

# **ANNUAL REPORT for the YEAR 2003**

## **CITY OF VERGENNES VERMONT**



**VERGENNES FALLS, VERMONT c. 1871**

# City of Vergennes

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The year 2003 brought a major personnel change for the City of Vergennes. Randy Friday returned to his home state of Wisconsin to accept another position, and Renny Perry, a resident of the City, was hired as our City Manager. Renny brings years of experience in municipal government, and his skills in the many facets of his job have been evident in the busy months since his arrival.

Keeping municipal property taxes as low as is reasonable—while continuing the improvements our City has enjoyed in the last few years—is a constant challenge for the Council, City Manager, and other employees, but a challenge to which we have been committed. Grant funds, some of which we received after highly competitive processes, have been instrumental in many of the improvements you have seen. We will continue to pursue that source of support, so that the value of our tax dollars can be maximized.

Our eligibility to apply for some very important grants has been a result of our Downtown Designation, which opens to us benefits provided through the Vermont Downtown Development Act. Currently the City and the Vergennes Partnership, the City's downtown revitalization organization, are in the process of reapplication for Downtown Designation, as is required on a regular basis. In addition to funding for municipal projects, this designation makes available support for some improvements to private property. More information can be received by contacting the City Manager or the Partnership.

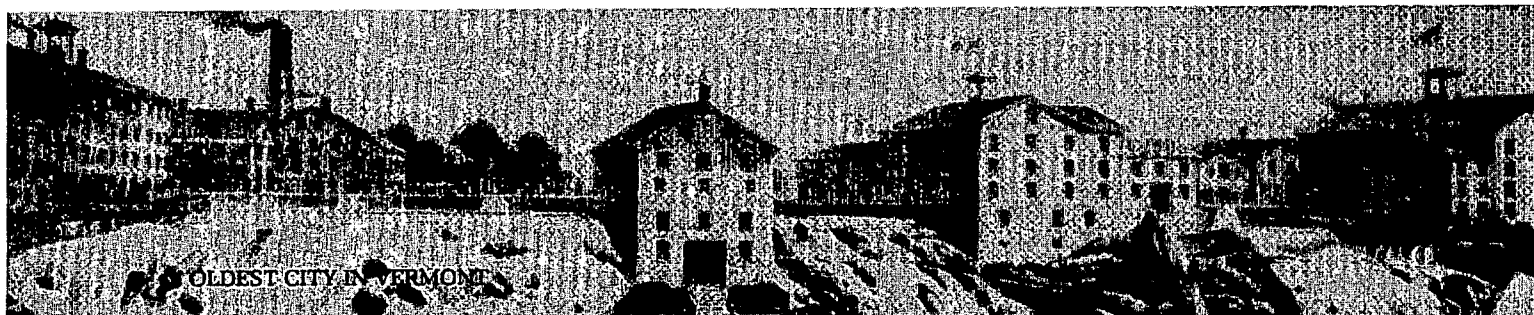
In the past few months, a great deal of effort on the part of all City officials has been focused on the planned VELCO project, which was proposed to cut through the heart of the City. Concerned about the present and future impact upon our residents and our City, we appointed a committee to address the problem in depth and advise the Council. At this writing, the City is in negotiation with VELCO regarding an alternate route to greatly minimize impact on Vergennes. The many hours that the volunteer committee has devoted to this important concern are greatly appreciated.

Recently many of the men and women who train at our local Armory shipped out on their way to Iraq, as part of the National Guard activation. We wish for each of them a safe tour of duty and a speedy return home. Through yellow ribbons and in other ways local organizations, businesses, and individuals are supporting these troops and their families.

Sincerely yours,



Mayor Kitty Oxholm



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**WARNING  
ANNUAL CITY MEETING  
MARCH 1, 2004**

The qualified voters of the City of Vergennes are hereby warned and notified that the Annual City Meeting will be held in the Vergennes Opera House at City Hall, Monday, March 1, 2004, commencing at 7:30 p.m. for the following:

- Article I: To elect by Australian ballot three Aldermen for respective two-year terms; one Alderman for a one-year term; one Lister for a three-year term; one Lister for a two-year term; one Auditor for a three-year term; one Commissioner to the Vergennes-Panton Water District Board for a three-year term; one Grand Juror for a one-year term; one Director to the Vergennes Union Elementary School Board for a three-year term; one Director to the Vergennes Union Elementary School Board for a one-year term; and one Director to the Vergennes Union High School Board for a three-year term.
- Article II: To vote by Australian ballot on the following: The State of Vermont is supplying voting machines to cities and towns using paper ballots. Shall the City vote to authorize the use of voting machines at future elections?
- Article III: To vote by Australian ballot on the following: Shall the City vote to ratify the 25-year lease agreement effective October 2, 2003 and dated November 6, 2003 with The Friends of the Vergennes Opera House, Inc., a non-profit corporation, for the "Vergennes Opera House" portion of City Hall and upon such terms and conditions as set forth in said lease?
- Article IV: To vote by Australian ballot on the following: Shall the City vote \$3,223 to be given to Addison County Home Health & Hospice, Inc., said sum to come from City funds?
- Article V: To vote by Australian ballot on the following: Shall the City vote \$2,000 to be given to Elderly Services, Inc., sponsor of Project Independence Elderly Day Care Center, Daybreak Alzheimer's Care Program, Family Caregiver Support Group, and the Aging Education Center, said sum to come from City funds?
- Article VI: To vote by Australian ballot on the following: Shall the City vote \$3,074 to be given to Addison County Parent/Child Center to support classes, transportation, infant care, and family education services used by City residents, said sum to come from City funds?
- Article VII: To vote by Australian ballot on the following: Shall the City vote \$1,740 to be given to Addison County Community Action Group, Inc. (ACCAG), a locally controlled, community-based organization, to be used to help pay part of the cost of providing emergency services (other than shelter), job training and affordable housing to City residents, said sum to come from City funds?
- Article VIII: To vote by Australian ballot on the following: Shall the City vote \$1,725 to be given to John W. Graham Emergency Shelter, Inc., to be used to help pay part of the cost of providing emergency shelter to Vergennes homeless, said sum to come from City funds?
- Article IX: To vote by Australian ballot on the following: Shall the City vote \$2,370 to be given to Counseling Service of Addison County, Inc., to be used to help pay part of the cost of providing mental health care to City residents, said sum to come from City funds?

- Article X: To vote by Australian ballot on the following: Shall the City vote \$500 to be given to Community Health Services of Addison County, Inc., to be used to help pay part of the cost of providing primary health care to City residents, said sum to come from City funds?
- Article XI: To vote by Australian ballot on the following: Shall the City vote \$650 to support the Retired and Senior Volunteer Program (RSVP) of Addison County, said sum to come from City funds?
- Article XII: To vote by Australian ballot on the following: Shall the City vote \$2,500 to be given to Champlain Valley Agency on Aging to be used to help provide home and community-based services to older residents of Vergennes, said sum to come from City funds?
- Article XIII: To vote by Australian ballot on the following: Shall the City vote \$890 to be given to Vermont Adult Learning, said sum to come from City funds?
- Article XIV: To vote by Australian ballot on the following: Shall the City vote \$1,650 to be given to WomenSafe, Inc. to help support their mission to reduce physical, sexual and emotional violence against women and their children through direct service, social change and education, said sum to come from City funds?
- Article XV: To vote by Australian ballot on the following: Shall the City vote \$1,500 to be given to Hospice Volunteer Services to be used to help pay part of the cost of providing Hospice care at home to terminally ill patients in the City, said sum to come from City funds?
- Article XVI: To vote by Australian ballot on the following: Shall the City vote \$4,850 to be given to Vergennes Area Rescue Squad, Inc., said funds to come from City funds?
- Article XVII: To vote by Australian ballot on the following: Shall the City vote \$2,500 to be given to Vergennes Partnership, Inc. to help rehabilitate historic buildings and plan and construct community revitalization projects, said sum to come from City funds?
- Article XVIII: To vote by Australian ballot on the following: Shall the City vote \$3,000 to be given to Addison County Transit Resources (ACTR) to be used to maintain and improve services including the Tri-Town Shuttle Bus and other transportation services for elders, persons with disabilities and the general public, said sum to come from City funds?
- Article XIX: To transact any other business that may come before the meeting.

Ballot boxes will remain open from nine o'clock in the forenoon until seven o'clock in the afternoon on Tuesday, March 2, 2004, at the Vergennes Fire Station on Green Street for voting by Australian ballot on Articles I through XVIII.

Dated at Vergennes, Vermont this 27th day of January 2004.

Joan T. Devine  
Vergennes City Clerk

# ANNUAL CITY MEETING MARCH 3, 2003 MINUTES

In accordance with the duly posted and advertised warning, the Annual City Meeting was held on March 3, 2003 at 7:30 p.m. in the Vergennes Opera House at City Hall.

Mayor Kitty Oxholm called the meeting to order with Deputy Mayor Greg Clark, Aldermen April Jin, Christopher Pettibon, Christine Bradford, Mike Daniels, Lucille LeBeau, City Manager Randy Friday, City Clerk/Treasurer Joan Devine, and approximately forty-five legal voters in attendance. State Representatives Connie Houston and Greg Clark were also present. Mayor Oxholm welcomed City residents and opened the meeting with the Pledge of Allegiance to the Flag.

Our State Representatives shared activities that are occurring in the Legislature. Representative Houston stated more changes are yet to come with Act 60. She advised people are taxed to the maximum and several proposals are on the table to try to alleviate this burden. The proposed Park & Ride facility in Ferrisburgh at the intersection of Route 7 and Route 22A is a project that will still happen, she advised, even though train service from Burlington has been terminated. Funds from an enhancement grant have also been set aside to relocate the City's old train depot from its current location on North Main Street to the Ferrisburgh site where it will be rehabilitated and used as a service center for the Park & Ride facility. Representative Clark reported his committee is currently working with two sites in New Haven for possible location of a new State Police barracks. They are also looking at the Hannaford Center proposal too, he advised. During this session, he reported, Connie and he were successful in obtaining a House Resolution honoring longtime Vergennes resident Jim Wilson. Representative Clark proceeded to read the Resolution. Grandson Ken Epstein and his wife Ginger accepted the certificate on Mr. Wilson's behalf. The Representatives departed at 7:53 p.m.

The Mayor read the Warning for the 2003 Annual City Meeting. She explained to residents that Articles I through XVII would be voted by Australian ballot on Tuesday at the Fire Station.

Article I: Following its reading Mayor Kitty Oxholm introduced candidates running for local office. An opportunity was offered for citizens to announce themselves as write-in candidates for the various offices. There were no announcements from the floor.

Articles II through XVII were requests for funding from City funds. Various individuals spoke on behalf of the agencies they were representing offering statistical information on the number of City residents served in the prior year and what service was offered. Below is a breakdown by Agency, the amount of funds requested, and the Australian ballot vote:

<u>Agency</u>	<u>Amount</u>	<u>Yes</u>	<u>No</u>
Vergennes Area Senior Center, Inc.	\$ 1,000	343	122
Elderly Services, Inc.	2,000	387	81
Counseling Service of Addison County, Inc.	2,370	256	204
Addison County Parent/Child Center	3,074	257	198
Vermont Adult Learning	890	249	208
WomenSafe, Inc.	1,500	300	171
Champlain Valley Agency on Aging	2,500	343	119
Vergennes Partnership, Inc.	2,500	264	199
John Graham Emergency Shelter, Inc.	1,725	307	165
Addison County Community Action Group, Inc.	1,740	256	210
Addison County Home Health & Hospice, Inc.	3,223	379	93
Retired and Senior Volunteer Program (RSVP)	600	292	130
Community Health Services of Addison County, Inc.	500	298	135
Hospice Volunteer Services	1,500	363	108
Vergennes Area Rescue Squad, Inc.	4,850	360	93
Addison County Transit Resources (ACTR)	2,500	306	157

Under other business, Mayor Oxholm introduced Recreation Coordinator Tara Brooks. Tara reported she is midway through her second year of a three-year part-time position that is funded through a State grant in the amount of \$37,500 each year. The grant's goal is to target youths at risk between the ages of 13 and 18 years. Tara advised there is a lot going on in the City and she is trying to fill in what is not available. The recreation survey that was at the election polls last year in our five-town district indicated the top two priorities the voters would like to see were a walking trail and a skateboard park. City Manager Friday has obtained a grant for a walking trail, she advised, and she is working on obtaining a \$40,000 grant for the creation of a skate park. If successful, the grant will need to be matched at 50 percent, she advised. Tara reported she has begun working on summer programming and hopes to offer a half-day 5-day a week camp program for youth 10-15 years of age.


Speaking on behalf of the Bixby Library, Jane Gardner advised positive changes are taking place including a new program director and the availability of a computer with internet service. The current librarian is retiring this year, she reported, and a search is underway for her replacement. A 5-year Plan is being created by the Board in addition to an application for a \$95,000 grant. Grant funds will be used to upgrade the wiring in the building for additional computers and the fire alarm system. The pressing need is the fire alarm system that is not up to code according to the State Fire Marshalls. An addition to the back of the building will also be needed to house stairs and an elevator to the upper level now that that portion of the building is leased. More involvement and support from the community is always welcome, she advised, and encouraged all to stop in and use the library.

Alderman Jin, a member of the City Otter Creek Basin Committee, advised plans are in the making for "Celebration of Lake Champlain 2009"; the 400<sup>th</sup> anniversary of Lake Champlain. Vergennes, Middlebury, Burlington, and Poultney are the key players for Vermont because of their "downtown designation" status. April reported the City is also applying for a \$10,000,000 federal grant through the Trans Equity Transportation Act to do a major upgrade of the MacDonough Drive roadway; the City could receive any portion thereof or nothing at all. Currently the City is paying (with the help of a grant) \$69,000 for an engineering study on the shifting roadway, water run-off problems from High Street, and sinking sidewalks. Surrounding properties include the historic residential district, the Gristmill owned by GMP, the City's Pumphouse, the City dock, Job Corps' federal program on State land, and the Otter Creek itself.

City Manager Randy Friday addressed his decision to leave the City and return to his home state after almost 5-years. He expressed his appreciation for the opportunity to serve the City and its people; it was both a learning curve and a great experience for him. During his time here he has been successful in bringing \$750,000 worth of grant improvements to the City through the various projects, he advised, and felt satisfied evidence of his efforts were being left behind for the City to enjoy.

With no further business to come before the Board, Alderman Mike Daniels moved to recess the meeting at 8:37 p.m. until Tuesday, March 4, 2003 at 9:00 a.m., for voting by Australian ballot. The motion was seconded by Alderman LeBeau and unanimously approved.

Respectfully submitted,



Vergennes City Clerk

## CITY GOVERNMENT

### MAYOR:

Honorable Thelma "Kitty" Oxholm	2005
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### BOARD OF ALDERMEN:

Deputy Mayor Greg Clark	2005
Christine Bradford	2005
Michael Daniels	2004
April Jin	2004
Lucille LeBeau	2005
Christopher Pettibon	2004

### BOARD OF LISTERS:

vacant	2004
Mel Hawley	2004
Karen Quigley	2005

### BOARD OF AUDITORS:

Henry Broughton	2006
Robert Morris	2005
George Palantios	2004

### COMMISSIONERS - V.P.W.D.:

Charles Arei	2006
John Emerson, IV	2004
Matthew Jerry	2005
George LeBeau	2005

### GRAND JUROR:

Sharon Vincent	2004
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### DIRECTORS - V.U.H.S. BOARD:

Linda Hawley	2004
April Jin	2005

### DIRECTORS - V.U.E.S. BOARD:

Denis Barton	2005
Sidney Bosworth	2006
Ann McGrath	2004

### JUSTICES OF THE PEACE:

Barry Aldinger	2005
Gregory Clark	2005
Clara "Ziggy" Comeau	2005
Margaret Dye	2005
Ronald Gardner	2005
Anne Humphrey	2005
April Jin	2005
Elizabeth Lowry	2005
Thelma "Kitty" Oxholm	2005
Joseph Samaritoni	2005



## **CITY OFFICIALS**

<b>CITY MANAGER:</b>	Renny Perry
<b>CITY CLERK/TREASURER:</b>	Joan T. Devine
<b>ASSISTANT CLERK:</b>	Joyce A. Cameron
<b>ADMINISTRATIVE SECRETARY:</b>	Pamela L. Correia
<b>PUBLIC WORKS SUPERVISOR:</b>	Carroll O'Connor
<b>PUBLIC WORKS DEPARTMENT:</b>	Leslie Champine Patrick Crowley James Larrow Lyle Swinton
<b>WASTEWATER TREATMENT PLANT OPERATOR:</b>	Martin Williams, Jr.
<b>ASSISTANT OPERATOR:</b>	Joseph Sullivan
<b>POLICE CHIEF / DEPARTMENT:</b>	Chief Michael Lowe Cpl. Patrick Greenslet Cpl. Christopher LaRocque Off. Scott Palkowski Cpl. Joseph Pregent Off. Rodney Trudeau
<b>RECREATION DEPARTMENT COORDINATOR:</b>	Tara Brooks
<b>FIRE DEPARTMENT CHIEF:</b>	Ralph Jackman
<b>1st DEPUTY CHIEF:</b>	James Breur
<b>2nd DEPUTY CHIEF:</b>	James Larrow
<b>CAPTAINS:</b>	Patrick Crowley Christopher Dion Christopher Gebo Matt Fraley
<b>FIRE WARDENS:</b>	Ralph Jackman James Larrow
<b>COLLECTOR OF DELINQUENT TAXES:</b>	Renny Perry
<b>CITY ATTORNEY:</b>	Ouimette & Runcie

POUNDKEEPER:

Vergennes Animal Hospital

ZONING ADMINISTRATOR:

Mel Hawley

DEVELOPMENT REVIEW BOARD AND  
CITY PLANNING COMMISSION

David Austin  
Gregory Clark, Ex. Officio  
Clara "Ziggy" Comeau  
Timothy Cowan  
Neil Curtis  
Michael Ferland  
Mark Hattler  
Christopher Pettibon, Ex. Of.

CITY SERVICE OFFICER:

Joan Devine

HEALTH OFFICER:

Renny Perry

BIXBY LIBRARY TRUSTEE:

Cheri Vachon

ADDISON COUNTY SOLID WASTE MANAGEMENT:  
DISTRICT REPRESENTATIVE:  
\* ALTERNATE

Renny Perry  
Michael Daniels

ADDISON COUNTY REGIONAL PLANNING COMMISSION  
DELEGATES:

ALTERNATES:

Renny Perry  
John Emerson, IV  
April Jin  
Gregory Clark

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STATE SENATORS FOR ADDISON COUNTY:

Claire Ayer	504 Thompson Hill Rd	Weybridge	05753	545-2142
Gerry Gossens	59 Lk Dunmore Rd	Salisbury	05769	352-9058

STATE REPRESENTATIVES FOR ADDISON-3 DISTRICT:

Connie Houston	3955 Basin Harbor Rd	Panton	05491	475-2359
Gregory Clark	P.O. Box 198	Vergennes	05491	877-2531

TO CONTACT REPRESENTATIVES DURING THE LEGISLATIVE SESSIONS, LEAVE A  
MESSAGE WITH THE SERGEANT AT ARMS AT 1-800-322-5616 OR FAX 1-802- 828-2424

## CITY TELEPHONE DIRECTORY

Mayor Kitty Oxholm (Evenings)	877-3779
City Manager's Office	877-3637
City Clerk/Treasurer's Office	877-2841
Zoning Administrator	877-1163
Police Department - Non Emergency	877-2201
Public Works Department	877-3585
Wastewater Treatment Plant	877-2931
Fire Department - Non Emergency	877-2616
Vergennes Area Rescue Squad - Non Emergency	877-3191
Vergennes-Panton Water District	877-2440
Recreation Department Coordinator	877-2412
<b>EMERGENCY - Police, Fire, or Rescue</b>	<b>911</b>

## BUSINESS HOURS FOR MUNICIPAL SERVICES

City Manager's Office	Monday to Friday	8 a.m. - 4:30 p.m.
City Clerk/Treasurer's Office	Monday to Friday	8 a.m. - 4:30 p.m.
Zoning Administrator's Office	Tuesday & Thursday	Afternoons Only
Public Works Department	Monday to Friday	7 a.m. - 3:30 p.m.
Wastewater Treatment Plant	Monday to Friday	7 a.m. - 3:30 p.m.
Recycling Center	Saturday Morning & Wednesday Afternoon	8 a.m. - Noon 2 p.m. - 6:00 p.m.

## SCHEDULE OF CITY MEETINGS

The City Council holds their regular meetings on the 2nd and 4th Tuesday of each month at 7 p.m. in the Opera House at City Hall unless posted otherwise.

The Development Review Board meets on the 1st Monday of each month at 7 p.m. at City Hall. The Planning Commission meets the 3<sup>rd</sup> Monday of each month at 7 p.m. at the same location.

Notices for all other public meetings are posted in the lobby of City Hall.

**Note:** The Annual Reports, including financial information, of the Vergennes Union Elementary School and Vergennes Union High School are separate from this report.

## City Manager's Annual Report

This is my first annual report for Vergennes. I started as City Manager of Vergennes about the middle of May 2003 and immediately got immersed in doing the City budget. The budget had to be voted by the City Council by June 30<sup>th</sup>. It was a tough few weeks to learn the operations and devise a budget so that the City Council could do the review process. We got through it and ended up with a tight but workable budget.

Since I'm the "new kid on the block" I'll take a little time to get you acquainted with me. Actually, I'm not really a new kid on the block because I had been living in Vergennes for about 2 ½ years prior to taking the job as City Manager. This afforded me the opportunity to get to know the community and to get active in community organizations. Briefly, I would like to give you a little of my background so hopefully you feel comfortable with who the City Council hired to run your City. While I have worked for the State of Vermont Court System and a New Hampshire law firm before that, more importantly I have been a City Manager in three cities prior to Vergennes, those being Brewer, Me; Dover, NH; and Rochester, NH. I have also been an elected official having served on the City Council and as Mayor of Dover, NH. Enough about me, lets move on to what has happened in the City in 2003.

The much awaited restoration and rehabilitation of the exterior of City Hall/Opera House was completed. This more than \$300,000 project was funded through a \$200,000 grant from the Vermont Agency of Transportation, City funds and contributions from the Opera House. Extensive brick work along with new storm windows and the repainting of doors, windows, and the building entrance, has restored the City Hall/Opera House to its former grandeur. Additionally, for the first time in the building's history the words "City Hall" were placed on the building. To further enhance the appearance of the building Greenhaven Gardens Nursery and Addison Gardens donated or substantially reduced the price of new shrubbery and perennials to be planted in front of City Hall. The merry gardening crew of volunteers planted donated bulbs for flowers in front of City Hall.



The year 2003 ushered in VELCO (Vermont Electric Power Company) and its proposal to upgrade power lines from the current 46,000 and 34,500 volts to 115,000 volts. The lines would follow the existing Green Mountain Power right-of-way entering the City in the area of Booth Woods, through the Maple Manor area then following Otter Creek to the Falls and across the Falls Bridge into the substation in the Basin; the lines then exit the City by crossing the basin, going up Comfort Hill and following the road into Ferrisburgh. The City became an intervener in the proceedings before the Vermont Public Service Board and the City Council stated its opposition to the project as proposed and encouraged VELCO to seek an alternate route which would bypass

Vergennes. The City Council appointed a Powerline Action Committee to work on the City's behalf and allocated \$10,000 to be used for legal work related to testimony at Public Service Board hearings on the project. As 2003 came to a close, negotiations with VELCO were meeting with success to have the high voltage lines bypass Vergennes. If the City and VELCO come to agreement on an alternate route, an amendment to the original project will need to be filed with the Public Service Board early in 2004.

**Notable Projects:**

- Green Street Paving was completed. This involved grinding up the old pavement and reusing it with additional base material, then paving. New culverts were placed and the drainage improved. The project area was New Haven Road to the City line. The project cost \$85,000 of which \$60,000 came from the AOT Town Highway Class 2 Roadway Program.
- East Street Sidewalk. The southerly side of East Street from the school to Main Street. This project completed the rebuilding of all the sidewalks on East Street.
- Curbs on Main Street and Park Street. New curbing replaced the badly damaged curb from City Hall to Park Street and on Park Street on the City Green side. The new curb not only was visually more appealing, but also corrected a water problem which washed out the City Green during each rain storm.
- Stone Block Streetscape Project.  
With a grant from the Vermont Downtown Program and financial participation from the Stone Block owners and the City, the sidewalk area in front of the Stone Block was completely rebuilt and the businesses made handicap accessible.



Just when we were understanding Act 60, along comes Act 68 for school funding. While we don't yet understand the new Act, it is expected to provide more school funding which translates into property tax relief. We'll see what happens in 2004. Here is a five year snapshot of city and school taxes.

1999	2000	2001	2002	2003
School = \$1.43	School = \$1.49	School = \$1.83	School = \$1.92	School = \$2.23
City = \$.61	City = \$.62	City = \$.61	City = \$.65	City = \$.68
Total = \$2.04	Total = \$2.11	Total = \$2.44	Total = \$2.57	Total = \$2.91

I would like to end my report with a few comments about City employees. I've managed three other cities and observed a whole lot more, but I have not found a more dedicated and hard working group of employees. Vergennes has a small number of employees, but a small number with a great work ethic, a love for the City, and a will to please its citizens. I certainly appreciate them and I hope you do too.

Respectfully Submitted,

Renny Perry  
City Manager



## VERGENNES POLICE DEPARTMENT

POST OFFICE BOX 35  
120 MAIN STREET  
VERGENNES, VT  
05491

The Police Department is pleased to submit the following report for publication in the 2003 Annual Report.

Community Policing continues to be the guiding philosophy of the Vergennes Police Department. Its core philosophy consists of an organization-wide approach that promotes community, government, and police partnerships, and community engagement to address the causes of crime, fear of crime, and other quality of life issues. With this in mind the officers of the Vergennes Police Department continue to receive training in community policing and then apply it on a daily basis in the performance of their duties. At its best, community policing can only succeed if the community and the police department work together.

The Vergennes Police Department would like to remind you that we provide many services to the people of the Greater Vergennes area. Aside from criminal and motor vehicle issues, we provide motor vehicle registration assistance, (motor vehicle forms are located in the lobby of the police station), VIN checks, night-time business and residential checks, (to request a police check of your residence or business while you are away just call the police station), welfare checks, and foot patrol just to name a few. The members of the police department continue to work closely with and serve area organizations, such as the Boys and Girls Club, the Vergennes High School and Elementary School, and the Vermont Special Olympics, and Job Corps. We continue to participate in area law enforcement programs such as **START** (Stop Teen Alcohol Risk), which is a countywide grant funded program that combats drug and alcohol usage by our local young people. Another grant-funded program we participate in is called **SHARP** (Safe Highway Accident Reduction Program). This program seeks to decrease traffic-related injuries and deaths through enforcement of motor vehicle law.

Chief Lowe oversaw some physical improvements to our office this year. These included a more secure holding area for prisoners in the police station, and the replacement of the officer's lockers. He also pursued and obtained installation of the statewide CAD computer network in the police station. This computer allows the police department to be on the same computer network as the State Police, (who dispatch for us) and the majority of the other law enforcement agencies of Vermont. It also gives us the ability to contribute to, and access reports and information from law enforcement agencies across Vermont. This system has proven to be a great improvement and should serve us well.

Corporal Joe Pregent and Corporal Patrick Greenslet have also kept busy with their continuing involvement as instructors at the Vermont Police Academy and their regular duties here in Vergennes. All of the members of the police department have also been keeping up to date with changes in Vermont Law and police procedures through mandatory and elective training, so that we may continue to bring you the best services possible.

The department saw a change in personnel with the departure of Officer James (Jimmy) Lynch, who took a position with the Franklin County Sheriff's Office, and the arrival of Officer Rodney Trudeau. Officer Trudeau comes to us from the Vermont State Police where he was employed as a dispatcher. He also worked part-time for the Addison County Sheriff's Office and just recently graduated from the 76<sup>th</sup> Basic Training Class at the police academy in December. Officer Trudeau is an excellent addition to our staff and we look forward to working with him in the years to come. Rounding out the police department are two experienced police officers, Cpl. Christopher LaRocque and Officer Scott Palkowski.



## VERGENNES POLICE DEPARTMENT

POST OFFICE BOX 35  
120 MAIN STREET  
VERGENNES, VT  
05491

*Remember to report an emergency dial 911 tell the dispatcher your name, location (street address) and the nature of the emergency. Please post your house number where it will be visible from the street even at night. These few items can get help to you faster.*

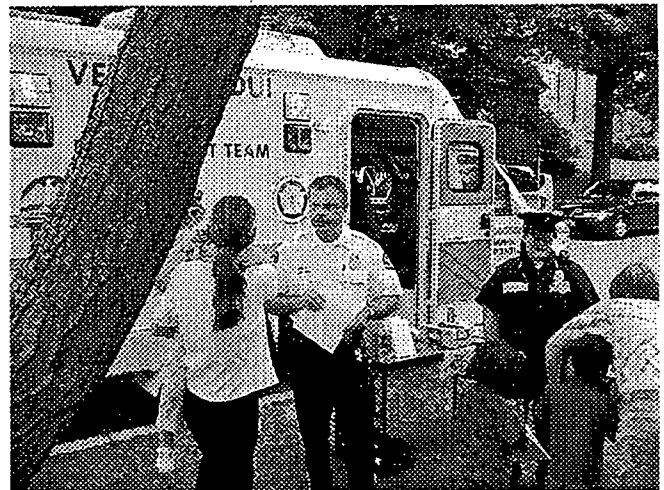
During the year 2003 the Vergennes Police Department responded to 1220 reportable incidents. The following is a summary of activity for this year:

ASSAULTS	25	LARCENY	43
AID TO OTHER AGENCIES	168	LIQUOR LAW VIOLATIONS	9
ACCIDENTS	64	MOTOR VEHICLE COMPLAINTS	55
ALARM RESPONSES	69	911 HANGUP CALLS	47
BURGLARY	7	NOISE DISTUBANCE	11
CIVIL COMPLAINTS	13	SEX OFFENSES	3
DISORDERLY CONDUCT	30	SUSPICIOUS PERSONS OR CIRCUMSTANCE	65
DRUG OFFENSES	13	UNTIMELY DEATHS	2
DOMESTIC DISTURBANCE	51	VANDALISM	40
DUI	10		
CRIMINAL ARRESTS	57	VERMONT TRAFFIC TICKETS	350

Respectfully submitted,  
Michael G. Lowe  
Chief of Police



Cpl. Pregent and Cpl. Greenslet receive their Exceptional Duty awards from Chief Lowe.



Chief Lowe speaks to local children at the Vergennes Children's Safety Fair. Behind Chief Lowe is the Vermont DUI testing van, known as the Batmobile.

TELEPHONE NUMBER: (802) 877-2201

FAX NUMBER: (802) 877-1155

**VERGENNES FIRE DEPARTMENT  
GREEN STREET, VERGENNES, VT 05491**

**Station Office 877-3201 or Emergency/Fire 877-2616**

The City of Vergennes Fire Department respectfully submits this annual report of activity for the year 2003. The department responded to a total of 136 alarms with a great variety of services provided.

The City Fire Department is a municipal, all volunteer call department which provides emergency first response services to the City of Vergennes, Town of Panton, Town of Waltham, and part of the Town of Ferrisburgh. They can be contacted by dialing 9-1-1 who alerts them to respond to the emergency. Their services include fire suppression of structures, motor vehicles, wildland or brush, the activation of a fire and carbon monoxide alarm, search and rescue of lost persons, hazardous materials incidents involving LP gas, gasoline and fuel oil spills, downed electrical power lines, assistance to Vergennes Area Rescue Squad, motor vehicle and farm accidents, and water/ice rescue emergencies. They also provide public education programs to all age groups to cause an awareness of the importance of public safety.

**Alarms Answered by Location: 136**

Addison	7	New Haven	6
Bristol	2	Panton	11
Charlotte	1	Vergennes	58
Ferrisburgh	42	Waltham	6
Monkton	2	Weybridge	1

**Alarms answered by type: 136**

Alarms Sounding	17	Motor Vehicle Fires	7
Assist VARS	13	Power Lines Down	3
CO Alarms	3	Search & Rescue	5
LP/Oil/Gas Spills	3	Structure Fires	22
Motor Vehicle Accidents	55	Wildland Brush Fires	8

**Personnel Hours Spent by Type of Alarm: 1,912**

**\*Non-Paid Responses: 844 Hours**

Alarms Sounding	242	Motor Vehicle Fires	128
Assist VARS	*94	Power Lines Down	41
CO Alarms	*38	Search & Rescue	*115
LP/Oil/Gas Spills	39	Structure Fires	452
Motor Vehicle Accidents	*597	Wildland Brush Fires	166

Preparation for becoming a qualified firefighter is a very exacting and demanding process and maintaining your skills means training every Monday evening. Department personnel accumulated a total of 2,352.5 training hours for 2003. These hours were in addition to cleaning and maintaining the apparatus, equipment, and station. The Public Education Division, under the command of Captain Chris Gebo, also conducted its regular school program in addition to several public service programs within the city. The Smoke Alarm Program which has been promoted for several years is sponsored by a grant from the Gaines Insurance Agency. Any expense other than maintenance of the Heavy Rescue truck is borne by the separate Heavy Rescue Fund not from tax funds.

A new generator has been received from a grant and has been installed at the rear of the station to provide a back electrical system in case of failure of public utility service. The installation was made by Deputy Chief James Breur and personnel of the department.

Gratitude is extended to all mutual aid fire departments, VARS, and other agencies who through their cooperative actions aid the department in accomplishing its mission.

Respectfully Submitted,

Ralph J. Jackman  
Chief, Vergennes Fire Department



## **Recreation Annual Report**

I can't believe that it is time again to write the Annual Report. Every year I wonder where the time has gone. The Recreation Program has had a very busy year. This is the final year of Title V OJJDP grant that has funded the Recreation Program for the past three years. I have been working with various groups around the City in an effort to provide recreational opportunities for the community. One of the biggest projects of the year was the Skate Park Project, which was awarded a grant from the Land Water and Conservation fund. I have also been working with a Sustainability Council that was created with the approval of the City Council to research ways to continue offering recreational programming in the future.

Many different recreation events and activities were held in our area over the last year. It was great to see so many members of our community gathering together and enjoying themselves. My favorite yearly event is always Vergennes Day. This is such a fun and exciting way for our community to gather together and celebrate the past and present. This year marked the 23<sup>rd</sup> Annual Vergennes Day and was bigger and more eventful than ever before. The Addison County Chamber of Commerce organized the event for the City again this year. We are very lucky to have their help. The Lake Champlain Maritime Museum also was a huge part of this year's event helping to attract people to the Basin Area, an area that the City would like to see more widely used. The re-enactment of the voyage of the Gunboat Philadelphia was one of the most popular events of Vergennes Day. It was amazing to see to people dressed in colonial clothing marching the streets of Vergennes just like they did many years ago.

This summer was also a busy one for our area youth. The Boys and Girls Club hosted National Kids Day in the City Park again this year. National Kids Day is a wonderful project that I loved being part of. The day was full of smiling kids enjoying face painting, games, and food in the summer sunshine. It also hosted a number of non-profit and social service agencies around our community that serve the needs of our children.

The Boys and Girls Club and the City also joined forces to offer a series of summer camps for area youth. All together six camps were offered to youth ages 10-15. This provided a great opportunity to meet the recreational needs of an age group often left behind, those too old for the summer day-camps offered in Vergennes, and too young to have summer jobs. The camps included cooking, fly fishing, bird watching, tennis, and mountain biking. The hope is to make these camps an annual part of summer in Vergennes.

This year has also brought the first ever Vergennes Recreation Program Guide to Vergennes. This guide provides residents with a complete three-month guide to the recreation activities and events being offered. This is a new and exciting way to make people aware of the offerings of the Recreation Program. Look for the next copy of the Vergennes Recreation Program Guide in your mailbox at the beginning of April.

As Spring approaches, the Skate Park Project is set to begin. Last year, the City received a twenty-thousand dollar Land Water and Conservation fund grant to build a skateboarding park on City-leased land next to the basketball courts. This is a project that has been much anticipated by area youth and looks to provide a safe, constructive place for youth to gather and enjoy their sport.

I would like to close by thanking everyone who has supported recreation in Vergennes over the last year. Research has shown that when a community invests resources into recreation the community becomes stronger, healthier, and more valuable. An investment in recreation is an investment in the future of our community.

Wishing you a healthy and active year,

Tara Brooks  
Recreation Coordinator

## **PLANNING COMMISSION DEVELOPMENT REVIEW BOARD**

### **ZONING ADMINISTRATOR'S REPORT**

The Planning Commission and Development Review Board is currently comprised of six appointed volunteer members who sit on both governing bodies. Mark Hattler serves as Chair of the Development Review Board and Mike Ferland is Vice-Chair. David Austin serves as Chair of the Planning Commission. Other members include Tim Cowan and Neil Curtis. At some point each group may not consist of the same members. By statute, the Planning Commission can have up to nine voting members, all being duly appointed by the City Council. Deputy Mayor Greg Clark and Alderman Chris Pettibon are the non-voting ex officio members of the Planning Commission. The Development Review Board as established by the City Council is to have seven members. If you have interest in becoming a member of the Planning Commission and/or Development Review Board, feel free to contact Mayor Kitty Oxholm.

Development Review Board meetings are held on the first Monday of each month beginning at 7 p.m. in either the City Council Room or the Opera House at City Hall depending on anticipated attendance. The Planning Commission regularly meets on the third Monday of each month at the same time and location. The Development Review Board reviews all development projects within the City. They conduct development site plan reviews for all uses other than single- and two-family dwellings. They review all land development that requires conditional use approval. Variance requests, subdivisions, and signs also require review and formal action by the Development Review Board.

With the Development Review Board charged with performing all land development oversight, the Planning Commission's duties and responsibilities become focused on maintaining the municipal development plan and continually reviewing, and updating when appropriate, the zoning regulations and subdivision regulations.

The municipal development plan for the City of Vergennes expired on November 11, 2002. The Planning Commission continues its efforts to update the plan and will be proposing re-adoption of the plan with some amendments during 2004.

The Planning Commission conducted a comprehensive re-write of the zoning regulations in 2002 with the City Council overseeing the project. Following a number of meetings and public hearings, the final amendments were not adopted by the City Council. Once a new municipal plan is adopted, a thorough review of the zoning regulations will be conducted. The public is encouraged to attend any meetings and/or public hearings related to planning and zoning.

The Zoning Administrator keeps regular office hours at City Hall on Tuesdays from noon to 4 p.m. and Thursdays from 4 p.m. to 6 p.m. The Administrator's direct phone line is 877-1163. The Zoning Administrator issues zoning permits, reviews pending applications for a variance, conditional use, site plans and subdivision proposals, and sets the agenda for the Development Review Board and Planning Commission. Any questions related to issues of land development in Vergennes should be directed to the Zoning Administrator.

For the year 2003, the Zoning Administrator reports the following activity:

- Forty-seven zoning permits were issued. This compares to sixty issued in 2002 and sixty-four in 2001. Of these, three were issued for new single-family dwellings. In 2002, eight permits were issued for new single-family dwellings. Thirteen new home permits were issued in 2001. Seventeen permits were issued regarding additions or improvements to residential dwelling units. There were nine permits issued for new or expansions of accessory buildings. There was one permit issued for a four-unit condominium complex, one for an addition or improvements to commercial property, five permits issued for a change of use of commercial space, and nine business sign approvals. One subdivision was reviewed and approved by the Development Review Board during 2003. There was one subdivision modification requested and approved. This simply modified the layout of an existing subdivision without the creation of any new lots.
- A Certificate and Declaration of Compliance is generally issued at the request of the landowner at the time a property is about to be conveyed or refinanced. Eighty-three such certificates were issued in 2003. This compares to eighty-one issued in 2002 and seventy-seven in 2001.
- The Development Review Board conducted and approved seven development site plan review applications for uses other than single- and two-family dwellings.
- The Development Review Board granted three variances to the zoning regulations and denied two applications. All were for requested relief from property line setback requirements.
- The Development Review Board granted five conditional use approvals or amendments to pre-existing conditional use approvals.
- No appeals from a decision of the Zoning Administrator were heard in 2003.
- The Development Review Board denied on subdivision request.

Respectfully submitted

Mel Hawley  
Administrative Officer

**BIXBY MEMORIAL FREE LIBRARY  
258 MAIN STREET  
VERGENNES, VT 05491  
877-2211**

During the year July 1, 2002 to June 30, 2003, one thousand twenty-four new titles were added to the collection. This included books, magazines, cassettes, and videos for both adults and children. One thousand one hundred eighteen books were discarded either because of age or condition leaving the present collection at 28,573 titles. Our circulation was 34,079 evenly divided between adult and children. Talking books continue to increase in popularity. Of the books circulated, Addison residents checked out 13 percent, Ferrisburgh 34 percent, Panton 8 percent, Vergennes 32 percent, Waltham 5 percent, and other communities 8 percent. We added 253 new adult patrons and 113 children. Through Interlibrary Loan we borrowed 391 books from other libraries and 156 books were borrowed from the Bixby. To supplement our collection, we borrowed 600 from the Regional Library.

In June, we hosted an Art Show in which school children in the five-town school district participated and in July, we held our Annual Addison County Art Show which opened with a Tea and Mini Flower Show sponsored by the Vergennes Garden Club. The Sons of the American Legion, Squadron #14, gave financial backing for several programs for the Summer Reading Program enabling us to bring wonderful speakers and widen the horizons of children of the area. Included was a trip to The Owlry which drew 60 children and a visit with Harry Potter (100 children). A large dome was erected in the Reference Room and 65 children enjoyed a program about the night sky by Sky Shows of Vermont. The young people traveled to Poland for folk songs to the arctic with live sled dogs and to Africa with a former Peace Corps volunteer. During the year, the Wednesday morning story hours were well attended and in April, the Children's Librarian started a program of songs, finger plays, and dancing for very small children birth to three years which has proved very popular. All children are welcome to attend these programs. For older children, the American Red Cross gave a two-day babysitter class, a local artist shared Adventures in Drawing, and, especially for home schoolers, there was a series of talks about famous artists. For adults, the third Thursday brought several interesting programs – a panel on agriculture in the Addison County area, a lecture on historic buildings in Vermont, and Howard Coffin spoke about the Civil War, J. Parinia read from his poetry, and Jan Albers read from her book, "Hands on the Land".

The Annual Supper for our wonderful volunteers was a success as was our Annual Fundraising Gala and our Annual Book Sale. A Friends of the Library group was formed with many members who are interested in helping the Bixby Library become a greater part of the community. They have helped with several events such as our 90<sup>th</sup> birthday and purchased several items we wanted but couldn't include in our budget.

On the last day of the fiscal year, the Board and staff members hosted a retirement party for retiring librarian Lois Noonan who has served the library 46 years. It was a joyful occasion attended by almost 200 people who came to wish her farewell. She was very appreciative of the occasion and indebted to the Board members over the years for their support and guidance. They include Glenn Fay, Secretary; Dave Tatlock, Treasurer; Brad Howe, Chairman; Jane Gardner, Vice Chairman; and Marilla Sorrell from Ferrisburgh, Barbara Carson and Dick Wright from Addison, Ed Smith from Panton, and Kitty Oxholm from Vergennes. The staff includes Rachael Plant, Librarian; Linda Braginton, Assistant Librarian; Dennielle Brinkman, Children's Librarian; Paula Bean, Mary Cheney, Jean Chester, Doris Hayden, Theresa McBride, Lenore Morse, and Mary Ellen Toczko.

**STATEMENT OF OPERATIONS AND FUND BALANCES  
FOR THE YEAR ENDED JUNE 30, 2003**

**INCOME AND SUPPORT**

***Town and City Support***

Vergennes	20,000.00	
Ferrisburgh	9,790.00	
Addison	3,130.00	
Panton**	0.00	
Waltham	2,325.00	
<b><i>Total Town &amp; City Support</i></b>		<b>\$35,245.00</b>

Interest and Dividend Income	15,793.00	
Gifts, Grants and Bequests (excluding grants for Capital Improvements)	74,943.00	
Fall Fundraising Appeal	13,353.00	
Spring Gala	5,146.00	
Summer Book Sale	5,519.00	
Rental Income	14,582.00	
Copy Income, Program Fees and Other	1,299.00	
<b><i>Total Income</i></b>		<b>\$130,635.00</b>

**OPERATING EXPENSES**

Salaries and Payroll Taxes	81,400.00	
Books and Periodicals	18,634.00	
Repairs and Maintenance	6,359.00	
Utilities	9,695.00	
Special Gifts and Memorials	5,367.00	
Insurance	3,620.00	
Other Administrative Expenses	10,062.00	
<b><i>Total Expenses</i></b>		<b>\$135,137.00</b>
<b><i>Net Income</i></b>		<b>\$30,743.00</b>

\*Some balances have been reclassified to conform to current year format.

\*\*Panton changed its fiscal year so support was paid after June 30.

**FUND BALANCE, UNRESTRICTED**

Unrestricted Fund Balance, Beginning of Year	397,768.00	
Net Income	30,743.00	
Net Gain on Investments	1,183.00	
<b><i>Unrestricted Fund Balance, End of Year</i></b>		<b>\$429,694.00</b>

**RESTRICTED FUNDS**

**FREEMAN AND CERF GRANTS**

Grant Funds, Beginning of Year	79,735.00	
Received from Freeman Foundation	7,931.00	
Received from Cerf Foundation	0.00	
Transferred to Operations	-8,477.00	
Expended for Capital Improvements	-60,194.00	
<b><i>Grant Funds, End of Year</i></b>		<b>\$18,995.00</b>

*The Friends of the Vergennes Opera House*  
*PO Box 88*  
*Vergennes, VT 05491*



2003 has been a year an exciting year of transition for the Opera House.

The Board moved to expand our operational structure by developing and implementing the role of Executive Director. I was delighted to accept this position in late July at which time I assumed overall responsibility for the operation and functionality of the Opera House. Tim Tavcar continues in the role of Artistic Director and is responsible for all artistic programming, related sponsorships and advertising. The two roles will overlap in the areas of public relations and community outreach. New additions to our staff include Marilyn Nacsin as Office Administrator and Wayne Barrows as Facility Manager.

In a year full of changes our wonderful volunteers helped us to keep things moving along smoothly. On behalf of the Opera House I wish to extend my sincere thanks to them for their outstanding efforts.

Due to the continuing generosity of our supporters 2003 saw us make progress in our fundraising objectives. An electrical and sound upgrade has been designed and Green Mountain Power generously supported this project in the form of a \$7,500 challenge grant. The total project budget is \$25,000 and we hope to commence work in this area as soon as funding reaches the half way point.

However, our major focus has been on the much needed implementation of an air handling and climate control system. During the summer months our only respite from the heat and humidity are large floor fans which need to be turned off during performances because of the noise factor. This adversely affects us in many ways and limits the use of the Opera House as a community resource. Thanks to the outstanding support of donors we raised \$25,000 towards this goal.

With the completion of exterior brick work, the application of storm windows and the signing of a new multi year lease with the City Council, the Opera House is looking forward to a bright, if not warmer, future. We are excited to announce a major new educational outreach initiative for 2004. Project 'SPARK', Springboard into the Arts for rural kids, aims to form cultural partnerships with local schools. An ongoing, interactive program involving specifically designed workshops, cross curricula resource kits and performances at the Opera House, we seek to secure funding to serve up to 1000 children in our first year of this program.

We hope to continue our work with other community groups such as the Vergennes Partnership and Northlands Job Corps. During December the Opera House and the Partnership hosted the first annual 'Holiday Tree Festival'. Fourteen trees were sponsored by a variety of community groups including local schools, Job Corps, merchants, service groups and even the Vergennes runners club. Northlands students volunteered their time to setup the trees and the Lions club were kind enough to dispose of them afterwards. A fun community event for everyone!

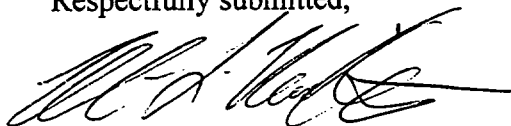
#### Artistic Director's Report

2003 saw a marked increase of the Opera House's usage for community-based functions. We were the happy hosts of events ranging from the High School Winter Ball to the Northlands Christmas Formal. We have hosted classes through the City Recreation Department and The Boys and Girls Club. We have been the site of meetings affecting the lives of all Vergennes area residents, including the VELCO power line relocations, the Early Childhood Care Center development, the Lake Champlain Byways Committees and the Vermont Neighborhoods Project. The Opera House donated space for a significant amount of these activities and the "Friends" Board of Directors has made an ongoing commitment to charge only a nominal rental fee for any community-based group wishing to use the Opera House for their special events.

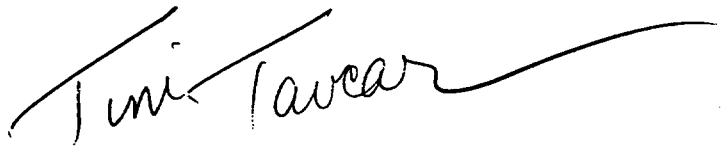
Our 2004 season is bigger and more diverse than ever. The Opera House will continue to present favorites like the Friday Flicks Series of Silent Films and our Annual Fiddlers Contest. We have added a new, family-oriented film series called "Sunday Funnies" which will present classic serials from the 40's, old cartoons and short films from the likes of Abbott & Costello, Laurel & Hardy, The Marx Brothers, W.C. Fields and The Little Rascals. Several of our "VOH presented artists" are giving workshops geared to a variety of age and interest groups in such interactive activities as African Music and Dance and Story Telling. Our reputation as a beautiful and acoustically superior house has brought many fine artists in a variety of musical and dramatic disciplines to our stage as well as many individuals, couples, social groups and corporations who have used the Opera House to make their special events truly special.

The Friends of the Vergennes Opera House cordially invite you to participate in the cultural and community enrichment the Opera House endeavors to provide for all. Please feel free to call the Opera House for a current schedule of events, and to let us know what kind of programming you would like to see here in your city. And be sure to visit our website online at [www.vergennesoperahouse.org](http://www.vergennesoperahouse.org) for a listing of upcoming events.

Respectfully submitted,



Margot L. Button,  
Executive Director



Tim Tavcar,  
Artistic Director

**VERGENNES AREA RESCUE SQUAD, INC.  
P.O. BOX 11, VERGENNES, VT 05491**

**Annual Report  
For the Year Ending December 31, 2003**

The Vergennes Area Rescue Squad, Inc. would like to thank the individuals, other emergency organizations, towns, and businesses that have given us valuable support over the years. Serving seven towns and responding to several others for mutual aid, we responded to 658 emergency calls in 2003.

We have undergone some very positive changes over the course of the past year. In September, Chuck Welch joined Vergennes Rescue as our full-time staff EMT. In addition to responding to emergency calls and managing operations and facilities, Chuck also devotes a portion of his time to community outreach and agency development. We are also in the process of transitioning our EMT – intermediates to a new curriculum and updated protocols. Consequently, we are now able to administer additional lifesaving drugs such as nitroglycerin, glucagon, and albuterol.

As always, we take pride in working with and for our community. In collaboration with the local first response groups of Ferrisburgh, Town Line, Monkton, and New Haven, they initiate and provide care until the ambulance arrives and facilitates efficient treatment. These dedicated individuals are a vital link in our chain of care. Rescue members continue to volunteer their time to standby at community events in case of an emergency. And our ongoing annual subscription program is available to families or individuals without medical insurance in the event they need emergency assistance.

Vergennes Rescue strives not only to facilitate exceptional internal training but also to promote health awareness within the larger community. This year Vergennes Rescue awarded four scholarships to local high school seniors pursuing training and education in emergency services fields. We offered several CPR courses and an Emergency Care Attendant Course to further medical training within the community. In addition, five Vergennes members recently became American Heart Association CPR instructors and we now have the resources to offer ongoing CPR courses more frequently. A Healthy Homes Grant received from the Vermont State Health Department funds home visits in the community to raise awareness about issues like radon gas, second hand smoke, and lead exposure.

Vergennes Rescue is a non-profit, volunteer organization. We do bill for service to support our continued operations. These bills are primarily covered through insurance payments and the Vergennes Rescue subscription program. However, financial or insurance situations have no bearing on our response or the level of care provided; we respond to every call for assistance. Please remember to properly identify residences with correct street addresses so that we may locate you in an emergency.

In closing, the members of Vergennes Rescue encourage citizens to become involved in local emergency service organizations. Volunteers are the backbone of our local agencies; excellent care and service depends on the commitment of many dedicated individuals.

Vergennes Rescue wishes everyone a safe and happy new year. Thank you for your support.

Respectfully submitted,

Jennifer Sisemoore  
President



## **BIRTH**

<b>CHILDS NAME</b>	<b>DATE</b>	<b>PARENTS</b>
Anguish, Daniel Jackson	03/18/03	Anguish, Raymond S. & Dorothy M. Willemsma
Barrows, Barret Tucker	05/14/03	Barrows, David R. Jr. & Carrie A. Howe
Bartley, William Alexander	11/04/03	Bartley, Ryan M. & Jodi M. Demko
Beenen, Jasmine Lydia	12/18/03	Beenen, John M. & Amada E. Vogel
Bertrand, Sierra Lynn	12/01/03	Bertrand, Lowell E. & Sherri Kreamer
Billings, Austin Michael	07/29/03	Kristy Marie Billings
Botala, Zachary Scott	03/06/03	Botala, Scott A. Sr. & Jacqueline M. Scribner
Bowen, Hayden Augustus	09/16/03	Bowen, David T. & Sophia A. Miller
Bresnick, Andrew Zachary	06/27/03	Bresnick, Eric L. & Sarrah A. Olgilvie
Chabot, Summer Lee	02/24/03	Chabot, Mathew W. & Lynne M. Babb
Curtis, Lauren Jill	06/28/03	Curtis, Jay E. & Amy Shackett
Cushman, Zehra Gillian	11/03/03	Cushman, Fred A. & Bithiah Boutard
Doner, Julian Nicholas	06/04/03	Doner, Gary W. & Leni E. Grundler
Everett, Jayden Joseph	03/17/03	Everett, Lorenzo D. & Audrey Lee Tucker
Gaboriault, Kimberly Elizabeth	03/22/03	Gaboriault, Jeffrey A. & Amy J. Hall
Jerome, Kimberley Ann	01/27/03	Jerome, Steven L. & Carleen R. Atkins
Jewett, Tyler Gordon	04/10/03	Jewett, Robert W. & Tammy L. Gordon
Kingsbury, Tre Mager Goodell	07/21/03	Kingsbury, Benji R G & Rachel S. Mager
LaDuc, Zander Eric	11/10/03	LaDuc, Eric R. & Kelly McEvoy
Lareau, Christopher Charles	06/19/03	Lareau, David P. & Dorothy L. Northrop
Larrow, Sabrina Elizabeth	03/22/03	Larrow, Adam J. & Tonya L. Parent
Loven, Dakota Ireland	04/26/03	Loven, Lee E. & Amber R. Mahrt
Mahe, Jonah Yves	06/01/03	Michel Mahe & Sarah M. Stradtner
O'Brien, Daniel Jon	08/25/03	O'Brien, Jeffrey J. & Cheryl L. Carrara
O'Brien, Shannon Lynn	08/25/03	O'Brien, Jeffrey J. & Cheryl L. Carrara
Olsen, Ryley Elizabeth	10/28/03	Olsen, Rodney A. & Meghan Carson
Perkins, Alyssa Hope	12/17/03	Perkins, Christopher D. & Stephanie A. Mossey
Quinn, Lillian Marit	10/03/03	Quinn, Andrew S. & Rebecca Cheney
Rakowski, Anna Lise	07/01/03	Rakowski, Brent F. & Susan E Marietta
Sestokas, Jacob Fitzgerald	06/14/03	Sestokas, James A. & Melanie K. Huestis
Steen, Isabel Katherine	04/03/03	Steen, Karl W. & Tracy M. MacLean
Stevens, Elizabeth Mary	11/17/03	Stevens, Peter A. & Pamela G. Quesnel
Synnott, Jack Joseph	08/22/03	Synnott, John J. & Elizabeth Curtis
Terry, Morgan Hope	03/20/03	Terry, Jeffrey A. & Jacqueline M. Messinger
Therrien, Christopher James	08/26/03	Therrien, Shawn P. J. & Susan M. Beebe
Tierney, Ashley Marie	03/17/03	Tierney, Henry A. Jr. & Angela L. Greene

## MARRIAGES/CIVIL UNIONS

Bertrand, Lowell E. & Sherri L. Kreamer	02/14/03
Bishop, Bruce E. & Linda L. Cook	04/27/03
Bumps, Quinton H. & Dawn M. Ploof	10/17/03
Crowells, Gordon A. & Lynn Andre Walker	01/30/03
Duffy, James A. & Rebecca J. Gingras	10/18/03
Farrell, Jason S. & Bethany M. Ross	07/19/03
Fearon, Jason P. & Sharon M. O'Daniel	03/08/03
Gokey, Royce E. & Victoria M. LaFountain	05/25/03
Hammach, Rachid & Christie L. Hall	09/23/03
Hannigan, Timothy P. & Amy M. Terrien	05/31/03
Holmes, Gerrit E. & Laura A. Huskinson	07/19/03
Horak, Thomas F. & Maureen M. Jennings	06/06/03
Larrow, Adam J. & Tonya L. Parent	01/19/03
Marteney, Jonathan E. & Beth M. Conner	07/05/03
O'Donnell, Michael J. & Sally J. Beach	04/27/03
Oalmann, Christopher J. & Kristin E. Rosner	05/24/03
Oboz, Kenneth M. & Nina Falsen	08/09/03
Patch, Donald C. & Wendy S. Kelly	07/12/03
Perkins, Christopher D. & Stephanie A. Mossey	09/06/03
Pierce, Michael A. & Jody L. Hubbard	10/11/03
Quinn, Christopher K. & Kara L. Cimon	07/26/03
Rakowski, Jeremiah W. & Hadley C. Kaynor	05/17/03
Russo, Karen M. & Beckyjoan Burlingame	09/13/03
Sargent, Christopher C. Jr. & Kristy R. Latulippe	08/15/03
Schorer, Jeffrey D. & Karlin J. Gray	10/11/03
Seeger, Seth & Bethany A. Iannone	09/06/03
Silva, Jose E. & Ruth E. Eisler	07/17/03
Skeldon, Gary L. & Julia E. Miller	09/23/03
Snyder, Amos J. & Daniela Plessl	08/06/03
Swinton, Lyle J. & Christine M. Lopinto	04/12/03
Thibault, Bret N. & Billie-Jo Gauley	06/28/03
West, Thomas J. & Tiffanie L. Roberts	05/11/03
Zimmer, Michael A. & Nancy E. O'Daniel	09/20/03

## DEATHS

NAME	AGE	DATE
Adams, Arthur L. Sr.	Died at 83 in Vergennes	11/25/03
Aunchman, Priscilla M.	Died at 72 in Burlington	03/20/03
Belair, Jessie L.	Died at 95 in Burlington	03/28/03
Bertrand, Ernest D.	Died at 59 in Vergennes	05/24/03
Bull, Mabel A.	Died at 99 in Middlebury	12/28/03
Bushey, Bernice B.	Died at 82 in Burlington	04/09/03
Davis, Warner C.	Died at 82 in Vergennes	02/14/03
Dudley, Gwendolyn M.	Died at 86 in Vergennes	03/02/03
Gaines, Allen W.	Died at 79 in Shelburne	01/09/03
Gardner, Jane E.	Died at 68 in Vergennes	11/30/03
Gebo, Yvonne Mary J.	Died at 90 in Vergennes	12/25/03
Gero, Howard	Died at 91 in Vergennes	12/01/03
Gregory, Evelyn M.	Died at 83 in Ferrisburgh	11/18/03
Jerome, Robert H.	Died at 63 in Middlebury	06/23/03
Karpak, Marie	Died at 81 in Vergennes	01/05/03
Loyer, John E. Jr.	Died at 69 in Vergennes	08/08/03
Mulligan, Virginia	Died at 77 in Vergennes	03/31/03
Nuttal, Edward E.	Died at 84 in Vergennes	11/16/03
Olsen, Albert J. S.	Died at 92 in Vergennes	05/11/03
Patten, Merrill J.	Died at 38 in Vergennes	07/06/03
Piper, Sandra F.	Died at 48 in Burlington	07/25/03
Poirier, Robert C.	Died at 70 in Vergennes	04/12/03
Randall, Michael L.	Died at 52 in Burlington	10/20/03
Richardson, Berkeley R.	Died at 68 in Burlington	10/05/03
Ringer, Frederick C. Sr.	Died at 82 in Middlebury	09/27/03
Ritchie, Clarence F.	Died at 86 in Vergennes	11/28/03
Rivers, Carlos W. Sr.	Died at 87 in Middlebury	12/22/03
Roberts, Carmen M.	Died at 71 in Middlebury	03/28/03
Ryan, Marjorie M.	Died at 90 in Vergennes	02/11/03
Slack, Edith	Died at 82 in St. Johnsbury	12/21/03
Tilley, Geraldine E.	Died at 78 in Vergennes	12/18/03
Warren, Sandra L.	Died at 61 in Middlebury	06/26/03
Wilson, James A.	Died at 87 in Middlebury	08/17/03
Wyhowanec, Jeanne E.	Died at 80 in Vergennes	08/19/03

## 2003 VITAL RECORDS

If you have a family member that was born, married, or died during 2003, and you do not find your family member listed in the vital records, please contact the City Clerk so the appropriate certificate can be located and filed in the City records. Your family member has to have been a resident of the City at the time the event occurred.

## DOG AND WOLF-HYBRID OWNERS

**RABIES CLINIC – March 3, 2004 from 6 to 9 p.m. at Vergennes Rescue Squad building.**

Any person who owns or keeps a dog or wolf-hybrid over four months old must annually on or before April 1st license their dog or wolf-hybrid in the office of the City Clerk. Before the license can be issued, a current rabies vaccination certificate must be filed with the Clerk. The license fee is \$4.00 for each neutered/spayed dog or wolf-hybrid and \$8.00 for each dog or wolf-hybrid. In addition to the license fee, the municipal clerk shall assess a \$1.00 fee for each license sold that will be forwarded to the State Treasurer to be used for rabies control programs. If the owner neglects to license their dog or wolf-hybrid by April 1st, it must be obtained for that license year by paying a fee of fifty percent in excess of that otherwise required. The owner of a dog or wolf-hybrid who fails to follow the requirements of the law shall be fined an amount not to exceed \$250.00.

No person shall allow a dog or wolf-hybrid to run at large in an "uncontrolled manner" within the city limits of the City of Vergennes. An "uncontrolled manner" shall mean a dog or wolf-hybrid that is not (1) on a leash, (2) on or within a vehicle, or (3) on the property of the owner.

Any dog(s) or wolf-hybrid(s) causing a disturbance such as excessive barking as to disturb the public peace or defecating on premises other than the animal's owner (unless the owner or another individual in control of the animal removes such deposit immediately) shall be considered a public nuisance and the owner will be liable for prosecution under the penalties prescribed in the ordinance.

A dog or wolf-hybrid found to be running at large shall be delivered to the pound. The pound will notify the dog's or wolf-hybrid's owner if the dog or wolf-hybrid is licensed. The dog or wolf-hybrid shall be held three days after the owner is notified. If the dog or wolf-hybrid is unlicensed, the pound will still hold the dog or wolf-hybrid for three days. If the owner does not claim the dog or wolf-hybrid, it shall be given to who ever pays for the fees, rabies shot and licensing fee. If no one shall desire the dog or wolf-hybrid, it shall be humanely destroyed and the owner, if known, shall pay the fees.

No dog or wolf-hybrid shall be released from the pound until it is properly licensed and all charges paid. Each person claiming a dog or wolf-hybrid from the pound shall pay to the City a fine of \$10.00 for the first offense if the animal is licensed or \$20.00 if it is not; \$25.00 for the second offense; \$50.00 for the third and fourth offenses, and \$250.00 per offense thereafter. In addition to the aforementioned fines, the owner shall pay all pound keeper charges before the dog or wolf-hybrid is released.

If you see a dog or wolf-hybrid running loose in violation of the Dog Ordinance, or have a complaint regarding them that you would like to file, contact the Vergennes Police Department at 877-2201.

A rabies alert has been issued statewide by the Vermont Department of Health, Division of Epidemiology and Disease Prevention. To protect yourself against rabies, do not pick up or touch wild animals or strays; make sure all your family pets get rabies shots; report unknown or strangely behaving animals to the Vergennes Police Department (if wild animals are involved, contact a game warden); do not feed your pets outside; fasten trash can lids tightly; keep your pets indoors at night; and wear protective gloves when handling a pet that has been involved with a wild or stray animal. If an animal bites you, you need to wash the bite wound with soap and warm water for five minutes. You should also try to capture the animal, as you are more likely to need rabies shots if the animal cannot be found. This bite should be reported to your doctor and the City Health Officer and you should follow their instructions. If you have additional questions, you may call the Vermont Rabies Hotline at 1-800-4-RABIES. For everyone's safety and protection, the City is strengthening its efforts ensuring that all dogs and wolf-hybrids harbored in the city limits are registered in the City Clerk's office. Is your dog or wolf-hybrid listed here?

Alessie, Sharon	6 Battery Hill	Leo	Clark, Elizabeth	96 Main Street	Pepper
Allison, Elizabeth	18 First Street	Tor	Clark, Theresa	34 North Street	Skipper
Amblo, Shirley	38 West Street	Yoe	Coffey, Cory	152 South Maple St	Scout
Ambrose, Richard	23 Sunset Drive	Rue	Counter, Deirdre	110 Main Street	Cody
Badore, Harold	18 North Maple St	Penny	Counter, Deirdre	110 Main Street	Rusty
Barrows, David	14 Sunset Drive	Kita	Cousino, Guy	132 South Maple St	Boots
Barrows, Melissa	11 West Street	Sadie	Cousino, Leigh	22 New Haven Rd	Maggie
Barton, Stephanie	100 Green Street	Rusty	Cousino, Jason	11 Third Street	Jake
Benoit, Jodii	12 High Street	Allie	Cowan, Sarah	23 MacDonough Dr	Charlie
Bertrand, Brenda	40 West Main St.	Gus	Cram, Nora	17 MacDonough Dr	Dreyfus
Blair, Jill	8 Hillside Drive	Shilo	Cushing, Sherry	7 Battery Hill	Fifi
Blair, Jill	8 Hillside Drive	Fluffy	Damon, Debbie	2 Battery Hill	Duncan
Blair, Jill	8 Hillside Drive	Gremlin	Danyow, Eleanor	11 Walker Avenue	Micki
Blair, Jill	8 Hillside Drive	Baby	Deimel, Dennis	11 Second Street	Spencer
Blaise, Joanne	130 Green Street	Chewey	Delorme, Marilyn	69 Main Street	Lady Bug
Blaise, Joanne	130 Green Street	Kayla	Delorme, Marilyn	69 Main Street	Buddy
Blaise, Joanne	130 Green Street	Dusty	DeMatties, Tom	21 School Street	Oreo
Blaise, Joanne	130 Green Street	Sirus	Demers, Rebekah	121 West Main St	Midnight
Blaise, Joanne	130 Green Street	T. J.	Demers, Rebekah	121 West Main St	Neely
Boles, Sherry	44 MacDonough Dr	Sage	Denney, Stan	41 South Water St	Misty
Bosworth, Janice	6 Bowman Road	Millie	Deyette, Francie	23 Maple Manor	Abby
Bourgeois, Lucille	17 Panton Road	Gusterson	Douglas, Cliff	59 South Maple St	Rosie
Brace, Lester	15 Hillside Drive	Bear	Douglas, Cliff	59 South Maple St	Shelby
Bradford, Sasha	49 West Main Street	Max	Douglas, Olive	5 Battery Hill	Casey
Brassard, Jeannette	7 Maple Manor	Oscar	Dow, Penny	20 Scovel Lane	Charlie
Brigan, Robert	19 Thomas Circle	Woody	Dufresne, Jackie	67 South Maple St	Max
Brinkman, Henry	24 Victory Street	Bear	Dugan, Kathy	43 New Haven Road	Isabelle
Brinkman, Irene	17 New Haven Rd	Shelby	Dukette, Denise	96 South Water St	Dakota
Brinkman, Kelly	17 New Haven Rd	Nokia	Dukette, Denise	96 South Water St	Dibbly
Brinkman, Kelly	17 New Haven Rd	Tenaka	Dunham, Norm	67 South Maple St	Blanca
Brinkman, Lori	110 Green Street	Hannah	Dye, Margaret	115 South Maple St	Angel
Brinkman, Lori	110 Green Street	Oakley	Emerson, Deb	98 W. Main Street	Sandy
Bristol, Betty	9 Short Street	Bea	Emerson, Deb	98 W. Main Street	Maverick
Bristol, Marjorie	16 Walker Ave Apt 7	Shania	Emilo, Toby	7 Boothwoods	Zac
Brown, Lance	47 South Water St	Autumn	Fagan, Clarence	39 Main Street	Rascal
Brown, William	118 Panton Road	Cindy	Falsen, Nina	76 Main Street	Tess
Brunell, Auri	150 Green Street	Lady Cricket	Fish, Michelle	63 South Maple St	Oreo
Bungard, Kathy	4 Booska Court	Nemo	Florucci, Karen	59 Monkton Road	Aspen
Burlock, Evelyn	25 West Main St	Daisy	Florucci, Karen	59 Monkton Road	Chase
Burlock, Evelyn	25 West Main St	Barney	Fuller, Michael	8 Crescent Dr	Sparkey
Bushey, Bruce	5 Meadowbrook Rd	Toby	Fuller, Robert	61 New Haven Rd	Duchess
Bushey, Robin	30 MacDonough Dr	King	Gaines, Mary	68 Main Street	Company
Bushey, Robin	30 MacDonough Dr	Marmaduke	Gaouette, Patricia	6 Thomas Circle	Baxter
Bushey, Wayne	176 South Maple St	Muffy	Gebo, Angela	48 MacDonough Dr	Benington
Casey, Melissa	19 Scovel Lane	Freckles	Gebo, Angela	48 MacDonough Dr	Pepper
Casey, Melissa	19 Scovel Lane	Roxie	Gee, Herb	25 High Street	Molly
Caum, Katherine	163 South Maple St	Reva	Gorton, Michelle	8 So Maple Street	Rocky
Charbonneau, Harold	35 Monkton Road	Casper	Gosselin, Jackie	186 Green Street	Shasta
Childers, Ronnie	100 South Water St	Sandy	Grace, John	25 Maple Manor	Bobby
Childers, Ronnie	100 South Water St	Buddy	Gullion, Sally	47 No. Main Street	Kruzer
Chittenden, Kent	11 South Maple St	Amy	Hall, Carol	272 Main Street	Brandy

Halpin, John	7 Ice House Court	Katie	Larrow, Adam	54 North Street	Kaya
Hamel, Homer	104 Green Street	Jimmy Lee	Larson, Todd	28 West Main St	Cortez
Hatgen, Kim	6 Maple Manor	Catfish	Lattrell, Joan	2 First Street	Holly Berry
Hawley, Doug	3 Thornwood Lane	Mawley	Lawrence, Jane	81 West Main St	Molly
Hayden, Doris	282 Main Street	Basil	Leach, Sarah	71 West Main St	Buckles
Hibbard, Jody	16 Thomas Circle	Grizzly	LeBlanc, Robin	40 Bowman Road	Jenny
Hoffman, Amy	164 Green Street	Hilary	LeClair, Lynne	33A Mt. View Lane	Argyle
Hoffman, Amy	164 Green Street	Morgan	Lemieux, Rob	86 South Water St	Spot
Hoffman, Amy	164 Green Street	Coda	Lemieux, Rob	86 South Water St	Jona
Holwager, Rob	5 Gm Meadow Acres	Cocoa	LoPinto, Frank	2 Ice House Court	Bridger
Hotte, Rose	74 Meigs Road	Treasure	LoPinto, Frank	2 Ice House Court	Monty
Hubbard, Jody	16 Thomas Circle	Grizzly	Lotz, Patricia	95 South Maple St	Sam
Huckabay, Lucie	60 South Maple St	Kelly	Loven, Elizabeth	9 Battery Hill	Natasha
Huckabay, Lucie	60 South Maple St	Sam	Loven, Elizabeth	9 Battery Hill	Daisy
Huckabay, Lucie	60 South Maple St	Tasha	Lowe, Anne	3 Ice House Court	Sidney
Hunt, Helen	7 Sunset Drive	Cookie	Lyons, Diandra	149 Main Street	Truffles
Hurlbuet, Noah	12 Scovel Lane	Lucy	Maculey, Pam	6 Park Street	Jake
Isherwood, Chastity	11 South Maple St	Houser	Mahoney Heidi	59 MacDonough Dr	Hank
Jackson, Barbara	12 Union Street	Buddy	Mahoney Heidi	59 MacDonough Dr	Smelly
Jenner, Wanda	93 West Main St	Dan	Mahoney Heidi	59 MacDonough Dr	Henry
Jerome, Sue	55 New Haven Rd	Percy	Many, Robert	27 Second Street	Gizmo
Jerry, Matt	30 Main Street	Taylor	Marden, Caroline	20 Victory Street	Teddy
Jerry, Michael	19 Second Street	Sparky	Marden, Caroline	20 Victory Street	Sassy
Jewett, Tammy	20 Thomas Circle	Scooby	Marr, Beth	80 Green Street	Boux
Janson, Richard	44 West Main St	Charley	Mayo, Carla	29 East Street	Gus
Johnson, Bonnie	20 East Street	Rocky	McDurfee, Richard	10 School Street	Cody
Johnson, Bonnie	20 East Street	Jasmine	Meadar, Paulette	33 Boothwoods	Branigan
Johnson, Bonnie	20 East Street	Jake	Meadar, Paulette	33 Boothwoods	Remington
Karki, Jessa	44 Bowman Road	Misty	Meadar, Paulette	33 Boothwoods	Joshua James
Karzmarczyk, Lee	29 Maple Manor	Misty	Meadar, Paulette	33 Boothwoods	Jake
Karzmarczyk, Lee	29 Maple Manor	Chelsea	Means, Marcia	26 North Street	Maggie
Karzmarczyk, Robin	54 North Street	Shadow	Miner, Susan	13 Maple Manor	Lopa
Kennedy, Denise	8 Sunset Drive	Sassy	Mullin, Jason	151 South Maple St	Kalto
Kilburn, Roger	9 Meadow Lane	Brutus	Myrick, Betsy	24 West Street	Jenny
Kimball, Glen	195 South Maple St	Chance	Newman Marion	59 New Haven Rd	Buddy
Klopfenstein, Joe	34 Main Street	Maximus	Newton, Michelle	14 Second Street	Jessy
Klopfenstein, Joe	34 Main Street	Bonnie	Nill, Rene	19 East Street	Sneakers
LaBerge, Shirley	189 Green Street	Lady	Nill, Rene	19 East Street	Butterscotch
LaBerge, Susan	19 Boothwoods	Brie	Nill, Rene	19 East Street	Muyo
LaBerge, Susan	19 Boothwoods	Hoss	Nill, Rene	19 East Street	Ryoko
LaFave, Scott	45 West Main St	Hannah Rose	Northrop, Judy	3 Adele Drive	Scooter
LaFave, Ellie	30 Comfort Hill	LaVerne	Norton, Jr., S.	4 Crescent Drive	Princeton
LaFave, Ellie	30 Comfort Hill	Midnight	Oboz, Ken	76 Main Street	Claude
LaFave, Ellie	30 Comfort Hill	Xena	O'Daniel, Sue	25 Hopkins Road	Quincy
LaFlam, John	67 South Water St	Happee	O'Donnell, Peggy	52 East Street	Nutmeg
LaFountain, Patricia	191 South Maple St	Max	O'Rourke, Kelly	54 North Street	Thumper
Lambert, Ruth	188 South Maple St	Happ	Ouellette, Marcia	29 New Haven Rd	Brutus
Lambert, Ruth	188 South Maple St	Amber	Ouellette, Marcia	29 New Haven Rd	Roxie
Lambert, Ruth	188 South Maple St	Phoenix	Palin, Mary	3 Meadow Lane	Droopy
Lanpher, Jim	194 South Maple St	Peeka	Palmer, Kim O.	42 East Street	Sadie
Larrow, Adam	54 North Street	Jazz	Paquette, Cindy	16 East Street	Ashes

Perron, Joanne	36 First Street	Ben	Snyder, Paul	139 Green Street	Eddie
Perron, Joanne	36 First Street	Pedro	St.Hilaire, Bobby	14 South Maple St	Maverick
Perry, Reynold	30 North Street	Addie	Stansberry, June	30 Booth Woods	Bobo
Peryea, Jeremiah	18 South Water St	Sandy	Stansberry, June	30 Booth Woods	Stan
Pettibon, Laura	22 South Water St	Cooper	Stever, Beth	49 School Street	Lucky
Pixley, Cheryl	6 Armory Lane	Otis	Stinchfield, Chris	25 Thomas Circle	Elliot
Plankey, Jody	5 West Street	Alex	Sturtevant, Todd	30 West Street	Josey
Provencher, Matt	17 White Street	Halo	Sullivan, John	200 South Maple St	Scotch
Quesnel, Jennifer	158 South Maple St	Tawny	Sullivan, Patricia	11 School Street	Lucky
Quigley, Karen	10 Sunset Street	Fritz	Swatkins, Pam	57 South Water St	Boris
Quigley, Michael	10 Sunset Drive	Sally	Swenor, Helen	18 Sunset Drive	Princy
Quinn, Chris	74 School Street	Mazzy	Tanner, Eugene	10 Monkton Road	Jake
Quinn, Rebecca	64 Green Street	Little One	Taylor, Jerry	26 Second Street	Seth
Quinn, Rebecca	64 Green Street	Guffer	Therrien, Sharon	21 Sunset Drive	Mindy
Racine, Kevin	2 Booska Court	Lady	Therrien, Sharon	21 Sunset Drive	Rambo
Racine, Aleta	2 Booska Court	Woody	Thiess, Tom	35 Mtn View Lane	C. D.
Reck, Sandy	11 Maple Manor	Scout	Thomas, Cheryl	34 West Street	Athena
Regnaud, Tina	54 New Haven Rd	Prince Morgan	Tucker, Eleanor	116 Panton Road	Mikey
Ringer, Cindy	50 Main Street	Rosalita	Vincent, Andrew	13 West Main St	Lady
Rivait, Lois	5 Union Street	Lady	Wagner, Mary	14 Prospect St	Max
Rivait, Lois	5 Union Street	Babe	Warner, Robin	36 West Main St	Cutie
Rivera, Doris	38 Bowman Road	Bear	Weller Anne	38 Main Street	Daisy
Rollet, Timothy	181 South Maple St	Indigo	Wenzel, Ralph	7 Hillside Drive	Dion
Rood, Julia	174 South Maple St	Piggie	West, Greg	70 Green Street	Keysha
Rood, Julia	174 South Maple St	Ginger	Westerholm, Chris	17 Sunset Drive	Nell
Rose, Sara	20 Monkton Road	Rosie	White, Karen	28 South Maple St	Kylie
Ross, Kim	17 Second Street	Prance	White, Linda	36 West Main St	Toby
Russell, Gary	15 Courtney Drive	Casey	Wilber, Diane	23 Mtn. View Lane	Blondie
Sabourin, Kristi	22 Second Street	Sawyer	Wilber, Diane	23 Mtn. View Lane	Jazzy
Saltus, Jayne	16 Mtn View Lane	Missy	Wolcott, Melinda	15 Second Street	Josie
Samaritoni, Alice	126 Green Street	Bubba	Wolcott, Melinda	15 Second Street	Josh
Schmidt, Candy	26 Maple Manor	Edelweiss	Wooster, Kevin	33 MacDonough Dr	Jessie
Schoonmaker, L.	24 Thomas Circle	Benji	Wyhowanec, J.	32 West Main St	Mac
Scott, Bonnie	80 Main Street	Otter	Zalubski, Doris	25 Booth Woods	Rosita
Scott, Bonnie	80 Main Street	Bertha			
Scott, Dianne	184 South Maple St	Gus			
Scott, Jay	42 First Street	Keisha			
Scribner, Leslie	21 Union Street	Liza			
Sears, Sonnie	39 West Street	Charlie			
Senecal, Marguerite	3 Short Street	Heidi			
Shaughnessey, J.	28 Bowman Road	Bruno			
Shaughnessey, J.	28 Bowman Road	Pete			
Skeldon, Gary	13 Meadow Lane	Silent Sniper			
Skeldon, Gary	13 Meadow Lane	Midnight Rambo			
Sleeper, J.	125 Green Street	Grimmet			
Sleeper, J.	125 Green Street	Sassy			
Smith, Cheryl	31 Mt View Lane	Reesie			
Smith, Sheri	1 Booska Court	Sadie			
Smith, Marylou	26 School Street	Chopstick			
Smith, Robert	18 Mtn. View Lane	Jacques			
Snyder, Paul	139 Green Street	Diablo			



## DELINQUENT PROPERTY TAXES

June 30, 2003

1999/2000	Harper, Tommy	405.96
	Taylor, Jerry	231.40
	<b>TOTAL</b>	<b>\$637.36</b>
2000/2001	Blaise, Judith	1,481.20
	Harper, Tommy	419.88
	Taylor, Jerry	576.00
	<b>TOTAL</b>	<b>\$2,477.08</b>
2001/2002	Badger, Brenda	671.00
	Blaise, Judith	1,712.88
	Burnett, Richard and Cindy	1,053.60 **
	Deyette, Robert and Francie	646.22 *
	Flynn, Timothy and Erica	612.44 *
	Harper, Tommy	485.56
	Taylor, Gary and Francine	1,275.43 **
	Taylor, Jerry	666.12
	<b>TOTAL</b>	<b>\$7,123.25</b>
2002/2003	Badger, Brenda	706.72 **
	Barrows, Wayne and Diane	563.19 *
	Blaise, Judith	1,804.12
	Brunell, Aureola	728.22 *
	Burnett, Richard and Cindy	1,562.56
	Cyr, Paul	189.98 *
	Deyette, Robert and Francie	2,264.16 **
	Dion, Christopher	5.69 *
	Flynn, Timothy and Erica	645.04 *
	Harper, Tommy	511.40
	Hebert, Maurice and Jane	466.68
	Herrington, Bill and Cheryl	486.37
	LaFave, Scott	684.26
	Lanpher, James and Diane	334.93 *
	McGrath, Larney and Ann	149.06 *
	Monty, Peter	72.60
	Nimblett-Devine, Nichole	2,292.31 **
	Nokes, Kimberly	670.77 *
	Pudvah, Agnes	1,224.54 *
	Quesnel, John, Anita and David	106.64
	Salley, Stanley	140.70 *
	Severence, Brian and Shelly	2,695.92 *
	Stocker, Kevin	427.89
	Sturtevant, Bruce	727.28 *
	Taylor, Gary and Francine	1,917.84
	Taylor, Jerry	701.60
	Tucker, Darrell	722.91 **
	Willow Apartments	191.52 *
	<b>TOTAL</b>	<b>\$22,994.90</b>

## DELINQUENT SEWER ASSESSMENTS

June 30, 2003

1998/1999	Saltus, Thomas and Jayne	43.07 *
	<b>TOTAL</b>	<b>\$43.07</b>
1999/2000	Deyette, Robert and Francie	188.03 *
	<b>TOTAL</b>	<b>\$188.03</b>
2000/2001	Blaise, Judith	275.00
	Botala, Sr., Scott and Jacqueline	114.63 *
	Deyette, Robert and Francie	275.00
	Lopinto, Frank and Mary	94.76 *



# VERGENNES CITIZEN MANUAL

## (PULL THIS OUT OF YOUR ANNUAL REPORT)

**THIS IS THE FIRST YEAR OF THE VERGENNES CITIZEN MANUAL. ITS PURPOSE IS TO PROVIDE INFORMATION TO YOU WHICH WILL MAKE IT EASIER FOR YOU TO RECEIVE SERVICES FROM THE VERGENNES CITY GOVERNMENT AND TO MAKE LIVING IN VERGENNES EASIER AND SIMPLER FOR ITS CITIZENS.**

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### CITY COUNCIL

A Mayor and Six (6) Alderman comprise what is called the City Council. They are elected for two (2) year staggered terms. If you have City policy issues, such as: budget & spending, taxes, parking & street control, governmental operations as it relates to overall policies that control the operations of City departments, you should talk to the Mayor and/or Alderman. Council members:

Kitty Oxholm, Mayor  
Greg Clark, Deputy Mayor  
Aldermen

Christine Bradford*	April Jin**	Christopher Pettibon*	Lucy LeBeau	Mike Daniels*
*	Term ends March 2003, not running for re-election			
**	Term ends March 2003, running for re-election			

Meeting: Monthly on the 2<sup>nd</sup> & 4<sup>th</sup> Tuesday at 7:00 pm unless otherwise posted. Meetings are in the Opera House. Minutes of actions and discussions of the City Council are available at the City Clerk's office at City Hall.

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### CITY MANAGER

The City Manager is responsible for the overall operation of all City departments and implementation of the policies and regulations established by the City Council. Schools, Library, Water District, and Emergency Medical Service (EMS) by Vergennes Area Rescue Squad are not departments of the City.

Renny Perry, City Manager

Phone: 877-3637 email: [rperry@vergennes.org](mailto:rperry@vergennes.org)

Office Hours: 8:00 am to 4:30 pm, Monday thru Friday

Mailing Address: P.O. Box 35, Vergennes, VT 05491

Address: City Hall, 120 Main Street, Vergennes, VT

### SERVICES AVAILABLE

- All matters concerning operation and delivery of services by City departments (yes, even complaints).
- Assistance with issues which may involve the City government.
- General information regarding the City government and the Vergennes community.
- Matters which may involve the action of the City Council (the Mayor is a contact also).
- Matters involving the buildings and facilities of the City (parks, sidewalks, roads).

### HOW DO I GET THE SERVICE?

- You can contact the City Manager by calling, writing, or stopping in at City Hall. The City Manager makes "house calls" for those matters needing on-site attention.

### OTHER INFORMATION

- The City Manager is a Commissioner of the Addison County Regional Planning Commission, and on the Boards of the Addison County Solid Waste District and the Addison County Economic Development Corporation. If you want to know what is happening at these organizations or would like an issue brought to their attention, please contact the City Manager.
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### CITY CLERK/TREASURER

The City Clerk/Treasurer is responsible for the City's records and the handling of City funds.

Joan Devine, City Clerk/Treasurer

Phone: 877-2841 email: [clerk@vergennes.org](mailto:clerk@vergennes.org)

Office Hours: 8:00 am to 4:30 pm, Monday thru Friday

### **SERVICES AVAILABLE**

- DOG AND/OR WOLF-HYBRID LICENSES
- MARRIAGE OR CIVIL UNION LICENSES
- VITAL RECORDS
- MOTOR VEHICLE REGISTRATION RENEWALS
- VOTER CHECKLIST APPLICATION
- ELECTIONS
- GREEN MOUNTAIN PASSPORTS
- FISH & WILDLIFE LICENSES
- PROPERTY TAX PAYMENTS
- PROPERTY TAX PAYMENTS
- LAND RECORDS

### **HOW DO I GET THE SERVICE?**

- **Dog and/or Wolf Hybrid Licenses** State law requires this license by April 1<sup>st</sup> of each year. A valid rabies certificate is required as well as a spayed/neutered certificate (if applicable). Fees are \$5 for altered pets and \$9 for non-altered pets.
- **Marriage or Civil Union Licenses** At least one party must be a resident of the City or both parties must be from out of State with the ceremony to be performed in Addison County. Blood tests are not needed. License fee is \$23; there is no waiting period to use the license.
- **Vital Records** Copies or certified copies of birth, death, and marriage records on file are available. Marriages date back to the late 1700's and birth and death records date back to 1856. Genealogy searches are welcome.
- **Motor Vehicle Registration Renewals** Bring your renewal notice and a check written to the Department of Motor Vehicles. There is a \$3 fee to the City for this service; cash or check. You can renew registrations for cars, trucks, boats, trailers, snowmobiles, etc.
- **Voter Checklist Application** You must be a resident and at least 18 years of age to become a registered voter. The Vermont Freeman's Oath is given to those who have never taken it. Once your name is on the Checklist your name will not be removed unless you are no longer a resident here. You do not need to apply every year.
- **Elections** Voting in General, Primary and Local elections take place at the Vergennes Fire Station at 50 Green Street. Polling hours are 9:00 a.m. until 7:00 p.m. Absentee Australian ballots are available 20-days prior to each election by calling the Clerk's office.
- **Green Mountain Passports** State Green Mountain Passports are available to residents 62 or over or to those who have been declared disabled by the Vermont Veterans Administration. The \$2 lifetime passport is valid immediately; holders are eligible for free admission to state parks and museums as well as reduced prices by private businesses.
- **Fish & Wildlife Licenses** Calendar year and day licenses are available for Vermonters and residents of other states. All hunters are required to have a license to hunt; fishermen 15 and older are also required to have a license. Proof of a prior hunting license or a hunter safety card is required for all hunting licenses; archery licenses require the same.
- **Property Tax Payments** One tax bill for the entire fiscal year is mailed in mid-July (this year we had two bills due to the school budgets being approved late). Taxpayers can choose to pay the bill in full or pay in four quarterly installments. Quarterly installments are due August 15, November 15, February 15, and May 15. Interest charges are assessed for late payment and an 8% penalty fee is charged on all unpaid taxes after May 15<sup>th</sup>.
- **Sewer Assessment Payments** Semi-annual bills are mailed 30 days prior to their due date. Fall assessments are due November 15<sup>th</sup> and spring assessments are due May 15<sup>th</sup>. Delinquent accounts are assessed an 8% penalty in addition to interest charges.
- **Land Records** Warranty Deeds, Quit Claim Deeds, Mortgage Deeds, Easement Deeds, Liens, etc. relating to property in the City are on file. Copies of such can be obtained for \$1 per page. To record documents in the land records, a filing fee of \$7 per page is charged.

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### **ZONING ADMINISTRATION**

The Zoning Administrator works with the Planning Commission and Development Review Board (DRB) and is responsible for assisting both boards (same members on each Board) in the municipal planning and the land development oversight functions of the respective boards. The Zoning Administrator is also responsible for enforcement of zoning regulations and orders of the DRB.

Melvin Hawley, Zoning Administrator

Phone: 877-1163

Office Hours: Tuesday, Noon to 4:00 pm, and Thursday, 4:00 pm to 6:00 pm

Mailing Address: P.O. Box 35, Vergennes, VT 05491

Address: City Hall, 120 Main Street, Vergennes, VT

### **SERVICES AVAILABLE**

- Zoning permits
- Reviews applications for variances, conditional uses, site plans and subdivision proposals
- Sets agenda for Planning Commission and Development Review Board

### **HOW DO I GET THE SERVICE?**

- You can contact the Zoning Administrator by calling, writing, or stopping in at City Hall.

### **OTHER INFORMATION**

- The Development Review Board meets on the 1<sup>st</sup> Monday of the Month at 7:00 pm at City Hall.
  - The Planning Commission meets on the 3<sup>rd</sup> Monday of the Month at 7:00 pm at City Hall.
- 

## **POLICE DEPARTMENT**

Responsible for law enforcement and enforcement of motor vehicle laws as well as community service.

Michael Lowe, Chief of Police

Phone: 877-2201      **Emergency 911**

Office Hours (Chief): 8:00 am to 4:30 pm, Monday thru Friday

Mailing Address: P.O. Box 35, Vergennes, VT 05491

Address: City Hall, 120 Main Street, Vergennes, VT

### **SERVICES AVAILABLE**

- Motor Vehicle forms and assistance.
- Vehicle Identification Number (VIN) checks.
- Night-time business and residential checks.

### **HOW DO I GET THE SERVICE?**

- You can contact the Department or the Chief by calling, writing, or stopping in at City Hall.

### **OTHER INFORMATION**

- **Winter Parking Ban** From December 1<sup>st</sup> to April 1<sup>st</sup> no vehicles are allowed to park on City Streets between the hours of 2:00 am and 6:00 am. It is strictly enforced and vehicles will be ticketed and towed. The ban is every morning, not just when a storm is expected or in progress.
- 

## **FIRE DEPARTMENT**

Responsible for fire prevention and suppression, rescue including water rescue, Emergency Medical Service (EMS) assistance to the Vergennes Area Rescue Squad. Vergennes is a volunteer fire department.

Ralph Jackman, Chief

Phone: 877-3201      **Emergency 911**

Mailing Address: P.O. Box 35, Vergennes, VT 05491

Address: 50 Green Street, Vergennes, VT

### **OTHER INFORMATION**

- EMS is provided by the Vergennes Area Rescue Squad which is a volunteer organization located on Panton Road in Vergennes. Three ambulances service the area. **Emergency 911**
- 

## **PUBLIC WORKS DEPARTMENT**

Responsible for street, sidewalk, parks, stormwater drainage and sewer maintenance. Also responsible for winter maintenance, such as: street and sidewalk snow plowing.

Carroll O'Connor, Public Works Supervisor

Phone: 877-3585

Mailing Address: P.O. Box 35, Vergennes, VT 05491

Address: Canal Street, Vergennes, VT

### **OTHER INFORMATION**

- **Trash & Recycling** Curbside trash pick-up is done by private hauler by private arrangements made between the homeowner and hauler. Recycling is free and provided at the Recycling Center on West Street in Vergennes. Hours of operation: Wednesday, 2:00 pm to 6:00 pm and Saturday, 8:00 am to Noon. Call the Addison County Solid Waste District for recycle items and waste disposal information, phone 388-2333. Special Wastes go to the Transfer station in Middlebury. If you don't want to pay for curbside pick-up, trash can be disposed of at the recycling center for \$3.00 per bag.
- **Yard Wastes** Yard Wastes may be disposed of at the City's stump dump at specified dates in the spring and fall of each year. Watch your local newspaper or call City Hall for the dates and time and items eligible for disposal.

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### **RECREATION PROGRAM**

General recreation programming for people of all ages.

Tara Brooks, Recreation Coordinator

Phone: 877-2412

Mailing Address: P.O. Box 35, Vergennes, VT 05491

### **SERVICES AVAILABLE**

- The Vergennes Area Recreation Guide was created to help the community to become aware of the recreational opportunities available. The recreation guide is mailed to all city residents. The mailing provides a three-month guide to recreation for all ages. If you did not receive a guide in the mail or would like additional copies you can pick them up at City Hall during regular business hours.

### **HOW DO I GET THE SERVICE?**

- Fill out the registration form located in the back of the Recreation Program Guide.
- When you have your form filled it out mail or deliver the form to Vergennes City Hall.
- If you need financial assistant please fill out a cost waiver form. These are located at City Hall, or you can have a form mailed to you. This form will help pay for up to 50% of the cost of the activity.
- Forms and payment may also be brought to the activity. However, you must contact Tara Brooks-Recreation Coordinator to pre-register.

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### **OTHER COMMUNITY INFORMATION**

#### **SCHOOLS**

Addison Northwest Supervisory Union

Thomas O'Brien, Superintendent

Phone: 877-3332

Address: 48 Green Street, Suite 1, Vergennes

#### **BIXBY LIBRARY**

Rachel Plant, Librarian

Phone: 877-2211

Address: 258 Main Street, Vergennes

Hours: Monday, 12:30 pm to 8:00 pm

Tuesday, 12:30 pm to 5:00 pm

Wednesday, 10:00 am to 5:00 pm

Thursday, 10:00 am to 5:00 pm

Friday, 12:30 pm to 5:00 pm

Saturday, 10:00 am to 2:00 pm

Story Hour: Thursday, 10:30 am

### **VERGENNES PANTON WATER DISTRICT**

Mike Sullivan, Superintendent

Phone: 877-2440 Address: Canal Street, Vergennes

Meacham, Sr., James and Linda	137.50 *
Saltus, Thomas and Jayne	172.26 **
Weller, Timothy and Vernita	137.50 **
<b>TOTAL</b>	<b>\$1,206.65</b>
2001/2002 Blaise, Judith	275.00
Botala, Sr., Scott and Jacqueline	275.00 *
Burke, Peter and Linda	137.50
Burnett, Richard and Cindy	8.70 *
Deyette, Robert and Francie	275.00
Lopinto, Frank and Mary	275.00 *
Meacham, Sr., James and Linda	275.00
Ouelette, Marcia and Randall	137.50
Safford, Michael and Christina	275.00 *
Saltus, Thomas and Jayne	137.50
Stinchfield, Christopher and Felicia	256.67
Therrien, Douglas and Sharon	275.00 *
Weller, Timothy and Vernita	275.00 **
<b>TOTAL</b>	<b>\$2,877.87</b>
2002/2003 Barrows, Wayne and Diane	137.50 *
Blaise, Judith	275.00
Botala, Scott and Jacqueline	275.00 **
Brunell, Aureola	137.50 *
Burke, Peter and Linda	275.00
Burnett, Richard and Cindy	275.00 **
Bushey, Jamie and Heather	88.98 *
Counter, Diana	125.58 *
Deyette, Robert and Francie	275.00
Field, Eric	137.50 *
Gilotti, Roy	137.50 *
Gould, Thomas and Julie	11.45 *
Hebert, Maurice and Jane	275.00
Herrington, Bill and Cheryl	137.50
Hill, Christopher	275.00 *
LoPinto, Frank and Mary	275.00 *
Marshall, Christopher and Tina	137.50 *
McLean, et al, Ellen	11.39 *
Meacham, Sr., James and Linda	275.00
Nimblett-Devine, Nichole	137.50 *
Nokes, Kimberly	137.50 *
Ouellette, Marcia and Randall	275.00
Plankey, Michael and Jody	137.50 *
Poynter, Paul and Lisa	11.39 *
Pudvah, Agnes	137.50 *
Safford, Michael and Christina	275.00 *
Saltus, Thomas and Jayne	275.00
Sears, David and Saundria	137.50 *
Severence, Brian and Shelly	550.00 *
Snyder, Paul	137.50 *
St. Cyr, Rose	137.50 *
Stansbery, Edward and June	12.52 *
Stark, Michael and Darlene	275.00
Stinchfield, Christopher and Felicia	275.00 *
Taylor, Gary and Francine	275.00 *
Therrien, Douglas and Sharon	275.00 *
Tucker, Darrell	275.00
Two Obriens' Properties, LLC	34.16 *
Vaux, Shirley	11.39
Weller, Timothy and Vernita	275.00
Willow Apartments, LLC	182.16 **
<b>TOTAL</b>	<b>\$7,776.52</b>

\* Paid in full since 06-30-2003

\*\* Paid in part since 06-30-2003

\*\*\* Abated by City Council since 06-30-2003

# CITY PAYROLL ACCOUNT

## JANUARY 1, 2003 THROUGH DECEMBER 31, 2003

<u>EMPLOYEE</u>	<u>DEPARTMENT</u>	<u>WAGES</u>
Barrows, Wayne	Administration	580.00
Bean, Paula	Bixby Memorial Free Library	2,111.48
Bosworth, Jason	Public Works Department - Temp.	143.75
Braginton, Linda	Bixby Memorial Free Library	13,939.02
Breur, James	Fire Department	488.00
Briggs, Beatrice	Administration	3,000.00
Briggs, Beatrice	Bixby Memorial Free Library	5,037.70
Brinkman, Dennielle	Bixby Memorial Free Library	9,048.18
Brooks, Tara	Administration	13,713.75
Brown, William	Fire Department	403.00
Burbo, Joseph	Dog Warden	325.00
Cameron, Joyce	Administration	25,430.00
Cameron, Randy	Public Works Department - Temp.	250.00
Champine, Leslie	Public Works Department	41,284.24
Champine, Leslie	Fire Department	365.00
Charbonneau, Kevin	Fire Department	517.00
Cheney, Mary	Bixby Memorial Free Library	4,738.87
Chester, Jean	Bixby Memorial Free Library	4,062.87
Collette, Michael	Fire Department	435.00
Correia, Pamela	Administration	28,496.00
Crowley, Matthew	Public Works Department - Temp.	284.38
Crowley, Patrick	Public Works Department	41,025.40
Crowley, Patrick	Fire Department	520.00
Cusson, Brendan	Public Works Department - Temp.	143.75
Daniels, Michael	Fire Department	323.00
Davis, Andrew	Bixby Memorial Free Library	242.00
Devine, Joan	Administration	36,571.17
Dion, Christopher	Public Works Department - Temp.	420.75
Dion, Christopher	Fire Department	384.00
Dugan, John	Fire Department	406.00
Fraley, Matthew	Fire Department	304.00
Friday, Randall	Administration	20,888.13
Gaboriault, Lee	Fire Department	387.00
Gebo, Christopher	Fire Department	416.00
Gebo, Edward	Public Works Department - Temp.	170.00
Gebo, Edward	Fire Department	48.76
Gordon, Joshua	Public Works Department - Temp.	137.50
Greenslet, Patrick	Police Department	39,155.42
Gregory, James	Public Works Department - Temp.	143.75
Griffin, Edward	Public Works Department - Temp.	137.50
Hawley, Melvin	Administration	7,230.52
Hayden, Doris	Bixby Memorial Free Library	2,050.84
Jackman, Ralph	Fire Department	745.00
Karki, Sandy	Fire Department	435.00
Kinson, Tony	Fire Department	219.00
LaBerge, Joseph	Fire Department	325.00
LaRocque, Christopher	Police Department	32,126.38
Larrow, James	Public Works Department	42,811.21

Larrow, James	Fire Department	537.00
Larrow, Melvin	Public Works Department - Temp.	369.75
Lowe, Michael	Police Department	40,373.74
Lumbra, Cory	Fire Department	573.00
Lynch, James	Police Department	2,475.50
MacIntire, Jared	Fire Department	363.00
McBride, Theresa	Bixby Memorial Free Library	3,321.87
McDurfee, Richard	Fire Department	315.00
Morse, Lenore	Bixby Memorial Free Library	6,950.58
Noonan, Lois	Bixby Memorial Free Library	13,340.92
O'Connor, Carroll	Public Works Department	46,690.02
Ouellette, Jason	Fire Department	323.00
Palkowski, Scott	Police Department	1,697.50
Paquin, Erin	Fire Department	427.00
Perry, Reynold	Administration	32,365.41
Peryea, Jeremiah	Fire Department	245.00
Pidgeon, Jeremy	Public Works Department - Temp.	143.75
Pierce, Brendan	Public Works Department - Temp.	137.50
Plant, Rachael	Bixby Memorial Free Library	10,596.11
Pregent, Joseph	Police Department	40,180.98 *
Quesnel, Chris	Fire Department	187.00
Redmond, Nathan	Bixby Memorial Free Library	308.00
Richard, Rebecca	Bixby Memorial Free Library	1,156.38
Rivers, III., Joseph	Recycling Center	25.00
Smith, Daniel	Recycling Center	284.38
Smith, Jasper	Fire Department	219.00
Spencer, Theodore	Public Works Department - Temp.	143.75
Stearns, Phillip	Fire Department	219.00
Sullivan, Joseph	Sewer Department	31,305.40 *
Swinton, Lyle	Public Works Department	13,035.59
Tallman, Becky	Fire Department	10.92
Tallman, Jennifer	Fire Department	347.00
Tallman, Luke	Fire Department	291.00
Thompson, Ricky	Bixby Memorial Free Library	1,185.80
Toczko, Mary Ellen	Bixby Memorial Free Library	2,053.34
Trudeau, Rodney	Police Department	18,989.50 *
Turpin, Sheila	Fire Department	646.00
Urban, Landon	Sewer Department - Temp.	1,487.50
Williams, Martin	Sewer Department	41,675.69
		<b>\$697,417.20</b>

\*Includes Base Salary and Overtime

**STATEMENT OF TAXES LEVIED AND RAISED  
JULY 1, 2002 TO JUNE 30, 2003**

Real Estate	\$98,148,422 at 1%	\$981,484.22
Personal Property	52,675 at 1%	<u>526.75</u>
		\$982,010.97

**Taxes Levied**

City Tax	\$981,484.22 at .65	\$ 637,964.74
School Tax	982,010.97 at 1.92	<u>\$1,885,461.06</u>
		\$2,523,425.80

**Taxes Raised**

Property taxes collected on or before due dates	\$2,411,734.37
Late 2002-03 taxes collected by June 30, 2003	88,683.29
Held by Delinquent Collector July 1, 2003	<u>22,994.91</u>
	\$2,523,412.57
	Diff. -13.23

**ABSTRACT OF THE 2002 GRAND LIST**

<u>Category</u>	<u>Entries</u>	<u>Total</u>
Residential I	688	\$ 62,940,805
Residential II	1	132,300
Mobile Homes - Unlanded	74	1,880,900
Mobile Homes - Landed	4	252,700
Commercial	81	19,316,675
Industrial Plants	5	6,884,000
Utilities - Electric	1	4,014,800
Farms	3	947,042
Miscellaneous	47	1,779,200
Equipment	1	52,675
Voter Approved Exemptions	<u>6</u>	<u>-0-</u>
	911	\$ 98,201,097



CITY OF VERGENNES, VERMONT  
 AUDIT REPORT AND FINANCIAL STATEMENTS  
 JUNE 30, 2003  
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# FOTHERGILL SEGALE & VALLEY

Certified Public Accountants



John E. (Jeff) Fothergill, CPA  
Michael L. Segale, CPA  
Sheila R. Valley, CPA  
Teresa H. Kajenski, CPA  
Jane M. Burroughs, CPA

## INDEPENDENT AUDITOR'S REPORT

November 13, 2003

City of Vergennes, Vermont  
Vergennes, Vermont 05491

We have audited the accompanying general purpose financial statements of the City of Vergennes, Vermont, as of and for the year ended June 30, 2003, as listed in the Table of Contents. These general purpose financial statements are the responsibility of the City of Vergennes management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The general purpose financial statements referred to above do not include the General Fixed Assets Account Group, which should be included in order to conform with U.S. generally accepted accounting principles. The amount that should be recorded in the General Fixed Asset Account Group is not known.

The City treats the Sewer Fund as a Special Revenue Fund rather than as an Enterprise Fund. U. S. generally accepted accounting principles require funds financed with user charges to be treated as Enterprise Funds. This principle requires accounting similar to commercial enterprises, such as capitalization and depreciation of fixed assets. Accordingly, the accompanying financial statements are not intended to present financial position and results of operations of the Sewer Fund in conformity with U. S. generally accepted accounting principles. The effect of this departure is not known.

In our opinion, except for the effects on the financial statements of the omission and departures described in the preceding paragraphs, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the City of Vergennes, Vermont, as of June 30, 2003, and the results of its operations for the year then ended in conformity with U.S. generally accepted accounting principles.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. Supplementary Schedules 1 through 7, as listed in the Table of Contents, are presented for purposes of additional analysis and are not required parts of the general purpose financial statements of the City of Vergennes, Vermont. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

Respectfully submitted,

*Fothergill Segale & Valley, CPAs*

FOTHERGILL SEGALE & VALLEY, CPAs  
Vermont Public Accountancy License #110

CITY OF VERGENNES, VERMONT  
COMBINED BALANCE SHEET  
ALL FUND TYPES AND ACCOUNT GROUPS  
JUNE 30, 2003

EXHIBIT A

	Governmental Fund Types			Fiduciary Fund Types	Account Group	
	General Fund	Special Revenue Funds	Capital Project Funds	Agency and Trust Funds	General Long-Term Debt	Totals (Memorandum only)
<b>ASSETS</b>						
Cash and investments	\$ 10,659	\$ 569,606	\$ 299,827	\$ 242,112	\$ 0	\$ 1,122,204
Receivables						
Taxes	33,232	0	0	0	0	33,232
Sewer	0	19,227	0	0	0	19,227
Grant	13,604	0	0	0	0	13,604
Other	243	0	0	0	0	243
State of Vermont	60,072	0	0	0	0	60,072
Due from other funds	4,616	88,963	0	0	0	93,579
Note receivable	0	128,489	0	0	0	128,489
Retirement of long-term debt	0	0	0	0	2,678,059	2,678,059
<b>Total assets</b>	<u>\$ 122,426</u>	<u>\$ 806,285</u>	<u>\$ 299,827</u>	<u>\$ 242,112</u>	<u>\$ 2,678,059</u>	<u>\$ 4,148,709</u>
<b>LIABILITIES AND FUND BALANCES</b>						
<b>Liabilities</b>						
Accounts payable	\$ 16,538	\$ 4,804	\$ 0	\$ 0	\$ 0	\$ 21,342
Accrued vacation/compensation benefits payable	0	7,752	0	0	0	7,752
Due to others	0	0	0	4,812	0	4,812
Due to other funds	88,963	4,616	0	0	0	93,579
Deferred revenue	0	233,289	0	0	0	233,289
Deferred tax revenue	29,900	0	0	0	0	29,900
General obligation bonds/debts payable	0	0	0	0	2,678,059	2,678,059
<b>Total liabilities</b>	<u>135,401</u>	<u>250,461</u>	<u>0</u>	<u>4,812</u>	<u>2,678,059</u>	<u>3,068,733</u>
<b>Fund Balances (Deficit)</b>						
Reserved	0	555,824	299,827	237,300	0	1,092,951
Unreserved	(12,975)	0	0	0	0	(12,975)
<b>Total Fund Balances</b>	<u>(12,975)</u>	<u>555,824</u>	<u>299,827</u>	<u>237,300</u>	<u>0</u>	<u>1,079,976</u>
<b>Total liabilities and     fund balances (deficit)</b>	<u>\$ 122,426</u>	<u>\$ 806,285</u>	<u>\$ 299,827</u>	<u>\$ 242,112</u>	<u>\$ 2,678,059</u>	<u>\$ 4,148,709</u>

See Notes to Financial Statements.

CITY OF VERGENNES, VERMONT  
COMBINED STATEMENT OF REVENUE, EXPENDITURES AND  
CHANGES IN FUND BALANCES  
ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS  
YEAR ENDED JUNE 30, 2003

EXHIBIT B

	Governmental Fund Types			Fiduciary Fund Type	Totals
	General Fund	Special Revenue Funds	Capital Project Funds	Expendable Trust Funds	(Memorandum only)
REVENUE					
Property taxes	\$ 722,657	\$ 0	\$ 0	\$ 0	\$ 722,657
Licenses, fees and permits	13,632	25,000	9,186	0	47,818
Intergovernmental	409,774	7,526	0	0	417,300
Charges for services	35,090	696,701	0	0	731,791
Fines and forfeits	30,040	0	0	0	30,040
Miscellaneous	96,060	39,832	3,784	5,018	144,694
Total revenue	<u>1,307,253</u>	<u>769,059</u>	<u>12,970</u>	<u>5,018</u>	<u>2,094,300</u>
EXPENDITURES					
General government	429,663	22,922	48,117	0	500,702
Grant and miscellaneous expenditures	327,460	0	0	0	327,460
Public safety	275,436	105,773	0	0	381,209
Public works	437,832	46,746	0	0	484,578
Culture and recreation	0	13,378	0	0	13,378
Community services	20,946	0	0	0	20,946
Wastewater	0	263,216	0	0	263,216
Recycling	0	46,891	0	0	46,891
Total expenditures	<u>1,491,337</u>	<u>498,926</u>	<u>48,117</u>	<u>0</u>	<u>2,038,380</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(184,084)</u>	<u>270,133</u>	<u>(35,147)</u>	<u>5,018</u>	<u>55,920</u>
OTHER FINANCING SOURCES (USES)					
Transfers in	130,000	23,078	175,158	0	328,236
Transfers out	(21,361)	(176,875)	0	(130,000)	(328,236)
Total other financing sources (uses)	<u>108,639</u>	<u>(153,797)</u>	<u>175,158</u>	<u>(130,000)</u>	<u>0</u>
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	<u>(75,445)</u>	<u>116,336</u>	<u>140,011</u>	<u>(124,982)</u>	<u>55,920</u>
FUND BALANCES - July 1, 2002	<u>62,470</u>	<u>439,488</u>	<u>159,816</u>	<u>362,282</u>	<u>1,024,056</u>
FUND BALANCES (DEFICIT) - June 30, 2003	<u>\$ (12,975)</u>	<u>\$ 555,824</u>	<u>\$ 299,827</u>	<u>\$ 237,300</u>	<u>\$ 1,079,976</u>

See Notes to Financial Statements.

CITY OF VERGENNES, VERMONT  
 COMBINED STATEMENT OF REVENUE, EXPENDITURES AND  
 CHANGES IN FUND BALANCES - BUDGET AND ACTUAL  
 GENERAL FUND  
 YEAR ENDED JUNE 30, 2003

EXHIBIT C

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Revenue			
Property taxes	\$ 744,214	\$ 722,657	\$ (21,557)
Licenses and permits	9,000	13,632	4,632
Intergovernmental	69,788	409,774	339,986
Charges for services	20,000	35,090	15,090
Fines and forfeits	35,000	30,040	(4,960)
Miscellaneous	94,526	96,060	1,534
Total revenue	<u>972,528</u>	<u>1,307,253</u>	<u>334,725</u>
Expenditures			
General government	429,513	429,663	(150)
Grant and miscellaneous expenditures	0	327,460	(327,460)
Public safety	277,115	275,436	1,679
Public works	416,041	437,832	(21,791)
Community services	29,359	20,946	8,413
Total expenditures	<u>1,152,028</u>	<u>1,491,337</u>	<u>(339,309)</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(179,500)</u>	<u>(184,084)</u>	<u>(4,584)</u>
OTHER FINANCING SOURCES (USES)			
Transfer from other funds	130,000	130,000	0
Transfer to other funds	(10,500)	(21,361)	(10,861)
Total other financing sources (uses)	<u>119,500</u>	<u>108,639</u>	<u>(10,861)</u>
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	<u>\$ (60,000)</u>	<u>(75,445)</u>	<u>\$ (15,445)</u>
FUND BALANCE - JULY 1, 2002		<u>62,470</u>	
FUND DEFICIT - JUNE 30, 2003		<u>\$ (12,975)</u>	

See Notes to Financial Statements.

# CITY OF VERGENNES, VERMONT

## NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2003

The City of Vergennes, Vermont was founded in 1788. The City of Vergennes operates under a Council-Manager form of government and provides the following services: general government, public safety, wastewater treatment, recycling, public works, culture and recreation and community services.

### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The financial statements include all of the funds relevant to the City and are prepared in accordance with U. S. Generally Accepted Accounting Principles (GAAP). The City applies all relevant Governmental Accounting Standards Board (GASB) pronouncements. The following is a summary of the more significant policies.

#### *Reporting Entity*

The criteria of oversight responsibility, special financing relationships and scope of public service were used in determining the agencies or entities which comprise the City for financial reporting purposes. Oversight responsibility is determined by the extent of financial interdependency, control over the selection of the governing authority and management's ability to significantly influence operations and accountability for fiscal matters. Based on these criteria, there are no agencies or entities which should be combined with the financial statements of the City.

#### *Fund Accounting*

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped, in the financial statements in this report, as follows:

#### Governmental Funds

**General Fund** - The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

**Special Revenue Fund** - Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessments, expendable trust, or major capital projects) that are legally restricted to or designated for expenditures for specified purposes.

**Capital Project Funds** - Capital Project Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities.

CITY OF VERGENNES, VERMONT  
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2003  
(Continued)

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Fiduciary Funds

**Trust Funds** - Trust Funds are used to account for assets held by the City in a trustee capacity for individuals, other governments and/or other funds.

**Expendable Trust Funds** - These account for assets of which both principal and interest may be expended.

**Agency Funds** - Agency Funds are used to account for assets held by the City as an agent for individuals, other governments and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

Account Groups

**General Fixed Assets Account Group** - The City of Vergennes has not established a record of the cost of its general fixed assets as required by generally accepted accounting principles. Therefore, land, equipment and furniture expenditures are charged to current operations and are not controlled through general fixed asset records.

If U.S. Generally Accepted Accounting Principles were applied, fixed assets used in governmental fund type operations (general fixed assets) would be accounted for in the General Fixed Assets Account Group rather than in governmental funds. No depreciation would be provided on general fixed assets.

**General Long-Term Debt Account Group** - This is not a fund but rather an account group. It is concerned only with the measurement of financial position and is not involved with measurement of results of operations. It is used to account for the outstanding principal balances of general obligation bonds and other long-term debts of the City of Vergennes.

Because of their spending measurement focus, expenditure recognition for governmental fund types is limited to exclude amounts represented by noncurrent liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities. They are instead reported as liabilities in the General Long-Term Debt Account Group.

*Basis of Accounting*

Basis of accounting refers to when revenue and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of measurements made, regardless of the measurement focus applied.

CITY OF VERGENNES, VERMONT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2003

(Continued)

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

All Governmental Funds and Expendable Trust Funds are accounted for using the modified accrual basis of accounting. Their revenue is recognized when it becomes measurable and available as net current assets. Expenditures are generally recognized when the related fund liability is incurred. The exception to this general rule is to recognize principal and interest on general long-term debt when paid.

*Fund Balances*

Equity is classified in the following categories:

**Reserved** - Indicates the portion of equity that has been legally segregated or encumbered for specific future uses or not appropriate for expenditure.

**Unreserved** - Indicates the portion of fund equity that is available for appropriation and expenditure in future periods.

*Budgetary Accounting*

Budgets are adopted on the cash basis of accounting. This means that revenue is budgeted for when it is expected to be received in cash and expenditures and transfers are budgeted for when they are actually expected to be paid or transferred. Annual appropriated budgets are adopted for the General Fund. All annual appropriations lapse at fiscal year end.

*Use of Estimates*

The presentation of financial statements in conformity with U. S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

*Total Columns on Combined Statements*

Total columns on the Combined Statements - Overview are captioned "Total (Memorandum Only)" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with U.S. generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.



CITY OF VERGENNES, VERMONT  
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2003  
(Continued)

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

*Interfund Transactions*

During the course of normal operations, the City of Vergennes has transactions between funds including expenditures and transfers of resources to provide services, construct assets, and service debt. Interfund receivables and payables arise from transactions between funds and are recorded by all funds affected in the period in which the transactions are executed.

*Property Taxes*

Property taxes are recognized as revenue in the year for which taxes have been levied. Delinquent property taxes not collected within 60 days of year end are reflected as deferred tax revenue.

*Compensated Absences*

Vested or accumulated vacation leave and compensatory time that are expected to be liquidated with expendable available financial resources are reported as expenditures and fund liabilities of the governmental fund that will pay it. Amounts of vested or accumulated vacation leave and compensatory time that are not expected to be liquidated with expendable available financial resources are reported in the General Long-Term Debt Account Group. No expenditure is reported for these amounts.

**NOTE 2 - CASH, INVESTMENTS AND CATEGORIES OF RISK**

*Cash*

The City Council can authorize the Treasurer to invest excess cash in bank accounts (ex: certificates of deposits), obligations of the U.S. Treasury, commercial paper, mutual funds, corporate bonds and repurchase agreements.

There are three categories of credit risk that apply to a government's bank balances:

1. Insured by the FDIC or collateralized with securities held by the City or by the City's agent in the City's name.
2. Collateralized with securities held by the pledging financial institution's trust department or the City's agent in the City's name.
3. Uncollateralized.

## CITY OF VERGENNES, VERMONT

## NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2003

(Continued)

**NOTE 2 – CASH, INVESTMENTS AND CATEGORIES OF RISK (Continued)**

The June 30, 2003 bank balances are categorized below to give an indication of the level of risk assumed by the City of Vergennes at year-end.

Category 1	\$	105,856
Category 2		836,956
Category 3		<u>24,828</u>
Total bank balance		967,640
Less net deposits in transit and outstanding checks		<u>(149,468)</u>
Total book balance	\$	<u><u>818,172</u></u>

Uncollateralized deposits were higher during certain times of the year.

*Investments*

The City's investments are categorized to provide an indication of the level of risk assumed by the City of Vergennes. Category 1 includes investments that are insured or registered or for which the securities are held by the City or its agent in the City's name. Category 2 includes uninsured and unregistered investments for which the securities are held by the broker's or dealer's trust department or agent in the City's name. Category 3 includes uninsured and unregistered investments for which the securities are held by the broker or dealer, or by its trust department or agent but not in the City's name.

	Category			Carrying Amount	Market Value
	1	2	3		
Certificate of deposit	<u>\$300,000</u>	<u>\$ 0</u>	<u>\$ 4,032</u>	\$ 304,032	<u>\$ 304,032</u>
Book balance of cash				818,172	
Book balance of cash and investments				<u>\$ 1,122,204</u>	

**NOTE 3 – INTERFUND RECEIVABLES AND PAYABLES**

Individual fund interfund receivable and payable balances at June 30, 2003 were:

	Interfund Receivables	Interfund Payables
General Fund	<u>\$ 4,616</u>	<u>\$ 88,963</u>
Special Revenue Funds -		
Sewer Fund	0	4,616
Fire Fund	3,315	0
Recycling Fund	8,086	0
Watershed Residual Fund	<u>77,562</u>	<u>0</u>
Total Special Revenue Funds	<u>88,963</u>	<u>4,616</u>
Total	<u>\$ 93,579</u>	<u>\$ 93,579</u>

CITY OF VERGENNES, VERMONT  
NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2003  
(Continued)

**NOTE 4 - NOTE RECEIVABLE**

Note receivable consists of a \$158,300 mortgage loan made to the Addison Housing Limited Partnership on June 24, 1996. \$25,200 was paid on the loan during fiscal year 2003, leaving a balance of \$128,489 at June 30, 2003. The proceeds originated from a Grant Agreement between the City of Vergennes and the Vermont Agency of Commerce and Community Development. The note is a non-interest bearing loan allowing for partial payments of any amount during the 25 year loan with a final balloon payment due June 24, 2021.

**NOTE 5 - GENERAL LONG-TERM DEBT**

Long-term debt at June 30, 2003 consists of the following:

Vermont Municipal Bond Bank, interest ranging 3.55% - 5.95%, maturing December 1, 2015, interest due June 1 and December 1, principal payments of \$20,000 for ten years and \$15,000 for ten years, due December 1.	\$ 210,000
Vermont Municipal Bond Bank, interest at 0%, maturing November 1, 2022, principal payments of \$123,403 due annually beginning November 1, 2003.	2,468,059
Total General Long-Term Debt	<u><u>\$2,678,059</u></u>

Maturities for long-term debt are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
2004	\$ 143,402	\$ 11,000	\$ 154,402
2005	143,402	10,000	153,402
2006	143,402	9,000	152,402
2007	138,402	8,000	146,402
2008	138,402	7,300	145,702
Thereafter	1,971,049	27,980	1,999,029
	<u><u>\$ 2,678,059</u></u>	<u><u>\$ 73,280</u></u>	<u><u>\$ 2,751,339</u></u>

Changes in long-term debt were as follows:

	<u>Balance June 30, 2002</u>	<u>Payments</u>	<u>Adjustments</u>	<u>Balance June 30, 2003</u>
<b>General Long-Term Debt</b>				
Bonds payable	\$ 2,791,089	\$ (20,000)	\$ (93,030)	\$ 2,678,059
Note payable - Ford Motor Credit	0	(13,903)	13,903	0
Accrued compensated absences	6,672	(6,672)	0	0
Totals	<u><u>\$ 2,797,761</u></u>	<u><u>\$ (40,575)</u></u>	<u><u>\$ (79,127)</u></u>	<u><u>\$ 2,678,059</u></u>

## CITY OF VERGENNES, VERMONT

## NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2003

(Continued)

**NOTE 6 - RESERVED FUND BALANCES**

Fund Balances are reserved as follows:

**Special Revenue Fund**

Sewer fund	\$ (43,759)	
Fire fund	(5,368)	
Recycling fund	8,086	
K-9 Unit	34	
Recreation - juvenile justice grant	712	
Recreation residual fund	363,564	
Water tower	6,054	
Public works vehicle replacement	19,627	
Skate park reserve fund	1,093	
Pump house restoration fund	4,871	
Fire Department vehicle replacement fund	25,472	
Tree fund	1,764	
Reappraisal fund	35,283	
Community development fund	30,391	
Coop agreement	108,000	
Total special revenue fund		555,824

**Capital Project Funds**

West Main/Route 22 A	24,071	
City Hall opera house	67,570	
Biosolids	166,927	
Sewer line repair	8,393	
Sewer capital improvement	16,207	
Fire department roof	10,798	
Park curbing	5,861	
Total capital project funds		299,827

**Expendable Trust Funds**

Job Corps	221,831	
Nativity scene fund	1,810	
Donnelly fund	13,659	
Total expendable trust funds		237,300
Total reserved fund balances		<u>\$ 1,092,951</u>

CITY OF VERGENNES, VERMONT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2003

(Continued)

**NOTE 7 - PROPERTY TAXES**

The City levies its property tax based upon the assessed value as of April 1, for all real and personal property, with exemptions to qualifying veterans and excludes assessments on municipal, school and church properties. The tax is payable in four installments due August 15, November 15, February 15, and May 15. Interest of 1% per month is charged for overdue taxes from the due date of each installment for the first three months and 1.5% per month thereafter. Any tax levies still delinquent after the May 15 installment are charged an 8 % penalty.

The tax rate for fiscal year 2003 was:

General Fund	\$ .65
School	1.92
	<u>\$ 2.57</u>

**NOTE 8 - RETIREMENT BENEFIT PLANS**

*Vermont Municipal Employees' Retirement System*

All eligible full-time employees are eligible for coverage by the Vermont Municipal Employees' Retirement System. The Vermont Municipal Employees' Retirement System is a cost sharing multiple-employer public employees' retirement system. Vermont State statutes provide the authority under which benefit provisions and the obligation to contribute are established. The City and employees make required contributions to the System based upon a valuation report prepared by the System's actuary.

The City participates in the Group A and Group B level of contributions and benefits of the System. Under Group A, the employee contributions are 3.2 % of gross pay and employer contributions are 4.0 % of gross pay. Under Group B, the employee contributions are 4.5% of gross pay and employer contributions are 5% of gross pay. Of the City's total payroll of \$693,416, \$504,787 was covered under the Vermont Municipal Employees' Retirement System.

The City pays both the employer and the employee contributions. Total contributions made to the System for the year ended June 30, 2003 were \$47,955, for the year ended June 30, 2002 were \$45,023 and for the year ended June 30, 2001 were \$41,439.

The State of Vermont issues an audited Financial Report that includes financial statements and required disclosures. This report may be obtained by writing the State Auditor of Accounts, 132 State Street, Montpelier, VT 05602.

*Defined Contribution Plan*

The City also has a defined contribution plan with VALIC. Contributions of 9.5% were made on behalf of an employee. \$4,007 was contributed for the year ended June 30, 2003. Total covered payroll was \$45,000 out of total payroll of \$693,416.

CITY OF VERGENNES, VERMONT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2003

(Continued)

**NOTE 9 - COMMITMENTS AND CONTINGENT LIABILITIES**

*Grants*

The City participates in federally assisted grant programs which are subject to audit by the grantors or their representatives. The audits of these programs for or including the year ended June 30, 2003 have not yet been completed. Accordingly, the City's compliance with applicable grant requirements will be established at some future date. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the City expects such amounts, if any, to be immaterial.

*Cooperative Agreement*

The City and Green Mountain Power (GMP) entered into a Cooperative Agreement dated July 3, 2002. GMP has agreed to make certain funds available to the City in exchange for the City undertaking and being responsible for the design, development and construction of certain recreational enhancements required by the Federal Energy Regulatory Commission (FERC). The City will use GMP funds as a local match to obtain other grant funding. GMP will deposit into an escrow account a total of \$166,000. As of June 30, 2003 GMP had deposited \$108,000.

**NOTE 10 - RISK MANAGEMENT**

The City of Vergennes is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and injuries to employees. The City of Vergennes maintains commercial insurance coverage for each of these risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the City. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years.

**NOTE 11 - FUND DEFICITS**

The General Fund has a deficit of \$12,975, Sewer Fund has a deficit of \$43,759 and the Fire Fund has a deficit of \$5,368. The Council is working on a plan to eliminate the deficits.

**NOTE 12 - SUBSEQUENT EVENT**

On September 4, 2003, the City borrowed \$20,836 from Ford Motor Credit for a purchase of a police vehicle. Interest is at 6.25%. Payments are as follows:

	Principal	Interest	Totals
2004	\$ 7,370	\$ 0	\$ 7,370
2005	6,529	841	7,370
2006	6,937	433	7,370
	<u>\$ 20,836</u>	<u>\$ 1,274</u>	<u>\$ 22,110</u>

CITY OF VERGENNES, VERMONT  
SCHEDULE OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL - GENERAL FUND  
YEAR ENDED JUNE 30, 2003

SCHEDULE 1

	Budget	Actual	Variance Favorable (Unfavorable)
<b>REVENUES</b>			
Property Taxes			
Current	\$ 715,214	\$ 695,844	\$ (19,370)
Delinquent and interest	29,000	26,813	(2,187)
Total property taxes	<u>744,214</u>	<u>722,657</u>	<u>(21,557)</u>
Licenses and Permits:			
Liquor licenses	1,200	1,150	(50)
Dog licenses	1,200	1,595	395
Other permits	1,600	3,302	1,702
Zoning	5,000	7,585	2,585
Total licenses and permits	<u>9,000</u>	<u>13,632</u>	<u>4,632</u>
Intergovernmental			
Highway state aid	47,500	49,897	2,397
Paving project	0	60,072	60,072
Police grants	0	2,590	2,590
Payment in lieu of taxes	22,288	19,029	(3,259)
Sharp Grant	0	9,064	9,064
Opera House Grant	0	145,038	145,038
Special Grants	0	124,084	124,084
Total intergovernmental	<u>69,788</u>	<u>409,774</u>	<u>339,986</u>
Charges for Services			
Clerk's fees	20,000	35,090	15,090
Fines and Forfeitures			
Traffic fines - local	35,000	30,040	(4,960)
Miscellaneous Income			
Interest	7,000	4,668	(2,332)
Public works sales/service	500	1,470	970
Admin support	60,000	60,000	0
Fishing derby	0	2,659	2,659
Tower rental and other income	25,500	25,671	171
Other miscellaneous income	1,526	1,592	66
Total miscellaneous income	<u>94,526</u>	<u>96,060</u>	<u>1,534</u>
Total revenues	<u>972,528</u>	<u>1,307,253</u>	<u>334,725</u>
<b>EXPENDITURES</b>			
General Government			
Assessments and Taxes			
ADED	2,000	2,000	0
Recycling Center Assessment	26,556	26,556	0
Firemen's wages	5,500	6,092	(592)
County tax	11,300	11,028	272
Regional planning	2,148	2,148	0
Fire Protection Assessment	40,479	40,478	1
Unemployment	7,300	8,210	(910)
VLCT dues	1,782	1,782	0
Social Security tax	40,000	40,956	(956)
Total assessments and taxes	<u>137,065</u>	<u>139,250</u>	<u>(2,185)</u>

See Notes to Financial Statements.

CITY OF VERGENNES, VERMONT  
SCHEDULE OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL - GENERAL FUND  
YEAR ENDED JUNE 30, 2003

SCHEDULE 1

	Budget	Actual	Variance Favorable (Unfavorable)
City administration			
Salaries	146,160	149,197	(3,037)
Mayor/Alderman stipend	2,200	2,200	0
Listers	600	1,400	(800)
Auditors	6,750	10,096	(3,346)
Annual Report	3,500	2,519	981
Planning commission	3,000	1,265	1,735
Retirement	12,926	13,291	(365)
Employee benefits	29,682	30,788	(1,106)
Insurance	4,000	3,096	904
Expenses/training/dues	2,700	2,389	311
Telephone	3,700	3,707	(7)
Website	265	287	(22)
Vehicle operation/maintenance	1,200	540	660
Heat	2,000	1,456	544
Electricity	5,000	4,695	305
Miscellaneous	1,500	1,225	275
Building maintenance	2,000	6,547	(4,547)
Legal notices	1,000	2,561	(1,561)
Supplies/maintenance	13,200	12,412	788
Election/City meetings	1,500	1,266	234
Attorney fees	5,000	4,151	849
General insurance	4,015	3,897	118
Advertising	550	537	13
Appraisal consultant fee	4,000	1,420	2,580
Total city administration	<u>256,448</u>	<u>260,942</u>	<u>(4,494)</u>
Miscellaneous Appropriations			
Bixby Library	20,000	20,000	0
Parks and recreation	4,000	878	3,122
Grant Funding	6,000	4,318	1,682
Downtown District	6,000	4,275	1,725
Total miscellaneous appropriations	<u>36,000</u>	<u>29,471</u>	<u>6,529</u>
Total general government	<u>429,513</u>	<u>429,663</u>	<u>(150)</u>
Grant and miscellaneous expenditures			
Opera House project expenditures	0	145,038	(145,038)
Community that cares grant expenditures	0	38,230	(38,230)
Police grant expenditures	0	4,420	(4,420)
Paving project expenditures	0	55,864	(55,864)
Miscellaneous expenses	0	75,312	(75,312)
Sharp grant expenditures	0	5,993	(5,993)
South Water Street grant expenditures	0	2,603	(2,603)
Total grant and miscellaneous expenditures	<u>0</u>	<u>327,460</u>	<u>(327,460)</u>
Public Safety			
Salaries	170,192	169,155	1,037
Retirement	15,788	14,947	841
Employee benefits	23,250	23,568	(318)
Insurance	10,500	10,060	440

See Notes to Financial Statements.



CITY OF VERGENNES, VERMONT  
SCHEDULE OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL - GENERAL FUND  
YEAR ENDED JUNE 30, 2003

SCHEDULE 1

	Budget	Actual	Variance Favorable (Unfavorable)
Expenses/training/dues	5,000	3,521	1,479
Uniforms	5,885	6,506	(621)
Office supplies/equipment	4,500	5,726	(1,226)
Telephone	5,400	6,436	(1,036)
Operation/gasoline	7,200	6,772	428
Cruiser replacement	14,800	14,800	0
Maintenance	3,500	3,444	56
Vehicle insurance	1,600	1,690	(90)
Miscellaneous	1,000	4,260	(3,260)
Radio	4,000	3	3,997
General insurance	4,500	4,548	(48)
Total public safety	<u>277,115</u>	<u>275,436</u>	<u>1,679</u>
Public Works			
Salaries	170,884	183,287	(12,403)
Retirement	16,234	17,235	(1,001)
Employee benefits	29,873	29,568	305
Insurance	9,500	9,146	354
Expense/training/dues	400	528	(128)
Uniforms	1,600	691	909
Highway improvements/paving	60,000	70,342	(10,342)
Parks maintenance	2,000	4,528	(2,528)
Telephone	900	928	(28)
Trash receptacles	500	0	500
Heat	1,800	766	1,034
Electricity	1,600	2,367	(767)
Rubbish removal	4,000	4,239	(239)
Gas & oil	6,500	7,006	(506)
Vehicle insurance	3,100	2,717	383
Maintenance/ repair	16,000	11,213	4,787
Tree/stump removal	1,500	0	1,500
Signs	2,000	1,150	850
Parking lines	2,500	1,273	1,227
Traffic lights	2,500	5,380	(2,880)
Sidewalks	14,500	8,639	5,861
Street lights	28,000	30,939	(2,939)
Shop supplies/equipment	6,000	5,603	397
Storm system/culverts/ditches	2,500	8,637	(6,137)
Winter maintenance	28,000	28,781	(781)
Miscellaneous	500	30	470
General insurance	3,150	2,839	311
Total public works	<u>416,041</u>	<u>437,832</u>	<u>(21,791)</u>
Community Services			
Elderly services	2,000	2,000	0
ACHH&H	3,223	0	3,223
Parent/Child Center	3,074	3,074	0
AGGAG	1,700	1,700	0
John Graham Emergency Shelter	1,700	1,700	0
Counseling Service	2,370	2,370	0
Community Health Services	500	500	0

See Notes to Financial Statements.

CITY OF VERGENNES, VERMONT  
SCHEDULE OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE  
BUDGET AND ACTUAL - GENERAL FUND  
YEAR ENDED JUNE 30, 2003

	Budget	Actual	Variance Favorable (Unfavorable)
Retired Senior Volunteer Program	500	500	0
Champlain Valley Agency on Aging	2,500	0	2,500
Vermont Adult Learning	890	0	890
Women in Crisis	1,100	1,100	0
Addison County Hospice	500	500	0
Boys and Girls Club	1,800	0	1,800
Vergennes Area Rescue Squad	5,002	5,002	0
Vergennes Partnership	2,500	2,500	0
Total community services	29,359	20,946	8,413
Total expenditures	1,152,028	1,491,337	(11,849)
EXCESS REVENUE (EXPENDITURES)	(179,500)	(184,084)	322,876
OTHER FINANCING SOURCES (USES)			
Transfers in	130,000	130,000	0
Transfers out	(10,500)	(21,361)	(10,861)
Total other financing sources (uses)	119,500	108,639	(10,861)
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	<u>\$ (60,000)</u>	<u>(75,445)</u>	<u>\$ (15,445)</u>
FUND BALANCE - JULY 1, 2002		<u>62,470</u>	
FUND DEFICIT - JUNE 30, 2003		<u>\$ (12,975)</u>	

See Notes to Financial Statements.

CITY OF VERGENNES, VERMONT  
COMBINING BALANCE SHEET  
ALL SPECIAL REVENUE FUNDS  
JUNE 30, 2003

SCHEDULE 2

	Sewer		Fire		Recycling		K-9 Unit		Recreation- Juvenile Justice		Watershed CD's & Recreation		Public Works		Skate Park Reserve	
	Fund		Fund		Fund				Grant	Residual Fund	Tower	Replacement	Vehicle		Fund	
Cash and investments	\$ 49,577	\$ 13	\$ 0	\$ 0	\$ 0	\$ 0	\$ 34	\$ 712	\$ 286,002	\$ 6,054	\$ 19,627	\$ 1,093				
Note receivable	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Accounts receivable	19,227	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Due from other funds	0	3,315	8,086	0	0	0	0	0	77,562	0	0	0	0	0	0	0
Total assets	\$ 68,804	\$ 3,328	\$ 8,086	\$ 34	\$ 712	\$ 363,564	\$ 6,054	\$ 19,627	\$ 1,093							

LIABILITIES AND FUND BALANCES

Liabilities																
Account Payable	\$ 3,147	\$ 944	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Accrued wages	0	7,752	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Deferred revenue	104,800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Due to other funds	4,616	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total liabilities	112,563	8,696	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fund balances (Deficit)																
Reserved	(43,759)	(5,368)	8,086	34	712	363,564	6,054	19,627	1,093							
Total liabilities and fund balances (deficit)	\$ 68,804	\$ 3,328	\$ 8,086	\$ 34	\$ 712	\$ 363,564	\$ 6,054	\$ 19,627	\$ 1,093							

CITY OF VERGENNES, VERMONT  
COMBINING BALANCE SHEET  
ALL SPECIAL REVENUE FUNDS

SCHEDULE 2

JUNE 30, 2003

Fire

	Department		Community		Totals	
	Pump house	Vehicle	Reappraisal	Development	Coop.	(Memorandum
	Fund	Fund	Fund	Fund	Agreement	only)
Cash and investments	\$ 4,871	\$ 25,472	\$ 1,764	\$ 35,283	\$ 30,391	\$ 108,713
Note receivable	0	0	0	0	128,489	0
Accounts receivable	0	0	0	0	0	0
Due from other funds	0	0	0	0	0	0
						88,963
Total assets	\$ 4,871	\$ 25,472	\$ 1,764	\$ 35,283	\$ 158,880	\$ 108,713
						\$ 806,285

LIABILITIES AND FUND BALANCES

Liabilities									
Account Payable	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 713	\$ 4,804	
Accrued wages	0	0	0	0	0	0	0	7,752	
Deferred revenue	0	0	0	0	0	128,489	0	233,289	
Due to other funds	0	0	0	0	0	0	0	4,616	
Total liabilities	0	0	0	0	0	128,489	713	250,461	
Fund balances (Deficit)									
Reserved	4,871	25,472	1,764	35,283	30,391	108,000		555,824	
Total liabilities and fund balances (deficit)	\$ 4,871	\$ 25,472	\$ 1,764	\$ 35,283	\$ 158,880	\$ 108,713	\$ 806,285		

See Notes to Financial Statements.

CITY OF VERGENNES, VERMONT  
COMBINING STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES  
ALL SPECIAL REVENUE FUNDS  
YEAR ENDED JUNE 30, 2003

SCHEDULE 3

	Sewer Fund	Fire Fund	Recycling Fund	K-9 Unit	Watershed Recreation	Watershed CD's & Recreation	Water Tower	Public Works Vehicle Replacement	Public Works Building Maintenance	Skate Park Reserve Fund	City Hall Hand Acct.
<b>REVENUE</b>											
Investment income	\$ 355	\$ 77	\$ 0	\$ 8	\$ 1	\$ 11,992	\$ 541	\$ 312	\$ 53	\$ 15	\$ 34
Intergovernmental	0	2,066	0	0	0	0	0	0	0	0	0
Sewer charges, penalties and interest	441,243	0	0	0	0	0	0	0	0	0	0
Licenses, permits, fees & miscellaneous	406	13,017	0	1,500	2,000	0	3,850	0	919	0	0
Contract revenue	0	94,413	53,045	0	0	0	0	0	0	0	0
Loan repayments	0	0	0	0	0	0	0	0	0	0	0
Total revenue	442,004	109,573	53,045	1,508	2,001	11,992	4,391	312	972	15	34
<b>EXPENDITURES</b>											
General government	0	0	0	0	0	0	0	0	0	0	22,922
Public safety	0	101,173	0	2,000	0	0	0	0	0	0	0
Public works	0	0	0	0	0	0	32,585	0	14,161	0	0
Culture and recreation	0	0	0	0	2,747	10,631	0	0	0	0	0
Wastewater	263,216	0	0	0	0	0	0	0	0	0	0
Recycling	0	0	46,891	0	0	0	0	0	0	0	0
Total expenditures	263,216	101,173	46,891	2,000	2,747	10,631	32,585	0	14,161	0	22,922
<b>EXCESS OF REVENUES OVER (UNDER) EXPENDITURES</b>	178,788	8,400	6,154	(492)	(746)	1,361	(28,194)	312	(13,189)	15	(22,888)
<b>OTHER FINANCING SOURCES (USES)</b>											
Transfers in	0	0	0	0	0	0	5,000	4,000	3,000	1,078	0
Transfers out	(155,000)	(20,797)	0	0	0	(1,078)	0	0	0	0	0
Total other financing sources (uses)	(155,000)	(20,797)	0	0	0	(1,078)	5,000	4,000	3,000	1,078	0
<b>EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES</b>	23,788	(12,397)	6,154	(492)	(746)	283	(23,194)	4,312	(10,189)	1,093	(22,888)
<b>FUND BALANCES (DEFICIT) - July 1, 2002</b>	(67,547)	7,029	1,932	526	746	363,281	29,248	15,315	10,189	0	22,888
<b>FUND BALANCES (DEFICIT) - June 30, 2003</b>	\$ (43,759)	\$ (5,368)	\$ 8,086	\$ 34	\$ 0	\$ 363,564	\$ 6,054	\$ 19,627	\$ 0	\$ 1,093	\$ 0

CITY OF VERGENNES, VERMONT  
COMBINING STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES  
ALL SPECIAL REVENUE FUNDS  
YEAR ENDED JUNE 30, 2003

SCHEDULE 3

	Fire										Totals
	Pump house		Department		Recreation-		Fire		Coop		(Memorandum only)
	Fund	Restoration	Fund	Replacement	Tree	Reappraisal	Community	Juvenile Justice	Donations	Agreement	
					Fund	Fund	Development	Grant			
REVENUE											
Investment income	\$ 80	\$	395	\$	29	\$ 510	\$ 226	\$ 4	\$ 0	\$ 0	\$ 14,632
Intergovernmental	0	0	0	0	0	5,460	0	0	0	0	7,526
Sewer charges, penalties and interest	0	0	0	0	0	0	0	0	0	0	441,243
Licenses, permits, fees & miscellaneous	0	0	0	0	0	0	0	708	2,600	0	25,000
Contract revenue	0	0	0	0	0	0	0	0	0	108,000	255,458
Loan repayments	0	0	0	0	0	0	25,200	0	0	0	25,200
Total revenue	80		395		29	5,970	25,426	712	2,600	108,000	769,059
EXPENDITURES											
General government	0	0	0	0	0	0	0	0	0	0	22,922
Public safety	0	0	0	0	0	0	0	0	2,600	0	105,773
Public works	0	0	0	0	0	0	0	0	0	0	46,746
Culture and recreation	0	0	0	0	0	0	0	0	0	0	13,378
Wastewater	0	0	0	0	0	0	0	0	0	0	263,216
Recycling	0	0	0	0	0	0	0	0	0	0	46,891
Total expenditures	0	0	0	0	0	0	0	0	2,600	0	498,926
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	80		395		29	5,970	25,426	712	0	108,000	270,133
OTHER FINANCING SOURCES (USES)											
Transfers in	0	10,000	0	0	0	0	0	0	0	0	23,078
Transfers out	0	0	0	0	0	0	0	0	0	0	(176,875)
Total other financing sources (uses)	0	10,000	0	0	0	0	0	0	0	0	(153,797)
EXCESS OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	80	10,395	29	5,970	29	5,970	25,426	712	0	108,000	116,336
FUND BALANCES (DEFICIT) - July 1, 2002	4,791	15,077	1,735	29,313	4,965	0	0	0	0	0	439,488
FUND BALANCES (DEFICIT) - June 30, 2003	\$ 4,871	\$ 25,472	\$ 1,764	\$ 35,283	\$ 30,391	\$ 712	\$ 0	\$ 0	\$ 108,000	\$ 555,824	

See Notes to Financial Statements.

CITY OF VERGENNES, VERMONT  
COMBINING BALANCE SHEET  
ALL CAPITAL PROJECT FUNDS  
JUNE 30, 2003

SCHEDULE 4

	West Main/ Rte 22A	City Hall Opera House AOT	Biosolids	Sewer Line Repair	Sewer Capital Improvement Fund	Park Curbing Fund	Fire Department Roof	Total (Memorandum only)
ASSETS								
Cash and investments	\$ 24,071	\$ 67,570	\$ 166,927	\$ 8,393	\$ 16,207	\$ 5,861	\$ 10,798	\$ 299,827
FUND BALANCES								
Reserved	\$ 24,071	\$ 67,570	\$ 166,927	\$ 8,393	\$ 16,207	\$ 5,861	\$ 10,798	\$ 299,827

CITY OF VERGENNES, VERMONT  
COMBINING SCHEDULE OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES  
ALL CAPITAL PROJECT FUNDS  
YEAR ENDED JUNE 30, 2003

SCHEDULE 5

	West Main/ Rte 22A	City Hall Opera House AOT	Biosolids	Sewer Line Repair	Sewer Capital Improvement Fund	Park Curbing Fund	Fire Department Roof	City Hall Capital Improvement Fund	Total (Memorandum Only)
Revenue									
Interest	\$ 353	\$ 1,863	\$ 1,095	\$ 137	\$ 265	\$ 1	\$ 0	\$ 70	\$ 3,784
Licenses, permits & fees	5,686	0	3,500	0	0	0	0	0	9,186
Total revenue	6,039	1,863	4,595	137	265	1	0	70	12,970
Expenditures									
General government	0	36,262	0	0	0	0	0	11,855	48,117
Total expenditures	0	36,262	0	0	0	0	0	11,855	48,117
Excess (Deficiency) of Revenue over Expenditures	6,039	(34,399)	4,595	137	265	1	0	(11,785)	(35,147)
Other Financing Sources (Uses) Transfers in	0	0	155,000	0	0	5,860	10,798	3,500	175,158
Excess (Deficiency) of Revenue and Other Financing Sources Over Expenditures and Other Financing Uses	6,039	(34,399)	159,595	137	265	5,861	10,798	(8,285)	140,011
Fund Balances - July 1, 2002	18,032	101,969	7,332	8,256	15,942	0	0	8,285	159,816
Fund Balances - June 30, 2003	\$ 24,071	\$ 67,570	\$ 166,927	\$ 8,393	\$ 16,207	\$ 5,861	\$ 10,798	\$ 0	\$ 299,827

See Notes to Financial Statements.



CITY OF VERGENNES, VERMONT  
COMBINING BALANCE SHEET  
FIDUCIARY FUNDS  
JUNE 30, 2003

SCHEDULE 6

	Expendable Trust Funds					Total Fiduciary Funds (Memorandum only)
	Job Corps	Donnelly Fund	Ada Gaunya Nativity Scene Fund	Total Trust Funds	Agency Fund	
ASSETS						
Cash and investments	<u>\$221,831</u>	<u>\$ 13,659</u>	<u>\$ 1,810</u>	<u>\$ 237,300</u>	<u>\$ 4,812</u>	<u>\$ 242,112</u>
LIABILITIES AND FUND BALANCES						
Liabilities						
Due to employees	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,812	\$ 4,812
Fund Balances						
Reserved	<u>221,831</u>	<u>13,659</u>	<u>1,810</u>	<u>237,300</u>	<u>0</u>	<u>237,300</u>
Total liabilities and fund balances	<u>\$221,831</u>	<u>\$ 13,659</u>	<u>\$ 1,810</u>	<u>\$ 237,300</u>	<u>\$ 4,812</u>	<u>\$ 242,112</u>

See Notes to Financial Statements.

CITY OF VERGENNES, VERMONT  
 COMBINING STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES  
 EXPENDABLE TRUST FUNDS  
 YEAR ENDED JUNE 30, 2003

SCHEDULE 7

	Expendable Trust Funds			Total
	Job Corps	Donnelly Fund	Ada Gaunya Nativity Scene Fund	Fiduciary Funds (Memorandum only)
REVENUE				
Interest	\$ 4,766	\$ 223	\$ 29	\$ 5,018
EXPENDITURES				
General government	0	0	0	0
Excess (deficiency) of revenue over expenditures	4,766	223	29	5,018
Other Financing Sources (Uses)				
Transfers Out	(130,000)	0	0	(130,000)
Excess (deficiency) of revenue and other financing sources over expenditures and other financing uses	(125,234)	223	29	(124,982)
Fund Balances - July 1, 2002	347,065	13,436	1,781	362,282
Fund Balances - June 30, 2003	\$ 221,831	\$ 13,659	\$ 1,810	\$ 237,300

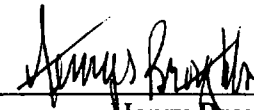
See Notes to Financial Statements.

## AUDITOR'S REPORT

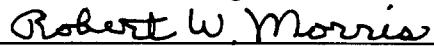
State of Vermont  
County of Addison  
City of Vergennes

In accordance with the Charter of the City of Vergennes and applicable statutes, we have examined the financial statements issued by Fothergill Segale & Valley on the various funds for the year ended June 30, 2003, and have accepted the financial statements as presenting fairly the financial position of such funds of the City of Vergennes as of June 30, 2003, and the result of its operations and the changes in fund balances of such funds for the year then ended.

Dated at Vergennes, VT this 16th day of January, 2004.



Henry Broughton



Robert Morris



George Palantios

**VERGENNES DAY 2003**  
**"CARLETON'S RAID" REENACTMENT**

