

Town of Richford Annual Report 2018

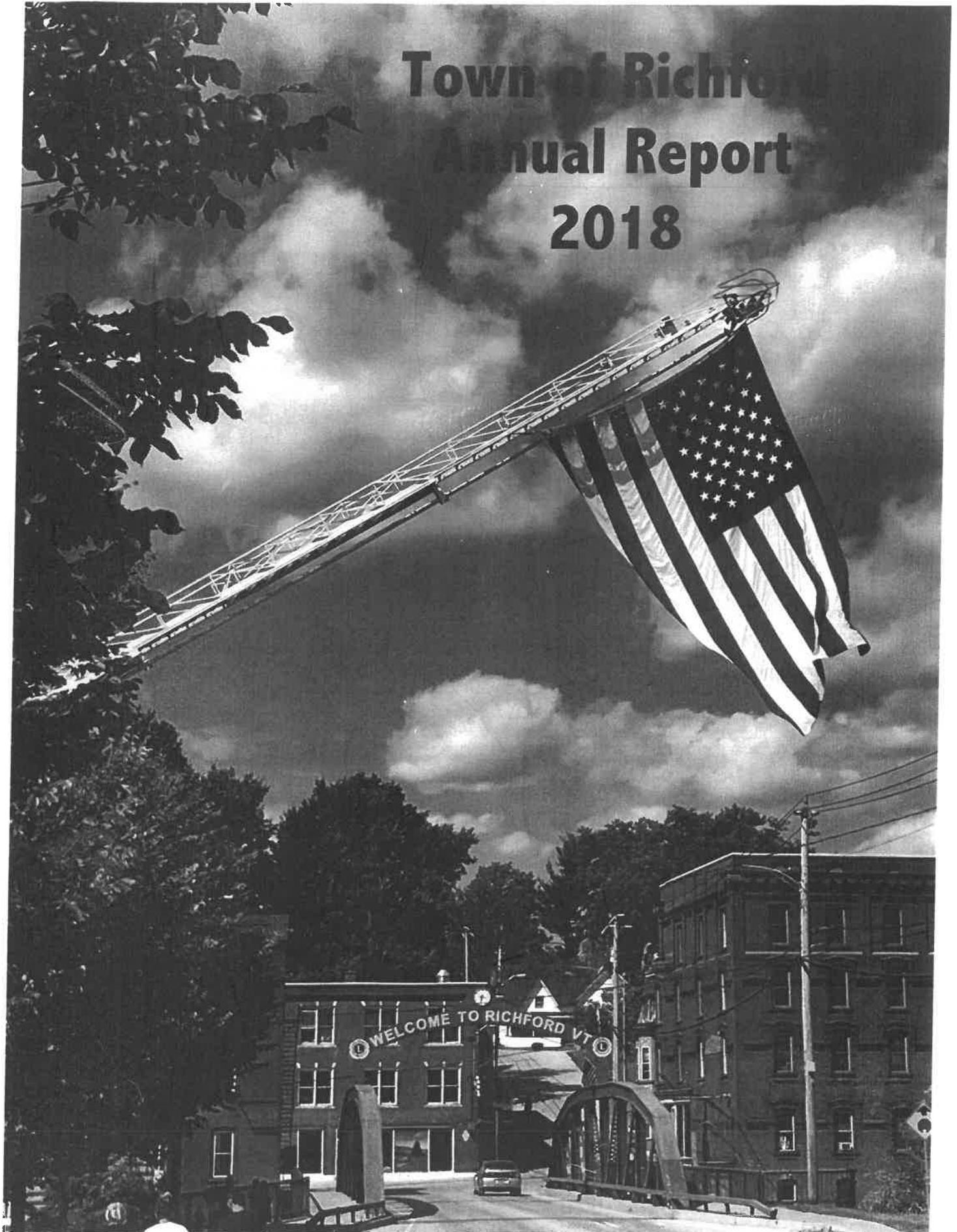


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USEFUL TOWN INFORMATION

TOWN CLERK AND TREASURER'S OFFICE

HOURS: Monday – Thursday, 8:00 AM to 5:00 PM Friday, 8:00 AM to 12:00 PM

PHONE: 802-848-7751 ext. 3

FAX: 802-848-7752

MAILING ADDRESS: PO Box 236, Richford, Vermont 05476

PHYSICAL ADDRESS: 94 Main Street, Richford, Vermont 05476

We will no longer accept post-dated checks.

There will be a 1.00 charge for duplicate tax bills. Please keep your original bill for income tax purposes.

DOG LICENSES:

State law requires all dogs be licensed on or before April 1st each year. Late fees are assessed after that date. A current rabies certificate is required to be on file at the Town Clerk's office. The fee for licensing is \$9.00 for spayed or neutered dogs and \$13.00 for dogs who are not spayed or neutered.

GREEN MOUNTAIN PASSPORT

Richford residents over 62 may apply for a Green Mountain Passport card at the Town Clerk's Office for a fee of \$2.00.

HUNTING AND FISHING LICENSES:

Licenses can be purchased at the Town Clerk's Office.

LISTERS OFFICE:

The Lister's office is open Monday, 8:00 AM to 12:00 PM. They can be contacted at 802-848-7751 ext. 5 or at listers@richfordvt.org

ZONING OFFICE:

Zoning Administrator, John Libbey can be reached at 802-848-7751 ext. 4 or zoning@richfordvt.org Office hours are Monday and Thursday, 3:00 PM to 5:00 PM

SELECTBOARD:

The Select board meets on the first and third Mondays of the month at 7:00 PM at the Richford Town Hall.

PLANNING COMMISSION:

The Planning Commission meets the second Monday of the month at 7:00 PM at the Richford Town Hall.

DEVELOPMENT REVIEW BOARD:

The Development Review Board meets on the second Tuesday of the month at 7:00 PM at the Richford Town Hall.

WEB SITE

www.xpress-pay.com

Available for paying municipal bills on line by credit card or debit card, for a small fee.



Proven Expertise and Integrity

INDEPENDENT AUDITORS' REPORT

Board of Selectmen
Town of Richford, Vermont
Richford, Vermont

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, business-type activities, each major fund and the aggregate remaining fund information of the Town of Richford, Vermont as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates

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made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, business-type activities, each major fund and the aggregate remaining fund information of the Town of Richford, Vermont as of December 31, 2017, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information and pension information on pages 4 through 11 and 49 to 51 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Richford, Vermont's basic financial statements. The Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund Revenues, Schedule of Departmental Operations - General Fund, combining and individual nonmajor fund financial statements and capital asset schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund Revenues, Schedule of Departmental Operations - General Fund, combining and individual nonmajor fund financial statements and capital asset schedules are the responsibility of management and were derived from and related directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Budgetary Comparison Schedule - Budgetary Basis - Budget and Actual - General Fund Revenues, Schedule of Departmental Operations - General Fund, combining and individual nonmajor fund financial statements and capital asset schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 12, 2018 on our consideration of the Town of Richford, Vermont's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Richford, Vermont's internal control over financial reporting and compliance.

RHR Smith & Company

Buxton, Maine
Vermont Registration No. 092.0000697
October 12, 2018

TOWN OFFICERS

MODERATOR – Town:	Darlene Gregoire	Term Expires March 2019
School	Darlene Gregoire	Term Expires March 2019
TOWN CLERK	Alan Fletcher	Term Expires March 2021
TREASURER & DELINQUENT TAX COLLECTOR:		
	Alan Fletcher	Term Expires March 2021
SELECTBOARD:	Wayne Hurtubise	Term Expires March 2019
	Sherry Paquette	Term Expires March 2020
	Linda Collins	Term Expires March 2020
	Norris Tillotson	Term Expires March 2019
	Arthur Pond	Term Expires March 2019
SCHOOL DIRECTORS:	Pam Hazen	Term Expires March 2019
	Kevin Blaney	Term Expires March 2020
	Mannette Guilmette	Term Expires March 2019
	Andrew Pond	Term Expires March 2020
	Morton Greenwood	Term Expires March 2021
LISTERS:	Susan Fletcher	Term Expires March 2019
	Kim Collins	Term Expires March 2020
	Eric Collins	Term Expires March 2021
TOWN GRAND JUROR:	Eric Collins	Term Expires March 2019
TOWN AGENT:	Eric Collins	Term Expires March 2019
FIRST CONSTABLE:	Larry Carr	Term Expires March 2019
DIRECTORS OF THE RICHFORD COMMUNITY FUND INC.		
Alan Fletcher 3/2019	Sally Desautels 3/2019	Suzanne Rhodes 3/2019
William McGroarty	Connie Burns	
TOWN PLANNING COMMISSION:		
John Libbey 3/2021	Mark Waterhouse 3/2021	
Michael Hranek 03/2019	Sherry Paquette 3/2020	
Jacques Desautels 03/2020	Heather Skilling 3/2021	
Carolyn Gendron 03/2020		
JUSTICE OF THE PEACE:		
Mary Finola Cournane	Marion Paul	
Tim Green	Wilfred Pollender	
Dora Hurtubise	Mary Robinson	
M. Hayden Janes	Carol Tillotson	
Daniel Newton	Joyce Wetherby	
OTHER APPOINTED OFFICERS: (one year terms unless otherwise specified)		
Animal Control Officer	Tracy Ovitt	

Assistant Town Clerk/Treasurer

Sheila Record
Mirabella Orlen
Joyce Wetherby
Anita Sartwell

Conservation commission:

Mary Robinson 4/2022
Greg Campbell 4/2019
Debbie Foote 4/2019

Carrie Garrow 4/2022
Annette Goyne 4/2019

Development Review Board:

Rowena Brown 7/2019
Heather Skilling 7/2019
Jacques Desautels 7/2019

Guy Charbonneau 7/2020
Harold Foote 7/2019 Deceased
Jane Larivierre 7/2020
Valerie Martel 03/2019

E-911 Coordinator:

Kim Collins

Emergency Management Chair:

Linda Collins

Assistant

Andrew Pond

Fire Chief

Andrew Pond

Assistant Fire Chief

Stuart Guyette

Health Officer

Linda Collins 1/2021

Housing Code Enforcement Officer:

Kim Collins 2/11/2019

Regional Planning Commission Rep:

Rowena Brown

Richford Revolving Loan Fund Committee:

Jean Jacobs 3/2021 (3 yr)
Rowena Brown 3/2020 (2 yr)
Alan Fletcher 3/2019 (3 yr)

Marianne Hall 3/2020 (2 yr)
John Libbey 3/2020 (2 yr)

Road Foreman:

John Nutting

Town Ambulance Manager:

Richford Health Center

Town Attorney:

Michael Gawne

Town Energy Coordinator:

Daniel Parsons

Town Fire Warden:

Paul Martin and Andrew Pond

Town Representative:

Charon Fegard and to be announced

State Senators:

John Rogers and Robert Starr

Town Solid Waste Coordinator

Tim Green

Town Tree Warden

Daniel Parsons

Water/Sewer Operator

Simon Operating Services

Zoning Administrator

John Libbey 7/20/2019

WARNING
2019 ANNUAL TOWN MEETING

The legal voters of the Town of Richford, Vermont are hereby warned and notified to meet at the Richford Town Hall in said Town on Monday March 4, 2019 at 7:00 PM to transact the following business, viz:

All Articles pertaining to the election of officers and monetary issues relating to expenditures will be voted on by Australian Ballot at the Richford Town Hall on March 5, 2019 between the hours of 10:00 o'clock in the forenoon and 7:00 o'clock in the afternoon, at which time the polls will close.

ARTICLE 1. To hear and act upon the reports of the officers of the Town for the past year.

ARTICLE 2. To elect the following officers:

- a. A Moderator for the ensuing year
- b. One Selectman for the term of two (2) years
- c. One Selectman for the term of three (3) years
- d. One Selectman for the remaining two years of a three (3) year term
- e. One Lister for a term of three (3) years
- f. A Town Grand Juror for a term of one (1) year
- g. A Town Agent for a term of one (1) year
- h. A First constable for a term of one (1) year
- i. Three Directors of the Richford Community Fund Inc for a term of three (3) years
- j. One Planning Commission for a term of two (2) years

ARTICLE 3. Shall the Town pay it's 2019 municipal taxes and it's 2019-2020 education taxes to the Town Treasurer in two equal installments with the first due on or before August 10, 2019 and the Second due on or before October 10, 2019?

ARTICLE 4. Shall the Town authorize and empower the Selectmen to borrow money on the credit of the Town by note, Town order, or otherwise in a sum sufficient to meet the current expenses of the Town prior to the collection of its taxes and to meet any deficit of the town if the expenditures shall exceed the estimated revenues?

ARTICLE 5. Shall the Town appropriate the following sums of money and if so voted, to raise money on the Grand List?

- a. \$3,500.00 to the Richford Health Center's Summer Day Camp Program?
- b. \$4,846.00 to the Franklin County Home Health Agency, Inc?
- c. \$150.00 to Green Up Vermont?
- d. \$2,000.00 to the Richford Beautification/Image Committee?

- e. \$500.00 to the Missisquoi River Basin Association?
- f. \$500.00 to the Vermont Adult Learning?
- g. \$500.00 to the Richford Conservation Commission?
- h. \$2,500.00 to the Richford Economic Advancement Corporation (REAC)?
- i. \$1,905.00 to the Green Mountain Transportation Agency?
- j. \$100.00 to the Vermont Rural Fire Protection Task Force?
- k. \$500.00 to the VT Association for the Blind & Visually Impaired?
- l. \$500.00 to Samaritan House?
- m. \$1,000.00 TO Operation Happiness?
- n. \$1,000.00 to Northwest Counseling?

ARTICLE 6. Shall the Town vote the proposed 2019 budget in the amount of \$2,345,857.00 to meet the Expenses and liabilities of the Town and authorize the Selectmen to set a tax rate sufficient to provide for the same?

ARTICLE 7. To transact any other proper business.

Dated at Richford, Vermont this 21st day of January 2019.

Town of Richford
Board of Selectmen


Linda Collins, Chair

Norris Tilltson

Wayne Hurtubise



Sherry Paquette



Arthur Pond



TOWN OF RICHFORD
2018 SUMMARY OF REVENUE AND EXPENSES

REVENUE:

Tax Revenue	1,476,296.13
Permits and Licenses	5,236.00
Clerk Fees	20,017.19
Rental Income	52,995.72
Ambulance Service	221,451.69
Fines	2,182.73
Miscellaneous	54,970.02
Highway Revenue	312,540.52
Trash Collection	132,973.06

TOTAL REVENUE 2,278,663.06

EXPENDITURES:

General Administration	26,783.11
Election Expenses	3,318.82
Clerk and Treasurers Office	76,618.57
Main Office	20,360.38
Listers Office	27,323.23
Town Hall	176,437.57
Ambulance Service	230,139.99
Fire Department	66,574.78
Police Department	132,605.69
Health Office	1,500.00
Emergency Services Building	26,471.19
Highway Department	995,616.68
Planning and Zoning	13,273.67
Cemeteries	17,268.00
Parks and Playgrounds	42,424.74
Animal Control	10,537.49
Trash Collection	125,814.55
Post Office	58,173.20
Library	64,452.97
Historical Society	9,576.77
General Employee Benefits	63,872.90
Dues and Assessments	28,792.00

Economic Development	753.61
Appropriations	19,502.00
Debts and Miscellaneous	14,914.00
TOTAL EXPENDITURES	2,253,105.91
NET GENERAL FUND	25,557.15

TOWN OF RICHFORD BALANCE SHEET
December 31, 2018

ASSETS:

Cash in Bank	1,753,546.89
Due to other funds	-794,255.35
Total Cash	959,291.54
Delinquent Tax Receivables	206,868.30
Delinquent Tax Penalty & Interest	25,656.55
Ambulance Receivables	245,185.01
Trash Receivables	123,946.69
TOTAL ASSETS	1,560,948.09

LIABILITIES:

Accounts Payable	71,372.55
Retirement	510.58
Paquette Escrow	25.50
Misc Employee Withholding	-9.06
Tax Overpayment or Early payment	17,164.62
Trash overpayment	113.00
Deferred Tax Revenue	209,016.87
Deferred Tax Penalty & Interest	25,892.87
Deferred Revenue Ambulance Service	245,185.01
Deferred Revenue Trash	123,946.69
Dog Licenses	10.00
Marriage Licenses	150.00
TOTAL LIABILITIES	693,378.63
PRIOR YEAR FUND BALANCE	842,012.31
CURRENT YEAR FUND BALANCE	25,557.15
TOTAL FUND BALANCE	867,569.46
TOTAL LIABILITIES AND FUND BALANCE	1,560,948.09

Town of Richford, VT
Statement of 2018 Expenditures and 2019 Proposed Budget

Account	2018 Budget	2018 Actual	(over)under	2019 Budget
General Administration Expense				
Selectboard Salaries	\$6,200.00	\$6,200.00	\$0.00	\$6,200.00
Administrative Salaries	\$6,300.00	\$6,801.75	(\$501.75)	\$6,300.00
Board of Civil Authority	\$2,100.00	\$1,875.00	\$225.00	\$2,100.00
Board Supplies	\$200.00	\$0.00	\$200.00	\$200.00
General Expenses	\$12,000.00	\$6,121.59	\$5,878.41	\$12,000.00
Surveys	\$4,000.00	\$5,457.68	(\$1,457.68)	\$0.00
Publishing and Printing	\$500.00	\$168.88	\$331.12	\$500.00
Training & mileage	\$0.00	\$0.00	\$0.00	\$0.00
Legal	\$2,000.00	\$112.50	\$1,887.50	\$2,000.00
Misc.	\$800.00	\$45.71	\$754.29	\$100.00
Total	\$34,100.00	\$26,783.11	\$7,316.89	\$29,400.00
Election Expenses				
Election Expenses	\$2,000.00	\$3,318.82	(\$1,318.82)	\$3,000.00
Total	\$2,000.00	\$3,318.82	(\$1,318.82)	\$3,000.00
Clerk & Treasurer's Office				
Clerk & Treasurers Salaries	\$43,000.00	\$38,270.39	\$4,729.61	\$43,000.00
Assistant Salaries	\$30,000.00	\$18,005.00	\$11,995.00	\$30,000.00
Delinquent Tax Collector	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00
Supplies	\$0.00	\$0.00	\$0.00	\$0.00
Audit	\$10,300.00	\$10,497.50	(\$197.50)	\$10,500.00
Recording Land Records	\$5,000.00	\$3,968.90	\$1,031.10	\$5,000.00
Property Purchase	\$0.00	\$0.00	\$0.00	\$0.00
Tax Sales	\$30,000.00	\$4,876.78	\$25,123.22	\$50,000.00
Total	\$119,300.00	\$76,618.57	\$42,681.43	\$139,500.00
Main Office				
General Postage	\$5,000.00	\$4,930.20	\$69.80	\$5,500.00
General Supplies	\$2,000.00	\$1,970.74	\$29.26	\$2,000.00
Publishing and Printing	\$7,000.00	\$5,116.09	\$1,883.91	\$6,000.00
Training & mileage	\$500.00	\$343.35	\$156.65	\$500.00
Computer support	\$6,000.00	\$6,000.00	\$0.00	\$7,000.00
Equipment Purchased	\$2,000.00	\$2,000.00	\$0.00	\$3,000.00
Equipment repair	\$500.00	\$0.00	\$500.00	\$0.00
Total	\$23,000.00	\$20,360.38	\$2,639.62	\$24,000.00
Lister's Office				
Lister's Salaries	\$26,280.00	\$22,194.00	\$4,086.00	\$27,375.00
Lister's Supplies	\$1,000.00	\$782.38	\$217.62	\$1,000.00
Training & mileage	\$1,500.00	\$1,227.24	\$272.76	\$1,500.00
Contracted Appraisals	\$0.00	\$0.00	\$0.00	\$0.00
Computer Support	\$4,000.00	\$3,053.10	\$946.90	\$3,000.00
Equipment Purchased	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00
Misc.	\$100.00	\$66.51	\$33.49	\$100.00
Total	\$34,880.00	\$27,323.23	\$7,556.77	\$34,975.00
Auditor's Office				
Auditor's Salaries	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00	\$0.00

Town of Richford, VT
Statement of 2018 Expenditures and 2019 Proposed Budget

Account	2018 Budget	2018 Actual	(over)under	2019 Budget
Town Hall				
Janitor Salaries	\$15,000.00	\$14,806.00	\$194.00	\$15,000.00
Utilities	\$15,000.00	\$17,103.49	(\$2,103.49)	\$15,500.00
Insurance on building	\$6,300.00	\$6,248.50	\$51.50	\$6,616.00
Contracted Services	\$0.00	\$0.00	\$0.00	\$0.00
Equipment Purchased	\$0.00	\$0.00	\$0.00	\$18,000.00
Building Maintenance	\$120,000.00	\$138,279.58	(\$18,279.58)	\$60,000.00
Total	\$156,300.00	\$176,437.57	-\$20,137.57	\$115,116.00
Ambulance Dept.				
Ambulance Salaries	\$151,400.00	\$144,539.17	\$6,860.83	\$148,400.00
Supplies	\$6,300.00	\$5,564.44	\$735.56	\$5,500.00
Communications	\$17,300.00	\$17,524.87	(\$224.87)	\$19,400.00
Tax Assessment	\$16,800.00	\$16,803.40		\$7,971.00
Equipment Purchased	\$0.00	\$0.00		\$0.00
Insurance	\$9,500.00	\$9,605.00	(\$105.00)	\$8,005.00
Training & Mileage	\$2,100.00	\$1,078.20	\$1,021.80	\$1,500.00
Contracted Services	\$21,600.00	\$22,881.38	(\$1,281.38)	\$25,500.00
Payment to Revolving Loan Fund	\$0.00	\$0.00	\$0.00	\$0.00
Gas & Oil	\$5,400.00	\$6,129.92	(\$729.92)	\$5,500.00
Equipment repairs	\$8,000.00	\$6,013.61	\$1,986.39	\$8,000.00
Total	\$238,400.00	\$230,139.99	\$8,263.41	\$229,776.00
Fire Dept.				
Firemen's Salaries	\$15,500.00	\$16,346.50	(\$846.50)	\$20,000.00
Supplies	\$1,200.00	\$820.42	\$379.58	\$1,000.00
Communications	\$11,000.00	\$9,431.51	\$1,568.49	\$11,000.00
Insurance	\$12,650.00	\$12,740.00	(\$90.00)	\$12,592.00
Training & Mileage	\$3,000.00	\$1,017.80	\$1,982.20	\$2,500.00
Equipment purchased	\$12,000.00	\$20,356.12	(\$8,356.12)	\$12,000.00
Grant	\$0.00	\$0.00	\$0.00	\$0.00
Equipment Lease	\$0.00	\$0.00	\$0.00	\$0.00
Gas & Oil	\$3,100.00	\$1,300.92	\$1,799.08	\$1,500.00
Equipment repairs	\$6,500.00	\$4,561.51	\$1,938.49	\$6,000.00
Total	\$64,950.00	\$66,574.78	(\$1,624.78)	\$66,592.00
Police Dept.				
Sheriff's Contract	\$124,300.00	\$124,283.04	\$16.96	\$128,200.00
Police supplies	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00
Printing & Publishing	\$0.00	\$0.00	\$0.00	\$0.00
Insurance	\$355.00	\$355.00	\$0.00	\$278.00
Contracted Services	\$15,000.00	\$7,967.65	\$7,032.35	\$12,000.00
Total	\$141,155.00	\$132,605.69	\$8,549.31	\$141,978.00
Civil Defense				
Civil Defense Supplies	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00	\$0.00
Health Office				
Health Officer Salaries	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00
Supplies	\$100.00	\$0.00	\$100.00	\$100.00
Training & Mileage	\$100.00	\$0.00	\$100.00	\$100.00
Total	\$1,700.00	\$1,500.00	\$200.00	\$1,700.00
Emergency Services Bldg.				
Utilities	\$14,000.00	\$14,326.83	(\$326.83)	\$14,000.00
Equipment Repairs	\$1,500.00	\$0.00		\$1,500.00
Insurance	\$4,200.00	\$4,127.00	\$73.00	\$4,045.00
Building Maintenance	\$12,000.00	\$8,017.36	\$3,982.64	\$12,000.00
Total	\$31,700.00	\$26,471.19	\$3,728.81	\$31,545.00

Town of Richford, VT
Statement of 2018 Expenditures and 2019 Proposed Budget

Account	2018 Budget	2018 Actual	(over)under	2018 Budget
Highway Department				
Summer Maintenance				
Supplies	\$0.00	\$0.00	\$0.00	\$0.00
Contracted Services	\$5,000.00	\$2,862.53	\$2,137.47	\$5,000.00
Misc	\$1,500.00	\$1,367.00		\$1,500.00
Sand & Gravel	\$25,000.00	\$20,940.30	\$4,059.70	\$25,000.00
Chloride	\$15,000.00	\$12,736.35	\$2,263.65	\$15,000.00
Blacktopping	\$120,000.00	\$127,684.20	(\$7,684.20)	\$120,000.00
Patching resurface	\$10,000.00	\$2,969.76	\$7,030.24	\$10,000.00
Sidewalk Construction	\$11,000.00	\$7,496.50	\$3,503.50	\$8,000.00
Total	\$187,500.00	\$176,056.64	\$11,310.36	\$184,500.00
Winter Maintenance				
Supplies	\$1,000.00	\$361.00	\$639.00	\$1,000.00
Contracted Services	\$0.00	\$0.00	\$0.00	\$0.00
Sand & Gravel	\$5,000.00	\$6,202.00	(\$1,202.00)	\$5,000.00
Salt	\$35,000.00	\$38,105.56	(\$3,105.56)	\$40,000.00
Patching resurface	\$2,000.00	\$0.00	\$2,000.00	\$0.00
Grant Match	\$5,000.00	\$0.00	\$5,000.00	\$40,000.00
Total	\$48,000.00	\$44,668.56	\$3,331.44	\$86,000.00
Road Signs				
Supplies	\$3,000.00	\$2,486.80	\$513.20	\$3,000.00
Total	\$3,000.00	\$2,486.80	\$513.20	\$3,000.00
Bridges & Culverts				
Bridge & Culverts purchased	\$8,000.00	\$0.00	\$8,000.00	\$8,000.00
Bridge Repairs	\$5,000.00	\$0.00	(\$3,229.96)	\$5,000.00
Maintenance	\$5,000.00	\$722.70	\$4,277.30	\$5,000.00
Total	\$18,000.00	\$722.70	\$9,047.34	\$18,000.00
Street Lights	\$55,000.00	\$53,948.03	\$1,051.97	\$55,000.00
Total	\$55,000.00	\$53,948.03	\$1,051.97	\$55,000.00
Storm Drains				
Contracted Service	\$2,000.00	\$2,046.50	(\$46.50)	\$2,000.00
Storm drains purchased	\$2,000.00	\$4,842.89	(\$2,842.89)	\$2,000.00
Storm drains maintenance	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00
Total	\$6,000.00	\$6,889.39	-\$889.39	\$6,000.00
Equipment Maint. & Repair				
Equipment Insurance	\$13,600.00	\$14,600.00	(\$1,000.00)	\$12,755.00
Equipment Leased	\$112,000.00	\$102,121.70	\$9,878.30	\$112,000.00
Equipment Maintenance	\$25,000.00	\$21,073.26	\$3,926.74	\$25,000.00
Misc	\$6,000.00	\$12,456.74	(\$1,445.73)	\$6,000.00
Gas & Oil	\$39,000.00	\$38,426.01	\$573.99	\$39,000.00
Equipment Purchased	\$12,000.00	\$40,619.22	(\$28,619.22)	\$12,000.00
09 Int.'l Truck	\$8,000.00	\$8,102.95	(\$102.95)	\$8,000.00
Pickup	\$2,500.00	\$1,203.74	\$1,296.26	\$2,500.00
Loader	\$6,000.00	\$2,924.34	\$3,075.66	\$6,000.00
Backhoe	\$2,500.00	\$7,576.21	(\$5,076.21)	\$2,500.00
Tractor	\$1,500.00	\$374.50	\$1,125.50	\$1,500.00
Excavator	\$6,000.00	\$3,219.06	\$2,780.94	\$6,000.00
14 Freightliner	\$4,000.00	\$2,076.53	\$1,923.47	\$4,000.00
'98 Mack Truck	\$0.00	\$0.00	\$0.00	\$0.00
'00 Int.'l Truck	\$2,000.00	\$16,044.75	(\$14,044.75)	\$2,000.00
'02 Int.'l Truck	\$8,000.00	\$8,652.41	(\$652.41)	\$8,000.00
2014 Pickup	\$2,000.00	\$2,080.48	(\$80.48)	\$2,000.00
07 Int.'l Truck	\$8,000.00	\$8,848.15	(\$848.15)	\$0.00
Grader	\$4,000.00	\$2,632.99	\$1,367.01	\$4,000.00
New Holland Tractor	\$15,000.00	\$13,276.41	\$1,723.59	\$2,000.00
Total	\$277,100.00	\$306,309.45	-\$24,198.44	\$255,255.00

Town of Richford, VT
Statement of 2018 Expenditures and 2019 Proposed Budget

Account	2018 Budget	2018 Actual	(over)under	2019 Budget
Highway Employee Benefits				
Highway Salaries	\$250,000.00	\$237,777.37	\$12,222.63	\$250,000.00
FICA	\$15,500.00	\$14,765.28	\$734.72	\$15,500.00
Medicare	\$4,000.00	\$3,453.06	\$546.94	\$4,000.00
Retirement	\$18,125.00	\$15,728.08	\$2,396.92	\$18,750.00
Unemployment	\$2,500.00	\$111.50	\$2,388.50	\$1,540.00
Worker's Comp.	\$21,650.00	\$21,604.00	\$46.00	\$22,830.00
Health Ins.	\$90,800.00	\$88,400.59	\$2,399.41	\$93,500.00
Other Ins. & Training	\$500.00	\$75.00	\$425.00	\$500.00
Total	\$403,075.00	\$381,914.88	\$21,160.12	\$406,620.00
Highway Buildings				
Supplies	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00
Utilities	\$8,000.00	\$8,063.47	(\$63.47)	\$8,000.00
Insurance on building	\$6,900.00	\$6,890.50	\$9.50	\$6,616.00
Building Maintenance	\$20,000.00	\$7,666.26	\$12,333.74	\$20,000.00
Total	\$35,900.00	\$22,620.23	\$13,279.77	\$35,616.00
Total Highway Budget	\$1,033,575.00	\$995,616.68	\$34,606.37	\$1,049,991.00
Planning & Zoning				
Planning & Zoning Commission	\$1,500.00	\$690.00	\$810.00	\$1,000.00
Administrative Salaries	\$6,000.00	\$6,000.00	\$0.00	\$6,000.00
Housing code enforcement	\$4,800.00	\$4,800.00	\$0.00	\$4,800.00
Planning & Zoning Supplies	\$100.00	\$12.99	\$87.01	\$100.00
Housing code enforcement	\$500.00	\$330.08	\$169.92	\$500.00
Printing & Publishing	\$1,000.00	\$118.10	\$881.90	\$500.00
Training & Mileage for PI	\$100.00	\$0.00	\$100.00	\$100.00
Training & Mileage for Ho	\$100.00	\$0.00	\$100.00	\$100.00
Legal	\$3,000.00	\$1,322.50	\$1,677.50	\$3,000.00
Misc.	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$17,100.00	\$13,273.67	\$3,826.33	\$16,100.00
Cemeteries				
Cemetery Mowing	\$14,400.00	\$17,184.00	(\$2,784.00)	\$17,200.00
Mapping	\$800.00	\$0.00	\$800.00	\$800.00
Contracted Services	\$4,000.00	\$84.00	\$3,916.00	\$4,000.00
Total	\$19,200.00	\$17,268.00	\$1,932.00	\$22,000.00
Parks & Playgrounds				
Playground Equipment	\$20,000.00	\$14,074.36	\$5,925.64	\$0.00
Mowing	\$16,000.00	\$17,184.00	(\$1,184.00)	\$17,200.00
Misc		\$0.00		
Utilities	\$3,500.00	\$2,393.84	\$1,106.16	\$3,000.00
Insurance	\$100.00	\$73.00	\$27.00	\$374.00
Contracted Services	\$7,500.00	\$6,439.25	\$1,060.75	\$9,500.00
Grant Program	\$0.00	\$0.00	\$0.00	\$0.00
Equipment Purchased	\$500.00	\$29.97	\$470.03	\$500.00
Maintenance	\$2,000.00	\$2,230.32	(\$230.32)	\$8,500.00
Total	\$49,600.00	\$42,424.74	\$7,175.26	\$39,074.00
Animal Control				
Animal Control Salaries	\$6,000.00	\$6,000.00	\$0.00	\$6,000.00
Supplies	\$700.00	\$127.84	\$572.16	\$700.00
Contracted Services	\$2,000.00	\$4,409.65	(\$2,409.65)	\$4,500.00
Misc.	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$8,700.00	\$10,537.49	-\$1,837.49	\$11,200.00

Town of Richford, VT
Statement of 2018 Expenditures and 2019 Proposed Budget

Account	2018 Budget	2018 Actual	(over)under	2019 Budget
Solid Waste				
Solid Waste Postage	\$0.00	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$1,460.97	(\$1,460.97)	\$1,500.00
Contracted Services	\$128,000.00	\$122,048.58	\$5,951.42	\$128,000.00
Solid Waste District Dues	\$2,310.00	\$2,305.00	\$5.00	\$2,310.00
Total	\$130,310.00	\$125,814.55	\$4,495.45	\$131,810.00
Post Office				
Post Office Janitor Salaries	\$15,000.00	\$15,044.00	(\$44.00)	\$15,000.00
Utilities	\$23,000.00	\$22,873.82	\$126.18	\$22,000.00
Insurance on building	\$5,200.00	\$5,200.00	\$0.00	\$5,125.00
Equipment Purchased	\$600.00	\$0.00	\$600.00	\$0.00
Building Maintenance	\$12,000.00	\$15,055.38	(\$3,055.38)	\$25,000.00
Total	\$55,800.00	\$58,173.20	(\$2,373.20)	\$67,125.00
Library				
Library Utilities	\$1,500.00	\$2,291.22	(\$791.22)	\$2,000.00
Library Ins.	\$1,600.00	\$1,540.00	\$60.00	\$1,520.00
Contracted Services	\$500.00	\$0.00	\$500.00	\$0.00
Appropriations	\$60,000.00	\$60,000.00	\$0.00	\$60,000.00
Maintenance	\$5,000.00	\$621.75	\$4,378.25	\$6,500.00
Total	\$68,600.00	\$64,452.97	\$4,147.03	\$70,020.00
Historical Society				
Historical Society Mus. U	\$4,000.00	\$5,794.77	(\$1,794.77)	\$4,600.00
Historical Society Mus. I	\$3,000.00	\$2,782.00	\$218.00	\$2,745.00
Maintenance	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00
Total	\$8,000.00	\$9,576.77	(\$1,576.77)	\$8,345.00
General Employee Benefits				
FICA	\$20,500.00	\$19,051.64	\$1,448.36	\$20,500.00
Medicare	\$5,000.00	\$4,455.67	\$544.33	\$5,000.00
Retirement	\$6,000.00	\$5,032.30	\$967.70	\$6,000.00
Unemployment	\$2,000.00	\$111.50	\$1,888.50	\$1,270.00
Worker's Comp.	\$2,200.00	\$2,152.00	\$48.00	\$2,260.00
Other Insurance	\$0.00	\$0.00	\$0.00	\$0.00
Health Ins.	\$27,450.00	\$33,069.79	(\$5,619.79)	\$31,000.00
Total	\$63,150.00	\$63,872.90	-\$722.90	\$66,030.00
Dues & Assessments				
County Tax	\$13,300.00	\$13,322.00	(\$22.00)	\$13,500.00
Holiday Celebrations	\$6,000.00	\$5,000.00	\$1,000.00	\$6,000.00
Senior Citizens	\$2,800.00	\$2,800.00	\$0.00	\$2,800.00
VLCT Dues	\$3,700.00	\$3,689.00	\$11.00	\$3,790.00
FCIDC Appropriation	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00
NW Regional Planning Comm	\$2,481.00	\$2,481.00	\$0.00	\$2,500.00
Total	\$29,781.00	\$28,792.00	\$989.00	\$30,090.00
Economic Development				
Business Park Utilities	\$1,500.00	\$753.61	\$746.39	\$1,500.00
Contracted Services	\$0.00	\$0.00	\$0.00	\$0.00
Misc.	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$1,500.00	\$753.61	\$746.39	\$1,500.00

Town of Richford, VT
Statement of 2018 Expenditures and 2019 Proposed Budget

Account	2018 Budget	2018 Actual	(over)under	2019 Budget
Appropriations				
Franklin County Home Health	\$4,847.00	\$4,847.00	\$0.00	\$0.00
Franklin County Humane Society	\$0.00	\$0.00	\$0.00	\$0.00
Samaritan House	\$500.00	\$500.00	\$0.00	\$0.00
VT Assoc. for the Blind	\$500.00	\$500.00	\$0.00	\$0.00
Vermont Rural Fire Protection	\$100.00	\$100.00	\$0.00	\$0.00
REAC	\$2,500.00	\$2,500.00	\$0.00	\$0.00
Richford Conservation Commission	\$500.00	\$500.00	\$0.00	\$0.00
VT Green Up, Inc.	\$150.00	\$150.00	\$0.00	\$0.00
Green Mountain Transportation	\$1,905.00	\$1,905.00	\$0.00	\$0.00
Northwest Counseling	\$1,000.00	\$1,000.00	\$0.00	\$0.00
Richford Beautification Committee	\$2,000.00	\$2,000.00	\$0.00	\$0.00
Summer Day Camp	\$3,500.00	\$3,500.00	\$0.00	\$0.00
VT Adult Learning	\$500.00	\$500.00	\$0.00	\$0.00
Missisquoi River Basin	\$500.00	\$500.00	\$0.00	\$0.00
Operation Happiness	\$1,000.00	\$1,000.00	\$0.00	\$0.00
Total	\$19,502.00	\$19,502.00	\$0.00	\$0.00
Debt & Misc.				
Misc	\$0.00	\$0.00	\$0.00	\$1,300.00
Interest	\$1,400.00	\$0.00	\$1,400.00	\$0.00
Other Insurance	\$0.00	\$0.00		\$0.00
Public Liability Ins.	\$15,000.00	\$14,914.00	\$86.00	\$13,690.00
Long term debt payments	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$16,400.00	\$14,914.00	\$1,486.00	\$14,990.00
Total General Government	\$1,335,128.00	\$1,257,489.23	\$76,142.17	\$1,295,866.00
Total Budget	\$2,368,703.00	\$2,253,105.91	\$110,748.54	\$2,345,857.00
Budget Requirements				
Proposed Budget		\$2,345,857.00		
Estimated Revenue		\$824,380.00		
Net Budget Requirement			1,521,477.00	
Prior Year Surplus/Deficit			160,506.00	
Total to be funded by Taxes			1,360,971.00	
Estimated Grandlist	\$1,625,743.00	\$0.8371	1,360,971.00	
Projected Surplus/Deficit			0.00	

TOWN OF RICHFORD
SPECIAL FUNDS

	Balance 12/31/2017	Income	Payouts	Balance 12/31/2018
REVOLVING LOAN FUND	94,864.16	5,400.00		100,264.16
HANCOCK TRUST	494.06			494.06
WILSON CEMETERY TRUST	758.96			758.96
JACOBS PARK FUND	544.73			544.73
PLAYGROUND FUND	2,025.68			2,025.68
AMBULANCE EQUIP FUND	.04	500.00		500.04
RECORDS RESTORATION	15,703.74	3,735.87		19,439.61
LISTING FUND	102,554.87	11,172.00		113,726.87
MISSISQUOI PARK FUND	1,949.63			1,949.63
WATER IMPROVEMENT FUND	0.00	119,490.67		119,490.67
SEWER IMPROVEMENT FUND	0.00	25,000.00		25,000.00
TOTALS	218,895.87	165,298.54		384,194.41

WATER DEPARTMENT BALANCE SHEET
December 31, 2018

ASSETS:

Due from/to General Fund	200,436.93
Water Receivables	93,099.71
Water System Improvements	948,699.10
Total Assets	1,242,235.74

LIABILITIES:

Bonds Payable	948,699.10
Total Liabilities	948,699.10

TOTAL FUND BALANCE **293,536.64**

TOTAL LIABILITY, RESERVES, FUND BALANCE **1,242,235.74**

Town of Richford, VT - Water Dept.				
Statement of 2018 Revenues and Estimated 2019 Revenue				
Account	2018 Budget	2018 Actual	(Over) Under	2019 Budget
Water Rents	\$345,000.00	\$418,305.58	(73,305.58)	\$0.00
Interest	\$0.00	\$0.00	0.00	\$0.00
Misc. Inc.	\$0.00	\$15,205.00	(15,205.00)	\$0.00
Total Water Revenue	\$345,000.00	\$433,510.58	(88,510.58)	\$0.00
Statement of 2018 Expenditures and Proposed 2019 Budget				
Water Dept.				
Supplies	\$1,500.00	\$2,691.40	(1,191.40)	\$1,750.00
Chemical Supplies	\$4,000.00	\$4,583.51	(583.51)	\$4,000.00
Electricity	\$4,500.00	\$3,883.56	616.44	\$4,500.00
Insurance	\$5,000.00	\$2,473.00	2,527.00	\$6,300.00
Training & Mileage	\$0.00	\$0.00	0.00	\$0.00
Contracted Services	\$115,000.00	\$65,579.95	49,420.05	\$125,000.00
Contracted Services - Operations	\$93,000.00	\$89,790.00	3,210.00	\$96,000.00
Utilities	\$1,000.00	\$998.51	1.49	\$1,000.00
Building Maintenance	\$1,000.00	\$35.00	965.00	\$1,000.00
Equipment Purchases	\$20,000.00	\$27,808.00	(7,808.00)	\$25,000.00
Maintenance	\$15,000.00	\$10,129.99	4,870.01	\$10,000.00
Propane	\$2,000.00	\$1,529.40	470.60	\$2,000.00
Interest	\$36,500.00	\$30,534.75	5,965.25	\$34,500.00
Bond Payments	\$49,000.00	\$48,631.63	368.37	\$51,000.00
Testing & Licenses	\$5,500.00	\$7,325.47	(1,825.47)	\$5,500.00
Tax Sale	\$2,500.00	\$2,766.66	(266.66)	\$2,500.00
Gas & Oil	\$2,000.00	\$1,143.28	856.72	\$1,500.00
Capital Improvement Fund	\$5,000.00	\$119,490.67	(114,490.67)	\$5,000.00
Total Water General Expenses	\$362,500.00	\$419,394.78	(56,894.78)	\$376,550.00
Employee Benefits				
Salaries	\$12,500.00	\$12,556.06	(56.06)	\$15,000.00
FICA	\$1,000.00	\$778.43	221.57	\$1,500.00
Medicare	\$200.00	\$181.59	18.41	\$300.00
Retirement	\$750.00	\$599.72	150.28	\$850.00
Unemployment	\$0.00	\$0.00	0.00	\$0.00
Worker's Comp.	\$0.00	\$0.00	0.00	\$0.00
Health Ins.	\$0.00	\$0.00	0.00	\$0.00
Total Employee Benefits	\$14,450.00	\$14,115.80	334.20	\$17,650.00
Total Water Dept.	\$376,950.00	\$433,510.58	(56,560.58)	\$394,200.00

SEWER DEPARTMENT BALANCE SHEET
December 31, 2018

ASSETS:

Due from/to General Fund	209,624.01
Sewer Receivables	52,546.71
Sewer System Improvements	21,139.22
Total Assets	283,309.94

LIABILITIES:

Account Overpayments	1,900.70
Bond Payable	21,139.22
Total Liabilities	23,039.92

TOTAL FUND BALANCE **260,270.02**

TOTAL LIABILITY, RESERVES, FUND BALANCE **283,309.94**

Town of Richford, VT - Sewer Dept.				
Statement of 2018 Revenues and Estimated 2019 Revenue				
Account	2018 Budget	2018 Actual	(Over)Under	2019 Budget
Sewer Rents	\$230,000.00	\$257,011.54	(27,011.54)	\$0.00
Interest	\$0.00	\$0.00	0.00	\$0.00
Misc. Inc.	\$0.00	\$1,711.00	(1,711.00)	\$0.00
Total Sewer Revenue	\$230,000.00	\$258,722.54	(28,722.54)	\$0.00
Statement of 2018 Expenditures and Proposed 2019 Budget				
Sewer Dept.				
Supplies	\$1,300.00	\$4,452.52	(3,152.52)	\$3,000.00
Chemical Supplies	\$32,000.00	\$26,632.98	5,367.02	\$28,000.00
Electricity	\$35,000.00	\$39,807.70	(4,807.70)	\$35,000.00
Insurance	\$3,100.00	\$2,598.00	502.00	\$3,000.00
Tax Sale	\$2,500.00	\$2,429.67	70.33	\$2,500.00
Contracted Services	\$15,000.00	\$14,603.08	396.92	\$15,000.00
Contracted Services - Operations	\$93,000.00	\$89,790.00	3,210.00	\$96,000.00
Utilities	\$1,500.00	\$1,421.85	78.15	\$1,500.00
Building Maintenance	\$1,000.00	\$0.00	1,000.00	\$1,000.00
Equipment Purchases	\$5,000.00	\$30,568.68	(25,568.68)	\$12,000.00
Maintenance	\$8,500.00	\$13,950.35	(5,450.35)	\$12,000.00
Sludge Removal	\$7,500.00	\$1,327.49	6,172.51	\$2,500.00
Gas & Oil	\$2,000.00	\$1,172.00	828.00	\$1,500.00
Bond Payment	\$18,000.00	\$17,551.54	448.46	\$18,000.00
Testing & Licenses	\$4,700.00	\$6,208.18	(1,508.18)	\$4,700.00
Capital Improvement Fund	\$2,500.00	\$25,000.00	(22,500.00)	\$2,500.00
Total Sewer General Expenditures	\$232,600.00	\$277,514.04	(44,914.04)	\$238,200.00
Employee Benefits				
Salaries	\$12,500.00	\$12,556.03	(56.03)	\$15,000.00
FICA	\$1,000.00	\$778.31	221.69	\$1,500.00
Medicare	\$200.00	\$182.63	17.37	\$300.00
Retirement	\$750.00	\$599.72	150.28	\$850.00
Unemployment	\$0.00	\$0.00	0.00	\$0.00
Worker's Comp.	\$0.00	\$0.00	0.00	\$0.00
Health Ins.	\$0.00	\$0.00	0.00	\$0.00
Total Employee Benefits	\$14,450.00	\$14,116.69	333.31	\$17,650.00
Total Sewer Dept.	\$247,050.00	\$291,630.73	(44,580.73)	\$255,850.00

REAL ESTATE TAX COMPARISON

	Municipal Tax Rate	Education Tax Rate	Total Tax Rate
2018 Tax Rate			
Homestead	.8458	1.1476	1.9934
Non Homestead	.8458	1.5257	2.3715
2017 Tax Rate			
Homestead	.8681	1.1274	1.9955
Non Homestead	.8681	1.3702	2.2383
2016 Tax Rate			
Homestead	.8268	1.1580	1.9848
Non Homestead	.8268	1.3740	2.2008
2015 Tax Rate			
Homestead	.8311	1.0804	1.9115
Non Homestead	.8311	1.3491	2.1802
2014 Tax Rate			
Homestead	.7348	1.0663	1.8011
Non Homestead	.7348	1.4143	2.1491

VITAL STATISTICS

BIRTHS: 13 Females 18 Males
DEATHS: 13 Females 13 Males
MARRIAGES: 18 Couples

**DELINQUENT REAL ESTATE TAXES
As Of January 21, 2019**

2014	
Carr, Larry	1,160.96
Total	1,160.96
2015	
Carr, Larry	2,068.51
Total	2,068.51
2016	
Carr, Larry	1,918.37
Total	1,918.37
2017	
50 & 60 River St Richford LLC	1,826.14
50 & 60 River St Richford LLC	1,948.47
512 East Richford & 215 Main St Richford LLC	1,817.93
Carr, Larry	1,778.97
Desautels, Claude	2,481.44
Johnson, Harold	57.57
McAllister, Daren	67.18
Richards, Andrew & Hoey, Lorraine	201.40
Smith, Dale, Herman & Owen	95.77
Town of Richford	5,306.80
Walker, Herbert & Rose	284.84
Winston Jennison Investments	142.51
Worthen, Benjamin & Doris	228.13
Total	16,237.15
2018	
14 Elm Ave & Jack's Lower River Richford LLC	4,016.01
14 Elm Ave & Jack's Lower River Richford LLC	4,672.07
50 & 60 River St Richford LLC	1,747.69
50 & 60 River St Richford LLC	1,864.53
512 East Richford & 215 Main St Richford LLC	2,710.85
512 East Richford & 215 Main St Richford LLC	1,739.75
5-15 River Street Richford LLC	3,240.43
5-15 River Street Richford LLC	3,734.42
A-1 Metal	199.22
Aldrich, Ronald	1,643.76
Arias, Christian & Nelson	757.40
Bank of America	695.69
Bearden, Jane	6,510.03
Bergeron, Jeffrey	417.15

DELINQUENT REAL ESTATE TAXES

As Of January 21, 2019

Bosley, Larry & Etta	143.42
Boyce, Deryl & Patricia	144.58
Britch, Leah	3,625.58
Brunton, Michael & Cameron, Lisa	2,275.30
Burns, Dale E G	1,212.47
Cameron, Mamie & Carr, Shelly	685.51
Carr, Larry	1,702.54
Clark, Christine	1,596.47
Clark, Jerry	1,211.20
Coons, Scott Kenneth	5,301.30
Coons, Scott Kenneth	1,768.72
Corcoran, Mark	135.43
Cross, Heather	1,543.03
Delisle, John & Melissa	1,476.35
Derby, Andrew Charles	3,727.17
Desautels, Claude	3,253.73
Desautels, Claude	2,374.54
Dog & Bee House	1,484.77
Dubois, Norma	9.01
Ducolon, Will	1,928.45
Dussault, Pierre & Susan	48.89
Elkins-Barrantes, Clay	125.33
Erbes, David & Brettos-Erbes Livy	4,212.52
Federal National Mortgage	553.99
Firth, Richard	2,330.56
Fletcher, Aaron, Jewett, Hailey, Peters, Kelli	2,237.11
Fletcher, Joshua & Courtney	3,630.39
Fletcher, Stephen	1,264.22
Fuller, Michael	2,002.67
Gervais, Charles	3,351.14
Goodroe, Steven & Rebecca	8.24
Green, Timothy & Deborah	6,065.68
Guilmette, Stanley	713.80
Hranek, Michael	1,995.91
Johnson, Harold	2,205.84
KAJA Holdings 2 LLC	3,872.59
Ladeau, Helen Estate of	3,027.95
Lafromboise, Paul & Shirley	3,258.61
Lagasse, Richard & Lorraine	1,994.07
Lamos, Jeffery & Tina	2,634.80
Lamos, Jeffery & Tina	3,293.52
Lamos, Jeffery & Tina	2,244.40
Lamos, Jeffery & Tina	2,422.31
McAllister, Daren	288.05
McAllister, Robert A	1,681.33
McAllister, Robert A	1,312.13

DELINQUENT REAL ESTATE TAXES

As Of January 21, 2019

McAllister, Robert A & Shawna	4,038.78
Mills, Aaron & Karaffa, Jessica	1,498.38
Muir, Phillip & Fisher, Christiana	1,101.80
O'Brien Family Richford, LLC	21.43
Pappano, Angelo & Amanda	1,760.97
Paquette, Dennis L & Sandra	1,462.38
Paradis, Dennise	1,186.40
Patterson, Karleen	1,609.86
Patterson, Robert M	4,217.86
Peters, Amanda I	344.29
Plante McMurphy, Kerri	1,440.50
Robarge Michael & Susan	3,004.03
Roberts, Victor Estate of	367.98
Ryea, Eugene & Holly	538.44
Ryea, Jessie	51.15
Ryea, Jody	2,565.40
Ryea, Randall & Cindy	111.65
Sanborn, Jeremy	637.06
Schurger, Jon & Susan	1,719.82
Seymour, Timothy & Kris	544.51
Sheperd, Stephen, Eric & Randy	2,098.63
Smith, Dale, Herman & Owen	1,136.84
Snide, Heather	2,265.61
Snider Farms Association	3,625.58
Snider Farms Association	4,782.75
St Cyr, John & Amanda	2,333.54
St Cyr, John & Amanda	2,253.01
Stanhope, Donald, Cindy & Jeremy	1,874.55
Stephens, Dylan & Patrick	3,078.26
Stephens, Patrick & Dylan	2,381.54
Stetson, Roland	1,851.25
Tatro, Jeffrey F	203.95
Tatro, Jeffrey	175.28
Telephone Operating Co of Vt	2,164.68
Thompson, Richard	772.91
Town of Richford	5,078.41
Valhalla Holdings	39.67
Walker, Herbert & Rose	1,681.34
Wilmington Savings Fund Society	1,515.54
Wilson, Asa G JR	1,003.98
Wilson, Asa G JR	3,758.38
Wilson, Asa G JR	557.78
Wilson, Asa G JR & Bonnie	1,171.33
Worthen, Benjamin & Doris	24.14
Zarzuela, Amable & Worthen, Ruth	1,748.09

202,124.35

**DELINQUENT WATER AND SEWER
As of January 21, 2019**

114 Troy Street LLC	550.90
Adriance, Theodore III & Nancy	318.63
Arias, Christian & Nelson	222.80
Bergeron, Jeffrey	622.34
Bogaty LLC	622.99
Bosley, Larry & Etta	1,014.04
Bosley, Larry Jr & Candy	606.31
Brink, Ryan J & Mashteare, Allison A	801.05
Brunton, Michael & Cameron, Lisa	1,190.53
Cameron, Mamie R & Carr, Shelly	1,141.36
Carr, Larry	6,350.33
Carroll, Raymond & Jacqueline	541.03
Chates, Ray & Nathan	414.59
Chiaravalle, Francis J	123.12
Clark, Christine	749.01
Clark, Jerry	322.80
Cooper, Stephen & Roxanne	874.40
Corcoran, Mark	654.01
Cox, John & Sylvia	262.74
Daudelin, Wayne & Lawrence	105.16
Delisle, John & Melissa	860.35
Desautels, Estate of Claude	3,398.08
Desautels, Estate of Claude	3,564.52
Desautels, Estate of Claude	1,722.66
Desautels, Estate of Claude	4,989.88
Desautels, Estate of Claude	3,840.92
Desautels, Estate of Claude	4,929.00
Desautels, Estate of Claude	2,688.78
Desautels, Estate of Claude	981.73
Desautels, Estate of Claude	2,407.51
Desmarais, Timothy	576.13
Desmarais, Timothy	172.92
Desmarais, Timothy	167.54
Ditech Financial LLC	265.58
Doctors House LLC	1,460.38
Donna, Kevin & Robitaille, Annie	571.23
Elendal Mar LLC	708.89
Elkins-Barrantes, Clay	10.00
Erbes, David et al	322.80
Federal National Mortgage Association	572.66
Federal National Mortgage Association	1,297.13
Fletcher, Aaron, Jewett, Hailey & Peters, Kelli	977.28
Foster, Brent	159.13
Fusco, Jason	1,343.80
Germain, Steven	246.56

DELINQUENT WATER AND SEWER
As of January 21, 2019

Gibney, Lisa	1,109.09
Giguere, Ashley & Ryan	1,889.70
Harrell, Kathryn	28.72
Hartman, Randy & Susan J	522.93
Harvey, Winston	322.80
Hebert, Duane & Debra	647.40
Hranek, Michael F	1,082.65
Jancko, Dani	2,043.84
Janes, M Hayden	721.03
Jennison, Winston Investments	827.59
Johnson, Brenda	586.37
Johnson, Christine A	714.72
Knox, Eldridge & Raymond, Heather	879.14
Ladeau, Helen estate of & Brian R	994.28
Lafromboise, Paul & Shirley	2,235.91
Lagasse, Richard, Lorraine, Jason & Shawn	1,499.61
Lamonda, Richard	306.25
Lamos, Jeffery & Tina	2,656.90
Lamos, Jeffery & Tina	795.70
Lamos, Jeffery & Tina	1,045.86
Lamos, Jeffery & Tina	472.90
Lamos, Jeffery & Tina	439.54
Lamos, Jeffery & Tina	431.21
Lamos, Jeffery & Tina	837.39
Lamos, Jeffery & Tina	831.45
Lamos, Jeffery & Tina	645.60
Lamos, Jeffery & Tina	372.83
Largey, Patrick	389.51
LeClaire, Jason & Wendy	975.06
Letourneau, Travis J	705.49
Longe, Christopher & Sherry A	954.95
Longe, Ronald & Caroline	389.64
Lumbra, Dale	489.57
MacDonald, Judith	481.24
Malette, James	196.30
Mason, Anita	581.29
McAllister, Michael & Tamatha L	1,067.62
McAllister, Robert N	422.87
Meiggs, Mary	328.99
Meunier, Raymond & Jacqueline	193.35
Morse, Jennifer	663.30
Muir, Andrew	1,829.17
Next Generation Properties	631.33
Ovitt, Kayla	1,308.53

DELINQUENT WATER AND SEWER
As of January 21, 2019

Ovitt, Scott H & Tracy A	1,331.47
Pappano, Angelo & Amanda	322.80
Paquette, Dennis & Sandra	700.00
Paquette, Lisa M	400.18
Paquette, Timothy & Melissa	404.42
Paradis, Dennise	339.60
Patterson, Karleen R	1,402.64
Peddle, Dale & Linda	830.47
Pigeon, Dale	667.44
Plante McMurphy, Kerri	1,175.88
Pothier, Benoit & Rita	547.95
Raymond, Larry & Mary	815.62
Redd, Donna L	1,519.76
Richardson, Kirstin	41.11
Robarge, Michael & Susan	597.98
Royea, Kathy A etal	547.95
Ryea, Amanda	1,251.69
Ryea, Jessie	1,008.73
Ryea, Randall & Cindy	614.91
Schurger, Jon & Susan	484.20
Secretary of Housing & Urban	660.41
Sheltra Real Estate, LLC	84.35
Sheltra, Michael & Constance	222.80
Sheperd, Eric, Stephen & Randy	200.00
Sherrer, Lynwood	627.33
Shover, Jeffrey	1,424.48
Snide, Heather & Alexander Dakota	657.41
St Cyr, John & Amanda	327.00
St Cyr, John & Amanda	648.56
St Hilaire, Zachary & Bushey, Toni M	1,297.13
Stanley, Patrick	1,048.34
Stetson, Travis & Nicole	20.67
Stoddard, John	31.48
Wilmington Savings Fund Society	541.87
Tatro, Jeffery	514.65
Tessier, Kevin & Carol	222.80
Thompson, Richard Jr	651.52
Town of Richford	3,781.28
Tracy, Christopher & Kristin	54.59
US Bank National Association	801.69
Walker, Herbert & Rose	2,605.17
Whitfield, Adriane	705.98
Worthen, Benjamin & Doris	126.23
Total	124,533.76

My Fellow Towns People,

I would like to thank everyone who has supported the Richford Fire Department. We had a busy year with 103 calls. I am happy to say we have 3 new members in our department, a big welcome to Dustin Broe, Doni Longley, and John Morse.

We received a storage unit late this summer that we are utilizing by storing extra equipment and supplies, we are now able to organize and free up some room at the station. We have also purchased new boots for the fire personnel and purchased racks to hang up our bunker gear.

As some of you know, Paul Martin has stepped down as chief so he can travel more. We made him our Honorary Chief this past year. He continues to be an asset for our department when he is not touring the country.

This past December we hosted the annual breakfast with Santa. Again it was a huge success, with 230 children able to see Santa and receive a present, 375 people were served a nice hot breakfast. This event could not be possible without the generous support from families and businesses in and around Richford. A big thank you to the Richford Fire Fighter Association, The Woman's Fire Auxiliary, and the following people that volunteered their time to help out with this wonderful program, Serge (Peanut) Mecure, Darlene Billado, Pat Boyce, Tammy Billado, Suzanne Lavalla, Kyle Cots, Kelly Pond, and Judy Pond.

At this time I would like to ask the residents of Richford, that have fire hydrants on their property, to please help us out by keeping the area around them cleaned out from snow if you are able to. By doing this, it will help us out in an event of a fire.

Respectfully Submitted

Andy Pond
Chief

ARVIN A BROWN LIBRARY
Statement of Activity
 January - December 2018

	Total
Revenue	
Direct Public Support	
Individ, Business Contributions	4,651.99
Town Appropriation	60,000.00
Total Direct Public Support	64,651.99
Other Types of Income	145.92
Revenue - Government Grants	
DOL Grant	200.00
GMM Delivery Grant	390.00
Total Revenue - Government Grants	590.00
Total Revenue	65,387.91
Expenditures	
Books and Other Materials	207.79
Adult Materials	3,135.88
Juv Materials	799.07
Magazines	362.88
Other Materials	17.97
Total Books and Other Materials	4,523.59
Contract Services	795.00
Facilities and Equipment	4,591.65
Foreign Tax Paid	193.92
Mileage and Meetings	241.91
Operations	
Courier Service	750.00
Fundraising Expense	196.28
Miscellaneous & Emergencies	3.26
Total Payroll Expenses	50,631.58
Postage, Mailing Service	111.15
Professional Development	167.50
Program	2,505.79
Supplies	1,188.97
Technology, Software, Online	2,198.28
Utilities	3,732.07
Total Operations	61,484.88
Other Types of Expenses	25.00
Total Expenditures	71,855.95
Net Operating Loss	\$ (6,468.04)
Other Revenue	
Investment Dividends	1,292.78
Investment Interest Income	1,609.00
Unrealized Gains and Losses	-9,105.63
Net Other Revenue	-6,203.85
Net Revenue	-12,671.89

ARVIN A BROWN LIBRARY
Statement of Financial Position
As of December 31, 2018

	Total
ASSETS	
Current Assets	
Bank Accounts	
Bank North Operating Account	\$ 2,902.29
Grant Account	621.24
Petty Cash	43.43
Total Bank Accounts	3,566.96
Total Current Assets	3,566.96
Fixed Assets	5,699.45
Investments from Bequest (Stock & Bonds)	55,519.81
TOTAL ASSETS	\$ 64,786.22
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	\$ 513.89
Total Liabilities	513.89
Equity	
Unrestricted Net Assets	76,944.22
Net Revenue	(12,671.89)
Total Equity	64,272.33
TOTAL LIABILITIES AND EQUITY	\$ 64,786.22

Friday, Jan 18, 2019 11:44:02 AM GMT-8 - Accrual Basis

SELECT BOARD CHAIR REPORT

The board has two new faces this year. Sherry Paquette was elected to replace Tim Green and Arthur Pond was appointed to replace Chris Martel. Both additions have made for a smooth running board with Sherry in charge of buildings and Art in charge of parks, playgrounds, cemeteries and police.

Once again, our taxes have remained stable. This year the tax rate is, .8371. Last year the rate was, .8327. This does not include any extra appropriations voted at Town Meeting.

Summer found the road crew busy, in addition to their regular work load, installing playground equipment at the playground and Davis Park. The \$150,000 Promise Grant covered many pieces of equipment, ground cover, protective netting, bicycles, strollers and literacy projects.

This summer a piece of chainsaw art by Brandon Wilson, also covered by grant money, will be erected in Davis Park. Another grant from the Mississquoi River Basin helped purchase perennial flowers for Davis Park. The flowers were planted by several volunteers on a hot summer day and have helped make the park a pleasant and relaxing spot by the river.

I have recently received another grant from Vermont Buildings and General Services for the intent of offering canoes, kayaks and tubes to be loaned to residents and visitors.

The Town has also received several highway grants (over \$350,000) which are listed in the Highway report.

Bethany Remmers has taken charge of finishing the Rail Trail Grant project hopefully, this summer. Volunteers worked hard at Old Home Days, Fall Foliage, the Christmas tree lighting and concert, the River Fest and the Santa Breakfast at the fire station. All of these activities are well attended and attract many visitors to the community.

If you follow Facebook you will see many beautiful pictures of Richford taken by Mike Goulet. They portray our past but many of them are recent pictures which highlight our great architecture and scenery. Again, thanks to all the volunteers in the community.

Anyone who has questions for the Select Board may call or stop by the office. I am usually there on Monday and Tuesday mornings.

Linda Collins, Chair

Public Building Report

2018 with inspection of the town buildings many repairs are greatly needed.

Town Hall - The standing seam roof has been completed, at the time of replacing the roof we discovered that the clock tower was in great need of repair from rot. We repaired and painted the clock tower. Town Hall received quotes on repairing brick siding. We also received a quote on replacing stairs to safely access the clocks in the towers. A past resident of Richford has donated half of the cost, for the replacement of the stairs. To be done in 2019. We are also hoping to get the clocks back to working condition this coming year.

Arvin A. Library - The furnace was to be replaced 2018 unable to do so access was blocked do to Town Hall roof. The Furnace will be replaced this coming year. Received quote on repairing the front porch to be fixed this spring.

Emergency Service Building - Door handle and lock replaced on Ambulance station door. Replaced emergency night light with LED lights in ambulance bay. We will be replacing /repairing two ceiling furnaces in fire station bay. Replacing fire station door frame that is rotted out. Repair of leaking water pipe coming into building, replacement of utility sink and value. Repair of leaking roof. All to be done February/March of 2019.

Post Office – Routine maintenance and painting of building has been done. Secured light fixture in all of the superintendent offices. We are waiting on Quote for floor repair in post office. Received a quote for replacement of rear post office door and frame. We also received a quote for replacement of old fuse boxes and wiring with updated breaker boxes and wiring.

2018 was a good learning experience. I would like to thank the community, contractors and town building tenants, for working along with me. To improve and repair our beautiful town buildings. I am looking forward to the upcoming year.

Respectfully submitted,

Sherry Paquette

Public Building Commissioner

Sewer Department

Wastewater Treatment. The Lagoon System in place is the most efficient this past year of any time in the history of its existence. This is mostly due to upgrades planned and carried out by our chief operator.

We had to replace one blower unit due to age. The new one is stronger and more efficient. We still have one old unit in service but due to its age, etc. a replacement has been ordered. The one old working unit will then be kept as the spare.

In the past we've used Alum as the treatment chemical. That has been replaced with Sorb-x. Sorb-x treats sewage below freezing whereas our old process chemical would not. Sorb-x has helped a lot; as well as the rerouting of the chemical feed into the lagoon.

This is all part of constant upgrading necessary to ensure we stay in compliance and do our part to keep the Missisquoi clean.

Respectfully submitted,

Norris C. Tillotson
Sewer Commissioner

Water Department

Replaced another 499 feet of Main Line on Intervale Ave. Plans are to replace another section in 2019. There were a number of minor leaks all of which were taken care of.

Tested and replaced meters as needed. Any required replacements were done with the 'radio read' type. We have more of these on order as they save time on meter reading.

All the brush has been removed around the Green Ave. Water Plant. Also all brush has been cut around the old reservoir on Braults Hill. This was done both to protect and preserve the area. The old reservoir is our backup firefighting water supply.

Multiple winter thaws lead to heightened leaf debris interacting with the chlorine treatment process taking one of the readings above allowed standards for a short period. The situation was corrected and the water supply recertified safe to drink and compliant with all state standards.

Respectfully submitted,

Norris C. Tillotson
Water Commissioner

HIGHWAY DEPARTMENT

In 2018 the road crew, in addition to the normal maintenance, completed several projects including; replacing sidewalks, resurfacing roads, installing a stone lined ditch on the Marvin Road and expanding the playground area and installing new playground equipment at the ballfield and Davis Park. They also cleaned up three box elders on Davis Park.

Town Highway foreman John Nutting applied for, received grants, totaling \$360,000 for work in 2019. They will replace culverts on South Richford, Corliss and Combs Roads and do ditch and ledge removal on Stevens Mills Slide, Corliss and Smith Roads.

The Highway Department is continuing their efforts to do their part in erosion protection standards and will stay focused on erosion prevention.

So far this winter we have used quite a bit of salt and sand, however, the roads have been well maintained by a dedicated crew.

We want to thank the highway department for another job well done. The department is headed by Nutting and includes, assistant foreman Norman Snider, Scott Coons, Matt Irons, Lance Carr and Jeff Royea.

Submitted by,

Wayne Hurtubise

Road Commissioner

Playgrounds and Parks

First of all I'd like to thank the select board for appointing me to fill the position on the board left open when Chris Martel moved out of town. It has been a learning experience , so if something needs to be corrected , please let me know and I'll see what I can do.

Deer Run has taken over the mowing for the playground and the parks. Everyone is welcome to the playground for parties and family reunions. Several birthday parties were held there this summer. Please schedule the event with the town hall.

New playground equipment was installed this summer with help from the highway crew. There is a plan to put protective netting over the equipment this summer to keep out foul balls. Also this summer, we will be repairing the sidewalk and asphalt pad around the building and under the picnic tables. Some of the bleachers do not meet our insurance company's safety requirements and will have to meet code or be removed.

Davis Park

New playground equipment, bicycle racks and a trash bin have been installed. Three trees were removed, one by Alfred Gendron and two by Vermont Electric. The trees were becoming a safety hazard to the public and the power lines. Thanks to the Highway Department for removing the trees. The stumps are scheduled to be removed this summer.

Main Street Park

The Highway Department installed bike racks and fixed benches that were coming out of the ground. Three pole lights were fixed and there are some electric outlets that need to be updated. Thanks to John Libbey and the beautification committee for keeping the park looking great.

Cemeteries

The Highway Department removed some overgrown tree branches and down pine branches at the Troy St. Cemetery. There are five headstones that need to be repaired and I am still waiting for a quote. Thanks to Deer Run for doing a great job mowing and to Bruce Wetherby for picking up trash when requested. Also thanks to the Highway Department for their support and help when requested.

Arthur Pond

REPORT FROM THE TOWN LISTERS

Due to how the state structures its tax programs to pay for education Primary Residential Properties are entitled to a lower tax rate than Secondary Properties (second homes, commercial properties, etc.); however YOU the PRIMARY residential property owner must **remember to file your Homestead Declaration with the State of Vermont** whether or not you have income or pay taxes. **It must be in your name, and be your primary residence as of April 1st, 2019**. By filing, your eligibility is acknowledged for any possible tax incentives and ensures the homestead rate is applied to your Primary Residence.

This is true of disabled veterans as well. **A qualified disabled veteran must apply yearly with the state. Need help with the Exemption for Veterans?** Contact:

Vermont Office of Veterans Affairs
118 State St, Montpelier, VT 05620-4401
(888) 666-9844 toll-free in VT

Website: www.veterans.vermont.gov

The Disabled Veterans Exemption goes hand-in-hand with the Homestead Declaration. The state will pass successful notification of both to the town. Ensure submission before May 1st each year.

The duties of Listers are complex, highly impactful, and increasingly time consuming. We are proud to ensure fair and equitable property assessments, track property change, and maintain the Grand List for town and state. The Listers have become a quasi-extension of the state's Property Value & Review Department. Constant changes in Current Use further impact our workload and mapping.

With change in the air the intent remains to move to NEMRC mapping. Our retiring Lister has reduced her hours but **we need a good candidate for a part-time job!** Note the duties above.

The office had a busy year. And again we will be out and about in the Fall and Spring viewing properties.

Respectfully submitted,
Kim Collins, Susan Fletcher, Eric Collins

Richford Municipal
Housing Code Compliance Office
~~—NOW—~~
Richford Housing Code Office

The Richford Municipal Housing Code Office previously established December 13th, 1988 for the Village of Richford has been updated, revised, and replaced to become the Richford Housing Code Office with a Housing Officer and Office who shall enforce the provisions of this new ordinance which includes the Vermont Rental Housing Health Code and NFPA 1, 70, & 101 [as adjusted periodically by state legislature].

This ordinance now applies to the entire town by directive of the select board as of March 19th, 2018.

The office conducts routine inspections monthly with the assistance of a state fire marshal when required; often though complaints will lead to an inspection. The office has complaint forms and will honor the need for confidentiality.

Inspections commonly boil down to...

Smoke/CO Detectors: All rentals require hardwired photo-electric/CO detectors in each living space. Detectors expire ten years from mfg. date unless otherwise marked. The tenant is equally responsible that the unit be working once they are living in an apartment and may be fined if the unit is missing/tampered with.

Heating units: Property owners must provide working, vented heating units. Units must be inspected, and visibly tagged by a state registered technician.

Mold: When dwelt with swiftly by the owner upon initial complaint can be maintained thereafter by the tenant.

I may be contacted at town hall on Ext. 7 please leave a message if I am out of the office.

Respectfully submitted,

Kim L Collins, FLSI

E-9-1-1 Coordinator

-Per state statute, municipalities must identify all building locations, public and private-

Our Richford E-9-1-1 system remains a challenge. I spent the past year better aligning our town's map to what's really out there.

A few roads have already been updated to the new system. If a road is slated for a change, residents will receive a letter regarding their upcoming NEW address. The letter will outline the process providing ample time for address changes to occur and for the post office to get on-board as well.

- ✓ Every building gets ONE 911 number. Multi-unit buildings must be assigned by the one number followed by a dash and another number such as (Bldg. 203- Apt. 1 OR 203-1).
- ✓ Avoid Incorrect addressing... if a dispatcher is unable to identify the correct location, emergency services may be unnecessarily delayed.
- ✓ All residents are responsible to mark their property with reflective 4 inch tall numbers CLEARLY visible from the road. For uniformity these are available from our fire department or generally from any hardware store.

-911 addressing is standardized throughout Vermont so that every building is identified by its 911 number, street and town.

Respectfully submitted,

Kim Collins

RICHFORD HEALTH OFFICER REPORT

The duties of the health officer follow the provisions of State Statute Title 18: to investigate and mitigate potential and existing conditions that may be a public health hazard. The health officer works closing with zoning, housing and animal control.

This year there were fewer dog bites reported than the previous year. Three of the five reports were from dog owners who were bitten by their own dogs. All health care providers are required to report bites to the health officer within 24 hours in case the animals are not registered as having rabies shots.

The town had one serious case of dog abandonment. Three dogs and two cats were left in an apartment for a week when the renters moved out. There was no food, heat or light in the frigid weather. The animals attacked each other and were in very bad shape when animal control officer Tracy Ovitt arrived with the deputy sheriff. Members of the Humane Society board of directors responded as well and the animals are placed in shelters around the state and are now recovering. Tracy has placed several stray cats and dogs, including one from Canada, in homes this past year and is doing an excellent job for us. We are also re-establishing ties with the Humane Society through former resident Amy Whitney who is now on their board. The cost of the care for the three abandoned dogs was over \$2000 and the sheriff is pursuing charges against the owners.

We recently purchased a chip reader to identify stray dogs. Please report stray or abandoned animals to the animal control officer.

Linda Collins

Vermont Department of Health Local Report

Richford, 2019

At the Vermont Department of Health our twelve Local Health District Offices around the state provide health services and promote wellness for all Vermonters.

Your local office is in St. Albans at the address and phone number above. Available to help individuals and families at worksites, schools, town meetings, or by appointment, we work hard to provide you with knowledgeable and accessible care, resources, and services. We also partner with local organizations and health care providers to ensure we're equipped to respond to the community's needs. In 2018, we worked in partnership with communities to:

- Increase capacity statewide to prevent underage and binge drinking and reduce prescription drug misuse and marijuana with Regional Prevention Partnerships (RPP).
- Prevent and control the spread of infectious disease. In 2018 we spent \$13,729,406 on vaccines provided at no cost to healthcare providers around the state to make sure children and adults are protected against vaccine-preventable diseases. We also responded to 244 cases of infectious disease.
- Promote wellness by focusing on walking and biking safety, reducing tobacco exposure, and increasing access to healthy foods through the implementation of local projects and municipal strategies.
- Support healthy families by helping kids stay connected with providers and dentists following transfer into foster care.
- Serve families and children with the Women, Infants, and Children (WIC) Nutrition Education and Food Supplementation Program. In 2018, we served over 11,000 families.
- Provide trainings on Help Me Grow to Healthcare and Early Childhood Education Providers to support improved access to resources and services for parents and families with young children.
- Share new data and reports including the *Vermont Lead in School Drinking Water Testing Pilot Report* which is helping Vermonters understand and address the risk of lead in school drinking water, and the *Injury and Violence in Vermont* report, which is shedding light on the risk of suicide among youths.
- Work with businesses in planning and starting worksite wellness strategies to improve on-the-job opportunities for health for local residents, including creating Breastfeeding Friendly locations to support growing families.
- Work with local partners, including, schools, hospitals, and emergency personnel, to ensure we are prepared to distribute medicine, supplies, and information during a public health emergency.
- Improve understanding of how to stay healthy at work, home, and in the community through initiatives and resources related to 3-4-50, Help Me Grow, WIC, Building Bright Futures, Be Tick Smart, 802Quits, and the Breastfeeding Friendly Employer project.

Learn more about what we do on the web at www.healthvermont.gov





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

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

Join us on [FACEBOOK.COM/VDHSTALBANS](https://www.facebook.com/VDHSTALBANS)
Follow us on www.twitter.com/healthvermont



PUBLIC SAFETY REPORT

The Vermont State Police and Franklin County Sheriff's office are the principal agencies providing law enforcement coverage to the Town of Richford. The current contract provides coverage from 5:30 p.m. to 2:00AM seven days a week. Hours may vary and there is additional coverage in the daytime summer months.

The Border Patrol continues to support local law enforcement when requested even though their responsibility is border enforcement. Our thanks to them for their fine work.

Sheriff Robert Norris has retired and we recently met with the new Sheriff Roger Langevin to sign a contract and discuss our expectations.

Law enforcement continues to utilize our cameras to support investigations of criminal activity. In addition to the six new cameras installed at the ballfield in 2018, we plan to add two security cameras at the fire station this year.

The winter parking ban is in effect daily on all streets from December 1 to April 15 from 2AM to 6AM. Vehicles found in violation are subject to tickets, towing and impounding at the owner's expense.

Contacts:

All Emergencies 911

Sheriff 524-2121

State Police 524 5993

Border Patrol 848-3434

Arthur Pond

Police Commissioner

STATE OF VERMONT
DEPARTMENT OF PUBLIC SAFETY
VERMONT STATE POLICE



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

January 4, 2019

On behalf of the Vermont State Police, St. Albans Field Station, we are providing our 2018 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:

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

1 - Troopers on the SCUBA Team

1 - Trooper assigned a K-9

3 - Troopers trained as Drug Recognition Experts

1 - Trooper on the Crime Scene Search Team

3 - Troopers on the Clandestine Laboratory Team

2- Troopers on the Crisis Negotiation Unit

1-Trooper on the EVOIC Instructor

1-Trooper on the Honor Guard

3-Member's Assistance

2017 Total Annual Figures & Comparison:

Total cases investigated:	6491
Total arrests:	520
Total tickets issued:	1624
Total warnings issued:	3874
Fatal Accidents Investigated:	4
Burglaries Investigated:	57
Impaired Driving Arrests	102

	Total Crashes	Total Burglaries	Total Thefts
Average of 2016- 2017	564	67	169
2018	487	57	173

Local Community Report: Richford

Total Cases:	432
Total Arrests:	31
DUI Arrests	1
Collisions w/ Damage	10
Collisions w/ Injury	4
Vandalisms:	6
Alarms	11
Burglary:	2

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, 2018 through December 31, 2018.

The deputies of this office handled approximately 5,379 complaints throughout the county.

This office made 1,770 traffic stops resulting in 1,919 tickets and warnings being issued.

We made 297 arrests in 2018.

The following are the totals for your community:

Incidents:	947	Arrests:	79	Tickets/Warnings:	287
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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 Richford and ask that you visit us on Facebook @ [facebook.com/fcsovt](https://www.facebook.com/fcsovt).

Thank you,

Robert W. Norris
Franklin County Sheriff

Richford Beautification/Image Committee

The Beautification Committee is a volunteer civic group working to improve the appearance and image of the town. With your support, the committee has been able to carry out many projects.

The Committee volunteers continued to help keep the Main Street Park cleaned and trash removed on a weekly schedule. Volunteers also kept the Corliss Fountain clean and running.

In the spring, at Main Street Park, town hall, library, post office and at other locations on Main Street, planters were filled with flowers that bloomed all summer. In the fall, mums were placed along Main Street. The committee also maintained the flowers beds at the library.

The holiday season found us hanging wreaths and decorating the gazebo at Davis Park. We wish to thank the town crew for hanging the lighted wreaths on the poles along Main Street and Troy Street. We also wish to thank Tracy Hemond and helpers for decorating the Main Street Park, we purchased the small trees for the planters.

The Golden Service Award for 2018 was awarded at the committee's annual Christmas Gathering to Jeffrey Goyme for his volunteer work in selecting and maintaining the trees along Main Street and in the parks. The committee also thanked Paul Johnston for his effort in picking up trash around the village on a daily basis.

The committee looks forward to your continued support of our annual budget request.

New members are always welcome.

Respectfully submitted,

John Libbey, Chair

Richford Conservation Commission Town Report 2018

The Richford Conservation Commission has tried to fulfill its mission of protecting and celebrating Richford's natural resources and habitats this past year. We promoted citizen science efforts to monitor wildlife, abate invasive species, beautify our town, and educate the public about local wildlife and water resources.

In April a large audience attended a lecture about the American Black Bear given by Forrest Hammond, wildlife biologist and Black Bear Project Leader with Vermont's Fish and Wildlife Department. We have a healthy bear population due to large areas of unfragmented forest in Richford, allowing bears to find food and travel to find mates.

We conducted our 6th annual Christmas Bird Count, alongside 31 participants who scouted a 15 mile wide circle which includes the villages and surrounding countryside of Richford, Enosburg, and Montgomery, as well as parts of Berkshire, Franklin, Sheldon, and Bakersfield. The data over time is giving us good information on the health of various winter bird species. While birds do fine most of the winter on their own, we encourage citizens to put feed out when there are ice storms or very low temperatures to help them through these harsh conditions. As Mr. Hammond advocated in his talk, remember to take feeders in by April 1st to keep people and bears safe.

2018 was the first year that an invasive pest, the Emerald Ash Borer, was detected in Vermont. It has now been found in Orange, Grand Isle, and Bennington Counties. The larva of this Asian insect will girdle the cambium layer of our native ash trees, eventually killing the tree. Please monitor your ash trees for crown dieback and the telltale serpentine channels found in this inner layer of bark. RCC members Annette Goyne (802-933-2416) and Gregg Campbell are Richford's trained First Pest Detectors. Please contact us if you suspect the presence of this insect.

Richford River Fest keeps growing every year with more participants coming to Davis Park to learn about water ecosystems and quality, as well as become aware of the recreational opportunities our Missisquoi River offers. Richford has two campsites available for canoers who traverse the Northern Forest Canoe Trail, a trail of waterways formerly used by Native Americans which spans from the Adirondacks to the coast of Maine. The logbook at Davis Park holds records of people who come from far and wide to Richford to appreciate our waterway's habitats and views.

Enhancing Davis Park and other recreational areas in Richford for use by local citizens and visitors is a priority for our commission. RCC members Nancy and Gregg Campbell spearheaded an effort to develop flower beds and plantings at Davis Park. Thanks to a grant secured by Linda Collins, and many hard-working volunteers, many new landscape features were enhanced at Davis Park one Saturday in September.

We would like to thank John Engler, RJSWS Woodshop instructor, for his effort to begin a Richford birdhouse project before his retirement in June. With funding for wood from the RCC, Mr. Engler guided his students in the creation of more than 50 birdhouses which will be painted

by RJSHS students and erected this coming spring to beautify our village's streets and parks and to provide nesting sites for cavity-nesting birds. We are grateful to all the students at RJSHS who participated in this effort.

We would also like to thank volunteers Todd and Vivian Marlow, and Wendy and Kamryn Boyce for their efforts in maintaining the Nature Trails at Richford Elementary School, clearing blowdowns from the trails and pulling invasive Japanese Knotweed from the brook's banks.

We continued to monitor wildlife crossings along some of Richford's roads from April to September. We welcome anyone who would like to take a stretch of road to report any live or fatal wildlife crossings. Please contact us if you are interested in helping collect this data.

As always, we welcome your questions, comments, concerns, wildlife sightings, and reports of any invasive species.

Respectfully submitted,
Annette Goyne, Chair

The Planning Commission

The Planning Commission met throughout the year and reviewed the town plan which had been approved by the selectboard and Northwest Regional Planning Commission during December 2017. Municipal plans shall be re-examined, updated, and re-adopted every eight years and reassessed at the mid-point and revised to meet the changing needs of the community.

The commission met with the Development Review Board to discuss zoning bylaws that do not meet the needs of the community. No action was taken this year, but proposed changes will be discussed and a public hearing will be held on any proposed changes.

Again property owners in the village are reminded of the Designated Village Center which Richford is part of. This program offered benefits to business owners in the designated area, such as 10% Historic Tax Credits, 25% Façade Improvement Credits, 50% Code Improvement Tax Credits and 50% Technology Tax Credits.

Members of the community are welcome to the monthly meetings, on the second Monday of each month.

Respectfully Submitted,

John Libbey, Chair

Richford Zoning Administrator Report

The Zoning Office continued to be a busy place during 2018. We would like to express our gratitude to the community members who made significant efforts to comply with the current regulations set forth in the Town of Richford Zoning Bylaws. All property owners should be aware the zoning permits are required for all land development which includes: new construction, structural alternation, replacement or relocation of any sign, any new use or change of use of any structure or land. Please call the office if you have any questions.

A copy of our bylaws along with all of the applications and the fee schedule can be obtained at the Town Hall or on the town's website at [http: www.richfordvt.org](http://www.richfordvt.org).

During 2018, there were 37 applications/building permits processed. Of these applications, 16 were related to the village area and 21 were related to the town.

	Village	Town	Total
New or replacement homes, camps	0	5	5
Additions		1	1
Accessory Structures	12	6	18
New or replacement Garages		1	1
Other (fences, decks, etc.)	4	7	11
Commercial			
Subdivisions			
Change of Use		1	1

The Zoning Office also issues Certificates of Zoning Compliance/Occupancy whenever a new project is completed and ready to be occupied or a property is changing ownership or going through refinancing process. Compliance letters indicate that a property is free of any potential zoning violations.

The Zoning Office is located in the Richford Town Hall with office hours from 3:00 p.m. to 5:00 p.m. on Monday and Thursday or by appointment. The Zoning Administrator can be reached by calling the Zoning Office at (802)848-7751 (Extension 4) during regular hours, leaving a voicemail or by emailing at zoning@richfordvt.org.

Respectfully submitted,

John Libbey

Zoning Administrator

Northwest Vermont Solid Waste Management District
2018 Supervisors' 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. 2018 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 increased our programs and services like composting, hazardous waste disposal, and reuse. We also offered more workshops and increased our ability to pass on useful information through channels like farmers' 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 of this work shows in the amount of waste we diverted from the landfill this year. Some of this year's highlights include:

- District communities collectively diverted 31% of their waste from the landfill.
- **District operations diverted 1,734 tons of waste from the landfill in 2018! This is a 25% increase from 2017!!**
- NWSWD facilities recycled 128 tons of e-waste.
- Held eight "Backyard Composting" classes for residents.
- Launched a new community and business outreach program that has already made contact with over 260 businesses in our region.
- Collected 41 tons of hazardous material from 1462 households through our Household Hazardous Waste program. That's over 18% more households served than last year!
- Our Close the Loop compost program grew 28% and we collected 308 tons of food scraps from 33 businesses and institutions and 7 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 2018, 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. Way to go!

Through our District-operated sites and programs, this year we disposed of 914 tons of trash and recycled or diverted 1,734 tons of material including 471 tons of blue-bin recyclables. This sets the diversion rate for District services at 65%.

All District staff members 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.

NWSWD Board of Supervisors

**Richford Economic Advancement Corporation (REAC)
2018 Annual Report**

Richford Economic Advancement Corporation (REAC) led a series of visioning sessions in 2018 focused on the rear portion of 113 Main Street but including its surrounding parcels. The series kicked off at Greenwood's Bakery on March 7th. There was great community involvement throughout the year and a lot of creative ideas for the area below the Missisquoi Overlook came out of the meetings.

Director Jenna Purdell wrote a successful mini-grant application to RiseVT on behalf of REAC to fund a bike share program in Richford for teens and adults. Ten adult bicycles were purchased with the grant, including one tandem bike. Helmets and bike racks were also donated. The adult equipment will be available to borrow in the spring of 2019 at 53 Main Street (NOTCH Partnering Project/Nifty Thrifty). Children's bikes and strollers will be available to borrow at the same location. The children's equipment and storage shed were purchased with a separate grant that was awarded to the Town through Promise Communities.

Several noticeable improvements were made at the Missisquoi Overlook in 2018. Local contractor Jim Mallette was hired to stabilize the chimney that abuts 109 Main Street and install a brick patio at the lower overlook platform using bricks donated to REAC years ago. Alfred Gendron transported the bricks and sand to the jobsite on a tight schedule, and Donald Burns was invaluable as our patio project consultant. Larry Patterson (Stairs Unlimited) fabricated and installed picnic tables, benches, and a trash receptacle. John Libbey added a beautiful plant that stayed in colorful bloom throughout the season. FCIDC (Franklin County Industrial Development Corporation) donated a bench that is being held in storage for future installation.

Our most successful REAC golf tournament ever was held June 2nd with 12 teams participating. The American Legion team took 1st Place in the men's category, and Noella McGroarty's team took 1st Place in the women's competition.

We thank Deer Run Property Management (Judy and Donald Noyes), Donald Burns, and John Libbey for their donated services, FCIDC, NRPC, our 2018 golf teams and sponsors, our local contractors, Richford residents who vote "yes" to our annual request for a town appropriation, and all who support REAC.

2018-2019 REAC Directors are Connie Burns, Darlene Gregoire, Bill McGroarty, Beth O'Brien, Roselyne Lariviere, Albert Perry, Joe Pollender, and Jenna Purdell.

Darlene Gregoire
REAC President



U.S. Department
of Veterans Affairs

White River Junction VA Medical Center
215 North Main Street
White River Junction, VT 05009
866-687-8387 (Toll Free)
802-295-9363 (Commercial)

In Reply Refer to: 405/00

November 29, 2018

Dear Veteran,

The White River Junction VA Medical Center is attempting to contact all Veterans in our catchment area of Vermont and New Hampshire who are not enrolled or are enrolled and no longer utilizing our services. If you currently receive our services, please pass this note on to a Veteran who may benefit.

We offer a wide variety of services including assistance to Veterans who are homeless or unemployed to providing primary and specialty care. We have a robust mental health department offering one-on-one counseling, peer support, group sessions, and more. There is a designated treatment area for our women Veterans at the Women's Comprehensive Care Clinic; a safe space.

The White River Junction VA Medical Center has seven community based outpatient clinics. They are located in Bennington, Rutland, Brattleboro, Newport and Burlington, Vermont; in New Hampshire we offer services in Keene and Littleton. We are here to serve all Veterans, please do not hesitate to contact us, if for no other reason than to register/enroll with us in case of future need.

Our eligibility office in White River Junction can be reached at 802-295-9363 extension 5118. A single form - VA form 10-10EZ - and a copy of the DD214 is all that is needed.

The American Legion, Disabled American Veterans and the Veterans of Foreign Wars have full time service officers that are knowledgeable about our programs. These independent organizations serve all Veterans including nonmembers in processing disability and pension claims. They can be reached in White River Junction at:

American Legion	802-296-5166
Disabled American Veterans	802-296-5167
Veterans of Foreign Wars	802-296-5168

Thank you for your service to our nation. On behalf of the White River Junction VA Medical Center team, we look forward to serving you.

Sincerely,

Laura Miraldi
Acting Medical Center Director

RICHFORD TOWN MEETING
March 5th and March 6th, 2018

The moderator opened the meeting at approximately 7:00 P.M. Pursuant to the Annual Town Meeting Warning dated January 15, 2018 as hereinbefore recorded and the following business was transacted as specified in said warning.

It was moved by Sheila Record to dispense with the reading of waring and voted unanimously.

Article 1. It was moved by Sheila Record to accept as printed the reports of the officers of the Town for the past year. It was voted unanimously.

Article 2. This was read and all candidates for the various offices were announced. Darlene Gregoire indicated that she was on the ballot to run for the Moderator position. For the Town Clerk position, Alan Fletcher is on the ballot, he did not speak. For the Town Treasurer/Delinquent Tax collector position, Alan Fletcher is on the ballot, he did not speak. For the Select Board 3 year position, Christopher Martel is on the ballot. He spoke about the grants that he worked on getting in the past year for the playground. He thanked Linda Collins for making his job easier. For the Select Board 2 year position, Sherry Paquette is on the ballot. She introduced herself to the audience. For the auditor position no one was on the ballot. For the Lister 3 year position, Eric Collins is on the ballot. He spoke and indicated that the CLA for the Town was very good at 103.56. He also indicated that he felt that there would be no reappraisal anytime soon. For the Grand Juror 1 year position, Eric Collins is on the ballot. He spoke briefly about what this position used to be and how this position has been replaced by current law enforcement agencies. For the Town Agent position, Eric Collins is on the ballot. He indicated that this was a mystery office. For the first constable 1 year office, Larry Carr is on the ballot. He did not speak. For the Planning Commission 3 year position, Mark Waterhouse, Heather Skilling and John Libbey are on the ballot. No one spoke.

Article 3 – Sheila Record made a motion to accept article as written. Joanne Daignault seconded it. Valerie Allen wanted to know why the auditor position was being eliminated. Linda Collins responded by saying the Town now has professional audits done which are much more thorough than internal audits were. This article was voted from the floor. It passed unanimously.

Article 4 – Sheila Record made a motion to accept article as written. Joanne Daignault seconded it. Pam Parsons asked why these dates were as they were. Linda Collins responded by saying these dates have always been these dates. This article was voted from the floor. It passed unanimously.

Article 5 – There were no comments or discussion.

Article 6 – For Article 6a, Pam Parsons spoke and she thanked Christopher Martel for all his help with the summer day camp. She said they had around 150 kids per day last summer. She also said she appreciated the Town letting them use the playground and thanked all the people in the audience for

their support. For Article 6b, no one spoke. For Article 6c, no one spoke. For Article 6d, Rowena Brown thanked everyone for their support. She said the Beautification Committee uses the money for holiday decorations and plants to try to make the Town look better. She said anyone with time who wanted to volunteer would be welcome. For Article 6e, no one spoke. For Article 6f, no one spoke. For Article 6g, Levi Irish spoke and said that Operation Happiness helped 94 families last year with Christmas presents. She also said that all their donations and support comes from within Richford. For Article 6h, Valerie Allen spoke and thanked everyone for all their support last year and hoped they would support Vermont Adult Learning again. For Article 6i, no one spoke. For Article 6j, Beth O'Brien spoke about REAC's involvement in creating a park on Main Street. She also said most of their money comes from grants and it is time consuming to apply for and get these grants. She said everyone who is involved with REAC volunteers their time. She said she appreciated everyone's support. For Article 6k, no one spoke. For Article 6l, Linda Collins asked if Rural Fire Protection Task Force was a local organization. Tim Green responded by saying they helped the Town with "Dry Hydrants". For Article 6m, no one spoke. For Article 6n, Linda Collins spoke and indicated that Samaritan House provided help to homeless families from Richford even though they are located in St. Albans.

Article 7 – Mark Waterhouse asked what the tax rate was last year. Darlene Gregoire indicated the figure from the Town Report. Rowena Brown asked what the money spent for tax sales in 2017 was for. Alan Fletcher responded saying the Town purchased a house at tax sale that no one else bid on. Pam Parsons asked if this was what the \$30,000 in the budget was for in 2018. Linda Collins responded, yes. Rowena Brown then asked why there was an increase in the holiday celebration budget. Sherry Paquette responded by saying part of it was to help the fire department pay for a harvest festival. Linda Collins also spoke saying this budget needed to be increased. Rowena Brown asked what could be done about animal control. Christopher Martel responded by saying that the Town used to use the humane society, however they closed in 2017 and now dogs have to be taken to a kennel in Lamoille county. The humane society has since re-opened however they only take some cats. Christopher Martel also indicated that the humane society used to get an appropriation for the Town however the Town no longer allows them on the ballot. Carolyn Smith then asked why water rates went up. Norris Tillotson responded by saying rates did not go up. Carolyn insisted rates did increase and wanted to know why there were so many delinquent tax accounts and water/sewer accounts. Alan Fletcher responded by saying water/sewer rates did not increase in 2017. He also explained that most delinquent taxes were from 2017 and that delinquent water/sewer accounts were collected, just not as quickly as delinquent tax accounts.

Article 8 – Beth O'Brien thanked Tim Green for his service to the Town and to REAC.

Darlene Gregoire made a motion to recess until 10:00 A.M. March 6th. Sheila Record seconded this and motion carried.



Alan Fletcher
Darlene Gregoire

TOWN OF RICHFORD ANNUAL MEETING RESULTS

Article 2a: Moderator

Darlene Gregoire – 227

Write Ins: Marianne Hall – 2, Morton Greenwood – 1, Kevin Tessier – 1, Blank – 14

Article 2b: Town Clerk for 3 Years

Alan Fletcher – 221

Write Ins: Bob Simmons – 1, Linda Coons – 1, Sheila Record – 3, Tim Green – 2, Blank – 17

Article 2c: Town Treasurer/Delinquent Tax Collector for 3 Years

Alan Fletcher – 220

Write Ins: Sheila Record – 2, Tim Green – 1, Linda Collins – 1, Blank – 21

Article 2d: Select Board for 3 Years

Christopher Martel – 204

Write Ins: Dan Newton – 2, Morton Greenwood – 8, Stanley Guilmette – 1, Ricky Longe – 1, Linda Coons – 2, Joanne Daignault – 1, Blank – 27

Article 2e: Select Board for 2 Years

Sherry Paquette – 151

Write Ins: Scott Coons – 1, Robert St. Pierre – 1, Morton Greenwood – 62, Timothy Green – 1, Wendy Boyce – 1, Roy Rivers – 1, Daniel Newton – 1, Alfred Gendron – 1, Scott Alderman – 1, Marianne Hall – 1, Blank – 23

Article 2f: See Article 3

Article 2g: Lister for 3 Years

Eric Collins – 202

Write Ins: John Libbey – 2, Andy Pond – 1, Carol Tessier – 1, Sheila Record – 1, Dan Newton – 1, Joe Pollender – 1, Morton Greenwood – 1, Blank 35

Article 2h: Town Grand Juror for 1 Year

Eric Collins – 206

Write Ins: Linda Collins – 1, Andy Pond – 1, Kevin Tessier – 1, Dan Newton – 1, Blank – 35

Article 2i: Town Agent for 1 Year

Eric Collins – 198

Write Ins: Norris Tillotson – 1, Kevin Tessier – 1, Andy Pond – 1, Dan Newton – 1, Linda Collins – 1, Roy Rivers – 1, Blank – 41

Article 2j: First Constable for 1 Year

Larry Carr – 155

Write Ins: Evan Mercy – 1, Donald Noyes – 1, Stuart Guyette – 1, Morton Greenwood – 2, Roy Rivers – 4, Jeff Goyne – 2, Lance Carr – 1, Alan Fletcher – 1, Suzy McAllister – 1, Andy Pond – 1, Doug Billado – 2, Blank – 73

Article 2k: Planning Commission for 3 Years (3 Positions)

C Mark Waterhouse – 205

Heather Skilling – 168

John Libbey – 174

Write Ins: Morton Greenwood – 2, Joshua Waterhouse – 1, Arthur Pond – 1, Donald Noyes – 1, Daniel Newton – 1, Andy Pond – 1, Blank – 181

Article 3: Passed by voice vote at March 5th meeting

Article 4: Passed by voice vote at March 5th meeting

Article 5: Authorize Selectmen to Borrow

Yes – 152

No – 79

Blank – 14

Article 6a: Appropriate \$3,500.00 to the Richford Heath Center's Summer Day Camp Program?

Yes - 187

No – 55

Blank – 3

Article 6b: Appropriate \$4,847 to the Franklin County Home Health Agency, Inc?

Yes – 187

No – 53

Blank – 5

Article 6c: Appropriate \$150.00 to Green Up Vermont?

Yes – 174

No – 67

Blank – 4

Article 6d: Appropriate \$2,000.00 to the Richford Beautification/Image Committee?

Yes – 168

No – 75

Blank – 2

Article 6e: Appropriate \$1,000.00 to the Northwest Counseling and Support Service?

Yes – 139

No – 100

Blank – 6

Article 6f: Appropriate \$500.00 to the Missisquoi River Basin Association?

Yes – 143

No – 96

Blank – 6

Article 6g: Appropriate \$1,000.00 to Operation Happiness?

Yes – 129

No – 108

Blank – 8

Article 6h: Appropriate \$500.00 to Vermont Adult Learning?

Yes – 152

No – 86

Blank – 7

Article 6i: Appropriate \$500.00 to the Richford Conservation Commission?

Yes – 143

No – 94

Blank – 8

Article 6j: Appropriate \$2,500.00 to the Richford Economic Advancement Corporation (REAC)?

Yes – 130

No – 112

Blank – 3

Article 6K: Appropriate \$1,905.00 to the Green Mountain Transportation Agency?

Yes – 167

No – 73

Blank – 5

Article 6l: Appropriate \$100.00 to the Vermont Rural Fire Protection Task Force?

Yes – 176

No – 63

Blank – 6

Article 6m: Appropriate \$500.00 to the VT Association for the Blind & Visually Impaired?

Yes – 174

No – 65

Blank – 6

Article 6n: Appropriate \$500.00 to Samaritan House?

Yes – 143

No – 93

Blank 9

Article 7: 2018 Budget

Yes – 153

No – 81

Blank – 11

RICHFORD TOWN SCHOOL DISTRICT ANNUAL MEETING
March 5th and March 6th, 2018

Meeting opened pursuant to the Annual School Meeting Warning dated January 3, 2018 at 7:50 P.M as hereinbefore recorded and the following business was transacted as specified in said warning.

It was moved by Sheila Record to dispense with the reading of the warning. It was so voted.

Article 1 – Darlene Gregoire indicated that she was running for the position of School Moderator.

Article 2 – No one spoke.

Article 3 – No one is on the ballot. Wallace Steinhour indicated that Andy Pond was not on the ballot but had a change of heart and wanted to run. He was asking people to write in his name.

Article 4 – No one spoke.

Article 5 – No one spoke.

Article 6 – Beth O'Brien thanked Wallace Steinhour for his service on the school board. Mark Waterhouse asked if the school tax rate was going to increase. Wallace Steinhour answered that it would. He indicated that the reduction in the Town's CLA would cause school tax rates to increase. Mark Waterhouse asked if there was an estimate of how much the school tax rate would increase. Morgan Daybell stood to address the question. Darlene Gregoire then asked the audience if there were any objections to Morgan speaking as he was not a resident of Richford. There were no objections, and Morgan proceeded to report that the projected increase was a 6.5 cent increase. Linda Collins then asked if the contract for the school resource officer was going to be renewed. Wallace Steinhour responded that money for this was in the budget. He then went on to explain that some of the money referenced in Article 4 was going to be used to install new windows for the high school and upgrade the intercom for the elementary school. Linda Collins then asked if the elementary school was having problems with its water. Beth O'Brien answered saying that there were some problems with unsatisfactory levels of lead in the water; however, this was likely being caused by old faucets and not by the water itself.

Motion to recess until 10:00 A.M. on March 6 was made by Sheila Record. This was seconded by Linda Collins. Motion carried.



Darlene Gregoire

RICHFORD TOWN SCHOOL DISTRICT ANNUAL MEETING RESULTS
March 6th 2018

Article 1: Moderator for 1 Year

Darlene Gregoire – 218

Write Ins: Marianne Hall – 2, Mort Greenwood – 2, Kevin Tessier – 1, Blank – 19

Article 2: School Director for 3 Years

Morton Greenwood – 212

Write Ins: Wally Steinhour – 2, Andy Pond – 6, Wendy Boyce – 3, Mort Greenwood – 1, Roy Rivers – 1, Carol Tessier – 1, Finola Cournane – 1, Albert Pearce – 1, Blank – 14

Article 3: School Director for 2 Years

Write Ins: Andy Pond – 50, Christopher Martel – 2, Wendy Boyce – 13, Joe Pollender – 1, Annette Goynes – 1, Clint Holmes – 1, Morton Greenwood – 8, Marianne Hall – 1, John Libbey – 1, Evan Mercy – 2, Wally Steinhour – 1, Tammy Boyce – 1, Francis Whitney – 1, Karen Cangelosi – 1, Joan Cheeseman – 1, Mandy Guilmette – 1, Guy Charbonneau – 1, Tina Lamos – 1, Don Marcy – 1, Patty Lariviere – 1, Susie Boyce – 1, Eric Chagnon – 1, James Guilemette – 1, Blank – 149

Article 4: Transfer \$100,000.00 into the Capital Project Fund?

Yes – 147

No – 85

Blank – 10

Article 5: Budget in the amount of \$5,978,592.00

Yes – 156

No – 81

Blank - 5

ANNUAL REPORT

FROM THE OFFICERS

OF THE

**RICHFORD TOWN
SCHOOL DISTRICT**

2018

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RICHFORD TOWN SCHOOL DISTRICT OFFICERS

Moderator

School Directors

Andrew Pond	Term Expires 2020
Morton Greenwood	Term Expires 2021
Mannette Guilmette	Term Expires 2019
Pam Hazen	Term Expires 2019
Kevin Blaney	Term Expires 2020

WARNING
RICHFORD TOWN SCHOOL DISTRICT
ANNUAL MEETING
Monday, March 4, 2019, and Tuesday, March 5, 2019

The legally qualified voters of the Richford Town School District, Richford, Vermont, are hereby warned and notified to meet at the Richford Town Hall in Richford, Vermont, on Monday, March 4, 2019, at 7:00 p.m., to transact the following business, viz:

Articles 1 through 3 will be voted on by Australian ballot at the Richford Town Hall on Tuesday, March 5, 2019, between 10:00 o'clock in the forenoon, at which time the polls will open, and 7:00 o'clock in the afternoon, at which time the polls will close.

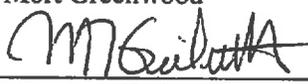
- ARTICLE 1. To elect a Moderator.
- ARTICLE 2. To elect a School Director for a term of three (3) years.
- ARTICLE 3. To elect a School Director for a term of two (2) years.
- ARTICLE 4. To transact any other nonbinding business thought proper.

Adopted and approved at a meeting of the Board of School Directors duly noticed, called, and held for that purpose on January 21, 2019.

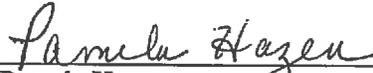
Kevin Blaney



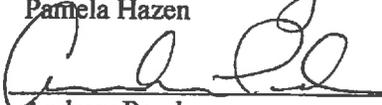
Mort Greenwood



Mannette Guilmette



Pamela Hazen



Andrew Pond

RICHFORD TOWN SCHOOL DISTRICT

**Joint Report of School Directors
and
Office of Superintendent of Schools**

2018-2019

Enrollment as of October 1, 2018

Grade	PK-3	PK-4	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Elementary	21	26	25	29	24	27	22	22								196
High School									32	34	35	46	26	30	35	238
																<u>Total</u> 434

Enrollment as of October 1, 2017

Grade	PK-3	PK-4	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Elementary	15	18	31	24	33	26	22	32								201
High School									33	34	35	25	35	37	28	<u>227</u>
																<u>Total</u> 428

Blueprint for Learning

Mission

The mission of the Franklin Northeast Supervisory Union (FNESU) Learning Community is to adopt, promote, and support high expectations for all its members. FNESU will use data and research-based best practices to make informed decisions so that all children learn and succeed in each area of development.

Vision

FNESU believes that working as a Professional Learning Community will lead to achievement of our mission. FNESU members will:

- Unite to achieve a common purpose and clear goals;
- Work together in collaborative teams to build capacity and promote ongoing professional learning;
- Seek and implement promising strategies for improving student achievement on a continuing basis;
- Monitor each school's progress; and
- Demonstrate a personal commitment to the academic success and general well-being of all students.

Targets

Target Goal #1 Literacy (Reading and Writing) – Improve student performance in Reading and Writing on New England Common Assessment Program (NECAP) Assessments as evidenced by

any or all of the following:

- The number of students who reach proficient and/or higher on the Reading and Writing assessments will increase by 5% each year.
- The number of students who move up proficiency levels with the NECAP Reading and Writing assessments will increase by 5% each year.
- The number of students who demonstrate minimum of one year's growth in one teaching year's time will increase by 5%. (As measured by Scaled Scores NECAP in Reading Only)

Target Goal #2 Mathematics – Improve student performance in Mathematics on the New England Common Assessment Program (NECAP) Assessments as evidenced by:

- The number of students who reach proficient and/or higher on the Mathematics assessments will increase by 5% each testing year.
- The percentage of students who move up proficiency levels with the NECAP Mathematics assessments will increase by 5% each testing year.
- The number of students who demonstrate minimum of one year's growth in one teaching year's time in Mathematics as demonstrated by NECAP assessment results will increase by 5%. (As measured by Scaled Scores)

Target Goal #3 Science – Improve student performance in Science on the New England Common Assessment Program (NECAP) Assessments. The number of students who reach proficient and/or higher on the Science assessments will increase by 5% over the previous class.

Target Goal #4 Technology – Increase students' ability to utilize technological skills necessary to assist them in accessing digital tools to enhance learning experiences.

Target Goal #5 – Improve school climate, student well-being, and communication as evidenced by survey data collected from students, parents, and community members.

Target Goal #6 – Preparing, training, recruiting, hiring, and retaining high quality and effective educators – Increase student academic achievement by improving educator and administrator quality and increasing the instructional abilities of educators in classrooms and administrators to provide effective feedback to educators.

Superintendent's Report

Lynn Cota, Superintendent

“No other investment yields as great a return as the investment in education. An educated workforce is the foundation of every community and the future of every economy.”

~ Brad Henry

We are living in a turbulent time of complex change in education in Vermont. There have been several major education laws passed in the last few years that have required substantial attention and extensive changes to the work we do in schools, and in how schools are governed, throughout the state.

Act 46 - School Governance

On November 28, 2018, the State Board of Education acted on the final phase of the Act 46/49 laws, and released the final order for school district consolidation throughout the state. In this phase, many school districts who had not voluntarily merged had the opportunity to submit Alternative Governance Structure (Section 9) proposals. In Franklin Northeast Supervisory Union

(FNESU), Montgomery submitted a proposal and Richford and Enosburg submitted a joint proposal. The State Board of Education did not approve either proposal and instead ordered a forced merge in Franklin Northeast. The structure outlined in the final plan keeps Franklin Northeast as a Supervisory Union, while merging our five town school districts into two separate unified union school districts (see visual below). Our assigned structure is called a side by side. On one side, the school districts that operate schools through grade 12 (Richford and Enosburg) were ordered to merge their school governance. On the other side, districts that operate schools through grade 8 and tuition high school grades (Bakersfield, Berkshire, Montgomery and now Sheldon) were ordered to merge their school governance. Sheldon had previously been assigned to the Franklin Northwest Supervisory Union (FNWSU); the State Board of Education exercised their authority, to assign Sheldon to Franklin Northeast. The Act 46 law requires the new Unified Union School Districts to become operational on July 1, 2019.

FNESU School Board Structures



Communities throughout the state have challenged the constitutionality of the Act 46 law and the authority given to the State Board of Education to forcibly merge school districts. Montgomery, Richford and Sheldon are parties in that litigation. We have, and will continue to, work to understand and follow the law and guide our school districts as we navigate this complex governance change.

At the time this report was written, five bills had been introduced in the legislature around Act 46. It is impossible to predict any changes that might occur as a result of these bills. What we know right now is that under our current order, we do not have the authority to warn single district budgets at Town Meeting. We will provide up-to-date information to our community members at Town Meeting. At that time, we hope to be able to outline what the budget process will be for our school districts and any changes to the timeline associated with unifying school governance in FNESU.

Act 77 – Flexible Pathways & Education Quality Standards

In 2013, the Vermont Legislature enacted the Flexible Pathways law. The intent behind this law was to allow for greater opportunities for personalization of the learning for all students. As a result, all students in grades 7-12 are required to develop personalized learning plans (PLP's) and schools are expected to develop Flexible Pathways for students to choose from. Students can choose from school-based course offerings, virtual or blended learning opportunities, community or work-based learning opportunities, career and technical center opportunities and post-secondary learning options among others.

The Education Quality Standards require that all students in Vermont graduate based on proficiency of content and skills connected to state and local standards. These laws and standards have required complex changes within our systems and will continue to evolve as we work to build a system that both supports and challenges all our learners.

Student Learning

Improving learning opportunities and outcomes for the students in Franklin Northeast continues to be the primary goal of our professional work. Annually, each school analyzes data from a variety of sources to complete a Comprehensive Needs Assessment. Based upon the identified needs within each school, and in consideration of the FNESU Continuous Improvement Plan, each school develops their own annual Continuous Improvement Plan.

Standardized assessments are one way we measure student progress and school success. Overall, we have seen growth in the majority of standardized measures from the Smarter Balanced Assessment Consortium (SBAC).

FNESU

Grade	Vermont ELA	FNESU ELA	Change	Vermont Math	FNESU Math	Change
3	50%	52%	---	52%	59%	+9%
4	53%	50%	---	49%	51%	-4%
5	55%	54%	+5	43%	45%	-2%
6	53%	58%	+2	41%	45%	+3%
7	57%	64%	+13	44%	48%	-2%
8	57%	53%	+3	42%	40%	+1%
9	55%	43%	N/A	35%	26%	N/A

FNESU students scored at or above state average on 8 of 14 measures.

FNESU students scored below state average on 6 of 14 measures.

FNESU stayed the same or increased on 9 of 12 measures.

We are proud of the progress we are making, and recognize the areas we need to focus on for continued growth.

There are many other ways to measure overall school success. Later this spring, the Vermont Agency of Education will be releasing comprehensive School Report Cards that are based on many of the accountability measures required under the Every Student Succeeds Act (ESSA). We will make those report cards public on our website once they are available.

Teacher Retention

We have been gathering and studying data about teacher retention in FNESU for a little over a year. Boards and leaders have analyzed exit surveys and employment trends in order to determine some of the root causes of staff turnover in our schools. As an organization, we have seen a tremendous amount of teacher turnover for many years. On average, we have between 30-40 new teachers each year. Our data indicates that many of our teachers leave within their first four years of employment. Several factors seem to impact those decisions including: geography, availability of housing, and salary. Our boards recognize the importance of retaining high quality teachers and will continue to make supporting them in their first few years of employment and encouraging them to stay a priority.

Community Support

On behalf of our School Boards and administrators, thank you for allowing us the privilege of educating your children. We are grateful for the community support of our students, staff and schools.

Curriculum

Jody Vaillancourt/Jennifer Kennison, Co-Directors of Instruction & Learning

The 2018-2019 school year has been another year of improvement and growth. As our teachers and administrators continue to reflect on our progress and refine our practice, we are seeing a positive impact on student learning. The continued improvement of our students' achievement on the statewide assessment of literacy and math achievement in grades 3-9 known as Smarter Balanced Assessment Consortium (SBAC) is certainly a bright spot from the past year.

FNESU students:

- scored at or above state average on 8 of 14 SBAC achievement measures.
- stayed the same or increased on 9 of 12 SBAC growth measures.
- scored above the Vermont state average score on 5 of 7 math measures.
- maintained or increased on all ELA measures.

We expect to see more growth from our testing this spring.

The Vermont State Board of Education recently adopted the C3 Framework for Social Studies Standards, and our teachers have been engaged in professional learning and action research aimed at implementing a new instructional model in grades K-12 this year. The C3 Framework is built around the Inquiry Arc, and teaches students to question, apply the disciplinary tools of geography, history, economics, and civics, evaluate sources of information, and take informed action in their communities and the wider world. Students have been very engaged in forming their own evidence-based argument to compelling questions like "Why can't we get everything we need and want?" in kindergarten, "Why can't I post that on social media?" in fifth grade, and "Am I going to vote?" in high school.

The 2018-2019 school year represents year one of implementation of changes required by the Vermont State Plan to address the federal Every Student Succeeds Act (ESSA). Under ESSA, teachers and students in Vermont schools will take new statewide assessments. All Vermont students will participate in the Vermont Science Assessment (VTSA) for grades 5, 8 and 11. This assessment is designed to measure student achievement of the Next Generation Science Standards (NGSS). Students in grades 4, 7, and 9 will participate in the FitnessGram assessment. This tool is intended to help our students learn to value a physically active lifestyle. Score data for both of these new assessments will be added to our accountability measures next fall. If you have a child in one of these testing grades, look for individual student score reports this summer.

Ultimately, continuous improvement is the goal of every school in FNESU. Just as with each of our students, we recognize that each school has individual strengths and needs. FNESU strives to identify and build upon effective instructional practice through system-wide collaboration and the development and implementation of continuous improvement plans in order to maximize student learning.

Continuum of Supportive Services
Shirley Carlson, Director of Special Programs

The 2018/2019 school year presented the special education department at Franklin Northeast Supervisory Union (FNESU) with several staffing challenges and staffing additions. We continue to struggle in hiring qualified and experienced special education teachers. This issue is not unique to FNESU as several neighboring supervisory unions are also feeling the void in this applicant pool. Most worrisome is the lack of available speech and language pathologists in the State of Vermont. FNESU is very fortunate to have three veteran SLPs working in all of our schools. These individuals continue to go above and beyond on a daily basis to try to insure that our identified students receive important language services. If you know who these individuals are personally, please thank them for their dedication and efforts. They are educational heroes in my opinion! Fortunately, the State has listened to our significant concerns regarding the lack of available personnel. We are encouraged to learn that the University of Vermont is now offering grant-funded opportunities for individuals seeking to obtain their Early Education/Special Education license as well as licensure to become Speech and Language Pathologists. Although not immediate, we remain hopeful that we may see some movement in this field in the next few years.

On a more positive note, our special education department at FNESU has added two key personnel to assist as Behavior Specialists in our schools. The challenge that schools face with regards to students and families with mental health issues continues to grow and is changing the landscape of education. Slowly, we are equipping teachers and support staff with necessary skills to optimize learning opportunities for students who present significant risky behaviors. I am thrilled to witness first-hand, the benefits of these services and hope that we might be able to expand this program in the future. Teachers and administrators value the expertise of these highly skilled behavior specialists.

Finally, our special education mentoring program is an equally invaluable service to our new hires and veteran teachers. Robin Gagne, FNESU Assistant Director of Special Programs, continues to provide intensive supports to our staff and her expertise has helped many of our teachers be successful in their positions.

In closing, many of you may be aware that my tenure as your Director of Special Programs is coming to a close as I move into the ranks of retired personnel. It has been my pleasure and privilege to serve our communities and work alongside some of the most dedicated professionals and administrators that I have witnessed in my 21 years in education. I am proud of what we have accomplished and will keep a watchful eye on your continued success.

Technology Report

Dominic DeRosia, Technology Director

In today's world, technology has become ubiquitous; both in the business world, as well as our everyday lives. In Franklin Northeast Supervisory Union (FNESU), we strive to give students access to the tools they need in order to be prepared for the technological world around them. The devices we provide for students maximize their exposure to various educational opportunities, as well as providing the connectivity to become global learners.

FNESU schools offer 1:1 computing, where the majority of students are given their "own" device to use by their school. 1:1 computing is a broad term based around the idea of having one device per student. As the cost of mobile devices has continued to decrease, FNESU schools have been able to continue to grow our 1:1 programs. We regularly evaluate devices as new options become

available to try to provide our students with the best learning experience possible, while at the same time keeping our budgets and local taxpayers in mind.

While we have a variety of devices available to students, including laptops, iPads and Chromebooks, it's the Chromebooks that have emerged as the main computing device within FNESU. At this point, all of our schools are either already using Chromebooks as their main student device, or are in the process of transitioning from iPads to Chromebooks. The lower price of Chromebooks compared to iPads, along with the ease of maintenance, larger screen and physical keyboard have made them a very attractive option. FNESU is far from alone in this thinking, as Chromebooks have become the most popular device in schools nationwide in recent years.

Having a large number of computing devices in schools has also become a necessity when it comes to testing. Our students are required to take the Smarter Balanced Assessment Consortium (SBAC) assessments. While students would take traditional paper and pencil style tests in the past, the SBAC tests are electronic and require compatible devices for testing.

While technology provides learning tools across the curriculum, technology itself can lead to potential career paths for students as well. With the creation of many new jobs, which require Computer Science degrees being projected for the near future, it is important that our students have the opportunity to learn the skills that could lead them to one of those future opportunities. Many classrooms across FNESU have participated in the Hour of Code the past few years, which is an annual event designed to introduce and promote coding to students. We have also seen an increase in Maker (learn by creating) projects, including the use of 3D Printing in several of our schools.

Many technological tools other than student devices are used throughout FNESU as well. We use a teacher observation system called TeachPoint, which allows administrators to leave detailed real-time feedback for teachers about what they observed while visiting classrooms. Teacher-created websites and the use of classroom management tools like Google Classroom and Edmodo improve the communication between teachers and students and continue to grow in popularity. Teachers use our online curriculum database, Rubicon Atlas, to develop and map curriculum. The use of G Suite (formerly Google Apps for Education) has become commonplace for FNESU schools, enabling collaborative document creation and sharing, website design and blogging, among other useful tools. We also continue to use PowerSchool as our Student Management System. Another beneficial system is SchoolMessenger, which allows schools to make automated calls home to share information about upcoming events, or with important messages such as school closings.

As the use of technology continues to grow, safety must be kept as a focus. Both teachers and students need to be educated in safe and appropriate use of technology. The first link in the list below is a good resource for anyone looking for tips on Internet safety.

Technology Education Resources:

- <https://www.commonsensemedia.org/> (Internet safety/digital citizenship resource)
- <https://www.google.com/edu/products/productivity-tools/> (G Suite for Education)
- <http://www.smarterbalanced.org/> (Smarter Balanced Assessment Consortium)
- <http://hourofcode.com/us> (The Hour of Code)

Please feel free to contact me via email with any questions pertaining to technology in FNESU schools at dderosia@fnesu.net or by phone at 848-7661 x21.

LEAPS

(Learning and Enrichment Activities that build Positive relationships and Self-esteem)

A 21st Century Community Learning Center (CCLC)

Heather Moore, 21st CCLC Project Director

LEAPS connects afterschool programming, supplemental instruction, and skill development with the local school system and community. The mission of LEAPS is to improve student achievement in math, science, reading/language arts, self-esteem, social skills, and to reduce high-risk behaviors and attitudes. LEAPS currently offers programming to youth in grades K-8 at Bakersfield Elementary & Middle, Berkshire Elementary, and Montgomery Elementary Schools. LEAPS also offers programming to youth in grades K-4 at Enosburg Elementary School, to youth in K-6 at Richford Elementary School, and to youth in grades 5 – 12 at Enosburg Middle & High School.

Since 2004, LEAPS afterschool programs have been designed to enrich the lives of the whole child. Each site has a unique set of offerings tailored to address the needs and desires of their youth population. Classes range from traditional classroom settings to nature-based classroom instruction. Each day, the course offerings vary to ensure our youth are provided with opportunities to find connections and interests that they will carry with them as they develop relationships, add to their education, or to look for jobs.

The 2018-2019 school year is the fifth year of the 21st CCLC Grant funding. 21st CCLC funding is provided by the Federal Government, through a Vermont Agent at the Vermont Agency of Education (AOE). Franklin Northeast Supervisory Union (FNESU) will have the application for another five years of funding submitted to the AOE by the due date of February 5, 2019. Award for funding approval will be announced by April 19, 2019.

In this application, FNESU is proposing to offer summer programs at the Richford and Montgomery Elementary Schools, the only two LEAPS sites that have not had summer programming in the past. Also included in this application is the addition of the Sheldon Elementary School's 21st CCLC program site, based on the final decision of the Vermont State Education Board.

During the 2017-2018 school year, our project served 994 students in all five sites, with 695 of these students as regular attendees defined by attending 30 or more program days. Research shows that in order for afterschool programming to positively impact student learning, they must attend more than 30 days per year. Overall, 76% of eligible students participate in a LEAPS program. Of the 695 attendees, 70% are regular attendees. This number is higher than the 21st CCLC directive that at least 50% of the school population will attend the Afterschool Program, showing how successful the LEAPS programs have been and how integral the programs are in our communities.

At Richford Elementary: Out of the 201 students in Kindergarten through sixth grade, 119 students attended the program of which 95 were regular attendees. This means that 80% of those students who attended the program were regular attendees.

Our programs would not have been as successful without the continued and growing support of our Community Partners: Arvin A. Brown Library, Local Motion, LJW Memorial Fund, Creative Habitat, Berkshire Recreational Department, Green Heron Farm, UVM Extension Service, Berkshire PTO, Snyder's Academy of TKD, Hannaford, Montgomery Recreation Department, the VT Campaign to End Childhood Hunger, VT Department of Fish/Wildlife, Bakersfield Historical Society, and the NOTCH Program. Thank you for all of your support.

Richford Elementary School & Richford Jr. – Sr. High School

Beth O'Brien, Principal

Metacognition, Reflection and Goal Setting is our PreK-12 theme for the 2018-2019 school year. Metacognition is thinking about your thinking, and having a plan of action for what to do when you don't know. We have been working on goal setting and reflection for a couple of years and added the metacognitive piece this year in an effort to help students transfer the learning from the classroom setting to real life. Therefore, our instructional focus across all grades levels and content areas has revolved around developing metacognitive learners. We have done this using the following techniques:

- Intentionally and Transparently teach students about metacognition/planning.
- Ask Questions...Don't give answers
- Be Intentional and Transparent
- Make Thinking Visible
- Anchor charts (co-created with kids)
- Learning Logs
- Think Alouds (modeling)
- Self-Assess/Self Efficacy

At the beginning of the school year, we made some changes to our Proficiency Based Graduation Requirements that were implemented last year. We are working in uncharted territory to meet the requirements of Act 77, while making the learning goals and the methods of assessment more explicit than ever. We strive to make the learning more accessible to all students by increasing clarity. In doing so, we can also create more flexibility for personalized approaches to skills, content, and flexibility in the pace of learning. We are confident that each of these aspects will contribute to increased equity for access to learning and excellence. In order to graduate from Richford High School, each student in the classes of 2019, 2020, and 2021 must demonstrate successful completion of 24 credits. For the class of 2022 and beyond, we also are requiring all students to demonstrate proficiency within each of the 6 FNESU Transferable Skills: Habits of Learning, Citizenship, Critical Thinking & Problem Solving, Communication, Reading, and Writing.

Over the course of this school year, all PreK-12 instructional staff have been trained in the basic tenets of restorative practices. Restorative practices offer teachers the tools and understanding necessary to transform how we teach and learn together. Restorative practices focus on creating a sense of belonging and community, which fosters an environment where harm can be repaired and those involved in conflict can be integrated. This involves collaboration between all members of the Richford School community by discussing important issues, improving relationships, creating a peaceful climate, and providing a sense of hope, purpose, and place. Over the last few years, there has been an increased interest around the use of restorative approaches globally, nationally and in Vermont schools. The shift is largely due to the many positive outcomes documented in our community Restorative Justice programs and as a response to the failure of "zero-tolerance" policies in our schools. Beginning in 2015, federal and state education agencies began to recommend the implementation of non-exclusionary discipline measures. The use of restorative justice in schools has been linked to:

- Reduced suspensions and expulsions
- Reduced behavioral referrals
- Reduced racial disparities in exclusionary discipline
- Reduced absenteeism and tardiness
- Improved climate and culture: increased sense of belonging and agency

- Increased academic performance
- Increased teacher satisfaction and reduced turnover
- Increased parental satisfaction with school response
- Student identified increased social emotional capacity

We have two teachers who have been extremely dedicated to our students and school system over the years who are retiring in June. Debbie Atherton came out of retirement four years ago to teach a couple of classes a day. Her Consumer Economics class has gotten rave reviews from former graduates and their parents. She has decided that it is now time to fully retire. Andrew Hathaway, a long-time teacher and coach, has decided that it is time for a change. He will be remembered for making us look at multiple perspectives and having evidence to back up our claims. We would like to thank both of them for their many years of service to our community.

Last spring, Richford Elementary School, along with several other schools across the state that were built at a similar time, were given the opportunity to get free lead testing done on water from all taps. The results found that 14 out of 26 of the taps sampled had a result at or above the Environmental Protection Agency's action level for lead in public drinking water of 15 parts per billion (ppb). All of these taps were in the original building. The results were much higher on the first draw samples (after the water sat in pipes and fixtures for at least 12 hours) than they were on the flush tests (after the water ran for a little while). As a result, we took immediate action by only allowing access to water for consumption from taps that passed the requirement, while we worked on remediation. Since the taps in the original building that had less than 1 part per billion came from fixtures that had been replaced, the consultant from the state agreed that replacing fixtures was the logical solution. Over the course of the spring and the summer, all fixtures were replaced and the results from the retesting has allowed us to drink from all taps in the building. However, we encourage everyone to drink from only the filtered fountains and bottle filling stations.

Students in grades 3-9 are required to take the rigorous Smarter Balanced Assessment Consortium (SBAC) assessments each spring. SBAC is designed to assess a student's progress toward achieving proficiency on the Common Core State Standards (CCSS) in literacy and math; however, students are tested in a new way using a computer based format, which presents challenges. I have included two charts with data below. The first compares the average scaled score for students in each grade to the average scale score from students in the same grade last year (different groups of students). This is the new reporting method the Vermont Agency of Education plans to use in the future. They feel this is a more accurate measure of school improvement because a student can make significant gains without moving up to the next level of performance. This is the first year 9th graders were tested, so there is no comparison between this year's and last year's scores. In the past, 11th graders were tested, but the decision was made last year at the state level to switch to 9th grade. The second chart shows the percent of students in each class that were Proficient or Proficient with Distinction.

We continue to work to overcome obstacles to improve our scores. For example, the number one indicator of success on a test like this is the socioeconomic status of the child, so our results are not surprising given the fact that over seventy percent of our students are eligible for free and reduced hot lunch. We also have a large transient population. We make changes, like the ones that I have discussed throughout this report, in an effort to provide equitable opportunities for learning. For example, we have increased instructional time in Math and Literacy at the middle school level. We have also been working on independence, in addition to metacognition, in the elementary grades. We know that this type of work requires focus and sustained effort over time to yield results.

Our 9th grade scores are cause for celebration. They were higher than the district average in both Math and ELA. This is the first time this has happened for both areas. Last year, we were higher

in ELA, but Math was slightly lower. Our average ELA and Math scale scores increased at every grade at the middle school level, which we believe is due to an increase in the amount of time allocated for instruction in grades 6, 7, and 8, on a daily basis. The scores at the elementary school did not increase, with the exception of 5th grade ELA. We attribute many of the low scores at Richford Elementary School to the fact that six out of twelve of the elementary teachers were new to teaching and/or new to the school. We continue to see promising results from the increased early education opportunities, and we are hopeful that this investment will result in higher test scores, and more importantly, higher levels of student learning, as these children grow into elementary school and beyond.

The ultimate goal of school is to create graduating seniors who are college and career ready. According to a new measure by the Vermont Agency of Education, 93% of graduates from the Richford High School Class of 2018 were deemed college and career ready because they successfully completed at least one of the following prior to graduating:

- Getting a C or better on a college course
- Getting a score of 480 on the R/W section of the SAT and a 530 or better on the Math Section
- Achieving an ACT composite score of 21 or better
- Passing an AP exam with a score of 3 or higher
- Scoring between 31-36 on the ASVAB
- Getting an Industry Recognized Credential

Actually, 46% of graduates from the Richford High School Class of 2018 achieved 2 or more and 5 students have achieved 3 or more. As we continue our focus on rigor, relevance, and relationships, in an effort to achieve both excellence and equity, we hope to see more and more reasons to celebrate.

	2017	2018		2017	2018	
Grade	ELA	ELA	ELA Change	Math	Math	Math Change
3	2409	2393	-16	2436	2407	-29
4	2419	2413	-6	2466	2454	-12
5	2476	2491	15	2479	2472	-7
6	2494	2515	21	2490	2497	7
7	2523	2542	19	2510	2522	12
8	2543	2557	14	2508	2534	26
9		2578			2525	

Grade	ELA- Percent proficient	ELA- Current District Proficient (FNESU)	Math- Percent proficient	Math- Current District Proficient (FNESU)
3	36%	52%	32%	58%
4	25%	50%	35%	51%
5	42%	54%	23%	45%
6	50%	59%	41%	45%
7	41%	65%	28%	48%
8	37%	53%	29%	40%
9	52%	43%	33%	26%

Business Manager's Update
Morgan Daybell, Business Manager

Education Budget

Currently the only body authorized to warn an FY20 budget is the board of the Enosburgh-Richford Unified Union School District, which will operate Cold Hollow Career Center, Enosburg Falls Elementary, Enosburg Falls Middle-High, Richford Elementary, and Richford Junior-Senior High Schools. Three lawsuits have been filed against the Agency of Education and State Board of Education, with the goal of overturning the state-imposed mergers announced last year. Richford Town School District is a party to that suit. An interim scheduling agreement has been reached between the plaintiffs, the Agency, and the Attorney General's Office delaying any organizing meeting for this district until the third week of February. Given that agreement, it is likely that the budget vote for these schools will not be able to take place until late May or early June. Legislative action could change any of those deadlines, and change who has authority to warn budgets, and several bills have been introduced to delay or modify the Act 46/49 mergers.

Residential Tax Rates

The equalized residential tax rate cannot be forecasted until a budget is finalized.

Households with income below \$137,500 may be eligible for a reduction in their residential property tax bill. In Tax Year 2018, 376 Richford property owners had their school taxes reduced based on income. All Vermont residents who own and occupy a Vermont homestead must file a Homestead Declaration and Property Tax Adjustment Claim (HS-122) with the VT Department of Taxes by April 15.

Audit

The District was audited by RHR Smith & Company for the fiscal year ending June 30, 2018. A copy of the audit can be obtained by calling the Supervisory Union office at 802-848-7661.

Once the budget is warned, it will be made available at Town Clerks' offices, schools, the Supervisory Union office, and online at fnesu.net.

Respectfully submitted,

Richford School Directors

Andrew Pond, Chair
Kevin Blaney, Vice Chair
Morton Greenwood, Clerk
Mannette Guilmette
Pam Hazen

Administration

Lynn Cota, Superintendent
Jody Vaillancourt/Jennifer Kennison
Co-Directors of Instruction & Learning
Shirley Carlson, Director of Special Programs
Dominic DeRosia, Technology Director
Heather Moore, 21st CCLC Project Director
Beth O'Brien, Principal (RES, RJSHS)
Morgan Daybell, Business Manager