes and on the video. Henry had some questions about the budget and why some things are in different places than we have historically seen them. Ty spoke about the parks & recreation budget. Henry also asked about trade in values on trucks and the diesel fuel line in the budget – these are in the highway fund. David Rouse asked about page 49 and what PILOT stands for – payment in lieu of taxes. Kyle reread article #8 aloud. Article #8 by voice vote – PASSED.

Article #9 – Shall the voters of the Town of Highgate appropriate \$723,924 to meet the expenses and liability of the Highway Fund, with an estimated \$573,224 to be raised by taxes?

Motion by Claude Chevalier, seconded by Eric Chevalier. There were no other questions other than Henry's earlier one about diesel pricing. Right now pricing is good, but could go up. Kyle reread article #9 aloud. Article #9 by voice vote – PASSED.

Article #10 – Shall the voters of the Town of Highgate authorize the Selectboard to sell the Cherry Hill property located on Rheaume Road (parcel #0002009040 11.40 acres)?

Motion by Zeb Maskell, seconded by Eric Chevalier. Zeb made a motion that the funds from the next three articles are used to reduce taxes. Shelley said that will essentially happen. It will be revenue in the general fund to reduce the tax rate. Henry Rainville spearheaded this committee that looked at all properties currently owned by the town. This group met on January 3rd. A prior committee started the process back in 2013. The current committee decided on the next three articles to present to the voters this year as parcels the town could possibly part with. There are others that we could look at in the future. There are some town owned properties we need to keep, like the boat launch, railroad bed, Waugh Farm Road, Falls Park, Park and Ride, Brosseau Road land slide area and now the properties on Riverview Lane. This property is currently assessed by the town at \$40,700.00. There was some discussion on the value of the land and access to it. Deb Rouse would have liked to see these articles on the warning prior to article #4, but we can't go backwards. There were questions if these would be traditional sales or more like a tax sale process. Chris replied that they would look to a realtor. Mr. Monahan wanted clarification on the use of the funds generated – they will be used to reduce taxes as part of the general fund, which essentially would reduce the tax burden associated with article #4. After further discussion it was decided to add "to be sold at fair market value in an effort to reduce taxes" to the end of this article. Kyle reread article #10 aloud, *Shall the voters of the Town of Highgate authorize the Selectboard to sell the Cherry Hill property located on Rheaume Road (parcel #0002009040 11.40 acres), to be sold at fair market value in an effort to reduce taxes?* Article #10 by voice vote – PASSED.

Article #11 – Shall the voters of the Town of Highgate authorize the Selectboard to sell the Dalcourt property located on VT Route 78 (parcel #0020078283 4.20 acres)?

Motion by Ryan Maskell, seconded by Zeb Maskell. Henry gave some background on this article also. Richard Noel spoke about the power lines that run overhead and he does not believe it should be sold. Mike Lambert wondered if it was even developable. The property as a whole is probably not developable, but there would be interest from an adjoining landowner to use the additional acreage to convert his existing property. Ryan Maskell made a motion to add the same clause at the end as the previous article. Kyle reread the article aloud with the

amendment. Shall the voters of the Town of Highgate authorize the Selectboard to sell the Dalcourt property located on VT Route 78 (parcel #0020078283 4.20 acres), to be sold at fair market value in an effort to reduce taxes? Article #11 by voice vote – PASSED.

Article #12 – Shall the voters of the Town of Highgate authorize the Selectboard to sell the Lamkin Street property located next to the cemetery (parcel #0020005059 0.12 acres)?

Motion by Eric Chevalier, seconded by Zeb Maskell. David Rouse would like to donate this to the cemetery. Richard Noel pointed out that may be looked at as favoritism. There is an adjoining property owner on the opposite side that may benefit from it as well. Shawn Banyea believes that property was donated to the town by his grandmother to be used as parking for the cemetery. The town used to have a shed there also. This would need to be researched to see if there are any stipulations in the deed. Kyle reread article #12 aloud. Article #12 by voice vote – INCONCLUSIVE. Article #12 by a show of hands (counted by JPs) 51 NO / 47 YES – FAILED.

Article #13 – Shall the voters of the Town of Highgate vote all public questions by Australian ballot?

Motion by Zeb Maskell, seconded by Eric Chevalier. Approving this article would only move public questions to the ballot – those questions that require a yes / no answer. The CIP, general fund and highway fund would remain on the floor. This would also not affect anything to do with the school, just town yes / no articles. Motion by Dan Fortin to table article #13, seconded by Richard Flint. By voice vote, the motion to table this article – PASSED.

Article #14 – Shall the voters of the Town of Highgate set the final date of payment for the FY2018 property taxes to be Wednesday, November 1, 2017 with payments to be received in the town office by 5:00pm?

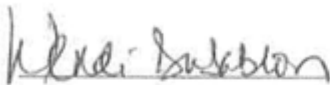
Motion by Zeb Maskell, seconded by Henry Rainville. Ty asked for clarification why we are asking to change this date from October 27th to November 1st. It is strictly from an accounting and auditing standpoint. Richard Noel gave a history lesson, milk checks to farmers would come in on the 25th of the month, which is why our payment due date has been the 27th. Article #14 by voice vote – PASSED.

Article #15 – To transact any other business legally authorized to be transacted, considered proper and necessary when met.

Motion by Claude Chevalier, seconded by Zeb Maskell. Sue Cota had comments about the town clerk's office hours, specifically the lunch break. She would like to see the hours changed, even if only temporarily. Shelley spoke to this comment, noting that she was out of the office for twelve days in February with her broken ankle. Only Wendi or Shelley have access to the cash and register as well as the combination to the town vault. Paulette Unwin commented on the library hours of 9am-6pm three days per week, as well as Debbie Rouse on hours at the post office in Enosburg. Zeb Maskell wanted to discuss a different topic. Zeb made a motion for the Selectboard to replace our current Town Administrator. Chris Yates does not believe that is a legal motion to make. It is a personnel issue, and if Mr. Maskell has issues with the job performance of our current Town Administrator, he should contact a Selectboard member. This is not something that can or will be discussed in an open meeting. Michelle Douglas works in the human resources field. She commented that you have to follow a documentation process and that you can't just "willy nilly" discharge someone. The town would have to pay unemployment and could find themselves in a lawsuit as well. She advised it is not a good idea. Kyle reread article #15 aloud. Article #15 by voice vote – PASSED.

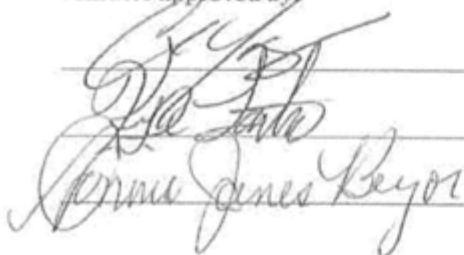
Motion by Claude Chevalier to adjourn Town Meeting 2017 @ 5:32pm. The motion was seconded by Richard Flint – by voice vote – PASSED.

Respectfully submitted by:



Wendi Dusablon, Town Clerk

Minutes approved by:



Christopher Yates, Selectboard Chair

Kyle Lothian, Moderator

Connie Beyor, School Board Chair

2018 Town Meeting Warning ~ Highgate Vermont

The legal voters of the Town of Highgate, Vermont, are hereby notified and warned to meet at the Highgate Elementary School in the Town of Highgate on Tuesday, March 6, 2018 between the hours of seven o'clock in the forenoon (7:00 A.M.), at which time the polls will open, and seven o'clock in the evening (7:00 P.M.), at which time the polls will close, to vote by Australian ballot upon the following Articles of business:

ARTICLE #1: To elect the following town officers:

- 1) A Moderator for the ensuing year;
- 2) One Town Agent for the term of one (1) year;
- 3) One Selectboard Member for the term of two (2) years;
- 4) One Selectboard Member for the term of three (3) years;
- 5) One Lister for the term of three (3) years;
- 6) One Trustee of Trust Funds for the term of two (2) years remaining on a three (3) year term
- 7) One Trustee of Trust Funds for the term of three (3) years;
- 8) One Library Trustee for the term of four (4) years remaining on a five (5) year term
- 9) One Library Trustee for the term of five (5) years;
- 10) One Cemetery Commissioner for the term of five (5) years;

The legally qualified voters of the Town of Highgate, Vermont are hereby warned and notified to meet at the Highgate Elementary School Gymnasium on Tuesday, March 6, 2018 at 10:00 a.m. to transact the following business:

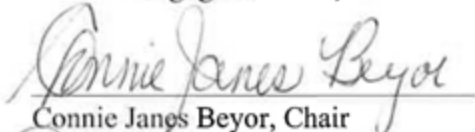
ARTICLE #2: To receive and act on the reports of the town officers for the past year.

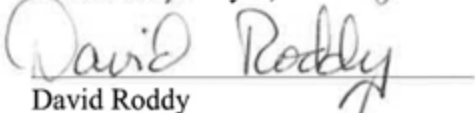
2018 Town Meeting Warning ~ Highgate Vermont

RECESS TOWN MEETING AND ENTER TOWN SCHOOL DISTRICT MEETING TO TRANSACT THE FOLLOWING BUSINESS:

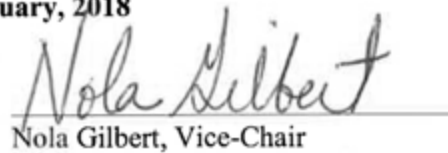
- ARTICLE #1:** To elect from the legal voters of said Town the following officers:
- 1) One Moderator for the ensuing year;
 - 2) One School Director for the term of two (2) years;
 - 3) One School Director for the term of three (3) years;
 - 4) One School Director for the term of two (2) years remaining on a three (3) year term;
- ARTICLE #2:** To act upon the reports of the School Directors.
- ARTICLE #3:** Will the voters of the Highgate Town School District authorize the School Directors to borrow money in anticipation of taxes?
- ARTICLE #4:** Shall the voters of the Highgate School District approve the School Directors to expend **\$5,125,240**, which is the amount the School Directors have determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$13,757 per equalized pupil. This projected spending per equalized pupil is .37% higher than spending for the current year.
- ARTICLE #5:** To transact any other business legally authorized to be transacted, considered appropriate and necessary when met.

Dated at Highgate Center, Vermont this 18th day of January, 2018


Connie Janes Beyor, Chair


David Roddy


Christopher Shepard


Nola Gilbert, Vice-Chair

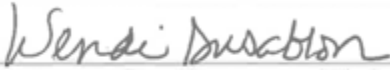

Richard Flint

2018 Town Meeting Warning ~ Highgate Vermont

ADJOURN THE TOWN SCHOOL DISTRICT MEETING AND REENTER THE TOWN MEETING

- ARTICLE #3:** Shall the voters of the Town of Highgate vote all public questions by Australian ballot?
- ARTICLE #4:** Shall the voters of the Town of Highgate set the final date of payment for FY2019 property taxes to be **Thursday, November 1, 2018** with payments to be received in the town office by 5:00pm?
- ARTICLE #5:** Shall the voters of the Town of Highgate appropriate **\$7,424** for home health services provided by Franklin County Home Health Agency, Inc.?
- ARTICLE #6:** Shall the voters of the Town of Highgate appropriate **\$50,000** to be held in escrow to be used for the Highgate Library & Community Center building fund?
- ARTICLE #7:** Shall the voters of the Town of Highgate appropriate **\$278,500** to meet the expenses and liabilities of the **Capital Improvement Plan**, with an estimated **\$278,500** to be raised by taxes?
- ARTICLE #8:** Shall the voters of the Town of Highgate appropriate **\$764,718** to meet the expenses and liabilities of the **Highway Fund**, with an estimated **\$555,651** to be raised by taxes?
- ARTICLE #9:** Shall the voters of the Town of Highgate appropriate **\$1,022,590** to meet the expenses and liabilities of the **General Fund**, with an estimated **\$467,050** to be raised by taxes?
- ARTICLE #10:** Shall the Town of Highgate contract with Missisquoi Valley Rescue for all ambulance services under a contract identical to the one to be to be circulated at Town Meeting Day, with such services beginning on July 1, 2019?
- ARTICLE #11:** To transact any other business legally authorized to be transacted, considered proper and necessary when met.

2018 Town Meeting Warning ~ Highgate Vermont



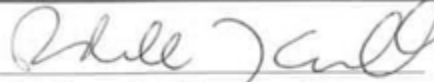
Attest: Wendi Dusablon, Town Clerk



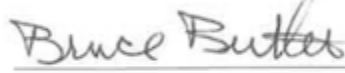
Sharon Bousquet, Selectboard Chair



Joshua LaRocque, Selectboard Vice-Chair



Randall Connelly, Selectboard Member



Bruce Butler, Selectboard Member



Steven LaFar, Selectboard Member

Dated at Highgate Center, Vermont this **18th day of January, 2018**

SELECTBOARD REPORT – 2017

Dear Friends & Neighbors:

Thank you for the opportunity to serve on the Highgate Selectboard. We have spent countless hours trying to heal the divides in our community and make Highgate a safe and healthy place to live and raise our families.

As the Town begins recovery from major flooding along Monument Road, Tanglewood Drive and Jedware Circle, I am humbled by the dedication and compassion of our “Small Town with a Big Heart”. Our volunteer firefighters, fire auxiliary, Wendi Dusablon, Heidi Britch-Valenta, Vonnie Lamotte (ACO), Stowe Rescue, Public Works Department, AmCare, mutual aid partners, M&C Transport, NW Regional Planning, Vermont Emergency Management, Vermont National Guard, and so many community members all worked together to evacuate people and their animals to a safe haven during this emergency. The concern and caring shown for one another was heart-warming and an affirmation of why we all choose to live here in Highgate. Thank you for everything you do! It is so appreciated.

I would like to also thank the many volunteers, boards and committees that add a special quality of life in our community – we would certainly suffer without your dedication and selflessness. The Selectboard has been working towards attendance at all board and committee meetings to help establish better communication and help foster a team approach to Town issues and problems.

The Selectboard has dealt with the following issues in the past year: **1) B25 Replacement Project (East Highgate)** - we have fought hard to keep the State of VT accountable for the progression of the construction of a new bridge. To that end, the Selectboard voted to expend \$10,000 in bridge funds to acquire the apartment house at the bottom of the East Highgate hill. This was a decision made to keep the bridge bid process on time and to avoid the legal battle that would have been eminent if we forced condemnation. **2) Highgate Arena** – the Selectboard was approached after last Town Meeting to take over the financial aspects and management of the arena. The volunteers that currently hold those responsibilities are overwhelmed and the Town’s options are limited. This decision allows for financial transparency and accountability. The compromise to management was a trustee board similar to the structure used at the library. **3) Lawsuits against the Town of Highgate** – we are very pleased to report that our four lawsuits were all settled, leaving no pending litigation against the Town. The board is committed to carefully monitoring all legal actions prior to court action in an attempt to control spending and negotiation tactics. **4) Ambulance Services** – as a condition of the court order, the Town had to expend \$28,500. This amount includes monies owed to Missisquoi Valley Rescue, interest on that money and a portion of MVR’s legal fees. The second condition of this order is the article listed in this Town Report. This article is requiring the voters of Highgate to vote on whether or not they would like to enter into a three-year contract with MVR upon the completion of the current contract with AmCare. This article vote is binding on the Selectboard based on the court order. This article and vote in no way diminishes our confidence and support of the fine job that AmCare has provided to the Town of Highgate. **5) Infrastructure** – the board has made taking care of what we have a priority. The Public Works Department has been very busy reassessing roads and bridges in an attempt to repair years of neglect in some areas. The buildings are being tackled one project at a time in order to protect our assets. Town properties are being surveyed and sold, per the vote from last Town Meeting. The Finance Committee and Town Treasurer, Shelley Laroche, are providing the auditors and the Selectboard with a current list of all Town assets.

There is a great deal of work yet to be done behind the scenes of our small town. Again, thank you to all of the people who help with this process. Any questions or concerns can be brought up to any member of your Selectboard.

Sharon Bousquet – Chair;
Josh LaRocque – Vice-Chair
Randy Connelly
Bruce Butler
Steve LaFar

Thank you, Sharon Bousquet, Chair

2017 TOWN ADMINISTRATOR REPORT

As of January of this year my position has shifted to a full-time Town Administrator/ Planner serving the Selectboard and the Planning Commission. New Zoning Administrator, Laura Barney, is in the office on Tuesdays and Wednesdays. This change has allowed me to focus entirely on the Administrative and Planning role to coordinate communications, meetings, and projects for the Selectboard and Planning Commission. A large part of this is to work with various sub-committees to help them achieve their goals. Below are just a few of the projects our very active volunteers have been working on.

SOLAR—Of the three solar projects that have moved forward, two on Frontage Road have received Public Service Board (PSB) permits and one is currently producing power. We are starting to see the Net Metering Credits toward municipal electric bills and we hope to realize some substantial savings as a result of this agreement. The third solar project is the Ranger 20 Mega Watt project which is proposed on both sides of St. Armand Road just outside of the Village. We believe they are still preparing to move forward with their PSB Application in 2018.

PC—On a connected note, the Planning Commission (PC) worked with the Northwest Regional Planning Commission (NRPC) to develop an energy chapter for the Town Plan which will provide the Town with greater weight in PSB Hearings. The PC also renewed the Official Village Designation and is working on official designation applications for Highgate Springs and Highgate Falls. The also completed another Capital Improvement Plan (CIP) and held their 2nd annual Open House in February to give residents an opportunity to learn more about the CIP and see improvements to the building including the new Fire Department Floor, office restructuring and proposed ADA improvements. Voters approved the construction last year but we are awaiting notification on a \$75,000 grant to assist with the expense.

ARENA—The Arena Facility Board (AFB) has continued to manage several projects and they have put a great deal of time into ensuring the best possible outcome for each project. The Dehumidification System that was purchased in 2014 has failed and an insurance claim is supporting the replacement of the system in 2018. Grants helped to purchase a new security system to significantly tighten up access to the building and a new bleacher system.

PUBLIC WORKS DEPARTMENT—The Town was able to accomplish several grant-funded projects with no out-of-pocket expense including significant drainage improvements on Spooner Hill/ Jones Rd, Tarte Road culvert upgrade and \$175,000 toward our paving projects. We already have grants secured for work in 2018 to stabilize Mill Hill Rd and to repair a large bank slide on Machia Rd. We are awaiting notification on two more grants for drainage work on Tarte Rd and we are finally going to construction on the B-25 Bridge Replacement this spring.

PEDESTRIAN IMPROVEMENTS—The 2013 grant for the Lamkin Street Sidewalk was implemented in the fall and the school coordinated the first Walk to School Day on Dec 1st starting at the St. Louis Church and finishing at the school. The crosswalk and flashing beacon on Route 78 are a huge improvement for pedestrians which allow them to stop traffic before crossing the busy highway.

MACHIA PROPERTY DEV—The Town now owns the former Machia Property on RT 78 which adjoins another municipal parcel where the Stienhour Café sits and together they are a very important piece of real estate in the center of the Village. The property holds vast potential to improve the Village Core and we are taking this opportunity very seriously. We have received funding from the Brownfields Program for Phase I & Phase II environmental evaluation and we have secured a VT Community Development Program grant to hire a consultant to work with the Committee and residents to perform a feasibility study. On a related note, the Library also recently completed a feasibility study to clarify their goals for relocation.

ATV ORDINANCE—The Selectboard is working on an ATV ordinance in an effort to address growing concerns for inappropriate use of these vehicles. They hope to work with VASA to develop a club in Highgate to encourage appropriate use of these vehicles.

All of these projects are planned at public meetings and all residents are invited to participate. The minutes, and studies are all available on the website or by request from the office. Meetings are posted in the paper, around town, on the electronic sign, on facebook and on our website highgatevt.org.

Heidi Britch-Valenta
Town Administrator and Planner
868-4922 ~ hbvalenta@highgatevt.org



TOWN CLERK'S REPORT

YEAR ENDING DECEMBER 31, 2017

VITAL STATISTICS

Births 29 (13 male / 16 female)

Deaths 27 Marriages 26

Burial Permits 22

Please see the next page regarding the new vital records law and what it means to you!

ELECTIONS & VOTING

Town Meeting Day, Mar. 7	460
MVU Capital Reserve Vote, Nov. 7	175
ACT46 Advisory Floor Vote, Nov. 7	104

2017 brought the addition of same day voter registration in Vermont, as well as automatic voter registration through DMV, unless you opt out. Our voter checklist has grown, and currently stands at just under 2,100 registered voters in Highgate.

Visit the My Voter Page through the Secretary of State's Office at <http://mvp.sec.state.vt.us> to learn more.

If you are interested at helping out at elections, please don't hesitate to contact me!

RECORDING OF LAND RECORDS

1,128 documents were recorded in 2017 for a total of 3,761 pages. We are currently in Volume #183. A total of 138 properties were transferred in 2017. Our recording system is through ACS / Xerox / Conduent and is completely digitized back to 1999. Our mylars (maps) are digitized up to May, 2016 and we will continue to keep those updated as time and funds allow. We have sought out pricing to continue to digitize the land records backwards from 1999. The goal is to provide a full 40-year title search, all digitally.

This software we use is a great benefit and enjoyed by the users.

DOG LICENSING



874 dogs were licensed in Highgate during 2017. **For 2018, please license your dogs by March 30 to avoid late fees and potential fines.** The annual rabies clinic will be held March 24, 2018 10am—noon at the fire station. Licensing fees and more information on the clinic can be found on the back cover of this town report. Thank you.

It was another very busy year here at the Town Office and throughout our town in general.

We were under construction on either side of us with the sidewalk project and the fire department floor project. In 2018 we look forward to the ADA modifications that the voter's approved and the Machia Road Bridge replacement. I continue to attend monthly clerk's meetings and trainings, as things are constantly changing at the state and local levels. In 2017 I also worked closely with several boards and committees (Selectboard, DRB, Planning Commission, Fire Department, Arena Facilities Board, Cemetery Commissioners, Sidewalk Committee and more) either as a volunteer or at my second job with the town as Public Meetings Clerk. Please visit the town's website at www.highgatevt.org and FaceBook page at <https://www.facebook.com/TownofHighgateVT/> for all that's happening in our town!

Respectfully submitted, Wendi Dusablon, Highgate Town Clerk

wdusablon@highgatevt.org 802-868-5002



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, 2018.**

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.

For text of Act 46, go to

<https://legislature.vermont.gov/assets/Documents/2018/Docs/ACTS/ACT046/ACT046%20As%20Enacted.pdf>

CEMETERY COMMISSIONERS REPORT - 2017

The Highgate Cemetery Commissioners work to ensure that the cemeteries in the Town of Highgate are well maintained. In 2017 the following projects were done:

- Repairs to the fence at Hyde Cemetery
- New signs installed at Hyde Cemetery and Platt Cemetery
- Repairs to the gate at Sherwood Cemetery

We would like to thank the Highgate taxpayers for their continued support.

Respectfully submitted,

Highgate Cemetery Commissioners

Kevin Spears, Charles Nye, Dennis Nolan, Keith Ploof, Philip Brosseau

Town Treasurer & Delinquent Tax Collector Report 2017

The external auditors of Sullivan & Powers were here in August 2017 completing the FY16-17 audit. I'm happy to say that each year the list of Auditor Recommendations and Findings keep getting shorter. If you are interested in reviewing the full audit, please let me know. One of the tasks assigned to The Finance Committee is to meet and address any findings the auditors may have. The most crucial audit finding at this time is that the Town of Highgate does not track and depreciate Fixed Assets, it never has. In order to be in compliance with GASB we must start doing this. The Finance Committee had put together a RFQ for a professional firm to come in and create our Fixed Asset Inventory for future tracking and we have budgeted for this to happen in FY18-19. We could be denied federal and state funding for not being in compliance with GASB.

Aside from being the second pair of eyes on the bank reconciliation, the Finance Committee, which consists of Sharon Bousquet, Ronald Nye, Luc Dupuis, Heidi Britch-Valenta, Jean Chevalier, and myself, also worked diligently on creating town policies that were nonexistent, including a Banking and Investment Policy, and amending the Conflict of Interest and Purchasing Policy to be in compliance with the Federal Government. Putting the policies in place at the recommendation of the external auditors are beneficial to the Town, as they provide greater internal control, help to prevent conflicts, favoritism, and lowers the risk of fraud, all while setting clear guidelines for town employees (hired, elected, and appointed) to follow.

I've enjoyed working with all the town departments throughout the year. Working together on the budget has been another challenge with the goal of level funding. All departments have trimmed all extra wants, leaving only the necessities in their FY1819 budget. The Planning Commission also worked hard to level fund the Capital Improvement Plan (CIP) which includes the cost to complete major projects in the near future such as the Machia Road Slide and the Transfer Station Slope Stabilization and construction of the new B-25 Bridge. The total Town Budget as a whole is up **\$17,977.70** from last year. This is due to circumstances outside of Town control, such as the Swanton Village HydroDam revenue which is estimated to be \$40,000.00 less than the previous year, and a debt payment of \$28,500.00 that will be paid to MVR per a court settlement. I will also take a moment to mention both the Highway and the General Fund appear to have deficit spent quite a bit last year...On the General Fund side, the vote to purchase the Machia property with general fund surplus was \$250,000.00 above and beyond what was actually budgeted for. On the Highway Fund side, Pike Industries completed paving in June 2017, for both fiscal years of 16-17 and 17-18. It made more sense to have Pike finish the project than to ask them to complete ½ in June and ½ in July. The highway budget for FY1718 will be underspent in the paving costs this year which will balance out the deficit from last year.

As Delinquent Tax Collector I am very proud of the residents who have taken advantage of a monthly payment plan and stuck with it. Providing this option to Highgate taxpayers has proven to be a successful way for taxes to be budgeted for and paid timely. The delinquent taxes listed in the Town Report show a total uncollected balance of \$194,576.47, although this is higher than last year's total I have been very busy working with residents to get caught up. In 2017 my collection totals from **prior** year taxes are as follows: 2013: \$1093.66 and finally off the books, 2014: \$3424.80, 2015: \$22,251.45, 2016: \$116,607.00 totaling \$143,376.91. with the additional \$77,078.87 I collected since November 2nd, 2017 for current year delinquent taxes, I'm happy to say taxpayers are on the right track to getting caught up. The monthly plan is not just for delinquent taxpayers, as I have several residents that stay on the plan year round to avoid future delinquencies. If anyone is interested in entering into a monthly payment plan to avoid the large one-lump-sum payment, with the possibility of also avoiding delinquent penalties and interest, or to make a payment towards a current balance due please contact me via email slaroche@highgatevt.org or call 1(802)868-4697x204.

Shelley Laroche
Town Treasurer & Delinquent Tax Collector

Public Works Department Report

HIGHGATE PUBLIC WORKS endeavors to provide essential services to our citizens in a prompt courteous, safe, efficient, and cost-effective manner. The Highgate Public Works Department's dedicated employees, Butch Brosseau, Patrick Loyer, Nick Scott, strive to plan, design, build, maintain, and operate town infrastructure in a manner that respects the environment and ability of government to adequately preserve these assets for succeeding generations. Our mission is to provide and maintain the public services necessary for the safety, continued growth and improvement of quality of life for the citizens of Highgate.

In 2017, The Town of Highgate has completed several projects that include lowering of the old railroad tracks on St. Armand Road prior to new pavement being laid. The Durkee Road culvert replacement by the Laroche farm was completed this year. Maintenance on the Rollo Road consists of ditching, digging out ledge, and winding the corner by the Kenz farm. The Boucher Road received a new culvert, as well as some ditching and ledge removal, and two failed culverts on the Campagna Road were replaced. The Public works team also completed a large project on Spooner Hill Road. Both Spooner Hill Road and Durkee Road projects were grant funded. In June 2017, we completed paving for both FY1617 and FY1718 planned paving. In the spring of 2018 we will be starting the Mill Hill project. We plan to replace 12 more failing culverts in FY1819 to keep the roads of Highgate safe to travel. The Public Works Department is here to serve this wonderful community.

Town officials continue to work with state agencies to maximize opportunities with training, funding, and efficiency upgrades, while ensuring compliance with the changing requirements. The challenges of an aging culvert inventory, water quality issue's erosion concerns. road inventory/classification, audits, accessibility, and safety requirements are all potentially mitigated by remaining closely associated with other state and federal agencies. There are many programs out there for our town to obtain funding from outside sources such as Better Back Roads, AOT Class Highway Aid, VTrans Bike and Pedestrian Program, and we are fortunate to have staff dedicate much time to obtaining grant money for our department to utilize.

I would like to take this time to thank Butch Brosseau for his 15 years of dedication to the town. Also, to Nick Scott for coming aboard to take on the many tasks at hand. There are far and few people that are willing to be on call 24/7 and for that I thank them. This is what makes us a team.

The Highgate Public Works Team and Town Officials wish to extend our gratitude to the Residents of Highgate for your continued support making Highgate a great place to reside. Please feel free to contact us with any questions or concerns.

Thank you,

Patrick Loyer
PUBLIC WORKS DEPARTMENT

Board of Listers Report

2017 has been a very busy year with some changes. Jeff Towle was new to the Lister Department in 2017, he completed one year and has been a great asset to our team. There have been many new builds this year, from new homes to sheds and porches. We have been very busy getting in touch with homeowners to go out and reassess their properties due to the new construction and renovations. This year has also been an exceptional year for property transfers. Homes have been selling in Highgate. The Common Level of Appraisal (CLA) lowered slightly, 108.47 to 108.29. The year ended with 2,028 total parcels and 1,698 taxable parcels.



99 building permits were filed in 2017. All property owners, who place building permits with the town, will need a site visit done by the Listers to reassess their property values based on the permit. Property owners are not required to be present for any outside assessments but do need to be present for all inside assessments. We are currently working on clearing up all revisits that are still in our system (construction that was not 100% completed when the site visit was done).



Current Use is done all through the state. The Listers work on all information that is given through downloads or mailings directly from the state. Keep in mind that with any changes, within the program, requires a new application to be sent to the state or you will be eliminated from Current Use until this is completed. Also, be mindful of deadlines. All information about this program can be obtained through www.tax.vermont.gov under Current Use.



CAI, Highgate's GIS mapping company, did a complete system update in 2016. Due to this update, we have noticed that many discrepancies were created. We have been working on getting all errors corrected. Let us know if any corrections need to be made on your properties or any properties that you notice are not correct. As always, Tax Bills are updated once a year and Property Cards are updated as any changes occur. Both can be printed directly through the website at <http://www.axisgis.com/HighgateVT/>. All other changes are sent to CAI and are updated once a year, usually in May.



13 new 911 addresses were completed in 2017. As 911 Coordinators we work closely with e911 to make sure all addresses are correct and updated for service providers to locate quickly when they're needed.

We look forward to working with everyone in 2018 and as always feel free to contact us with any questions or concerns. Our contact information is 868-4697 x208 or email us at areynolds@highgatevt.org or jtowle@highgatevt.org. Our scheduled hours are Thursday and Friday 8:30 – 4:30 or by appointment.

Aimee Reynolds, Peter St. Germain, & Jeff Towle

Highgate Parks and Recreation

The Highgate Parks and Recreation Committee which was formed in July of 2014, focuses on programs, parks and services to meet the needs of the Town of Highgate. The Highgate Parks and Recreation Committee meets the second Tuesday of each month and the meeting notices are posted on the town website (www.highgatevt.org) and The Highgate Recreation FB page.

The mission of the Highgate Parks and Recreation Committee is to promote parks, recreation and program opportunities for people of all ages to gather, celebrate and engage in activities, that encourage health, well-being, community and the environment. We believe the community is created through people, parks and programs.

The Highgate Parks and Recreation had a great success with the programs offered:

The 2017 Spring Indoor Soccer program had over 40 registered players (U6-U10)

The 2017 fall Soccer program had over 100 players registered for (PreK-4th grade).

The 2017/2018 Basketball program had 49 registered players (1st grade-4th grade)

The Highgate Community and the family and friends of Wayne Bushey came together on August 26th to build a new playground at the ball fields in Highgate in memory of Wayne Bushey. The funding for the new playground was made possible by donations made in memory of Wayne Bushey and a Rise VT grant that the Highgate Parks and Recreation received. A big thank you goes out to the family of Wayne Bushey, Highgate Volunteer Fire Department, Highgate Parks and Recreation, Rise VT, Town of Highgate Employees, Knights of Columbus and Community Members to make this possible.

The Highgate Parks and Recreation planted over 2000 tulip and daffodil bulbs on October 21st in the Highgate Falls Park, the Highgate Center Park and the new Park and Ride. The bulbs were generously donated by Sharon Bousquet. A big Thank you to all the volunteers that helped with the plantings.

Please contact the Highgate Parks and Recreation Committee if you have ideas for other programs that you would like to see offered. The committee is always looking for members and volunteers. If you are interested in becoming involved with the Highgate Parks and Recreation Committee, please contact one of the members below or the Highgate Town office for more information.

The Highgate Parks and Recreation would like to thank all the volunteers and coaches that helped make our programs successful.

Thank you,

The Highgate Parks and Recreation Committee

Ty Choiniere, Chair

Brian Spears, Director

Karen Gagne Fortin, Secretary



17 Mill Hill - P.O. Box 76
Highgate Center, Vermont 05459
(802) 868-3970
www.hlccvt.org

Here are just a few highlights from our year:

- In April, the Trustees officially changed the name of the Highgate Public Library to the Highgate Library and Community Center. This new name is reflective of the discussion at the March town meeting, the evolving focus and goals of the library, and the library mission.
 - That month, Trustees also unveiled our new logo. This was designed by Highgate native Hayes Johnson.
 - Our new (and much more user friendly) website was designed and released. If you haven't checked it out, please do.
- In July, the library presented at the 2017 Annual National Community Garden Association Conference in Connecticut.
- In October, we worked closely with the Highgate Volunteer Fire Department to coordinate Fire Safety & Prevention Outreach visits with our local daycares and school. We reached: 3 daycares, 2 story times and 22 classes, equaling 429 people who heard our safety messages.
- In December, through a generous donation, we were able to financially support, coordinate and bring Puppets in Education/ Kids on the Block Vermont, to Highgate Elementary School. They came with some very important messages for all our students on bullying and feelings
- In conjunction with this presentation, we began thinking about ways we could make our schools, workspaces and the larger community, a kinder and more welcoming place for everyone. After meeting with Franklin County Caring Communities, we learned that 50% of our youth (here in Franklin County) do not feel well connected to or cared for. This is a sad reality. It is our job as adults and members of the community to change this statistic. Which leads us to the **Scatter Kindness in 2018** program.
 - We all struggle and we all have daily stresses. Yet, thankfully, we also care about those around us. We can make a difference by being good to others. Kindness really does start with one—one person, one act, one place, with one goal in mind: To make our “village” a kinder place. Not just for our children, but for everyone. Kindness and goodness are contagious. Every single one of us can play a part and scatter kindness to those around us. Throughout 2018 HLCC will be hosting Scatter Kindness events, sharing random acts kindness ideas and stories to keep everyone inspired. Be sure to follow our *Scatter Kindness in 2018* page on facebook & Instagram and please share your stories, ideas and photos with us!
- **In 2017, we sponsored 196 programming events, which reached 7,343 members of the community. This was a record breaking year for us!**

Some of Our 2017 Newsworthy Grants:

- We were fortunate to once again receive \$2,200 in funding for the Summer Garden program,
- With support from King Arthur Flour's Bake for Good program, we hosted a Bake for Good: Kids Self-Directed Program over fall break. The group chose to donate the items they had baked to the Highgate Methodist Church Food Shelf.
- The Hokey's Heart Foundation approved our grant request for an onsite automated external defibrillator

- (AED) and wall storage cabinet, which we installed in September. Thanks to an additional \$500 donation from Northwestern Medical Center, we were able to purchase pediatric pads for the unit and certify all staff in CPR & AED use.
- Ben & Jerry's supported our \$1,950 grant request to offer four certification classes (in 2018) to train 65 members of our community in: infant, child & adult CPR/AED and bleeding control, at no cost to them. Stay tuned to our website for additional details and training dates.
- Kids Run the Nation, which is a national grant, awarded us \$700 to support our Cross Country running program and year end Community Fun Run. Thanks to this grant, the 2018 fall program will be offered free to Highgate's children.

HLCC Services You May Not be Aware Of:

- **Book deliveries are available** to homebound residents and local daycare providers in Highgate.
- **Snowshoes are available.** All you need is a library card and you are ready to roll!
- **E-books:** If you have an e-reader and would like access to the HPL's E-book collection, stop in and see us and we will set you up to search titles on our database.
- **Free Online Genealogy Database:** *HeritageQuest* is an invaluable online genealogy database that you can access at the library or from home. Records include census data, family records, local histories, and more.
- **Audio Books & DVD Movies:** We have large selection to choose from.
- **Library Passes:** With your library card you can check out a pass for discounted or free access to Echo, Shelburne Museum, Shelburne Farms, Maritime Museum, Vermont State Parks, St. Albans City Pool, Fairbanks Museum & Planetarium, Vermont Historic Sites, Birds of Vermont Museum and the Vermont Historical Museum.
- **Over 500 FREE online, self-paced, continuing education** courses through Universal Class and the Vermont Department of Libraries is available to you! All you need is your library card and access to a computer with internet connection.
- **Free access to computers, a fax machine and WIFI.**
- **We are a FREE Summer Meal site through Hunger Free Vermont for children under 18.**
- **Free Notary Services:** Need a Notary? Stop in and we can help you out.
- **Stay in the loop on all that is happening in this great town of ours! Sign up for the Highgate Happenings E-Newsletter.** This is monthly e-newsletter sponsored by the HLCC that keeps residents in the know about all the great things happening in our community. If you would like to be added to this monthly newsletter, please visit our new website at www.hlccvt.org and subscribe.

In closing, as I do every year, I would like to thank all those who have helped make our community and our little library shine bright. We are all on the same team, working hard to shed light on the positive and great things that happen right here in Highgate.

Sincerely,

Liza L. Comiskey, Librarian

Highgate Library & Community Center Trustee Report

In the past year, the Trustees have continued the long-term planning for the Highgate Library and Community Center (HLCC). In August we began working on our Municipal Planning Grant. This was a four-month project we collaborated on with community members and GBA Architecture and Planning. The input we received from the community during the process was extremely valuable, and we appreciate each and every one of you who came out to listen and offer input. It has been important to the Trustees that we involve the community in our planning, and all the information garnered throughout the process is available at the library and online.

Now that we have completed the first phase of the long-term planning for the HLCC, we are once again asking the residents to escrow \$50,000 for the building fund of a new library and community center at this year's Town Meeting. The town's commitment to continue the yearly deposits for this fund and other funding sources that the Trustees will be seeking over the next several years will aid us in meeting our mutual goals. Thank you for your support over the last year. This is a separate item on the agenda for a floor vote, and not a part of our operating budget. Thank you for supporting this capital improvement request at last year's town meeting.

We worked diligently on our budget, in an effort to not only avoid an increase, but to have a decrease. We were successful, and the change in our budget from FY2017-2018 to proposed FY2018-2019 is a decrease of \$9264. An area of the budget that has changed significantly is the Support Staff line item. It is necessary to hire an additional part time employee to manage and facilitate library programming and community outreach.

The library accrues money from various sources. We put forth our annual budget to be voted on at town meeting to budget for expenses, but great libraries cannot be sustained on public monies alone. The library applies for and is awarded various grants throughout the year.

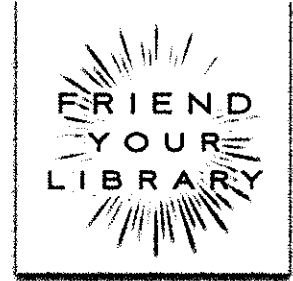
Extra funding sources for programming that are not generally found in the operating expenses are most often funded through the Friends of the Library. Many grants are available only to 501(c)(3) groups and this organization allows us access to more grant funding sources, freeing up local dollars. This is a volunteer group, who fundraise to further develop and provide programming for Highgate residents. The Trustees oversee a separate bank account we call the "Anderson account." A special account, this has been passed from Trustees to Trustees for over five decades. In the late 1960's the library was the recipient of a donation from a Highgate resident, Ms. Anderson. By her request her gift was to be used for "special projects, purchases, and programs, and is not meant for the payment of ongoing bills or expenses." Over the years, monies have been both donated and expended from the Anderson Account. Most recently these funds have paid for the fence project, new computers, security system, the refrigerator used for the free summer meals program, and a new rug for the children's room as well as many other small, one time projects that come up throughout the year.

This is a very exciting time to be an active and contributing member of Highgate. If you haven't joined the monthly Highgate Happenings email, please leave your address with the library staff. If you have a few hours a week or month and would like to volunteer, both the Highgate Library and Community Center and the Friends of the Library would very much appreciate your gift of time. By sharing our ideas and working together we will continue to grow our community on a path that will sustain the next generation in an environment that we can all continue to be proud.

Respectfully Submitted,

Highgate Library Trustees,
Rebecca Howrigan
Becky Johnson
Karen Fortin
Virginia Holiman
Ronna Scott

Friends of the Library



Friends of the Highgate Library is a nonprofit 501 (C) 3 advocacy organization. Our goal is a simple one. We want to support our local public library by helping to foster, encourage, sponsor, and promote the Library through contributions (for activities and items not covered in the annual operating budget) and program enrichment.



Since 2011, we have provided \$10,990.12 in support for programing, supplies and technology.



How do we raise our funds?

- Highgate Family Ski & Ride Days at Jay Peak
- High 5 Campaign
- Polar Express
- Donations



What is a "Friend"? What do I have to do if I'm a "Friend"? A "Friend" is a supporter of the library who helps to foster, encourage, sponsor, and promote the perpetuation, improvement and interest in the Highgate Library. This is accomplished by stimulating community awareness; by supporting special collections, acquisitions and active ties for the library; by purchasing special items which cannot be bought from the operating budget; by encouraging gifts, endowments and memorials to the library for special items; and by supporting activities of the library by providing volunteer help.



We are always looking for new community members to get involved!

For more information, please visit www.hlccvt.org and click on the friends tab



HIGHGATE VOLUNTEER FIRE DEPARTMENT

Established in 1962



On behalf of the members of the Highgate Volunteer Fire Department, I would like to take this opportunity to thank the taxpayers, Town of Highgate Officers and the Selectboard for their continued support during this past year. We are especially grateful for the new floor in our station. This had been a major improvement not only in appearance but also in the safety of the station. A big thank you goes out to the Town Highway Department for graciously sharing their space to house our equipment in order to be ready to serve the town during our floor replacement. We also wish to thank Doug Rollo, Dan Menard, and Brian Sartwell for the hard work and dedication that they gave to this very large project.

In 2017 we responded to **87** calls with the breakdown as follows: structure fires – 6; brush fires – 2; chimney fires – 2; carbon monoxide / gas leaks – 4; alarm activations – 12; motor vehicle accidents – 22; medical assists – 2; mutual aid – 8; electrical fires – 1; vehicle fires – 4; water rescues – 2; appliance fires – 5; good intent – 5; fuel spills – 2; illegal burns – 7; trees down – 3.

During the past year, HVFD has focused on improving our community outreach. We post regularly on our Highgate Volunteer Fire Department Facebook page as well as on Instagram. We are focusing on educational outreach as well as providing safety messages. In addition to our page we also post regularly through the Highgate Happenings page and the Town of Highgate page. We are working hard to get safety messages out to the community and raise awareness of things that people can do to protect their families and homes. We had our best year of fire safety outreach. We visited local daycares as well as worked with our elementary school to spread the message of fire safety in collaboration with the Highgate Library and Community Center. We were able to give the new Tot Finder decals to families in our community. The Tot Finder is the next generation of fire safety for your children. The decal goes on the inside of your home and cannot be seen from the outside. The decal is highly reflective to alert firefighters to your child's location while maintaining safety from the outside world.

In addition to our community outreach, the fire department has continued to make training a priority for our personnel. Our members took part in many trainings during the year; Ice Water Rescue Training hosted by the South Hero Vol. Fire Dept., Boater Safety Training sponsored by the Vermont State Police, Flagger Training sponsored by the Vermont League of Cities and Towns, Arson and Meth Lab training hosted by the Alburgh Vol. Fire Dept., CPR and AED Healthcare Provider Training, as well as additional training provided through the Franklin Lamoille Fire School, the North Country International Fire School, and the Southern Vermont Regional Fire School.

The Department has always taken pride in maintaining an active presence in the community. In 2017, we hosted the Town Meeting Day lunch as well as provided a information table during

Town Meeting. The Department was represented in the Maple Festival Parade, Franklin Memorial Day Parade, and the June Dairy Days Parade. We continued our tradition of hosting the Annual Memorial Day BBQ, Parade and Auction. The Department along with support from Swanton Fire provided emergency coverage for the Franklin County Field Days. Many of our local children were treated to fire station and truck tours throughout the year. Ghouls and goblins were seen on Halloween Night visiting the town garage. We wrapped up the year hosting our Annual Santa Day with smiles galore from all the boys and girls.

The HVFD Auxiliary has supported the department in many ways from providing support during our community events, helping to promote educational outreach, as well as providing food and supplies during large emergency calls. The HVFD Auxiliary is open to any community member who wishes to join us. We welcome you to share your time and talents when you can.

Last year the Department shared that we will need to replace our 1988 Frontline pumper. The pumper has served us well, but due to its age it is not meeting NFPA requirements. We have decided to postpone that request due to the generosity that the taxpayers showed with the floor replacement. We will need to include this request as part of our 2019 budget. We understand the financial burden that purchasing a truck causes and we felt the need to inform the townspeople at this time.

Our meetings are held on Monday evenings at the fire station. We are always looking for new members! If you are interested, please stop by the station or contact an officer. The following are our officers for 2018:

Fire Chief - Joe Depatie 868-5093

Asst. Chief - Gary Greenough 582-2744

Captain - Chris Uzell 309-5793

Lieutenant - Ralph Comiskey 782-1501

Lieutenant - John Gale 782-3658

Respectfully submitted,
Joe Depatie, Chief

Highgate Historical Society – 2017

Our meetings are held on the third Wednesday of the month during the months of May through October, beginning at 7pm. The museum is open the first and third Sundays of the month from 10am – 2pm during the months of May through October. For more information, you can contact Dennis Nolan, President, at 868-9974 or Charles Nye, Curator, at 868-4619.

Thank you to all those that helped with our annual fundraisers or made a donation to the Highgate Historical Society. Our collection of memorabilia continues to grow – please stop by soon and enjoy all our building has to offer! The annual Christmas Dinner was held on December 6, 2017 at the Abbey.

Sincerely,
Dennis Nolan & Charles T. Nye

TO: The Residents of Highgate
FROM: The Highgate Sidewalk Committee
DATE: January 2018
RE: Sidewalk Projects Update



The Sidewalk Committee is happy to report that the Lamkin Street Sidewalk Project is now complete. The School coordinated a wonderful 'Walk to School Day' on December 1st to celebrate the official opening. The Selectboard was present to say a few words at the St. Louis Church before the ceremonial ribbon was cut, releasing 300 Highgate Elementary students plus teachers, staff, and parents, onto the new pavement to begin their journey to the school yard. The Highgate Fire Department and Franklin County Sheriff served as official escorts at the crosswalks. The School deemed it a success and hopes to follow up with several more similar events.

Follow up work will need to be done in the spring to repair the crosswalk paint because it didn't adhere to the pavement. A flashing beacon may also be helpful to give drivers time to break in this high traffic area.

This work was accomplished with the support of many agencies in our community including; Highgate Elementary School, RISEVT, Safe Routes to School (SRTS), Northwest Regional Planning Commission (NRPC), Northwestern Medical Center (NMC), Vermont Department of Health (VDH) and Vermont Agency of Transportation (AOT).

The Sidewalk Committee is a diverse group of residents and business owners representing the Selectboard, School Board, Planning Commission, Development Review Board, Library, Lister's Office, business owners, residents from the affected area and residents from outside of the Village District. Everyone is invited to participate in the planning process and we would love to hear your suggestions. hbvalenta@highgatevt.org or 868-4922.



DRB Report - The Development Review Board had a very busy 2017.

The Zoning Administrator processed nearly 100 zoning permits. These were various permit applications including sheds, porches, driveways, storage containers, decks and deck roofs, carports and various size garages. Of those, the following required a review by the DRB:

Subdivision: Minor: 4, Major: 1

Conditional Use: 10

Variance of setback: 2

Boundary Lines: 6

Conditional Use & Site Plan: 2

Site plan: 1

The coming year will most likely be as busy with continued interest in Solar Panel sites and properties that the Town has purchased for development. A decision was made by the Select board to hire a part time Zoning Administrator to deal with all the Zoning issues, permits, violations, etc. The new Zoning Administrator is Laura Barney and she will be in the office on Tuesdays and Wednesday to work on permits. This would free up time for the Town Administrator to spend more time with Planning, Grant writing, etc.

Thank you to the dedicated members of the Development Review Board for their time and commitment.

If you are interested in serving on this Board or any other, contact a Board member or the Town offices. There are training sessions and workshops available, and support from Board members is always present. Appointments are approved by the Selectboard.

Richard Trombley, Chair
Tim Reynolds, Vice Chair
Scott Martin
Julie Rice
Woodbury Rouse

PLANNING COMMISSION REPORT FOR YEAR 2017

The Highgate Planning Commission has had busy year planning for the multitude of Town needs. Primary topics included updating the 'Energy Plan' portion of the Town Plan and updates to the Capital Budget.

Taylor Newton from the Northwest Regional Planning Commission (NRPC) work with us to improve the Town's Energy Plan to give us more say over future energy proposals and was approved by the Select Board in December and sent to NRCP for approval.

Our focus this year for the Capital Budget Plan (CIP) since 2016 budget was focused on ADA improvements for the Municipal building and the Fire Department's failing floor was to see what was on the various Town Departments needs for the next five years and beyond. Then the estimate for the Machia Rd Stabilization project came in with the town share projected at \$183,500.00, so the proposed CIP had that cost included while trying to keep the budget level funded from last year.

The Highgate Center Village designation was reapproved this year, with a modification to the boundaries to include the "White Building" at the elementary school. We also are applying to the state about having parts of Highgate Springs and Highgate Falls as possible village designations.

In November, we advertised for a "Part Time Zoning Administrator" and interviewed candidates on November 28th and forwarded our recommendation to the Select Board on December 7th.

We meet on the third Tuesday of the month, at 6:00pm and the public is encouraged to attend.

Thank you to the dedicated members of the Board – Barbara Chevalier, Tom Conley, Jr., Bruce Ryan and Richard Wilkens and a special thanks to recently retired board members - Larry Simmons and Woody Rouse Jr.!

Luc Dupuis,
Planning Commission Chair

Capital Improvement Payment Allocations for 2019-2023

DEPARTMENTAL Capital Projects & Assets	Estimated Total Cost of Project	Available Funding			Annual Payments to be Raised by Taxes							Net Cost to Town	
		Capital Reserve Balance	Potential Grants, Donations, Other	Estimated Resale	2018	2019	2020	2021	2022	2023	Estimated Year of Replacement		
Municipal Complex													
Municipal Complex Roof Repair	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	2018	\$ 10,000	
TOTAL COMPLEX	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 10,000	
Parks & Recreation Department													
24' X 32' Storage Building	\$ 28,000	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ 8,000	\$ -	\$ -	\$ -		\$ 18,000	
Mower	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
TOTAL PARKS & REC	\$ 28,000	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ 8,000	\$ -	\$ -	\$ -		\$ 18,000	
Highgate Public Library													
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
TOTAL HPL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
Highgate Volunteer Fire Department													
Purchase Fire Engine	\$ 350,000	\$ 234,272	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	2020	\$ 350,000	
Fire Department Floor	\$ 45,750	\$ 14,250	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	2017	\$ 45,750	
Dry Hydrants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
Surveillance Equipment	\$ 10,000	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -		\$ 5,000	
Replace Personal Protection Gear	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 5,000	
TOTAL HVFD	\$ 410,750	\$ 248,522	\$ 5,000	\$ -	\$ 70,000	\$ -	\$ 15,000	\$ 10,000	\$ 10,000	\$ 10,000		\$ 405,750	
Public Works - Highway													
1974 Massey Ferguson Road Mower	\$ 67,000	\$ 12,667		\$ 2,000	\$ 12,667	\$ 15,000	\$ 40,000	\$ -	\$ -	\$ -	2020	\$ 65,000	
1991 Caterpillar 120G Grader	\$ 300,000	\$ -		\$ 15,000	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000		\$ 285,000	
2001 John Deere 444H Loader	\$ 200,000	\$ -		\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000		\$ 175,000	
2004 John Deere 410G Backhoe	\$ 200,000	\$ -		\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000		\$ 175,000	
2010 International 7600 Tandem Truck	\$ 225,000	\$ -		\$ 60,000	\$ -	\$ 20,000	\$ 36,250	\$ 36,250	\$ 36,250	\$ 36,250	2023	\$ 165,000	
2014 Western Star 4900 Tandem Truck	\$ 240,000	\$ -		\$ 60,000	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	2026	\$ 180,000	
2015 FordF550 Compact Dump Trk Plow/Sand	\$ 65,000	\$ -		\$ 25,000	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	2027	\$ 40,000	
2016 International 7400 Single Axle Truck	\$ 160,000	\$ -		\$ 50,000	\$ -	\$ -	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	2028	\$ 110,000	
Equipment Trailer	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	
TOTAL HWY	\$ 1,457,000	\$ 12,667	\$ -	\$ 262,000	\$ 12,667	\$ 35,000	\$ 118,750	\$ 178,750	\$ 178,750	\$ 178,750		\$ 1,195,000	
IN & AROUND TOWN Capital Projects	Total Capital Cost	Available Funding			Annual Payments to be Raised by Taxes							Total Cost to Town	
		Capital Reserve	Potential Grants, Donations, Other	Resale	2018	2019	2020	2021	2022	2023	est. Year of Project		
Library Relocation	\$ 1,000,000	\$ 50,000	\$ -	\$ 200,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 800,000	
Municipal Complex ADA Modifications	\$ 80,000	\$ 80,000	\$ 75,000	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	2019-2020	\$ 5,000	
Replacement of Bridge (B25)	\$ 5,182,530	\$ 275,480	\$ 4,923,404	\$ -	\$ 50,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -		\$ 259,126	
Sidewalk Project	\$ 312,500	\$ 62,598	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 62,500	
Transfer Station Slope Stabilization Phase I	\$ 78,500	\$ 15,000	\$ 63,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 15,000	
Transfer Station Slope Stabilization Phase II	\$ 900,000	\$ 42,062	\$ 675,000		\$ -	\$ 25,000	\$ 187,938	\$ -	\$ -	\$ -		\$ 225,000	
Machia Road Slide	\$ 918,000	\$ -	\$ 734,500	\$ -	\$ -	\$ 183,500	\$ -	\$ -	\$ -	\$ -		\$ 183,500	
Machia Property Municipal Planning Grant	\$ 26,000	\$ -	\$ 20,000	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -		\$ 6,000	
TOTAL TOWN PROJECTS	\$ 8,497,530	\$ 525,140	\$ 6,741,404	\$ 200,000	\$ 180,000	\$ 233,500	\$ 187,938	\$ -	\$ -	\$ -		\$ 1,556,126	
Total Departmental Projects	\$ 1,905,750	\$ 271,189	\$ 15,000	\$ 262,000	\$ 92,667	\$ 45,000	\$ 141,750	\$ 188,750	\$ 188,750	\$ 188,750		\$ 1,628,750	
Total Town Projects	\$ 8,497,530	\$ 525,140	\$ 6,741,404	\$ 200,000	\$ 180,000	\$ 233,500	\$ 187,938	\$ -	\$ -			\$ 1,556,126	
Total Expenditures	\$ 10,403,280	\$ 796,329	\$ 6,766,404	\$ 462,000	\$ 272,667	\$ 278,500	\$ 329,688	\$ 188,750	\$ 188,750	\$ 188,750	0	\$ 3,184,876	

** Grant Funds that the Town has applied for or is planning to apply for. Funds not secured by Town

+ Grant Funds that have been awarded to the Town. Funds are secured and may require a monetary match.

HIGHGATE TRUST FUNDS

For year ended December 31, 2017

Summary of Trust Funds

Highgate Center Cemetery Assoc.	28,394.00
St. John's Cemetery	12,354.20
East Highgate Cemetery	7,862.75
Sherwood Cemetery	6,805.76
Highgate Public Library	2,300.00
Highgate Historical Society	1,000.00

Total Trust Funds: **58,716.71**

Trustee Time Deposit

Edward Jones Bond	57,000.00
Peoples Trust Savings	2,337.69

Total Time Deposits 59,337.69

Trustee Operating Account

Beginning Balance 01/01/2017 **101.43**

Deposits

Edward Jones Bond Interest 1,413.38

Total Deposits: **1,514.81**

Disbursements

Highgate Center Cemetery Assoc.	683.48
St. John's Cemetery	297.38
East Highgate Cemetery	189.27
Sherwood Cemetery	163.82
Highgate Public Library	55.36
Highgate Historical Society	24.07

Total Disbursements **1,413.38**

Ending Balance 12/31/2017 **101.43**

Bequests

St. John's Cemetery

Beginning Balance 12,354.20

Ending Balance **12,354.20**

East Highgate Cemetery

Beginning Balance 7,862.75

Ending Balance **7,862.75**

Sherwood Cemetery

Beginning Balance 6,805.76

Ending Balance **6,805.76**

Respectfully submitted,

Evangeline La Rocque
Clarence Miller
David Roddy

Evangeline La Rocque
Clarence Miller
David Roddy

TOWN OF HIGHGATE
FY 2017-2018 DELINQUENT TAX REPORT

FIRST NAME	LAST NAME	ADDRESS	TAX YEAR 2017	TAX YEAR 2016	TAX YEAR 2015	TAX YEAR 2014	TOTAL DUE
* DAVID & LINDA	ALLEN	MONUMENT ROAD	2419.17				\$ 2,419.17
ANDCO MOBILE	HOME COOP	FRONTAGE ROAD	5380.6				\$ 5,380.60
* KYLE & DESIREE	BAKER	ROLLO ROAD	2465.46				\$ 2,465.46
* JOSEPH & PENNY	BARNEY	MACHIA ROAD	2341.37				\$ 2,341.37
DANIELLE	BENNETT	PINE HAVEN	805.84				\$ 805.84
ISAAC & LISA	BEYOR	HIGHGATE ROAD	1290.76	183.39			\$ 1,474.15
ERIC	BISSONETTE	JEDWARE CIRCLE	3849.89				\$ 3,849.89
TIMOTHY & RENA	BLUTO	TARTE ROAD	249.21	107.50			\$ 356.71
* ERNEST	BOUCHARD	ST ARMAND ROAD	3067.61				\$ 3,067.61
MARK & SUZANNE	BRAULT	HIGHGATE ROAD	3090.35				\$ 3,090.35
HOWARD	CHANDLER	FRONTAGE ROAD	495.45				\$ 495.45
+ BONNIE	CHENEY	CARTER HILL ROAD	4139.09	4426.91	2576.39		\$ 11,142.39
ESTATE OF ARLENE	DEROSIA	FORTIN ROAD	3473.99				\$ 3,473.99
* CATHY	ELWOOD	PLATT ROAD	611.00				\$ 611.00
LYNN	ELWOOD	LAMKIN STREET	886.81	1365.54	1341.37		\$ 3,593.72
DEAN	FACKLER	DURKEE ROAD	3454.49				\$ 3,454.49
DAVID	FOSGATE	ROUTE 7	484.33				\$ 484.33
MARK & JEAN	GAGNE	CAMPAGNA ROAD	2136.78				\$ 2,136.78
EUGENE & LISA	GAGNER	BOUCHARD ROAD	3150.84				\$ 3,150.84
* ROBERT & MARTHA	GRAHAM	LAMKIN STREET	1854.87	349.53			\$ 2,204.40
# JEREMY	GREENIA	CADIEUX LANE	900.30	1008.25			\$ 1,908.55
* JOSEPH	GREENIA	LAMKIN STREET	1846.89				\$ 1,846.89
* JOSEPH & CRYSTAL	GREENIA	RHEAUME ROAD	2498.49	428.26			\$ 2,926.75
MELANIE	GREENIA	LAMKIN STREET	325.82				\$ 325.82
ESTATE OF ROMAIN	GREENIA	LAMKIN STREET	949.05				\$ 949.05
JENNIFER	GROSS	VIRGINIA LANE	393.27				\$ 393.27
MICHAEL & CARMEN	GUTTILLA	CHARLES CIRCLE	3011.75				\$ 3,011.75
PAUL & CYNTHIA	GUYETTE	ROLLO ROAD	3328.71	27.77			\$ 3,356.48
HAUGLAND	YVONNE	SHIPYARD BAY	20.10				\$ 20.10
* RICHARD	HEBERT	CAMPAGNA ROAD	1165.86				\$ 1,165.86
# NICOLE	HEMINGWAY	CARTER HILL ROAD	1749.30	1856.80	1987.52	774.31	\$ 6,367.93
* AUGUSTINA	HEROD	TANGLEWOOD DRIVE	2741.02				\$ 2,741.02
HIDEAWAY PARADISE EST	HOMEOWNERS	TANGLEWOOD DRIVE	1522.46				\$ 1,522.46
* LYNFORD & DORE	HOAGUE	CAMPAGNA ROAD	3009.45	3303.08	1412.87		\$ 7,725.40
* RAQUEL	HOAGUE	HOAGUE DRIVE	893.76				\$ 893.76
* BECKY	JOHNSON	BALLARD ROAD	1749.38	2128.68			\$ 3,878.06
* DEVON & ALICIA	KANE	ST ARMAND ROAD	3857.08				\$ 3,857.08
STEVEN	KENZ	ROLLO ROAD	114.62				\$ 114.62
PETER	KIRBY	ROUTE 78	257.55				\$ 257.55
TERRY & SHARON	KOONS	CARTER HILL ROAD	2192.63				\$ 2,192.63
* DAWN	LAPAN	OLDS DRIVE	648.70				\$ 648.70
* JANE	LAROCHE	ROUTE 78	1317.16				\$ 1,317.16
CHRISTOPHER & MELISSA	LESPERANCE	ARTHUR DRIVE	813.09	60.00			\$ 873.09
* BONNY	LOCKE	LAMKIN STREET	2292.91				\$ 2,292.91
WILFRED	LUSSIER	ROUTE 78	2971.48				\$ 2,971.48
* DAVID	MACHIA	MOREY ROAD	905.93				\$ 905.93
DUSTIN & CHAD	MACHIA	ROUTE 78	2535.13				\$ 2,535.13
ALLAN & THERESA	MANY	ROUTE 78	888.41				\$ 888.41
* JANICE	MARTIN	DECKER ROAD	785.73				\$ 785.73
NORMAN	MCALLISTER	HANNA ROAD	7.14				\$ 7.14
BRIAN & DEBRA	MCPAHON	CARTER HILL ROAD	1793.63				\$ 1,793.63
* MYRON & CHRISTIE	MESSECK	OLD SCHOOLHOUSE	3172.33				\$ 3,172.33
* DEBRA	MESSIER-GAGNE	GAGNE ROAD	1602.05	1884.63			\$ 3,486.68

**TOWN OF HIGHGATE
FY 2017-2018 DELINQUENT TAX REPORT**

FIRST NAME	LAST NAME	ADDRESS	2017 TAXES	2016 TAXES	2015 TAXES	2014 TAXES	TOTAL DUE
SCOTT	MORGAN	LAMKIN STREET	2452.60				\$ 2,452.60
JOHN	MORTON	AIRPORT ROAD	950.42				\$ 950.42
DOUGLAS & SHARON	MOSHER	CARTER HILL ROAD	165.79				\$ 165.79
JILL	MULHERON	OAK HAVEN	4585.92				\$ 4,585.92
DANIEL	NADEAU	ST ARMAND ROAD	1976.88				\$ 1,976.88
DOUGLAS	NELSON	WAUGH FARM ROAD	3959.79	35.09			\$ 3,994.88
HEATHER	OLDS	OLDS DRIVE	1166.19				\$ 1,166.19
LEE & LORI	OLDS	MISTY MEADOWS	1749.66				\$ 1,749.66
* NANCY	PAQUETTE	ROUTE 7	1322.97				\$ 1,322.97
ROSEMARY & NEAL	PEASE	AIRPORT ROAD	182.10				\$ 182.10
FAYE	PELICAN	OLDS DRIVE	5151.07				\$ 5,151.07
FAYE & ERIC	PELICAN	OLDS DRIVE	1650.26	195.68			\$ 1,845.94
* ANGELA	PFEIFFER	COUNTRY CLUB ROAD	2126.47				\$ 2,126.47
EUGENE & SHIRLEY	PLOOF	HIGHGATE ROAD	1349.50				\$ 1,349.50
WAYNE	PLOOF	HIGHGATE ROAD	560.98				\$ 560.98
* RHODA	REYNOLDS	LYNNLOU DRIVE	875.26	921.77	924.63		\$ 2,721.66
MERCELL	RICHARD	VIRGINIA LANE	161.94				\$ 161.94
+ RICHMOND GROUP	PARTNERSHIP	AIRPORT ROAD	3957.88	4236.07			\$ 8,193.95
* WENDELL & DEBORAH	ROBERTS	ROBERTS LANE	1106.14	154.72			\$ 1,260.86
WENDELL J	ROBERTS	ROBERTS LANE	161.71	25.77			\$ 187.48
JUSTIN	ROBTOY	PAULS COURT	245.69	598.60			\$ 844.29
DAVID	ROLLO	CAMPAGNA ROAD	3147.00				\$ 3,147.00
* DAVID	ROUSE	LAMKIN STREET	2366.33				\$ 2,366.33
WILLIAM	SCARPINATO	CARMEN BROOK RD	1762.50				\$ 1,762.50
BRIAN	SCHLESING	WHISPERING PINES	443.95				\$ 443.95
JOSHUA	SEGER	ROUTE 78	244.18				\$ 244.18
ROSALLIE	SEVERY	CARTER HILL ROAD	1720.98				\$ 1,720.98
MARCIA	ST ARNAULT	LYNN LOU DRIVE	207.18				\$ 207.18
# ANDREW	SWEET	GORE ROAD	1048.74	1164.57			\$ 2,213.31
CHRISTOPHER	TARDY	LUKE STREET	88.68	93.42	205.15	76.94	\$ 464.19
THE MIXING BOARD INC		AIRPORT ROAD	4.19				\$ 4.19
PAUL	TURNER	CARTER HILL ROAD	2093.01				\$ 2,093.01
* JANICE	WARD	PLATT ROAD	3009.36	1755.24			\$ 4,764.60
RONALD & SALLY	YOUNG	MILL HILL ROAD	1040.33				\$ 1,040.33
~ THE MACHIA PROPERTY		ST ARMAND & RTE 78	4063.92				\$ 4,063.92
~ FRONTAGE RD LAND DONATION		FRONTAGE ROAD	3957.36				\$ 3,957.36
TOTALS BY YEAR:			158966.02	26311.27	8447.93	851.25	

~	Town Purchases to be abated
*	PAYMENT PLAN IN PLACE
+	TAX SALE JANUARY 31, 2018
#	SMALL CLAIMS COURT

TOTAL OUTSTANDING DELINQUENCIES:
(AS OF DECEMBER 31ST, 2017)
194,576.47

To set up a payment plan please contact Shelley Laroche via email - slaroche@highgatevt.org or phone (802) 868-4697 x 204

RENEWABLE RESOURCES	#0012078169	893 ROUTE 78	193339.28
RENEWABLE RESOURCES	#0012078165	893 ROUTE 78	12086.33
JEDCO INC	#0018078173	893 ROUTE 78	8052.07
Subtotal:			213477.68

Combined Total:
408,054.15

TOWN OF HIGHGATE, VERMONT
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2017

	General Fund	Highway Fund	Capital Fund	Arena Fund	Non-Major Governmental Funds	Total
<u>ASSETS</u>						
Cash	\$ 516,863	\$ 0	\$ 616,088	\$ 127,473	\$ 0	\$ 1,260,424
Receivables (Net of Allowance for Uncollectibles)	121,964	212,247	23,121	0	0	357,332
Due from Other Funds	0	0	7,768	76,831	249,328	333,927
Prepaid Expenses	5,178	0	0	0	0	5,178
Total Assets	<u>\$ 644,005</u>	<u>\$ 212,247</u>	<u>\$ 646,977</u>	<u>\$ 204,304</u>	<u>\$ 249,328</u>	<u>\$ 1,956,861</u>
<u>LIABILITIES</u>						
Accounts Payable	\$ 28,088	\$ 265,042	\$ 0	\$ 24,000	\$ 85	\$ 317,215
Accrued Payroll and Benefits Payable	5,721	3,350	0	0	0	9,071
Due to Other Funds	285,488	48,439	0	0	0	333,927
Unearned Revenue	4,000	0	0	0	0	4,000
Due to Delinquent Tax Collector	12,581	0	0	0	0	12,581
Due to Others	15,010	0	0	0	0	15,010
Total Liabilities	<u>350,888</u>	<u>316,831</u>	<u>0</u>	<u>24,000</u>	<u>85</u>	<u>691,804</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>						
Prepaid Property Taxes	15,591	0	0	0	0	15,591
Unavailable Property Taxes and Interest	56,000	0	0	0	0	56,000
Unavailable Grants	0	212,247	23,121	0	0	235,368
Total Deferred Inflows of Resources	<u>71,591</u>	<u>212,247</u>	<u>23,121</u>	<u>0</u>	<u>0</u>	<u>306,959</u>
<u>FUND BALANCES</u>						
Nonspendable	5,178	0	0	0	0	5,178
Restricted	1,120	0	31,163	103,473	53,670	189,426
Committed	0	0	592,693	0	0	592,693
Assigned	66,112	0	0	76,831	195,573	338,516
Unassigned/(Deficit)	149,116	(316,831)	0	0	0	(167,715)
Total Fund Balances/(Deficit)	<u>221,526</u>	<u>(316,831)</u>	<u>623,856</u>	<u>180,304</u>	<u>249,243</u>	<u>958,098</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 644,005</u>	<u>\$ 212,247</u>	<u>\$ 646,977</u>	<u>\$ 204,304</u>	<u>\$ 249,328</u>	<u>\$ 1,956,861</u>

TOWN OF HIGHGATE, VERMONT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2017

	General Fund	Highway Fund	Capital Fund	Arena Fund	Non-Major Governmental Funds	Total
Revenues:						
Property Taxes	\$ 421,837	\$ 571,389	\$ 0	\$ 0	\$ 0	\$ 993,226
Interest on Delinquent Taxes	15,147	0	0	0	0	15,147
Intergovernmental	67,781	332,162	0	15,000	16,530	431,473
Charges for Services	437,255	0	0	0	0	437,255
Permits, Licenses and Fees	111,841	870	0	0	14,219	126,930
Fines and Forfeits	4,267	0	0	0	0	4,267
Investment Income	2,635	0	885	230	0	3,750
Donations	11,841	0	0	8,500	0	20,341
Other	3,931	0	0	0	0	3,931
Total Revenues	<u>1,076,535</u>	<u>904,421</u>	<u>885</u>	<u>23,730</u>	<u>30,749</u>	<u>2,036,320</u>
Expenditures:						
General Government	494,044	0	0	0	19,337	513,381
Public Safety	240,954	0	0	0	0	240,954
Highways and Streets	0	445,222	0	0	0	445,222
Culture and Recreation	138,293	0	0	0	0	138,293
Cemetery	12,442	0	0	0	0	12,442
Capital Outlay:	0					
General Government	251,196	0	0	0	0	251,196
Public Safety	0	0	3,531	0	0	3,531
Highways and Streets	0	794,239	21,316	0	0	815,555
Culture and Recreation	0	0	0	74,067	0	74,067
Debt Service:						
Principal	75,833	0	0	0	0	75,833
Interest	19,444	0	0	0	0	19,444
Total Expenditures	<u>1,232,206</u>	<u>1,239,461</u>	<u>24,847</u>	<u>74,067</u>	<u>19,337</u>	<u>2,589,918</u>
Excess/(Deficiency) of Revenues Over Expenditures	<u>(155,671)</u>	<u>(335,040)</u>	<u>(23,962)</u>	<u>(50,337)</u>	<u>11,412</u>	<u>(553,598)</u>
Other Financing Sources/(Uses):						
Proceeds from Sale of Equipment	0	3,000	0	0	0	3,000
Transfers In	9,833	0	41,999	0	0	51,832
Transfers Out	(41,999)	0	0	(9,833)	0	(51,832)
Total Other Financing Sources/(Uses)	<u>(32,166)</u>	<u>3,000</u>	<u>41,999</u>	<u>(9,833)</u>	<u>0</u>	<u>3,000</u>
Net Change in Fund Balances	(187,837)	(332,040)	18,037	(60,170)	11,412	(550,598)
Fund Balances - July 1, 2016	<u>409,363</u>	<u>15,209</u>	<u>605,819</u>	<u>240,474</u>	<u>237,831</u>	<u>1,508,696</u>
Fund Balances/(Deficit) - June 30, 2017	<u>\$ 221,526</u>	<u>\$ (316,831)</u>	<u>\$ 623,856</u>	<u>\$ 180,304</u>	<u>\$ 249,243</u>	<u>\$ 958,098</u>

TOWN OF HIGHGATE, VERMONT
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES
 NON-MAJOR SPECIAL REVENUE FUNDS
 FOR THE YEAR ENDED JUNE 30, 2017

	Reappraisal Fund	Preservation Fund	Computerization Fund	Total
Revenues:				
Intergovernmental	\$ 16,530	\$ 0	\$ 0	\$ 16,530
Permits, Licenses and Fees	<u>0</u>	<u>2,956</u>	<u>11,263</u>	<u>14,219</u>
Total Revenues	<u>16,530</u>	<u>2,956</u>	<u>11,263</u>	<u>30,749</u>
Expenditures:				
General Government	<u>0</u>	<u>11,157</u>	<u>8,180</u>	<u>19,337</u>
Total Expenditures	<u>0</u>	<u>11,157</u>	<u>8,180</u>	<u>19,337</u>
Net Change in Fund Balances	16,530	(8,201)	3,083	11,412
Fund Balances - July 1, 2016	<u>147,621</u>	<u>48,707</u>	<u>10,081</u>	<u>206,409</u>
Fund Balances - June 30, 2017	\$ <u><u>164,151</u></u>	\$ <u><u>40,506</u></u>	\$ <u><u>13,164</u></u>	\$ <u><u>217,821</u></u>

TOWN OF HIGHGATE, VERMONT
 COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCES
 NON-MAJOR GOVERNMENTAL FUNDS
 FOR THE YEAR ENDED JUNE 30, 2017

	Special Revenue Funds	Capital Projects Fund Transfer Station Fund	Total
Revenues:			
Intergovernmental	\$ 16,530	\$ 0	\$ 16,530
Permits, Licenses and Fees	<u>14,219</u>	<u>0</u>	<u>14,219</u>
Total Revenues	<u>30,749</u>	<u>0</u>	<u>30,749</u>
Expenditures:			
General Government	<u>19,337</u>	<u>0</u>	<u>19,337</u>
Total Expenditures	<u>19,337</u>	<u>0</u>	<u>19,337</u>
Net Change in Fund Balances	11,412	0	11,412
Fund Balances - July 1, 2016	<u>206,409</u>	<u>31,422</u>	<u>237,831</u>
Fund Balances - June 30, 2017	<u>\$ 217,821</u>	<u>\$ 31,422</u>	<u>\$ 249,243</u>

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1617 - FY1819

GENERAL FUND REVENUE	Budget FY1617	Actual FY1617	Budget FY1718	Year to Date FY1718	Proposed Budget 1819	Budget Change
<u>PROPERTY TAXES</u>						
Current Property Taxes	998464.10	435430.34	1262028.30	1480347.13	1301201.00	39172.70
Property Tax Adjustment	5000.00	0.00	5000.00	6616.17	5000.00	0.00
Delinq Prop Tax - Interes	19000.00	14347.04	16000.00	12501.26	14500.00	-1500.00
Delinq Prop Tax - Penalty	18000.00	16526.57	18000.00	18400.84	18000.00	0.00
Tax Sale Exp Recovered	0.00	-52.50	0.00	968.57	0.00	0.00
EDU Billing Fee Retained	0.00	10084.32	0.00	10118.72	10000.00	10000.00
SUBTOTAL	1040464.10	476335.77	1301028.30	1528952.69	1348701.00	47672.70
<u>INTERGOVERNMENTAL</u>						
Swanton Village	360000.00	389944.85	370000.00	368601.16	330000.00	-40000.00
Current Use	45000.00	46928.00	45000.00	50726.00	45000.00	0.00
PILOT	0.00	13203.84	0.00	14658.36	10000.00	10000.00
Fish & Wildlife	1600.00	1905.00	1600.00	0.00	1600.00	0.00
SUBTOTAL	406600.00	451981.69	416600.00	433985.52	386600.00	-30000.00
<u>OTHER REVENUE</u>						
Interest Income	2300.00	1785.93	2400.00	838.99	1200.00	-1200.00
Insurance Recoveries	0.00	61.75	0.00	0.00	0.00	0.00
TO Sale of Surplus Equip	0.00	322.00	0.00	217.00	0.00	0.00
Waugh Farm Lease	1000.00	1050.00	1000.00	0.00	1000.00	0.00
Cell Tower Lease	15000.00	15443.95	15360.00	7950.55	16390.00	1030.00
TO Casella Host Fees	60000.00	64414.98	60000.00	29689.61	60000.00	0.00
Other Income	300.00	3548.36	300.00	27.72	0.00	-300.00
VLCT Equip Grant	0.00	0.00	0.00	6945.25	0.00	0.00
RiseVT Bike Rack Grant	0.00	1000.00	0.00	0.00	0.00	0.00
Lamkin Steet Sidewalk	0.00	0.00	0.00	31968.06	0.00	0.00
MPG ADA Grant Income	0	6500	0	3500	0	0
SUBTOTAL	78600.00	94126.97	79060.00	81137.18	78590.00	-470.00
<u>CLERK FEES</u>						
TO Recording Fees	14500.00	14447.00	14000.00	7209.00	14000.00	0.00
TO Research Fees	600.00	696.90	600.00	349.75	600.00	0.00
TO Photocopies	5500.00	6581.50	5500.00	4078.20	5500.00	0.00
TO Beverage Licenses	625.00	625.00	625.00	70.00	625.00	0.00
TO Marriage Licenses	300.00	240.00	150.00	130.00	150.00	0.00
TO Green Mtn Passports	0.00	38.00	0.00	16.00	0.00	0.00
TO Land Postings	50.00	95.00	50.00	105.00	100.00	50.00
TO Salavage Yard Certific	50.00	25.00	50.00	15.00	25.00	-25.00
SUBTOTAL	21625.00	22748.40	20975.00	11972.95	21000.00	25.00
<u>PUBLIC SAFETY</u>						
TO Civil Fines	5000.00	4266.70	5000.00	1908.38	4000.00	-1000.00
TO Animal Licenses - New	500.00	1111.00	500.00	293.00	750.00	250.00
TO Animal Licenses -Renew	7500.00	7370.00	7000.00	412.00	7500.00	500.00
TO Animal Licenses - Fine	0.00	25.00	0.00	92.50	0.00	0.00
SUBTOTAL	13000.00	12772.70	12500.00	2705.88	12250.00	-250.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1617 - FY1819

GENERAL FUND REVENUE	Budget FY1617	Actual FY1617	Budget FY1718	Year to Date FY1718	Proposed Budget 1819	Budget Change
<u>DEVELOPMENT FEES</u>						
TO Zoning Permit	5000.00	7771.40	6000.00	3602.40	6500.00	500.00
TO Letter of Compliance	500.00	720.00	500.00	460.00	500.00	0.00
TO Subdivision Applicatio	500.00	1450.00	800.00	1160.00	800.00	0.00
TO Conditional Use Review	500.00	2150.00	800.00	280.00	800.00	0.00
TO Site Plan Review	500.00	280.00	0.00	280.00	500.00	500.00
TO Boundry Line Adjustment	500.00	1895.00	500.00	870.00	500.00	0.00
SUBTOTAL	7500.00	14266.40	8600.00	6652.40	9600.00	1000.00

TOTAL GENERAL FUND REVENUE	1567789.10	1072231.93	1838763.30	2065495.20	1856741.00	17977.70
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GENERAL FUND EXPENDITURES	Budget FY1617	Actual FY1617	Budget FY1718	Year to Date FY1718	Proposed Budget 1819	Budget Change
<u>SELECTBOARD</u>						
SELECTBOARD						
Selectboard Stipend	5250.00	5250.00	5250.00	5250.00	5250.00	0.00
SB SS & Medicare	402.00	401.63	402.00	401.63	402.00	0.00
SB Professional Develop	300.00	0.00	300.00	0.00	300.00	0.00
SB Professional Services	1000.00	0.00	1000.00	0.00	250.00	-500.00
SB Travel Expenses	200.00	0.00	200.00	0.00	100.00	-100.00
SUBTOTAL	7152.00	5651.63	7152.00	5651.63	6302.00	-850.00
<u>TOWN & ZONING ADMIN</u>						
Town Administrator	55325.40	55580.24	57538.42	29875.77	45000.00	-12538.42
Grant Administrator	0.00	0.00	0.00	0.00	12539.00	12539.00
Zoning Administrator	0.00	0.00	0.00	0.00	14000.00	14000.00
Public Meetings Clerk	7800.00	7872.31	10000.00	5192.37	10000.00	0.00
TA Group Insurance	9000.00	8850.00	9000.00	4875.00	9000.00	0.00
TZA SS & Medicare	4829.09	4424.26	5167.00	2420.13	6238.00	1071.00
TA Retirement Contrib	3217.00	2848.39	3350.00	1531.17	3362.00	12.00
TZA Professional Develop	120.00	195.00	200.00	70.00	300.00	100.00
ZA Travel Expenses	200.00	82.49	200.00	125.43	1000.00	800.00
SUBTOTAL	80491.49	79852.69	85455.42	44089.87	101439.00	15983.58
<u>TOWN CLERK</u>						
Town Clerk Salary	41073.80	41263.58	42716.75	22179.83	42717.00	0.25
TC Group Insurance	9000.00	8850.00	9000.00	4875.00	9000.00	0.00
TC SS & Medicare	3142.15	3097.62	3268.00	1648.03	3268.00	0.00
TC Retirement Contrib	1642.95	1965.46	1709.00	1094.80	1762.00	53.00
TO Election Expenses	7000.00	4466.01	3000.00	200.00	4500.00	1500.00
TC Professional Develop	300.00	0.00	300.00	0.00	300.00	0.00
TC Travel Expenses	200.00	372.03	300.00	95.45	300.00	0.00
SUBTOTAL	62358.90	60014.70	60293.75	30093.11	61847.00	1553.25

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1617 - FY1819

GENERAL FUND EXPENDITURES	Budget FY1617	Actual FY1617	Budget FY1718	Year to Date FY1718	Proposed Budget 1819	Budget Change
<u>LISTERS OFFICE</u>						
Lister Salaries	37440.00	23123.20	37440.00	10080.00	33440.00	-4000.00
LS SS & Medicare	2864.16	1768.83	2864.16	771.14	2560.00	-304.16
LS Professional Dues	0.00	0.00	0.00	50.00	50.00	50.00
LS Professional Develop	180.00	570.00	200.00	0.00	200.00	0.00
LS Technical Services	5000.00	8186.93	6000.00	3093.75	8200.00	2200.00
LS Travel Expenses	400.00	781.07	400.00	349.38	1000.00	600.00
SUBTOTAL	45884.16	34430.03	46904.16	14344.27	45450.00	-1454.16
<u>TOWN TREASURER</u>						
Town Treasurer Salary	41205.00	41395.24	42853.20	22250.70	42853.00	-0.20
TT Insurance Buyout	4800.00	4818.58	4800.00	2492.37	4800.00	0.00
TT SS & Medicare	3519.38	3535.37	3646.00	1892.85	3646.00	0.00
TT Retirement Contributio	1840.20	1833.96	1907.00	1245.41	1966.00	59.00
TT Professional Develop	1200.00	820.00	1000.00	60.00	500.00	-500.00
TT Travel Expenses	1000.00	1178.55	1100.00	682.11	1100.00	0.00
SUBTOTAL	53564.58	53581.70	55306.20	28623.44	54865.00	-441.20
<u>DELINQ. TAX COLLECTOR</u>						
DTC Compensation	18000.00	15726.89	18000.00	6392.70	18000.00	0.00
DTC SS & Medicare	1377.00	1202.45	1224.00	489.04	1224.00	0.00
DTC Retirement	0.00	629.00	0.00	0.00	743.00	743.00
DTC Professional Develop	0.00	0.00	100.00	0.00	0.00	-100.00
SUBTOTAL	19377.00	17558.34	19324.00	6881.74	19967.00	643.00
<u>ANIMAL CONTROL OFFICER</u>						
ACO Compensation	3900.00	3955.33	5997.00	3113.78	5997.00	0.00
ACO SS & Medicare	298.35	302.71	458.77	238.14	459.00	0.23
ACO Professional Develop	60.00	0.00	60.00	0.00	60.00	0.00
Impound Animal Expense	2000.00	462.21	1500.00	1349.57	2000.00	500.00
ACO Travel Expense	300	145.26	300	168.25	300	0
SUBTOTAL	6558.35	4865.51	8315.77	4869.74	8816.00	500.23
<u>TOWN CONSTABLE</u>						
Town Constable Stipend	1000.00	1000.00	1000.00	1000.00	1000.00	0.00
CON SS & Medicare	76.50	76.50	76.50	76.50	77.00	0.50
CON Professional Develop	60.00	0.00	60.00	0.00	60.00	0.00
CON Travel Expenses	200.00	0.00	100.00	0.00	100.00	0.00
SUBTOTAL	1336.50	1076.50	1236.50	1076.50	1237.00	0.50

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1617 - FY1819

GENERAL FUND EXPENDITURES	Budget FY1617	Actual FY1617	Budget FY1718	Year to Date FY1718	Proposed Budget 1819	Budget Change
<u>HEALTH OFFICER</u>						
Health Officer Stipend	500.00	500.00	1000.00	1000.00	1000.00	0.00
HO SS & Medicare	38.00	38.25	76.50	76.50	77.00	0.50
HO Professional Develop	60.00	0.00	60.00	0.00	60.00	0.00
HO Professional Services	500.00	18080.94	500.00	0.00	500.00	0.00
HO Travel Expenses	100.00	0.00	100.00	142.56	200.00	100.00
SUBTOTAL	1198.00	18619.19	1736.50	1219.06	1837.00	100.50
<u>PLANNING COMMISSION</u>						
Planning Commission						
Planning Comm Stipend	1200.00	860.00	1320.00	1320.00	1200.00	-120.00
PC SS & Medicare	92.00	65.79	101.00	100.98	101.00	0.00
PC Professional Develop	300.00	0.00	300.00	0.00	300.00	0.00
SUBTOTAL	1592.00	925.79	1721.00	1420.98	1601.00	-120.00
<u>DEVELOP. REVIEW BOARD</u>						
DRB Stipend	1200.00	1600.00	1500.00	820.00	1200.00	-300.00
DRB SS & Medicare	92.00	122.40	115.00	62.73	101.00	-14.00
DRB Professional Develop	0.00	0.00	300.00	0.00	300.00	0.00
DRB Technical Services	1800.00	1799.70	0.00	0.00	0.00	0.00
SUBTOTAL	3092.00	3522.10	1915.00	882.73	1601.00	-314.00
<u>NW SOLID WASTE DISTRICT</u>						
Solid Waste Membership	3570.00	3570.00	3608.00	3608.00	3629.00	21.00
Solid Waste Buy-In	1850.00	1850.00	1850.00	1850.00	1850.00	0.00
SUBTOTAL	5420.00	5420.00	5458.00	5458.00	5479.00	21.00
<u>PUBLIC SAFETY</u>						
Ambulatory Services	81305.00	102305.04	82931.00	27376.51	84590.00	1659.00
Ambulatory Dispatch Fee	25525.00	25092.70	25525.00	25092.07	25525.00	0.00
Police Patrol Services	58574.00	61250.79	62142.00	41427.68	62142.00	0.00
Directed Investigations	0.00	0.00	10000.00	0.00	0.00	-10000.00
SUBTOTAL	165404.00	188648.53	180598.00	93896.26	172257.00	-8341.00
<u>CULTURAL SERVICES</u>						
Historical Society	1000.00	1000.00	1000.00	1000.00	1000.00	0.00
Memorial Day	2000.00	1029.44	2000.00	0.00	1000.00	-1000.00
Summer Concert Series	3000.00	3000.00	3000.00	0.00	3000.00	0.00
Holiday Expense	2000.00	2120.00	2000.00	1990.06	1000.00	-1000.00
SUBTOTAL	8000.00	7149.44	8000.00	2990.06	6000.00	-2000.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1617 - FY1819

GENERAL FUND EXPENDITURES	Budget FY1617	Actual FY1617	Budget FY1718	Year to Date FY1718	Proposed Budget 1819	Budget Change
<u>TOWN OPERATIONS</u>						
TO Consulting Services	0.00	2676.00	0.00	0.00	6000.00	6000.00
TO Professional Audit	18000.00	19310.00	18400.00	16722.00	18800.00	400.00
TO Legal Services	35000.00	33431.82	35000.00	28697.10	35000.00	0.00
TO Technical Services	7000.00	4553.54	7000.00	3474.88	7000.00	0.00
TO Custodial Services	4000.00	3805.00	4000.00	1895.00	4000.00	0.00
TO Buildings Maintenance	8000.00	6027.69	8000.00	2505.59	8000.00	0.00
TO Equipment Maintenance	1500.00	202.79	1500.00	144.00	1500.00	0.00
TO PACIF Insurance	15193.00	21204.50	23152.00	23152.00	19994.00	-3158.00
TO Workers Comp Insurance	2000.00	1148.50	1700.00	1700.00	1649.00	-51.00
TO Unemployment Comp	548.00	456.00	417.00	417.00	509.00	92.00
TO Communications	6000.00	12094.24	9000.00	5076.39	9000.00	0.00
TO Postage	5500.00	5555.64	6000.00	2733.74	6000.00	0.00
TO Advertising	5000.00	3971.43	5000.00	2439.46	5000.00	0.00
TO Printing & Binding	1700.00	2471.68	2000.00	0.00	2500.00	500.00
NRPC Dues	3606.00	3594.00	3702.00	3702.00	3802.00	100.00
VLCT Dues	6000.00	5869.00	6000.00	5200.00	5118.00	-882.00
FranklinCountyAssessment	31092.12	31092.12	33240.00	33108.40	32000.00	-1240.00
TO General Supplies	8500.00	9107.62	8500.00	5816.91	9000.00	500.00
TO Natural Gas	5000.00	5262.69	5000.00	1412.78	5000.00	0.00
TO Electricity	8000.00	7015.29	6800.00	2907.95	6500.00	-300.00
TO Furniture/Equipment	20455.00	20455.00	6000.00	37.39	5000.00	-1000.00
TO Tax Abatement	0.00	13540.98	0.00	11235.30	13541.00	13541.00
TO Bad Debts	0.00	0.00	0.00	28500.00	28500.00	28500.00
TO Other Expenses	500.00	930.82	1000.00	144.00	1000.00	0.00
MPG Grant Expense	0.00	0.00	0.00	0.00	6000.00	6000.00
VLCT Equip Grant	0.00	227.98	0.00	8825.00	5000.00	5000.00
MPG - ADA Study	0	6500	0	5000	0	0
Park & Ride Grant	0	629.89	0	41452.5	0	0
SUBTOTAL	192594.12	221134.22	191411	236299.39	245413	54002
<u>SOCIAL SERVICES APPROP.</u>						
FranklinCounty HomeHealth	7070.00	7070.00	7424.00	7424.00	0.00	-7424.00
Northwest Counseling SS	2500.00	2500.00	0.00	0.00	0.00	0.00
Independent Living	380.00	380.00	380.00	380.00	380.00	0.00
American Red Cross	1000.00	925.00	950.00	950.00	950.00	0.00
FCIDC	1000.00	1000.00	950.00	950.00	950.00	0.00
CVAA Age Well	1200.00	1200.00	0.00	0.00	0.00	0.00
Spec. Investigation Unit	1000.00	1000.00	900.00	900.00	900.00	0.00
Association for The Blind	500.00	500.00	500.00	500.00	500.00	0.00
VT Adult Learning	1800.00	1800.00	0.00	0.00	300.00	300.00
Tim's House	1000.00	1000.00	500.00	500.00	0.00	-500.00
Vermont Green Up	200.00	200.00	200.00	200.00	200.00	0.00
Friends of Lake Champlain	2500.00	2000.00	0.00	0.00	999.00	999.00
Green Mountain Transit	3028.00	3028.00	950.00	950.00	950.00	0.00
FC Animal Rescue	300.00	0.00	300.00	0.00	0.00	-300.00
VT Rural Fire Protection	100.00	0.00	0.00	0.00	100.00	100.00
SUBTOTAL	23578.00	22603.00	13054.00	12754.00	6229.00	-6825.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1617 - FY1819

GENERAL FUND EXPENDITURES	Budget FY1617	Actual FY1617	Budget FY1718	Year to Date FY1718	Proposed Budget 1819	Budget Change
DEPARMENTAL TRANSFERS						
Transfer Out - Fire Dept	72802.00	72802.00	69149.00	69149.00	54431.00	-14718.00
Transfer Out - Highway	571389.00	0.00	573224.00	0.00	555651.00	-17573.00
Transfer Out - Cemeteries	14200.00	14200.00	12000.00	12000.00	8500.00	-3500.00
Transfer Out - Parks/Rec	7561.00	7561.00	19597.00	19597.00	23931.00	4334.00
Transfer Out - Library	95121.00	95121.00	112195.00	112195.00	95530.00	-16665.00
Transfer Out - Arena Facility	0.00	0.00	0.00	0.00	11000.00	11000.00
Transfer Out - Arena Town	87116	87116	92050	92050	88858	-3192
SUBTOTAL	848189.00	276800.00	878215.00	304991.00	837901.00	-40314.00
CAPITAL IMPROVEMENT						
TO Transfer Out - CIP	0.00	0.00	90000.00	90000.00	0.00	-90000.00
Machia Property - CIP	0.00	251196.48	0.00	0.00	10000.00	10000.00
Transfer Station Phase 2 - CIP	0.00	0.00	0.00	0.00	25000.00	25000.00
Machia Road Slide - CIP	0.00	0.00	0.00	0.00	183500.00	183500.00
FD Transfer Out - CIP	41999	41999	70000	70000	0	-70000
HWY Transfer Out - CIP	0.00	0.00	12667.00	12667.00	35000.00	22333.00
B25 Transfer Out - CIP	0.00	0.00	50000.00	50000.00	15000.00	-35000.00
PR Transfer Out - CIP	0	0	0	0	10000	10000
HPL Transfer Out - CIP	0	0	50000	50000	0	-50000
SUBTOTAL	41999	293195.48	272667	272667	278500	5833
TOTAL GENERAL FUND EXPENDITURES	1567789.10	1295048.85	1838763.30	1029795.47	1856741.00	17977.70

CEMETERY FUND	Budget FY1617	Actual FY1617	Budget FY1718	YEAR TO DATE FY1718	Proposed Budget 1819	Budget Change
CEMETERY REVENUE						
C Sale of Lots	0.00	200.00	0.00	0.00	0.00	0.00
C Trust Fund Distribution	0.00	790.31	0.00	0.00	0.00	0.00
Transfer In-General Fund	14200.00	14200.00	12000.00	12000.00	8500.00	-3500.00
SUBTOTAL	14200.00	15190.31	12000.00	12000.00	8500.00	-3500.00
CEMETERY EXPENDITURES						
C Contracted Services						
C Mowing	7600.00	7750.00	7900.00	3950.00	8000.00	100.00
C Tree Removal	2000.00	978.08	1500.00	0.00	0.00	-1500.00
Cemetery Repair	1000.00	1163.80	500.00	0.00	500.00	0.00
C Stone Cleaning	1000.00	0.00	500.00	0.00	0.00	-500.00
C Fence Install & Repair	2500.00	2500.00	1500.00	0.00	0.00	-1500.00
C Corner Stones	100.00	50.00	100.00	0.00	0.00	-100.00
SUBTOTAL	14200.00	12441.88	12000.00	3950.00	8500.00	-3500.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1617 - FY1819

FIRE DEPARTMENT FUND	Budget FY1617	Actual FY1617	Budget FY1718	Year to Date FY1718	Proposed Budget 1819	Budget Change
<u>FIRE DEPT REVENUE</u>						
FD Other Income	0.00	0.00	0.00	0.00	0.00	0.00
Transfer In - General Fund	72802.00	72802.00	69149.00	69149.00	54431.00	-14718.00
SUBTOTAL	72802.00	72802.00	69149.00	69149.00	54431.00	-14718.00
<u>FIRE DEPT EXPENDITURES</u>						
FD Workers Compensation	1638.00	1603.00	2175.00	2585.75	2746.00	571.00
Fire Dept Stipend	21750.00	9390.45	21750.00	9375.52	16750.00	-5000.00
FD SS & Medicare	1664.00	718.40	1664.00	717.21	1282.00	-382.00
FD Professional Develop	2000.00	300.00	1500.00	395.00	500.00	-1000.00
FD Personal Protective Eq	5500.00	3369.41	0.00	5247.48	4000.00	4000.00
FD Air Packs & Tanks	4750.00	4750.00	6000.00	1362.94	3000.00	-3000.00
FD Pagers & Radios	1000.00	2786.75	1000.00	179.00	0.00	-1000.00
FD Hose Maintenance	1000.00	0.00	4000.00	1294.26	1000.00	-3000.00
FD Poseidon System	500.00	595.00	700.00	595.00	700.00	0.00
FD Fire Extinguishers	1500.00	1212.08	1000.00	198.86	1000.00	0.00
FD Small Equipment Repair	1000.00	1509.85	0.00	14.97	0.00	0.00
FD 1988 Internat - E1	5000.00	1678.95	3500.00	191.77	2500.00	-1000.00
FD 1998 Freightline -Tank	1000.00	197.46	1250.00	1166.15	1200.00	-50.00
FD 2005 MFG Rescue Boat	500.00	0.00	500.00	822.38	500.00	0.00
FD 2005 Karavan Trailer	0.00	0.00	250.00	0.00	125.00	-125.00
FD 2006 Internat - E2	2000.00	2827.68	3000.00	60.00	2000.00	-1000.00
FD 2015 Ford F-350	1000.00	484.90	1000.00	38.00	500.00	-500.00
FD Small Engine Repair	1000.00	528.28	1000.00	0.00	1000.00	0.00
FD PACIF Insurance	6000.00	4045.50	4410.00	4410.00	3678.00	-732.00
FD Dispatching Fees-SAPD	7500.00	7500.00	7500.00	7500.00	7500.00	0.00
FD Public Relations	0.00	32.98	500.00	0.00	0.00	-500.00
FD Annual Dues	500.00	850.00	500.00	464.00	450.00	-50.00
FD Travel Expenses	0.00	0.00	0.00	50.74	0.00	0.00
FD Maintenance Supplies	500.00	624.92	1000.00	445.60	500.00	-500.00
FD Gasoline	1500.00	298.84	750.00	230.02	500.00	-250.00
FD Diesel	3000.00	781.40	1000.00	78.95	2000.00	1000.00
FD Uniforms	0.00	0.00	2200.00	1690.31	500.00	-1700.00
FD Furniture, Fixtures &	500.00	276.84	500.00	579.76	0.00	-500.00
FD General Supplies	500.00	0.00	500.00	0.00	500.00	0.00
SUBTOTAL	72802.00	46362.69	69149.00	39693.67	54431.00	-14718.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1617 - FY1819

PARKS AND RECREATION FUND	Budget FY1617	Actual FY1617	Budget FY1718	Year to Date FY1718	Proposed Budget 1819	Budget Change
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PARKS & REC REVENUE

Transfer In-General Fund	7561.00	7561.00	19597.00	19597.00	23931.00	4334.00
Basketball Program	500.00	935.00	850.00	1130.00	900.00	50.00
Little League Approp	0.00	250.00	0.00	200.00	0.00	0.00
Outdoor Soccer	1000.00	2561.50	1500.00	1882.25	1500.00	0.00
Indoor Soccer	0.00	0.00	800.00	0.00	500.00	-300.00
Parks & Rec Donations	0.00	1475.00	0.00	1354.37	0.00	0.00
SUBTOTAL	9061.00	12782.50	22747.00	24163.62	26831.00	4084.00

PARKS & REC EXPENDITURES

Parks & Rec Wages	2750.00	1750.00	2750.00	1104.00	1750.00	-1000.00
PR SS & Medicare	211.00	133.89	211.00	127.61	134.00	-77.00
PR Unemployment Comp	0.00	216.00	19.00	0.00	12.00	-7.00
PR Workers Comp	0.00	67.50	114.00	0.00	124.00	10.00
PR Building/Grounds Maint	500.00	523.43	9800.00	6738.82	7500.00	-2300.00
PR John Deere GT 235	100.00	0.00	100.00	0.00	100.00	0.00
PR John Deere ZTurn	500.00	163.52	500.00	36.55	500.00	0.00
PR John Deere 3033R	0.00	0.00	2000.00	2000.00	7000.00	5000.00
PR Communications	0.00	0.00	0.00	-2000.00	1500.00	1500.00
PR Equipment Maintenance	500.00	0.00	500.00	0.00	250.00	-250.00
PR PACIF Insurance	0.00	333.50	353.00	0.00	311.00	-42.00
PR Professional Develop	0.00	0.00	250.00	0.00	250.00	0.00
PR Program Expenses	0.00	0.00	1500.00	0.00	1250.00	-250.00
PR General Supplies	500.00	26.14	500.00	17.06	500.00	0.00
PR Basketball	500.00	613.44	850.00	573.75	850.00	0.00
LittleLeagueBase/Softball	2000.00	2000.00	2000.00	200.00	2000.00	0.00
PR Outdoor Soccer	1000.00	1803.50	1300.00	1502.94	2000.00	700.00
PR Indoor Soccer	0.00	0.00	0.00	720.00	800.00	800.00
RiseVT Rec Grant	500.00	355.50	0.00	5431.56	0.00	0.00
SUBTOTAL	9061.00	7986.42	22747.00	16452.29	26831.00	4084.00

ARENA FUND (Town)	Budget FY1617	Actual FY1617	Budget FY1718	Year to Date FY1718	Proposed Budget 1819	Budget Change
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ARENA REVENUE

Arena Fundraising	0.00	8500.00	0.00	10822.75	0.00	0.00
Arena Interest Income	0.00	230.10	0.00	6.40	0.00	0.00
BGS Rec Grant	0.00	15000.00	0.00	0.00	0.00	0.00
Arena Facility Lease	12600.00	12600.00	12600.00	6300.00	0.00	-12600.00
Transfer In-General Fund	87116.00	87116.00	92050.00	92050.00	88858.00	-3192.00
SUBTOTAL	99716.00	123446.10	104650.00	109179.15	88858.00	-15792.00

ARENA EXPENDITURES

Arena Snack Bar	0.00	1039.00	1000.00	485.00	1000.00	0.00
Arena Buildings Maint	500.00	1758.00	1500.00	292.00	750.00	-750.00
Arena Equipment Maint	600.00	459.27	1000.00	0.00	1000.00	0.00
Arena General Expense	500.00	0.00	500.00	0.00	500.00	0.00
Arena PACIF Insurance	11000.00	12635.00	13175.00	0.00	0.00	-13175.00
Arena Bond Debt Payment	87116.00	95276.90	87475.00	75406.52	85608.00	-1867.00
Arena Debt Service	0.00	9833.16	0.00	0.00	0.00	0.00
Arena Fundraising Expense	0.00	74066.64	0.00	27953.70	0.00	0.00
SUBTOTAL	99716.00	195067.97	104650.00	104136.22	88858.00	-15792.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1617 - FY1819

LIBRARY FUND	Budget FY1617	Actual FY1617	Budget FY1718	Year to Date FY1718	Proposed Budget 1819	Budget Change
<u>LIBRARY REVENUE</u>						
HPL Building Brighter Future	2000.00	3575.87	2000.00	747.73	2000.00	0.00
HPL Summer Programs	500.00	1673.50	500.00	0.00	1000.00	500.00
HPL Teen Programs	300.00	0.00	0.00	650.00	0.00	0.00
HPL Special Programs	1000.00	2762.00	2000.00	3367.76	2000.00	0.00
Trust Fund Distrib - HPL	75.00	58.76	60.00	0.00	50.00	-10.00
Fit Kids	300.00	490.00	300.00	479.00	475.00	175.00
E-Rate Funds	540.00	0.00	114.00	0.00	0.00	-114.00
HPL Grant Money	155.00	149.00	150.00	755.00	3000.00	2850.00
Friends of the Library	0.00	6050.04	0.00	120.00	4000.00	4000.00
Library Feasibility Study	0.00	0.00	0.00	8925.00	0.00	0.00
Transfer In-General Fund	95121.00	95121.00	112195.00	112195.00	95530.00	-16665.00
SUBTOTAL	99991.00	109880.17	117319.00	127239.49	108055.00	-9264.00
<u>LIBRARY EXPENDITURES</u>						
Librarian Salary	40000.00	40184.58	41600.00	21600.00	41600.00	0.00
Support Staff Wages	14000.00	11588.70	16500.00	6149.64	21000.00	4500.00
Vista Americore	6000.00	6000.00	7650.00	816.19	0.00	-7650.00
Group Insurance	7880.00	7959.19	8000.00	3987.66	4800.00	-3200.00
HPL SS & Medicare	4131.00	3945.02	4445.00	2152.63	4800.00	355.00
HPL Retirement Contrib	1600.00	1607.42	1664.00	906.14	1914.00	250.00
HPL Memberships & Dues	650.00	683.02	650.00	562.04	700.00	50.00
HPL Unemployment Comp	600.00	49.00	440.00	0.00	301.00	-139.00
HPL Workers Comp	250.00	0.00	250.00	0.00	270.00	20.00
HPL Professional Develop	900.00	585.27	600.00	821.48	700.00	100.00
HPL Background Checks	50.00	0.00	50.00	0.00	50.00	0.00
HPL Technical Services	900.00	809.85	900.00	467.80	900.00	0.00
HPL Custodial Services	1800.00	1610.00	1820.00	630.00	1820.00	0.00
HPL Buildings Maintenance	1500.00	1119.95	9700.00	8867.66	1500.00	-8200.00
HPL PACIF Insurance	2500.00	2812.50	3000.00	0.00	3000.00	0.00
HPL Communications	1080.00	1130.78	1150.00	924.93	1000.00	-150.00
HPL Postage	850.00	530.65	850.00	167.31	625.00	-225.00
HPL Advertising	500.00	452.20	500.00	90.59	200.00	-300.00
HPL MPG Match	0.00	0.00	2350.00	12295.50	0.00	-2350.00
HPL Grant Expenses	0.00	0.00	0.00	202.00	2500.00	2500.00
HPL Travel	450.00	827.92	450.00	392.89	600.00	150.00
HPL General Supplies	1250.00	2413.69	1250.00	545.99	1000.00	-250.00
HPL Building Brighter Fut	2000.00	2936.68	2000.00	342.68	2000.00	0.00
HPL Summer Programs	500.00	983.54	500.00	9.56	1000.00	500.00
HPL Teen Programs	300.00	0.00	0.00	0.00	0.00	0.00
HPL General Programs	1000.00	1048.46	1000.00	224.19	1000.00	0.00
HPL Fit Kids	300.00	692.92	300.00	451.28	475.00	175.00
HPL Special Programs	1000.00	5900.09	2000.00	4621.33	6000.00	4000.00
HPL Electricity	1200.00	1301.50	1200.00	677.54	1300.00	100.00
HPL Heating Expense	1300.00	1676.50	1000.00	581.73	1300.00	300.00
HPL Books and Periodicals	5000.00	5372.38	5000.00	2833.77	5200.00	200.00
HPL Furniture Fixtures Eq	500.00	3043.81	500.00	0.00	500.00	0.00
SUBTOTAL	99991.00	107265.62	117319.00	71322.53	108055.00	-9264.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1617 - FY1819

ARENA FACILITY FUND	Budget FY1617	Actual FY1617	Budget FY1718	Year to Date FY1718	Proposed Budget 1819	Budget Change
<u>ARENA FACILITY REVENUE</u>						
MVU Ice Rental	0.00	0.00	0.00	0.00	32000.00	32000.00
MAHA Ice Rental	0.00	0.00	0.00	0.00	54000.00	54000.00
SASA Ice Rental	0.00	0.00	0.00	0.00	12500.00	12500.00
Milton Ice Rental	0.00	0.00	0.00	0.00	12000.00	12000.00
Public Skating	0.00	0.00	0.00	0.00	2000.00	2000.00
Stick & Puck	0.00	0.00	0.00	0.00	1000.00	1000.00
CoEd Hockey	0.00	0.00	0.00	0.00	1250.00	1250.00
Mens League	0.00	0.00	0.00	0.00	4800.00	4800.00
Advertising	0.00	0.00	0.00	0.00	12000.00	12000.00
Turf Rental	0.00	0.00	0.00	0.00	5000.00	5000.00
Banquet Rental	0.00	0.00	0.00	0.00	1000.00	1000.00
Snack Bar Rent	0.00	0.00	0.00	0.00	4200.00	4200.00
ProShop Rent	0.00	0.00	0.00	0.00	1800.00	1800.00
Locker Room Rent	0.00	0.00	0.00	0.00	400.00	400.00
Transfer In-General Fund	0.00	0.00	0.00	5668.47	11000.00	11000.00
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SUBTOTAL	0.00	0.00	0.00	5668.47	154950.00	154950.00
<u>ARENA FACILITY EXPENDITURES</u>						
Facilities Wages	0.00	0.00	0.00	6584.38	42000.00	42000.00
AF SS & Medicare	0.00	0.00	0.00	503.72	3213.00	3213.00
AF Unemployment Comp	0.00	0.00	0.00	0.00	200.00	200.00
AF Insurance	0.00	0.00	0.00	0.00	9000.00	9000.00
AF Retirement	0.00	0.00	0.00	0.00	1680.00	1680.00
AF Workers Comp	0.00	0.00	0.00	0.00	800.00	800.00
AF Natural Gas	0.00	0.00	0.00	0.00	15000.00	15000.00
AF Propane	0.00	0.00	0.00	0.00	1200.00	1200.00
AF Diesel & Gas	0.00	0.00	0.00	0.00	200.00	200.00
AF Electricity	0.00	0.00	0.00	0.00	38000.00	38000.00
AF Communications	0.00	0.00	0.00	0.00	5000.00	5000.00
AF Zamboni Maintenance	0.00	0.00	0.00	0.00	1000.00	1000.00
AF Buildings & Grounds	0.00	0.00	0.00	0.00	3500.00	3500.00
AF Service Contracts	0.00	0.00	0.00	0.00	10000.00	10000.00
AF Advertising	0.00	0.00	0.00	0.00	750.00	750.00
AF General Supplies	0.00	0.00	0.00	0.00	5000.00	5000.00
AF Postage	0.00	0.00	0.00	0.00	100.00	100.00
AF PACIF Insurance	0.00	0.00	0.00	0.00	11000.00	11000.00
AF Maint. Fund	0.00	0.00	0.00	0.00	7307.00	7307.00
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SUBTOTAL	0.00	0.00	0.00	7088.10	154950.00	154950.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1617 - FY1819

HIGHWAY FUND	Budget FY1617	Actual FY1617	Budget FY1718	Year to Date FY1718	Proposed Budget 1819	Budget Change
<u>HIGHWAY DEPT REVENUE</u>						
AOT - State Aid	150000.00	151174.55	150000.00	75521.94	150000.00	0.00
Better Back Roads Grant	0.00	23980.37	0.00	76056.05	58367.00	58367.00
Structures Grant	0.00	157006.80	0.00	0.00	0.00	0.00
AOT Paving Grant	0.00	0.00	0.00	175000.00	0.00	0.00
PWD Sale of Surplus Equip	0.00	3000.00	0.00	224.00	0.00	0.00
Overweight Permits	500.00	590.00	500.00	35.00	500.00	0.00
Driveway Permits	200.00	280.00	200.00	160.00	200.00	0.00
Right of Way	0.00	0.00	0.00	500.00	0.00	0.00
Transfer In-General Fund	571389.00	571389.00	573224.00	573224.00	555651.00	-17573.00
SUBTOTAL	722089.00	907420.72	723924.00	900720.99	764718.00	40794.00
<u>HIGHWAY EXPENDITURES</u>						
PWD Director Salary	63960.00	60066.65	60000.00	26264.16	54080.00	-5920.00
PWD Crew Wages	79958.00	75034.98	83159.00	43166.62	83159.00	0.00
PWD Temp Help Wages	3060.00	6922.25	3000.00	1070.25	3000.00	0.00
PWD Crew Overtime	16000.00	12698.42	16000.00	7936.62	15000.00	-1000.00
PWD Insurance Buyout	9600.00	8160.20	9600.00	4984.74	9600.00	0.00
PWD Group Health Insuranc	7885.00	7176.46	13200.00	4558.80	9000.00	-4200.00
PWD SS & Medicare	13202.00	12461.95	12711.00	6348.58	12250.00	-461.00
PWD Retirement Contrib	6780.00	6019.24	6526.00	3299.03	6676.00	150.00
PWD Professional Dues	0.00	0.00	180.00	0.00	0.00	-180.00
PWD Unemployment Comp	1151.00	175.00	1210.00	672.00	520.00	-690.00
PWD Workers Comp	10600.00	11737.00	14442.00	14442.00	19573.00	5131.00
PWD Professional Develop	200.00	45.00	200.00	0.00	100.00	-100.00
PWD Sidewalk Service	0.00	0.00	0.00	2000.00	0.00	0.00
PWD Engineering Services	1000.00	0.00	1000.00	795.00	1000.00	0.00
PWD Building Maintnenance	0.00	472.25	2000.00	107.63	750.00	-1250.00
PWD Other Equip Maint	500.00	266.17	1000.00	372.57	500.00	-500.00
PWD Utility Trailers	500.00	107.32	500.00	0.00	200.00	-300.00
PWD 1974 Massey Ferguson	500.00	3922.25	2500.00	1009.91	1500.00	-1000.00
PWD 1991 Caterpillar - Gr	6000.00	6077.41	3000.00	240.72	3000.00	0.00
PWD 2001 John Deere - Loa	5000.00	5013.64	3000.00	904.65	4000.00	1000.00
PWD 2004 John Deere - Bac	5000.00	3577.55	3000.00	288.95	5000.00	2000.00
PWD 2015 Ford F550	500.00	596.98	1000.00	198.79	1500.00	500.00
PWD 2016 International 74	1000.00	588.13	1000.00	408.04	1000.00	0.00
PWD 2010 International -	7000.00	6621.08	4000.00	2688.85	3000.00	-1000.00
PWD 2014 Western Star - T	2000.00	2380.30	3000.00	1859.84	2000.00	-1000.00
PWD Other Veh Maint	2000.00	2077.16	2000.00	433.58	1500.00	-500.00
PWD Rental of Equipment &	7000.00	6719.75	7000.00	815.47	6000.00	-1000.00
PWD Tree Removal	4000.00	4650.00	6000.00	1300.00	5000.00	-1000.00
PWD PACIF Insurance	15193.00	10127.00	10696.00	6938.75	8143.00	-2553.00
PWD Communications/Radios	1000.00	1646.95	2500.00	1722.86	1000.00	-1500.00
PWD Travel	200.00	139.32	200.00	104.76	200.00	0.00
PWD Uniforms & Runners	5000.00	4899.51	5000.00	2819.26	5000.00	0.00
PWD Shop Supplies	2000.00	2061.40	2000.00	2538.01	1000.00	-1000.00
PWD Small Tools	2000.00	1926.73	2000.00	342.26	1000.00	-1000.00
PWD Electricity Sand Shed	500.00	268.28	500.00	98.90	250.00	-250.00
PWD Electricity St.Lights	27500.00	16523.57	23000.00	7584.46	15000.00	-8000.00
PWD HeatFuel Sand Shed	800.00	471.33	800.00	371.23	800.00	0.00
PWD Gasoline	1000.00	88.56	500.00	58.31	250.00	-250.00
PWD Diesel	40000.00	18976.42	40000.00	10611.66	25000.00	-15000.00
PWD Oil & Grease	0.00	0.00	0.00	0.00	300.00	300.00
PWD Street Signs	5000.00	4673.98	5000.00	2756.42	2500.00	-2500.00
PWD Culverts	4000.00	3681.15	5000.00	204.20	12000.00	7000.00

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1617 - FY1819

PWD Guardrails	6500.00	3336.00	5000.00	547.19	2000.00	-3000.00
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HIGHWAY FUND	Budget FY1617	Actual FY1617	Budget FY1718	Year to Date FY1718	Proposed Budget 1819	Budget Change
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HIGHWAY EXPENDITURES CON'T

PWD Stone/Gravel	50000	63318.92	50000	13178.64	65000	15000
PWD Paving Material	250000	664348.68	250000	1472.01	265000	15000
PWD Calcium Chloride	13000	9250	13000	7631.03	13000	0
PWD Winter Salt	20000	35001	30000	21546.86	30000	0
PWD Winter Sand	15000	5120	12500	349.8	2000	-10500
Ditching & Rd Maintenance	0	0	0	916.11	2000	2000
Bridge 25 Repair	0	8000	0	0	0	0
PWD Machinery & Equipment	8000	10642.06	5000	42.68	5000	0
PWD Furniture Fixture Equ	1000	1000	1000	464.36	500	-500
Better Back Roads Grant	0	40055.91	0	397.5	0	0
VLCT Equip Grant HWY	0	502.49	0	0	500	500
BBR Tarte Rd & Mill Hill	0	0	0	0	58367	58367
Structures Grant	0	89834.4	0	26340.97	0	0
NRPC Grant Spooner Rd	0	0	0	9346.16	0	0
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SUBTOTAL	722089	1239460.8	723924	244551.19	764718	40794

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL FY1617 - FY1819

CAPITAL IMPROVEMENT PLAN	Budget FY1617	Actual FY1617	Budget FY1718	Year to Date FY1718	Proposed Budget 1819	Budget Change
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CIP REVENUE

CIP Interest Income	0.00	884.15	0.00	61.74	500.00	500.00
Transfer In - Town Office	0.00	0.00	90000.00	90000.00	0.00	-90000.00
Transfer In - Machia Prop	0.00	0.00	0.00	0.00	10000.00	10000.00
Transfer In - Machia Slid	0.00	0.00	0.00	0.00	183500.00	183500.00
Transfer In - Transfer St	0.00	0.00	0.00	0.00	25000.00	25000.00
Transfer In - Fire CIP	41999.00	41999.00	70000.00	70000.00	0.00	-70000.00
Transfer In - Highway CIP	0.00	0.00	12667.00	12667.00	35000.00	22333.00
Transfer In - B25 CIP	0.00	0.00	50000.00	50000.00	15000.00	-35000.00
Transfer In Parks & Rec C	0.00	0.00	0.00	0.00	10000.00	10000.00
Transfer In - Library CIP	0.00	0.00	50000.00	50000.00	0.00	-50000.00
SUBTOTAL	41999.00	42883.15	272667.00	272728.74	279000.00	6333.00

CIP EXPENDITURES

LamkinSidewalk TA13CA0351	0.00	11173.89	0.00	227657.90	0.00	0.00
Transfer Station Stabaliz	0.00	0.00	0.00	0.00	25000.00	25000.00
B25 Expense	0.00	10141.71	0.00	0.00	15000.00	15000.00
Town Office ADA	0.00	0.00	80000.00	0.00	0.00	-80000.00
Town Office Roof	0.00	0.00	10000.00	0.00	0.00	-10000.00
Machia Property	0.00	0.00	0.00	0.00	10000.00	10000.00
Machia Road Slide	0.00	0.00	0.00	0.00	183500.00	183500.00
Fire CIP Expense	0.00	0.00	70000.00	0.00	0.00	-70000.00
Fire Dept Floor	0.00	3530.50	0.00	45834.39	0.00	0.00
FD Protective Gear	0.00	0.00	0.00	5000.00	0.00	0.00
Highway CIP Expense	0	0	12667	0	35000	22333
Bridge 25 CIP Expense	0	0	50000	22659.5	0	-50000
Parks and Recreation	0	0	0	0	10000	10000
Library CIP Expense	0	0	50000	0	0	-50000
SUBTOTAL	0.00	24846.10	272667.00	301151.79	278500.00	5833.00

PRESERVATION & COMPUTERIZATION FUND	Budget FY1617	Actual FY1617	Budget FY1718	Year to Date FY1718	Proposed Budget 1819	Budget Change
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REVENUE

Preservation Fund	5500.00	2956.00	5000.00	1381.00	3000.00	-2000.00
Computerization Fund	5500.00	11263.00	5000.00	5519.00	11000.00	6000.00
SUBTOTAL	11000.00	14219.00	10000.00	6900.00	14000.00	4000.00

EXPENDITURES

Restoration Services	500.00	0.00	1000.00	0.00	1000.00	0.00
Vault Supplies	1000.00	600.16	1000.00	756.32	1000.00	0.00
Digitize Maps/Land Record	4000.00	10556.73	3000.00	0.00	1000.00	-2000.00
Xerox - ACS	3900.00	4155.12	4500.00	2100.00	4500.00	0.00
Technology Purchase	600.00	3450.00	0.00	0.00	5500.00	5500.00
Network/Computer Maint	1000.00	575.00	500.00	0.00	1000.00	500.00
SUBTOTAL	11000.00	19337.01	10000.00	2856.32	14000.00	4000.00

STATE OF VERMONT
DEPARTMENT OF PUBLIC SAFETY
VERMONT STATE POLICE



St. Albans Field Station
140 Fisher Pond Road
St. Albans, VT 05478

January 3, 2018

On behalf of the Vermont State Police, St. Albans Field Station, we are providing our 2017 Annual Report. This report will provide you information in regards to current staffing, specialty services and statistical information.

St. Albans Barracks Mission Statement:

The mission of the Vermont State Police St. Albans Field Station is to protect the citizens of Franklin and Grand Isle Counties. We will strive to reduce crime and crashes with thorough criminal investigations and aggressive highway safety enforcement.

- ***Criminal Investigation – The St. Albans Station will make every attempt to prevent crime before it makes its way into our jurisdiction. We will accomplish this goal through an extensive intelligence network that will allow us to engage problems in the communities that we serve and by sharing investigative information with our local, county, state and federal law enforcement partners. Our priority remains to pursue those that distribute drugs and cause social harms against persons and property in our communities.***
- ***Highway Safety Enforcement – Through aggressive high visibility motor vehicle enforcement programs, our Troopers will seek out and arrest those individuals that choose to drive impaired by alcohol and/or drugs on our highways. We will continue to use timely data to locate specific areas to prevent and reduce crashes. Our Troopers will use every motor vehicle contact as an educational opportunity as well as looking beyond the traffic stop in an effort to identify criminal activity as it filters into our communities. Collaborating with local, county and federal agencies is essential to any success.***

Specialty Services provided by the St. Albans Field Station:

In addition to their field primary responsibilities, many of the Troopers assigned to the St. Albans Station are members of special response teams that provide expert response

“Your Safety Is Our Business”

capabilities in a variety of areas to address critical needs throughout Vermont. The allocation of these resources is as follows:

4 - Troopers on the Tactical Services Unit (SWAT Team)

0 - Troopers on the SCUBA Team

2 - Trooper assigned a K-9

2- Troopers trained as Drug Recognition Experts

1 - Trooper on the Crime Scene Search Team

4 - Troopers on the Clandestine Laboratory Team

2- Troopers on the Crisis Negotiation Unit

1-Trooper on the EVOC Instructor

1-Trooper on the Honor Guard

2 - Member's Assistance

2017 Total Annual Figures & Comparison:

Total cases investigated:	6452
Total arrests:	530
Total tickets issued:	2004
Total warnings issued:	2375
Fatal Accidents Investigated:	6
Burglaries Investigated:	56
Impaired Driving Arrests	101

	Total Crashes	Total Burglaries	Total Thefts
Average of 2015- 2016	560	93	175
2017	532	56	172

Local Community Report: Highgate

Total Cases:	482
Total Arrests:	38
DUI Arrests	8
Collisions w/ Damage	33
Collisions w/ Injury	9
Vandalisms:	9
Alarms	35
Burglary:	1

We will continue to make our communities safer through enforcement, directed patrols, outreach and community programs. It is our privilege to serve the citizens of your community.

Respectfully,



**Lieutenant Maurice Lamothe
Station Commander**

Franklin County

Sheriff's Office



Robert W. Norris
Sheriff

I would first like to thank all the townships and those residents throughout Franklin County who have continued to support this office. With your support and interaction with this office, we have been able to address many of your concerns and we look forward to working with you in this upcoming year. The men and women of the Franklin County Sheriff's Office look forward to offering continued professional law enforcement services to all residents of your community.

The following is a report of the activity of the Franklin County Sheriff's Office for the period of January 1, 2017 through December 31, 2017.

The deputies of this office handled approximately 5,648 complaints throughout the county.

This office made 1,803 traffic stops resulting in 2,149 tickets and warnings being issued.

We made 273 arrests in 2017.

The following are the totals for your community:

Incidents:	691	Arrests:	53	Tickets/Warnings:	244
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This Office has the ability to respond throughout Franklin County for any active shooter and other unusual incidents that may require a special response team and we have the ability to respond to marine search and rescue calls and patrols.

We will continue to work with all the residents of Highgate and ask that you visit us on Facebook @ [facebook.com/fcsovt](https://www.facebook.com/fcsovt).

Thank you,

Robert W. Norris
Franklin County Sheriff



State of Vermont
Department of Health
St. Albans District Office
27 Federal Street, Suite 201
St. Albans, VT 05478
HealthVermont.gov

[phone] 802-524-7970
[fax] 802-527-5405
[toll free] 888-253-8801

Agency of Human Services

Vermont Department of Health Report for Highgate

Your local health district office is in St. Albans at the address and phone number above. Come visit or give us a call! At the Vermont Department of Health, we are working every day for your health. With twelve district offices around the state, and state office and laboratory in Chittenden County, we deliver a wide range of public health services and support to your community. For example, in 2017 the Health Department:

Supported healthy communities: The Health Department's 3-4-50 initiative aims to engage multiple sectors – business, education, municipalities – in implementing policies and strategies that will reduce the three (3) behaviors of tobacco use, physical inactivity and poor diet that lead to four (4) chronic diseases of cancer, heart disease and stroke, diabetes and lung disease that result in more than 50% of death in Franklin county. The local office is working to get these sector partners to sign-on to 3-4-50 and make a commitment to take action that will help to reduce the chronic disease in our state.

Provided WIC nutrition services and healthy foods to families: We served 36 pregnant women and children to age five in Highgate with WIC (Special Supplemental Nutrition Program for Women, Infants and Children). WIC provides individualized nutrition counseling and breastfeeding support. We partner with grocery stores across the state to enable participants to use a debit-like card to access nutritious foods. The average value of foods provided is \$50 per person per month.

Worked to prevent and control the spread of disease: In 2017 we responded to 33 cases of infectious disease in Franklin & Grand Isle Counties. In 2017, \$15,014, 203 of vaccine for vaccine-preventable diseases was distributed to healthcare providers statewide, \$1,081,504.22 was distributed in Franklin county.

Aided communities in addressing substance abuse and misuse: Regional Prevention Partnerships statewide worked to increase state and community capacity to prevent underage and binge drinking, and reduce prescription drug misuse and marijuana use. We are in the process of adding three new prescription drugs drop off sites in addition to the St. Albans Police Dept. and Grand Isle Sheriff Dept. The new sites will be located at Northwest Medical Center, the South Hero Pharmacy and in Richford at the Notch Health Center. The new sites are expected to be up and running early in 2018. The boxes can accept all medications except liquid medications.



For more information, news, alerts and resources: Visit us on the web at www.healthvermont.gov.

Join us on DISTRICT FACEBOOK ADDRESS and follow us on www.twitter.com/healthvermont.



Northwest Regional Planning Commission 2017 Highgate Town Report

Northwest Regional Planning Commission is a multi-purpose governmental organization created by the municipalities of Franklin and Grand Isle Counties. NRPC implements a variety of projects and programs tailored to local, regional and statewide needs. All municipalities in the region are entitled to equal voting representation by two locally appointed members to the Board of Commissioners.

NRPC PROJECTS & PROGRAMS

Municipal plan and bylaw updates and related technical assistance: *Focus on predictable and effective local permitting through education and training, bylaw modernization and plan updates.*

Brownfields: *Complete environmental site assessments and fund clean-ups so properties can be sold, developed or re-developed to benefit the economy, create or protect jobs and increase housing opportunities.*

Transportation planning: *Coordinate local involvement in transportation decisions through the Transportation Advisory Committee (TAC) and provide services such as intersection studies, corridor plans and traffic counts.*

Emergency planning: *Better prepare our region and state for disasters by coordinating with local volunteers and Vermont Emergency Management and Homeland Security on emergency planning, exercises and training.*

Energy conservation and development: *Ensure increased local and regional input in energy programs and permitting through the adoption of a regional energy plan and assistance with the development of local energy plans.*

Watershed planning and project development: *Implement water quality projects and programs to protect water resources, ensure safe water supplies, enhance recreational opportunities and address known sources of pollution.*

Regional plans: *Coordinate infrastructure, community development and growth at the regional level through the development, adoption and administration of a comprehensive regional plan.*

Geographic Information System Services: *Provide municipalities, state agencies and regional groups with mapping and data analysis in support of their projects.*

Special projects: *Complete special projects such as downtown revitalization, recreation paths, farmland preservation, economic development and affordable housing projects.*

Grants: *Provide assistance identifying appropriate grant sources, defining a project scope and writing grant applications.*

2017 HIGHGATE TOWN PROJECTS

- Provided planning and zoning technical assistance.
- Updated the locally adopted Emergency Operations Plan, the E-911 poster map and the road atlas.
- Provided hazard mitigation support to the town for addressing landslide risks at the transfer station with FEMA and the state.
- Provided technical assistance to the Selectboard related to the redevelopment of the former Young Landfill.
- Funded Brownfields Environmental Assessment work for the former Machia Estate and former Town Garage properties in Highgate Center that will total over \$80,000.
- Assisted with Municipal Roads Grants-in-Aid project selection
- Wrote a successful Better Roads grant application for ditch stabilization and culvert upgrades on Mill Hill Road.
- Wrote a successful application for a Municipal Planning Grant for a master plan and redevelopment strategy for a municipally-owned town common in the village center.
- Drafted an application for renewal of Highgate Center's state village center designation.
- Drafted a municipal energy plan including the data and maps required by the Vermont Department of Public Service standards. Provided assistance through the adoption process.

Highgate Town
Regional Commissioners
Richard Noel & Vacant Seat

Transportation Advisory
Committee
Richard Noel

This year the Commission will assist our member municipalities with municipal roads general permit compliance, water quality project implementation, local energy plans, emergency preparedness, brownfields redevelopment and other needed services. The Commission has no regulatory or taxing authority; however, each year we do request a per capita assessment in support of local and regional activities and to provide matching funds for state and federal programs.

Your continued support for local and regional planning is greatly appreciated. NRPC is your resource -- please call on us for assistance with planning, zoning, transportation, mapping or other needs.

Northwest Vermont Solid Waste Management District
2017 Supervisor's Report

The Northwest Solid Waste District's (NWSWD) mission is to provide for the efficient, economical, and environmentally-sound reduction, reuse, recycling, and finally disposal of solid waste. 2017 was a great year for waste reduction and recycling in the NWSWD -- our efforts resulted in the District successfully diverting more waste from the landfill than any year before! Waste diverted was recycled or reused and helped conserve resources and keep toxic materials out of Vermont landfills.

The District was able to increase our programs and services like composting, hazardous waste, and reuse. We also offered more workshops and increased our ability to pass on useful information through channels like farmer's markets and fairs, and the internet. These efforts helped Franklin and Grand Isle counties reduce the waste they sent to the landfill. We measure our success by looking at the weight of waste that we sent to the landfill and what we were able to divert through reuse and recycling. All this work showed in the amount of waste we diverted from the landfill this year. Some of this year's highlights include:

- All District communities diverted 31% of our waste from the landfill.
- **District operations diverted 1,384 tons of waste from the landfill in 2017! This is a 6% increase from 2016!!**
- Recycled 134 tons of e-waste
- Held eight "Backyard Composting" classes for residents
- Began a successful pilot program to collect food waste from resident's homes to turn into compost.
- Launched a new community and business outreach program that has already made contact with 215 businesses in our region.
- Collected 57 tons of hazardous material from 1237 Households through our Household Hazardous Waste program. That's over 12 tons more of household chemicals collected than last year!
- This year our Close the Loop Compost program grew 28% and we collected 211 tons of food scraps from 22 businesses and institutions and 6 residential drop-off points to be turned into compost.

NWSWD by the Numbers

In the NWSWD, five District run recycling drop-off sites in Georgia, Montgomery, Bakersfield, St. Albans and North Hero, 2 member town run sites (Alburgh and Grand Isle), and mandatory curbside recycling by registered waste haulers allows easy access to recycling for all residents. Overall in 2017, through recycling, reuse and composting, District residents were able to divert 31% of waste created from the landfill! After all of this work the average NWSWD resident sent just 3 pounds of waste to the landfill per day. That's almost 25% less than last year. Way to go!

Through our District-operated sites and programs, this year we disposed of 811 tons of trash and recycled or diverted 1,384 tons of material, including 417 tons of blue-bin recyclables setting the diversion rate for District Services at 59%.

All District Staff are available through the District office at (802)524-5986 or info@nswsd.org. For more information about the District and our services, how to reduce and recycle your waste, or how to get involved call District staff at the above number or come visit at 158 Morse Drive in Georgia (we even give tours of our Recycling Center.) You can also visit us on the web at www.nswsd.org, find us on Facebook, and sign-up for our e-mail updates. More information can also be found in our newsletter available at your Town Meeting.

John Leddy
NWSWD Executive Director

Jim Richards
North Hero's NWSWD Board Supervisor



P. O. Box 207 • St. Albans, VT 05478-0207 • Phone (802) 527-1244
Fax (802) 527-1245

2017 Highgate Town Report

AmCare is the area's regional ambulance and Paramedic service, and we are the largest EMS provider in Franklin County. We provide service with 6 Advanced Life Support (ALS) ambulances and 39 licensed caregivers. All 6 ambulances are Paramedic licensed and equipped. We provide coverage with multiple staffed ambulances 24 hours a day, ALS personnel on every crew, and multiple staffed Paramedic units.

We require all ambulance crewmembers to have no criminal record, have a clean driving record, be experienced EMS providers, be licensed at or above the EMT level, and complete mandatory training including: HazMat Awareness, and FEMA's National Incident Management System ("NIMS") levels IS-00100, IS-00200, IS-00700, and IS-00800. We provide all professional career staffing with 21 FULL-TIME and 18 PART-TIME ambulance crewmembers:

- 11 PARAMEDICS
- 20 ADVANCED EMTs (3 soon-to-complete the Paramedic Program)
- 8 EMTs

AmCare brought Paramedic care to Franklin County in 2012, in coordination with the Northwestern Medical Center Emergency Department. After years of planning, we were the first ambulance service in the county to provide Paramedic care to its communities. The Town of Highgate was among the first communities in the county to have access to this highest level of advanced prehospital care available anywhere in the State of Vermont. This brings critical care – otherwise available only in the emergency room – directly to our patients, including important advanced medications and treatment for severe trauma and for breathing, heart, nausea, pain, allergy, pregnancy, seizure and other medical problems; as well as advanced airway intervention.

AmCare provided 197 emergency transports in Highgate in the past year. We work closely with the Highgate Fire Department and we have a staffed ambulance stationed in town during daytime hours to provide even more rapid response to emergencies throughout the community. We continue to host ongoing joint training with area Fire and First Response services, and we provide intercept and primary service to surrounding communities when their ambulance crew is out of their service area in St. Albans or in Burlington while on ambulance transports.

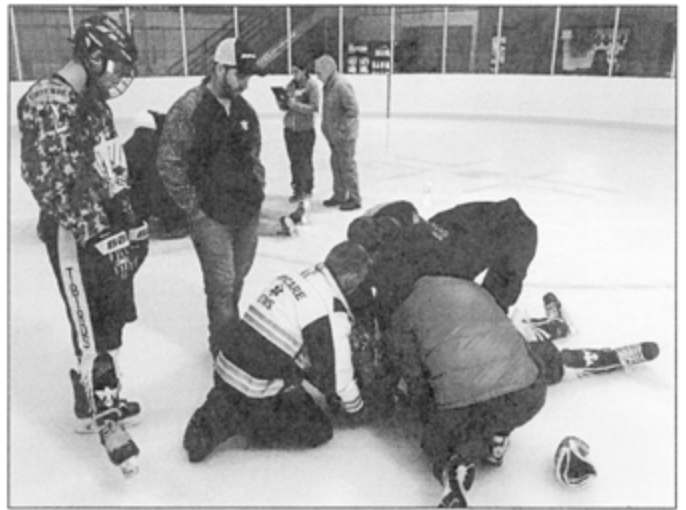
AmCare is an active member of our county Local Emergency Planning Committee (LEPC). We continue to make tremendous investments in our community's health care, with continual upgrades in our infrastructure, technology, education, and Paramedic care, staffing and equipment. All 6 ambulances are equipped with Mobile Computer Data Terminals which allow our EMTs and Paramedics immediate access to Vermont's Enhanced 9-1-1 mapping database and secure electronic patient medical records in real-time while enroute to calls and while actually on the scene with the patient. We are the only ambulance service in northern Vermont to employ this advanced integrated technology to directly benefit our patients and our community.

We appreciate the opportunity to provide service to our Highgate community, and we thank our community and our taxpayers for your continued support.

Sincerely,



Walt Krul
Director





When reviewing the past two decades it was obvious Calendar Year 2017 was probably the busiest year for FCIDC. Activities included a three million dollar, 17,000 sq. ft. expansion for Vermont Precision Tools (VPT) at the FCIDC Multi-tenant facility located in Swanton. We broke ground in July and completed construction in mid October. This expansion will allow for the creation of 50 new VPT jobs over the next few years.

In the St. Albans Town Industrial Park the Peerless facility (owned by FCIDC) embarked on one more expansion. The project consists of tearing down a 22 ft high 85,000 square foot pre engineered building and replacing it with a 60 ft high 90,000 square foot efficient facility. The total project cost will be 25 million dollars.

As we have stated many times this last year, between 2017 and 2018 Franklin County will experience in excess of 150 million dollars in construction and capital investment. Ben & Jerry's are currently wrapping up a major expansion and Barry Callebaut just broke ground in December on a 22 million dollar project. FCIDC continues to reinforce that \$150 million investment is not bad for a county of 50,000 people. There are a number of counties that would love to trade places with us. Both the Ben & Jerry's and Barry Callebaut will also be creating additional jobs for our region; all towns benefit from the new job creations.

Great things are happening throughout Franklin County:

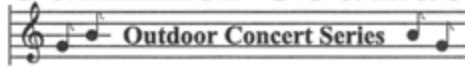
- Runamok Maple just purchased the former Amoskeag Woodworking facility in order to expand their business and to create jobs.
- Swanton Village and Town worked with Ace Hardware, BMTM, David Fosgate and FCIDC to develop a plan to improve downtown and to create and retain jobs in their community.
- There is continued energy on behalf of the Richford Economic Advancement Corporation to create access and develop an overlook to the Missisquoi River in hopes of growing tourism.
- In Enosburg there is renewed energy by residents to recreate a vibrant business community and downtown.
- The Georgia Dairy Industrial Park has operated their 2 million dollar water plant upgrade for one full year. The new plant provides significantly better water quality for the companies in the Park: Perrigo, Bariatrix and Med Associates.
- Montgomery has been chosen by The Vermont Council on Rural Development (VCRD) to be the host for one of their community visits in 2018. The outcome of a visit such as this is to create a plan for the community to address citizens concerns.

As we look back to 2017 it is evident that one of the few negatives Franklin County has experienced is the continued struggles of our dairy farmers. Milk prices continue to remain at consistent low prices with no major changes on the horizon. The dairy industry plays a huge roll in our local economy; feed and equipment dealers, retail stores, car dealers and hardware stores are all feeling the impact.

Please do your best to support your local businesses, farmers and producers. We can make our County economy that much stronger by buying local. Here's hoping to a strong 2018 County economy.

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♦
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Summer Sounds



The All Arts Council's *Summer Sounds* popular, long running, outdoor series offers free concerts on warm summer Sunday evenings. Visit www.summer.allarts.org for more info.



Anderson Gram, the Christopher Dean Band, Mango Jam, the David Rosane Band, Mark Shelton and his Invisible Friends, and the Hokum Bros. Band as our *Summer Sounds Surprise* filled our summer nights with sound. Sprinkles chased the bands under the HVFD Barbecue roof twice but the audience braved the skies and *Summer Sounds* was outdoors every Sunday. The 2017 series was our 27th season.

We upped the ante again this year with intermission shows by some great young musicians of northern Vermont including a preview of the Opera House production of *The King and I*. We paid each a stipend for performing.

Highgate businesses, many community groups, dozens of volunteers, and the Town all worked together; all the performers did a grand job. Our roster of generous local sponsors – Chevalier Drilling Co. Inc, Desorcie's Market, Drummac Septic Service, La Quinta Inn & Suites, O. C. McQuin & Sons, and Ray's Extrusion Dies Tubing – joined the Town of Highgate to make the season possible. Desserts were provided by the All Arts Council, Foster Grandparents, and the Highgate and Sheldon Methodist Churches. The All Arts Council also held a *Summer Sounds* concert at Bay Day.



THE KING AND I PREVIEW



MANGO JAM

Comcast Channel 15 covered every event and provided wonderful publicity. The volunteer videography crew produced a "front row seat" show of the *Summer Sounds* concerts and many more besides. (If you missed any of the concerts, the *Almost Live* series airs on Channel 15. Visit www.northwestaccess.info for the schedule.)

Highgate disbursed \$3,000 of our \$5,550 total budget. Our local sponsors contributed \$1,250 and we earned about \$200 on the 50-50 and other donations in Highgate. We had many terrific donations of goods and services as well. (If we had to pay for all that "in-kind" help, it would have cost about \$5,000 more.)

We have started booking the 2018 *Summer Sounds* season with as many concerts of country, jazz, pops, brass, classics, and even a little rock-n-roll as we can fit in the park. The *Summer Sounds* concerts are always on Sunday evenings, always at 7 p.m., always in a Town Park, always in the summer, and always free.

Thanks for your continuing support!

Dick Harper, Chair, All Arts Council



ELVIS IS IN THE PARK

2017

Highgate Town School District
Annual Report

Principal's Report 2018

It is a pleasure to submit this report to the residents of Highgate. This report and school budget reflect our personal stewardship of your school and our plan for continuous improvement.

As I reported last year, we continue to see an interesting trend in education. We ask classroom teachers to do so much but never have we asked them to change their instruction more. Teachers continue to make the change from being the "sage on stage" to the "guide on the side". If we ask students to sit in a chair, or at a desk, and listen while the teacher talks, and shares his or her knowledge day after day, year after year, we will fail to educate this generation of students. Students need to be active, engaged, and inspired in their work. At Highgate we feel that the best way to do this is to foster personal relationships, provide relevant learning opportunities, and seek a high level of academic rigor. If we take the time to know our students, we will better understand what they are interested in learning about. If we know what they are interested in learning, their curriculum can be made more relevant. And, if their curriculum is relevant, students will be more engaged, work harder, and experience greater success.

Instruction:

We are still in the midst of a multi-year process of adopting the Marzano Framework for Instruction. It is a model that features 43 elements of instruction. A few of the most important elements continue to be: *"Are students engaged in their learning. Is the teacher enthusiastic? Has the teacher been successful at establishing all of the daily routines that students will need to know, in order for the class to run smoothly?"* If the answer to these questions is yes, students will be learning.

The Marzano Framework for Instruction continues to be adopted by each of the district schools in the FNWSU. Thanks to our Director of Curriculum and Instruction, Libby Bonesteel, for her continued leadership in guiding us while we adopt the Marzano Framework.

Highgate School has emerged as a leader in the district (and maybe the state of Vermont) with the use of digital video teacher instruction. All teachers within the first two years of teaching are required to be videoed using a device called a Swivl. The Swivl holds an IPAD which follows the teacher wherever he or she may travel in the classroom. The Bluetooth synced device also has an audio recorder so both the teacher's actions and words are recorded and stored in the Internet "cloud". This allows the teacher to share her/his video with any other staff member including the principal and assistant principal for evaluation purposes. Teachers beyond their first two years of employment are currently using Swivl on a voluntary basis to gauge improvement of their learning goals for the year.

This year's budget request seeks to shore up our technology infrastructure, which is older than it should be. Much of the new technology that you have graciously provided for students and our staff will run more effectively if we increase our access and speed. Also, we are continuing to lease rather than purchase technology resources. It provides our students with more recent

equipment and saves money in the long run. Also, we will make a complete shift away from Apple computers in favor of high functioning Chromebooks that cost much less.

Lastly, with SBAC tests soon to include science, we need to develop more “hands on” training and opportunities for our teachers and students. A portion of the budget is earmarked for training of science teachers and materials.

School Family Connections:

This year, Highgate School again held parent conferences BEFORE the school year began. We estimate that nearly 90% of our parents participated. The purpose of these conferences was to begin the year with an understanding of each child, their family, and to share school expectations. As successful as these conferences were, we still have a long way to go to build stronger home and school connections.

We added a questionnaire for parents to complete this year. In addition to asking questions like “what do you like about your child” and “what interests your child”, we also asked more in depth and personal questions about a student’s exposure to traumatic events. This type of knowledge is critical when working with students, especially the younger children who may not be able to articulate their social and emotional needs.

We have also added weekly Community Gatherings this year. Each week, a different class takes over as the student leaders of Community Gathering, which is an opportunity every other Friday morning at 8:00, when our entire school comes together to celebrate our school wide progress towards learning and PBIS (Positive Behavior Interventions and Supports) goals. These events serve a dual purpose – to reinforce the ideals and philosophical underpinnings of our PBIS programming for students and staff and to engage Highgate families in a fun community-driven event on a bi-weekly basis.

We have also vastly increased the activity of our school's Facebook page. Parents and community members will find information about school wide events and, quite often, photos and videos that demonstrate some of the wonderful learning that happens at our school every day. Ethan Kichura, our Technology Coordinator, has been instrumental in the increased information-sharing via Facebook.

Lastly, our school has formed a number of community partnerships to bring wonderful opportunities to our students this school year. In December, we partnered with RiseVermont to sponsor a Walk to School Day from St. Louis Church, utilizing Highgate Center’s brand new sidewalks. We will be having more Walk to School days in the spring when the weather warms.

We partnered with the Highgate Public Library to bring Puppets in Education/Kids on the Block Vermont to our school for a presentation on bullying prevention in schools (interest from this event led to the founding of Highgate's Anti-Bullying Alliance, which is just over two weeks old at the time of this writing). Thanks go to Liza Comiskey and Liz Toohey for helping us to secure grant funding from the Vermont Department of Mental Health to pay for most of this presentation. Lastly, the Highgate Volunteer Fire Department has been involved in our school in a number of ways this year -- they've given fire safety presentations in classrooms and at the fire department building, they've eaten lunch with our students in the cafeteria, and they've helped walk students to school during Walk to School Day.

Social Emotional Support:

After a challenging year last year, we feel that we have made significant gains in addressing the social and emotional health of children. We have redoubled our efforts to bring Positive Behavior Interventions and Supports (PBIS) programming to all classrooms and settings in our building. PBIS is a research-backed program of behavioral support that has experienced incredible success nationwide. The core tenets of PBIS include:

- Teaching and reteaching school-wide expectations to all students.
- Acknowledging positive behavior when students meet our school-wide expectations with timely and specific feedback.
- Responding to unexpected behavior with predictable, tiered behavioral support.

We have increased our fidelity to some of the programmatic components of PBIS, including the schoolwide positive behavior reinforcement (tokening) system; the tiered classroom responses to unexpected behavior; and the individual-, classroom-, and school-wide celebrations of student success.

Our renewed and strengthened relationship with Northwestern Counseling and Support Services (NCSS) has helped to significantly grow the capacity of our staff and our school to respond to our student's social-emotional and behavioral needs. We have a Board Certified Behavior Analyst (BCBA) to provide services for the increasing number of students who require essential behavior support at our school. BCBA's can be found working in many schools throughout the state. These professionals have a background in creating behavioral supports and plans for students and their families for whom traditional behavior systems do not have the capacity to fulfill. Through NCSS, we also have the support of a School-Based Behavior Consultant (SBBC) who works with a cohort of students needing behavior support beyond that which is provided by Tier 1 PBIS classroom systems, as well as behavioral interventionists from the Collaborative Achievement Team (CAT). Our CAT interventionists work 1-on-1 with some of our students who are most in need. All students working with our SBBC and our CAT

interventionists are following behavior plans rooted in applied behavior analysis. The plans are scientifically rigorous and success is rooted in data for all students.

Acknowledgements

It is always good practice to recognize the people that help make your job possible and easier. I would like to begin by thanking you, the taxpayers. The Highgate community has a long history of providing children with a quality education.

The relationship between a school principal and a superintendent is unique. The principal's perspective is limited, most often to the education of children in the "brick and mortar" school; while the superintendent's perspective includes the students who enter our school as pre-schoolers and leave our elementary school to be middle and high school students at MVU. Winton Goodrich understands the two perspectives. In addition to being a good superintendent, Winton has been a gracious, professional, and gentlemen of the highest order. I will miss working with him. I wish him well as he criss-crosses the United States with his wife in their RV during retirement.

As always, I am thankful for our administrative support, both within our school and at the FNWSU. Jess Paquette and Ann Bathalon help our school run smoothly, while all of the staff at central office are hardworking and very knowledgeable.

Special recognition is also due to the three School Board members whose seats will soon be filled by other service minded Highgate citizens; Nola Gilbert, Connie Beyor and David Roddy. Nola has provided keen oversight into the financial operations of the school. As our Chair, Connie used her career in education to guide us in a steady and knowledgeable fashion. Dave Roddy has served the students and staff of Highgate School for 27 years. No one has a bigger heart and love for the Highgate Community of children than Dave. It was a pleasure to work with all of them over the past three years.

Respectfully,

Patrick Hartnett
Principal
Highgate Elementary School

Christopher Palmer
Assistant Principal
Highgate Elementary School

Act 46 School Board Merger Study Committee Report

As reported in last year's Annual Town Report, the Franklin Northwest Supervisory Union and its district schools charged the Act 46 Study Committee with recommending the optimal governance structure(s) to meet the needs of our students, communities and the goals of the Act 46 law. The committee gathered community input, reached out to neighboring communities, analyzed all pertinent data, and then made final recommendations to the SU board.

The committee researched quantifiable and qualitative data sources. It analyzed and reviewed the data, always considering the implications for meeting and/or exceeding the goals of Act 46. Quantitative sources included per pupil costs, enrollment numbers, instruction hours, subject offerings, student/teacher ratios, student/staff ratios, and current tax rates, merged tax rates, student and school performance data, and graduation rates.

Qualitative data sources included community input from meetings, principal surveys and meeting input, historical analyses of towns, social/cultural discussions, dialogue regarding town values for education, and discussions about town similarities and differences.

After considering all the data, the Study Committee developed recommendations and a list of actions for making the recommendations a reality. The overall recommendation is that the FNWSU enhance its current governance structure to better meet or exceed the goals of Act 46. The Study Committee recommended retooling our supervisory union and schools to create a stronger, more efficient organization that better serves our students and communities; provides the FNWSU with the ability to meet or exceed all the five Act 46 goals; and provides leadership for the five member districts responsible for delivering prekindergarten through grade 12 education services.

The voters approved the Act 46 Study Committee and SU Board recommendations with a referendum vote on November 7, 2017. The referendum vote results were:

- Franklin: 161 to 0 - Support the SU Board Act 46 recommendation to not merge
- Highgate: 103 to 1 - Support the SU Board Act 46 recommendation to not merge
- Swanton: 148 to 105 - Support the SU Board Act 46 recommendation to not merge
- Sheldon: 87 to 0 - Support the SU Board Act 46 recommendation to not merge

The Study Committee strongly believes that the extensive self-evaluation required by Act 46 law has benefited our supervisory union. The committee, along with our school improvement teams, has conducted a thorough assessment of our strengths, identified opportunities for improvement, and planned short and long-term actions for retooling and revamping our supervisory union. We've had the opportunity to look at our practices, procedures, systems, school compositions, school cultures, processes, continuous improvement strategies, leadership, finances, curriculum, and best practices. This information, along with the focused continuous improvement efforts the FNWSU has been making over the last several years, will position the FNWSU to become even more efficient and effective and better able to meet and exceed the goals of Act 46.

The Act 46 Study Committee Report was approved by the FNWSU Board and sent to the Agency of Education in December 2017. We are waiting to hear whether the State Board of Education decides to merge our school boards together or allow the FNWSU to complete implementation of our Enhanced Alternative Governance Structure (AGS).

It is with pleasure the Highgate School Board reports to you highlights of this past year. Working together with the school's administration, teachers and staff and the Supervisory Union's administration and staff, the Board's overarching goal is to provide a school system that is educationally strong, fiscally sound and sustainable and valued by Highgate's children, their parents and the community.

The Board has had an extraordinarily busy year with over 100 meetings being attended either as a whole Board or as individual members on committees!

Highgate's student enrollment as of October 1st, 2017 is as follows:

36 children are enrolled in the pre- K program.

K	1 st	2 nd	3 rd	4 th	5 th	6 th	TOTAL
39	49	43	41	49	37	42	300

One way Board members stay current with what is happening in our school is having presentations from the staff at Board meetings. Topics this year include: the school's 2017-2018 Continuous Improvement Plan; Technology Replacement Plan-2017-2022; a new technology called SeeSaw to communicate with parents; and in February a presentation about the Early Childhood Program. These presentations give Board members the opportunity to ask questions and seek clarification for better understanding.

Board committee members have been involved in the following:

Buildings and Grounds

After the defeat of the drainage and parking lot bond vote last Town Meeting Day, we went back to the drawing board and began working with the Lake Champlain Basin Program, Friends of Lake Champlain, Vermont Department of Conservation and the Northwest Regional Planning Commission. As in the past, the question that needs answering is: "What to do with surface rain water and snow melt?" After exploring several options and applying for a grant that was unsuccessful, we are now investigating the feasibility of creating a storm retention pond/s on land adjacent to the school.

The valleys of the roof on the Brick Building remain a problem. Through the work of the buildings and grounds committee a solution has been found. We are currently in the process of requesting bids from roofing companies and plan to fix the valleys this summer using money from the Capital Reserve Fund.

The solar array constructed on the Frontage Road began operation in late October. We are already seeing cost savings in electrical net metering.

Human Resources

Two Supervisory Union committees were formed to negotiate new master contracts: one for the professional staff and one for the support staff. Two significant issues in the negotiation were changing the salary schedule structure for the professional staff and a major change in health insurance policies for both contracts. The expertise, knowledge and work ethic of the business managers and human resources staff played a vital role in the successful completion of these negotiations.

Starting the hiring process for a new Director of Special Education led to rethinking how student services are administered in our Supervisory Union. Now we have a Director of Student Support Services whose

responsibilities include: special education, educational support teams (EST), 504 plans and homeless education coordination. We are very fortunate to have Tania Hayes as our new director.

School Governance (see additional report)

Goals of Act 46/49

1. Provide substantial equity in the quality and variety of educational opportunities. 2. Lead students to achieve or exceed the State's Education Quality Standards. 3. Maximize operational efficiencies through increased flexibility to manage, share and transfer resources. 4. Promote transparency and accountability. 5. Deliver education at a cost that parents, voters and taxpayers value.

The Act 46 committee heartily agrees that all schools should have these as goals regardless of their governance structure. After months of study, discussions, research and debate the committee (with approval from the Supervisory Board) proposed that our schools could meet these goals without changing our district school board structure. On November 7th each town in the Supervisory Union held a warned advisory vote (Town Meeting style) to see if voters supported the current Board structure. After having an opportunity to ask and have answered pertinent questions, a paper ballot vote took place with 103 Highgate voters casting yes votes and 1 casting a no vote. Currently we are waiting to hear from the Agency of Education and/or the State Board of Education about next steps.

Budget

The Board first began FY'19 budget work on October 12th and adopted the budget on January 11th. Many questions have been asked; much has been debated and fine-tuned. Balancing the needs of our school with our responsibility as a Board to exercise fiscal oversight and restraint has become more and more challenging. The Board believes that this budget provides this balance.

Regularly scheduled school board meetings are held on the second Thursday of each month beginning at 6:30 pm in the school library. The agenda includes an opportunity for citizens and staff to be heard. Most meetings are recorded and can be seen on cable TV channel 15. We welcome your attendance, suggestions, questions, ideas and concerns.

An informational meeting explaining the elementary school budget for fiscal year 2019 is scheduled for Thursday evening, February 22nd beginning at 7:30 in the school library. We strongly encourage all Highgate voters to attend this meeting and to attend Town Meeting on Tuesday, March 6th to discuss and vote on school board members and the FY'19 school budget.

Our school is most fortunate to have a supportive community. Our thanks go to them for their faithful and continuing support of our most important natural resource.....our children!

Respectfully submitted,

Connie Janes Beyor, Chair term expires 2020, resigned 2018

Nola Gilbert, Vice Chair term expires 2018

David Roddy term expires 2018

Chris Shepard term expires 2019

Richard Flint term expires 2019

SUPERINTENDENT OF SCHOOLS

“STATE OF THE UNION” REPORT

I am pleased to serve as Superintendent of Schools for the Franklin Northwest Supervisory Union (FNWSU), which is required by Vermont and federal law to provide support and management resources for the Franklin, Highgate, Missisquoi Valley Union, Sheldon, and Swanton Schools. Education services are delivered to over 2,000 students by 500 teachers, administrators, support, and contracted staff. The FNWSU is governed by 25 school board members, who serve six school boards.

FNWSU Legal Roles:

- Establish and follow a supervisory union-wide curriculum,
- Receive and disburse federal and state funds,
- Provide/arrange professional development programs for teachers, administrators, and staff,
- Manage special education services on behalf of its member districts,
- Provide efficient financial, human resources, construction, transportation, and student data management services,
- Negotiate teacher and staff contracts,
- Support school boards to develop and adopt school budgets,
- Establish a policy development process for the SU and all schools,
- Oversee Indian Education, Early Education, After-School, and Bookmobile programs,
- Work with other supervisory unions to efficiently manage services or perform duties.

FNWSU Goals:

1. *Educational Programing:* Encourage an education environment where students are engaged in their learning activities and work toward excellence as they achieve their greatest potential.
2. *School Board Productivity:* School Board members will avail themselves of trainings provided by the Vermont School Board Association to ensure effective school board practices and procedures.
3. *Communication Practices:* Increase interactions and partnerships between schools, families, and the greater community.
4. *School Environment:* Ensure safe and healthy learning environments where all individuals are expected to demonstrate self-discipline, responsibility, compassion, and mutual respect.
5. *Collaborative Relationships:* Work as collaborative team to hire, evaluate, and facilitate the work of the superintendent.
6. *Strategic Planning:* Develop a strategic plan that provides funding for district programs that support high level student achievement.

FNWSU Primary Focus:

FNWSU has developed a comprehensive assessment system to determine the effectiveness of our programs in literacy and math for the past few years. Our system is a combination of local assessment measures taken three times a year in grades K-6, the Next Gen Science Standards (Next Gen), and the state SBAC (Smarter Balanced Assessment Consortium) in literacy and math. The federal Every Student Succeeds Act (ESSA) now requires a new physical education assessment for all students in 5th, 8th, and 10th grades.

Local assessment efforts are analyzed at the grade, school, and SU levels. SBAC scores are shared with parents, school personnel and school boards and analyzed for programmatic effectiveness at the leadership level.

The SBAC has been administered for the past three years. Previously schools across the state, including FNWSU, took the NECAP (New England Comprehensive Achievement Program) in math, reading, and writing. The two assessments, while basically assessing similar contents are completely different in nature and therefore cannot be compared or analyzed for trends.

Franklin Elementary continues to be one of the top performing schools in the state on SBAC performance. Swanton Elementary has shown the greatest overall gains in student performance. Grades 7 & 8 at MVU have shown statistically significant increases in SBAC scores in both literacy and math over the past three years.

Sheldon and Highgate Elementary Schools have either been flat or had slight decreases in SBAC scores. MVU, although showing growth in previous years, dropped substantially in SBAC student performance in grade 11. The Agency of Education recognized that high school juniors pay lots more attention to test results (which does not include SBAC assessments) that are listed on transcripts and moved all future standardized testing to grade nine.

Overall, school leaders have seen positive progress beginning to result from our focused work on Professional Learning Communities (PLC) [Teacher teams that meet weekly to assess student learning based on what students know and are able to do].

Local assessments of our primary readers show approximately 60% of readers are proficient. Math screening data of primary students show similar results. Our intermediate mathematicians show strengths in procedural knowledge - however significant gaps remain in fractional reasoning.

FNWSU Programs and Work Domains:

The reports that follow will provide taxpayers with a deeper understanding about the type and quality of work that is underway throughout the Franklin Northwest SU.

Curriculum and Instruction

This past year, FNWSU has continued to put an emphasis on building our teachers' capacity for high quality instruction for all our students. We continue a professional relationship with Marzano Research, a world-wide leader in professional learning and research in education, to further our commitment for having the best teacher in every one of our classrooms. This common instructional framework allows our professionals to engage in dialogue around best practice and design lessons with a common SU focus. Plans are in place to further this work in the years to come through an active mentoring program, instructional rounds, and coursework/workshops, all facilitated by our strong teacher leaders.

The curriculum teams at FNWSU have worked diligently to identify priority standards and limiting the "what" in our teaching so that we can further our work in guaranteeing each child masters SU priorities. This year curriculum teams have written proficiency scales for each priority standard in grades K-6. MVU department teams are doing similar work at the 7-12 level. We are well on our way to implementing proficiency-based learning throughout our entire SU. One can view our K-6 priority standards and proficiency scales at our website under the curriculum tab. In addition, our K-6 report cards now mirror the priority standards in each grade for reading, writing, math, and science. We are embarking on social studies priority standards this spring.

FNWSU schools bring this work together within an effective multi-tiered system of support (MTSS). While each school is in a slightly different place with this work, there is consensus among school leaders about which elements each school must embrace:

- 1) all students will learn at high levels;
- 2) systems that have the greatest impact on student achievement;
- 3) effective models are targeted and systematic.

MTSS brings together past work with first instruction, professional learning communities, and targeted interventions. Many of our schools are making considerable leaps in student achievement because of our work in this area.

Our focus is clear and belief in this work to bring about positive change does not waver. Each year we grow closer to our goal that all students leaving our system are life-long learners and have the potential to make a considerable impact in our communities.

Student Support Services

The FNWSU made substantial changes in the organization structure this year, creating a broad umbrella approach under the title of Student Support Services (SSS). The new structure under title includes management of Special Education, 504 (federal law often associated with non-academic student disabilities), Homeless Education (federal law supporting children who move from school to school), ESL (English as Second Language). A new director for Student Support Services and an operations manager was hired to manage the complex SSS structure this year.

The largest SSS component is the delivery of Special Education. The provision of Special Education programs, resources and support has been mandated by federal and state law since the mid-1970's. FNWSU currently works with 383 students (down from 410 students last year) who receive additional learning accommodations and services, directed by their Individualized Education Plan or IEP. An IEP Team is comprised of teachers, administrators, related service providers; parents, and sometimes outside agencies, with the goal to create a customized learning plan that enables each student with disabilities to learn and progress in school.

Every effort is made for students to learn while remaining in the general educational environment with their same-age peers. FNWSU maintains one of the highest classroom inclusion rates in Vermont, an exemplary 87%. This means that 87% of IEP students receive their education services in the regular classroom.

The FNWSU employs all Special Education professionals, with the goal to deliver the services and supports as required by IEPs. Currently these professionals include: psychologists, occupational therapists, special educators, speech pathologists, physical therapists and other contract services as needed. Central Office also employs an adaptive curriculum coordinator, technology integration coordinator, and a Medicaid clerk.

Special Education services can be more expensive than regular education programs. The state and federal governments provide additional financial support to offset the majority of these costs. Special Education services are provided at no cost to eligible students.

Accommodations for 504 students are provided by the school to offset the impact of disabilities like, broken bones, emotional disturbance, and other physical limitations such as vision or hearing challenges. The number of students on 504 plans varied throughout the year. Currently, there are 145 students receiving 504 learning accommodations in the FNWSU.

The mission of the McKinney-Vento "Homeless Education" Act is that children should have the same access to education services and have an opportunity to meet the same challenging state academic standards as all other students, regardless of where they live or how many times their families move. In the FNWSU, we currently are providing services to 10 "homeless" children.

Children who live in families where English is not their primary language, receive instructional support and resources from an ESL teacher who travels to all five schools. There are 22 students who take advantage of the local resources provided by a federally mandated ESL teacher.

Early Education

The Franklin County Early Childhood Program is a public school early education program serving children from birth to school age and their families in the Maple Run School District and the Franklin Northwest Supervisory Union. The program's target population focuses on three to five year old children who are developmentally at risk or delayed and provides support to their families. We offer an early learning opportunity for all three and four year olds for ten hours a week in the towns of Franklin, Highgate, Sheldon and Swanton and have a 30 hour program for up to 30 income eligible four year olds at the Highgate and Swanton Schools. We are currently serving over 200 early childhood program students in the FNWSU. Twenty of these children attend private

daycare sites prequalified by the Agency of Education. FNWSU sends roughly \$3200 per child to the private sites to offset the cost of a ten hour a week high quality preschool experience.

The program takes referrals from families with young children, relatives, neighbors, community members, and other service providers. Referrals often result in the scheduling of a developmental screening, which is done in homes, preschool classrooms, childcare programs, and the elementary schools. Screenings may result in a recommendation for a comprehensive evaluation, which is used to determine eligibility for enrollment in the early childhood special education programs. If a child and family are determined eligible for services, a program plan is developed with the child's family that results in home and/or center-based services. Center-based services may include placement in a playgroup, childcare program and/or a preschool. An important component of services by the program is consultation services to families with young children, community members, and other service providers.

We partner with Blooming Minds Child Care, Amanda Gauthier and The Y's Time Childcare programs as well as multiple programs outside Franklin County that are prequalified by the state to provide a ten-hour a week preschool experience for children. The program also provides consultative services at other preschool and childcare programs in the SU.

The program is operated with funds from a variety of federal, state, and local sources. The federal government provides funds to the State of Vermont, which directs the federal money to the SU in the form of block and incentive grants. The Vermont Legislature appropriates additional funds designated for early childhood education services. The Supervisory Union combines the block grant and local share for early childhood education from each participating school district.

Business Office

The business managers work directly with school boards and administrators to develop and manage the school and SU budgets. The business office collectively manages over \$50,000,000 dollars in local, state, and federal funds. Starting in FY2018, as mandated by state law, all Special and Early Education professional staff salaries and benefits, as well as Transportation and Food Service management functions were transferred from local schools to the FNWSU. Costs are now budgeted at the SU level and are reflected within the FNWSU assessments and billed back to the schools. Support staff members continue to be employed by local school boards.

The SU Business Office is currently supported with bookkeeping, accounts payable and payroll functions by both onsite and offsite financial staff.

All FNWSU financial funds and management operations at the SU and local school districts have their fund activity audited annually.

Indian Education

The FNWSU Title VII Indian Education Program is committed to assuring equity for all students through direct intervention, systemic change, and increased parent involvement. Indian Education is funded with a federal grant and has been in operation in the FNWSU for 36 years.

Goals include:

- Increasing the achievement level of Abenaki students, grades PK-12,
- Reducing the dropout rate of high school students,
- Providing cultural enrichment activities,
- Promoting active parent participation through the Parent Advisory Committee (PAC).

In order to focus on all learners – both Abenaki and non-Abenaki, the Indian Education program delivers a continuum of supports for students ranging from remediation to enrichment. As the FNWSU is a confluence of

many cultures, Indian Education promotes cultural competencies that every child can learn about and take pride in.

Human Resources

The Franklin Northwest SU Office provides Human Resource services for 500 employees who work in five schools and at the SU office. Some of the services provided include:

- Provide criminal background checks for all employees and school volunteers,
- Administer benefits including: health, HRA, dental, and long term disability insurances, Section 125, 403-B plans, and Family Medical Leave, to name a few,
- Advertise, prepare, and distribute employment ads,
- Ensure all professional employees are licensed and paraprofessionals attain highly qualified certification,
- Prepare and help interpret employment contracts for administrators, professional, and support staff,
- Continuing to update human resource software to improve efficiency and streamline information, and
- Support the work of six school boards and administrators by warning board meetings, creating board minutes, and developing meeting materials.

The HR Dept. and Business Office took on extra duties this past year, both negotiating new collective bargaining contracts for support staff and teachers and implementing vastly more complex health care programs.

Information Technology

2017 was a year of deepening digital teaching and learning at the FNWSU elementary schools through 1 to 1 computing and a year of expansion and opportunity for MVU students. It was also a year of greater collaboration among technology integration teachers and the continued development of robust and safe data and network systems. This is the fifth year of 1 to 1 computing for our grade 3 through 8 students in Sheldon); MVU has now implemented 1 to 1 computing in grades 7 through 12. Deeper, more advanced digital learning with technology is supported by Google programs, and the online learning management systems, as well as Google Classroom and Schoology. Students are continuously improving their 21st Century Skills - Communication, Collaboration, Connection and Creativity. With the support of administrators and classroom teachers, a new group was formed last year consisting of the FNWSU Curriculum and Technology Directors and the Technology Integrationist teachers from our schools to further the advancement of digital learning and to provide resources and equity for engaged creative learning. To support our continuously growing technology needs, improvements have been made to the FNWSU data systems and network equipment located at MVU, including faster Internet and network connection speeds, improved and more secure firewall, web filtering, server and data systems. 2017 has been a year of improvement in all areas of teaching and learning with technology.

The Information Technology Department has become the backbone and foundation for all student learning and assessment in the five schools and supervisory union office. The Director of Technology, George Raynak, was hired in 1994 and tasked to purchase the first computers for MVU. Over the past 14 years, he has guided the development of an outstanding technology program in all the schools, and did so with a major grant provided by the Grateful Dead. George is retiring at the end of this school year. His colleagues extend sincere gratitude for George's willingness to be always available with technology support. We wish him well in his next life endeavors.

After-School Program

All five schools in Franklin Northwest Supervisory Union offer high-quality, after school and summer programs, geared to keep youth safe, supported, and engaged. This is the FNWSU's twelfth year managing the 21st Century Community Learning Center program grant, which provides the majority of the funding support and organizational guidance for our school programs. The 21st Century Community Learning Centers (21st CCLC)

initiative is the only federal funding source dedicated to supporting local summer learning and afterschool programs. With community partners, a variety of grants, and local school budget funding, the 21st CCLC grant will support our FNWSU afterschool and summer learning programs through June 2019, provided our programs meet Vermont Agency of Education guidelines and reporting requirements. This federal grant allows the FNWSU to offer a wide range of activities and enriching learning opportunities for youth in the four towns.

During the 2017-2018 school year, the FNWSU After School & Summer Programs enrolled over 800 students, who participated in our programs. At 47%, this enrollment number accounts for nearly half of all students in the FNWSU schools attending after school and summer programs, targeted at grades 2 through 12. The FNWSU programs referred to as "Crossroads", which is actually three programs serving different grade levels, the Crossroads After-School Programs (grades 4-8), Crossroads Explorers (grades 2-4) and the After-Hours (high school) program. Crossroads program goals focus on positive youth development and providing engaging opportunities and experiences that complement and support the regular school curriculum.

The Crossroad after-school and summer program leaders continue to actively collaborate with school administration to deliver "Personalized Learning" and "Transferable Skills," legal requirements directed by the Vermont Agency of Education.

After school administration and staff create exciting and innovative learning programs for students. One of the most successful is the rapidly growing STEM Science Fair. Student exhibits have grown from 27, four years ago to 125 student projects last year. Students go on to exhibit at the State and National levels. Many have returned from the State competition with sizeable college scholarships.

Franklin Grand Isle Bookmobile

"Figgy," the Franklin Grand Isle Bookmobile nears its 15th year of education and service throughout Franklin and Grand Isle Counties. A child's lifelong love of learning and the ultimate education begins from birth. Figgy visits those without access to a public library, especially home childcare sites with the youngest children. Our service to childcare providers is more important than ever considering the lack of childcare crisis affecting our region's families and workforce. In fact, Figgy delivered 456 story times this year to more than 600 children and implemented 250+ creditable training hours for childcare providers. This year's goal is to stabilize and increase the child care industry with our new program, Connected Stories. Connected Stories provides fun songs, reading and modeling strategies for literacy development. 100% of Child Care providers surveyed report positive experiences with the Bookmobile and 81% say children have improved story engagement. Additionally, Figgy leverages FNWSU resources by partnering with programs like afterschool, recreation departments, public libraries, youth and mentoring organizations, the United Way and many others. Look for the Bookmobile on social media, Twitter, Instagram, Facebook, monthly newsletter, a television spot on Channel 15, and our website (fnwsu.org/bookmobile). Figgy's team is honored to continue serving FNWSU children of all ages.

Thank you in advance of Town Meeting for reviewing the education services provided by the Franklin Northwest Supervisory Union and for your ongoing support of the most important community development asset, the provision of education for the next generation of civic leaders and voters.

Respectfully submitted,

W. I. Goodrich

Winton I. Goodrich
Superintendent of Schools

FRANKLIN NORTHWEST SUPERVISORY UNION AFTER SCHOOL & SUMMER PROGRAMS

*Committed to enriching the lives of
Franklin, Highgate, Sheldon and Swanton students,
by providing fun, inspirational, educational, experiential
activities, opportunities and academic support.*



CROSSROADS
EXPLORERS



January 2018

Greetings Highgate Residents,

During the 2004-2005 school year, school staff, school administrators, community organizers, recreation and youth program providers, joined in an effort to address a need to prevent substance abuse, increase academic achievement and to provide engaging activities to keep youth safe and in school. Utilizing available Vermont 21st Century Community Learning Center Program funds through the Vermont Agency of Education (Department of Education back then), the Crossroads After School Programs for grades 5 thru 9 was created. This initial startup of the programs were completely funded for its first three years, and continues today with half of the program costs covered by the 21st Century Community Centers Program Grant with the balance of the programs supported by other funds. Through the years, the other half of the Crossroads After School Programs have been funded by

- a variety of grants (Healthy Communities, Afterschool Alliance, Clif, McClure STEM Pathways, Vermont Afterschool Inc, STEM Challenge Initiative, Hunger Free Vermont, Swanton Fit Families, Spark, Vermont Community Garden Network, United Way, Rotary Club, AmeriCorps, Promising Practices, Highgate Federal Earmark Grants and many more), as well as
- leveraging funds received from Vermont Agency of Education for child nutrition, tutoring and other support-services-program funds as they become available, also
- our local businesses, community agencies and community groups support our programs with funding, discounted services, in-kind services and materials,
- local school budget funds, and
- fundraising events and donations

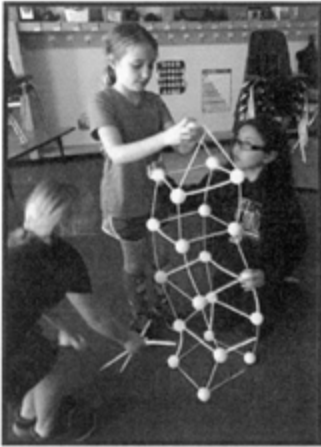
From its start during the 2005-2006 school year, the FNWSU After School and Summer Programs have grown, now promoting youth achievement and success for all students in grade 2 through grade 12.

The Highgate Elementary School is one of the five Franklin Northwest Supervisory Union (FNWSU) schools operating our high-quality, after school and summer programs, geared to keep youth safe, supported and engaged while making strong community connections. These programs are funded and guided by a 21st Century Community Learning Center program grant 2014-2019, with funding to continue for one more year. The 21st Century Community Learning Centers (21st CCLC) initiative is the only federal funding source dedicated to supporting local summer learning and afterschool programs. With community partners, grants, school budget local funding and support, the 21st CCLC grant will support our FNWSU afterschool and summer learning programs through June 2019, as long as our programs meet Vermont Agency of Education guidelines and reporting requirements. This grant allows FNWSU to provide a wide range of fun, inspirational, educational, experiential activities, opportunities and academic support

For the 2016-2017 academic year FNWSU After School & Summer Programs had over 752 students participating in our programs. At 47%, this is close to half of all students in the FNWSU schools attending after

Franklin Northwest Supervisory Union – 100 Robin Hood Drive, Suite 2 – Swanton VT 05488	
Winton Goodrich	Carol Lizotte
FNWSU Superintendent of Schools	FNWSU After School Program Director
868-4967 ext 17 or wgoodrich@fnwsu.org	868-4967 ext 21 or clizotte@fnwsu.org

school and summer programs, in our target grades of 2 through 12. FNWSU programs referred to as "Crossroads" is actually three programs serving different grade levels, the Crossroads After School Programs (grades 4-8), Crossroads Explorers (grades 2-4) and the AfterHours (high school) programs.



Our Crossroads program goals are:

- Improve school day performance
- Improve school day attendance
- Improve overall health and physical well being
- Improve the level of self-esteem and social well-being
- Encourage participants to learn new skills & gain confidence, to problem solve, to try new things, and to become a responsible citizen of the local and global community
- Increase student access to, experience of and inquiry into STEAM (Science, Technology, Engineering, Art & Mathematics) activities and opportunities

At the Highgate Elementary School, the Highgate Crossroads After School Programs are offered to students in grades 2 through 6. Highgate Crossroads provides free after school programming 30 weeks during the school year, Monday through Thursday, and summer mornings Monday through Friday running 4 weeks during July last year, with bus transportation and meals provided. Last school year our after school programs had an average of 47 students attending daily, with a total of 169 students participating during the year. For the program's target grades 2 through 6, **79% of the Highgate school population attended Highgate programs last year.**

Highgate Crossroads programs are developed from student interest, shared program ideas from other Vermont 21st CCLC programs, and are guided by our program goals. In alignment with our goals, we are pleased to confirm that **100% of our students participated in daily fitness activities and 79% participated in STEAM activities.** You can check out the wide variety of our activities on our website, with its links to our program flyers, or pick up a flyer at the school, to read more about our programs. Attending Crossroads programs is one way students can personalize their learning, which is something that the Vermont Agency of Education is looking for middle and high schools to provide.

In our Highgate Crossroads 2016-2017 end of year reports sent to the Agency of Education (AOE), we reported that for our Highgate student regular attendees (those who attended 30 days or more) **42% of the students improved school day attendance or maintained zero days absent**, when compared to the prior school year. We are pleased with this data, as improving school day attendance is one of our program goals.

After school and summer programs are an investment in our communities now and for our future.

If you would like more information on

- Highgate Crossroads After School Program, please contact Joyce Ashton, (868-4170 ext 222 or jashton@fnwsu.org)
- MVU Crossroads or MVU AfterHours After School Programs, please contact Ashley Bowen, (868-0507 or abowen@fnwsu.org).

You can also find more information on our FNWSU website www.afterschoolprograms.fnwsu.org.

Thank you for your continued support,

Carol Lizotte

FNWSU After School & Summer Programs Director

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Winton Goodrich	Carol Lizotte
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<p align="center">HIGHGATE SCHOOL DISTRICT BALANCE SHEET</p>

	June 30, 2016	June 30, 2017
ASSETS:		
Cash & Cash Equivalent	\$695,463	\$659,599
Total Assets:	\$695,463	\$659,599
 LIABILITIES & EQUITY:		
Payroll Withholdings & Liabilities	\$189,099	\$193,408
Due to Other Funds	\$111,095	\$121,191
 Fund Equity	\$395,269	\$345,000
Total Liabilities & Equity:	\$695,463	\$659,599

Fund Balance:	\$395,269	\$345,000
Unreported Fund Balance from Prior Year to reduce next year's taxes	(\$190,397)	(\$49,640)
Special Education Revenue Adjustments	\$2,593	(\$83,497)
Current Year's Carryover Reported to reduce next year's taxes	\$0	\$0
 Unreserved Fund Balance (goes towards subsequent tax year)	\$207,465	\$211,863

A copy of the annual outside audit of the Highgate Town School District's financial statements for fiscal year ending June 30, 2017, performed by RHR Smith and Company, Buxton, Maine, is available at the Town Clerk's Office and/or the Superintendent of Schools' Office.

HIGHGATE SCHOOL DISTRICT
FY2017 Expenditures, FY2018 Estimated Expenditures, and FY2019 Proposed School Budget

Funct/ Object Description		FY2017 Budget	FY2017 Actuals	FY2018 Budget	FY2018 Estimated	FY2019 Proposed	Budget Variance
1100	INSTRUCTIONAL PROGRAMS:						
110	Teachers' Salaries	\$1,411,598	\$1,434,519	\$1,523,883	\$1,483,238	\$1,471,291	(\$52,592)
111	Extracurricular Salaries	\$5,010	\$3,750	\$5,010	\$5,010	\$5,010	\$0
112	Behavior Management	\$0	\$42,065	\$41,962	\$41,167	\$42,402	\$440
119	Paraprofessionals' Salaries	\$100,215	\$129,184	\$140,022	\$165,343	\$148,955	\$8,933
119.01	Lunch Monitors	\$0	\$0	\$12,888	\$2,250	\$6,750	(\$6,138)
120	Substitutes Salaries	\$35,000	\$55,041	\$37,000	\$37,000	\$40,000	\$3,000
121	Tutors' Salaries	\$7,500	\$8,830	\$1,000	\$9,462	\$1,000	\$0
130	Summer Services	\$0	\$0	\$0	\$5,178	\$5,150	\$5,150
210	Health Insurance	\$342,597	\$333,380	\$311,281	\$258,318	\$245,119	(\$66,162)
211.18	Health Reimbursement Account (HRA)	\$0	\$0	\$0	\$35,010	\$66,088	\$66,088
211	Dental Insurance	\$18,243	\$17,215	\$16,955	\$18,536	\$20,149	\$3,194
212	Catamount Insurance	\$500	\$151	\$0	\$159	\$0	\$0
220	Social Security	\$119,288	\$109,169	\$135,110	\$129,094	\$131,229	(\$3,881)
232	VSTRS Health Care Payment	\$1,097	\$3,291	\$1,097	\$6,265	\$7,668	\$6,571
240	Municipal Retirement	\$4,009	\$6,622	\$7,909	\$10,565	\$8,530	\$621
250	Workers Compensation	\$7,797	\$16,828	\$11,451	\$12,656	\$6,875	(\$4,576)
260	Unemployment Compensation	\$2,000	\$50	\$2,000	\$2,000	\$2,000	\$0
300	Contracted Services	\$40,170	\$9,005	\$26,000	\$43,477	\$49,781	\$23,781
300.01	ESL Purchased Services	\$5,000	\$27,075	\$37,715	\$37,715	\$39,224	\$1,509
310	After School Programs support	\$37,774	\$28,239	\$37,774	\$37,774	\$37,774	\$0
311	Mentoring	\$0	\$0	\$11,000	\$11,000	\$11,000	\$0
320	Purchased Services (NCSS)	\$0	\$585	\$0	\$35,000	\$36,050	\$36,050
430	Repair & Maintenance	\$5,000	\$4,928	\$2,500	\$2,500	\$2,500	\$0
440	Copier Equipment Lease	\$7,839	\$7,839	\$10,528	\$10,529	\$10,528	\$0
540	Advertising	\$750	\$0	\$750	\$818	\$750	\$0
560	Student Tuition	\$0	\$26,025	\$0	\$33,075	\$0	\$0
580	Travel and Mileage	\$0	\$7,123	\$750	\$750	\$750	\$0
610	Instructional Supplies	\$25,000	\$31,384	\$25,000	\$25,000	\$28,000	\$3,000
640	Instructional Books	\$15,000	\$2,716	\$15,000	\$15,000	\$15,000	\$0
660	Manipulatives	\$2,000	\$709	\$2,000	\$2,000	\$2,000	\$0
670	Software	\$0	\$0	\$0	\$120	\$0	\$0
730	Equipment	\$10,000	\$12,285	\$10,000	\$15,829	\$10,000	\$0
	Subtotal - Instructional Prog.	\$2,203,387	\$2,318,008	\$2,426,585	\$2,491,838	\$2,451,573	\$24,988

Funct/ Object Description		FY2017 Budget	FY2017 Actuals	FY2018 Budget	FY2018 Estimated	FY2019 Proposed	Budget Variance
1210	SPECIAL EDUCATION:						
110	Teachers' Salaries	\$0	\$17,396	\$0	\$0	\$0	\$0
115	Paraprofessionals' Salaries	\$252,390	\$219,273	\$277,879	\$279,854	\$275,629	(\$2,250)
120	Substitutes' Salaries	\$10,000	\$41,321	\$15,000	\$15,000	\$20,000	\$5,000
121	Tutors' Salaries	\$12,000	\$6,353	\$8,000	\$8,000	\$8,000	\$0
210	Health Insurance	\$58,415	\$39,980	\$44,769	\$32,879	\$19,627	(\$25,142)
211.18	Health Reimbursement Account (HRA)	\$0	\$0	\$0	\$5,144	\$5,998	\$5,998
211	Dental Insurance	\$0	\$0	\$0	\$0	\$0	\$0
220	Social Security	\$20,991	\$21,204	\$23,017	\$19,879	\$22,233	(\$784)
240	Municipal Retirement	\$10,096	\$8,243	\$11,115	\$12,114	\$11,370	\$255
250	Workers Compensation	\$1,262	\$0	\$1,956	\$1,956	\$1,163	(\$793)
260	Unemployment Compensation	\$500	\$0	\$500	\$500	\$500	\$0
300	Purchased Services	\$0	\$7,790	\$0	\$0	\$0	\$0
566	Tuition to Private Schools	\$0	\$0	\$0	\$0	\$0	\$0
610	Supplies	\$0	\$111	\$0	\$0	\$0	\$0
640	Books	\$0	\$0	\$0	\$0	\$0	\$0
730	Equipment	\$0	\$0	\$0	\$0	\$0	\$0
	Subtotal - Spec. Education	\$365,654	\$361,671	\$382,236	\$375,326	\$364,520	(\$17,716)
1214	EARLY CHILDHOOD PROGRAM:						
331	Assessment	\$207,780	\$207,780	\$244,883	\$244,883	\$260,357	\$15,474
	Subtotal - Early Childhood Prog.	\$207,780	\$207,780	\$244,883	\$244,883	\$260,357	\$15,474
2120	COUNSELING SERVICES						
110	Counselor 's Salary	\$52,241	\$52,681	\$57,500	\$53,900	\$55,400	(\$2,100)
210	Health Insurance	\$14,469	\$14,465	\$13,663	\$11,949	\$10,335	(\$3,328)
211.18	Health Reimbursement Account (HRA)	\$0	\$0	\$0	\$1,897	\$3,344	\$3,344
210.1	Dental Insurance	\$681	\$681	\$681	\$680	\$666	(\$15)
220	Social Security	\$3,996	\$3,306	\$4,399	\$4,123	\$4,238	(\$161)
250	Workers Compensation	\$261	\$0	\$373	\$404	\$222	(\$151)
300	Contracted Services	\$23,954	\$24,402	\$27,545	\$29,492	\$30,377	\$2,832
610	Instructional Supplies	\$250	\$208	\$250	\$551	\$250	\$0
640	Instructional Books	\$300	\$0	\$300	\$375	\$0	(\$300)
660	Manipulatives	\$300	\$209	\$300	\$300	\$300	\$0
730	Equipment	\$0	\$135	\$0	\$0	\$300	\$300
	Subtotal - Counseling	\$96,452	\$96,087	\$105,011	\$103,671	\$105,432	\$121

Funct/ Object	Description	FY2017 Budget	FY2017 Actuals	FY2018 Budget	FY2018 Estimated	FY2019 Proposed	Budget Variance
2130	HEALTH SERVICES:						
110	Nurse's Salary	\$43,815	\$44,181	\$50,500	\$45,300	\$46,800	(\$3,700)
120	Substitutes' salaries	\$1,000	\$1,617	\$1,250	\$1,250	\$1,250	\$0
210	Health Insurance	\$19,396	\$19,390	\$18,792	\$23,528	\$15,749	(\$3,043)
211.18	Health Reimbursement Account (HRA)	\$0	\$0	\$0	\$1,897	\$3,344	\$3,344
211	Dental Insurance	\$1,050	\$1,050	\$1,050	\$1,047	\$1,026	(\$24)
220	Social Security	\$3,428	\$2,773	\$3,959	\$3,465	\$3,580	(\$379)
250	Workers Compensation	\$224	\$0	\$336	\$340	\$421	\$85
430	Repair & Maintenance	\$150	\$135	\$150	\$150	\$150	\$0
610	Supplies	\$1,200	\$1,770	\$1,200	\$1,200	\$1,200	\$0
730	Equipment	\$800	\$75	\$800	\$800	\$800	\$0
	Subtotal - Health Serv.	\$71,063	\$70,991	\$78,037	\$78,977	\$74,320	(\$3,717)
2150	SPEECH PATH. & AUDIOLOGY:						
110	SLP Salary	\$0	\$0	\$0	\$0	\$0	\$0
115	Paraprofessional Salary	\$13,930	\$12,302	\$14,867	\$14,860	\$13,913	(\$954)
210	Health Insurance	\$5,690	\$4,930	\$5,330	\$4,643	\$3,770	(\$1,560)
211.18	Health Reimbursement Account (HRA)	\$0	\$0	\$0	\$485	\$1,152	\$1,152
220	Social Security	\$1,066	\$869	\$1,137	\$1,137	\$1,064	(\$73)
240	Municipal Retirement	\$557	\$492	\$595	\$594	\$574	(\$21)
250	Workers Compensation	\$70	\$0	\$74	\$111	\$56	(\$18)
300	Contracted Speech Services	\$0	\$0	\$2,500	\$2,500	\$6,000	\$3,500
	Subtotal - Speech Pathology	\$21,313	\$18,593	\$24,503	\$24,330	\$26,529	\$2,026
2213	INSTR. STAFF TRAINING:						
270	Course Reimbursement (Prof.)	\$25,000	\$14,752	\$30,000	\$30,000	\$30,000	\$0
270.1	Staff Development (All)	\$8,000	\$3,000	\$8,000	\$8,000	\$15,000	\$7,000
	Subtotal - Staff Training	\$33,000	\$17,752	\$38,000	\$38,000	\$45,000	\$7,000
2222	LIBRARY SERVICES:						
110	Librarian's Salary	\$64,038	\$64,252	\$65,038	\$65,238	\$66,738	\$1,700
120	Substitutes' Salaries	\$250	\$0	\$250	\$250	\$250	\$0
210	Health Insurance	\$14,469	\$19,390	\$18,792	\$16,653	\$15,749	(\$3,043)
211.18	Health Reimbursement Account (HRA)	\$0	\$0	\$0	\$1,897	\$3,344	\$3,344
211	Dental Insurance	\$681	\$681	\$681	\$680	\$666	(\$15)
220	Social Security	\$4,918	\$4,349	\$4,995	\$4,991	\$5,105	\$110

Funct/ Object	Description	FY2017 Budget	FY2017 Actuals	FY2018 Budget	FY2018 Estimated	FY2019 Proposed	Budget Variance
2222	LIBRARY SERVICES CONT.:						
250	Workers Compensation	\$321	\$0	\$424	\$489	\$267	(\$157)
430	Repair & Maintenance	\$450	\$0	\$450	\$450	\$450	\$0
580	Travel and Conference	\$100	\$0	\$100	\$100	\$100	\$0
610	Supplies	\$500	\$442	\$500	\$500	\$500	\$0
640	Books & Periodicals	\$5,000	\$2,484	\$5,000	\$5,000	\$5,000	\$0
650	Audiovisuals	\$250	\$0	\$250	\$250	\$250	\$0
670	Computer Software	\$2,637	\$1,475	\$2,637	\$2,637	\$2,637	\$0
730	Equipment	\$2,500	\$0	\$2,500	\$2,500	\$2,500	\$0
	Subtotal - Library	\$96,114	\$93,073	\$101,617	\$101,635	\$103,556	\$1,939
2225	SCHOOL-WIDE TECHNOLOGY						
110.01	Educational Technologist	\$45,500	\$52,241	\$59,000	\$56,992	\$57,000	(\$2,000)
110	Coordinator's Salary	\$38,181	\$38,266	\$33,440	\$31,920	\$40,040	\$6,600
210	Health Insurance	\$33,340	\$35,410	\$38,160	\$30,074	\$26,085	(\$12,075)
211.18	Health Reimbursement Account (HRA)	\$0	\$0	\$0	\$3,794	\$6,689	\$6,689
211	Dental Insurance	\$1,221	\$1,415	\$1,221	\$1,613	\$1,692	\$471
220	Social Security	\$6,402	\$6,296	\$7,072	\$6,802	\$7,424	\$352
240	Municipal Retirement	\$1,527	\$1,511	\$1,338	\$1,756	\$2,252	\$914
250	Workers Compensation	\$418	\$0	\$600	\$667	\$388	(\$212)
260	Technology Unemployment	\$0	\$0	\$0	\$12,000	\$0	\$0
270	Coursework Reimbursement	\$1,200	\$0	\$1,200	\$1,200	\$1,200	\$0
320	Website	\$0	\$9	\$0	\$0	\$0	\$0
430	Repair & Maintenance	\$1,500	\$0	\$1,500	\$1,500	\$1,500	\$0
430.01	Computer Lease	\$0	\$0	\$5,000	\$5,506	\$9,811	\$4,811
530	Telephone/Internet	\$2,000	\$1,859	\$2,000	\$2,000	\$2,000	\$0
580	Conferences and Workshops	\$1,000	\$0	\$1,000	\$1,000	\$1,000	\$0
610	Supplies	\$3,850	\$1,007	\$3,850	\$3,850	\$3,850	\$0
670	Computer Software	\$7,300	\$487	\$7,300	\$7,300	\$7,300	\$0
730	Equipment	\$1,400	\$0	\$1,400	\$1,400	\$1,400	\$0
739	Computer Equipment	\$10,000	\$9,573	\$10,000	\$12,268	\$27,000	\$17,000
	Subtotal - School-Wide Technology	\$154,839	\$148,074	\$174,081	\$181,642	\$196,631	\$22,550
2310	BOARD OF EDUCATION:						
111	Board Salaries	\$3,350	\$3,350	\$3,350	\$3,350	\$3,350	\$0
220	Salary, Board Secretary	\$1,000	\$1,524	\$1,200	\$1,200	\$1,200	\$0

Funct/ Object Description		FY2017 Budget	FY2017 Actuals	FY2018 Budget	FY2018 Estimated	FY2019 Proposed	Budget Variance
2310	BOARD OF EDUCATION CONT.:						
260	Social Security	\$333	\$373	\$348	\$348	\$348	\$0
270	Board Training	\$0	\$0	\$400	\$400	\$400	\$0
330	Legal Services/Negotiations	\$6,000	\$11,470	\$7,500	\$7,500	\$7,500	\$0
360	Legal Services	\$0	\$0	\$0	\$2,500	\$2,500	\$2,500
540	Advertising	\$0	\$395	\$1,000	\$1,000	\$1,000	\$0
550	Town Report Printing	\$0	\$0	\$1,500	\$1,500	\$1,500	\$0
580	Travel	\$0	\$135	\$200	\$200	\$200	\$0
610	Supplies	\$200	\$48	\$100	\$100	\$100	\$0
810	Dues [VSBA]	\$1,773	\$1,640	\$1,773	\$1,773	\$1,773	\$0
	Subtotal - Board of Educ.	\$12,656	\$18,935	\$17,371	\$19,871	\$19,871	\$2,500
2321	OFFICE OF THE SUPT:						
331	S. U. Assessment (Central Office)	\$125,552	\$125,552	\$141,022	\$141,022	\$199,367	\$58,345
333	S. U. Assessment (SpecEduc Admin)	\$89,024	\$89,024	\$36,964	\$36,964	\$32,078	(\$4,886)
	Transfer of SPED to SU Assessment	\$494,501	\$420,304	\$409,796	\$454,091	\$497,094	\$87,298
	Transfer of Speech to SU Assessment	\$53,826	\$83,420	\$138,547	\$101,186	\$104,994	(\$33,553)
	FY17 Carryover Balance	\$0	\$0	\$0	\$0	(\$8,549)	(\$8,549)
	Special Ed Expenditure Reimbursement	\$0	\$0	(\$203,724)	(\$223,774)	(\$223,265)	(\$19,541)
	Mainstream Block Grant	\$0	\$0	(\$113,558)	(\$113,558)	(\$110,930)	\$2,628
	IDEA B Grant Revenue	\$0	\$0	\$0	\$0	(\$27,876)	(\$27,876)
	Subtotal - Supt's Office	\$762,903	\$718,300	\$409,047	\$395,931	\$462,913	\$53,866
2410	PRINCIPAL's OFFICE:						
110	Principal & Asst Principal's Salaries	\$163,792	\$174,138	\$176,970	\$173,316	\$180,029	\$3,059
111	Substitute Coordination	\$0	\$0	\$0	\$0	\$0	\$0
119	Admin Asst & Secretary's Salaries	\$62,318	\$63,727	\$63,588	\$57,216	\$60,932	(\$2,656)
120	Substitutes' Salaries	\$1,000	\$833	\$1,000	\$1,000	\$1,000	\$0
210	Health Insurance	\$34,343	\$37,493	\$36,799	\$35,226	\$32,355	(\$4,444)
211.18	Health Reimbursement Account (HRA)	\$0	\$0	\$0	\$4,776	\$8,428	\$8,428
211	Dental Insurance	\$2,130	\$2,100	\$2,452	\$2,125	\$956	(\$1,496)
212	Long Term Disability Insurance	\$672	\$588	\$700	\$700	\$700	\$0
220	Social Security	\$17,374	\$17,639	\$18,479	\$17,636	\$18,281	(\$198)
240	Municipal Retirement	\$2,493	\$2,633	\$2,544	\$3,147	\$3,427	\$883
250	Workers Compensation	\$1,136	\$0	\$1,570	\$1,729	\$956	(\$614)
270	Course Reimbursement	\$2,000	\$0	\$2,000	\$3,500	\$4,000	\$2,000

Funct/ Object Description		FY2017 Budget	FY2017 Actuals	FY2018 Budget	FY2018 Estimated	FY2019 Proposed	Budget Variance
2410	PRINCIPAL'S OFFICE CONT.:						
300	Contracted Services	\$10,000	\$3,090	\$7,500	\$7,500	\$7,500	\$0
301	Purchased Services	\$2,500	\$1,200	\$100	\$300	\$100	\$0
430	Repair & Maintenance	\$400	\$0	\$0	\$0	\$0	\$0
530	Telephone	\$6,000	\$5,165	\$7,000	\$7,000	\$7,000	\$0
531	Postage	\$1,300	\$1,036	\$1,300	\$1,300	\$1,300	\$0
580	Conference/Travel	\$2,000	\$463	\$2,000	\$2,722	\$2,000	\$0
610	Supplies	\$1,000	\$923	\$1,000	\$1,000	\$3,000	\$2,000
670	Software	\$0	\$1,593	\$0	\$460	\$0	\$0
730	Equipment	\$2,000	\$1,283	\$2,000	\$2,000	\$2,000	\$0
810	Dues & Memberships	\$700	\$235	\$500	\$995	\$995	\$495
	Subtotal - Principal's Office	\$313,158	\$314,139	\$327,502	\$323,648	\$334,959	\$7,457
2520	FISCAL SERVICES:						
110	Bookkeeper's Salary	\$12,899	\$14,978	\$13,286	\$19,360	\$0	(\$13,286)
220	Social Security	\$987	\$1,146	\$1,016	\$1,016	\$0	(\$1,016)
240	Municipal Retirement	\$919	\$0	\$0	\$0	\$0	\$0
610	Supplies	\$1,000	\$209	\$500	\$500	\$500	\$0
830	Interest on Current Loan	\$500	\$1,172	\$1,000	\$1,000	\$1,000	\$0
	Subtotal - Fiscal Services	\$16,305	\$17,505	\$15,802	\$21,876	\$1,500	(\$14,302)
2540	PLANT OPERATIONS:						
110	Custodians' Salaries	\$131,022	\$134,431	\$143,675	\$143,675	\$151,985	\$8,310
120	Substitutes' Salaries	\$8,000	\$4,715	\$4,000	\$4,000	\$4,000	\$0
210	Health Insurance	\$57,402	\$57,386	\$54,639	\$46,743	\$41,964	(\$12,675)
211.18	Health Reimbursement Account (HRA)	\$0	\$0	\$0	\$6,651	\$11,728	\$11,728
211	Dental Insurance	\$1,620	\$1,440	\$1,620	\$1,718	\$1,684	\$64
220	Social Security	\$10,635	\$9,809	\$11,297	\$11,297	\$11,933	\$636
240	Municipal Retirement	\$5,241	\$5,508	\$5,747	\$7,902	\$6,269	\$522
250	Workers Compensation	\$6,951	\$0	\$8,860	\$8,861	\$9,359	\$499
260	Unemployment Compensation	\$0	\$274	\$0	\$0	\$0	\$0
300	Contracted Services	\$738	\$0	\$738	\$3,854	\$738	\$0
421	Disposal/Recycling Services	\$6,254	\$6,235	\$6,442	\$6,442	\$6,635	\$193
430	Repair/Maintenance	\$40,000	\$39,707	\$45,000	\$45,000	\$61,000	\$16,000
430.1	Contracted Maintenance	\$5,000	\$3,879	\$4,000	\$4,000	\$4,000	\$0
521	Property Insurance	\$17,554	\$16,323	\$16,813	\$16,813	\$17,317	\$504

Func/ Object	Description	FY2017 Budget	FY2017 Actuals	FY2018 Budget	FY2018 Estimated	FY2019 Proposed	Budget Variance
2540	PLANT OPERATIONS CONT.:						
580	Travel / Mileage	\$1,000	\$480	\$750	\$750	\$750	\$0
610	Supplies	\$20,000	\$12,061	\$20,000	\$20,000	\$20,000	\$0
621	Heat/Fuel [Natural Gas]	\$40,000	\$25,767	\$40,000	\$37,000	\$37,000	(\$3,000)
622	Electricity	\$43,260	\$36,914	\$43,260	\$40,000	\$40,000	(\$3,260)
700	Equipment	\$13,000	\$8,038	\$26,800	\$26,800	\$26,800	\$0
	Subtotal - Plant Operation	\$407,677	\$362,967	\$433,641	\$431,506	\$453,162	\$19,521
2550	PUPIL TRANSPORTATION						
513	Contracted Service	\$182,574	\$182,574	\$186,225	\$186,225	\$191,812	\$5,587
513.01	Non-Special Educ Transportation	\$1,600	\$0	\$1,600	\$8,000	\$1,600	\$0
514	Other Transportaation	\$7,500	\$6,940	\$5,000	\$5,000	\$7,500	\$2,500
515	Special Education Transportation	\$23,665	\$33,248	\$9,000	\$22,350	\$21,500	\$12,500
	Subtotal - Pupli Transportation	\$215,339	\$222,762	\$201,825	\$221,575	\$222,412	\$20,587
2600	FOOD SERVICE						
300	Contracted Services	\$0	\$0	\$0	\$0	\$0	\$0
700	Equipment	\$5,000	\$10,995	\$2,500	\$2,500	\$2,500	\$0
	Subtotal - Food Service	\$5,000	\$10,995	\$2,500	\$2,500	\$2,500	\$0
5100	DEBT SERVICE						
830	Interest	\$0	\$0	\$0	\$0	\$0	\$0
910	Principal	\$0	\$0	\$0	\$0	\$0	\$0
	Subtotal - Debt Service	\$0	\$0	\$0	\$0	\$0	\$0
BUDGET TOTAL		\$4,982,640	\$4,997,632	\$4,982,640	\$5,057,206	\$5,125,240	\$142,600

HIGHGATE SCHOOL DISTRICT

Revenue Report

July 1, 2016 - June 30, 2017

	Budgeted	Actuals	Variance
General Fund Balance, July 1, 2016	\$395,269	\$395,269	\$0
Homestead Property Taxes	\$1,015,019	\$1,015,019	\$0
Non-Homestead Property Taxes	\$1,460,731	\$1,436,088	(\$24,643)
Education Spending Revenue from State	\$1,480,892	\$1,505,535	\$24,643
Special Education State Aid with adjustment from PY	\$555,786	\$727,718	\$171,932
Transportation Reimbursement	\$86,710	\$85,346	(\$1,364)
Interest Income	\$2,000	\$2,043	\$43
Grant funding	\$157,698	\$132,805	(\$24,893)
FNWSU Support - EPSDT	\$11,000	\$11,250	\$250
Medicaid Reimbursement	\$50,000	\$48,321	(\$1,679)
Municipal Bond Savings Allocation	\$0	\$665	\$665
VT Gas Incentive	\$0	\$0	\$0
State Food Service Equipment Grant	\$0	\$3,500	\$3,500
E-Rate Reimbursement	\$0	\$171	\$171
Workers Comp. Reimbursement	\$0	\$0	\$0
Miscellaneous Reimb./Refunds, Adjustments	\$0	\$1,307	\$1,307
Subtotal - Receipts:	\$4,819,836	\$4,969,768	\$149,932
Minus General Fund Expenditures:		(\$4,997,630)	
Transfer to Capital Reserve		(\$25,000)	
HVAC borrowing payment (Year 3 of 3)		\$0	
Plus Technology Article Balance Due to GF		\$0	
Minus FY16 Special Ed Intensive Reimbursement Adjustment		\$2,593	
Total General Fund Balance, June 30, 2017		\$345,000	
Audited Governmental Fund Balances, June 30, 2017		\$345,000	
Reported for FY18 Property Tax reduction		\$49,640	
Prior Year Special Education Adjustments		(\$83,497)	
Unreserved FY17 Fund Balance		<u>\$211,863</u>	
Special Revenue Fund Balance, July 1, 2016		\$11,523	
Special Revenue Receipts		\$340	
Special Revenue Expenditures		(\$3,862)	
Remaining FY16 Funds to Capital Reserve		\$0	
Remaining FY15 Funds to Capital Reserve		\$0	
Total Special Revenue Fund Balance, June 30, 2017		<u>\$8,001</u>	
Capital Reserve Fund Balance, July 1, 2017		\$99,572	
FY17 Article Capital Reserve Allocation		\$25,000	
FY17 Article Capital Reserve Expenditures		(\$11,382)	
Remaining FY16 Article from Special Revenue Fund		\$0	
Remaining FY15 Article from Special Revenue Fund		\$0	
Total Capital Reserve Fund Balance, June 30, 2017		<u>\$113,190</u>	

HIGHGATE TOWN SCHOOL DISTRICT

	FY2018	FY2019
EXPENSES:		
Highgate School District Budget Proposal	\$4,982,640	\$5,125,240
Special Articles	\$0	\$0
	<u>\$4,982,640</u>	<u>\$5,125,240</u>
REVENUES:		
Interest Earnings	\$2,000	\$2,000
Prior Year's Unreserved Fund Balance	\$172,236	\$221,959
Current Year Carryforward	(\$122,596)	(\$75,000)
Health Care Recapture - 35%	\$0	(\$12,171)
Anticipated Grant Funding towards Staffing	\$202,404	\$180,931
EPSDT	\$0	\$0
Projected Special Education Aid:		
Mainstream Block Grant	\$0	\$0
Intensive Reimbursement	\$209,984	\$200,379
EEE Grant	\$0	\$0
Care & Custody	\$0	\$0
Projected Transportation Reimbursement	<u>\$95,843</u>	<u>\$95,843</u>
Subtotal - Revenues	<u>\$559,871</u>	<u>\$613,940</u>
EDUCATION SPENDING	<u>\$4,422,769</u>	<u>\$4,511,300</u>

PROJECTED TAX RATES BEFORE COMMON LEVEL OF APPRAISAL ADJUSTMENT

Equalized Pupils	322.69	327.93
Spending per Equalized Pupil [educ spending ÷ eq.pupils]	\$13,706	\$13,757
Property Yield	\$10,160	\$9,842
<i>Homestead Tax Rate</i>	\$1.35	\$1.40
Projected Equalized Tax Rate - Highgate School [base rate x spending adjustment x elem student ratio]	<u>\$0.778</u>	<u>\$0.810</u>

PROJECTED TAX RATES AFTER COMMON LEVEL OF APPRAISAL ADJUSTMENT

Based on current Common Level of Appraisal 108.29% [decrease from 108.47% of State value in FY18 & 110.07% in FY17]		
Homestead Tax Rate:	<u>\$0.717</u>	<u>\$0.748</u>
Non-Homestead Tax Rate:	<u>\$0.816</u>	<u>\$0.872</u>

Projected Homestead Tax Rates for the 2018-19 school year are based on the estimated Property Yield provided by VT Agency of Education - actual Yield figure still to be set by Legislature.

District: Highgate County: Franklin		T095 Franklin Northwest		Property dollar equivalent yield 9,842	Homestead tax rate per \$9,842 of spending per equalized pupil 1.00
				11,862	Income dollar equivalent yield per 2.0% of household income
Expenditures		FY2016	FY2017	FY2018	FY2019
1.	Budget (local budget, including special programs, full technical center expenditures, and any Act 144 expenditures)	\$4,823,423	\$5,007,640	\$4,982,640	\$5,125,240
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.	Locally adopted or warned budget	\$4,823,423	\$5,007,640	\$4,982,640	\$5,125,240
5.	plus Obligation to a Regional Technical Center School District if any	-	-	-	-
6.	plus Prior year deficit repayment of deficit	-	-	-	-
7.	Total Budget	\$4,823,423	\$5,007,640	\$4,982,640	\$5,125,240
8.	S.U. assessment (included in local budget) - informational data	-	-	-	\$510,779
9.	Prior year deficit reduction (included in expenditure budget) - informational data	-	-	-	-
Revenues					
10.	Offsetting revenues (categorical grants, donations, tuitions, surplus, etc., including local Act 144 tax revenues)	\$761,870	\$1,050,998	\$559,871	\$613,940
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.	Offsetting revenues	\$761,870	\$1,050,998	\$559,871	\$613,940
14.	Education Spending	\$4,061,553	\$3,956,642	\$4,422,769	\$4,511,300
15.	Equalized Pupils	304.83	310.98	322.69	327.93
16.	Education Spending per Equalized Pupil	\$13,323.99	\$12,723.14	\$13,705.94	\$13,756.90
17.	minus Less ALL net eligible construction costs (or P&I) per equalized pupil	-	-	-	-
18.	minus Less share of SpEd costs in excess of \$50,000 for an individual (per equp)	-	-	-	-
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)	-	-	-	-
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)	-	\$3.53	\$3.40	-
25.	Excess spending threshold	threshold = \$17,103	Allowable growth	threshold = \$17,386	threshold = \$17,816
26.	plus Excess Spending per Equalized Pupil over threshold (if any)	\$17,103.00	\$13,646.43	\$17,386.00	\$17,816.00
27.	Per pupil figure used for calculating District Equalized Tax Rate	\$13,324	\$12,723	\$13,706	\$13,756.90
28.	District spending adjustment (minimum of 100%)	based on \$3,285	based on \$3,791	based on yield \$10,160	based on yield \$9,842
Prorating the local tax rate					
29.	Anticipated district equalized homestead tax rate (to be prorated by line 30) [\$13,756.90 + (\$9,842.00 / \$1,000)]	\$1,3945	\$1,3115	\$1,3490	\$1,3978
30.	Percent of Highgate equalized pupils not in a union school district	52.27%	55.98%	57.66%	57.95%
31.	Portion of district eq homestead rate to be assessed by town (57.95% x \$1.40)	\$0.7289	\$0.7342	\$0.7778	\$0.8100
32.	Common Level of Appraisal (CLA)	112.62%	110.07%	108.47%	108.29%
33.	Portion of actual district homestead rate to be assessed by town (\$0.8100 / 108.29%)	\$0.6472	\$0.6670	\$0.7171	\$0.7480
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) [((\$13,756.90 + \$11,862) x 0.00%)]	2.54%	2.34%	2.29%	-
35.	Portion of district income cap percent applied by State (57.95% x 0.00%)	1.33%	1.31%	1.32%	-
36.	Percent of equalized pupils at Missisquoi Valley UHSD #7	47.73%	44.02%	42.34%	42.05%
37.		-	-	-	-

- Following current statute, the Tax Commissioner recommended a property yield of \$9,842 for every \$1.00 of homestead tax per \$100 of equalized property value. The Tax Commissioner also recommended an income yield of \$11,862 for a base income percent of 2.0% and a non-residential tax rate of 1.629. 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%.

FRANKLIN NORTHWEST SUMMARY
TREASURER's REPORT
July 1, 2016 - June 30, 2017

		FY2017		
	Beginning Balance	Receipts	Expenditures	Ending Balance
Title I Grant #4250	\$10,995	\$867,770	\$843,711	\$35,054
Title IIA Grant #4651	\$4,063	\$249,449	\$241,027	\$12,485
IDEA-B Grant #4226	\$126,966	\$725,183	\$677,694	\$174,456
IDEA-B Preschool Grant #4228	\$6,535	\$11,775	\$10,722	\$7,588
Preschool Development Expansion Grant #4505	\$84,611	\$277,840	\$306,165	\$56,286
Best Grant #3213	\$1,065	\$5,000	\$4,728	\$1,337
Act 230 Grant #3219	\$0	\$4,962	\$4,714	\$248
21st Century Grant #4611	\$100,307	\$323,061	\$422,663	\$705
Crossroads non-grant revenues	\$46,366	\$169,071	\$168,831	\$46,606
Program Fundraising	\$11,072	\$20,712	\$12,370	\$19,414
SWIFT Grant	\$11,128	\$0	\$11,128	(\$0)
Tobacco Grant #5555	\$3,409	\$30,000	\$19,385	\$14,024
VT Kids Against Tobacco	\$1,483	\$0	\$0	\$1,483
Standards Board [FNWSU & ChamplainValley Reg'l] #5480	(\$81)	\$1,896	\$1,295	\$520
VSBIT Safety Grant	\$187	\$0	\$3,471	(\$3,284)
Medicaid Reimbursements [schools] #5481	\$438,199	\$390,638	\$339,903	\$488,934
Medicaid Reimbursements [FNWSU] #5481	\$97,475	\$97,660	\$94,759	\$100,376
EPSDT Reimbursements #5483	\$57,268	\$29,458	\$60,650	\$26,076
Central Office Assessments	\$53,799	\$1,105,222	\$1,116,317	\$42,704
Special Education Admin Assessments	\$19,689	\$471,133	\$340,795	\$150,027
Special Education [school-based] Assessments	\$191,341	\$5,127,113	\$4,927,544	\$390,909
Early Childhood Program Assessments	\$49,594	\$814,049	\$815,924	\$47,718
Contracted Transportation [all schools]	\$0	\$1,275,345	\$1,275,343	\$2
Fiduciary/Fiscal Agent Funds:				
Franklin/Grand Isle County ECP Advisory Council	\$147,478	\$0	\$8,985	\$138,493
Franklin/Grand Isle County Bookmobile	\$23,521	\$58,144	\$64,309	\$17,356
Team FNW Tutoring Program	\$2,811	\$63,083	\$63,603	\$2,291
VEHI Pathpoints Wellness Program	\$11,240	\$3,325	\$5,101	\$9,464
Indian Education Grant	\$1	\$200,226	\$200,226	\$1
Mentoring Program	\$14,465	\$5,654	\$11,141	\$8,978
Federal Hot Lunch Reimbursements [all schools]	\$525	\$939,829	\$934,322	\$6,032
Fresh Fruit & Vegetable Grant #4449	\$0	\$92,169	\$92,169	\$0
School Improvement [3 schools] #4255	\$12,967	\$134,788	\$112,930	\$34,825
School Improvement [MVUMHS] #4257	\$0	\$19,610	\$14,522	\$5,089
Farm to School [Franklin]	\$419	\$3,480	\$1,199	\$2,700

A copy of the Independent Audit for the fiscal year ending June 30, 2017, performed by RHR Smith & Co., Buxton ME, may be obtained from the Superintendent of Schools' Office.

FRANKLIN NORTHWEST SUPERVISORY UNION

[Franklin, Highgate, MVUMHS, Swanton]

2017 - 2018**Salary Schedule**

Step	BA/BS	BA/BS+15	BA/BS+30	BA/BS+45 / MA	MA+15	MA+30
1	\$38,500	\$40,000	\$41,500	\$42,900	\$44,400	\$45,900
2	\$40,300	\$41,800	\$43,300	\$44,700	\$46,200	\$47,700
3	\$42,100	\$43,600	\$45,100	\$46,500	\$48,000	\$49,500
4	\$43,900	\$45,400	\$46,900	\$48,300	\$49,800	\$51,300
5	\$45,300	\$46,800	\$48,300	\$49,700	\$51,200	\$52,700
6	\$46,700	\$48,200	\$49,700	\$51,100	\$52,600	\$54,100
7	\$48,100	\$49,600	\$51,100	\$52,500	\$54,000	\$55,500
8	\$49,500	\$51,000	\$52,500	\$53,900	\$55,400	\$56,900
9		\$52,400	\$53,900	\$55,300	\$56,800	\$58,300
10		\$53,600	\$55,100	\$56,500	\$58,000	\$59,500
11			\$56,300	\$57,700	\$59,200	\$60,700
12				\$58,900	\$60,400	\$61,900
13				\$60,100	\$61,600	\$63,100
14				\$61,300	\$62,800	\$64,300
15				\$62,500	\$64,000	\$65,500
16				\$63,700	\$65,200	\$66,700
17					\$66,400	\$67,900
18					\$67,600	\$69,100
19					\$68,800	\$70,300
20						\$71,500
21						\$72,700
22						\$73,900
23						\$75,100

HIGHGATE SCHOOL DISTRICT
2017 - 2018 Staff Salaries

Professional Staff:	Degree	Step	Level	FTE
Kyra Barrett [Classroom Teacher]	BA	5	I	100%
Rebecca Belrose [Classroom Teacher]	BA	3	I	100%
Leslie Byrne [Art Teacher]	BA+30	11 OS	II	80%
Tonya Caswell [Classroom Teacher]	BA+30	4	II	100%
Louanne Collins [Classroom Teacher]	MA	16 OS	II	100%
Corynne Dyke [Classroom Teacher]	BA+15	7	II	100%
Kelly Enterline [Librarian]	MA	16 OS	II	100%
Lynn Fitzgerald [Classroom Teacher]	MA+30	16 OS	II	100%
Cadence Fowler [Music Teacher]	BA	1	I	100%
Jennifer Gagne [School Nurse]	BS/RN	5	II	100%
Lynne Hansen [Literacy Interventionist]	MA	16 OS	II	60%
Kelly Heinlein [Classroom Teacher]	MA+15	15	II	100%
Diane Hemingway [Classroom Teacher]	MA+30	20	II	100%
Kristen Hughes [Classroom Teacher]	BA	3	I	100%
Edna Iannaco [Literacy Specialist]	MA	12	II	90%
Kristy Knott [Classroom Teacher]	BA+15	3	I	100%
Corynn Labounty [Classroom Teacher]	MA	6	II	100%
Domye LaBrusciano [Classroom Teacher]	BA	3	I	100%
Paul Legris [Classroom Teacher]	BA+45	16 OS	II	100%
Brandi Maskell [Classroom Teacher]	BA	1	I	100%
Ryelyn McKay [Classroom Teacher]	MA	3	I	100%
Marilyn McSweeney [Classroom Teacher]	MA+15	10	II	100%
Elizabeth O'Neill [Early Childhood Teacher]	BA	1	I	100%
Helene Oshlag [Classroom Teacher]	BA	1	I	100%
Tara Stanton [Early Childhood Teacher]	BA	8	I	100%
Monica Sweet [Guidance Counselor]	MA	8	II	100%
Krists Tatro [Physical Education Teacher]	MA	10	II	100%
Christina Therrien [Classroom Teacher]	MA	10	II	100%
Michael Weber [Technology Integrationist]	MA+30	7	II	100%
Paula Whitehead [Classroom Teacher]	BA+15	10	II	100%

Funded by FNWSU				
Carolina Chennette [Math Interventionist]	MA	4	I	100%
Lisa Hess [Special Education]	BA+15	13 OS	II	100%
Jennifer Luneau [Special Education]	MA	14	II	100%
Emily Pelo [Special Education]	MA	4	I	100%
Megan Rupert [Speech & Lang. Pathologist]	MA	8	I	60%
Brittany Tatro [Special Education]	BA+15	1	I	100%
Emily Wright [Speech & Lang. Pathologist]	MA	4	I	100%

Funded with Federal Grant Funds				
Lynne Hansen [Literacy Interventionist]	MA	16 OS	II	40%
Edna Iannaco [Literacy Specialist]	MA	14	II	10%
Amber Renaudette [Literacy Interventionist]	MA	10	II	100%

FRANKLIN NORTHWEST SUPERVISORY UNION

2017 - 2018

SUPPORT STAFF WAGE SCALE

	Para / IA - I (HQP / 48-59)	Receptionist	Library Clerical Asst. Guidance Secretary Para/IA - II (Assoc) School Registrar	Para SLP (HQP/48+) Medicaid Clerk	BI - I (HQP / 48-60) PCA - I Para/IA - II (61-BA)	Custodian I StudMgmt/Supp-I	Bld./Grnds/Maint.I Custodian II PCA II (HQP) BI - II (61-BA)	Intense Needs Para (HQP) StudMgmt/Supp II Bld./Grnds/Maint.- II Para Interventionist Asst to Dir StudAffairs BI III (1,500hrs)
PAY GRADE	1	2	3	4	5	6	7	8
Steps								
1	\$11.00	\$11.30	\$11.60	\$11.90	\$12.20	\$12.50	\$12.80	\$13.10
2	\$11.60	\$11.90	\$12.20	\$12.50	\$12.80	\$13.10	\$13.40	\$13.70
3	\$12.20	\$12.50	\$12.80	\$13.10	\$13.40	\$13.70	\$14.00	\$14.30
4	\$12.80	\$13.10	\$13.40	\$13.70	\$14.00	\$14.30	\$14.60	\$14.90
5	\$13.40	\$13.70	\$14.00	\$14.30	\$14.60	\$14.90	\$15.20	\$15.50
6	\$13.90	\$14.20	\$14.50	\$14.80	\$15.10	\$15.40	\$15.70	\$16.00
7	\$14.40	\$14.70	\$15.00	\$15.30	\$15.60	\$15.90	\$16.20	\$16.50
8	\$14.90	\$15.20	\$15.50	\$15.80	\$16.10	\$16.40	\$16.70	\$17.00
9	\$15.40	\$15.70	\$16.00	\$16.30	\$16.60	\$16.90	\$17.20	\$17.50
10	\$15.90	\$16.20	\$16.50	\$16.80	\$17.10	\$17.40	\$17.70	\$18.00
11	\$16.30	\$16.60	\$16.90	\$17.20	\$17.50	\$17.80	\$18.10	\$18.40
12	\$16.70	\$17.00	\$17.30	\$17.60	\$17.90	\$18.20	\$18.50	\$18.80
13	\$17.10	\$17.40	\$17.70	\$18.00	\$18.30	\$18.60	\$18.90	\$19.20
14	\$17.50	\$17.80	\$18.10	\$18.40	\$18.70	\$19.00	\$19.30	\$19.60
15	\$17.90	\$18.20	\$18.50	\$18.80	\$19.10	\$19.40	\$19.70	\$20.00
16	\$18.30	\$18.60	\$18.90	\$19.20	\$19.50	\$19.80	\$20.10	\$20.40
17	\$18.70	\$19.00	\$19.30	\$19.60	\$19.90	\$20.20	\$20.50	\$20.80
18	\$19.10	\$19.40	\$19.70	\$20.00	\$20.30	\$20.60	\$20.90	\$21.20
19	\$19.50	\$19.80	\$20.10	\$20.40	\$20.70	\$21.00	\$21.30	\$21.60
20	\$19.90	\$20.20	\$20.50	\$20.80	\$21.10	\$21.40	\$21.70	\$22.00

HIGHGATE SCHOOL DISTRICT
2017 - 2018 Staff Salaries

<u>Technology Coordinator:</u>	<u>Column</u>	<u>Step</u>	<u>FTE</u>
Ethan Kichura	non-union		100%

<u>PBIS Coordinator:</u>	<u>Column</u>	<u>Step</u>	<u>FTE</u>
Craig Aylward	non-union		100%

<u>Instructional Assistants:</u>	<u>Column</u>	<u>Step</u>	<u>FTE</u>
Danielle Bennett	1	1	100%
Dawn Britch	5	7	100%
Brooklyn Bruce	1	1	100%
Marie Bruyette	8	1	100%
AmyJo Bushey	1	4	100%
Jasmine Dupaw	1	1	100%
Britny Franolich	1	1	100%
Emily Gabree	1	1	100%
Arlene Gagne	1	6	100%
Taylor Gagne	1	3	100%
Christie Hogaboom	1	1	100%
Logan Hogaboom	1	1	100%
James Hubbard	8	1	100%
Meagan King	1	1	100%
Miranda King	1	1	100%
Amber Lafar	1	2	100%
Joyce Lafar	1	7	100%
Shonda Lapan	1	1	100%
Brianna Leclair	1	1	100%
Heather Little	1	1	71%
Oksana Martel	5	1	100%
Brooke Mason	1	1	100%
Christie Mitchell	8	1	100%
Carla Noel	1	5	100%
Linda Pierce	5	1	100%
Stephanie Racine	1	1	100%
Melinda Raymo	1	1	100%
Misty Reader	5	1	100%
Sharon Rheaume	4	7	100%
Priscilla Taylor	1	5	100%
Patricia Whittemore	5	9	100%
Anna-Maria Yates	4	2	100%

**FRANKLIN NORTHWEST SUPERVISORY UNION
CENTRAL OFFICE BUDGET SUMMARY - FY2019**

	FY2017 Budget	FY2017 Actuals	FY2018 Budget	FY2018 Anticipated	FY2019 Budget	HIGHGATE Share
Expenses:						
Administration Salaries	\$466,408	\$466,031	\$531,924	\$537,564	\$542,404	\$81,827
Support Staff Salaries	\$96,075	\$103,451	\$100,305	\$107,421	\$150,443	\$22,695
Bookkeeping Staff Salaries	\$46,510	\$47,982	\$41,555	\$54,080	\$250,715	\$35,322
Insurance Benefits	\$125,314	\$118,719	\$129,439	\$123,112	\$220,484	\$30,762
Other Benefits	\$36,592	\$32,320	\$41,593	\$42,490	\$54,794	\$8,266
Payroll Expense	\$51,507	\$50,167	\$54,603	\$55,463	\$77,223	\$11,650
Purchased Prof. Services	\$36,100	\$50,530	\$49,500	\$57,970	\$47,945	\$7,233
Repair&Maintenance & Equip. Lease	\$7,400	\$7,945	\$8,265	\$9,021	\$9,015	\$1,360
Other Property Services	\$42,565	\$42,557	\$43,985	\$44,848	\$46,985	\$7,088
Office Expenses	\$11,000	\$11,266	\$11,000	\$10,500	\$10,500	\$1,584
Travel & Professional Development	\$12,000	\$10,764	\$12,000	\$13,115	\$12,000	\$1,810
Supplies & Acct'g/H.R. Software	\$44,250	\$37,156	\$44,500	\$42,000	\$42,500	\$6,411
Equipment	\$10,000	\$6,592	\$10,000	\$10,000	\$9,000	\$1,358
Dues & Fees	\$4,500	\$4,580	\$4,850	\$4,950	\$4,950	\$747
Total Expense:	\$990,221	\$990,060	\$1,083,519	\$1,112,534	\$1,478,958	\$218,112

Revenues:						
Title I and II funding	\$69,664	\$75,154	\$69,213	\$69,213	\$66,728	\$10,066
Other Grant receipts	\$22,000	\$30,247	\$22,000	\$20,000	\$22,000	\$3,319
Transfers from Other SU Budgets	\$7,500	\$5,000	\$5,000	\$5,000	\$0	\$0
Federal E-Rate Reimbursements	\$0	\$2,315	\$0	\$4,453	\$4,453	\$672
Miscellaneous Receipts / Other	\$0	\$1,022	\$0	\$230	\$0	\$0
Interest Earnings	\$250	\$2,920	\$1,250	\$2,732	\$2,000	\$302
Prior Carry Forward	\$28,500	\$53,799	\$17,500	\$42,704	\$29,077	\$4,386
Total Revenues:	\$127,914	\$170,457	\$114,963	\$144,332	\$124,258	\$18,745

FY2019 ASSESSMENT AMOUNT	<u>\$862,307</u>	<u>\$968,556</u>	<u>\$1,354,700</u>	<u>\$199,367</u>
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**FRANKLIN NORTHWEST SUPERVISORY UNION
EARLY CHILDHOOD PROGRAM BUDGET FY2019**

	FY2017 Budget	FY2017 Actuals	FY2018 Budget	FY2018 Anticipated	FY2019 Budget	HIGHGATE Share
Expenses:						
ECP Administration Salaries	\$42,905	\$43,544	\$84,500	\$75,644	\$77,540	\$20,315
Teachers' Salaries	\$241,809	\$258,884	\$577,031	\$527,877	\$519,035	\$137,120
Support Staff Salaries	\$98,155	\$90,874	\$188,937	\$191,744	\$224,307	\$61,821
Speech Pathologist Salary	\$109,520	\$110,887	\$116,500	\$112,400	\$116,900	\$30,628
ECP Secretary Salary	\$31,962	\$29,056	\$33,050	\$28,392	\$29,400	\$7,703
Insurance Benefits	\$126,136	\$124,042	\$212,230	\$171,896	\$174,105	\$45,694
Payroll Expense	\$43,060	\$43,962	\$86,180	\$86,386	\$89,503	\$23,790
Other Benefits	\$4,737	\$8,368	\$10,314	\$14,517	\$15,600	\$4,087
OT/PT & Psychological Services	\$10,250	\$3,336	\$8,750	\$8,750	\$8,750	\$2,293
Purchased Prof. Services	\$12,900	\$13,315	\$13,200	\$13,200	\$13,950	\$3,655
Repair&Maintenance	\$2,106	\$1,751	\$2,235	\$1,482	\$2,235	\$586
Office Expenses	\$38,014	\$36,847	\$39,000	\$37,746	\$38,750	\$10,153
Student Tuition & Transportation	\$77,550	\$38,821	\$77,550	\$120,900	\$147,265	\$38,583
Travel / Conference	\$9,000	\$9,888	\$9,000	\$9,000	\$10,000	\$2,620
Supplies & Equipment	\$8,250	\$12,571	\$9,750	\$9,649	\$16,161	\$4,234
Total Expense:	\$856,354	\$826,146	\$1,468,227	\$1,409,583	\$1,483,501	\$393,281

Revenues:						
EEE Grant	\$0	\$0	\$166,616	\$166,615	\$178,225	\$46,695
PreK Expansion Grant Funding	\$0	\$0	\$317,825	\$238,363	\$200,743	\$52,595
IDEA Preschool & IDEA-B Grant Funding	\$14,000	\$10,222	\$14,000	\$31,119	\$104,377	\$27,347
Mediciad Grant Support	\$13,500	\$11,500	\$11,500	\$11,500	\$11,500	\$3,013
Other Revenues	\$9,000	\$9,494	\$9,000	\$7,500	\$7,500	\$1,965
Prior Year Carryforward	\$26,800	\$49,594	\$37,500	\$47,718	\$5,000	\$1,310
Total Revenues:	\$63,300	\$80,810	\$556,441	\$502,815	\$507,345	\$132,924

FY2019 ASSESSMENT AMOUNT	<u>\$793,054</u>	<u>\$911,787</u>	<u>\$976,156</u>	<u>\$260,357</u>
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**FRANKLIN NORTHWEST SUPERVISORY UNION
SPECIAL EDUCATION BUDGET FY2019**

	FY2017 Budget	FY2017 Actuals	FY2018 Budget	FY2018 Anticipated	FY2019 Budget	Highgate Share
Expenses:						
Special Education Administration	\$188,160	\$102,875	\$181,960	\$165,500	\$172,250	\$22,465
Medicaid Clerk / Clerical Support	\$41,465	\$42,550	\$69,690	\$66,824	\$84,524	\$11,024
School Psychologists	\$196,685	\$186,338	\$0	\$0	\$0	\$0
Adapted Curriculum	\$70,810	\$70,810	\$72,935	\$72,935	\$74,760	\$9,750
Occupational Therapy	\$59,445	\$54,336	\$61,229	\$61,230	\$62,764	\$8,186
Insurance & Other Benefits	\$155,917	\$121,817	\$93,522	\$83,330	\$91,029	\$11,872
Payroll Expense	\$45,917	\$45,181	\$31,445	\$30,062	\$32,392	\$4,225
Purchased Professional Services	\$8,250	\$7,579	\$8,250	\$13,313	\$4,250	\$554
Office Expenses	\$750	\$0	\$0	\$253	\$750	\$98
Travel / Conference	\$500	\$622	\$0	\$1,312	\$2,000	\$261
Supplies & Equipment	\$1,250	\$1,072	\$750	\$3,370	\$4,000	\$522
Dues & Fees	\$1,850	\$819	\$1,250	\$1,250	\$1,500	\$196
Subtotal:	\$770,999	\$633,999	\$521,031	\$499,379	\$530,219	\$69,154
Revenues:						
Medicaid Reimbursement	\$28,569	\$26,504	\$22,444	\$22,444	\$24,041	\$3,135
IDEA-B Grant Reimbursement	\$290,300	\$293,203	\$186,862	\$195,210	\$200,197	\$26,110
Other [Carry Forward from Previous Year]	\$7,500	\$19,689	\$35,000	\$65,027	\$60,027	\$7,829
Total Revenues:	\$326,369	\$339,396	\$244,306	\$282,681	\$284,265	\$37,076
FY2019 ASSESSMENT AMOUNT	<u>\$444,630</u>		<u>\$276,725</u>		<u>\$245,954</u>	\$32,078

FRANKLIN NORTHWEST - SPECIAL EDUCATION STAFF & EXPENSE TRANSFER BUDGET

	FY2017 Budget	FY2017 Actuals	FY2018 Budget	FY2018 Anticipated	FY2019 Budget	Highgate Share
District Spec Education Expenses at SU:						
SpEd Instructional Salaries (includes Subs & Tutors)	\$1,754,483	\$1,700,401	\$1,928,565	\$1,872,149	\$1,940,953	\$252,461
SpEd Instructional Benefits	\$632,190	\$592,003	\$661,927	\$576,310	\$618,294	\$90,088
Speech Services	\$569,097	\$553,692	\$670,975	\$580,422	\$603,183	\$104,994
Psychological Services	\$56,561	\$70,700	\$221,889	\$350,804	\$358,406	\$42,295
Tuition Expense	\$1,162,080	\$1,494,574	\$1,551,398	\$1,494,666	\$1,523,500	\$34,500
Transportation Expense	\$247,428	\$206,588	\$299,774	\$284,839	\$279,000	\$21,500
All Other Expenses (supplies/equipment, etc)	\$294,028	\$236,389	\$274,455	\$392,854	\$385,861	\$77,750
	\$4,715,867	\$4,854,347	\$5,608,983	\$5,552,044	\$5,709,197	\$623,588
[-] minus State Special Ed Revenue						
Mainstream Block Grant			\$818,262	\$818,262	\$799,205	\$110,930
Special Ed Expenditure Reimb			\$2,242,839	\$2,170,242	\$2,045,358	\$223,265
Extraordinary Expense Reimb			\$194,338	\$286,650	\$363,500	\$0
State Placed/Care & Custody Reimb			\$110,695	\$32,828	\$32,500	\$0
IDEA-B Funding			\$0	\$77,029	\$176,325	\$27,876
Prior Year Carryforward			\$0	\$64,941	\$154,278	\$8,549
NET SpecEduc Expenditure Transfer :	\$4,715,867	\$4,854,347	\$2,242,849	\$2,102,092	\$2,138,031	\$252,968

MISSISQUOI VALLEY UNION HIGH SCHOOL DISTRICT
2018 - 2019 SCHOOL BUDGET PROPOSAL - SUMMARY by CATEGORY

AREA / DEPARTMENT	<u>FY2017</u> Approved	<u>FY2017</u> Actuals	<u>FY2018</u> Approved	<u>FY2019</u> Proposed	Variance
Regular Programs	and	\$6,170,015	\$6,227,580	\$6,467,410	\$239,830
Department Budgets	\$349,897	\$292,466	\$337,102	\$384,522	\$47,420
Interscholastics / Co-Curriculars	\$488,673	\$500,928	\$490,424	\$497,332	\$6,908
Registrar	\$52,930	\$54,083	\$56,450	\$57,712	\$1,262
Guidance Services	\$474,391	\$455,036	\$482,027	\$478,551	(\$3,476)
Student Assistance Program	\$78,456	\$77,083	\$79,572	\$79,237	(\$335)
Health Services	\$109,486	\$104,658	\$119,749	\$116,064	(\$3,685)
Psychological Services	\$17,869	\$21,711	\$24,659	\$0	(\$24,659)
Library Services	\$154,151	\$148,692	\$155,660	\$152,197	(\$3,463)
School-wide Technology	\$337,251	\$312,436	\$338,628	\$365,395	\$26,767
Board of Education	\$34,939	\$32,157	\$35,939	\$36,477	\$538
Principals' Office	\$615,334	\$616,728	\$655,748	\$655,260	(\$488)
Receptionist	\$51,750	\$47,462	\$52,054	\$49,684	(\$2,370)
Student Management	\$300,443	\$324,243	\$306,171	\$349,185	\$43,014
Fiscal Services	\$140,941	\$127,959	\$136,954	\$2,500	(\$134,454)
Plant Operation & Maintenance	\$1,415,501	\$1,363,165	\$1,495,481	\$1,528,131	\$32,650
Safety & Security	\$12,466	\$13,857	\$12,466	\$14,710	\$2,244
Transportation	\$660,724	\$655,348	\$680,958	\$712,070	\$31,112
Debt Service	\$128,808	\$128,808	\$0	\$0	\$0
Capital Projects [Water Line]	\$0	\$0	\$125,000	\$125,000	\$0
Special Education Programs	\$1,194,418	\$1,041,187	\$1,137,413	\$1,085,832	(\$51,581)
Special Educ Operations Manager	\$81,136	\$79,497	\$82,571	\$0	(\$82,571)
FNWSU (CentOffice & Special Educ)	\$2,637,478	\$2,534,807	\$1,501,884	\$1,528,469	\$26,585
BUDGET TOTAL	\$9,337,041	\$15,102,326	\$14,534,490	\$14,685,738	\$151,248

MVU School Board Report

The MVU School Board would like to extend our continued appreciation to the MVU community for supporting our school budget. Your support helps us continue to make necessary improvements to the school facilities and educational programs.

Here are a few updates from last year:

- We continue to take part in the work done at the SU level regarding Act 46, the school board merger law. (See the Act 46 Report, included in this Town Meeting Report.)
- The Ag Advisory Committee has been rekindled and is working on improvements that involve potential partnerships with the Cold Hollow Career and Northwest Technical Centers.
- Our new food service has proven to be a success. Last year, MVU experienced the greatest increase in student meal participation of any school in Vermont.
- The main water line replacement project did not happen due to Swanton Village construction delays. The \$125,000 voters authorized last year will show as budget revenue and then be requested again as a line item in the 2018 budget vote. The project will be completed this summer.

Due to aging facilities and the need for several major improvements, we have decided to ask the community to vote on a 2.9 million dollar school bond at Town Meeting to fund this work. The goal of the bond is to comply with safety and security codes and upgrade heating, plumbing, and electrical systems that are nearly 50 years old. The previous 2.5 million dollar bond was paid off in 2017. Some of the needed improvements include:

- Replace components of the original heating, plumbing, and electrical systems that are worn out;
- Move the main electrical panel system and boilers out of an underground room that is constantly at risk from contact with a high volume of flowing ground water;
- Purchase and connect a generator to provide electricity during community emergencies;
- For safety concerns, replace the bleachers in the gym;
- Construct an enclosed walkway connecting the main building to J Pod to increase building security and prevent injuries from slips and falls during inclement weather.

The Board would like to thank the entire MVU staff and administration for their hard work and dedication to the students and their families. This year's new administration team established a very positive climate from day one and continues to work on improving MVU academics and school culture. As a result, the Board has decided to continue with the current administrative structure. We are extremely proud of the many student and staff accomplishments and their contributions to our town communities and beyond.

We would also like to extend a special thank you to our departing superintendent, Winton Goodrich. Win has spent the past four years tirelessly serving the school districts and the FNWSU. He has been a great supporter of MVU, the Board, and the families in our community. We wish him well in his retirement.

In conclusion, we sincerely appreciate the opportunity to serve the students and families of the MVU community. We hope that you will consider becoming an active partner at MVU by attending school activities and Board meetings, following the MVU website and social media, watching MVU events on Channel 15/16, and contacting us with any questions throughout the year.

Please join us on Thursday, March 1, 2018 at 7pm for our annual budget information meeting in the MVU Library. Thank you for your ongoing support.

Respectfully submitted,

Denis Boucher, Chair - 355-3084 Gregg Gervais - 868-9120 Eric Beauregard - 285-6208 Mark Bessette - 868-5412
Don Collins - 868-7975 Richard Flint - 868-2652 Vickie Gratton - 285-2083 John Ho - 285-6676
Fr. Rob Spainhour - 843-343-6871

HIGHGATE BRUSH DEPOT



@ the Highgate Transfer Station
Transfer Station Road, Highgate VT

BRUSH DEPOT HOURS OF OPERATION:

Saturdays (April through November) 8:00am – 11:45am
or by appointment, please call Casella 802-652-5493

Available to Highgate residents only
for disposal of leaves and branches at no charge

NO LARGE LIMBS OR STUMPS

NOTICE!

THE FOREST FIRE WARDEN OF THIS TOWN IS

DAVID DESORCIE

868-2777 home 868-4409 store

By state law, if you wish to burn natural wood or debris outdoors, you must obtain a burning permit from the Town Forest Fire Warden. The warden in your town will be able to advise you on local burning regulations and current conditions. Remember, "Only YOU can prevent forest fires!"



Dog licensing will begin on Tuesday, January 2, 2018

It's Time To License Your Dog(s) Again With The Town of Highgate

REMINDER

2018 Dog Licenses are due by Friday, March 30th

On or before Friday, March 30, 2018

Neutered/Spay \$13.00 per dog

Non-Neutered/Spay \$17.00 per dog

Fees starting Monday, April 2, 2018

Neutered/Spay \$22.00 per dog

Non-Neutered/Spay \$26.00 per dog



****NOTE**** Dogs that remain unlicensed as of May 1, 2018 will result in a municipal ticket (fine) being issued per dog. This will be in addition to licensing fees. Please license your dog(s) by March 30th! Thank you.

PROOF OF RABIES VACCINATION REQUIRED

Please also let us know if you no longer have your dog(s).

DOG & CAT SHOT CLINIC

Saturday, March 24, 2018

10:00am - Noon

Highgate Fire Station

Attending Vet: Paws For Thought 868-4300

Prices: Rabies \$10, Distemper \$15, Rabies & Distemper \$20

DOG LICENSES WILL BE AVAILABLE AT CLINIC—cash or check only at the clinic

DOGS MUST BE ON A LEASH & CATS MUST BE IN CARRIERS

Questions? Please contact Wendi Dusablon, Town Clerk

868-5002 or wdusablon@highgatevt.org