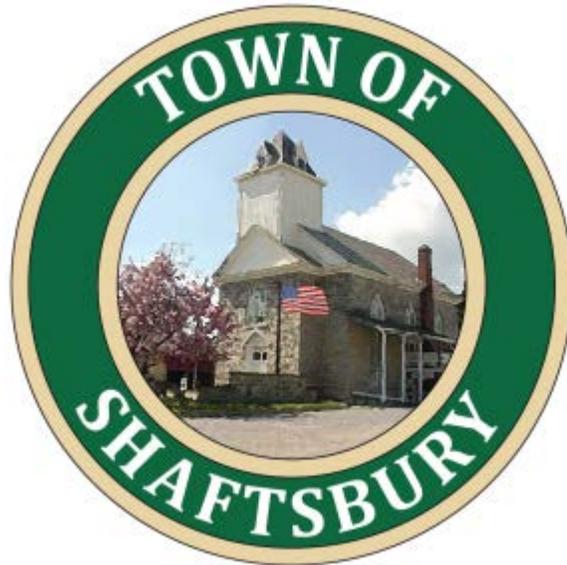


Town of
Shaftsbury, Vermont



ANNUAL TOWN REPORT
For the Year Ending June 30, 2017



School Business Meeting
6:30 p.m. Monday, March 5, 2018



Town Business Meeting
7:30 p.m. Monday, March 5, 2018



Balloting
7:00 a.m. to 7:00 p.m.
Tuesday, March 6, 2018



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Introduction to the New Town Report Format

We have redesigned this year's Town Report to make the information more relevant and accessible, and to save printing costs. Gone are pages of financials spreadsheets, and state and local government phone directories. (Shaftsbury town offices now have one central phone number 802 442 4038.) We have retained town officer reports, and tried to present relevant data with minimal statistics and charts. Nevertheless, all of that detail, including the 500 line budget spreadsheet, remain part of the public record and are available upon request and at our website shaftsburyvt.gov.

Contact Information

In Case of Emergency
911
Fire - Police - Medical

Main Phone Number

802 442 4038

Clerk: ext. 1

Treasurer: ext. 2

Administrator: ext. 3

Assesor/Listers: ext. 4

Zoning: ext. 5

Accounts Payable: ext. 6

Water Dept.: ext. 7

Cemetery: ext. 8

Fax: 802 442-0955

Email

Clerk: townclerk@shaftsburyvt.gov

Treasurer: treasurer@shaftsburyvt.gov

Administrator: administrator@shaftsburyvt.gov

Assesor/Listers: listers@shaftsburyvt.gov

Accounts Payable: accounting@shaftsburyvt.gov

Zoning: zoning@shaftsburyvt.gov

General Inquiries: info@shaftsburyvt.gov

Website

shaftsburyvt.gov

Town Offices at Cole Hall
PO Box 409
61 Buck Hill Rd
Shaftsbury VT, 05262

Other Phone Numbers

Animal Control Officer

Traci Mulligan - 802 375 6121

Constables

Paul McGann, First Constable - 802 366 0125

Bob Perry, Second Constable - 802 442 3071

Delinquent Tax Collector

Merton Snow - 802 442 4526

Emergency Management Director

Jerry Mattison - 802 442 3032

Fire Department

Joe Vadakin, Chief - 802 384 0061

Health Officer

Jackie Myers - 802 688 9570

Fire Warden (Burn Permits)

Jerry Mattison - 802 379 4487

Eric Bushee - 518 396 7639

Todd Siclari - 802 447 3028

Travis Buttle (Glastenbury) – 802 442 4383

Public Works (Highways, Parks, Water)

Steve Washburn - 802 442 9838

Recreation Committee (Park Reservations)

Deena Ruege - 802 447 4741

Water Department

Jim McGinnis - 802 375 4021

Tree Warden

Jim White - 802 375 6454

PUBLIC WORKS EMERGENCIES

Highways

Steve Washburn - 802 442 9838

For dangerous conditions nights/weekends/holidays

Call State Police - 911 or

Shaftsbury Barracks - 802 442 5421

Shaftsbury Water System

Jim McGinnis - 802 375 4021

North Bennington Water System

Ted Fella - 802 375 9224

Truck Cell - 802 688 9005

SECTION 1 – Annual Meeting Warning

STATE OF VERMONT
Bennington County, SS:
TOWN OF SHAFTSBURY

March 2018 Annual Meeting Warning

Shaftsbury residents, qualified to vote at the Annual Town Meeting, are hereby notified and warned to meet at the Shaftsbury Elementary School on **Monday, March 5, 2018, at 7:30 PM** to transact the business specified below. Upon completion of such business, the Meeting will stand adjourned until **Tuesday, March 6, 2018, from 7:00 AM to 7:00 PM** when voting by Australian ballot will commence at the Buck Hill Road Fire House for the election of town officers and consideration of ballot articles.

Shaftsbury residents may submit an application to the Town Clerk to have their names added to the voter checklist no later than **5:00 PM on Monday, March 5, 2018** to be eligible to vote on Monday, March 5, 2018 during the Floor Meeting and/or Tuesday, March 6, 2018 at the polls. Any voter unable to come to the polls may apply for an early voter ballot with the Town Clerk until **5:00 PM on Monday, March 5, 2018**. Registration to vote can be done online by going to **olvr.sec.state.vt.us**. Residents registering on Election Day must do so only at the polling place of their physical residence.

BUSINESS TO BE TRANSACTED FROM THE FLOOR
MONDAY, MARCH 5, 2018 AT 7:30 PM
SHAFTSBURY ELEMENTARY SCHOOL
150 BUCK HILL ROAD.

1. To hear reports of the Town Officers and take action thereon.
2. To Determine:
 - A. Shall Selectboard members each receive an annual stipend of \$500?
 - B. Shall the Board of Auditors be paid a wage at the rate of \$10.50 per hour?
 - C. Shall the 1st and 2nd Constable be paid a wage at the rate of \$10.50 per hour?
 - D. Shall the Board of Listers be paid a wage at the rate of \$10.50 per hour?
3. Shall the Town authorize collection of taxes on real or personal property by its Treasurer, which are due in hand on or before, **Friday, November 9, 2018** at 5:00 PM or likewise postmarked no later than **Friday, November 9, 2018**?
4. Shall the Town appropriate the sum of \$1,900,300 to defray the Town's general and highway expenses for Fiscal Year 2019, the amount of such sum to be raised by property taxes and to be reduced by non-tax revenues and reserve funds?

5. To transact any other non-binding business as legally may come before said meeting at this time.

BUSINESS TO BE TRANSACTED BY AUSTRALIAN BALLOT
TUESDAY, MARCH 6, 2018
7:00 AM TO 7:00 PM
FIRE STATION -166 BUCK HILL ROAD

1. To Determine:

WHEREAS extreme and erratic temperatures, increasingly severe storms, flooding, a rise in tick-borne diseases, and threats to farmers and maple sugar makers clearly demonstrate that climate change is one of the most urgent problems facing our state, nation, and world, and WHEREAS THE State of Vermont has a goal in the Comprehensive Energy Plan to achieve 90% of its energy from renewable resources by 2050, yet is making insufficient progress towards achieving that goal;

Now, therefore, be it resolved:

1. That the Town urges the State of Vermont to:
 - a. Halt any new or expanded fossil fuel infrastructure, including but not limited to energy pipelines;
 - b. Firmly commit to at least 90% renewable energy for all people in Vermont, with firm interim deadlines; and,
 - c. Ensure that the transition to renewable energy is fair and equitable for all residents, with no harm to low-income people, people of color, or rural communities.
2. That the Town will do our part to meet these demands by committing to efforts such as:
 - a. Protecting Town lands from fossil fuel infrastructure, denying easements or agreements for any pipelines crossing town lands;
 - b. Enlisting state support in weatherizing town buildings and schools and installing alternative energy, such as roof top solar, to town structures;
 - c. Other initiatives to improve the quality of life while helping to reduce overall use of energy.
2. To Determine: Shall the Town vote to exempt Taconic Community Grange from payment of property tax for a period of five years?
3. Community Appropriations to Determine:
 1. Shall the Town appropriate **\$7,000** to the Arlington Rescue Squad, Inc.?
 2. Shall the Town appropriate **\$5,225** to Bennington Area Visiting Nurse Association and Hospice?
 3. Shall the Town appropriate **\$1000** to the Bennington Coalition for the Homeless?
 4. Shall the Town appropriate **\$475** to the Bennington County Conservation District?
 5. Shall the Town appropriate **\$1,000** to the Bennington Free Clinic?
 6. Shall the Town appropriate **\$17,250** to the Bennington Free Library?
 7. Shall the Town appropriate **\$600** to Bennington Little League?

8. Shall the Town appropriate **\$4,560** to the Bennington Project Independence, Inc.?
9. Shall the Town appropriate **\$1,700** to the Bennington Rutland Opportunity Council?
10. Shall the Town appropriate **\$600** to the Center for Restorative Justice?
11. Shall the Town appropriate **\$200** to the Green-Up Vermont?
12. Shall the Town appropriate **\$1,850** to the Habitat for Humanity?
13. Shall the Town appropriate **\$20,000** to the John G. McCullough Free Library?
14. Shall the Town appropriate **\$2,000** to the Martha Canfield Library?
15. Shall the Town appropriate **\$2,500** to the Paran Recreations, Inc.?
16. Shall the Town appropriate **\$1,000** to the Park McCullough House
17. Shall the Town appropriate **\$450** to the Project Against Violent Encounters?
18. Shall the Town appropriate **\$950** to the Retired and Senior Volunteer Program?
19. Shall the Town appropriate **\$2,500** to the Shaftsbury Historical Society, Inc.?
20. Shall the Town appropriate **\$1,000** to the Sunrise Family Resource Center?
21. Shall the Town appropriate **\$1,100** to the SW Vermont Council on Aging?
22. Shall the Town appropriate **\$900** to the Tutorial Center?
23. Shall the Town appropriate **\$300** to the VT Association for the Blind & Visually Impaired?
24. Shall the Town appropriate **\$1,000** to the VT Center for Independent Living?
25. Shall the Town appropriate **\$500** to the Bennington County Association Against Child Abuse?

DATED at Shaftsbury, Vermont this 29th day of **January, 2018**.

TOWN OF SHAFTSBURY SELECTBOARD

Tim Scoggins, Chair

Art Whitman, Vice Chair

Ken Harrington,

Joe Barber, Member

Tony Krulikowski, Member

SECTION 2 – Financial Information

TREASURER

Overview of the fiscal year that ended June 30, 2017 (FY2017):

The Town of Shaftsbury ended the year with a small unfavorable variance to the General Fund of \$78,589.

The budget called for equal revenue and expenditures. Revenue came in about 2% below budget, and expenditures were about the same amount over budget.

	Budget	Actual	Actual % of Budget
Total Revenue	1,880,067	1,842,859	98.02%
Total Expenditures	1,880,067	1,921,448	102.20%
Total General Fund	0	-78,589	

This variance in expenditure was intentional. We had intended to spend down \$49,300 of the fund balance in FY2016, but, owing to the mild winter and other factors, ended that year with a favorable balance that more than offset that amount. The extra expenditures in FY2017, approved by the Selectboard, went to park and sidewalk improvements. On the revenue side, tax collection was very slightly down from the previous year.

The auditing firm of Sullivan, Powers & Co. again undertook an external audit of the Town for FY2017. (It is now Town policy to have an external audit annually.) Their complete final audit report will be available on the Town website and at the Town Offices.

They continue to identify fairly minor issues of internal control, which we are addressing. Overall, their findings were positive: it is reassuring to know that our systems conform, as well as is feasible with such a small staff, with generally accepted accounting principles. If you have any questions about the audit, or any other matter regarding town finances, please don't hesitate to email, stop by or give me a call.

Melanie Dexter, Shaftsbury Town Treasurer

TAX RATE FY18

TAX RATES FISCAL YEAR ENDING JUNE 30, 2018
Rate Adopted by Select Board August 31, 2017

AMOUNT TO BE RAISED BY TAXES AS VOTED AT TOWN MEETING		<u>\$1,539,392</u>		
GRAND LIST VALUE		<u>4049925</u>		
RATE BASED ON GRAND LIST PER \$100		0.3801		
LOCAL AGREEMENT ADJUSTMENTS				
	GRAND LIST VALUE	(STATE) (EDUCATION) (RATE)	EDUCATION TAXES TO BE RECOVERED	
TOWN 180				
RESIDENT VETERANS EXEMPTIONS	5,400	1.3177	7,115.58	
NONRESIDENT VETERANS EXEMPTION	300	1.4379	431.37	
TOWN 254	(.)			
RESIDENT VETERANS EXEMPTIONS	600	1.5012	900.72	
NONRESIDENT VETERANS EXEMPTION	-	1.4689	-	
TOTAL VETERANS' EXEMPTION			8,447.67	0.0021
GRANGE HALL EXEMPTION (Expires 2018)	3,559	1.4379	5,117.49	0.0013
SHAFTSBURY COMMUNITY HALL PROVISION FOR POSSIBLE ABATEMENTS	1,113	1.4379	1,600.38	0.0004
			2,000.00	0.0005
LOCAL AGREEMENT TOTAL			17,165.54	0.0043
TOTAL MUNICIPAL TAX RATE				<u>0.3844</u>
				<u>0.3844</u>
Rate Adopted by Select Board August 31, 2017				<u>0.3844</u>

COMBINED MUNICIPAL AND EDUCATION RATES PRE \$100 OF ASSESSED VALUE				
		(MUNICIPAL) (RATE)	(EDUCATION) (RATE)	(TOTAL) (RATE)
DISTRICT 180 RATE -SHAFTSBURY				
RESIDENT	Shaftsbury	0.3844	1.3177	1.7021
NONRESIDENT	Shaftsbury	0.3844	1.4379	1.8223
DISTRICT 254 RATE - NORTH BENNINGTON				
RESIDENT	North Bennington	0.3844	1.5012	1.8856
NONRESIDENT	North Bennington	0.3844	1.4689	1.8533

LISTERS

In the last year we have had two professional appraisers come and go. Now, we are again without one in the office but have begun a search and hope we will find replacement soon.

The Listers' office works hard to keep our expenses down and we are once again within the same range in our budget needs that we have maintained since I began working here several years ago. We are proud of it and we will do our best to continue with that goal for years to come.

I would like to remind everyone again that the Listers are involved with property assessments, not taxes. When you grieve in the summer you are grieving only the assessment of your property. If you wish to discuss or vent about your property taxes I encourage you to talk to the folks in Montpelier, or write letters to them and to the Select Board and the School Board. They would value your thoughts on the matter and of course community input and participation is always recommended.

Our hours are Mondays and Wednesdays, 9:30 AM to 12:00 noon. We are often in the office other days and times as well but not dependably so call first if you plan to come by or need anything. We are also available by appointment.

Diana H Mayer
Chair, Board of Listers

DELINQUENT TAX COLLECTOR

DELINQUENT TAXES AS OF JUNE 30, 2017

2009 Taxes

Carter	Tina M.	74.17 A
--------	---------	---------

2010 Taxes

Carter	Tina M.	46.96 A
--------	---------	---------

2014 Taxes

Caton	Alan L. & MonaJo	3367.75 B
-------	------------------	-----------

2015 Taxes

Bindman	Naomi J.	236.92 *
Bossong	Rose	131.55 *
Carter	Tina M.	50.68 A
Caton	Alan L. & MonaJo	3481.02 B
Dixon	Jessica	26.37 *
Dunn	Cheryl A.	1033.30 P
Fox Estate	Mary C.	3337.41 P
Harmon Jr.	Richard	305.01 *
Joly	Wendy	814.59 *
Joly	Wendy & William	811.99 *
McKeighan	Heather	897.97 *
Tift	Marcus & Cindy	1158.45 *
West	Keith	2529.69 *
Total 2015 Taxes		14814.95

2016 Taxes

Ahrens	Elizabeth	226.68 *
Atherton	Mark & Holly	775.66 *
Avis	Robin	232.90 *
Bendik	John S. & Lisa A	63.76 *
Bossong	Rose	1762.54 *
Bouteiller	Alfred & Dorothy	203.77 *
Carter	Tina M.	50.98 A
Carver	Michael A.	2310.05 P
Caton	Alan L. & MonaJo	3501.40 B
Charpentier	Ida M.	332.08 *
Davis Jr	Ralph	106.84 *
Dunn	Cheryl A.	906.44
Favreau	Raymond & Marcia	277.25 *
Fox Estate	Mary C.	4597.53

Garcia	Richard & Elise	2123.64 *
Gardner	Mark A. & Noreen S.	2314.24 P
Gordon	Sandra J.	239.08 *
Harmon Jr.	Richard	544.42 *
Harris	Robert	3368.96
Hein	Richard F.	1344.28 P
Joly	Wendy & William	906.64 *
Joly	Wendy	819.36 *
Kennedy	Kenneth M. & Mary A.	1066.82 *
Kozloski	Ronald & Robin	1977.42 P
Maser	Charles & Barbara	1428.38 *
Mattison	Lawrence & Cecelia	449.80 *
McKeighan	Heather	1783.12 *
Peacock Estate	George	40.06 *
Peters	Dan R. & Lynn M.	964.02 *
Rice	William C.	261.26 *
Sarvis	Mary Jane	1089.22 *
Shores	Shane	54.63
Spina	Joan A. & Mary A.	473.93 *
Sternberg	Rolf M.	1003.77 *
Tifft	Marcus & Cindy	2491.16 *
Vanderwerken Jr.	David	1397.29
Volpi	Jason A. & Noel M.	3631.12 *
Wade	Brian D. & Judith Ann	1277.91 *
Walbridge	Ruth	2368.86 *
West	Keith	4374.38 *
Total 2016 Taxes		53141.65

GRAND TOTAL UNPAID TAXES 71445.48

* Denotes Paid in Full
P Denotes Partially Paid
A Denotes Abandoned
B Filed Bankruptcy

**DELINQUENT TAX
COLLECTIONS**

YEAR	AMOUNT DUE 30/06/2016	AMOUNT COLLECTED	DELINQUENT AMOUNT 30/06/2017
2009	74.17	0	74.17
2010	46.96	0	46.96
2013	1958.99	1958.99	0
2014	4866.01	1498.26	3367.75
<u>2015</u>	<u>54952.82</u>	<u>40137.87</u>	<u>14814.95</u>
Sub Total	61898.95	43595.12	18303.83

2016	<u>242938.27</u>	<u>189796.62</u>	<u>53141.65</u>
TOTAL	304837.22	233391.74	71445.48

Respectfully Submitted,

Merton Snow
Delinquent Tax Collector

AUDITORS

The Auditors' have reviewed the accompanying financial statements of the Town of Shaftsbury as of and for the fiscal year ended June 30, 2017, as listed in the Table of Contents. These financial statements are based on information supplied by the Town Treasurer and were prepared by the outside auditor, Sullivan and Powers. The Auditors' responsibility is to express an opinion concerning these financial statements based on our review.

We have completed examinations of the Town Treasurer's records including purchase orders, invoices and checks comparing these items with the Selectboard payment warrants and a printout of the Detailed Transaction Report. This examination was on the basis of an estimated 35% sample of the records. The Auditors have continued to reconcile monthly bank statements, audit the Reserve Fund and review the General Journal Entries. The Auditors have also reviewed the records of the Delinquent Tax Collector and the Cemetery Superintendent.

In our opinion the financial statements referred to above present, in all material respects, the financial position and changes in financial position of the Town of Shaftsbury as of June 30, 2017, in accordance with accounting principles generally accepted in the United States of America.

Respectfully submitted,

Michael Caslin
Lisa Lent

TRUSTEES OF PUBLIC FUNDS

REPORT OF THE TRUSTEES OF PUBLIC FUNDS Year Ended June 30, 2017

This report summarizes the activity of the town funds for which the Trustees of Public Funds have responsibility. The Trustees manage these funds for the purpose of providing

income for fund purposes while protecting the purchasing power of the funds through capital appreciation.

In 2016, the Trustees undertook a review of the investment advisory services being provided to the Trustees. Requests for Proposals were submitted to J.J. Williams, D.B. McKenna Co., Inc. and Morgan Stanley. After careful consideration of the proposals submitted, the Trustees decided to change financial advisors. As of Jan. 1, 2017 the Trustees receive professional consultation in managing the fund from D. B. McKenna Co., Inc.

The funds were established for the benefit of the Town and local townsofolk. The trustees are cognizant of the fund purposes as they strive to make certain the funds are used as they were intended. No one was more aware of this than the trustees' chairperson, William Fisk. Bill resigned his position after years of dedicated service and, with his resignation, we lost a conscientious and compassionate leader.

William Hession was elected as a trustee in Mar. 2017 to fill the vacancy left by Bill Fisk's retirement.

Robert Steuer
Barry Mayer
William Hession

CEMETERY TRUST FUND

These funds, with accruing net income, are set aside by the Selectboard to acquire equipment needed for the care of our cemeteries or for the procurement of additional land if and when that becomes necessary.

CEMETERY PERPETUAL CARE

These funds result from payments made to the Town of Shaftsbury to provide for the perpetual care of cemetery lots. An amount for this purpose is included in the price of each lot sold. Monies received by the Town from this source become part of the principal of the fund and may not be used for any other purpose but to produce income for perpetual care. This income is used by the town for cemetery care under the supervision of the Selectboard. The annual net income from this fund is remitted to the Town of Shaftsbury after the close of the fiscal year.

HUNTINGTON CEMETERY FUND

An 1890 gift in trust by Calvin Huntington established the Huntington Cemetery Fund to provide income "to keep in repair the family grave stones of his relations in the town grave yard." The Bennington Probate Court in 2000 appointed the Selectmen of the Town of Shaftsbury as successor trustees to the Huntington Cemetery Trust. The Select Board voted "to turn management of the Huntington Cemetery Fund over to the Trustees of Public Funds" at its June 20, 2005 meeting. The Trustees received the Huntington Fund in July 2005.

The Huntington Fund principal may not be expended for any purpose. Income from the Huntington Fund may only be used for the stated purpose of the Fund.

SCHOOL FUND

The School Fund, derived from any payments or bequests to the Town of Shaftsbury School District, provides that the net income from the fund be paid annually to the school district.

LIBRARY FUND-RESTRICTED

All net income is paid annually upon request to the Mary Monroe Hawkins Memorial Library Association to purchase books for the library at the Shaftsbury Elementary School.

LIBRARY FUND-UNRESTRICTED

In June 1994 the trustees received a check for \$10,000 from the estate of Tirzah J. Sweet as an unrestricted bequest to the Mary Monroe Hawkins Memorial Library, located in the Shaftsbury Elementary School. Net income is credited to the fund. Monies from this fund are requested and disbursed at the discretion of the Mary Monroe Hawkins Memorial Library Association.

HEALTH FUND

All net income is to be credited to the Shaftsbury Health Fund. Income can be drawn from the Health Fund as needed for current activities related to community health.

RECREATION FUND

The Selectboard established this fund to function as an endowment providing income for use in supporting recreation projects in the Town of Shaftsbury. Prior town recreation saving accounts together with Howard Park contributions were either transferred or deposited into this fund to make up its principal. The annual net income from this fund is remitted to the Town of Shaftsbury after the close of the fiscal year for use by the recreation committee.

JULIA MATTISON FUND

A 1919 will of Julia E. Mattison, a Shaftsbury resident established this fund. The Bennington Probate Court distributed the funds to the Town in a 1926 order following Ms. Mattison's death. Fund income provides care, comfort and maintenance of any aged and needful women who are residents of the Town of Shaftsbury under the terms of Ms. Mattison's will. The Selectboard determines recipients of assistance from this fund at its discretion.

GEORGE W. HAWKINS FUND

A generous legacy from a former resident, George W. Hawkins, established this fund in 1976. Net income is credited to the fund. The fund is unrestricted as to use and monies are disbursed at the discretion of the Selectboard. It has been the Selectboard's policy to maintain a minimum principal of \$80,000.

**REPORT OF THE TRUSTEES OF PUBLIC FUNDS
Fiscal Year Ended June 30, 2017**

Fund	Balance July 1, 2016	Income	Gains (Losses)	Additions	Withdrawals	Investment Fees	Rounding /Errors	Balance June 30, 2017	Allocation of Investment Fees					
									Income	2017 Gains	to Income	Percent Income	Fees to Income	
Cemetery Trust	24,666	694	1,057		-	(94)	118	26,441	694	1,057				
Cemetery Perp Trust	125,279	3,450	5,284		(2,685)	(469)	(22)	130,837	3,450	5,284	0.50	235	3215	
Huntington Cemetery	53,783	1,512	2,302		-	(204)	4	57,397	1,512	2,302				
School	29,769	819	1,255		(658)	(111)	5	31,078	819	1,255	0.50	56	763	
Library - Restricted	12,808	352	540		(283)	(48)	(3)	13,367	352	540	0.50	24	328	
Library - Unrestricted	10,693	294	451		(236)	(40)	(2)	11,159	294	451	0.50	20	274	
Health	28,420	799	1,217		-	(108)	2	30,331	799	1,217				
Recreation	97,340	2,679	4,104		(2,154)	(364)	6	101,612	2,679	4,104	0.50	182	2497	
Julia Mattison	30,893	868	1,322		-	(117)	4	32,970	868	1,322				
G.W. Hawkins	136,321	3,831	5,835		-	(517)	(24)	145,446	3,831	5,835				
Total Public Funds	549,972	15,298	23,367	-	(6,016)	(2,072)		580,637	15,298	23,367		517	7077	

This report summarizes the activity of the town funds for which the Trustees of Public Funds have responsibility. The Trustees manage the funds of the purpose for providing income while protecting the purchasing power of funds through capital investment. D.B. McKenna & Co., Inc. provides investment advice to the Trustees.

Shaftsbury Public Funds were invested as follows at June 30, 2017

Money Market Funds and Bank Deposits	\$ 204,790
Certificates of Deposit	0
Bonds	0
Equity Mutual Funds	375,847
	<u>\$ 580,637</u>

Distributions of FY 2016 Income

Cemetery Perpetual Trust	3,215
Recreation	2,497
School	763
Library - Restricted	328
Library - Unrestricted	274
	<u>7,077</u>

SECTION 5- Town Clerk

Since becoming Town Clerk last March, I have heard more times than I can count, “You have huge shoes to fill”. I could not agree more! Shaftsbury was very fortunate to have Judy Stratton as our Town Clerk for 35 years. I know how incredibly fortunate I am to have been trained by someone with Judy’s experience and talent.

In addition to training with Judy, I attended the New Clerks Training in West Rutland last April, Tax Appeals training in Montpelier last May, and the VMCTA annual training in September. In February, I will be attending VLCT training in Montpelier and in March attending the International Institute of Municipal Clerks training that will take place in Manchester.

I have enjoyed my first year as your Town Clerk. This is a very active office with many attorneys and researchers visiting daily. A large part of my job is to record and preserve vital records and to assist Shaftsbury residents and others in finding their important documents. I provide free Notary Public services, register voters, and issue marriage and dog licenses. I also preside over elections, and serve as clerk for the Board of Civil Authority, along with many other duties too numerous to mention. I enjoy meeting everyone that comes into the office. Every day brings something new, this job is never boring.

I look forward to serving Shaftsbury in the future. If you stop in the office, don’t be afraid to bring your dog with you, there are always treats waiting for them and candy for you.

Respectfully Submitted,
Marlene Hall, Town Clerk

VITAL STATISTICS

Births: 39 | Marriages: 17 | Deaths: 25

SECTION 6 – Selectboard

SELECTBOARD REPORT

Garage

With voter approval of the bond in March, the Public Works Dept. garage is now on track to be built during the 2018 construction season. Site preparations are already underway with the demolition of Town owned residences on North Road and removal of trees. Plans have been finalized and an invitation to bid has been prepared. The bid award for a general contractor is scheduled to be announced in early March.

Public Works Staffing

Recent years have seen back and forth changes in staffing for highways, parks, and water. Retirements and other staff reductions allowed us to try reducing the highway crew to as few as four from a historical level of six. We further saw the retirement of long-time park superintendent Walter Merritt and are currently planning for retirements in the Water Dept. of Joe Herrmann and Jim McGinnis. We tried filling the gaps with contract personnel but the pool of qualified part-time personnel is just not adequate. Further, we realized that in order to compete in the job market we had to offer more salary and better benefits. The solution we settled on is a Public Works staff of six. Going forward, Public Works will be responsible for highways, parks, and water. Salaries have been broad in line with our major competitor, VTrans, and we now make a family medical plan an option for all employees. While we continue to explore options such as contracted billing and collections for the Water Dept., we believe we are now striking the right balance between affordability and workability in Public Works staffing.

Bennington Rescue Squad

Funding for Bennington Rescue Squad (BRS) has become a major budget consideration since it was announced that the endowment that has been a large source of their funding is drying up. Shaftsbury responded initially by moving their funding from a \$2500 community appropriation (CA), subject to voter approval with many other charities, to a \$7500 budget line item in FY18. In FY19 we are increasing our contribution to \$15000. To help the board give this continuing issue the scrutiny and diligence it deserves, Selectboard member Tony Krulikowski agreed to serve on the BRS board of directors. Thanks to Tony we now literally have a seat at the table and will be working to make sure this vital service is delivered to our citizens as efficiently as possible.

Economic Development

The publication of the Southern Vermont Economic Development Zone (SVEDZ) report in 2015, with its dire depiction of the state of our local economy, has proved a call to action for Bennington County government officials and civic leaders. The entire Southern Vermont region has moved energetically to act on the report's recommendations, and gone beyond with

important initiatives to get our economy moving:

- The Regional Economic Development (RED) group formed to pursue economic collaboration with Windham County. Our two Southern Vermont counties agreed to develop a joint Comprehensive Economic Development Strategy (CEDS), opening the door to federal funding. Selectboard chair Tim Scoggins is an active member of the RED group and agreed to serve on Windham County's already operating CEDS committee in order to build relationships and gain expertise leading to a joint CEDS.
- Bennington, lead by Bennington County Regional Commission's (BCRC) Bill Colvin, brought together innovative funding ideas and diverse players to create the downtown Bennington Putnam Block development. This \$53M project has the potential to revitalize downtown Bennington and bring surrounding economies with it.
- VOREC, Vermont Outdoor Recreation Economic Collaborative is a state effort to leverage our natural resources to bolster our economy. Tim Scoggins is active in the Bennington County group that has formed to encourage this effort. He is also leading the effort to upload local trail information into the State's TrailFinder.info system.

In the meantime, Shaftsbury has been active with its own economic development efforts:

- The Great Zoning Bylaws Rewrite of 2016 was approved by voters in March 2017, greasing the skids of economic activity in our town.
- The Planning Commission (PC), at the direction of the Selectboard, undertook a feasibility study looking to bring a country store-like business back to the village. The report is available at shaftsburyvt.gov.
- Anticipating the State's VOREC initiative, trails as an economic engine is also under consideration by the PC. They are considering an initial effort to improve hiking access to the Town's municipal forest land off West Mountain Road, with an eye toward promoting trails as way to make Shaftsbury more attractive.
- The Town website, shaftsburyvt.gov, has been redesigned to include a marketing section to attract people to Shaftsbury as a place to live and play.

Happy New Year

There are hopeful signs for our region as we start the new year. We wish you prosperity and happiness in 2018.

FY19 BUDGET NOTES

Our FY19 budget continues our trend of the last four years of improving Town services and

infrastructure with little or no increase in taxes and expenses. The projected FY19 tax rate of 39.5 cents is hardly changed from the 39.1 cents of FY16. As we have squeezed the budget over these years we have still been able to:

- More than double capital improvement for roads
- Establish a Capital Equipment Reserve fund and a plan to replace future highway equipment with saving instead of debt
- Provide for a professional audit of Town finances every year
- Provide for overdue maintenance in parks, including a new tennis court surface
- Schedule overdue maintenance and improvements at Cole Hall
- Improve communications with a new phone system and website

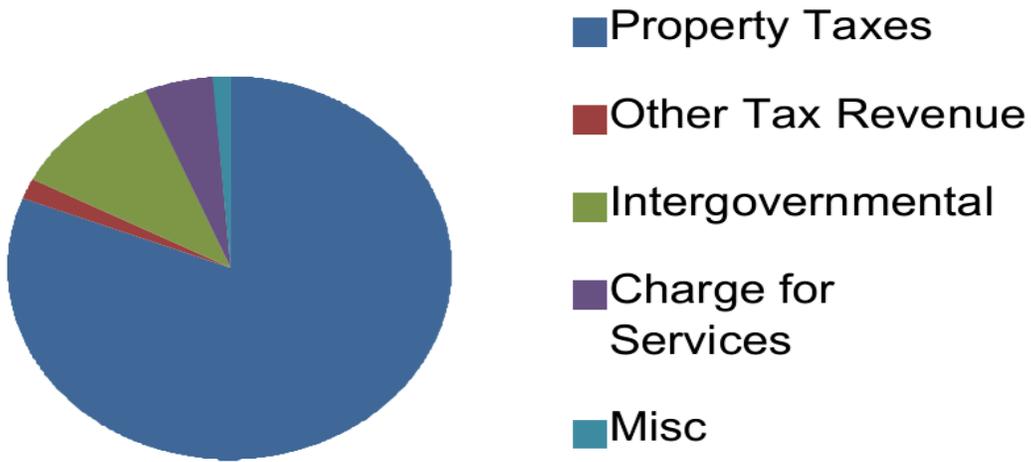
Expenses and revenues are both projected to rise about 2% in FY19. A slight one cent tax rate increase will be required to offset last year's tax cut provided by a budget surplus. Areas seeing increased funds next year include:

- Bennington Rescue Squad (see above)
- Community Appropriations (assuming all are approved by voters)
- Hazardous Tree Removal (Tree Warden Jim White has provided a long list, but Green Mountain Power is helping around power lines)
- PFOA testing and mitigation

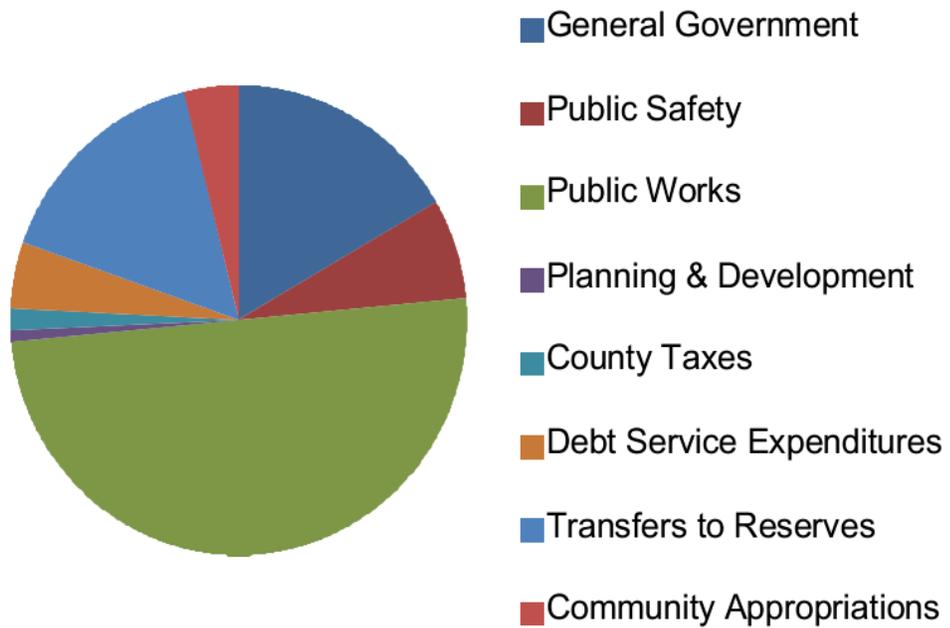
Please see the following charts for breakdowns and trend lines.

Note that we have removed many pages of detailed financial information from this report in order to make the provided information more relevant and accessible, and to save printing costs. All of that data remain in the public record and is available upon request or from our website at shaftsburyvt.gov.

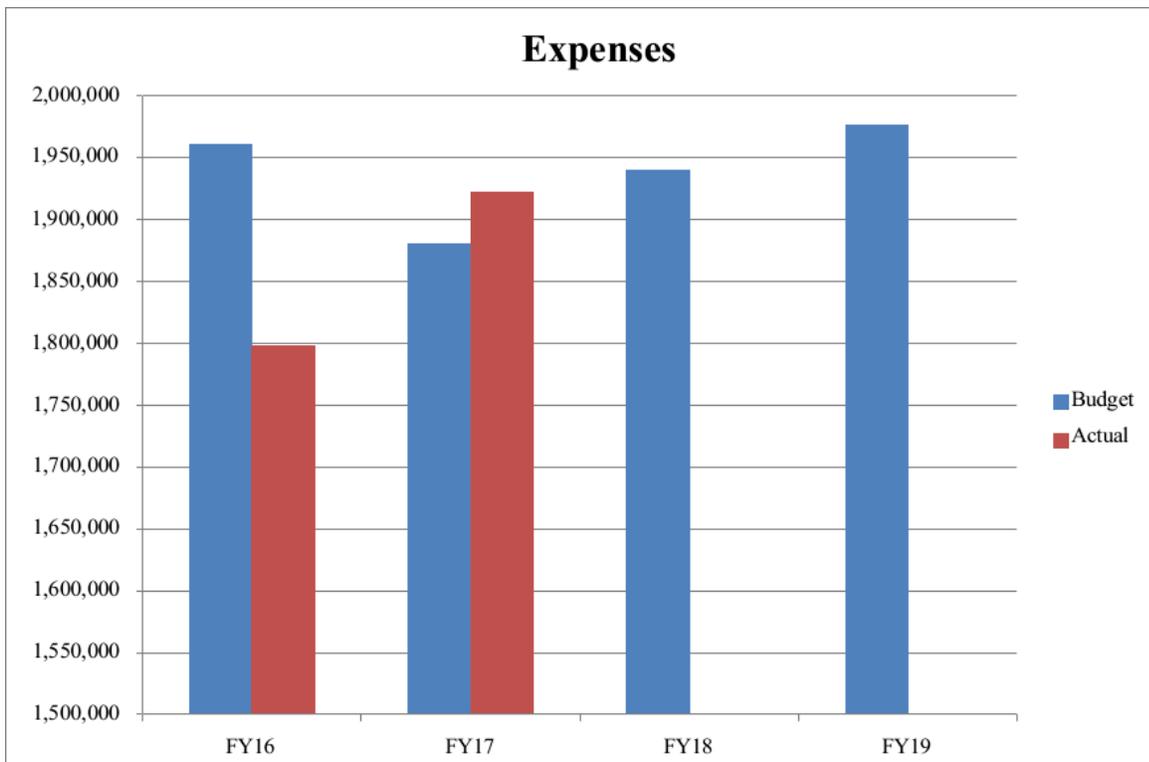
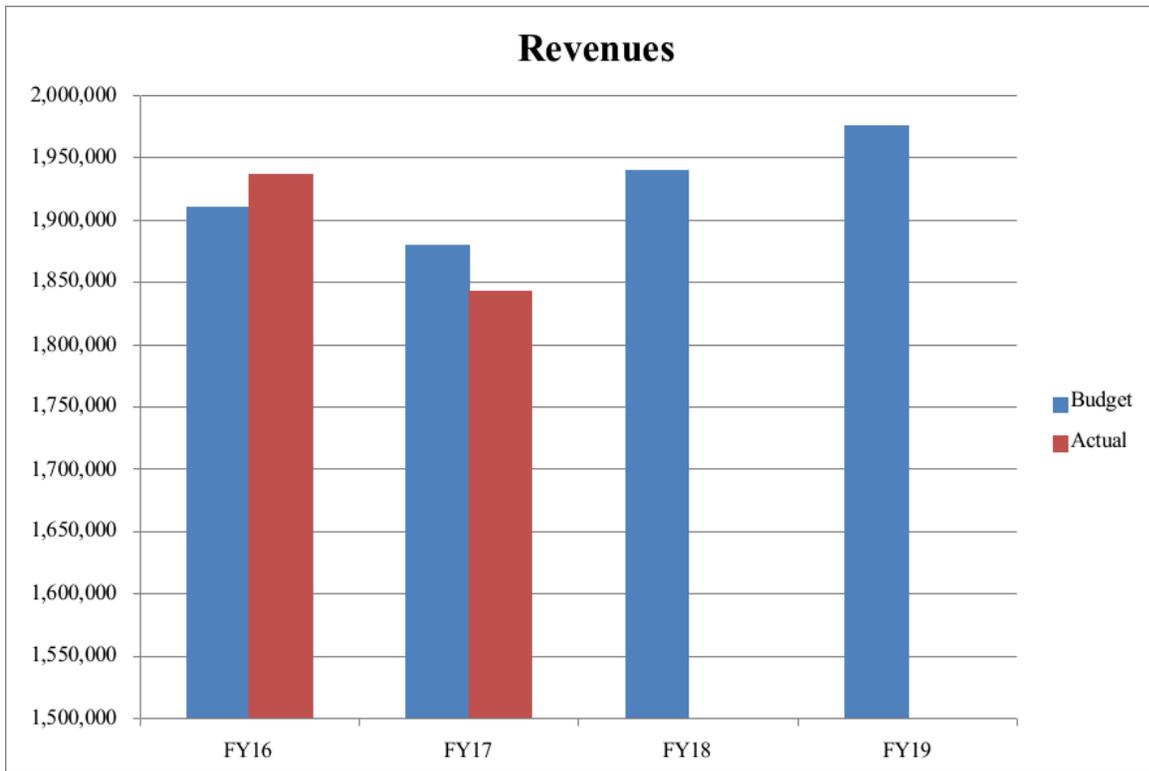
FY19 Projected Revenues \$1,975,960



FY19 Projected Expenses \$1,975,960



Budget Trends



	FY18	FY19	FY19/FY18
TOWN BUDGET	1-Jul-17	1-Jul-18	
	30-Jun-18	30-Jun-19	% Change
	Budget	Budget	
BUDGET SUMMARY			
Revenues			
Property Taxes	1,542,000	1,598,632	4%
Other Tax Revenue	35,223	35,367	0%
Intergovernmental	215,559	220,796	2%
Charge for Services	75,332	97,385	29%
Misc	28,060	23,780	-15%
Subtotal w/o RESERVES	1,896,174	1,975,960	4%
Transfers from Reserves	43,552	-	-100%
TOTAL REVENUES	1,939,726	1,975,960	2%
Expenses			
General Government	312,252	329,077	5%
Public Safety	124,889	134,329	8%
Public Works	950,987	989,925	4%
Planning & Development	17,762	15,785	-11%
County Taxes	28,500	29,000	2%
Debt Service Expenditures	102,685	89,685	-13%
Subtotal w/o RESERVES	1,537,074	1,587,800	3%
Transfers to Reserves	337,552	312,500	-7%
Subtotal w/o CA	1,874,626	1,900,300	1%
Community Appropriations	65,100	75,660	16%
TOTAL EXPENSES	1,939,726	1,975,960	2%

SECTION 7- Operational Reports

ANIMAL CONTROL OFFICER

Traci Mulligan

This report covers the 2016/2017 fiscal year that ends on June 30th. After many years serving as ACO I still find it interesting that comparing trends over the years has proven that the only certainty is the lack of predictability in what each year might entail. These fluctuations are usually seen in the number of animal bite cases reported and also in the number of impounded dogs that are claimed vs those that remain unclaimed.

If the decreased amount of dogs being impounded annually is actually becoming a trend then this is obviously a very good sign. What has become more and more challenging and increasingly frustrating each year has been the difficulty in finding suitable homes for the adoptable unclaimed strays entering into my Luckydog Adoption Program. This is despite listing them on Petfinder, Facebook and hanging flyers around towns and in vet offices. Please find & share the Facebook page "**Animal Control -VT & Luckydog Adoptions**" to spread the word and gain exposure.

I am increasingly frustrated and often thwarted by the increasing trend of folks to use unrelated FB page postings when finding or losing an animal but totally neglecting to contact ACOs, police, veterinarians and animal shelters! Sometimes it is only after I've held and processed a dog for adoption and then posted it to the above site that it will be widely shared and an owner matched to, nearly always from some other non-animal related FB site. Sometimes it is the other way around where I have a frantic owner's lost report but the dog's finder doesn't notify me so I am unable to help connect the 2 parties.

The new-era adoption options of on-line shopping have turned out to be a double-edged sword, often more detrimental than helpful to our local strays who, sadly, get overlooked while prospective homes search nation-wide for a specific age/breed/coat/sex etc. Even animal shelters are turning away local owner surrenders while importing dogs deemed more adoptable from other shelters, typically those down south.

Fortunately during this fiscal period only 2 impounded dogs entered the adoption program and although the older puppy was adopted fairly quickly the other adoptee spent nearly 2 months in the kennel before his first visitor. I was not at all surprised that they immediately fell in love and adopted him but in these changing times arranging meetings with prospects has become too frustratingly common. I don't know what the answer is but it is sad that the dogs end up missing out on family time as they wait far too long for their new homes.

This year 6 dogs were returned to their owners, 1 of them having been seized in conjunction with VSP to be examined by a veterinarian due to some concerns for its welfare and proper housing. Additionally many verbal and written warnings were issued as is usual. On a more positive note, only one of the above dogs was in need of vaccination and was also unlicensed.

This year's reported animal bite/contact cases were up a bit from last year with a total of 4 dog and 2 cat encounters. One of these is worthy of my again warning residents to NOT handle unknown animals. In this case it was a stray cat that the victim felt it was safe to pet and was consequently both bitten and scratched. The cat ran off and was never identified and so the

victim underwent the rabies treatment protocol. Rabies is a reality in our area and it is important for everyone to remain alert and cautious when encountering any wild or domestic animal and to share these safety tips with your children.

As always I can be reached at 375-6121 where a machine is always on since I am often in and out the door, sometimes on a moment's notice.

BENNINGTON COUNTY REGIONAL COMMISSION

The Bennington County Regional Commission (BCRC) works with and on behalf of its member municipalities to build strong, resilient, and sustainable communities, to foster economic prosperity, and to promote a high quality of life for residents of the region. The BCRC plays an important role in coordinating work among local governments, state and federal agencies, regional public and nonprofit organizations, educational institutions, and private interests.

In addition to its ongoing role in supporting the comprehensive planning work of municipal officials and volunteer boards and commissions, the BCRC serves as a regional center for work in community development, transportation, healthy community design, energy, environmental conservation and protection of water quality, solid waste management, and emergency management. The BCRC regularly conducts and sponsors public meetings and workshops on these topics throughout the region (www.bcrcvt.org for more information).

During the past year, the BCRC has worked to implement its comprehensive plan and has supplemented that document with a new regional energy plan which supports efforts to conserve energy and plan for renewable energy development. Economic development planning in the region is now being coordinated through a collaboration between the BCRC and the Bennington County Industrial Corporation (BCIC). The BCRC is providing staff support to help BCIC conduct economic development planning and to support business retention, growth, and recruitment. An outgrowth of this economic development work involves cooperation within the region and with Windham County to advance the goals of the Southern Vermont Economic Development Zone. The BCRC also is providing staff support for a major downtown redevelopment project in Bennington that grew from brownfields and community development work overseen by the Commission. Other important accomplishments have included: assistance with updates to several municipal comprehensive plans and bylaws, new village center designations, implementation of the regional solid waste management plan in cooperation with the Bennington County Solid Waste Alliance, management of several bicycle and pedestrian projects, and planning and project management to assist municipalities with water quality improvement projects.

Special initiatives to be undertaken in the coming year include: work on a Southern Vermont Comprehensive Economic Development Strategy, development of a regional cultural resources plan, assistance with enhanced municipal energy plans, workforce and business development initiatives, support for local water quality management plans and improvement projects, further expansion of bike-ped facilities, and assessment and support for redevelopment of brownfield sites throughout the region.

The BCRC is governed by locally appointed commissioners from seventeen area municipalities and several elected commissioners who represent interests ranging from public health to economic development. Our office, located at 111 South Street in Bennington, is open Monday through Friday. Regular meetings are held on the third Thursday of every other month, with frequent special meetings throughout the year (information at: www.bcrcvt.org).

Respectfully submitted,
Jim Sullivan, Director

BENNINGTON COUNTY SHERIFF

Listed below you will find the number of traffic complaints and incidents / arrests that the Bennington County Sheriff's Office handled in the Town of Shaftsbury from July 1,2016 through June 30, 2017.

The Sheriff's Office provides a number of services at our location on US Rte 7 S in Bennington. We continue to accept unused prescription drugs for destruction. We offer a number of fingerprinting services including TSA Pre-check, Haz-Mat, and fingerprinting for employment background checks. If you need an appointment you can call our office at 802-442-4900.

We will again be offering the New Year's Eve safe ride program for those folks who need a safe and sober ride home that evening.

Please feel free to contact me directly with any questions, comments, or concerns that you might have.

Chad D. Schmidt, Sheriff

Vermont Civil Violation Complaints

- 1 Possessing Marijuana/Hashish – 1st offense (under 21)

- 1 Possessing Marijuana/Hashish - 1st Offense (21 or older)
- 20 Defective equipment violations
 - 1 DLT- Failure to drive on roadways laned for traffic
 - 4 DP- Display of front registration plate
 - 1 DR- Failing to drive to the right
 - 2 FTC- Following too closely
 - 2 FYE- Operation on approach of emergency vehicles
 - 3 FYY- Stop sign violation
 - 7 INS - Operating Without Liability Insurance
 - 4 IS - 21-30 MPH Over Speed Limit
 - 1 IS- 31 or more MPH over speed limit
 - 56 ISL - 1-10 MPH Over Speed Limit
 - 29 ISL - 11-20 MPH Over Speed Limit
 - 4 LBR - 11-20 MPH Over Speed Limit-Local
 - 1 LBR - 21-30 MPH Over Speed Limit-Local

- 1 LOP- Limitations on Passing
- 5 NL – Operating without a license
- 3 NR - Persons Required To Register
- 7 OSC - Operating After Suspension/Revocation/Refusal- V1
- 5 OSC - Operating After Suspension/Revocation/Refusal- V2
- 1 OWS- Obstructing Windshields
- 1 PNA - Misuse Of Number Plates
- 5 SOO- 1-10 MPH Over Speed Limit
- 3 SO2- 11-20 MPH Over Speed Limit
- 17 SL1 - 1-10 MPH Over Speed Limit
- 34 SL2 - 11-20 MPH Over Speed Limit
- 4 SL3 - 21-30 MPH Over Speed Limit
- 10 VNI - Vehicle Not Inspected Within 15 Days Of Vt. Registration

Total 232

Traffic Warnings

- 41 DEF - Condition Of Vehicle
- 4 DP - Failed To Display Front Registration Plate
- 1 DR- Failing to Drive to Right
- 1 FTC- Following Too Closely
- 3 FYE- Operation on approach of Emergency Vehicle
- 1 FYY - Stop Sign
- 1 IR- Illumination required
- 13 ISL- 1-10 MPH over speed limit
- 8 ISL – 11-20 MPH over speed limit
- 5 LBR – 11-20 MPH over speed limit (local)
- 1 NR- Persons required to register
- 37 SL1 - 1-10 MPH Over Speed Limit
- 11 SL2 - 11-20 MPH Over Speed Limit

Total 133

Incidents / Arrests

- 4 911 Hangup
- 1 Accident - Injury to person(s)
- 4 Accident - Property damage only
- 3 Alarm
- 3 Animal Problem
- 1 Arrest on warrant
- 23 Assist – Agency
- 2 Assist - Other
- 4 Assist – Public
- 6 Assist Motorist
- 8 Directed Patrol
- 1 Disturbance

- 2 DUI
- 1 False Info to Police
- 5 Juvenile Problem
- 7 Motor Vehicle Complaint
- 3 Property Watch
- 1 Subpoena Service
- 8 Suspicious Event
- 417 Traffic Stop
- 1 Vandalism
- 2 VIN verification
- 1 Violation of conditions of release
- 2 Welfare Check

Total 511

BENNINGTON COUNTY SOLID WASTE ALLIANCE

Submitted by Michael Batcher, BCRC

Member Towns: Arlington, Bennington, Dorset, Glastenbury, Manchester, Pownal, Rupert, Sandgate, Searsburg, Shaftsbury, Stamford, Sunderland, and Woodford

Solid Waste Implementation Plan and the Universal Recycling Law: In December of 2015, the Bennington County Solid Waste Alliance adopted a solid waste implementation plan or “SWIP” to comply with both the Universal Recycling Law (Act 148) and the materials management plan developed by the Vermont Agency of Natural Resources. The SWIP describes how the member towns will increase recycling, reduce the amount of materials sent to landfills, and provide outreach program for residents, schools, businesses and institutions to assist them in recycling. The Alliance provides information on their website (www.bcswavt.org) and Facebook page as well as in local newspapers.

School and Business Outreach: This past year, the Alliance provided outreach to Burr and Burton, Pownal Elementary and Stamford Elementary schools including assisting Pownal Elementary with on-site composting. The Alliance provided outreach to over 40 businesses on ways to increase recycling, manage food scraps, and properly dispose of hazardous materials.

Funding and Grants: The member towns provide most of the funding for programs. From July 1, 2016 to June 30, 2017 the Alliance received over \$25,000 in grants from the Agency of Natural Resources and from the Agency for Agriculture and Markets for sales of compost bins and for household hazardous waste events. The Alliance also received \$4,000.00 from the High Meadows Fund to assist the towns of Pownal, Searsburg, Shaftsbury and Stamford in starting food scrap collection at their transfer stations.

Programs and Events: The Alliance sponsors and supports many programs to assist residents, businesses, schools and institutions to properly dispose of materials. The following are some of our major programs.

- Household Hazardous Waste Events: The Alliance held two household hazardous waste (HHW) events in the spring and fall of 2017. The spring event was sponsored by the Town of Bennington and held at the Bennington Transfer Station. The fall event was managed by the Bennington County Regional Commission and held at the Dorset School. Over 400 households participated in the two events. In 2018, the Alliance will again hold two events for the 13 Alliance towns. One will be held in Bennington on May 12, 2018 and the second at the Dorset School on September 15, 2018.
- Electronics Collections: The Vermont E-Cycles program provides for free disposal of electronic devices including computers, monitors, printers, computer peripherals, and televisions, regardless of brand, age, or condition, for consumers, charities, school districts, and small businesses. Free collection locations in Bennington County include the Bennington, Northshire (Dorset), Pownal, Searsburg, and Sunderland Transfer Stations and other sites listed at <http://dec.vermont.gov/waste-management/solid/product-stewardship/electronics>. The Dorset School also holds annual E-Waste Collection events.
- Fluorescent Bulbs: Vermont has also implemented a plan to accept used fluorescent bulbs and compact fluorescent bulbs (CFL's) at various retail. These bulbs contain mercury, which is a hazardous substance. Residents can dispose of bulbs at several hardware stores and other retail establishments and at several of the transfer stations. More information is available at <http://www.bcswavt.org/programs-and-projects/fluorescent-bulbs/>.
- Paint Collections: PaintCare Inc. is a non-profit organization established to assist paint manufacturers to plan and operate paint stewardship programs in the United States, including Vermont. Both latex and oil-based paint have been collected at HHW events and at special PaintCare events, and several local hardware stores accept paint. To find a location, residents may visit <http://www.paintcare.org/drop-off-locations/>.
- Battery Recycling: Primary (alkaline) batteries and rechargeable batteries are now accepted at many retailers and at the Bennington, Northshire, Sunderland and Pownal Transfer Stations. You can find locations at: <http://www.bcswavt.org/programs-and-projects/battery-recycling/>. For more information, visit Call2Recycle at <http://www.call2recycle.org/what-can-i-recycle/>.
- Textiles: The Bennington, Northshire, Sunderland, Shaftsbury and Pownal transfer stations have textile boxes where residents can donate clothing and shoes. Boxes are also located throughout the Alliance area. Visit www.bcswavt.org for locations. Goodwill in Bennington also accepts clothing donations as well as other household items, books and used electronic devices. Visit them at <http://www.goodwill-berkshires.com/>.
- Leaf and Yard Waste, Food Scraps and Other Organics: All transfer stations accept leaf and yard waste, clean wood and food scraps. Visit <http://www.bcswavt.org/programs-and-projects/transfer-stations/> for information on your transfer station.
- Construction and Demolition Debris: All transfer stations accept construction and demolition debris from builders and do-it-yourself homeowners. The TAM Pownal facility also accepts construction and demolition debris from residents and businesses.

- Prescription Drugs: Prescription drugs should be properly disposed when they are no longer needed as they can make their way into water sources and can pose a hazard in the home. The Bennington Police Department, the Manchester Police Department, the Bennington County Sheriff and Southwestern Vermont Medical Center accept prescription drugs. Go to <http://www.beswavyt.org/programs-and-projects/disposing-of-prescription-drug/> for more information.

CEMETERIES

Slowly but surely the condition of Shaftsbury cemeteries is improving. The major effort during this period was at Center and Maple Hill. The work consisted of headstone straightening and base leveling. Two wind storms brought down several limbs and branches but fortunately there was no damage to headstones. Work continued on clearing the nob at Maple Hill; we hope this will be completed in the next year. In anticipation of the transfer of management of the Grandview Cemetery from North Bennington's Grandview Cemetery Association to the Town of Shaftsbury, the Committee did an onsite review to determine work required to get it into satisfactory condition. The transfer took place on 1 July 2017.

The final iteration of the Cemetery Operating Procedures was signed by the Selectboard on 22 December 2017. Please note that artificial plants and flowers are prohibited. These procedures are available at shaftsburyvt.gov and Cole Hall, and copies are in containers on sign posts in each cemetery.

Relatives of deceased buried in Hollow Cemetery in West Shaftsbury and Elwell Cemetery off East Road petitioned the town to clean them up and maintain them in the future. These private cemeteries were abandoned years ago. This work will begin in the fall of 2017.

Three hundred nineteen hours were devoted to the cemeteries this period. There were twenty burials, eight conventional and twelve cremation and twenty plots were sold.

Special thanks to the Cemetery Committee members, Town Clerk, Town Administrator, and Selectboard members for their outstanding support. Thanks to our road crew for responding to every call for help. Most of all, thanks to all the Shaftsbury folks who have cooperative and patient.

Respectfully submitted,
Ken Coonradt
Superintendent of Cemeteries

DEVELOPMENT REVIEW BOARD

The Development Review Board, authorized under Vermont State Law (24 V.S.A. Chapter 117), is the quasi-judicial or decision-making zoning function for the town. The five members and two alternates of the Development Review Board are appointed by the Select Board for staggered three year terms and one year terms.

The Board's primary goal, in determining the matters that come before it, is to insure that all applications, of whatever nature, fully comply with the Zoning By-Laws and Subdivision Regulations.

The Board is currently engaged in filling 3 open positions, one being a 3 year full member position, the other two are 1 year alternate positions. Anyone interested should send a letter of interest to the Shaftsbury Town Administrator.

During the past year, the Development Review Board, reviewed applications for subdivisions, site development plans, and zoning variances.

The Board normally meets on the first and third Wednesday of each month.

Respectfully submitted,
Thomas Huncharek, Chair

ECONOMIC DEVELOPMENT COMMITTEE

The Mission of the Shaftsbury Economic Development Committee is to develop and implement plans that will ensure the continuing economic revitalization of the town.

This past year the Select Board and Planning Commission have been studying Economic Development for Shaftsbury within the context of a great Bennington Economic Development Plan. One of the items they are considering is revitalizing the Country Store. (See the SelectBoard report.). When they have identified a project they will activate the Economic Development committee to assist with the implementation.

Selectboard Chair Tim Scoggins has been active with the Regional Economic Development (RED) Group, working to implement the recommendations of the Southern Vermont Economic Development Zone (SVEDZ) Report. (See the Selectboard report.)

In the meantime, businesses in South Shaftsbury and Shaftsbury Center have an opportunity to take advantage of the Village Center Designation the Economic Development committee secured for the Town. These businesses may qualify for significant tax credits for improvements they make to their buildings and signage. Any business wanting to learn more about this program and to understand if they are within the designated boundaries should contact us.

Respectfully submitted,

Art Whitman, Chair

EMERGENCY MANAGEMENT

In 2017 we had our annual maintenance and load test performed on the standby generator at the elementary school, a copy of which is on file at the town office. Our annual review of contacts was updated. The towns LEOP (Local Emergency Operation Plan) was updated and adopted by our select board, the regional commission and the State. The Selectboard signed a Memorandum of Understanding (MOU) with the SVSU allowing the firehouse to be used as an emergency shelter in the event of a school evacuation.

I would like to personally thank our new Town Clerk Marlene Hall for her time to pursue Red Cross Training and becoming one of the few certified Red Cross personnel in the Bennington County area. Our area could use more like Marlene to aid those in their time of need. If you have a desire to become a shelter volunteer or a Red Cross certified personnel, please contact Marlene or myself; we can get you the info and get you started. Please remember to check on those in your area that may need assistance during times of crisis and remember that during the first 48 hours in any event it is up to you so be prepared. Have a checklist of things and know how to implement them. Large scale events can sometimes overwhelm local resources so be educated and prepared to shelter in place unless otherwise directed. NEVER run a generator indoors or in a confined space. As always, I am open to suggestions, questions, concerns. If you would like to become part of the team please feel free to reach out to me.

Respectfully Submitted,

Gerald Mattison
Emergency Management Director

FIRE DEPARTMENT

The Shaftsbury Fire Department responded to 123 Emergency calls this year, you can see the breakdown of the calls below.

I would like to thank the Town of Shaftsbury residents for their continued support of us throughout the year with our annual Coin Drop and Raffle. I would also like to thank Town Administrator David Kiernan and our Selectboard for their hard work and support of us. We couldn't do this job without them.

This past winter we started on a project to install new energy efficient windows to our Station I. The current windows were found to have a lot of rotten wood around them and other issues that we need to resolve. This may be a three-year project due to the cost of labor and the windows.

I would like to take this opportunity to remind everyone about the importance of a fire extinguisher in his or her home. When a fire starts, it will double its size every minute, so a fire that starts small in a waste paper basket could be a room and contents fire by the time the Fire Department arrives. It's my belief that every kitchen should have an extinguisher located away from the stove and checked annually. A fire extinguisher does not make you a firefighter, but it could save your home. If the fire is too big to manage then the best course of action is to just get

out. To learn more you can go to Youtube, they have excellent fire safety videos that can show you the proper technique and use of a fire extinguisher.

Emergency Responses

Structure Fires - 7

Car Accidents/ Extrication - 23

Vehicle Fires - 3

Hazardous Materials - 1

Wildland Fires - 4

Chimney/Pellet Stove Fires - 3

Good Intent - 55

Assist EMS - 7

Mutual Aid - 20

Total - 123

Respectfully Submitted

Chief Joe Vadakin

FOREST FIRE WARDEN

A combined total of 97 permits were issued in 2017 by our wardens and assistants. Due to a wet, favorable and responsible spring season we had a total of 2 wildland fires. For the fall season we had 1 due to a stretch of dry conditions for a total of 3. We serviced 1 mutual aid request from Arlington to an incident in Sandgate. Typically, spring is the most active season with snow cover, weather and activity the driving factors.

We purchased some new equipment in 2017. The first was an electric hose reel to replace our antiquated manual hose reel. This new reel is installed and operational, holds 300 feet of hose and makes responding, deploying, moving and redeploying a fast and seamless process. We also purchased 4 hard shell personal Indian tanks to replace our collapsible bladder tanks. These tanks hold more water, are lighter than the pervious metal tanks and can be filled remotely with ease. To keep our wildland fire fighters safe, we added 4 new sets of gear (shirt and pants) that are specifically designed for wildland fire. All this made possible through the financial support from Glastenbury and Shaftsbury.

Through the support and generosity of Rick Harrington, a Glastenbury resident and owner of Harrington Steel, we received free all the aluminum square stock required to retrofit our brush truck with new side racks for holding hand tools, tanks and blowers, as well as enough material for a new tailgate. This new system allows for more accessible storage for fast deployment on scene as well increasing our storage capacity. With the new material we needed a fabricator, so we looked within our department to Elliot Lewis a Shaftsbury resident and active merchant marine with vast knowledge of welding. Through his efforts on nights and weekends he was able to complete the job and provide us with a system that will last. My hat is off to both these individuals with my sincerest appreciation and gratitude.

I would also like to acknowledge the staff at Peckham Industries. Whenever we have a wildland situation within the area of Peckham's there has always been some of their staff on scene to offer assistance wherever they can. We thank them.

Do to our assistant wardens, fire chiefs, outstanding crews, and our local support, 2017 was a safe fire season. Please continue these efforts by seeking a burn permit whenever needed and by using good judgment in your outdoor burning. Remember...as the Bear says ...Only you can prevent wildfire!

Respectfully Submitted,

Gerald Mattison
Glastenbury & Shaftsbury Fire Warden

HEALTH OFFICER

By law, every town and city in Vermont has a Local Board of Health. The Local Board of Health consists of the Town Health Officer and town select board (or city council).

Town Health Officers are responsible for:

- Investigating possible public health hazards and risks within the town or city
- Taking action to prevent, remove, or destroy any public health hazards
- Taking action to lessen significant public health risks
- Enforcing health laws, rules and permit conditions, and taking the steps necessary to enforce orders

Summary of 2017 Health Officer Activity

Communicable Diseases

No communicable diseases were reported for the past year.

Rabies Management

I received 2 reports of suspected rabies in two dogs. No bites were reported. Both cases were referred to Animal Control Officer, Tracy Mulligan.

Rental Housing

The majority of issues this past year had to do with tenant complaints. I investigated and mitigated numerous complaints pertaining to Rental Housing Health Code issues. Time was spent investigating such matters as suspected mold and mildew, garbage complaints and rodent complaints. I strive to work with property owners, involving them early in the process to encourage voluntary understanding and compliance of Rental Housing Health Codes.

Other Public Health Issues

No other public health issues were reported for the past year.

I was successful in obtaining voluntary compliance with all public health problems this year and appreciate the cooperation from all involved. Please feel free to contact me regarding any questions or concerns you may have by calling 802 688-9570.

Respectfully submitted,

Jackie Myers
Health Officer

PLANNING COMMISSION

The Planning Commission began the year of 2017 without enough members for a quorum. With some new recruits, we accepted an assignment from the Selectboard for a planning study on how the Shaftsbury Country Store might be brought back to life. The Planning Commission report examined the present location along with two other village sites. The conclusion was that all presented challenges and required substantial investment. Case studies of revived general stores in other Vermont villages pointed to community involvement as one of the main factors for success. There was some question as to just how much market was available to support such an enterprise. Other areas of activity have been around study of the Bennington County Regional Energy Plan, affordable housing as a local growth industry and ideas for trail development as a community asset and economic driver. We have investigated the trail network between Blueberry Hill Road and the Shaftsbury Town Forest which sits atop the ridge of West Mountain. Lastly the Planning Commission has spent a lot of energy informing itself about the occupancy at the Iron Kettle Motel. We are concerned that the present use is not described in our zoning bylaws.

Respectfully submitted
Chris Williams, Chair

PUBLIC WORKS

Major projects for FY17 included chip sealing of the development known as Paran Acres; reclamation, cold mix and chip sealing of Hewitt Drive; reclamation and cold mix for a 700 foot section of Harvest Hills Road; and chip sealing of all of Harvest Hills Road. Three culverts were replaced in the work area.

A 3800 foot section of East Road was reclaimed, and a base coat and topcoat laid in from the area of 1500 East Road to Furnace Brook Road. Eight culverts in the work area were replaced. Engineering was completed for the replacement of the culvert on Shaftsbury Hollow by Hollow Hideaway. It is hoped that State grants can be secured to finish the project in FY19.

Public Works is now responsible for all maintenance in the Town parks. We also transitioning to be responsible for the Shaftsbury Water Department. All water related expenses incurred by the Public Works Department, including labor, are billed to the Water Department.

FY17 also saw the completion of the around the block sidewalk project including the installation of street lights, speed warning signs, and pedestrian crossing signs.

Winter thaw caused severe problems along Daniels Road, two sections of East Road, Shaftsbury Hollow and several sections of Myers Road. Those areas are being addressed in FY18. The Department has begun working closely with State engineers from District 1 Bennington in the development of more comprehensive plans to address some of the more difficult areas.

Steve Washburn
Public Works Foreman

RECREATION COMMITTEE

The mission of The Shaftsbury Recreation Committee is to revitalize our town parks. We are dedicated to developing them into true community parks which can be enjoyed by all ages.

After digging a new well and updating and installing a new water system last year, we now have potable drinking water available for all park users at Howard Park. Howard Park is consistently used by local sports teams: Little League and Spring and Fall soccer teams, the Doberman Club, local groups running workshops, and folks who reserve the pavilion for family events.

Both Howard and Cleveland Avenue Parks saw much needed maintenance to playground equipment. New playground equipment and play surfaces have been installed at Cleveland Avenue Park. Aging playground equipment at Howard Park has been removed while we seek grants for replacement..

Annually, we participate in “Vermont Green-Up Day,” 1st Saturday in May, which is a great time of community involvement and promoting civic pride in our town. Helen Olney is the state coordinator for the Town of Shaftsbury. If you are interested in taking an active part in this event, please give Helen a call. Her contact number is 442-2757.

The Shaftsbury website is a good source of information for sporting events and town activities.

If you are interested in using the park or fields, please use the contact number or e-mail address below so I can schedule your event.

The Recreation Committee meets the 4th Friday of the month at 10 a.m. at Cole Hall. If you have questions, need information on reserving the facilities, or would like to join us, contact me at 447-4741 or gruege03@aol.com. New members are always welcome!

Respectfully submitted,

Deena Ruege
Chairperson/Recording Secretary

STATE REPRESENTATIVE

Even though the chaos in Washington dominated much of the conversation around governing in Vermont this past legislative session, much was accomplished. And no taxes were raised. But we locked in rules to protect the environment before Trump and the Congress can gut them. Concerns about the impact the federal budget will have on Vermont drove the work of many committees, certainly mine, House Education.

We passed Act 46, the education consolidation bill, with changes to help school committees become larger and stronger in the face of much lower enrollment throughout the state. Vermont today has 26,000 fewer students, pre-K to 12. In 1997 there were 105,000 students. The expectation is that these numbers will continue to decline. When towns consolidate and work together, our school districts will be strengthened. Bennington area school held a vote on consolidation in November. That vote failed to get three town votes as required by law. But a reconsideration vote in Woodford is planned for January 9th. There is still a possibility that tax cut incentives may still be possible if the vote passes this time.

An economic bill directs the Agency of Education to work closely with Vermont's state colleges and UVM to strengthen partnerships with the technical education centers. Apprenticeships create excellent pathways toward well-paying careers.

The governor has announced that he will support a marijuana bill that passed the General Assembly that removed all civil and criminal penalties for possession of up to one ounce. The bill continues to impose penalties for possession by persons under 21 and imposes penalties on those who enable minors to consume marijuana. Delaying these measures until 2019 will give time to put in place needed traffic safety precautions as well as education and preventive programming.

Here's some of the other significant legislation we passed:

- Funded career training for younger children, beginning in middle school.
- Helped first responders get treatment for on-the-job PTSD.
- Continued to increase the minimum wage.
- Enacted a law to protect victims of sexual violence.
- Moved a bill to help set up a retirement system for working Vermonters.
- Enacted a law for paid family leave.

I may be reached at 802 430 1515, amiller@leg.state.vt.us, or 88 Horton Hill Shaftsbury VT 05262. I look forward as always to hearing your concerns and ideas.

Respectfully submitted,

TREE WARDEN

The concept of tree risk management is a necessary community endeavor to protect public safety. As long as you have trees and targets (a target is what the tree or branches will hit when it falls) you will have risks of damage to people and property. A hazard tree is one that has structural defects in the roots, stem, or branches that may cause the tree or parts of the tree to fail, where such a failure may cause property damage, loss of electrical service, blocked roads, or personal injury.

With road foreman, Steve Washburn, we identified the highest risk trees in the "rights of way" of all the town roads. Following that the targets are listed, most commonly they are the travel part of the road and electric wires. Then we list way to reduce risk sometimes through pruning branches but more commonly removing the entire above ground part of the tree. We then list the priority of the action. Priority is based upon size, health, and probability of failure. The assumption is made that paved roads(except for development roads) handle more traffic and at a higher speed, than gravel roads and that a tree with 2 targets should rate a higher priority than one with a single one.

The right of way along town roads is a terrible environment for tree health. What with ditching, salt, and the occasional collision it is a wonder that we haven't listed more trees.

I would like to thank David Kiernan, the Town Administrator who took our inventory and contacted Asplundh Tree Service who is scheduled to tree maintenance along Green Mountain Power Company electric lines in Shaftsbury in 2018. Any tree we identified as a hazard to electric lines will be treated by them. This will allow the town road crew to concentrate on other trees and will save the town money.

Respectively submitted,

Jim White
Shaftsbury Tree Warden

VERMONT STATE POLICE SHAFTSBURY BARRACKS

The Shaftsbury Barracks currently consists of eight uniformed troopers, four Patrol commanders, and two detectives. There are also two administrative staff members who support daily activities and duties. The barracks recently received two additional newly hired troopers in January of 2017. Lieutenant Thomas Mozzer initiated Station commander duties beginning in May of 2017.

The barracks recently teamed with the Boy Scouts of America and began hosting a Vermont State Police Explorers Post here in Shaftsbury. There are currently 11 cadets who participate in a series of meetings and trainings in an effort to expose our youth to law enforcement related

fields and activities. We believe interacting, mentoring and guiding students by fostering relationships will promote better ethical decisions, leadership qualities and community awareness.

Troopers activities from the Shaftsbury Barracks resulted in the following for the period 1 JUL 2016 to 30 JUN 2017:

Total incidents/ calls for service: 857

Tickets issued: 467

Warnings issued: 440

Lieutenant Thomas A. Mozzer

Station Commander

Shaftsbury Barracks

Vermont State Police.

Below is a snapshot of the types of cases investigated by Shaftsbury troopers:

0450	ASSAULT SIMPLE, NOT AGGRAVATED	2
0500	BURGLARY/B&E-FORCE	3
0613	LARCENY FROM MOTOR VEHICLE	4
0615	LARCENY BICYCLES	1
0618	LARCENY ALL OTHER	11
1000	FORGERY/COUNTERFEIT	1
1100	FRAUD, BAD CHECKS	1
1101	FRAUD	2
1120	FRAUD, IMPERSONATION	1
1400	VANDALISM	10
1500	WEAPON LAW VIOLATION	1
1600	PROSTITUTION	1
1700	LEWD/ADULTRY	1
1801	Regulated Drugs-Sale of	1
1802	Regulated Drugs-Possession of	1
1803	Regulated Drugs-Cultivation of	1
1831	CONT SUBST/DRUG EQUIPMENT VIOL	2
1850	DRUGS – CIVIL	12
2000	CHILD OFFENSE	3
2050	DOMESTIC ABUSE ORDER VIOLATION	1
2100	DRIVE/OPERATE UNDER INFLUENCE	18
2411	DISTURBING THE PEACE	4
2412	QUARRELS	4
2430	FAMILY DISTURBANCE	10
2480	DISORDERLY CONDUCT OTHER	3
2607	Condition of Release Violation	4
2608	IMPEDING POLICE OFFICER	1
2614	False Information To Police	4
2619	PUBLIC NUISANCE OR PRANKS	2
2621	TRESPASSING VIOLATION	4
2625	Obstructing Justice	2

2632	FUGITIVE	2
2634	ARREST ON WARRANT - POLICE CHK	2
3100	Accident-Injury-DMV Report	4
3200	Accident-Damage - DMV Report	14
3607	MOTOR VEHICLE, DISTURBANCES	60
3617	Careless Negligent Motor Veh	3
3619	DLS Criminal	10
3620	LSA Motor Vehicle	3
3691	Littering	3
6602	Canine Use (Police Dogs)	6
ALAR	Alarm	30
AMAS	Ambulance or Medical Assist	3
ANPR	Animal Problem	14
ASST	Agency Assist	140
ATL	Attempt to Locate	2
ATV	ATV Incident	1
CDIS	Citizen Dispute	15
CITA	Citizen Assist	97
DPAT	Directed Patrol	19
E911	E911 Hangup	21
FALS	False Alarm	4
FGO	Fish and Game Offense	1
FIRE	Fire	1
INTP	Intoxicated Person	18
JUVP	Juvenile Problem	4
LFPR	Lost or Found Property	3
MAST	Motorist Assistance	20
MENT	Mental Health Assistance	3
MPER	Missing Person	5
NDIS	Noise Disturbance	2
PARK	Parking Problem	3
PSC	Suspicious Person/Circumstance	99
PUBL	Public Speaking Engagement	6
PWAT	Property Watch	2
SORC	Sex Offender Registry Check	2
SRCH	Search Warrant	4
TCNR	Traffic Crash Non-Reportable	29
THAZ	Traffic Hazard	11
WELF	Welfare Check	22

VETERANS' COMMITTEE

The Veterans' Committee met once this year. We warn all our meetings with the date, time, and place, of our meetings, and they are open to the public. Should you wish to contact the Veterans' Committee the following members will be very happy to take your inquiry: Andrew Squires, Chair (802) 578-4821 tanker252003@gmail.com, or Victor Harwood Jr. squid52@earthlink.net

The committee is scheduled to have its next meeting on January 15, 2018 at 1800 (6:00PM) and we will be voting on a new Secretary; discuss the logistical planning for the 2018 Memorial Day Parade; open discussion about how we should tackle lowering the flags so that one person does not have to do it each time they are to be lowered; and discuss the Honor Roll (wall). We will also be brainstorming ideas about how to get new members to join. Veterans that might not otherwise know that there is a veterans committee to join.

The Shaftsbury Veterans Committee is currently in the process of coming up with a mission statement that will define its purpose.

The Committee is gathering names for the Honor Roll. It will be necessary to expand the Honor Roll by adding two more panels. The projected cost for this addition to the Honor Roll is \$50,000.00. The criteria for a name to be placed on the wall are: the Veteran must have entered the service from Shaftsbury District II or Shaftsbury District I; the Veteran must have served in a foreign campaign; the veteran must have been on active duty, and the Veteran must have received an Honorable Discharge. If you know of a family member or friend that meets this criteria please have them contact the Veterans' Committee Members Andrew Squires (802) 578-4821 or Victor Harwood Jr. squid52@earthlink.net

The Memorial Day Parade was held in North Bennington this year on May 29, 2017. The Veterans' Committee thanks the Shaftsbury Community, and all individuals and organizations that participated in the Parade. The Parade for 2018 will be held in Shaftsbury; we look forward to seeing you there. As such, plans are being made for organizing the 2018 Shaftsbury Memorial Day Parade. We would like to welcome back all who participated in the 2016 parade.

The Veterans' Committee thanks you the Shaftsbury Community; Shaftsbury Selectmen; Town Clerk, Marlene Hall; Town Administrator, David Kiernan; and Chairperson of the Selectboard, Tim Scoggins for your continued support of this Committee and all Veterans.

Respectfully submitted,

Andrew Squires
Shaftsbury Veterans' Committee Chair

WATER DEPARTMENT

The year started uneventfully, with the water system winterized for a normal winter. In March, it was decided for David Worthington, the highway crew, to assume an additional responsibility of being the Assistant Water Superintendent. The goal was to assume the full title when the present Water Superintendent retires, projected to be May, 2019.

Also in March we received information on the Asset Management Grant Program. With this program, the State awards grant monies to water systems who will develop plans for maintaining their systems and also will upgrade them as the standards evolve. We submitted our application and were awarded a grant of \$10,200.00. With this grant money we have to:

- develop a level of service to our customers that we must meet.

- Inventory all of the assets the Water Dept. has. (Water Mains, Valves, Hydrants, Curb Stops, Water Meters, etc)
- We must determine the present condition of these assets.
- We must develop plans to replace these assets can they come near the end of their useful life cycle.
- We must include in the plan how we are going to pay for replacing these assets.

To assist us we have retain the services of Otter Creek Engineering, who in the past has assisted us in upgrading Sycamore La and West View La in 2008-09.

As a part of the Asset Management work we have uncovered all of the valves, except two, cleaned them out and exercised them. In addition Valves that have to cleaned out constantly we are trying Mud Plugs, to keep the mud out and prolong the life of the valves.

The new well at Howard Park has passed all water tests, showing that it can provide safe, potable water 24/7. The Water Dept. is responsible for testing the water when the park is open.

We would also like to thank the North Bennington Water Dept. for their past and future assistances. They are very good neighbors.

Respectfully Submitted,

James McGinnis
Water Superintendent

ZONING ADMINISTRATOR

The Zoning Administrator is responsible for impartially enforcing the Town’s Zoning Bylaw, issuing permits and violations, working with the Development Review Board and Planning Commission, as well as maintaining accurate and complete files of land use in the Town.

Zoning Administrator Shelly Stiles was appointed in September 2014.

Office Hours:
Monday-Wednesday 9 am-noon
Telephone : 802-442-4038 x 104
E-Mail: zoning@shaftsburyvt.gov

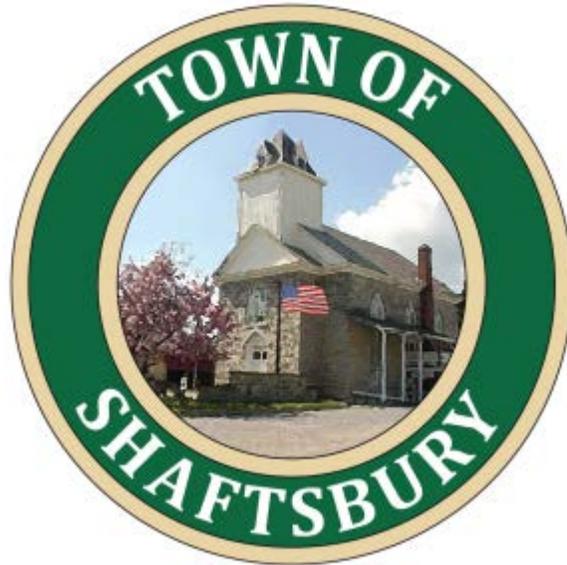
Permit Application Summary

Type of permit	2011-2012	2012-2013	2014-2014	2014-2015	2015-2016	2016-2017
Houses	2	4	3	5	4	6
Mobile home	1	1	1	0	0	0
Additions	21	27	19	16	34*	35
Pools	1	4	0	2	1	1
Subdivisions	3	5	4	3	5	6

Home occupations	0	0	0	0	1	1
Commercial buildings	0	0	4	0	2	0
Camps	0	3	1	3	1	1
Signs	2	1	0	3	2	1
Accessory structure	13	9	9	16	17	18
Other	33	30	21	6	2	10
Violation	18	0	0	3	0	0
Curb Cut	0	5	7	7	5	4
Zoning letters of compliance	0	8	19	31	39	60
Fence	0	3	1	0	0	0
Totals	94	100	89	95	113	143

Respectfully Submitted
Shelly Stiles
Zoning Administrator

Town of Shaftsbury, Vermont



ANNUAL TOWN REPORT APPENDIX B
Financial Statements
For the Year Ending June 30, 2017

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SECTION 1 – Selectboard Budget Planning Spreadsheet

	(FY18)	(FY19)	FY19/FY18	
TOWN BUDGET	1-Jul-17	1-Jul-18		
	30-Jun-18	30-Jun-19	% Change	
	(Budget)	(Budget)		Note
(BUDGET SUMMARY)				
(Revenues)				
Property Taxes	1,542,000	1,598,632	4%	a
Other Tax Revenue	35,223	35,367	0%	
(Intergovernmental)	215,559	220,796	2%	
(Charge for Services)	75,332	97,385	29%	
(Misc)	28,060	23,780	-15%	
(Subtotal w/o RESERVES)	1,896,174	1,975,960	4%	
Transfers from Reserves	43,552	-	-100%	
(TOTAL REVENUES)	1,939,726	1,975,960	2%	
Expenses				
General Government	312,252	329,077	5%	
Public Safety	124,889	134,329	8%	
Public Works	950,987	989,925	4%	
Planning & Development	17,762	15,785	-11%	
County Taxes	28,500	29,000	2%	
Debt Service Expenditures	102,685	89,685	-13%	
(Subtotal w/o RESERVES)	1,537,074	1,587,800	3%	
Transfers to Reserves	337,552	312,500	-7%	
Subtotal w/o CA	1,874,626	1,900,300	1%	
Community Appropriations	65,100	75,660	16%	
TOTAL EXPENSES	1,939,726	1,975,960	2%	
REVENUES				
Tax Revenues				

Current Tax Revenue	1,542,000	1,598,632	4%	a
Taxpayer Prebates from State	21,252	24,681	16%	
Late Filed HS Dec Penalty	-	2,051	0%	
Delinquent Tax Revenue	2,471	-	-100%	aa
Delinq. Tax Interest	11,500	8,635	-25%	
Total Tax Revenues	1,577,223	1,633,999	4%	
Intergovernmental Revenues				
Railroad Tax	300	65	-78%	
State Land Use	36,530	36,530	0%	
VT Forests & Parks	17,874	-	-100%	
State Pilot Program	1,191	18,610	1463%	aaa
Fed Land Pilot Program	4,664	3,400	-27%	
VT State Highway Aid	155,000	158,800	2%	
Government Grants	-	3,391	0%	
Total Intergovernmental Revenues	215,559	220,796	2%	
Charges for Services				
Brush Fees	200	125	-38%	
Access Permits	10,500	10,500	0%	
Pay-as-you-throw Revenues	32,600	32,600	0%	
Town Clerk Fees	21,764	41,640	91%	b
Water Department Labor Reimbursement/Equip Usage	5,268	6,670	27%	c
Compost Bucket Sales		-	0%	
Zoning Permits	5,000	5,850	17%	d
Total Charges for Services	75,332	97,385	29%	
License Sales				
Dog Licenses	3,750	3,750	0%	
Beer & Liquor Licenses	185	130	-30%	
Total License Sale Revenues	3,935	3,880	-1%	
Fines and Forfeits				
Dog Fines	400	400	0%	
State Police Fines	500	500	0%	
Sheriff Fines	4,800	4,000	-17%	
Total Fines and Forfeits	5,700	4,900	-14%	
Interest Income				
Earned Interest	1,800	1,200	-33%	
Total Interest Income	1,800	1,200	-33%	

Other Income				
Employee Health Share	-	-	0%	
Employee Disability Insurance Share	-	-	0%	
Sale of Town Property & Equipment	-	-	0%	
Other Income	-	-	0%	
Total Other Income	-	-	0%	
Park Revenues				
Trustees Public Funds	2,300	2,300	0%	
User Fees	700	100	-86%	
Town Appropriations	-	-	0%	
Interest Earnings	-	-	0%	
Town Rec Fund Transfer	1,500	1,500	0%	
Misc Income (donations/ins. Payments)		-	0%	
Key Deposits		-	0%	
Park Revenues	4,500	3,900	-13%	
Cemetery Revenues				
Administrative Burial Fees	1,500	1,500	0%	
Lot Fees	3,600	3,600	0%	
Cemetery Perpetual Trusts	5,400	3,000	-44%	
Grandview Lot Fees		-	0%	
Misc Revenue	125	-	-100%	
Corner Markers	1,500	1,800	20%	
Grandview Other Revenue		-	0%	
Total Cemetery Revenues	12,125	9,900	-18%	
			0%	
SUBTOTAL REVENUES (less reserves)	1,896,174	1,975,960	4%	
Transfers from Reserves (below)	43,552	-	-100%	
TOTAL REVENUES	1,939,726	1,975,960	2%	
EXPENSES				
GENERAL GOVERNMENT				
Administration				
Select Board Stipend	2,500	2,500	0%	
Meeting Recording Clerk Wages	-	-	0%	
Town Administrator Salary	60,000	66,000	10%	
Administrative Support Wages	2,108	-	-100%	
Employee Health Insurance - Premium	-	-	0%	

Health Plan Administration	800	1,000	25%	
Employee Health Insurance - Deductible	-		0%	
FICA & Medicare	4,751	5,049	6%	
Liability Insurances & Bonds	52,000	54,000	4%	
Retirement Contribution	3,300	3,713	13%	
Unemployment Insurance	5,500	1,236	-78%	e
Professional Services	13,000	13,000	0%	
Postage	3,000	3,000	0%	
Meetings/Training	500	500	0%	
Staff Development	-	-	0%	
IT & Website Support	1,750	1,750	0%	
Advertising & Legal Notices	2,500	2,500	0%	
Dues & Subscriptions	9,770	10,000	2%	
Office Supplies	1,000	1,000	0%	
Office Equipment/Leases	3,000	3,000	0%	
Bank Service Charge	-	-	0%	
North Street Property	-	-	0%	
Misc. Expenses	250	250	0%	
Total Administration	165,729	168,498	2%	
Cole Hall - Town Offices				
Contract Services	3,415	4,890	43%	
Repairs & Maintenance	3,000	3,000	0%	
Operating Supplies	2,300	2,300	0%	
Utilities	4,500	5,100	13%	
Heating Fuel	5,508	5,000	-9%	
Capital Improvements	-	-	0%	
Total Cole Hall	18,723	20,290	8%	
Elections & Vital Statistics				
Town Clerk Stipend	28,000	32,760	17%	
Assistant Town Clerk	6,240	6,240	0%	
Poll Worker Wages	1,250	1,250	0%	
Town Clerk Health Ins. Premium	-	6,538	0%	
Employee Health Insurance - Deductible	-	4,000	0%	
FICA & Medicare	2,715	3,079	13%	
Retirement Contribution	2,158	1,843	-15%	
Professional Services	-	-	0%	
Travel & Meetings - Clerk	700	300	-57%	
Travel & Meetings - Elections	400	200	-50%	
Machine Equip/Supplies - Elections	3,000	3,000	0%	

Operating Equip/Supplies - Clerk	2,500	2,500	0%	
Total Elections & Vital Statistics	46,963	61,710	31%	
Administration Total	231,415	250,497	8%	
Finance				
Accounting/ Payroll				
Bookkeeping Wages	10,158	10,462	3%	
Bookkeeping	-	-	0%	
FICA & Medicare	777	800	3%	
Payroll Services	2,300	2,500	9%	
Total Accounting/Payroll	13,235	13,762	4%	
Auditing				
Auditors Wages	2,500	1,700	-32%	f
FICA & Medicare	191	130	-32%	
Professional Audit	-	-	0%	
Travel & Meetings	300	200	-33%	
Town Report	2,500	2,500	0%	
Total Auditing	5,491	4,530	-18%	
Delinquent Tax Collection				
FICA & Medicare	1,300	1,300	0%	
Supplies	800	800	0%	
Total Delinquent Tax Collection	2,100	2,100	0%	
Treasurer Services				
Treasurer's Salary	18,000	20,000	11%	
Assistant Treasurer	-	-	0%	
Bank Service Charge	1,320	1,320	0%	
Billing Supplies	1,875	1,875	0%	
FICA & Medicare	1,377	1,530	11%	
Total Treasurer's Services	22,572	24,725	10%	
Listers				
Lister Wages	9,000	9,500	6%	
FICA & Medicare	688	712	3%	
Professional Services	24,000	20,000	-17%	g
Tax Maps	1,800	1,800	0%	
IT Support & Computer Maintenance	1,000	500	-50%	
Travel & Meetings	250	250	0%	

Dues/Subscriptions	300	300	0%
Operating Supplies	400	400	0%
Total Listers	37,438	33,462	-11%
TOTAL FINANCE	80,836	78,579	-3%
TOTAL GENERAL GOVERNMENT	312,252	329,077	5%
PUBLIC SAFETY			
Animal Control			
ACO Wages	600	600	0%
Contract Services	6,120	6,304	3%
FICA & Medicare	46	46	0%
Veterinary Expense	900	750	-17%
Tags/Misc.	400	450	13%
Equipment	-	-	0%
Total Animal Control	8,066	8,150	1%
Emergency Management			
Travel & Meetings	250	250	0%
Operating Supplies	400	400	0%
Equipment Maintenance	800	800	0%
Emergency Shelter Equipment	-	-	0%
Total Emergency Management	1,450	1,450	0%
Fire Department			
Chiefs' Stipends	2,600	2,600	0%
FICA & Medicare	199	199	0%
Insurance & Bond	2,550	2,550	0%
Firehouse Maintenance	19,000	19,000	0%
Fire Truck Maintenance	6,000	6,000	0%
Communications	3,000	3,000	0%
Chief's School	-	-	0%
Training	2,000	2,000	0%
Operating Supplies	750	750	0%
Utilities	9,690	9,690	0%
Firehouse Heating Fuel (fuel oil)	11,016	11,016	0%
Gas, Oil & Diesel (Trucks)	4,000	4,000	0%
Extrication Equipment	2,000	2,000	0%
Equipment Replacement	6,000	6,000	0%
Total Fire Department	68,805	68,805	0%

Fire Warden				
Brush Fire Expense			0%	
Operating Supplies	250	250	0%	
Vehicle & Equipment	1500.00	1500.00	0%	
Total Fire Warden	1,750	1,750	0%	
Law Enforcement				
Constable Wages	200	200	0%	
Sheriff Services	37,118	38,974	5%	
Certification Training	-	-	0%	
Equipment	-	-	0%	
Total Law Enforcement	37,318	39,174	5%	
Emergency Medical Services				
Bennington Rescue Inc.	7,500	15,000	100%	h
			0	
TOTAL PUBLIC SAFETY	124,889	134,329	8%	
PUBLIC WORKS				
Highway Administration				
Highway Wages - Regular	247,602	244,421	-1%	
Highway Wages - Overtime	20,000	25,000	25%	
Employee Health Insurance - Premium	61,532	64,269	4%	
Employee Health Insurance - Deductible	18,000	18,000	0%	
Disability Insurance	2,400	4,800	100%	
FICA & Medicare	20,472	20,611	1%	
Retirement Contribution	14,718	15,155	3%	
Uniform Cleaning	7,200	8,000	11%	
Travel & Meetings	400	300	-25%	
Steel Toe Footwear	600	600	0%	
CDL Physicals & Drug Testing	800	800	0%	
Total Highway Administration	393,724	401,956	2%	
Highway Construction & Maintenance				
Subcontract Costs	24,000	25,200	5%	
Signs	4,000	4,000	0%	
Tree Removal	5,000	15,000	200%	i
Bridges & Guardrails	2,000	2,000	0%	
Rentals Property	3,000	3,000	0%	
Operating Supplies	-	-	0%	

Gravel	65,000	73,500	13%	
Chloride (Dust Control)	50,000	50,000	0%	
Winter Salt	48,800	48,800	0%	
Winter Sand	52,000	52,000	0%	
Level & Sealing	3,000	5,000	67%	
DI Cleaning	1,000	1,000	0%	
Rentals	3,000	4,000	33%	
Culverts	2,500	5,000	100%	
Capital Improvement Projects	-	-	0%	
New Town Garage	-	-	0%	
Sidewalk Construction & Maintenance	-	-	0%	
Total Highway Construction & Maint.	263,300	288,500	10%	
Highway Equipment & Maintenance				
Trk #1-09 IH7400	2,500	2,500	0%	
Trk #2-12 IH7400	1,000	1,000	0%	
Trk #3-15 IH7600	1,000	1,000	0%	
Trk #4-13 IH7600	1,000	1,000	0%	
Trk #5-06 Ford 550	2,000	2,000	0%	
Trk #6-95 IH 4900 Chloride	1,500	1,500	0%	
Trk #7-13 Dodge 550	1,000	1,000	0%	
Trk #8-04 IH4300	1,000	1,000	0%	
A.M. General Military Surplus	1,000	1,000	0%	
John Deere Backhoe 2011	1,000	1,000	0%	
John Deere Surplus loader *	1,000	1,000	0%	
Truck #9-17 Dodge 3500	2,000	2,000	0%	
Cat Grader 1987	2,000	2,000	0%	
John Deere Tractor / Mower 1988	1,000	1,000	0%	
Plows & Sanders	1,500	1,500	0%	
Sidewalk Machine 2002	1,000	1,000	0%	
John Deere Grader 2010	3,500	3,500	0%	
Cat Traxcavator	1,000	1,000	0%	
Rentals	-	-	0%	
Communications	500	500	0%	
Gas, Diesel & Oil	58,650	58,650	0%	
Machinery & Equipment	5,500	5,500	0%	
Total Highway Equipment Maintenance	90,650	90,650	0%	
Highway Garage				
Professional Services	-	-	0%	
Repair & Maintenance	2,500	500	-80%	

Operating Supplies	4,000	4,000	0%	
Utilities	3,745	3,745	0%	
Heating Fuel	6,242	6,242	0%	
Small Machinery & Equipment	-	-	0%	
Total Highway Garage	16,487	14,487	-12%	
Subtotal Highway	764,161	795,593	4%	
Town Tree Warden				
Tree Maint/Removal	-	-	0%	
Tree Plantings	-	-	0%	
Total Tree Warden	-	-	0%	
Solid Waste Facility				
Attendant Wages	13,790	15,600	13%	
FICA & Medicare	1,055	1,197	13%	
Professional Services	-	-	0%	
Management Contract	57,865	58,964	2%	
Methane Well Monitoring	750	400	-47%	
Solid Waste Implementation Plan	17,324	18,000	4%	
Subcontract Costs	-	-	0%	
Groundwater Monitoring	10,000	16,000	60%	j
Solid Waste Removal	25,000	23,344	-7%	
Tire Removal	-	-	0%	
Repairs & Maintenance	2,000	1,000	-50%	
Operating Supplies	400	1,000	150%	
Brush Disposal	-	-	0%	
Landfill Mowing	-	-	0%	
Sticker Cost	1,600	1,600	0%	
Transfer Station Utilities	500	500	0%	
Landfill Utilities	300	300	0%	
Gas, Diesel & Oil	-	-	0%	
Hazardous Waste Days (2)	-	-	0%	
Total Solid Waste Facility	130,584	137,905	6%	
Street Lights				
Hawks Avenue	425	425	0%	
S. Shaftsbury Village	10,500	8,500	-19%	
Total Street Lights	10,925	8,925	-18%	k
Parks & Recreation				

Salaries & Wages	-	-	0%
FICA & Medicare	-	-	0%
Professional Services	-	-	0%
Bldg. Constr., Maint, Repair	1,000	1,000	0%
Equipment Maintenance	1,000	1,000	0%
Refund Key Deposit	-	-	0%
Operating Supplies	500	500	0%
Utilities	475	475	0%
Reimbursement Gas	-	-	0%
Capital Improvements*	-	-	0%
Total Park	2,975	2,975	0%
Cemetery Expenditures			
Salaries & Wages	5,000	5,100	2%
Cemetery Committee Assistant	3,400	3,470	2%
FICA & Medicare	643	657	2%
Contract Services	22,000	24,000	9%
Repairs & Maintenance	4,000	4,000	0%
Travel & Meetings	400	400	0%
Corner Marker Installation	200	200	0%
(New) Corner Marker Purchases	1,300	1,300	0%
Transfer to Perpetual Care Fund	5,400	5,400	0%
Buy Back Recording Fee	-	-	0%
Buy Back Lots	-	-	0%
Total Cemetery	42,343	44,527	5%
TOTAL PUBLIC WORKS	950,987	989,925	4%
PLANNING & DEVELOPMENT			
Development Review Board			
Board Member Stipends	500	500	0%
Meeting Recording Clerk Wages	-	-	0%
FICA & Medicare	-	-	0%
Professional Services	1,820	1,820	0%
Travel & Meetings	500	500	0%
Advertising & Legals	1,000	1,000	0%
Operating Supplies	100	100	0%
Town Clerk Recording Fees	900	-	-100%
Zoning Admin. Permit Fees	-	-	0%
Total Development Review Board	4,820	3,920	-19%

Planning				
Board Member Stipends	500	500	0%	
Meeting Recording Clerk	-	-	0%	
Zoning Administrator Wages	11,000	10,000	-9%	
Asst. Zoning Administrator Wages	-	-	0%	
FICA & Medicare	842	765	-9%	
Professional Services	-	-	0%	
Travel & Meetings	250	250	0%	
Advertising & Legals	200	200	0%	
Printing	-	-	0%	
Operating Supplies	150	150	0%	
SVEDZ, CEDS	-	-	0%	
Total Planning	12,942	11,865	-8%	
TOTAL PLANNING & DEVELOPMENT	17,762	15,785	-11.13%	
COUNTY TAXES				
County of Bennington	28,500	29,000	2%	
TOTAL COUNTY TAXES	28,500	29,000	2%	
(DEBT SERVICE EXPENDITURES)				
Lease 2006 Int'l Fire Engine #64	-	-	0%	
Lease 2009 Int'l Plow	-	-	0%	
	-	-	0%	
Tax Anticipation Note - Interest	1,000	1,000	0%	
Lease 2010 John Deere Grader	-	-	0%	
Lease 2012 Int'l Plow & Backhoe (2011)	-	-	0%	
Lease 2013 Tandem Plow + 2013 Intl Fire Truck	-	-	0%	
Lease 2014 Tandem Plow	37,147	37,147	0%	
Lease 2013 Dodge Ram Hwy & 2013 Excavator	38,204	38,204	0%	
492 North Rd Property	13,334	13,334	0%	
510 North Rd Property	13,000	-	-100%	1
TOTAL DEBT SERVICE	102,685	89,685	-13%	
(less Reserves, CA) TOTAL EXPENSES	1,537,074	1,587,800	3%	
REVENUES minus EXPENSES				
(BEFORE RESERVES, CA)	359,100	388,160	8%	

TRANSFERS FROM RESERVES				
Audit Reserve Fund				
Reappraisal Reserve Fund				
Cole Hall Reserve Fund				
Culvert Reserve Fund				
Econ. Dev. Reserve Fund				
Equip. Reserve Fund				
Fire Warden Truck Reserve Fund				
Fire Truck Reserve Fund				
Garage Reserve Fund				
Grader Reserve Fund				
Landfill Reserve Fund				
Cleveland Park Fund				
Paving Reserve Fund				
Sidewalk Reserve Fund				
Host Town Fund				
Fire Equipment Reserve Fund				
Prior Year Fund Balance	43,552	-		m
TOTAL TRANSFERS FROM RESERVES	43,552	-	-100%	
(TRANSFERS TO RESERVES)				
Reappraisal Reserve Fund	5,000	5,000	0%	
Cole Hall Reserve Fund	10,000	10,000	0%	
Econ. Dev. Reserve Fund	-	-	0%	
Equip. Reserve Fund	50,000	63,000	26%	
Fire Warden Truck Reserve Fund	1,000	1,000	0%	
Fire Truck Reserve Fund	40,000	45,000	13%	
Garage Reserve Fund	118,552	75,000	-37%	
Grader Reserve Fund	-	-	0%	
Paving Reserve Fund	35,000	35,000	0%	
Sidewalk Reserve Fund	-	-	0%	
Cemetery Reserve Fund	4,000	4,000	0%	
Park Reserve Fund	3,000	3,000	0%	
Culvert Reserve Fund	5,000	5,000	0%	
Audit Reserve	14,000	14,500	4%	
Veterans Memorial (Hooke)	3,000	3,000	0%	
Class 3 Road Capital Improvement Fund	49,000	49,000	0%	
Cold Spring Historic Site Fund	-	-	0%	
TOTAL TRANSFERS TO RESERVES	337,552	312,500	-7%	

TOTAL EXPENSES W/ RESERVES	1,874,626	1,900,300	1%	
COMMUNITY APPROPRIATIONS				
Benn. Free Library	16,750	17,250	3%	
John G. McCullough Library	10,000	20,000	100%	
Martha Canfield Library	2,100	2,000	-5%	
Arlington Rescue Squad	7,000	7,000	0%	
VNA & Hospice of S.V.H.C.	5,225	5,225	0%	
Benn. Project Independence	4,560	4,560	0%	
Paran Recreations, Inc.	2,500	2,500	0%	
Shaftsbury Hist. Society	2,500	2,500	0%	
Turning Point Center of Bennington	-	-	0%	
Benn. Rescue Squad	-	-	0%	
WBTN	-	-	0%	
Grandview Cemetery Association	2,000	-	-100%	
Habitat for Humanity	1,850	1,850	0%	
BROC	1,700	1,700	0%	
SWVT Council on Aging	1,100	1,100	0%	
Benn. Coalition Homeless	1,000	1,000	0%	
Benn. Free Clinic	1,000	1,000	0%	
Park McCullough House	1,000	1,000	0%	
Sunrise Family Resource Center	-	1,000	0%	
VT Ctr. for Independent Living	1,000	1,000	0%	
RSVP	950	950	0%	
Tutorial Center, Inc,	900	900	0%	
Bennington Little League	-	600	0%	
Center for Restorative Justice	540	600	11%	
Benn. County Conservation District	475	475	0%	
PAVE	450	450	0%	
VT Assoc. Blind/Vis. Imp.	300	300	0%	
Green Up Vermont	200	200	0%	
Benn. County Child Advocacy Center		500	0%	
TOTAL COMMUNITY APPROPRIATIONS	65,100	75,660	16%	
TOTAL EXPENSES W/ RESERVES, CA	1,939,726	1,975,960	2%	
(REVENUES OVER (UNDER) EXPENSES)	-	-		

NOTES

- a Last year's surplus allowed a one cent tax cut
- aa Now included in regular tax revenue as per auditors
- aaa Forest, Park, Pilot now combined
- b Based on increased FY18 YTD receipts
- c Increased wages, insurance with PW re-org
- d Increased permit activity
- e State estimate resulting from lower demand
- f Bob Holmes retired
- g Hourly rate decrease from 65 to 45per
- h BRS seeking \$42K, \$12/resident
- i Tree Warden identified ~200 dangerous trees. GMP helping.
- j PFOA testing and POET maintenance
- k Continued savings from LEDs
- l paid off
- m No excess fund balance this year

SECTION 2 – External Audit

The following documents are taken from the Town of Shaftsbury Audit Report by the accounting firm Sullivan & Powers for fiscal year 2017 ending 30 June 2017.

BUDGET AND ACTUAL - BUDGETARY BASIS

GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2017

	Budget	Actual	Variance Favorable/ (Unfavorable)
Revenues:			
Current Tax Revenue	\$ 1,533,276	\$ 1,495,313	\$ (37,963)
Taxpayer Prebates from State	21,252	26,852	5,600
Late Homestead Penalty	0	2,451	2,451
Delinquent Tax Revenue	2,471	0	(2,471)
Delinquent Tax Interest	11,500	8,636	(2,864)
Railroad Tax	300	62	(238)
State Land Use	30,070	36,530	6,460
Vermont Forest and Parks	17,874	0	(17,874)
State PILOT Program	1,191	18,610	17,419
Federal Land PILOT Program	4,664	3,382	(1,282)
Vermont State Highway Aid	155,000	158,800	3,800
Government Grants	0	3,675	3,675
Brush Fees	200	125	(75)
Access Permits	10,500	9,060	(1,440)
Pay-As-You-Throw Revenues	32,600	32,523	(77)
Town Clerk Fees	0	8,419	8,419
Compost Bucket Sales	0	168	168
Zoning Permits	4,000	7,005	3,005
Dog Licenses	3,750	4,034	284
Beer and Liquor Licenses	185	175	(10)
Dog Fines	400	0	(400)
State Police Fines	500	0	(500)
Sheriff Fines	4,800	2,941	(1,859)
Interest Income	1,800	1,857	57
Other Income	31,984	3,589	(28,395)
Insurance Proceeds	0	7,392	7,392
Trustees of Public Funds	2,300	0	(2,300)
User Fees	700	100	(600)
Town Recreation Fund Transfer	1,500	0	(1,500)
Administrative Burial Fees	1,500	2,000	500
Lots Fees	2,000	7,575	5,575
Cemetery Perpetual Trusts	3,000	0	(3,000)
Corner Markers	750	1,135	385
Cemetery Miscellaneous Revenue	0	450	450
Total Revenues	1,880,067	1,842,859	(37,208)

	Budget	Actual	Variance Favorable/ (Unfavorable)
Expenditures:			
Administration:			
Select Board Stipend	\$ 2,500	\$ 2,500	\$ 0
Town Administrator Salary	57,000	59,500	(2,500)
Administrative Support Wages	3,110	2,060	1,050
Health Plan Administration	750	932	(182)
FICA & Medicare	4,598	4,685	(87)
Liability Insurance & Bonds	50,980	47,467	3,513
Retirement Contribution	3,064	3,273	(209)
Unemployment Insurance	5,000	4,898	102
Professional Services	14,000	12,644	1,356
Postage	3,000	2,905	95
Meetings/Training	500	308	192
IT and Website Support	1,750	1,163	587
Advertising & Legal Notices	2,500	2,482	18
Dues & Subscriptions	9,572	10,018	(446)
Office Supplies	750	3,276	(2,526)
Office Equipment/Leases	3,000	2,273	727
Miscellaneous Expenses	250	1,324	(1,074)
	<u>162,324</u>	<u>161,708</u>	<u>616</u>
Total Administration			
Cole Hall - Town Offices:			
Contract Services	3,745	3,463	282
Repairs and Maintenance	5,000	1,288	3,712
Operating Supplies	2,300	1,772	528
Utilities	4,479	5,017	(538)
Heating Fuel	5,508	2,035	3,473
	<u>21,032</u>	<u>13,575</u>	<u>7,457</u>
Total Cole Hall - Town Offices			
Elections & Vital Statistics:			
Town Clerk Stipend	8,000	7,537	463
Assistant Town Clerk	7,415	3,702	3,713
Town Clerk Salary	0	8,615	(8,615)
Poll Worker Wages	2,500	1,872	628
Town Clerk Health Insurance - Premium	11,242	8,628	2,614
Employee Health Insurance - Deductible	4,000	1,596	2,404
FICA & Medicare	3,283	2,700	583
Retirement Contribution	2,158	1,659	499
Travel and Meetings - Clerk	200	0	200
Travel and Meetings - Elections	200	359	(159)
Machine Equipment/Supplies - Elections	6,000	3,874	2,126
Operating Equipment/Supplies - Clerk	3,200	1,384	1,816
	<u>48,198</u>	<u>41,926</u>	<u>6,272</u>
Total Elections & Vital Statistics			

TOWN OF SHAFTSBURY, VERMONT
 REQUIRED SUPPLEMENTARY INFORMATION
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 BUDGET AND ACTUAL - BUDGETARY BASIS
 GENERAL FUND
 FOR THE YEAR ENDED JUNE 30, 2017

	Budget	Actual	Variance Favorable/ (Unfavorable)
Accounting/Payroll:			
Bookkeeping Wages	\$ 9,959	\$ 7,119	\$ 2,840
FICA & Medicare	762	543	219
Payroll Services	<u>2,250</u>	<u>2,233</u>	<u>17</u>
Total Accounting/Payroll	<u>12,971</u>	<u>9,895</u>	<u>3,076</u>
Auditing:			
Auditor Wages	2,500	1,511	989
FICA & Medicare	191	116	75
Travel and Meetings	300	0	300
Town Report	<u>4,800</u>	<u>5,386</u>	<u>(586)</u>
Total Auditing	<u>7,791</u>	<u>7,013</u>	<u>778</u>
Delinquent Tax Collection:			
FICA & Medicare	1,300	1,325	(25)
Supplies	<u>800</u>	<u>284</u>	<u>516</u>
Total Delinquent Tax Collection	<u>2,100</u>	<u>1,609</u>	<u>491</u>
Treasurer Services:			
Treasurer's Salary	16,000	16,000	0
Assistant Treasurer	957	322	635
Bank Service Charge	1,320	660	660
Billing Supplies	1,875	907	968
FICA & Medicare	<u>1,297</u>	<u>1,224</u>	<u>73</u>
Total Treasurer Services	<u>21,449</u>	<u>19,113</u>	<u>2,336</u>
Listers:			
Lister Wages	10,000	7,250	2,750
FICA & Medicare	765	516	249
Professional Services	25,000	28,803	(3,803)
Tax Maps	5,900	0	5,900
IT Support and Computer Maintenance	1,000	215	785
Travel and Meetings	250	0	250
Dues and Subscriptions	300	0	300
Operating Supplies	<u>400</u>	<u>366</u>	<u>34</u>
Total Listers	<u>43,615</u>	<u>37,150</u>	<u>6,465</u>
Animal Control:			
ACO Wages	600	162	438
Contract Services	6,000	6,000	0
FICA & Medicare	46	27	19
Veterinary Expense	900	172	728
Tags/Miscellaneous	<u>400</u>	<u>357</u>	<u>43</u>
Total Animal Control	<u>7,946</u>	<u>6,718</u>	<u>1,228</u>

TOWN OF SHAFTSBURY, VERMONT
REQUIRED SUPPLEMENTARY INFORMATION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - BUDGETARY BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2017

	Budget	Actual	Variance Favorable/ (Unfavorable)
Emergency Management:			
Travel and Meetings	\$ 250	\$ 0	\$ 250
Operating Supplies	400	0	400
Equipment Maintenance	800	541	259
Total Emergency Management	<u>1,450</u>	<u>541</u>	<u>909</u>
Fire Department:			
Chief's Stipends	2,600	2,600	0
FICA & Medicare	199	0	199
Insurance & Bonds	2,497	2,193	304
Firehouse Maintenance	7,000	10,580	(3,580)
Fire Truck Maintenance	6,070	3,592	2,478
Communications	3,000	2,928	72
Training	2,000	1,184	816
Operating Supplies	750	874	(124)
Utilities	9,690	9,630	60
Firehouse Heating Fuel (Fuel Oil)	11,016	6,136	4,880
Gas, Oil and Diesel (Trucks)	4,000	1,071	2,929
Extrication Equipment	2,000	675	1,325
Equipment Replacement	18,000	19,961	(1,961)
Total Fire Department	<u>68,822</u>	<u>61,424</u>	<u>7,398</u>
Fire Warden:			
Operating Supplies	250	900	(650)
Vehicle & Equipment	1,500	2,077	(577)
Total Fire Warden	<u>1,750</u>	<u>2,977</u>	<u>(1,227)</u>
Law Enforcement:			
Constable Wages	200	0	200
Sheriff Services	33,819	31,644	2,175
Total Law Enforcement	<u>34,019</u>	<u>31,644</u>	<u>2,375</u>
Highway Administration:			
Highway Wages - Regular	202,574	214,551	(11,977)
Highway Wages - Overtime	17,823	32,027	(14,204)
Employee Health Insurance - Premium	49,780	54,959	(5,179)
Employee Health Insurance - Deductible	14,000	8,469	5,531
Disability Insurance	2,000	1,230	770
FICA & Medicare	16,860	18,829	(1,969)
Retirement Contribution	11,846	13,335	(1,489)
Uniform Cleaning	6,000	8,249	(2,249)
Travel and Meetings	500	303	197
Steel Toe Footwear	600	372	228
CDL Physicals and Drug Testing	800	1,390	(590)
Total Highway Administration	<u>322,783</u>	<u>353,714</u>	<u>(30,931)</u>

TOWN OF SHAFTSBURY, VERMONT
REQUIRED SUPPLEMENTARY INFORMATION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - BUDGETARY BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2017

	Budget	Actual	Variance Favorable/ (Unfavorable)
Highway Construction & Maintenance:			
Subcontract Costs	\$ 22,500	\$ 20,500	\$ 2,000
Signs	4,000	4,414	(414)
Tree Removal	5,000	2,610	2,390
Bridges and Guardrails	2,000	0	2,000
Operating Supplies	0	767	(767)
Gravel	65,000	94,157	(29,157)
Chloride (Dust Control)	41,500	40,735	765
Winter Salt	48,800	48,663	137
Winter Sand	52,070	51,441	629
Level & Sealing	3,500	147	3,353
Rentals	6,000	4,500	1,500
Culverts	2,500	2,000	500
Sidewalk Construction & Maintenance	<u>3,000</u>	<u>20,089</u>	<u>(17,089)</u>
Total Highway Construction & Maintenance	<u>255,870</u>	<u>290,023</u>	<u>(34,153)</u>
Highway Equipment Maintenance:			
Truck #1 International	2,500	13,703	(11,203)
Truck #2-2012 International	1,000	2,664	(1,664)
Truck #3-06 International	1,000	8,167	(7,167)
Truck #4-1 International Tandem Axle	1,000	8,513	(7,513)
Truck #5-06 One Ton	2,000	22,824	(20,824)
Truck #6-95 International/Chloride	1,500	1,351	149
Truck #7-02 One Ton	1,000	3,467	(2,467)
Truck #8-97 Pickup/Shop	1,000	100	900
A.M. General Military Surplus	1,000	0	1,000
John Deere Backhoe 2011	1,000	2,877	(1,877)
John Deere Surplus Loader	1,000	273	727
Cat Excavator 1988	2,000	883	1,117
Cat Grader 1987	2,000	2,416	(416)
John Deere Tractor/Mower 1988	1,000	840	160
Plows & Sanders	1,500	1,001	499
Sidewalk Machine 2002	1,000	1,795	(795)
John Deere Grader 2010	3,500	1,322	2,178
Cat Traxcavator	1,000	0	1,000
Rentals	0	1,065	(1,065)
Communications	500	27	473
Gas, Diesel and Oil	58,650	40,430	18,220
Small Machinery and Equipment	<u>5,500</u>	<u>2,992</u>	<u>2,508</u>
Total Highway Equipment Maintenance	<u>90,650</u>	<u>116,710</u>	<u>(26,060)</u>
Highway Garage:			
Repairs and Maintenance	2,500	1,304	1,196
Operating Supplies	6,000	3,594	2,406
Utilities	3,747	3,071	676
Heating Fuel	6,242	2,619	3,623
Small Machinery and Equipment	<u>0</u>	<u>2,598</u>	<u>(2,598)</u>
Total Highway Garage	<u>18,489</u>	<u>13,186</u>	<u>5,303</u>

TOWN OF SHAFTSBURY, VERMONT
REQUIRED SUPPLEMENTARY INFORMATION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - BUDGETARY BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2017

	Budget	Actual	Variance Favorable/ (Unfavorable)
Solid Waste Facility:			
Attendant Wages	\$ 13,520	\$ 14,447	\$ (927)
FICA & Medicare	1,034	1,105	(71)
Professional Services	0	1,215	(1,215)
Management Contract	56,730	56,453	277
Methane Well Monitoring	750	325	425
Solid Waste Implementation Plan	18,000	12,238	5,762
Subcontract Costs	0	532	(532)
Groundwater Monitoring	8,354	11,732	(3,378)
Solid Waste Removal	25,000	22,294	2,706
Repairs & Maintenance	3,000	183	2,817
Operating Supplies	400	815	(415)
Sticker Cost	1,600	1,322	278
Transfer Station Utilities	500	702	(202)
Landfill Utilities	300	0	300
	<u>129,188</u>	<u>123,363</u>	<u>5,825</u>
Total Solid Waste Facility			
Street Lights:			
Hawks Avenue	425	405	20
S. Shaftsbury Village	10,131	8,065	2,066
	<u>10,556</u>	<u>8,470</u>	<u>2,086</u>
Total Street Lights			
Parks and Recreation:			
Salaries & Wages	8,250	4,444	3,806
FICA & Medicare	631	363	268
Professional Services	0	1,446	(1,446)
Building Construction, Maintenance and Repairs	1,000	19,966	(18,966)
Equipment Maintenance	1,000	467	533
Operating Supplies	600	410	190
Equipment	0	682	(682)
Utilities	475	550	(75)
Reimbursement Gas	765	0	765
	<u>12,721</u>	<u>28,328</u>	<u>(15,607)</u>
Total Parks and Recreation			
Cemetery Expenditures:			
Salaries & Wages	4,200	4,039	161
Cemetery Committee Assistant	3,110	68	3,042
FICA & Medicare	559	318	241
Contract Services	15,500	17,550	(2,050)
Repairs and Maintenance	3,000	246	2,754
Travel and Meetings	400	384	16
Corner Marker Installation	125	325	(200)
(New) Corner Marker Purchases	700	1,015	(315)
Transfer to Perpetual Care Fund	2,000	0	2,000
Miscellaneous	0	284	(284)
	<u>29,594</u>	<u>24,229</u>	<u>5,365</u>
Total Cemetery Expenditures			

TOWN OF SHAFTSBURY, VERMONT
REQUIRED SUPPLEMENTARY INFORMATION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - BUDGETARY BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2017

	Budget	Actual	Variance Favorable/ (Unfavorable)
Development Review Board:			
Board Member Stipends	\$ 500	\$ 500	\$ 0
Professional Services	1,820	0	1,820
Travel and Meetings	500	0	500
Advertising and Legal	777	1,056	(279)
Operating Supplies	100	0	100
Town Clerk Recording Fees	900	0	900
	<u>4,597</u>	<u>1,556</u>	<u>3,041</u>
Total Development Review Board			
Planning:			
Board Member Stipends	500	100	400
Zoning Administrator Wages	14,000	8,594	5,406
FICA & Medicare	1,071	652	419
Travel and Meetings	250	0	250
Advertising and Legal	200	193	7
Operating Supplies	150	0	150
Transfer to Planning Grant Fund	0	2,063	(2,063)
	<u>16,171</u>	<u>11,602</u>	<u>4,569</u>
Total Planning			
County Taxes:	<u>27,000</u>	<u>28,236</u>	<u>(1,236)</u>
Debt Service Expenditures:			
Tax Anticipation Note - Interest	1,000	624	376
Lease 2013 Tandem Plow & 2013 Intl Fire Truck	90,886	90,886	0
Lease 2014 Tandem Plow	37,147	37,147	0
Lease 2013 Dodge Ram & 2013 Excavator	38,204	38,204	0
492 North Rd Property	13,334	13,867	(533)
510 North Rd Property	13,000	10,600	2,400
	<u>193,571</u>	<u>191,328</u>	<u>2,243</u>
Total Debt Service Expenditures			
Transfer to Reserves:			
Reappraisal Reserve Fund	5,000	5,000	0
Cole Hall Reserve Fund	15,000	15,000	0
Equipment Reserve Fund	30,000	30,000	0
Fire Warden Truck Reserve Fund	1,000	1,000	0
Fire Truck Reserve Fund	40,000	40,000	0
Garage Reserve Fund	75,000	75,000	0
Paving Reserve Fund	35,000	35,000	0
Cemetery Reserve Fund	9,000	9,000	0
Park Reserve Fund	3,000	3,000	0
Culvert Reserve Fund	5,000	5,000	0
Audit Reserve Fund	4,000	4,000	0
Veterans Memorial (Hooke) Fund	3,000	3,000	0
Class 3 Road Capital Improvement Reserve Fund	40,000	40,000	0
	<u>265,000</u>	<u>265,000</u>	<u>0</u>
Total Transfer to Reserves			

TOWN OF SHAFTSBURY, VERMONT
REQUIRED SUPPLEMENTARY INFORMATION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - BUDGETARY BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2017

	Budget	Actual	Variance Favorable/ (Unfavorable)
Community Appropriations:			
Bennington Free Library	\$ 16,000	\$ 16,000	\$ 0
John G. McCullough Library	10,000	10,000	0
Arlington Rescue Squad	7,000	7,000	0
VNA & Hospice of S.V.H.C.	5,225	5,225	0
Bennington Project Independence	4,560	4,560	0
Paran Recreation, Inc.	2,500	2,500	0
Shaftsbury History Society	2,500	2,500	0
Turning Point Center of Bennington	2,500	2,500	0
Bennington Rescue Squad	2,000	2,000	0
WBTN	2,000	2,000	0
Grandview Cemetery Association	2,000	2,000	0
Habitat for Humanity	1,850	1,850	0
BROC	1,700	1,700	0
SWVT Council on Aging	1,100	1,100	0
Bennington Coalition Homeless	1,000	1,000	0
Bennington Free Clinic	1,000	1,000	0
Park McCullough House	1,000	1,000	0
Sunrise Family Resource Center	1,000	1,000	0
Vermont Center for Independent Living	1,000	1,000	0
RSVP	950	950	0
Tutorial Center, Inc.	900	900	0
Bennington Little League	600	600	0
Center for Restorative Justice	600	600	0
Bennington County Conservation District	475	475	0
PAVE	450	450	0
Vermont Association Blind & Visually Impaired	300	300	0
Green Up Vermont	200	200	0
	70,410	70,410	0
Total Community Appropriations			
	1,880,067	1,921,448	(41,381)
Total Expenditures			
Excess/(Deficiency) of Revenues Over Expenditures	\$ 0	(78,589)	\$ (78,589)
Adjustments to Reconcile from the Budgetary Basis of Accounting to the Modified Accrual Basis of Accounting:			
Designated Fund Income		20	
Landfill Fund Income		11,951	
Landfill Fund Expenses		(22,733)	
Professional Audit Reserve Fund Expenses		(16,741)	
Professional Audit Reserve Fund Transfer In		4,000	
G.W. Hawkins Fund Income		9,666	
G.W. Hawkins Fund Expenses		(542)	
Net Change in Fund Balance		(92,968)	
Fund Balance - July 1, 2016		599,000	
Fund Balance - June 30, 2017		\$ 506,032	

FUND BALANCE STATEMENTS

TOWN OF SHAFTSBURY, VERMONT
COMBINING BALANCE SHEET
NON-MAJOR CAPITAL PROJECTS FUNDS
JUNE 30, 2017

	Equipment Replacement Fund	Sidewalk Fund	North Street Property Fund	White Creek Paving Fund	Park Fund	Hooke Memorial Fund	Culvert Fund	Cemetery Capital Fund	Shaft Hollow Culvert Fund	Class 3 Road Improvement Fund	Total
ASSETS											
Receivables	\$ 0	\$ 31,943	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 31,943
Due from Other Funds	<u>31,869</u>	<u>0</u>	<u>532</u>	<u>0</u>	<u>4,905</u>	<u>32,997</u>	<u>7,499</u>	<u>24,140</u>	<u>0</u>	<u>16,036</u>	<u>117,978</u>
Total Assets	\$ <u>31,869</u>	\$ <u>31,943</u>	\$ <u>532</u>	\$ <u>0</u>	\$ <u>4,905</u>	\$ <u>32,997</u>	\$ <u>7,499</u>	\$ <u>24,140</u>	\$ <u>0</u>	\$ <u>16,036</u>	\$ <u>149,921</u>
LIABILITIES AND FUND BALANCES											
Liabilities:											
Accounts Payable	\$ 0	\$ 941	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 941
Due to Other Funds	<u>0</u>	<u>31,002</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>31,002</u>
Total Liabilities	<u>0</u>	<u>31,943</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>31,943</u>
Fund Balances:											
Restricted	0	0	532	0	0	0	7,499	0	0	16,036	24,067
Committed	<u>31,869</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,905</u>	<u>32,997</u>	<u>0</u>	<u>24,140</u>	<u>0</u>	<u>0</u>	<u>93,911</u>
Total Fund Balances	<u>31,869</u>	<u>0</u>	<u>532</u>	<u>0</u>	<u>4,905</u>	<u>32,997</u>	<u>7,499</u>	<u>24,140</u>	<u>0</u>	<u>16,036</u>	<u>117,978</u>
Total Liabilities and Fund Balances	\$ <u>31,869</u>	\$ <u>31,943</u>	\$ <u>532</u>	\$ <u>0</u>	\$ <u>4,905</u>	\$ <u>32,997</u>	\$ <u>7,499</u>	\$ <u>24,140</u>	\$ <u>0</u>	\$ <u>16,036</u>	\$ <u>149,921</u>

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

	Equipment Replacement Fund	Sidewalk Fund	North Street Property Fund	White Creek Paving Fund	Park Fund	Hooke Memorial Fund	Culvert Fund	Cemetery Capital Fund	Shaft Hollow Culvert Fund	Class 3 Road Improvement Fund	Total
Revenues:											
Intergovernmental	\$ 0	\$ 132,729	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 23,158	\$ 0	\$ 155,887
Investment Income	<u>191</u>	<u>15</u>	<u>25</u>	<u>0</u>	<u>17</u>	<u>80</u>	<u>20</u>	<u>67</u>	<u>0</u>	<u>16</u>	<u>431</u>
Total Revenues	<u>191</u>	<u>132,744</u>	<u>25</u>	<u>0</u>	<u>17</u>	<u>80</u>	<u>20</u>	<u>67</u>	<u>23,158</u>	<u>16</u>	<u>156,318</u>
Expenditures:											
Capital Outlay:											
Public Works	57,548	183,817	29,495	0	0	0	0	0	16,601	26,102	313,563
Culture and Recreation	0	0	0	0	7,220	0	0	0	0	0	7,220
Cemetery	0	0	0	0	0	0	0	6,392	0	0	6,392
Debt Service:											
Interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>7</u>	<u>0</u>	<u>7</u>
Total Expenditures	<u>57,548</u>	<u>183,817</u>	<u>29,495</u>	<u>0</u>	<u>7,220</u>	<u>0</u>	<u>0</u>	<u>6,392</u>	<u>16,608</u>	<u>26,102</u>	<u>327,182</u>
Excess/(Deficiency) of Revenues Over Expenditures	<u>(57,357)</u>	<u>(51,073)</u>	<u>(29,470)</u>	<u>0</u>	<u>(7,203)</u>	<u>80</u>	<u>20</u>	<u>(6,325)</u>	<u>6,550</u>	<u>(26,086)</u>	<u>(170,864)</u>
Other Financing Sources/(Uses):											
Transfers In	30,000	20,089	0	3,434	3,000	3,000	5,000	9,000	2,584	40,000	116,107
Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(2,584)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(2,584)</u>
Total Other Financing Sources/(Uses)	<u>30,000</u>	<u>20,089</u>	<u>0</u>	<u>3,434</u>	<u>3,000</u>	<u>3,000</u>	<u>2,416</u>	<u>9,000</u>	<u>2,584</u>	<u>40,000</u>	<u>113,523</u>
Net Changes in Fund Balances	(27,357)	(30,984)	(29,470)	3,434	(4,203)	3,080	2,436	2,675	9,134	13,914	(57,341)
Fund Balances/(Deficit) - July 1, 2016	<u>59,226</u>	<u>30,984</u>	<u>30,002</u>	<u>(3,434)</u>	<u>9,108</u>	<u>29,917</u>	<u>5,063</u>	<u>21,465</u>	<u>(9,134)</u>	<u>2,120</u>	<u>175,319</u>
Fund Balances - June 30, 2017	<u>\$ 31,869</u>	<u>\$ 0</u>	<u>\$ 532</u>	<u>\$ 0</u>	<u>\$ 4,905</u>	<u>\$ 32,997</u>	<u>\$ 7,499</u>	<u>\$ 24,140</u>	<u>\$ 0</u>	<u>\$ 16,034</u>	<u>\$ 117,978</u>

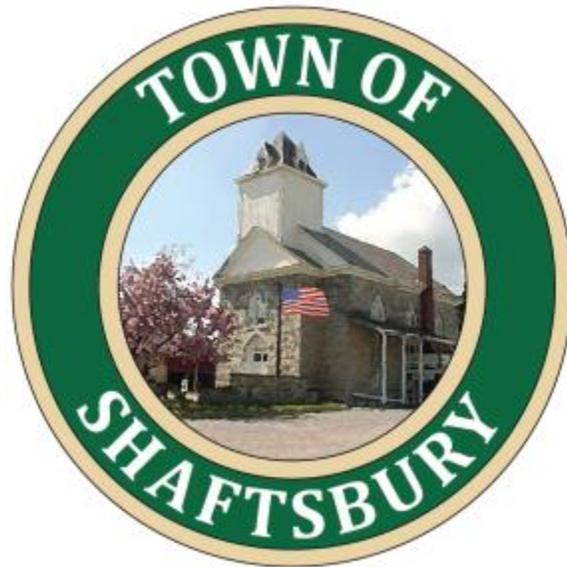
TOWN OF SHAFTSBURY, VERMONT
 BALANCE SHEET
 GOVERNMENTAL FUNDS
 JUNE 30, 2017

	General Fund	Fire Equipment Replacement Fund	Cole Hall Renovation and Garage Fund	Paving Fund	Listers' Reappraisal Fund	Cemetery Fund	Non-Major Governmental Funds	Total Governmental Funds
<u>ASSETS</u>								
Cash	\$ 1,309,557	\$ 0	\$ 0	\$ 0	\$ 0	\$ 70,385	\$ 0	\$ 1,379,942
Investments	97,759	0	0	0	122,781	144,290	0	364,830
Receivables	76,028	0	0	0	0	0	31,943	107,971
Due from Other Funds	0	214,938	292,358	3,342	102,098	89,530	118,353	820,619
Prepaid Expenses	<u>9,328</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>9,328</u>
Total Assets	\$ <u>1,492,672</u>	\$ <u>214,938</u>	\$ <u>292,358</u>	\$ <u>3,342</u>	\$ <u>224,879</u>	\$ <u>304,205</u>	\$ <u>150,296</u>	\$ <u>2,682,690</u>
<u>LIABILITIES</u>								
Accounts Payable	\$ 57,052	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 941	\$ 57,993
Accrued Payroll and Benefits Payable	4,651	0	0	0	0	0	0	4,651
Due to Other Funds	848,764	0	0	0	0	0	31,002	879,766
Unearned Revenue	5,720	0	0	0	0	0	0	5,720
Due to Delinquent Tax Collector	<u>7,113</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>7,113</u>
Total Liabilities	<u>923,300</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>31,943</u>	<u>955,243</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>								
Prepaid Property Taxes	340	0	0	0	0	0	0	340
Unavailable Property Taxes and Interest	<u>63,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>63,000</u>
Total Deferred Inflows of Resources	<u>63,340</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>63,340</u>
<u>FUND BALANCES</u>								
Nonspendable	9,328	0	0	0	0	67,230	0	76,558
Restricted	0	0	0	3,342	0	236,975	24,442	264,759
Committed	0	214,938	292,358	0	0	0	93,911	601,207
Assigned	200,263	0	0	0	224,879	0	0	425,142
Unassigned	<u>296,441</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>296,441</u>
Total Fund Balances	<u>506,032</u>	<u>214,938</u>	<u>292,358</u>	<u>3,342</u>	<u>224,879</u>	<u>304,205</u>	<u>118,353</u>	<u>1,664,107</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ <u>1,492,672</u>	\$ <u>214,938</u>	\$ <u>292,358</u>	\$ <u>3,342</u>	\$ <u>224,879</u>	\$ <u>304,205</u>	\$ <u>150,296</u>	\$ <u>2,682,690</u>

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

	General Fund	Fire Equipment Replacement Fund	Cole Hall Renovation and Garage Fund	Paving Fund	Listers' Reappraisal Fund	Cemetery Fund	Non-Major Governmental Funds	Total Governmental Funds
Revenues:								
Property Taxes	\$ 1,522,165	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,522,165
Interest on Delinquent Taxes	8,698	0	0	0	0	0	0	8,698
Intergovernmental	220,997	0	0	124,983	17,234	0	162,497	525,711
Charges for Services	55,236	0	0	0	0	6,000	0	61,236
Permits, Licenses & Fees	28,918	0	0	0	0	0	0	28,918
Fines and Forfeits	5,392	0	0	0	0	0	0	5,392
Investment Income	11,659	498	690	47	725	14,298	440	28,357
Donations	0	0	0	0	0	82,230	0	82,230
Other	4,039	0	0	0	0	0	0	4,039
Total Revenues	1,857,104	498	690	125,030	17,959	102,528	162,937	2,266,746
Expenditures:								
General Government	419,013	0	0	0	2,400	0	7,691	429,104
Public Safety	103,304	0	0	0	0	0	0	103,304
Public Works	762,014	0	0	0	0	0	0	762,014
Culture and Recreation	28,328	0	0	0	0	0	0	28,328
Cemetery	24,229	0	0	0	0	3,351	0	27,580
Solid Waste	146,096	0	0	0	0	0	0	146,096
Capital Outlay:								
Public Works	0	0	19,145	196,901	0	0	313,563	529,609
Culture and Recreation	0	0	0	0	0	0	7,220	7,220
Cemetery	0	0	0	0	0	0	6,392	6,392
Debt Service:								
Principal	181,793	0	0	0	0	0	0	181,793
Interest	9,535	0	0	0	0	0	7	9,542
Total Expenditures	1,674,312	0	19,145	196,901	2,400	3,351	334,873	2,230,982
Excess/(Deficiency) of Revenues Over Expenditures	182,792	498	(18,455)	(71,871)	15,559	99,177	(171,936)	35,764
Other Financing Sources/(Uses):								
Insurance Proceeds	7,392	0	0	0	0	0	0	7,392
Transfers In	0	41,000	90,000	35,000	5,000	0	118,170	289,170
Transfers Out	(283,152)	0	0	(3,434)	0	0	(2,584)	(289,170)
Total Other Financing Sources/(Uses)	(275,760)	41,000	90,000	31,566	5,000	0	115,586	7,392
Net Change in Fund Balances	(92,968)	41,498	71,545	(40,305)	20,559	99,177	(56,350)	43,156
Fund Balances - July 1, 2016	599,000	173,440	220,813	43,647	204,320	205,028	174,703	1,620,951
Fund Balances - June 30, 2017	\$ 506,032	\$ 214,938	\$ 292,358	\$ 3,342	\$ 224,879	\$ 304,205	\$ 118,353	\$ 1,664,107

Town of Shaftsbury, Vermont



ANNUAL TOWN REPORT APPENDIX C

Final Audit Report

By Sullivan, Powers & Co., P.C.

Certified Public Accountants

For the Year Ending June 30, 2017

TOWN OF SHAFTSBURY, VERMONT
 AUDIT REPORT
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Independent Auditor's Report

Selectboard
Town of Shaftsbury, Vermont
P.O. Box 409
61 Buck Hill Road
Shaftsbury, Vermont 05262-0409

Report on the Financial Statements

We have audited the accompanying financial statements of each major fund and the aggregate remaining fund information of the Town of Shaftsbury, Vermont as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise a portion of the Town of Shaftsbury, Vermont's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Basis for Adverse Opinion on the Financial Statements as a Whole

Management has not presented government-wide financial statements to display the financial position and changes in financial position of its governmental and business-type activities. Accounting principles generally accepted in the United States of America require the presentation of government-wide financial statements. The amounts that would be reported in government-wide financial statements of the Town of Shaftsbury, Vermont's governmental activities have not been determined.

In addition, we did not audit the transfer station revenues because of inadequacies in the Town's controls over transfer station revenues. We were unable to obtain sufficient appropriate audit evidence about the completeness of the transfer station revenues in the accompanying Statement of Revenues, Expenditures and Changes in Fund Balances – General Fund (stated at \$32,523) by other auditing procedures.

Adverse Opinion

In our opinion, because of the significance of the matters discussed in the “Basis for Adverse Opinion on the Financial Statements as a Whole” paragraphs, the financial statements referred to previously do not present fairly the financial position of the Town of Shaftsbury, Vermont, as of June 30, 2017, or the changes in its financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Management has omitted Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Our opinion on the basic financial statements is not affected by this missing information.

Accounting principles generally accepted in the United States of America require that the budgetary comparison information on Schedule 1, the Schedule of Proportionate Share of the Net Pension Liability on Schedule 2 and the Schedule of Contributions on Schedule 3 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

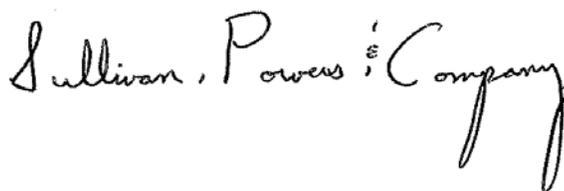
Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Shaftsbury, Vermont's basic financial statements. The combining fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. These schedules have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by "Government Auditing Standards"

In accordance with "Government Auditing Standards", we have also issued our report dated January 19, 2018 on our consideration of the Town of Shaftsbury, Vermont's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with "Government Auditing Standards" in considering the Town of Shaftsbury, Vermont's internal control over financial reporting and compliance.

January 19, 2018
Montpelier, Vermont
VT Lic. #92-000180

A handwritten signature in cursive script that reads "Sullivan, Powers & Company". The signature is written in dark ink and is positioned to the right of the typed text.

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

	General Fund	Fire Equipment Replacement Fund	Cole Hall Renovation and Garage Fund	Paving Fund	Listers' Reappraisal Fund	Cemetery Fund	Non-Major Governmental Funds	Total Governmental Funds
<u>ASSETS</u>								
Cash	\$ 1,309,557	\$ 0	\$ 0	\$ 0	\$ 0	\$ 70,385	\$ 0	\$ 1,379,942
Investments	97,759	0	0	0	122,781	144,290	0	364,830
Receivables	76,028	0	0	0	0	0	31,943	107,971
Due from Other Funds	0	214,938	292,358	3,342	102,098	89,530	118,353	820,619
Prepaid Expenses	9,328	0	0	0	0	0	0	9,328
Total Assets	<u>\$ 1,492,672</u>	<u>\$ 214,938</u>	<u>\$ 292,358</u>	<u>\$ 3,342</u>	<u>\$ 224,879</u>	<u>\$ 304,205</u>	<u>\$ 150,296</u>	<u>\$ 2,682,690</u>
<u>LIABILITIES</u>								
Accounts Payable	\$ 57,052	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 941	\$ 57,993
Accrued Payroll and Benefits Payable	4,651	0	0	0	0	0	0	4,651
Due to Other Funds	848,764	0	0	0	0	0	31,002	879,766
Unearned Revenue	5,720	0	0	0	0	0	0	5,720
Due to Delinquent Tax Collector	7,113	0	0	0	0	0	0	7,113
Total Liabilities	<u>923,300</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>31,943</u>	<u>955,243</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>								
Prepaid Property Taxes	340	0	0	0	0	0	0	340
Unavailable Property Taxes and Interest	63,000	0	0	0	0	0	0	63,000
Total Deferred Inflows of Resources	<u>63,340</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>63,340</u>
<u>FUND BALANCES</u>								
Nonspendable	9,328	0	0	0	0	67,230	0	76,558
Restricted	0	0	0	3,342	0	236,975	24,442	264,759
Committed	0	214,938	292,358	0	0	0	93,911	601,207
Assigned	200,263	0	0	0	224,879	0	0	425,142
Unassigned	296,441	0	0	0	0	0	0	296,441
Total Fund Balances	<u>506,032</u>	<u>214,938</u>	<u>292,358</u>	<u>3,342</u>	<u>224,879</u>	<u>304,205</u>	<u>118,353</u>	<u>1,664,107</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>\$ 1,492,672</u>	<u>\$ 214,938</u>	<u>\$ 292,358</u>	<u>\$ 3,342</u>	<u>\$ 224,879</u>	<u>\$ 304,205</u>	<u>\$ 150,296</u>	<u>\$ 2,682,690</u>

The accompanying notes are an integral part of this financial statement.

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

	General Fund	Fire Equipment Replacement Fund	Cole Hall Renovation and Garage Fund	Paving Fund	Listers' Reappraisal Fund	Cemetery Fund	Non-Major Governmental Funds	Total Governmental Funds
Revenues:								
Property Taxes	\$ 1,522,165	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,522,165
Interest on Delinquent Taxes	8,698	0	0	0	0	0	0	8,698
Intergovernmental	220,997	0	0	124,983	17,234	0	162,497	525,711
Charges for Services	55,236	0	0	0	0	6,000	0	61,236
Permits, Licenses & Fees	28,918	0	0	0	0	0	0	28,918
Fines and Forfeits	5,392	0	0	0	0	0	0	5,392
Investment Income	11,659	498	690	47	725	14,298	440	28,357
Donations	0	0	0	0	0	82,230	0	82,230
Other	4,039	0	0	0	0	0	0	4,039
Total Revenues	1,857,104	498	690	125,030	17,959	102,528	162,937	2,266,746
Expenditures:								
General Government	419,013	0	0	0	2,400	0	7,691	429,104
Public Safety	103,304	0	0	0	0	0	0	103,304
Public Works	762,014	0	0	0	0	0	0	762,014
Culture and Recreation	28,328	0	0	0	0	0	0	28,328
Cemetery	24,229	0	0	0	0	3,351	0	27,580
Solid Waste	146,096	0	0	0	0	0	0	146,096
Capital Outlay:								
Public Works	0	0	19,145	196,901	0	0	313,563	529,609
Culture and Recreation	0	0	0	0	0	0	7,220	7,220
Cemetery	0	0	0	0	0	0	6,392	6,392
Debt Service:								
Principal	181,793	0	0	0	0	0	0	181,793
Interest	9,535	0	0	0	0	0	7	9,542
Total Expenditures	1,674,312	0	19,145	196,901	2,400	3,351	334,873	2,230,982
Excess/(Deficiency) of Revenues Over Expenditures	<u>182,792</u>	<u>498</u>	<u>(18,455)</u>	<u>(71,871)</u>	<u>15,559</u>	<u>99,177</u>	<u>(171,936)</u>	<u>35,764</u>
Other Financing Sources/(Uses):								
Insurance Proceeds	7,392	0	0	0	0	0	0	7,392
Transfers In	0	41,000	90,000	35,000	5,000	0	118,170	289,170
Transfers Out	<u>(283,152)</u>	<u>0</u>	<u>0</u>	<u>(3,434)</u>	<u>0</u>	<u>0</u>	<u>(2,584)</u>	<u>(289,170)</u>
Total Other Financing Sources/(Uses)	(275,760)	41,000	90,000	31,566	5,000	0	115,586	7,392
Net Change in Fund Balances	(92,968)	41,498	71,545	(40,305)	20,559	99,177	(56,350)	43,156
Fund Balances - July 1, 2016	<u>599,000</u>	<u>173,440</u>	<u>220,813</u>	<u>43,647</u>	<u>204,320</u>	<u>205,028</u>	<u>174,703</u>	<u>1,620,951</u>
Fund Balances - June 30, 2017	<u>\$ 506,032</u>	<u>\$ 214,938</u>	<u>\$ 292,358</u>	<u>\$ 3,342</u>	<u>\$ 224,879</u>	<u>\$ 304,205</u>	<u>\$ 118,353</u>	<u>\$ 1,664,107</u>

The accompanying notes are an integral part of this financial statement.

TOWN OF SHAFTSBURY, VERMONT
STATEMENT OF FUND NET POSITION
PROPRIETARY FUND
JUNE 30, 2017

	<u>Water Fund</u>
<u>ASSETS</u>	
Current Assets:	
Investments	\$ 31,786
Receivables	38,593
Due from Other Funds	58,416
	128,795
Total Current Assets	128,795
Noncurrent Assets:	
Pumping Station	30,000
Meters & Meter Upgrades	40,000
Distribution System	443,000
Less: Accumulated Depreciation	(58,100)
	454,900
Total Noncurrent Assets	454,900
Total Assets	\$ 583,695
<u>LIABILITIES</u>	
Current Liabilities:	
Accounts Payable	\$ 416
Accrued Payroll and Benefits Payable	116
General Obligation Bonds Payable - Current Portion	9,296
	9,828
Total Current Liabilities	9,828
Noncurrent Liabilities:	
General Obligation Bonds Payable - Noncurrent Portion	149,534
	149,534
Total Noncurrent Liabilities	149,534
Total Liabilities	159,362
<u>NET POSITION</u>	
Net Investment in Capital Assets	296,070
Unrestricted	128,263
	424,333
Total Net Position	424,333
Total Liabilities and Net Position	\$ 583,695

The accompanying notes are an integral part of this financial statement.

TOWN OF SHAFTSBURY, VERMONT
STATEMENT OF REVENUES, EXPENSES AND
CHANGES IN FUND NET POSITION
PROPRIETARY FUND
FOR THE YEAR ENDED JUNE 30, 2017

	Water Fund
Operating Revenues:	
Charges for Services	\$ 139,585
Miscellaneous	25
	139,610
Total Operating Revenues	139,610
Operating Expenses:	
Salary and Wages	14,323
Outside Services	1,674
Repairs and Maintenance	90
North Bennington Water Charges	63,839
North Bennington Bond Assessment	17,432
Water Testing	918
Legal, Dues & Postage	1,078
Training and Travel	2,392
Operating Supplies	457
Utilities	1,075
Machinery and Equipment	129
Depreciation	7,900
	111,307
Total Operating Expenses	111,307
Operating Income	28,303
Non-Operating Revenues/(Expenses):	
Investment Income	327
Interest Expense	(5,036)
	(4,709)
Total Non-Operating Revenues/(Expenses)	(4,709)
Change in Net Position	23,594
Net Position - July 1, 2016	400,739
Net Position - June 30, 2017	\$ 424,333

The accompanying notes are an integral part of this financial statement.

TOWN OF SHAFTSBURY, VERMONT
STATEMENT OF CASH FLOWS
PROPRIETARY FUND
FOR THE YEAR ENDED JUNE 30, 2017

	<u>Water Fund</u>
Cash Flows From Operating Activities:	
Receipts from Customers and Users	\$ 142,333
Payments for Goods and Services	(88,774)
Payments for Wages and Benefits	<u>(16,407)</u>
Net Cash Provided by Operating Activities	<u>37,152</u>
Cash Flows from Noncapital Financing Activities:	
(Increase)/Decrease in Due from Other Funds	(58,416)
Increase/(Decrease) in Due to Other Funds	<u>(47,058)</u>
Net Cash Provided/(Used) by Noncapital Financing Activities	<u>(105,474)</u>
Cash Flows From Capital and Related Financing Activities:	
Principal Paid on General Obligation Bonds Payable	(9,024)
Interest Paid on General Obligation Bonds Payable	<u>(5,036)</u>
Net Cash Provided/(Used) by Capital and Related Financing Activities	<u>(14,060)</u>
Cash Flows From Investing Activities:	
Receipt of Interest and Dividends	<u>216</u>
Net Cash Provided by Investing Activities	<u>216</u>
Net Increase/(Decrease) in Cash	(82,166)
Cash - July 1, 2016	<u>82,166</u>
Cash - June 30, 2017	<u>\$ 0</u>
Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities:	
Operating Income	\$ 28,303
Depreciation	7,900
(Increase)/Decrease in Accounts Receivable	2,723
Increase/(Decrease) in Accounts Payable	310
Increase/(Decrease) in Accrued Payroll and Benefits Payable	<u>(2,084)</u>
Net Cash Provided by Operating Activities	<u>\$ 37,152</u>

The accompanying notes are an integral part of this financial statement.

TOWN OF SHAFTSBURY, VERMONT
STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS
JUNE 30, 2017

	Private-Purpose Trust Funds
<u>ASSETS</u>	
Cash	\$ 72,301
Investments	148,215
Due from Other Funds	731
Total Assets	\$ 221,247
<u>LIABILITIES AND NET POSITION</u>	
Liabilities:	\$ 0
Net Position:	
Restricted:	
Held in Trust for Other Purposes	221,247
Total Net Position	221,247
Total Liabilities and Net Position	\$ 221,247

The accompanying notes are an integral part of this financial statement.

TOWN OF SHAFTSBURY, VERMONT
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FIDUCIARY FUNDS
FOR THE YEAR ENDED JUNE 30, 2017

	Private-Purpose Trust Funds
Additions:	
Investment Income	\$ <u>14,702</u>
Total Additions	<u>14,702</u>
Deductions:	
Library Expenses	519
Recreation Expenses	2,154
School Expenses	658
Investment Fees	<u>775</u>
Total Deductions	<u>4,106</u>
Change in Net Position	10,596
Net Position - July 1, 2016	<u>210,651</u>
Net Position - June 30, 2017	<u><u>\$ 221,247</u></u>

The accompanying notes are an integral part of this financial statement.

TOWN OF SHAFTSBURY, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2017

The Town of Shaftsbury, Vermont, (herein the "Town") operates under a Selectboard form of government and provides the following services: public safety, highways and streets, culture and recreation, cemetery, solid waste, water, health and social services, public improvements, planning and zoning, and general administrative services.

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Except as noted as follows, the accounting policies adopted by the Town of Shaftsbury, Vermont conform to generally accepted accounting principles (GAAP) as applicable to governmental entities. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing accounting and financial reporting principles. The following is a summary of the more significant accounting policies employed in the preparation of these financial statements.

Management has not presented government-wide financial statements to display the financial position and changes in financial position of its governmental and business-type activities. Accounting principles generally accepted in the United States of America require the presentation of government-wide financial statements. The amounts that would be reported in the government-wide financial statements for the Town's governmental activities are not reasonably determinable.

A. The Financial Reporting Entity

This report includes all of the activity of the Town of Shaftsbury, Vermont. The financial reporting entity consists of the primary government; organizations for which the primary government is financially accountable; and other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. The primary government is financially accountable if it appoints a voting majority of the organization's governing body and it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the primary government. The primary government is financially accountable if an organization is fiscally dependent on and there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the primary government regardless of whether the organization has a separately elected governing board; a governing board appointed by a higher level of government; or a jointly appointed board. Based on these criteria, there are no other entities that should be combined with the financial statements of the Town.

B. Basis of Presentation

The accounts of the Town are organized and operated on the basis of fund accounting. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts which comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, 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 spent and the means by which spending activities are controlled.

TOWN OF SHAFTSBURY, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2017

The basic financial statements of the Town include fund financial statements. The focus of the fund financial statements is on reporting on the operating results and financial position of the most significant funds of the Town and present a shorter-term view of how operations were financed and what remains available for future spending.

The fund financial statements provide information about the Town's funds. Separate statements for each fund category – governmental, proprietary and fiduciary are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental funds are aggregated and reported as nonmajor funds.

The Town reports on the following major governmental funds:

General Fund – This is the Town's main operating fund. It accounts for all financial resources of the Town except those accounted for in another fund.

Fire Equipment Replacement Fund – This fund accounts for financial resources to be used for the acquisition of fire equipment.

Cole Hall Renovation and Garage Fund – This fund accounts for financial resources to be used for the expenditures related to the renovation of Cole Hall and the new garage.

Paving Fund – This fund accounts for the financial resources to be used for paving expenditures.

Listers' Reappraisal Fund – This fund accounts for the financial resources to be used for the Town's reappraisal.

Cemetery Fund – This fund accounts for the fees paid to the Town for future costs associated with the cemeteries.

The Town reports on the following major enterprise fund:

Water Fund – This fund accounts for the operations of the Water Department.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as subsidies and investment earnings, result from nonexchange transactions or ancillary activities.

Additionally, the Town reports the following fund type:

Private-Purpose Trust Funds – These funds are used to report trust arrangements under which resources are to be used for the benefit of individuals or other organizations. All investment earnings, and in some cases, the principal of these funds may be used to support these activities.

TOWN OF SHAFTSBURY, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2017

C. Measurement Focus

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Proprietary and fiduciary fund financial statements are reported using the economic resources measurement focus. This means that all assets, deferred outflows of resources, liabilities and deferred inflows of resources associated with the operation of these funds (whether current or noncurrent) are included on the balance sheet (or statement of net position). Equity (i.e., total net position) is segregated into net investment in capital assets; restricted net position; and unrestricted net position. Operating statements present increases (i.e., revenues) and decreases (i.e., expenses) in total net position.

Governmental fund financial statements are reported using the current financial resources measurement focus. This means that only current assets, deferred outflows of resources, current liabilities and deferred inflows of resources are generally reported on their balance sheets. Their reported fund balances (net current position) are considered a measure of available spendable resources, and are segregated into nonspendable; restricted; committed; assigned and unassigned amounts. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current position. Accordingly, they are said to present a summary of sources and uses of available spendable resources during a period.

D. Basis of Accounting

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

The proprietary and fiduciary fund financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred, regardless of when the related cash flow takes place. Nonexchange transactions, in which the Town gives (or receives) value without directly receiving (or giving) equal value in exchange, include grants and donations. Revenue from grants and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental funds are reported using the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. “Measurable” means the amount of the transaction can be determined, and “available” means the amount is collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The Town considers all revenues reported in governmental funds to be available if the revenues are collected within sixty (60) days after year-end. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, certain compensated absences and other long-term liabilities which are recognized when the obligations are expected to be liquidated or are funded with expendable available financial resources.

General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt, acquisitions under capital leases and sales of capital assets are reported as other financing sources.

TOWN OF SHAFTSBURY, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2017

Under the terms of grant agreements, the Town funds certain programs by a combination of specific cost-reimbursement grants and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net position available to finance the program. It is the Town's policy to first apply cost-reimbursement grant resources to such programs, followed by general revenues. Expenditure driven grants are recognized as revenue when the qualifying expenditures have been incurred and other grant requirements have been met.

E. Use of Estimates

The presentation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows and inflows of resources 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.

F. Assets, Liabilities, Deferred Outflows/Inflows of Resources and Equity

1. Cash

Cash balances of most Town funds are deposited with and invested by the Town Treasurer. The Town considers all short-term investments of ninety (90) days or less to be cash equivalents.

Excess cash of individual funds are shown as due from other funds and excess cash withdrawals are shown as due to other funds. Interest income is allocated based on the due from/to other funds balances.

2. Investments

The Town invests in investments as allowed by State Statute. Investments with readily determinable fair values are reported at their fair values on the balance sheet. Unrealized gains and losses are included in revenue.

3. Receivables

Receivables are shown net of an allowance for uncollectible accounts for the estimated losses that will be incurred in the collection of the receivables. The estimated losses are based on the judgment of management and a review of the current status of existing receivables.

4. Internal Balances

Activity between funds that are representative of lending/borrowing arrangement that are outstanding at the end of the fiscal year are referred to as "advances to/from other funds." All other outstanding balances between funds are reported as "due from/to other funds."

TOWN OF SHAFTSBURY, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2017

5. Inventories and Prepaid Expenses

Inventory quantities are determined by physical count and are valued at the lower of cost or market.

Certain payments to vendors reflect costs that are applicable to future accounting periods and are recorded as prepaid expenses.

Reported inventories and prepaid expenses of governmental funds in the fund financial statements are offset by a nonspendable fund balance as they are not in spendable form.

6. Pensions

For purposes of measuring the proportionate share of the net pension liability and the related deferred outflows/inflows of resources and pension expense, information about the fiduciary net position of the Vermont Municipal Employees' Retirement System (VMERS) plan and additions to/deductions from the VMERS' fiduciary net position have been determined on the same basis as they are reported by VMERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

7. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statements element, "deferred outflows of resources", represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditures) until then. These amounts are deferred and recognized as an outflow of resources in the future periods to which the outflows are related.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, "deferred inflows of resources", represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. These amounts are deferred and recognized as an inflow of resources in the future periods to which the inflows are related or when the amounts become available.

8. Capital Assets

Capital assets are reported at actual cost or estimated historical cost based on appraisals or deflated current replacement cost if purchased or constructed. Contributed assets are recorded at their estimated acquisition value at the time received. Major outlays for capital assets and improvements are capitalized as constructed. Interest incurred during the construction phase for proprietary fund capital assets is reflected in the capitalized value of the asset constructed, net of any interest earned on the invested proceeds during the same period. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the assets' lives are not capitalized. The Town has not capitalized any interest costs.

TOWN OF SHAFTSBURY, VERMONT
 NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2017

Capital assets reported in the proprietary fund financial statements are depreciated in order that the cost of these assets will be charged to expenses over their estimated service lives, generally using the straight-line method of calculating depreciation.

Capitalization thresholds (the dollar values above which asset acquisitions are added to the capital asset accounts) and estimated useful lives of capital assets are as follows:

	Capitalization Threshold	Estimated Service Life
Pumping Station	\$ 10,000	50 Years
Meters & Meter Upgrades	\$ 10,000	30 Years
Distribution System	\$ 10,000	50-75 Years

9. Compensated Absences

It is the Town’s policy to permit employees to accumulate earned but unused leave time. The accrual for unused compensated absences time, based on current pay rates, is recorded in the proprietary fund financial statements. The liability for unused compensated absences is not reported in the governmental fund financial statements. Payments for unused compensated absences are recorded as expenditures in the year they are paid.

10. Long-term Liabilities

Long-term liabilities include bonds and notes payable, capital leases and other obligations such as the Town’s net pension liability. Long-term liabilities are reported in the proprietary fund financial statements. Governmental fund financial statements do not include any long-term liabilities as those funds use the current financial resources measurement focus and only include current liabilities on their balance sheets.

11. Fund Equity

Fund equity is classified based upon any restrictions that have been placed on those balances or any tentative plans management may have made for those balances. Restrictions of net position in the proprietary fund financial statements represent amounts that cannot be appropriated or are legally restricted for a specific purpose by a grant, contract, or other binding agreement. Fund balances of governmental funds are classified as nonspendable (not in spendable form or legally required to remain intact); restricted (constraints on the use of resources are either externally imposed by creditors, grantors, or donors, or imposed by law through enabling legislation); committed (constraints on the use of resources are imposed by formal action of the voters); assigned (reflecting the Selectboard’s intended use of the resources); and unassigned.

TOWN OF SHAFTSBURY, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2017

II. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Budgetary Information

Budgets are approved at the annual Town Meeting in March. Any budget changes require voter approval. There were no budget changes during the year. The budget presented herein is for the Town's "General Fund" only and does not include the Designated Fund, the Landfill Fund, the Professional Audit Reserve Fund and the G.W. Hawkins Fund activity that is included with the General Fund.

B. Excess of Expenditures Over Appropriations

For the year ended June 30, 2017, expenditures in the General Fund exceeded appropriations by \$41,381. These over-expenditures were funded by available fund balance.

III. DETAILED NOTES ON ALL FUNDS

A. Cash

The Town's cash and investments as of June 30, 2017 consisted of the following:

Cash:	
Deposits with Financial Institutions	\$1,261,500
Deposits held by Investment Company	190,138
Cash on Hand	<u>605</u>
Total Cash	<u>1,452,243</u>
Investments:	
Certificates of Deposit	154,567
Mutual Funds	<u>390,264</u>
Total Investments	<u>544,831</u>
Total Cash and Investments	<u>\$1,997,074</u>

The Town has four (4) certificates of deposit at People's United Bank ranging from \$7,107 to \$122,781 with interest rates ranging from 0.15% to 0.40%. All certificates of deposit will mature during fiscal year 2018.

TOWN OF SHAFTSBURY, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2017

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of failure of the counter-party (e.g. broker-dealer) to a transaction, a government will not be able to recover the value of its investments or collateral securities that are in possession of another party. The Town does not have any policy to limit the exposure to custodial credit risk. The mutual funds are in the name of the Town and are not exposed to custodial credit risk. The following table shows the custodial credit risk of the Town's cash and certificates of deposit.

	<u>Book Balance</u>	<u>Bank Balance</u>
FDIC/SIPC Insured	\$ 440,138	\$ 440,138
Uninsured, Collateralized by U.S. Government Agencies Securities Held by the Pledging Financial Institution's Agent	<u>1,166,067</u>	<u>1,206,139</u>
Total	<u>\$1,606,205</u>	<u>\$1,646,277</u>

The difference between the book and the bank balance is due to reconciling items such as deposits in transit and outstanding checks.

The book balance is comprised of the following:

Cash – Deposits with Financial Institutions	\$1,261,500
Cash – Deposits held by Investment Company	190,138
Investments – Certificates of Deposit	<u>154,567</u>
Total	<u>\$1,606,205</u>

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town does not have any policy to limit the exposure to interest rate risk. The Town's certificates of deposit are exempt from interest rate risk disclosure. The Town's mutual funds are open-ended and, therefore, are also exempt from interest rate risk disclosure.

TOWN OF SHAFTSBURY, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2017

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. These organizations look at a number of factors in order to evaluate the risk of an obligation and rate the risk. The rating allows the investor to make informed buying and selling decisions. The Town does not have any policy to limit the exposure to credit risk. The Town's certificates of deposit are exempt from credit risk analysis. The mutual funds are open-ended and are, therefore, also exempt from credit risk analysis.

Concentration of Credit Risk

Concentration of credit risk is the risk that a large percentage of the Town's investments are held within one security. The Town does not have any limitations on the amount that can be invested in any one issuer. The Town's certificates of deposit and mutual funds are exempt from concentration of credit risk analysis.

B. Receivables

Receivables as of June 30, 2017, are as follows:

	<u>General Fund</u>	<u>Non-Major Governmental Funds</u>	<u>Water Fund</u>	<u>Total</u>
Delinquent Taxes Receivable	\$ 71,445	\$ 0	\$ 0	\$ 71,445
Penalties and Interest Receivable	4,583	0	0	4,583
Grants Receivable	0	31,943	0	31,943
Billed Services	0	0	18,593	18,593
Unbilled Services	<u>0</u>	<u>0</u>	<u>20,000</u>	<u>20,000</u>
 Total	 <u>\$ 76,028</u>	 <u>\$ 31,943</u>	 <u>\$ 38,593</u>	 <u>\$ 146,564</u>

TOWN OF SHAFTSBURY, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2017

C. Capital Assets

Capital asset activity for the year ended June 30, 2017 was as follows:

	<u>Beginning</u> <u>Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending</u> <u>Balance</u>
Water Fund				
Capital Assets, Being Depreciated:				
Pumping Station	\$ 30,000	\$ 0	\$ 0	\$ 30,000
Meters & Meter Upgrades	40,000	0	0	40,000
Distribution System	<u>443,000</u>	<u>0</u>	<u>0</u>	<u>443,000</u>
Totals	<u>513,000</u>	<u>0</u>	<u>0</u>	<u>513,000</u>
Less Accumulated Depreciation for:				
Pumping Station	1,800	600	0	2,400
Meters & Meter Upgrades	11,999	1,333	0	13,332
Distribution System	<u>36,401</u>	<u>5,967</u>	<u>0</u>	<u>42,368</u>
Totals	<u>50,200</u>	<u>7,900</u>	<u>0</u>	<u>58,100</u>
Water Fund Capital Assets, Net	<u>\$ 462,800</u>	<u>\$ (7,900)</u>	<u>\$ 0</u>	<u>\$ 454,900</u>

D. Interfund Balances and Activity

The composition of interfund balances as of June 30, 2017 are as follows:

<u>Fund</u>	<u>Due from</u> <u>Other Funds</u>	<u>Due to</u> <u>Other Funds</u>
General Fund	\$ 0	\$ 848,764
Fire Equipment Replacement Fund	214,938	0
Cole Hall Renovation and Garage Fund	292,358	0
Paving Fund	3,342	0
Listers' Reappraisal Fund	102,098	0
Cemetery Fund	89,530	0
Non-Major Governmental Funds	118,353	31,002
Water Fund	58,416	0
Private-Purpose Trust Fund - Florence Beebe Memorial Fund	<u>731</u>	<u>0</u>
Total	<u>\$ 879,766</u>	<u>\$ 879,766</u>

TOWN OF SHAFTSBURY, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2017

Interfund transfers during the year ended June 30, 2017 were as follows:

<u>Transfer From</u>	<u>Transfer To</u>	<u>Amount</u>	<u>Purpose</u>
General Fund	Professional Audit Reserve Fund	\$ 4,000	* Appropriation
General Fund	Fire Equipment Replacement Fund	41,000	Appropriation
General Fund	Cole Hall Renovation and Garage Fund	90,000	Appropriation
General Fund	Paving Fund	35,000	Appropriation
General Fund	Listers' Reappraisal Fund	5,000	Appropriation
General Fund	Planning Grant Fund	2,063	Fund Local Match
General Fund	Equipment Replacement Fund	30,000	Appropriation
General Fund	Sidewalk Fund	20,089	Fund Local Match
General Fund	Park Fund	3,000	Appropriation
General Fund	Hooke Memorial Fund	3,000	Appropriation
General Fund	Culvert Fund	5,000	Appropriation
General Fund	Cemetery Capital Fund	9,000	Appropriation
General Fund	Class 3 Road Improvement Fund	40,000	Appropriation
Paving Fund	White Creek Paving Fund	3,434	Close Fund
Culvert Fund	Shaft Hollow Culvert Fund	<u>2,584</u>	Fund Local Match
Total		<u>\$ 293,170</u>	

* The transfer from the General Fund to the Professional Audit Reserve Fund was netted within the General Fund as this fund is consolidated within the General Fund to comply with GASB Statement No. 54.

E. Unearned Revenue

Unearned revenue in the General Fund consists of \$5,720 of access permits received in advance.

F. Deferred Inflows of Resources

Deferred inflows of resources in the General Fund consists of \$63,000 of delinquent property taxes and interest on those taxes not collected within sixty (60) days after year-end as these would not be available to liquidate current liabilities. It also includes \$340 of prepaid property taxes. Total deferred inflows of resources in the General Fund is \$63,340.

G. Long-term Liabilities - Water Fund

The Town issues general obligation bonds to provide resources for the acquisition and construction of major capital facilities and to refund prior issues. General obligation bonds have been issued for the Water Fund.

General obligation bonds are direct obligations and pledge the full faith and credit of the Town. New bonds generally are issued as 10 to 20 year bonds.

The State of Vermont offers a number of low interest revolving loan programs to utilize for predetermined purposes. The Town has borrowed money from the Vermont Special Environmental Revolving Fund for water projects.

TOWN OF SHAFTSBURY, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2017

The long-term liabilities outstanding as of June 30, 2017 for the Water Fund was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Bond Payable, State of Vermont Special Environmental Revolving Fund, Water System Improvements, Principal and Interest Payments of \$3,117 Payable on December 1 Annually, Interest at 1%, 2% Administration Fee, Due December, 2029	\$ 37,215	\$ 0	\$ 2,000	\$ 35,215
Bond Payable, State of Vermont Special Environmental Revolving Fund, Water System Improvements, Principal and Interest Payments of \$10,943 Payable on December 1 Annually, Interest at 1%, 2% Administration Fee, Due December, 2030	<u>130,639</u>	<u>0</u>	<u>7,024</u>	<u>123,615</u>
Total	<u>\$167,854</u>	<u>\$ 0</u>	<u>\$ 9,024</u>	<u>\$158,830</u>

Debt service requirements to maturity in the Water Fund are as follows:

Year Ending <u>June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 9,296	\$ 1,588	\$ 10,884
2019	9,575	1,496	11,071
2020	9,861	1,399	11,260
2021	10,157	1,301	11,458
2022	10,463	1,199	11,662
2023-2027	57,214	4,364	61,578
2028-2031	<u>52,264</u>	<u>1,326</u>	<u>53,590</u>
Total	<u>\$ 158,830</u>	<u>\$ 12,673</u>	<u>\$ 171,503</u>

H. Fund Balances

GASB Statement No. 34, as amended by GASB Statement No. 54, requires fund balances reported on the governmental fund balance sheet to be classified using a hierarchy based primarily on the extent to which a government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

Governmental fund balances are to be classified as: nonspendable (not in spendable form or legally required to remain intact); restricted (constraints on the use of resources are either externally imposed by creditors, grantors or donors, or imposed by law through enabling legislation); committed (constraints on the use of resources are imposed by formal action of the voters); assigned (reflecting the Selectboard's intended use of the resources); and unassigned.

TOWN OF SHAFTSBURY, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
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Special revenue funds are created only to report a revenue source (or sources) that is restricted or committed to a specified purpose, and that the revenue source should constitute a substantial portion of the resources reported in that fund. Special revenue funds cannot be used to accumulate funds that are not restricted or committed. These amounts will have to be reflected in the General Fund.

Amounts constrained to stabilization (rainy-day funds) will be reported as restricted or committed fund balance in the General Fund if they meet the other criteria for those classifications. However, stabilization is regarded as a specified purpose only if the circumstances or conditions that signal the need for stabilization (a) are identified in sufficient detail and (b) are not expected to occur routinely. The Town does not have any stabilization arrangements.

Some governments create stabilization-like arrangements by establishing formal minimum fund balance policies. The Town does not have any minimum fund balance policies.

When expenditures are incurred for purposes for which both restricted and unrestricted amounts are available, it is the Town's policy to first consider restricted amounts to have been spent, followed by committed, assigned, and finally unassigned amounts.

The purpose for each major special revenue fund, including which specific revenues and other resources are authorized to be reported in each, are described in the following section.

The fund balances in the following funds are nonspendable as follows:

Major Funds

General Fund:	
Nonspendable Prepaid Expenses	\$ 9,328
Cemetery Fund:	
Nonspendable Cemetery Fund Principal	<u>67,230</u>
Total Nonspendable Fund Balances	<u>\$76,558</u>

The fund balances in the following funds are restricted as follows:

Major Funds

Paving Fund:	
Restricted for Highway Expenditures by Statute (Source of Revenue is Highway Property Taxes) – Designated for Paving Expenditures by the Voters	<u>\$ 3,342</u>
Cemetery Fund:	
Restricted for Cemetery Expenses by Sale of Lots and Donations (Source of Revenue is Sale of Lots and Donations)	<u>236,975</u>

TOWN OF SHAFTSBURY, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
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Non-Major Funds

Special Revenue Funds:

Restricted for Municipal Grants Expenses by Grant Agreements (Source of Revenue is Grant Revenue)	\$ <u>375</u>
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Capital Projects Funds:

Restricted for Purchase of 510 North Street Property by Debt Agreement (Source of Revenue is Debt Proceeds)	532
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Restricted for Highway Expenditures by Statute (Source of Revenue is Highway Property Taxes) – Designated for Culvert Expenditures	7,499
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Restricted for Highway Expenditures by Statute (Source of Revenue is Highway Property Taxes) – Designated for Class 3 Road Improvement Expenditures	<u>16,036</u>
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Total Capital Projects	<u>24,067</u>
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Total Non-Major Funds	<u>24,442</u>
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Total Restricted Fund Balances	<u>\$264,759</u>
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The fund balances in the following funds are committed as follows:

Major Funds

Fire Equipment Replacement Fund:

Committed for Fire Equipment Expenditures by the Voters	<u>\$214,938</u>
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Cole Hall Renovation and Garage Fund:

Committed for Cole Hall Renovation and Garage Expenditures by the Voters	<u>292,358</u>
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Non-Major Funds

Capital Projects Funds:

Committed for Equipment Expenditures by the Voters	31,869
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Committed for Park Expenditures by the Voters	4,905
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Committed for Hooke Memorial Expenditures by the Voters	32,997
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Committed for Cemetery Capital Expenditures by the Voters	<u>24,140</u>
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Total Non-Major Funds	<u>93,911</u>
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Total Committed Fund Balances	<u>\$601,207</u>
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TOWN OF SHAFTSBURY, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2017

The fund balances in the following funds are assigned as follows:

Major Funds

General Fund:

Assigned for Economic Development Study Expenses	\$ 8,184
Assigned for Landfill Expenses	46,633
Assigned for Community Improvement Expenses – G.W. Hawkins Fund	<u>145,446</u>

Total General Fund	<u>200,263</u>
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Listers' Reappraisal Fund:

Assigned for Reappraisal Expenses	<u>224,879</u>
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Total Assigned Fund Balances	<u>\$425,142</u>
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I. Net Position Held in Trust for Various Purposes

The net position held in Trust for various purposes in the Town's Private-Purpose Trust Funds as of June 30, 2017 consisted of the following:

Restricted for School Expenses by Bequests	\$ 31,078
Restricted for Recreation Expenses by Donations	101,611
Restricted for Health Expenses by Agreements	30,330
Restricted for Elderly Citizens by Bequest	32,970
Restricted for Library Expenses by Bequests	24,527
Restricted for Florence Beebe Memorial Expenses by Bequests	<u>731</u>

Total Private-Purpose Trust Funds	<u>\$221,247</u>
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IV. OTHER INFORMATION

A. PENSION PLANS

Defined Benefit Plan

Plan Description

The Vermont Municipal Employees' Retirement System (VMERS) is a cost-sharing, multiple-employer defined benefit pension plan that is administered by the State Treasurer and its Board of Trustees. It is designed for municipal and school district employees that work on a regular basis and also includes employees of museums and libraries if at least half of that institution's operating expenses are met by municipal funds. An employee of any employer that becomes affiliated with the system may join at that time or at any time thereafter. Any employee hired subsequent to the effective participation date of their employer who meets the minimum hourly requirements is required to join the system. During the year ended June 30, 2017, the retirement system consisted of 441 participating employers.

TOWN OF SHAFTSBURY, VERMONT
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The plan was established effective July 1, 1975, and is governed by Title 24, V.S.A. Chapter 125.

The general administration and responsibility for formulating administrative policy and procedures of the retirement system for its members and their beneficiaries is vested in the Board of Trustees consisting of five members. They are the State Treasurer, two employee representatives elected by the membership of the system, and two employer representatives-one elected by the governing bodies of participating employers of the system, and one selected by the Governor from a list of four nominees. The list of four nominees is jointly submitted by the Vermont League of Cities and Towns and the Vermont School Boards Association.

All assets are held in a single trust and are available to pay retirement benefits to all members. Benefits available to each group are based on average final compensation (AFC) and years of creditable service.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources

As of June 30, 2016, the measurement date selected by the State of Vermont, VMERS was funded at 80.95% and had a plan fiduciary net position of \$547,015,114 and a total pension liability of \$675,711,281 resulting in a net position liability of \$128,696,167. As of June 30, 2017, the Town's proportionate share of this was 0.0965% resulting in a net pension liability of \$124,141. The net pension liability was measured as of June 30, 2016, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating municipalities, actuarially determined. As of June 30, 2016, the Town's proportion of 0.0965% was a decrease of 0.0198 from its proportion measured as of June 30, 2015.

Summary of System Provisions

Membership – Full time employees of participating municipalities. The Town elected coverage under Group B provisions.

Creditable Service – Service as a member plus purchased service.

Average Final Compensation (AFC) – Group B – Average annual compensation during highest three (3) consecutive years.

Service Retirement Allowance:

Eligibility – Group B – The earlier of age 62 with five (5) years of service or age 55 with thirty (30) years of service.

Amount – Group B – 1.7% of AFC times service as a Group B member plus percentage earned as a Group A member times AFC.

Maximum benefit is 60% of AFC for Group B and 50% of AFC for Groups C and D. The previous amounts include the portion of the allowance provided by member contributions.

TOWN OF SHAFTSBURY, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2017

Early Retirement Allowance:

Eligibility – Age 55 with five (5) years of service for Group B.

Amount – Normal allowance based on service and AFC at early retirement, reduced by 6% for each year commencement precedes normal retirement age for Group B members.

Vested Retirement Allowance:

Eligibility – Five (5) years of service.

Amount – Allowance beginning at normal retirement age based on AFC and service at termination. The AFC is to be adjusted annually by one-half of the percentage change in the Consumer Price Index, subject to the limits on “Post-Retirement Adjustments”.

Disability Retirement Allowance:

Eligibility – Five (5) years of service and disability as determined by Retirement Board.

Amount – Immediate allowance based on AFC and service to date of disability.

Death Benefit:

Eligibility – Death after five (5) years of service.

Amount – For Group B, reduced early retirement allowance under 100% survivor option commencing immediately or, if greater, survivor(s) benefit under disability annuity computed as of date of death.

Optional Benefit and Death after Retirement – For Group B, lifetime allowance or actuarially equivalent 50% or 100% joint and survivor allowance with refund of contribution guarantee.

Refund of Contribution – Upon termination, if the member so elects or if no other benefit is payable, the member’s accumulated contributions are refunded.

Post-Retirement Adjustments – Allowance in payment for at least one year increased on each January 1 by one-half of the percentage increase in Consumer Price Index but not more than 3% for Group B.

Member Contributions – Group B – 4.875%.

Employer Contributions – Group B – 5.50%.

Retirement Stipend – \$25 per month payable at the option of the Board of Trustees.

TOWN OF SHAFTSBURY, VERMONT
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2017

Significant Actuarial Assumptions and Methods

The actuarial assumptions regarding the incidence of mortality, terminations, retirements and disabilities were changed in accordance with the findings of an experience study covering the five-year period ending June 30, 2014.

Interest Rate: 7.95% per annum.

Salary increases: 5% per year.

Deaths: Group B – RP-2000 Tables for Employees and Healthy Annuitants projected 10 years from the valuation date with Scale BB with a 60% Blue collar and 40% White collar adjustment. The post-retirement mortality assumption was chosen to recognize improved longevity experience after the valuation date.

Spouse's Age: Husbands are assumed to be three years older than their wives.

Cost-of-Living Adjustments to Benefits of Terminated Vested and Retired Participants: Assumed to occur at the rate of 1.8% per annum for members of Group B.

Actuarial Cost Method: Projected benefit cost method. The unfunded accrued liability is amortized in installments increasing 5% per year.

Asset Valuation Method: Invested assets are reported at fair value.

Note – For funding purposes – A smoothing method is used, under which the value of assets for actuarial purposes equals market value less a five-year phase-in of the differences between actual and assumed investment return. The value of assets for actuarial purposes may not differ from the market value of assets by more than 20%.

Inflation: The separately stated assumptions for investment return, salary increases and cost of living adjustments are consistent with an expected annual inflation rate of 3.00% per year.

Long-term Expected Rate of Return:

The long-term expected rate of return on investments was determined using best-estimate ranges of expected future real rates of return (expected returns, net of investment expense and inflation) developed for each major asset class using an econometric model that forecasts a variety of economic environments and then calculates asset class returns based on functional relationships between the economic variable and the asset classes. These best estimate ranges were combined to produce forecasts of the short, intermediate, and longer term horizons by weighting the expected future nominal rates of return by the target asset allocation percentage. The various time horizons in the forecast are intended to capture more recent economic and capital market conditions as well as other plausible environments that could develop in the future over economic cycles.

TOWN OF SHAFTSBURY, VERMONT
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Best estimates of arithmetic rates of return for each major asset class included in the target asset allocation as of June 30, 2016 are summarized in the following table:

<u>Asset Class</u>	<u>Long-term Expected Real Rate of Return</u>
Equity	8.54%
Fixed Income	2.36%
Alternatives	8.35%
Multi-strategy	4.90%

Nominal long-term expected rates of return for these asset classes are equal to the sum of the expected long-term real rates and the expected long-term inflation rate of 3.0%.

Discount Rate – The discount rate used to measure the total pension liability was 7.95%. The projection of cash flows used to determine the discount rate assumed that contributions will continue to be made in accordance with the current funding policy. Based on these assumptions, the fiduciary net position was projected to be available to make all projected future benefit payments to current members. The assumed discount rate has been determined in accordance with the method prescribed by GASB 68.

Sensitivity of the Town’s Proportionate Share of the Net Pension Liability to Changes in the Discount Rate – The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 7.95 percent, as well as what the proportionate share would be if it were calculated using a discount rate that is one percent lower (6.95%) or one percent higher (8.95%):

<u>1% Decrease (6.95%)</u>	<u>Discount Rate (7.95%)</u>	<u>1% Increase (8.95%)</u>
\$206,087	\$124,141	\$55,529

Defined Contribution Plan

Employees in Group DC, a defined contribution plan, contribute 5% of their gross salary and the Town contributes 5.125%.

The Town pays all costs accrued each year for the plan. The premise of Plan DC is to allow employees to have a choice in investing their retirement assets. Each employee will receive the value of their account upon retirement.

Total covered payroll for Group DC was \$23,122. Pension expense for the year ended June 30, 2017 was \$1,185.

Additional Information

Additional information regarding the State of Vermont Municipal Employees’ Retirement System, including the details of the Fiduciary Net Position, is available upon request from the State of Vermont.

TOWN OF SHAFTSBURY, VERMONT
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B. PROPERTY TAXES

The Town is responsible for assessing and collecting its own property taxes, as well as education property taxes for the State of Vermont. Property taxes are assessed based on property valuations as of April 1, the voter approved budgets and the State education property tax liability. Property taxes were levied in October and were due November 10. The penalty is eight percent (8%). Interest is charged at one percent (1%) per month for the first three months and one and one-half percent (1-1/2%) per month for each month thereafter. Unpaid taxes become an enforceable lien on the property and such properties are subject to tax sale. The tax rates for 2017 were as follows:

	<u>Residential</u>	<u>Non-Residential</u>
Town	.3803	.3803
Local Agreement	.0039	.0039
Education	<u>1.2558</u>	<u>1.4366</u>
Total	<u>1.6400</u>	<u>1.8208</u>

C. RISK MANAGEMENT

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Town maintains insurance coverage through a local broker. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Town. Settled claims have not exceeded this coverage in any of the past three fiscal years.

The Town is also a member of the Vermont League of Cities and Towns Employment Resource and Benefits Trust. The Trust is a nonprofit corporation formed to provide unemployment coverage and other employment benefits for Vermont municipalities and is owned by the participating members. The agreement does not permit the Trust to make additional assessments to its members. The Town has only elected unemployment coverage with the Trust.

D. COMPENSATED ABSENCES

It is the policy of the Town to permit employees to accumulate earned but unused vacation benefits, personal leave and sick time. Amounts not expected to be liquidated with expendable available financial resources are not reported in the governmental funds. No expenditure is reported for these amounts until paid. The total accrued leave time as of June 30, 2017 was \$2,754. As of June 30, 2017, there was no accrued leave time liability for the Water Fund.

TOWN OF SHAFTSBURY, VERMONT
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E. LONG-TERM DEBT - GOVERNMENTAL FUNDS

The Town enters into lease agreements as the lessee for the purpose of financing the acquisition of major pieces of equipment. These lease agreements qualify as capital lease obligations for accounting purposes (even though they may include clauses that allow for cancellation of the lease in the event the Town does not appropriate funds in future years) and, therefore, have been recorded at the present value of the future minimum lease payments as of the inception date of the leases.

The Town has notes payable to finance capital purchases through a local bank.

The long-term debt outstanding as of June 30, 2017 for the Governmental Funds was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Note Payable, People's United Bank, 492 North Street, Principal Payments of \$13,333 Payable on April 27 Annually Plus Interest at 2%, Due April, 2018	\$ 26,666	\$ 0	\$ 13,333	\$ 13,333
Note Payable, People's United Bank, 510 North Street, Principal Payments of \$10,000 Payable on May 19 Annually Plus Interest at 2%, Due May, 2019	30,000	0	10,000	20,000
Capital Lease Payable, Tax-Exempt Leasing Corp., 2015 International Truck, Principal and Interest Payments of \$37,147 Payable on July 15 Annually, Interest at 2.59%, Due July, 2018	105,907	0	34,403	71,504
Capital Lease Payable, Tax-Exempt Leasing Corp., 2013 Rescue Pumper and 2013 International Truck, Principal and Interest Payments of \$90,886 Payable on October 1 Annually, Interest at 2.09%, Due and Paid October, 2016	89,025	0	89,025	0
Capital Lease Payable, SunTrust Equipment Finance & Leasing Corp., 2013 Excavator and 2013 Dodge Truck, Principal and Interest Payments of \$38,204 Payable on August 21 Annually, Interest at 2.19%, Due August, 2019	<u>144,800</u>	<u>0</u>	<u>35,032</u>	<u>109,768</u>
Total Governmental Funds	<u>\$396,398</u>	<u>\$ 0</u>	<u>\$181,793</u>	<u>\$214,605</u>

TOWN OF SHAFTSBURY, VERMONT
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Debt service requirements to maturity in the Governmental Funds are as follows:

Year Ending <u>June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Capital Leases</u>
2018	\$ 23,333	\$ 667	\$ 75,351
2019	10,000	200	75,351
2020	<u>0</u>	<u>0</u>	<u>38,204</u>
Total	33,333	867	188,906
Less: Imputed Interest	<u>0</u>	<u>0</u>	<u>(7,634)</u>
Total	<u>\$ 33,333</u>	<u>\$ 867</u>	<u>\$ 181,272</u>

F. SHORT-TERM DEBT

Annually, the Town borrows monies in anticipation of taxes. The activity during 2017 was as follows:

Short-term Debt - July 1, 2016	\$ 0
Proceeds of Tax Anticipation Note	150,000
Repayment of Tax Anticipation Note	<u>(150,000)</u>
Short-term Debt - June 30, 2017	<u>\$ 0</u>

G. LANDFILL POST-CLOSURE COSTS

State and Federal laws and regulations required the Town to close its landfill in 2006. These laws and regulations required the Town to perform certain maintenance and monitoring at the site. The Town has estimated that they will continue for another five (5) years. The Town's estimated liability is \$87,000. This amount is based on what it would cost to perform all post closure care now. Actual costs may vary due to changes in the cost of living, changes in technology, changes in regulations or variances between estimated and actual amounts.

H. SUBSEQUENT EVENTS

The Town obtained a tax anticipation note with People's United Bank on July 21, 2017 for \$300,000. Interest is at 1.85% and the note was due and paid on December 15, 2017.

On August 1, 2017, the Town received \$1,100,000 in bond proceeds from the Vermont Municipal Bond Bank for the construction of the highway garage and transfer station. The bond requires annual principal payments of \$50,000 beginning November 1, 2018. The interest rate ranges from 1.78% to 3.87% and the bond matures on November 1, 2039.

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	Budget	Actual	Variance Favorable/ (Unfavorable)
Revenues:			
Current Tax Revenue	\$ 1,533,276	\$ 1,495,313	\$ (37,963)
Taxpayer Prebates from State	21,252	26,852	5,600
Late Homestead Penalty	0	2,451	2,451
Delinquent Tax Revenue	2,471	0	(2,471)
Delinquent Tax Interest	11,500	8,636	(2,864)
Railroad Tax	300	62	(238)
State Land Use	30,070	36,530	6,460
Vermont Forest and Parks	17,874	0	(17,874)
State PILOT Program	1,191	18,610	17,419
Federal Land PILOT Program	4,664	3,382	(1,282)
Vermont State Highway Aid	155,000	158,800	3,800
Government Grants	0	3,675	3,675
Brush Fees	200	125	(75)
Access Permits	10,500	9,060	(1,440)
Pay-As-You-Throw Revenues	32,600	32,523	(77)
Town Clerk Fees	0	8,419	8,419
Compost Bucket Sales	0	168	168
Zoning Permits	4,000	7,005	3,005
Dog Licenses	3,750	4,034	284
Beer and Liquor Licenses	185	175	(10)
Dog Fines	400	0	(400)
State Police Fines	500	0	(500)
Sheriff Fines	4,800	2,941	(1,859)
Interest Income	1,800	1,857	57
Other Income	31,984	3,589	(28,395)
Insurance Proceeds	0	7,392	7,392
Trustees of Public Funds	2,300	0	(2,300)
User Fees	700	100	(600)
Town Recreation Fund Transfer	1,500	0	(1,500)
Administrative Burial Fees	1,500	2,000	500
Lots Fees	2,000	7,575	5,575
Cemetery Perpetual Trusts	3,000	0	(3,000)
Corner Markers	750	1,135	385
Cemetery Miscellaneous Revenue	0	450	450
Total Revenues	1,880,067	1,842,859	(37,208)

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BUDGET AND ACTUAL - BUDGETARY BASIS
GENERAL FUND
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	Budget	Actual	Variance Favorable/ (Unfavorable)
Expenditures:			
Administration:			
Select Board Stipend	\$ 2,500	\$ 2,500	\$ 0
Town Administrator Salary	57,000	59,500	(2,500)
Administrative Support Wages	3,110	2,060	1,050
Health Plan Administration	750	932	(182)
FICA & Medicare	4,598	4,685	(87)
Liability Insurance & Bonds	50,980	47,467	3,513
Retirement Contribution	3,064	3,273	(209)
Unemployment Insurance	5,000	4,898	102
Professional Services	14,000	12,644	1,356
Postage	3,000	2,905	95
Meetings/Training	500	308	192
IT and Website Support	1,750	1,163	587
Advertising & Legal Notices	2,500	2,482	18
Dues & Subscriptions	9,572	10,018	(446)
Office Supplies	750	3,276	(2,526)
Office Equipment/Leases	3,000	2,273	727
Miscellaneous Expenses	250	1,324	(1,074)
	<u>162,324</u>	<u>161,708</u>	<u>616</u>
Total Administration			
Cole Hall - Town Offices:			
Contract Services	3,745	3,463	282
Repairs and Maintenance	5,000	1,288	3,712
Operating Supplies	2,300	1,772	528
Utilities	4,479	5,017	(538)
Heating Fuel	5,508	2,035	3,473
	<u>21,032</u>	<u>13,575</u>	<u>7,457</u>
Total Cole Hall - Town Offices			
Elections & Vital Statistics:			
Town Clerk Stipend	8,000	7,537	463
Assistant Town Clerk	7,415	3,702	3,713
Town Clerk Salary	0	8,615	(8,615)
Poll Worker Wages	2,500	1,872	628
Town Clerk Health Insurance - Premium	11,242	8,628	2,614
Employee Health Insurance - Deductible	4,000	1,596	2,404
FICA & Medicare	3,283	2,700	583
Retirement Contribution	2,158	1,659	499
Travel and Meetings - Clerk	200	0	200
Travel and Meetings - Elections	200	359	(159)
Machine Equipment/Supplies - Elections	6,000	3,874	2,126
Operating Equipment/Supplies - Clerk	3,200	1,384	1,816
	<u>48,198</u>	<u>41,926</u>	<u>6,272</u>
Total Elections & Vital Statistics			

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	Budget	Actual	Variance Favorable/ (Unfavorable)
Accounting/Payroll:			
Bookkeeping Wages	\$ 9,959	\$ 7,119	\$ 2,840
FICA & Medicare	762	543	219
Payroll Services	2,250	2,233	17
Total Accounting/Payroll	<u>12,971</u>	<u>9,895</u>	<u>3,076</u>
Auditing:			
Auditor Wages	2,500	1,511	989
FICA & Medicare	191	116	75
Travel and Meetings	300	0	300
Town Report	4,800	5,386	(586)
Total Auditing	<u>7,791</u>	<u>7,013</u>	<u>778</u>
Delinquent Tax Collection:			
FICA & Medicare	1,300	1,325	(25)
Supplies	800	284	516
Total Delinquent Tax Collection	<u>2,100</u>	<u>1,609</u>	<u>491</u>
Treasurer Services:			
Treasurer's Salary	16,000	16,000	0
Assistant Treasurer	957	322	635
Bank Service Charge	1,320	660	660
Billing Supplies	1,875	907	968
FICA & Medicare	1,297	1,224	73
Total Treasurer Services	<u>21,449</u>	<u>19,113</u>	<u>2,336</u>
Listers:			
Lister Wages	10,000	7,250	2,750
FICA & Medicare	765	516	249
Professional Services	25,000	28,803	(3,803)
Tax Maps	5,900	0	5,900
IT Support and Computer Maintenance	1,000	215	785
Travel and Meetings	250	0	250
Dues and Subscriptions	300	0	300
Operating Supplies	400	366	34
Total Listers	<u>43,615</u>	<u>37,150</u>	<u>6,465</u>
Animal Control:			
ACO Wages	600	162	438
Contract Services	6,000	6,000	0
FICA & Medicare	46	27	19
Veterinary Expense	900	172	728
Tags/Miscellaneous	400	357	43
Total Animal Control	<u>7,946</u>	<u>6,718</u>	<u>1,228</u>

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BUDGET AND ACTUAL - BUDGETARY BASIS
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	Budget	Actual	Variance Favorable/ (Unfavorable)
Emergency Management:			
Travel and Meetings	\$ 250	\$ 0	\$ 250
Operating Supplies	400	0	400
Equipment Maintenance	800	541	259
	<hr/>	<hr/>	<hr/>
Total Emergency Management	1,450	541	909
Fire Department:			
Chief's Stipends	2,600	2,600	0
FICA & Medicare	199	0	199
Insurance & Bonds	2,497	2,193	304
Firehouse Maintenance	7,000	10,580	(3,580)
Fire Truck Maintenance	6,070	3,592	2,478
Communications	3,000	2,928	72
Training	2,000	1,184	816
Operating Supplies	750	874	(124)
Utilities	9,690	9,630	60
Firehouse Heating Fuel (Fuel Oil)	11,016	6,136	4,880
Gas, Oil and Diesel (Trucks)	4,000	1,071	2,929
Extrication Equipment	2,000	675	1,325
Equipment Replacement	18,000	19,961	(1,961)
	<hr/>	<hr/>	<hr/>
Total Fire Department	68,822	61,424	7,398
Fire Warden:			
Operating Supplies	250	900	(650)
Vehicle & Equipment	1,500	2,077	(577)
	<hr/>	<hr/>	<hr/>
Total Fire Warden	1,750	2,977	(1,227)
Law Enforcement:			
Constable Wages	200	0	200
Sheriff Services	33,819	31,644	2,175
	<hr/>	<hr/>	<hr/>
Total Law Enforcement	34,019	31,644	2,375
Highway Administration:			
Highway Wages - Regular	202,574	214,551	(11,977)
Highway Wages - Overtime	17,823	32,027	(14,204)
Employee Health Insurance - Premium	49,780	54,959	(5,179)
Employee Health Insurance - Deductible	14,000	8,469	5,531
Disability Insurance	2,000	1,230	770
FICA & Medicare	16,860	18,829	(1,969)
Retirement Contribution	11,846	13,335	(1,489)
Uniform Cleaning	6,000	8,249	(2,249)
Travel and Meetings	500	303	197
Steel Toe Footwear	600	372	228
CDL Physicals and Drug Testing	800	1,390	(590)
	<hr/>	<hr/>	<hr/>
Total Highway Administration	322,783	353,714	(30,931)

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	Budget	Actual	Variance Favorable/ (Unfavorable)
Highway Construction & Maintenance:			
Subcontract Costs	\$ 22,500	\$ 20,500	\$ 2,000
Signs	4,000	4,414	(414)
Tree Removal	5,000	2,610	2,390
Bridges and Guardrails	2,000	0	2,000
Operating Supplies	0	767	(767)
Gravel	65,000	94,157	(29,157)
Chloride (Dust Control)	41,500	40,735	765
Winter Salt	48,800	48,663	137
Winter Sand	52,070	51,441	629
Level & Sealing	3,500	147	3,353
Rentals	6,000	4,500	1,500
Culverts	2,500	2,000	500
Sidewalk Construction & Maintenance	3,000	20,089	(17,089)
	<u>255,870</u>	<u>290,023</u>	<u>(34,153)</u>
Total Highway Construction & Maintenance			
Highway Equipment Maintenance:			
Truck #1 International	2,500	13,703	(11,203)
Truck #2-2012 International	1,000	2,664	(1,664)
Truck #3-06 International	1,000	8,167	(7,167)
Truck #4-1 International Tandem Axle	1,000	8,513	(7,513)
Truck #5-06 One Ton	2,000	22,824	(20,824)
Truck #6-95 International/Chloride	1,500	1,351	149
Truck #7-02 One Ton	1,000	3,467	(2,467)
Truck #8-97 Pickup/Shop	1,000	100	900
A.M. General Military Surplus	1,000	0	1,000
John Deere Backhoe 2011	1,000	2,877	(1,877)
John Deere Surplus Loader	1,000	273	727
Cat Excavator 1988	2,000	883	1,117
Cat Grader 1987	2,000	2,416	(416)
John Deere Tractor/Mower 1988	1,000	840	160
Plows & Sanders	1,500	1,001	499
Sidewalk Machine 2002	1,000	1,795	(795)
John Deere Grader 2010	3,500	1,322	2,178
Cat Traxcavator	1,000	0	1,000
Rentals	0	1,065	(1,065)
Communications	500	27	473
Gas, Diesel and Oil	58,650	40,430	18,220
Small Machinery and Equipment	5,500	2,992	2,508
	<u>90,650</u>	<u>116,710</u>	<u>(26,060)</u>
Total Highway Equipment Maintenance			
Highway Garage:			
Repairs and Maintenance	2,500	1,304	1,196
Operating Supplies	6,000	3,594	2,406
Utilities	3,747	3,071	676
Heating Fuel	6,242	2,619	3,623
Small Machinery and Equipment	0	2,598	(2,598)
	<u>18,489</u>	<u>13,186</u>	<u>5,303</u>
Total Highway Garage			

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	Budget	Actual	Variance Favorable/ (Unfavorable)
Solid Waste Facility:			
Attendant Wages	\$ 13,520	\$ 14,447	\$ (927)
FICA & Medicare	1,034	1,105	(71)
Professional Services	0	1,215	(1,215)
Management Contract	56,730	56,453	277
Methane Well Monitoring	750	325	425
Solid Waste Implementation Plan	18,000	12,238	5,762
Subcontract Costs	0	532	(532)
Groundwater Monitoring	8,354	11,732	(3,378)
Solid Waste Removal	25,000	22,294	2,706
Repairs & Maintenance	3,000	183	2,817
Operating Supplies	400	815	(415)
Sticker Cost	1,600	1,322	278
Transfer Station Utilities	500	702	(202)
Landfill Utilities	300	0	300
Total Solid Waste Facility	129,188	123,363	5,825
Street Lights:			
Hawks Avenue	425	405	20
S. Shaftsbury Village	10,131	8,065	2,066
Total Street Lights	10,556	8,470	2,086
Parks and Recreation:			
Salaries & Wages	8,250	4,444	3,806
FICA & Medicare	631	363	268
Professional Services	0	1,446	(1,446)
Building Construction, Maintenance and Repairs	1,000	19,966	(18,966)
Equipment Maintenance	1,000	467	533
Operating Supplies	600	410	190
Equipment	0	682	(682)
Utilities	475	550	(75)
Reimbursement Gas	765	0	765
Total Parks and Recreation	12,721	28,328	(15,607)
Cemetery Expenditures:			
Salaries & Wages	4,200	4,039	161
Cemetery Committee Assistant	3,110	68	3,042
FICA & Medicare	559	318	241
Contract Services	15,500	17,550	(2,050)
Repairs and Maintenance	3,000	246	2,754
Travel and Meetings	400	384	16
Corner Marker Installation	125	325	(200)
(New) Corner Marker Purchases	700	1,015	(315)
Transfer to Perpetual Care Fund	2,000	0	2,000
Miscellaneous	0	284	(284)
Total Cemetery Expenditures	29,594	24,229	5,365

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	Budget	Actual	Variance Favorable/ (Unfavorable)
Development Review Board:			
Board Member Stipends	\$ 500	\$ 500	\$ 0
Professional Services	1,820	0	1,820
Travel and Meetings	500	0	500
Advertising and Legal	777	1,056	(279)
Operating Supplies	100	0	100
Town Clerk Recording Fees	900	0	900
	<hr/>	<hr/>	<hr/>
Total Development Review Board	4,597	1,556	3,041
Planning:			
Board Member Stipends	500	100	400
Zoning Administrator Wages	14,000	8,594	5,406
FICA & Medicare	1,071	652	419
Travel and Meetings	250	0	250
Advertising and Legal	200	193	7
Operating Supplies	150	0	150
Transfer to Planning Grant Fund	0	2,063	(2,063)
	<hr/>	<hr/>	<hr/>
Total Planning	16,171	11,602	4,569
County Taxes:	<hr/>	<hr/>	<hr/>
	27,000	28,236	(1,236)
Debt Service Expenditures:			
Tax Anticipation Note - Interest	1,000	624	376
Lease 2013 Tandem Plow & 2013 Intl Fire Truck	90,886	90,886	0
Lease 2014 Tandem Plow	37,147	37,147	0
Lease 2013 Dodge Ram & 2013 Excavator	38,204	38,204	0
492 North Rd Property	13,334	13,867	(533)
510 North Rd Property	13,000	10,600	2,400
	<hr/>	<hr/>	<hr/>
Total Debt Service Expenditures	193,571	191,328	2,243
Transfer to Reserves:			
Reappraisal Reserve Fund	5,000	5,000	0
Cole Hall Reserve Fund	15,000	15,000	0
Equipment Reserve Fund	30,000	30,000	0
Fire Warden Truck Reserve Fund	1,000	1,000	0
Fire Truck Reserve Fund	40,000	40,000	0
Garage Reserve Fund	75,000	75,000	0
Paving Reserve Fund	35,000	35,000	0
Cemetery Reserve Fund	9,000	9,000	0
Park Reserve Fund	3,000	3,000	0
Culvert Reserve Fund	5,000	5,000	0
Audit Reserve Fund	4,000	4,000	0
Veterans Memorial (Hooke) Fund	3,000	3,000	0
Class 3 Road Capital Improvement Reserve Fund	40,000	40,000	0
	<hr/>	<hr/>	<hr/>
Total Transfer to Reserves	265,000	265,000	0

See Disclaimer in Accompanying Independent Auditor's Report.

TOWN OF SHAFTSBURY, VERMONT
REQUIRED SUPPLEMENTARY INFORMATION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - BUDGETARY BASIS
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2017

	Budget	Actual	Variance Favorable/ (Unfavorable)
Community Appropriations:			
Bennington Free Library	\$ 16,000	\$ 16,000	\$ 0
John G. McCullough Library	10,000	10,000	0
Arlington Rescue Squad	7,000	7,000	0
VNA & Hospice of S.V.H.C.	5,225	5,225	0
Bennington Project Independence	4,560	4,560	0
Paran Recreation, Inc.	2,500	2,500	0
Shaftsbury History Society	2,500	2,500	0
Turning Point Center of Bennington	2,500	2,500	0
Bennington Rescue Squad	2,000	2,000	0
WBTV	2,000	2,000	0
Grandview Cemetery Association	2,000	2,000	0
Habitat for Humanity	1,850	1,850	0
BROC	1,700	1,700	0
SWVT Council on Aging	1,100	1,100	0
Bennington Coalition Homeless	1,000	1,000	0
Bennington Free Clinic	1,000	1,000	0
Park McCullough House	1,000	1,000	0
Sunrise Family Resource Center	1,000	1,000	0
Vermont Center for Independent Living	1,000	1,000	0
RSVP	950	950	0
Tutorial Center, Inc.	900	900	0
Bennington Little League	600	600	0
Center for Restorative Justice	600	600	0
Bennington County Conservation District	475	475	0
PAVE	450	450	0
Vermont Association Blind & Visually Impaired	300	300	0
Green Up Vermont	200	200	0
	<u>70,410</u>	<u>70,410</u>	<u>0</u>
Total Community Appropriations	70,410	70,410	0
Total Expenditures	<u>1,880,067</u>	<u>1,921,448</u>	<u>(41,381)</u>
Excess/(Deficiency) of Revenues Over Expenditures	<u>\$ 0</u>	<u>(78,589)</u>	<u>\$ (78,589)</u>
Adjustments to Reconcile from the Budgetary Basis of Accounting to the Modified Accrual Basis of Accounting:			
Designated Fund Income		20	
Landfill Fund Income		11,951	
Landfill Fund Expenses		(22,733)	
Professional Audit Reserve Fund Expenses		(16,741)	
Professional Audit Reserve Fund Transfer In		4,000	
G.W. Hawkins Fund Income		9,666	
G.W. Hawkins Fund Expenses		<u>(542)</u>	
Net Change in Fund Balance		(92,968)	
Fund Balance - July 1, 2016		<u>599,000</u>	
Fund Balance - June 30, 2017		<u>\$ 506,032</u>	

The reconciling items are due to combining four (4) funds, the Designated Fund, the Landfill Fund, the Professional Audit Reserve Fund and the G.W. Hawkins Fund with the General Fund in order to comply with GASB Statement No. 54.

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TOWN OF SHAFTSBURY, VERMONT
 REQUIRED SUPPLEMENTARY INFORMATION
 SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
 VMERS DEFINED BENEFIT PLAN
 JUNE 30, 2017

	2017	2016	2015
Total Plan Net Pension Liability	\$ 128,696,167	\$ 77,095,810	\$ 9,126,613
Town's Proportion of the Net Pension Liability	0.0965%	0.1163%	0.1120%
Town's Proportionate Share of the Net Pension Liability	\$ 124,141	\$ 89,672	\$ 10,218
Town's Covered Employee Payroll	\$ 310,577	\$ 266,557	\$ 302,481
Town's Proportionate Share of the Net Pension Liability as a Percentage of Town's Covered Employee Payroll	39.9711%	33.6408%	3.3781%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	80.95%	87.42%	98.32%

Notes to Schedule

Benefit Changes: None.

Changes in Assumptions: The actuarial assumptions regarding the incidence of mortality, terminations, retirements, and disabilities were changed in accordance with the findings of an experience study covering the five-year period ending June 30, 2014.

Fiscal year 2015 was the first year of implementation, therefore, only three years are shown.

TOWN OF SHAFTSBURY, VERMONT
 REQUIRED SUPPLEMENTARY INFORMATION
 SCHEDULE OF CONTRIBUTIONS
 VMERS DEFINED BENEFIT PLAN
 FOR THE YEAR ENDED JUNE 30, 2017

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually Required Contribution (Actuarially Determined)	\$ 17,082	\$ 14,661	\$ 16,258
Contributions in Relation to the Actuarially Determined Contributions	<u>17,082</u>	<u>14,661</u>	<u>16,258</u>
Contribution Excess/(Deficiency)	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
Town's Covered Employee Payroll	\$ 310,577	\$ 266,557	\$ 302,481
Contributions as a Percentage of Town's Covered Employee Payroll	5.500%	5.500%	5.375%

Notes to Schedule

Valuation Date: June 30, 2016

Fiscal year 2015 was the first year of implementation, therefore, only three years are shown.

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

	Special Revenue Funds	Capital Project Funds	Total
	<u> </u>	<u> </u>	<u> </u>
Revenues:			
Intergovernmental	\$ 6,610	\$ 155,887	\$ 162,497
Investment Income	<u>9</u>	<u>431</u>	<u>440</u>
Total Revenues	<u>6,619</u>	<u>156,318</u>	<u>162,937</u>
Expenditures:			
General Government	7,691	0	7,691
Capital Outlay:			
Public Works	0	313,563	313,563
Culture and Recreation	0	7,220	7,220
Cemetery	0	6,392	6,392
Debt Service:			
Interest	<u>0</u>	<u>7</u>	<u>7</u>
Total Expenditures	<u>7,691</u>	<u>327,182</u>	<u>334,873</u>
Excess/(Deficiency) of Revenues Over Expenditures	<u>(1,072)</u>	<u>(170,864)</u>	<u>(171,936)</u>
Other Financing Sources/(Uses):			
Transfers In	2,063	116,107	118,170
Transfers Out	<u>0</u>	<u>(2,584)</u>	<u>(2,584)</u>
Total Other Financing Sources/(Uses)	<u>2,063</u>	<u>113,523</u>	<u>115,586</u>
Net Changes in Fund Balances	991	(57,341)	(56,350)
Fund Balances/(Deficit) - July 1, 2016	<u>(616)</u>	<u>175,319</u>	<u>174,703</u>
Fund Balances - June 30, 2017	\$ <u><u>375</u></u>	\$ <u><u>117,978</u></u>	\$ <u><u>118,353</u></u>

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TOWN OF SHAFTSBURY, VERMONT
 COMBINING BALANCE SHEET
 NON-MAJOR SPECIAL REVENUE FUNDS
 JUNE 30, 2017

	Municipal Grants Fund	Planning Grant Fund	Total
<u>ASSETS</u>			
Due from Other Funds	\$ <u>375</u>	\$ <u>0</u>	\$ <u>375</u>
Total Assets	\$ <u><u>375</u></u>	\$ <u><u>0</u></u>	\$ <u><u>375</u></u>
<u>LIABILITIES AND FUND BALANCES</u>			
Liabilities:	\$ 0	\$ 0	\$ 0
Fund Balances:			
Restricted	375	0	375
Total Fund Balances	375	0	375
Total Liabilities and Fund Balances	\$ <u>375</u>	\$ <u>0</u>	\$ <u>375</u>

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

	Municipal Grants Fund	Planning Grant Fund	Total
Revenues:			
Intergovernmental	\$ 0	\$ 6,610	\$ 6,610
Investment Income	1	8	9
Total Revenues	<u>1</u>	<u>6,618</u>	<u>6,619</u>
Expenditures:			
General Government	<u>0</u>	<u>7,691</u>	<u>7,691</u>
Total Expenditures	<u>0</u>	<u>7,691</u>	<u>7,691</u>
Excess/(Deficiency) of Revenues Over Expenditures	<u>1</u>	<u>(1,073)</u>	<u>(1,072)</u>
Other Financing Sources:			
Transfers In	<u>0</u>	<u>2,063</u>	<u>2,063</u>
Total Other Financing Sources	<u>0</u>	<u>2,063</u>	<u>2,063</u>
Net Changes in Fund Balances	1	990	991
Fund Balances/(Deficit) - July 1, 2016	<u>374</u>	<u>(990)</u>	<u>(616)</u>
Fund Balances - June 30, 2017	<u>\$ 375</u>	<u>\$ 0</u>	<u>\$ 375</u>

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TOWN OF SHAFTSBURY, VERMONT
 COMBINING BALANCE SHEET
 NON-MAJOR CAPITAL PROJECTS FUNDS
 JUNE 30, 2017

	Equipment Replacement Fund	Sidewalk Fund	North Street Property Fund	White Creek Paving Fund	Park Fund	Hooke Memorial Fund	Culvert Fund	Cemetery Capital Fund	Shaft Hollow Culvert Fund	Class 3 Road Improvement Fund	Total
ASSETS											
Receivables	\$ 0	\$ 31,943	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 31,943
Due from Other Funds	<u>31,869</u>	<u>0</u>	<u>532</u>	<u>0</u>	<u>4,905</u>	<u>32,997</u>	<u>7,499</u>	<u>24,140</u>	<u>0</u>	<u>16,036</u>	<u>117,978</u>
Total Assets	<u>\$ 31,869</u>	<u>\$ 31,943</u>	<u>\$ 532</u>	<u>\$ 0</u>	<u>\$ 4,905</u>	<u>\$ 32,997</u>	<u>\$ 7,499</u>	<u>\$ 24,140</u>	<u>\$ 0</u>	<u>\$ 16,036</u>	<u>\$ 149,921</u>
LIABILITIES AND FUND BALANCES											
Liabilities:											
Accounts Payable	\$ 0	\$ 941	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 941
Due to Other Funds	<u>0</u>	<u>31,002</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>31,002</u>
Total Liabilities	<u>0</u>	<u>31,943</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>31,943</u>
Fund Balances:											
Restricted	0	0	532	0	0	0	7,499	0	0	16,036	24,067
Committed	<u>31,869</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,905</u>	<u>32,997</u>	<u>0</u>	<u>24,140</u>	<u>0</u>	<u>0</u>	<u>93,911</u>
Total Fund Balances	<u>31,869</u>	<u>0</u>	<u>532</u>	<u>0</u>	<u>4,905</u>	<u>32,997</u>	<u>7,499</u>	<u>24,140</u>	<u>0</u>	<u>16,036</u>	<u>117,978</u>
Total Liabilities and Fund Balances	<u>\$ 31,869</u>	<u>\$ 31,943</u>	<u>\$ 532</u>	<u>\$ 0</u>	<u>\$ 4,905</u>	<u>\$ 32,997</u>	<u>\$ 7,499</u>	<u>\$ 24,140</u>	<u>\$ 0</u>	<u>\$ 16,036</u>	<u>\$ 149,921</u>

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

	Equipment Replacement Fund	Sidewalk Fund	North Street Property Fund	White Creek Paving Fund	Park Fund	Hooke Memorial Fund	Culvert Fund	Cemetery Capital Fund	Shaft Hollow Culvert Fund	Class 3 Road Improvement Fund	Total
Revenues:											
Intergovernmental	\$ 0	\$ 132,729	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 23,158	\$ 0	\$ 155,887
Investment Income	<u>191</u>	<u>15</u>	<u>25</u>	<u>0</u>	<u>17</u>	<u>80</u>	<u>20</u>	<u>67</u>	<u>0</u>	<u>16</u>	<u>431</u>
Total Revenues	<u>191</u>	<u>132,744</u>	<u>25</u>	<u>0</u>	<u>17</u>	<u>80</u>	<u>20</u>	<u>67</u>	<u>23,158</u>	<u>16</u>	<u>156,318</u>
Expenditures:											
Capital Outlay:											
Public Works	57,548	183,817	29,495	0	0	0	0	0	16,601	26,102	313,563
Culture and Recreation	0	0	0	0	7,220	0	0	0	0	0	7,220
Cemetery	0	0	0	0	0	0	0	6,392	0	0	6,392
Debt Service:											
Interest	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>7</u>	<u>6</u>	<u>7</u>
Total Expenditures	<u>57,548</u>	<u>183,817</u>	<u>29,495</u>	<u>0</u>	<u>7,220</u>	<u>0</u>	<u>0</u>	<u>6,392</u>	<u>16,608</u>	<u>26,108</u>	<u>327,182</u>
Excess/(Deficiency) of Revenues Over Expenditures	<u>(57,357)</u>	<u>(51,073)</u>	<u>(29,470)</u>	<u>0</u>	<u>(7,203)</u>	<u>80</u>	<u>20</u>	<u>(6,325)</u>	<u>6,550</u>	<u>(26,086)</u>	<u>(170,864)</u>
Other Financing Sources/(Uses):											
Transfers In	30,000	20,089	0	3,434	3,000	3,000	5,000	9,000	2,584	40,000	116,107
Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(2,584)</u>	<u>0</u>	<u>0</u>	<u>6</u>	<u>(2,584)</u>
Total Other Financing Sources/(Uses)	<u>30,000</u>	<u>20,089</u>	<u>0</u>	<u>3,434</u>	<u>3,000</u>	<u>3,000</u>	<u>2,416</u>	<u>9,000</u>	<u>2,584</u>	<u>40,006</u>	<u>113,523</u>
Net Changes in Fund Balances	(27,357)	(30,984)	(29,470)	3,434	(4,203)	3,080	2,436	2,675	9,134	13,914	(57,341)
Fund Balances/(Deficit) - July 1, 2016	<u>59,226</u>	<u>30,984</u>	<u>30,002</u>	<u>(3,434)</u>	<u>9,108</u>	<u>29,917</u>	<u>5,063</u>	<u>21,465</u>	<u>(9,134)</u>	<u>2,122</u>	<u>175,319</u>
Fund Balances - June 30, 2017	\$ <u>31,869</u>	\$ <u>0</u>	\$ <u>532</u>	\$ <u>0</u>	\$ <u>4,905</u>	\$ <u>32,997</u>	\$ <u>7,499</u>	\$ <u>24,141</u>	\$ <u>6</u>	\$ <u>16,036</u>	\$ <u>117,978</u>

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TOWN OF SHAFTSBURY, VERMONT
 COMBINING SCHEDULE OF FIDUCIARY NET POSITION
 PRIVATE-PURPOSE TRUST FUNDS
 JUNE 30, 2017

	Trustees of Public Funds Fund	Florence Beebe Memorial Fund	Total
<u>ASSETS</u>			
Cash	\$ 72,301	\$ 0	\$ 72,301
Investments	148,215	0	148,215
Due from Other Funds	<u>0</u>	<u>731</u>	<u>731</u>
Total Assets	<u>\$ 220,516</u>	<u>\$ 731</u>	<u>\$ 221,247</u>
<u>LIABILITIES AND NET POSITION</u>			
Liabilities:	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
Net Position:			
Restricted	<u>220,516</u>	<u>731</u>	<u>221,247</u>
Total Net Position	<u>220,516</u>	<u>731</u>	<u>221,247</u>
Total Liabilities and Net Position	<u>\$ 220,516</u>	<u>\$ 731</u>	<u>\$ 221,247</u>

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TOWN OF SHAFTSBURY, VERMONT
 COMBINING SCHEDULE OF CHANGES IN FIDUCIARY NET POSITION
 PRIVATE-PURPOSE TRUST FUNDS
 FOR THE YEAR ENDED JUNE 30, 2017

	Trustees of Public Funds Fund	Florence Beebe Memorial Fund	Total
	<u> </u>	<u> </u>	<u> </u>
Additions:			
Investment Income	\$ <u>14,700</u>	\$ <u>2</u>	\$ <u>14,702</u>
Total Additions	<u>14,700</u>	<u>2</u>	<u>14,702</u>
Deductions:			
Library Expenses	519	0	519
Recreation Expenses	2,154	0	2,154
School Expenses	658	0	658
Investment Fees	<u>775</u>	<u>0</u>	<u>775</u>
Total Deductions	<u>4,106</u>	<u>0</u>	<u>4,106</u>
Change in Net Position	10,594	2	10,596
Net Position - July 1, 2016	<u>209,922</u>	<u>729</u>	<u>210,651</u>
Net Position - June 30, 2017	<u>\$ 220,516</u>	<u>\$ 731</u>	<u>\$ 221,247</u>

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Sullivan, Powers & Co., P.C.

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Independent Auditor's Report on Internal Control Over Financial
Reporting and on Compliance and Other Matters Based on an
Audit of Financial Statements Performed in Accordance with
"Government Auditing Standards"

Selectboard
Town of Shaftsbury, Vermont
P.O. Box 409
61 Buck Hill Road
Shaftsbury, Vermont 05262-0409

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in "Government Auditing Standards", issued by the Comptroller General of the United States, the financial statements of each major fund and the aggregate remaining fund information of the Town of Shaftsbury, Vermont as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Town of Shaftsbury, Vermont's basic financial statements and have issued our report thereon dated January 19, 2018. The report on the financial statements is adverse because of the omission of the government-wide financial statements and the inadequacies in the Town's controls over transfer station revenues.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Town of Shaftsbury, Vermont's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town of Shaftsbury, Vermont's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town of Shaftsbury, Vermont's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. However, as described in the accompanying Schedule of Findings and Deficiencies in Internal Control, we identified certain deficiencies that we consider to be material weaknesses.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Town of Shaftsbury, Vermont's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiencies described in the accompanying Schedule of Findings and Deficiencies in Internal Control as Items 2017-01 through 2017-03 to be material weaknesses.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town of Shaftsbury, Vermont's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under "Government Auditing Standards".

We also noted certain other matters that we reported to the management of the Town of Shaftsbury, Vermont in a separate letter dated January 19, 2018.

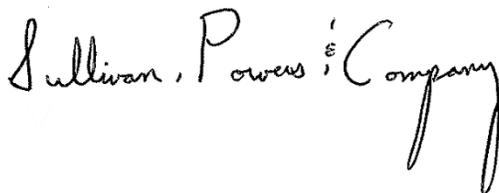
Town of Shaftsbury, Vermont's Response to Deficiencies in Internal Control

The Town of Shaftsbury, Vermont's response to the deficiencies in internal control identified in our audit is included with the accompanying Schedule of Findings and Deficiencies in Internal Control. The Town of Shaftsbury, Vermont's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town of Shaftsbury, Vermont's internal control or on compliance. This report is an integral part of an audit performed in accordance with "Government Auditing Standards" in considering the Town of Shaftsbury, Vermont's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

January 19, 2018
Montpelier, Vermont
VT Lic. #92-000180



TOWN OF SHAFTSBURY, VERMONT
SCHEDULE OF FINDINGS AND DEFICIENCIES IN INTERNAL CONTROL
JUNE 30, 2017

Deficiencies in Internal Control:

Material Weaknesses:

2017-01 Governmental Fixed Assets Accounting and Reporting

Criteria:

Internal controls should be in place to provide for complete and accurate recording of the Town's governmental fixed assets. Complete and accurate records are vital to the effective safeguarding of fixed assets owned by a government. They are needed to maintain individual accountability for resources, to develop the insurable value of government-owned property and equipment, and to document proof of loss for claims. In addition, fixed asset records are essential for effective long-range management planning for replacement of existing property and equipment.

Fixed asset and depreciation accounting are also necessary for the setting of the cost of individual services provided by governments. Finally, the proper reporting of fixed assets is essential for the fair presentation of a government's financial position and the results of its operations in conformity with generally accepted accounting principles (GAAP).

Condition:

The Town has not maintained a complete schedule of its governmental fixed assets at historical cost.

Cause:

Unknown

Effect:

The Town is not in compliance with Governmental Accounting Standards Board (GASB) requirements. In addition, the Town is not safeguarding its fixed assets from potential loss.

Recommendation:

We recommend that the Town implement controls to account for and record fixed assets at historical cost in accordance with generally accepted accounting principles. A property management system is accomplished by preparing a list of assets, date acquired, location, and cost. If historical cost is not available, alternative methods can be used (i.e. estimated historical cost). Once a list is established, only additions and deletions need to be entered each year.

TOWN OF SHAFTSBURY, VERMONT
SCHEDULE OF FINDINGS AND DEFICIENCIES IN INTERNAL CONTROL
JUNE 30, 2017

There are a number of ways to initiate this process. The Town needs to determine a dollar threshold individually and in the aggregate above which assets will be tracked. A complete inventory then needs to be taken. The assets then need to be valued at cost. This can be done through a review of original invoices and contracts, if available. If purchase price cannot be established, then fair market value needs to be determined and discounted using price indexes to the year of acquisition. This is an acceptable method of estimating cost and will self-correct over time as assets are replaced. Once established, periodic inventories need to be taken to verify the accuracy of the records.

2017-02 Transfer Station Revenue

Criteria:

Internal controls should be in place at the transfer station over revenue to ensure that all customers have paid, that all the cash that is received is recorded and deposited and that the Town maintains supporting documentation for the cash collected.

Condition:

The Town does not have adequate internal controls over transfer station revenues. The transfer station does not require that a receipt be given for all cash collected nor is there a sign that indicates that customers must take a receipt nor is there any procedure in place to ensure that every person has paid. Therefore, the Town cannot be sure that all of the cash collected is being handed over to them by the transfer station employees.

Cause:

Unknown.

Effect:

The Town has left itself open to the threat of misappropriation of its assets.

Recommendation:

Our primary recommendation is that the Town consider selling transfer station coupons off-site at the Town Treasurer's office and/or at local businesses. If sales take place at the transfer station, we recommend that the Town require prenumbered cash receipts to be issued to all customers. We also recommend that a sign requiring customers to take a receipt be placed where they can see it.

In addition, management should implement procedures to reconcile the receipts to the actual cash collected and to account for the sequence of the prenumbered receipts if they are used. Furthermore, the transfer station staff should periodically verify that the deposits turned over to the Town were deposited in full.

TOWN OF SHAFTSBURY, VERMONT
SCHEDULE OF FINDINGS AND DEFICIENCIES IN INTERNAL CONTROL
JUNE 30, 2017

2017-03 Reconciliation of Balance Sheet Accounts

Criteria:

Internal controls should be in place to provide for the reconciliation of all balance sheet accounts to supporting documentation on an annual basis in order to detect and correct errors in account balances.

Condition:

A number of balance sheet accounts such as cash, accounts receivable, accounts payable and deferred inflows of resources were not reconciled prior to the audit to the actual balances at year end which resulted in various adjustments to revenue and expenses.

Cause:

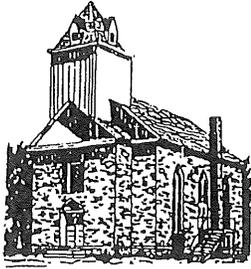
Unknown.

Effect:

The Town's account balances were not completely reconciled which resulted in various adjustments to revenue and expenses.

Recommendation:

We recommend that all balance sheet accounts be reconciled to supporting documentation at least monthly in order to detect and correct errors.



WWW.SHAFTSBURY.NET

TOWN OF SHAFTSBURY

MUNICIPAL OFFICES AT COLE HALL

P. O. BOX 409
61 BUCK HILL ROAD
SHAFTSBURY, VT 05262-0409
FAX 802-442-0955

Jordon Plummer
Senior Accountant
Sullivan, Powers & Company,
77 Barre Street
Montpelier, VT 05601

January 19, 2017

Jordon,

The FY17 audit has been reviewed and we would like to respond to the following Findings and Deficiencies in Internal Control.

Material Weaknesses

2017-01 Asset Management: The NEMRC Asset Program is being developed that will correct this weakness.

2017-02 Transfer Station Revenue: Discussion has begun between the Treasurer, Town Administrator, and Selectboard to modify the collection system. We are investigating several new procedures for collection of funds and maintaining compliance with State PAYT requirements.

2017-03 Reconciliation of Balance Sheet Accounts: Procedures will be developed to insure reconciliation of all accounts prior to the audit.

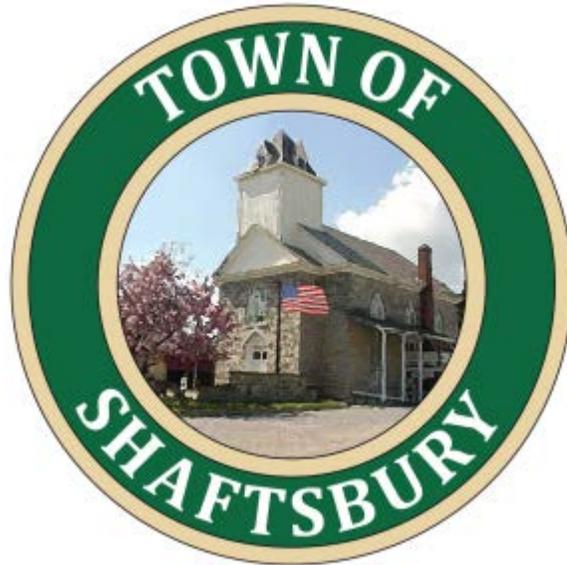
Other Recommendations:

- Fraud Risk Assessment – A process will be developed to perform this task.
- Documentation of Internal Control System- The Town will develop procedures for evaluation and documentation following the recommendations provided.
- Accounting and Procedures Manual- The manual will be reviewed and updated as needed.
- GASB 34 – This is a continuing process for the Town.
- Revenue Budgeting – These items are no longer budgeted.
- Volunteer Stipend Payments – The Town will investigate this practice and make any needed changes.

Thank You

David Kiernan
Town Administrator

Town of Shaftsbury, Vermont



ANNUAL TOWN REPORT APPENDIX A
Community Appropriations Reports
For the Year Ending June 30, 2017

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SECTION 1 – Community Appropriations

Every year Vermont’s towns appropriate hundreds of thousands of dollars to support social service agencies that provide services to their communities. In FY17, Shaftsbury voters approved \$70,410 in spending to various social services providers:

COMMUNITY APPROPRIATIONS	
Benn. Free Library	16,000
John G. McCullough Library	10,000
Arlington Rescue Squad	7,000
VNA & Hospice of S.V.H.C.	5,225
Benn. Project Independence	4,560
Paran Recreations, Inc.	2,500
Shaftsbury Hist. Society	2,500
Turning Point Center of Bennington	2,500
Benn. Rescue Squad	2,000
WBTN	2,000
Grandview Cemetery Association	2,000
Habitat for Humanity	1,850
BROC	1,700
SWVT Council on Aging	1,100
Benn. Coalition Homeless	1,000
Benn. Free Clinic	1,000
Park McCullough House	1,000
Sunrise Family Resource Center	1,000
VT Ctr. for Independent Living	1,000
RSVP	950
Tutorial Center, Inc,	900
Bennington Little League	600
Center for Restorative Justice	600
Benn. County Conservation District	475
PAVE	450
VT Assoc. Blind/Vis. Imp.	300
Green Up Vermont	200
TOTAL COMMUNITY APPROPRIATIONS	70,410

Organizations that receive funds from Shaftsbury are asked to submit a report detailing how the funds were used, specifically citing how the funds benefited the citizens of Shaftsbury. Those reports make up this Town Report Supplement.

The Selectboard decides who may appear on the ballot requesting funds. But the actual appropriation of funds is decided by the voters.

Organizations that have previously received funds are asked to submit an application when they submit their previous year reports. First time applicants are generally required to submit a petition signed by 5% of voters (about 150), due in late January. An organization whose request is denied or modified by the Selectboard may also submit a 5% petition and appeal directly to the voters.

SECTION 2 – Informational Reports

BENNINGTON FREE LIBRARY

\$16,000

Basic computing skills and the ability to navigate the Internet are necessary for citizens to succeed in our 21st Century society. As more and more government agencies, businesses and employers require online access and minimal computing skills, the library continues to bridge the “Information Divide” by providing access to timely and relevant information and technology resources. One-on-one assistance in the use of computing and internet resources and personal devices to access library resources are also services we provide to fulfill this need.

Use of library collections and facilities remains high. In the past year, 48 Shaftsbury residents signed up for library cards, including 30 children. On average each week 1,481 people, many from Shaftsbury, visited the library to borrow reading, video and audio materials; to receive research assistance; to use high speed computers; to participate in story hours and workshops; to attend meetings; or to take advantage of free 24/7 wi-fi service and online database access.

The library offered 195 adult and children’s programs, attended by over 13,081 children and adults. Programs included Job Club, Yoga for adults, Vermont Health Connect Navigators Services, Summer Reading Program, story hours, STEM (Science, Technology, Engineering and Math) training for school aged children and much more. 252 deliveries to day care centers placed books and literacy materials in possession of day care providers, children and their families.

Circulation remains high with over 78,000 print, audio, video and downloadable titles circulated in the past year. Training was provided to 3,379 individuals on the use of library computers and 20,692 hours of free computer/internet access logged. Our computing facilities are used for a wide variety of personal and professional reasons, including employment research and to apply

for employment, military or other benefits via the Internet, to search for critical health information, homework support, or for recreation and personal enrichment.

Expanded broadband and upgrades to our network has greatly increased our service capability. Membership in the Catamount Library Network provides Shaftsbury residents with direct access to library collections throughout the state, and the statewide courier service allows patrons to enjoy expedited delivery of materials borrowed from other libraries. The recently launched CLOVER (Collaborative Libraries Of VERmont) system allows library staff to efficiently search, request, track and return items borrowed for Shaftsbury patrons throughout the state and across the nation.

The library's Capital Improvement Plan is on track: Phase I replacement of the Main Street roof was completed in the fall of 2016. Fundraising to complete Phase II: replacing the 1936 Silver Street and 1865 connector roofs as well as upgrades to flooring and heating systems, has made significant progress.

The Bennington Free Library is a unique institution, supporting the life-long interests of a diverse community. Our success is due, in part, to the financial support received from the Town of Shaftsbury. Shaftsbury residents have been enthusiastic patrons of the library for many years, and with your support we will continue to provide the relevant and quality resources they deserve. Thank you for your ongoing support.

Respectfully submitted

Lynne Fonteneau McCann, Library Director

JOHN G. MCCULLOUGH FREE LIBRARY

\$10,000

As it has for nearly a century, the John G. McCullough Free Library continues to provide a variety of vital and enriching materials, resources, services and programs to the residents of Shaftsbury, North Bennington, Bennington and surrounding towns. The library schedule remains unchanged: Tuesdays and Wednesdays 1:00- 8:00PM; Thursdays and Fridays 1:00- 6:00 PM and Saturdays from 10:00AM- 2:00PM. Our website, mcculloughlibrary.org, provides contact information, descriptions of upcoming events, access to our catalog and our research databases. Our monthly e-newsletter and Facebook page are great ways to keep up-to-date on library news and events as well.

Building on the community's positive response to increased programming for children over the past year, more programs for adults have been offered. More than 3,000 people of all ages attended programs at the library in 2016, and we are likely to exceed this rate by the end of 2017. More than 900 people participated in our Solar Eclipse Viewing Party in August. More than 60 children read more than 400 books as part of our Summer Reading Program. Our traveling

storytime programs with Hiland Hall School and Bennington County Head Start have continued. Our Librarians read stories for children and provided a craft at Shaftsbury Elementary School's Big Truck Night again this year.

With funding from the Friends of the Library group, the Library has joined Catamount Library Network, a consortium of sixteen Vermont libraries this year. This change has empowered patrons to more easily discover and request items held throughout the network. As a result, both circulation and interlibrary loan rates have increased dramatically. Our participation in a different statewide lending network has led to both increased access and increased demand for loans from other libraries.

The Friends of the Library have continued to generously volunteer their time to raise funds for materials, programs and services beyond what the library's operating budget can accommodate. Despite a basement flood in early July of this year, the Friends' Book & Bake Sale brought in just over \$8,000. Raffles and our ongoing book sale racks have raised additional funds. The Friends also helped maintain and beautify the Library building this year at a Spring Cleaning event. Volunteers from the Bennington Area United Way scraped and repainted the wooden railing on the access ramp this Fall.

A generous gift from the NorShaft Lions allowed us to refresh and improve the Large Print book collection to better serve those in our community with visual impairments.

The library's computer terminals and high-speed fiber optic internet access remain in high demand. Our public access terminals are often at capacity when we are open and we frequently observe community members accessing the network from outside the Library on their laptops and mobile devices when we are closed. In response to this demand, keeping our public access computers in good repair and replaced on a rotating basis remain priorities.

Digital services and information literacy instruction are an increasingly central component of library service. Patrons have free access to tens of thousands of e-books and e-audiobooks, free online courses, and high quality reference databases with their library account, but some are unsure of how to take advantage of these services. In response to this need, we now offer one-on-one help and small group instruction by appointment and during drop-in hours from 2:00-4:00 on Thursdays.

Respectfully Submitted,

Jennie Rozycki, Library Director

ARLINGTON RESCUE SQUAD

\$7,000

The Arlington Rescue Squad would like to once again thank the residents of Shaftsbury for their continued financial support through the generous Town appropriations. Town appropriations help the rescue squad remain financially solvent and provide us the means to respond to emergency calls 24 hours a day with a team of highly dedicated and trained emergency medical professionals.

Arlington Rescue responded to a total of 471 calls in 2016-17 ARSI fiscal year, 30 of those responding to a variety of medical emergencies in the Shaftsbury area. Not only does Arlington Rescue respond to medical emergencies and auto accidents in the North Shaftsbury area, but we are there to assist the Shaftsbury Fire Department with stand-by assistance for structure and/or brush fires.

With the generous support of our local communities, we have been able to do some long overdue building repairs and paving of our parking lot. We also needed to replace an aging ambulance that has been 3 years overdue to be replaced at a cost of over \$190,000 which will now need to be paid off over the next several years. The cost of new required EMS equipment and supplies keeps increasing and there is no way we would be able to continue providing our services without community financial support.

Moving toward the future, the Arlington Rescue Squad is not only looking to provide emergency medical services to the communities that we serve, but are looking to becoming more pro-active in our community with some new and exciting programs including a new Explorers Post program which will be the first EMS Explorers post in the state. Designed to teach important life and career skills to young people from all backgrounds through immersive career experiences and mentorship provided by ARSI, community and business leaders. This program will help equip young people with character, leadership and life skills that can be used both today and in their future careers. This program is a co-ed program open to all area youth ages 14-20. We are also looking at providing more training opportunities for the general public including CPR/AED and Basic First Aid.

Arlington Rescue has a dedicated mix of paid and volunteer staff that provide emergency medical coverage 24 hours per day, 7 days a week. We have a staff of 3 full time employees working Monday thru Friday from 6am – 6pm, and our volunteers provide coverage overnights and on weekends. All staff continually train and update their skills to provide the highest quality care available and they are dedicated to maintaining a high level of proficiency in the field of emergency medicine. Unfortunately, it is getting harder and harder to build and even maintain our volunteer ranks. The decline in volunteers is tied to changing work patterns, and perhaps a lower level of civic engagement — but it's also a reflection of the fact that EMS training is a lot more difficult now than it was years ago. We encourage anyone interested in volunteering in any capacity to contact us. There is nothing more rewarding than helping your neighbour in a time of need.

Finally, please remember that in order for emergency agencies to find you and your residence, house numbers must be clearly posted. If you have a long driveway, please have your numbers by the road. Number signs are still available at the rescue squad building.

The Arlington Rescue Squad non-emergency telephone number is 802-375-6589 between the hours of 6am – 6pm Monday thru Friday. In the event of an emergency dial 911.

Respectfully submitted

Marty Irion,

Executive Director

BENNINGTON AREA VISITING NURSE ASSOCIATION AND HOSPICE
\$5,225

In 2016, the Bennington Area Visiting Nurse Association and Hospice (BAVNAH) provided Bennington County residents with exceptional home care, hospice and community health services. From infants with hi-tech needs to our most senior population facing end-of-life care, we continued to bring medically necessary healthcare wherever it is needed, location of residence, or complexity of health issues.

In the face of shrinking government and state reimbursements and rising healthcare costs, BAVNAH has continued to identify community needs and provide essential cost-effective health care services to some of Bennington County's most vulnerable individuals.

In 2016, VNA's dedicated staff made more than 142,884 visits to 3,459 patients. In the town of Shaftsbury, we provided 1,932 visits to 63 individuals.

In closing, we wish to thank you for your past support. With your vote of confidence, we will continue to meet our mission to enhance the quality of life of all we serve through comprehensive home and community health services.

Ronald J. Cioffi, Executive Director

Carrie Allen, President of the Board of Directors

BENNINGTON PROJECT INDEPENDENCE
\$4560

Bennington Project Independence (BPI) is honored to provide comprehensive, person-centered and cost-effective Adult Day Services for seniors, younger adults with disabilities and their family caregivers from Shaftsbury.

“Some days BPI is lifesaving. I don’t know if I would be able to continue being a caregiver 100% of the time without the break (him attending BPI). BPI is the one saving grace, so I can get other things done. The socialization is good for him. If I am not around he is a lot more outgoing, otherwise I am doing it all for him and myself. I can’t stress enough how loving and caring your staff are, they are beyond description.” A Shaftsbury Family Member

Each day, we are honored to have the opportunity to help families from Shaftsbury provide the best possible care for their loved ones. From the working spouse who needs to know that their loved one is safe and enjoying the opportunity to be active and engaged during the day to the adult child who wants to help their aging parent get the most out of their lives, Bennington Project Independence has helped families throughout Shaftsbury to “share the care”.

As an innovative alternative to traditional long term care, Bennington Project Independence provides a safe, sensitive and supportive day program for adults age 18 and older. Individuals join us during the day and return to their families and the comfort of their homes each evening.

Individuals facing delicate or chronic medical conditions who would benefit from health monitoring or personal care, persons dealing with loneliness, depression or anxiety, younger persons with acquired brain injury, persons facing end of life challenges well as persons with all stages of Alzheimer’s Disease or other cognitive impairment who benefit from compassionate, specialized assistance are all welcome at BPI.

Our Nursing and personal care staff, Social Worker, Art and Music Therapists work closely with our Participants, Families and their Physicians to enhance our Participants overall health and sense of wellbeing. Our dedicated Activity Professionals offer over 20 activities a day for people to choose from including educational presentations, mentally stimulating activities, opportunities for socialization, intergenerational experiences, pet visits, fitness groups, our nustep personal fitness training program, delicious and healthy meals, as well as community trips and tours.

In 2017, with our generous allocation from the voters of Shaftsbury we were able to provide four local families with support and comprehensive Adult Day Services that has been integral to helping their loved one remain in the community.

Bennington Project Independence is both honored to provide these exceptional Adult Day Services for the residents of Shaftsbury and extremely grateful for the generous and continued support from the voters of Shaftsbury.

Respectfully,

Linda Wichlac,

Executive Director

PARAN RECREATIONS

\$2500

Paran Recreations is an important resource for our community. We provide unique summer recreation and activities for children, teens and adults including nature programs, camps, boating, fishing, yoga, Zumba and entertainment. Starting 10/15 the board of Paran Rec, with the financial support of our generous community (especially the Norshaft Lions), built our new Lake House. Now fully operational, this wonderful new building increases the number of people we can serve and expands the type of activities we can offer. In addition, we are making increased effort to preserve the quality of the lake and its shoreline through work with the VT DEP, Lakes and Ponds program. As part of this effort we will increase our programming and environmental education especially for children and teens.

Describe how your organization serves the residents of the Town of Shaftsbury: Lake Paran connects the towns of North Bennington, Bennington and Shaftsbury. In addition to our regular patrons from Shaftsbury (about 1/3 of all guests) many of our paid summer staff (lifeguards and snack bar) are from Shaftsbury. We have also begun a youth internship program where younger teens can gain experience at the lake and prepare for regular jobs as they get older. Many of our special events also draw from Shaftsbury residents; patrons at our Independence Day, Penguin Plunge and Stone Skipping; customers for our concerts as well as bands and vendors. In addition, as protectors of the lake and shoreline, we enable those who hike, fish and boat with a beautiful, accessible and well maintained natural area right in our backyard.

If your organization receives an appropriation, how will the money be used: All of the funds we raise from Shaftsbury are used to support our core program: running the Lake House, hiring lifeguards and other essential staff, supporting camps for children and maintaining the property.

State the number of Shaftsbury residents served during the past year: 1378

SHAFTSBURY HISTORICAL SOCIETY

\$2500

2017 was another year of change for the Shaftsbury Historical Society. We would like to thank all members (past and present), volunteers, and the town for being the true drivers of what happens at the society!

It is unfortunate that Barb Marino has stepped down from the Board to concentrate on other thing. Our secretary, Kathy Cardiff, also stepped down to focus on family and other obligations. Thank you both for your contributions to the society. We are in need of a new office assistant.

Our season started in April with an open house. In May, Tim Finney was recognized as Shaftsbury's forth 'Ordinary Hero'. This was a huge success with many ordinary heroes, as well as state representatives from the area, in attendance. Please nominate someone you feel is

deserving of this unique recognition and drop us a note and tell us why they should be Shaftsbury's next 'Ordinary Hero'. The Heritage Service at the Baptist Meeting House occurred on the Sunday before July 4th thanks to Ken Coonrad. In September, we had the largest Eagle Square tool collector in the world, Ted Hopkins working with Scott Link to present at 'Eagle Square Day. This was a great tribute to the role Shaftsbury had in the building of America.

In a continuance with the strategic plan to get more community involvement in the Historical Society, Barb Marino, Ron Brunk and Ron Palmieri continued to make displays for the Shaftsbury Elementary School students to remind them of Shaftsbury's past. The Society feels these programs help build awareness of local history to the younger generation.

We are still looking at the 'plant' to determine what we can accomplish with our budget. We are going to apply for a 50% matching grant with the Vermont Preservation Trust to get estimates on the cost of fixing the homestead foundation. We have started to clean out the barn to store the Eagle Square contents. This is no small task with our operating budget but TAM has offered to assist in moving the material from Bernstein's to the Galusha Homestead. We will continue looking for grants to assist the society in maintaining the Galusha Homestead. We get about 20 percent of our operating budget from the town appropriation. Thank you!

There has been talk of adding regular monthly events at the Galusha Homestead. These could include a 'Tavern Night', community dinners, and other fun gatherings. There will be more to come with these ideas.

I would be remiss if I didn't mention the passing of Shaftsbury Historical Societies founding member and long term Secretary, Ruth Levin. She was a true driver of the organization and will be missed.

As we finalize the events for 2018 our goal is to make the Shaftsbury Historical Society and the Governor Galusha Homestead something the town will be proud of. We enjoy being the stewards of Shaftsbury's history and are always looking for new ideas and volunteers.

Respectfully Submitted,

Mitchell R. Race,

President for the board

TURNING POINT CENTER OF BENNINGTON

\$2,500

No report submitted.

BENNINGTON RESCUE SQUAD

\$2,000

Bennington Rescue Squad funding has been moved from Community appropriations to a budget line item. See the Selectboard Report in the Town Report.

WBTV

\$2,000

No report submitted.

GRANDVIEW CEMETERY ASSOCIATION

\$2,000

No report submitted.

BENNINGTON COUNTY HABITAT FOR HUMANITY

\$1,850

Habitat for Humanity International, an organization aimed at eliminating sub-standard housing worldwide, works in nearly 1,400 communities across the U.S. and in approximately 70 countries and has helped 9.8 million people achieve strength, stability and independence through safe, decent and affordable shelter. Bennington County Habitat for Humanity (BCHfH), an affiliate of Habitat International, works in partnership with Bennington County residents who otherwise would not be able to become homeowners or afford needed home repairs.

An applicant's need for better housing, income, and willingness to partner with BCHfH are considered when choosing our homebuyer partners. Each adult partner family member must complete 200 hours of sweat equity. Homebuyers pay an interest free mortgage by monthly payments that include escrow for property taxes, insurance, and Homeowner Association fees, where applicable. Homebuyers' monthly payments never exceed more than 30% of their income. The monthly mortgage payments help build more homes.

BCHfH is locally run and locally funded. With the exception of some contract services, Habitat homes are built by local volunteers (all are welcome- no experience necessary). Area businesses, service providers, and individuals help build, donate materials, and provide financial support. Town appropriations purchase building supplies and materials for our local projects.

Fiscal year 2017 (July 1, 2016- June 30, 2017) was a very productive year for BCHfH. In April 2017 we completed our 22nd and 23rd homes, one in Manchester and one in Bennington. 204

volunteers worked a total of 5,165 hours on these homes. We began a partnership with the Building and Trades Division of the Southwest Vermont Career Development Center. Students in this program are building a house in our North Branch Street neighborhood in Bennington, which will be purchased by a Habitat homebuyer. In June we started the infrastructure work for our North Branch Street neighborhood. A dedicated crew of Habitat volunteers removed graffiti from the outside walls and worked on the parking lot of the Greater Bennington Interfaith Council Services' new building on Depot Street in Bennington. We chose our next Habitat homebuyer family, whose home was started in August 2017. We made plans to build a home in Manchester in 2018 and to revive our Home Repair Program, thereby serving more families.

Our Resale Store in Manchester sells, at reasonable prices, new and gently used furniture, building supplies, appliances, housewares, tools, and home improvement products that have been donated to us. The proceeds from the store provide meaningful support for our building program.

Two of our 23 homes are located in Shaftsbury, providing safe, affordable housing for two Shaftsbury families.

BROC COMMUNITY ACTION

\$1,700

To the Citizens of the Town of Shaftsbury,

On behalf of BROC Community Action and the thousands of people with low income or living in poverty that we serve in Rutland and Bennington counties, I want to personally thank you for supporting us through the balloting process last year. BROC Community Action continues to experience many people seeking our programs and services each day.

Over the past year, BROC Community Action has demonstrated strong community impact in the Town of Shaftsbury.

- 76 individuals were assisted and had their needs met including food at our Community Food Shelf, senior USDA Commodities, housing counseling, heating and utility assistance, forms assistance for benefits such as 3SqVT, budget counseling, case management, resource and referral and income tax preparation through our Community Services department,
- 7 homes/units were weatherized or had energy efficiency measures performed reducing energy costs through our Weatherization assistance program,
- 2 daycare home providers were partially reimbursed through our Child & Adult Care Food Program for serving USDA recommended meals and snacks to approximately 20 children in their care, and
- 4 individuals worked on starting a small business with our business counselor through our Micro Business Development Program

Despite the significant outcomes BROC Community Action has achieved for the residents of the Town of Shaftsbury over the past year, there is still more work to do. People come to us cold, hungry, homeless, jobless or facing major health conditions every day. Your appropriation helps ease the struggle for more than 10,000 people who seek assistance from us each year as we meet the basic needs of their families and provide a path forward.

Respectfully, our appropriation request for the upcoming year is \$1,700.00.

We value our partnership with Shaftsbury to assist those most in need.

Sincerely,

Thomas L. Donahue, CEO

SOUTHWESTERN VERMONT COUNCIL ON AGING

\$1,100

This report describes the services that the Southwestern Vermont Council on Aging (SVCOA) provided to older adults who reside in Shaftsbury. The service period reported is from October 1, 2016 through September 30, 2017:

Senior Meals

SVCOA provided 676 home delivered meals in your community, through the Meals on Wheels program. In addition, 31 Shaftsbury older adults came together at a luncheon site located in your area to enjoy a nutritious meal and the company of others. Through this site, 903 meals were served to older adults in your community.

Case Management Assistance

SVCOA case management staff helped 24 older adults in your community. A case manager works with an older adult, privately in the individual's home or at another agreed upon location. The case managers assess each person's specific situation in order to tailor a plan unique to that individual. Case managers will work with the older adult to identify their needs and discuss possible services available to address these areas. If the individual desires, the case manager will link the client to appropriate services, coordinate and monitor services as necessary, and provide information and assistance to caregivers. Case managers also help older adults connect with in-home assistance programs, including a program called Choices for Care. This program is especially helpful to frail older adults facing the possibility of long-term care placement who still wish to remain at home. . Options Counseling, which helps older adults create a long term care plan, was used by 3 individuals in your community.

Other Services and Support

SVCOA also provided a host of other services to support older adults in your community. These services included:

- 1) “Senior HelpLine” assistance at 1-800-642-5119. Our Senior HelpLine staff provide telephone support to older adults and others, who need information about available programs and community resources;
- 2) Medicare and health benefit counseling information and assistance through our State Health Insurance Program (SHIP);
- 3) Legal service assistance through the Vermont Senior Citizens Law Project;
- 4) Information about elder issues via the “60Plus” column appearing in the Rutland Herald;
- 5) Nutrition education and counseling services provided by SVCOA’s Registered Dietician;
- 6) Senior Companion support for frail, homebound older adults;
- 7) Outreach services to older adults dealing with mental health issues through our Elder Care Clinician. SVCOA cooperates with Rutland County Mental Health to provide this service;
- 8) Transportation assistance; and,
- 9) Caregiver support, information and respite to family members and others who are providing much needed help to older adults in need of assistance.

BENNINGTON COALITION FOR THE HOMELESS

\$1,000

No report submitted.

BENNINGTON FREE CLINIC

\$1,000

(A Program of Greater Bennington Interfaith Community Services, Inc.)

The Bennington Free Clinic provides primary medical care to persons over the age of 18 who do not have health insurance or who cannot afford their health insurance premiums and co-pays. In addition to providing access to primary care practitioners, the Free Clinic provides laboratory and X-ray tests, pharmacy prescriptions, and referrals to medically necessary specialty care at no charge to patients. All patients are screened for eligibility for health insurance programs and assisted to apply as appropriate. Referrals are also made to local social service agencies as needed. Medical care at the Bennington Free Clinic is provided by volunteer physicians, nurse practitioners, and nurses, and lay-persons who live in the area. Off-site laboratory and X-ray services are provided on a contractual basis with Southwest Vermont Medical Center.

During the period from July 1, 2016 through June 30, 2017, the Bennington Free Clinic provided services to 26 Shaftsbury residents. Of these, 13 were new visitors to the clinic, and 13 were

returning patients. Lab tests were ordered in 5 different instances. In 15 instances, patients were given stock medications or vouchers for free medications at local pharmacies. One patient was referred for specialty behavioral health care; one resident participated in smoking cessation services; and one was enrolled in the Ladies First program.

Also during that period, twenty-nine Shaftsbury residents met with an insurance Navigator to learn about health insurance through Vermont Health Connect. Of these, 22 signed up for health insurance, resulting in insurance coverage for 48 family members.

Residents seeking free medical care and those seeking assistance with health insurance applications are encouraged to call the clinic between 9 AM and 1 PM, Monday through Friday at 802 447 3700. We are now located at 121 Depot Street in Bennington.

Please feel welcome to call with any questions.

Sue Andrews, MPH, MPP

Executive Director

HISTORIC PARK MCCULLOUGH HOUSE ASSOCIATION

\$1,000

Park-McCullough House is a historic estate. We pride ourselves in our authenticity and community activities. In 2017, we had 500 locals tour the mansion free of charge on opening day, over other 1,000 visitors throughout the season, 9 croquet teams, 6 concerts and 5 happy couples celebrate their nuptials at the house. With all the antiques, original and having belonged to the Park and McCullough families we are a magical place for all.

Describe how your organization serves the residents of the Town of Shaftsbury:

Our organization serves the residents of Shaftsbury many ways. We host community events such as opening day with free tours and prizes for everyone and both theatre and concert performances. Our mansion is open weekly for historical tours so Vermonters of all ages can learn about the historical roots of their community. Our grounds are always open for picnicking, playing and walking for everyone.

If your organization receives an appropriation, how will the money be used:

We are raising money this year for two projects. 1) To renovate and build a new foundation for the play house on the property. We hope to be able to re-open the doors for kids to play in the house during open hours and at events. 2) To paint and refurbish the ceiling in the main hallway of the mansion. This is a focal part of the house and will benefit all visitors.

State the number of Shaftsbury residents served during the past year:

Our membership list includes 45 individuals, families, organizations and business with Shaftsbury addresses. In addition, we do not track visitor's addresses or zip code so we do not have an accurate record of the number of Shaftsbury folks who visit the museum. Also, we are the gateway to the one-mile walk and have again, no way of gaging the number of people who use the OMW for relaxation, solitude, exercise, animal walks or communes with nature.

SUNRISE FAMILY RESOURCE CENTER

\$1,000

No report submitted.

THE VERMONT CENTER FOR INDEPENDENT LIVING

\$1,000

The Vermont Center for Independent Living (VCIL), a statewide, non-profit organization dedicated to improving the quality of life for people with disabilities, respectfully requests funding from the Town of Shaftsbury for our fiscal year 2018.

Annual support from over 140 cities and towns across the State helps VCIL assist Vermonters with disabilities achieve dignified and self-determined lives. VCIL works to serve individuals who can benefit from our direct services as well as to educate and inform members of the community about disability related issues and independent living. Direct services are available to residents of Shaftsbury in a number of ways. Peer counselors work with residents in their homes; small grants for adaptive equipment; Meals on Wheels for people under the age of 60; Home Access modifications; individual and systems advocacy and programs for youth.

Since 1979, The Vermont Center for Independent Living (VCIL) has been teaching people with disabilities and the Deaf how to gain more control over their lives and how to access tools and services to live more independently. VCIL employees (85% of whom have a disability) conduct public education, outreach, individual advocacy and systems change advocacy to help promote the full inclusion of people with disabilities into community life.

Final numbers for our FY'17 (10/2016-9/2017) show VCIL responded to over 3,000 requests from individuals, agencies and community groups for information, referral and assistance and program services for individuals living with a disability. VCIL Peer Advocate Counselors (PACs) provided one-on-one peer counseling to 358 individuals to help increase their independent living skills and 13 peers were served by the AgrAbility program. VCIL's Home Access Program (HAP) assisted 165 households with information on technical assistance and/or alternative funding for modifications; 84 of these received financial assistance to make their bathrooms and/or entrances accessible. Our Sue Williams Freedom Fund (SWFF) provided 98

individuals with information on assistive technology; 45 of these individuals received funding to obtain adaptive equipment. 534 individuals had meals delivered through our Meals on Wheels (MOW) program for individuals with disabilities under the age of 60. We are also now home to the Vermont Telecommunications Equipment Distribution Program (VTEDP) which served 49 people and provided 22 peers with adaptive telecommunications enabling low-income Deaf, Deaf-blind, Hard of Hearing and individuals with disabilities to communicate by telephone.

VCIL's central office is located in downtown Montpelier and we have five branch offices in Bennington, Chittenden, Lamoille, Rutland and Windham Counties. Our Peer Advocate Counselors and services are available to people with disabilities throughout Vermont. Our Windham County office also houses the Vermont Interpreter Referral Service (VIRS) (previously under the VT Center for the Deaf and Hard of Hearing) and provides statewide interpreter referral services for sign language, spoken English and CART services for assignments in medical, legal, mental health, employment, educational, civil and recreational settings.

During FY '17, 7 residents of Shaftsbury received services from the following programs:

- Home Access Program (HAP) (2 homes scheduled for modifications in December-our FY'18)
- Sue Williams Freedom Fund (SWFF)
- Peer Advocacy Counseling Program (PAC)
- Information Referral and Assistance (I,R&A)

To learn more about VCIL, please call VCIL's toll-free I-Line at:

1-800-639-1522, or, visit our web site at www.vcil.org.

Sincerely,

Sarah Launderville

Executive Director

GREEN MOUNTAIN RSVP

\$950

Green Mountain RSVP connects volunteers 55 and older to volunteer opportunities at nonprofit organizations with a positive impact to the towns within Bennington, Windsor, and Windham Counties. We are sponsored by the Southwestern VT Council on Aging (SVCOA).

As part of our Healthy Living focus, we partner with some of the following volunteer stations: Meals on Wheels providers, transportation programs, Food Pantries, The American Red Cross, AARP/VITA Tax Programs, Bone Builder Exercise classes, and mentor programs in local schools. We also partner with many other nonprofits, like senior meal sites, hospitals, museums, libraries, and knitting projects. We shared donations from our “Stuff the Bus” food drive in January with the Carpenter’s Shop food pantry. We also have an active Bone Builder class which meets twice a week at The Shaftsbury Methodist Church.

We provide annual recognition and social events for volunteers. We issue a bi-monthly newsletter in each county. We help support nonprofits with background checks and liability insurance for RSVP volunteers

The total number of people served last year in the towns we cover was 2754. Broken down by our impact jobs it is: Food Delivery – 125, Bone Builders- 646, Transportation- 529, Mentoring - 26, AARP TaxAide- 895, and Food Pantry Support – 533. We also support additional nonprofit organizations, but do not collect data on those people served. Going forward we will focus on the same impact jobs, with a focus on seniors and letting them age in place. We utilize an independent living survey to collect data for performance measures which we report annually to CNCS.

Your Town’s funds are essential for us to continue to support and develop programs for seniors who wish to volunteer. Our staff and administrative costs are covered by federal funds from the Corporation for National and Community Service (CNCS) – Senior Corps. Your partnership within the Shaftsbury community can truly make a difference for Bennington County with local volunteers helping their neighbors.

Respectfully,

Cathy Aliberti

Green Mountain RSVP Director

THE TUTORIAL CENTER

\$900

2017 will mark The Tutorial Center’s 47th year of helping the region’s children and adults achieve educational, career, and life success! Please accept our thank you for your many years of

support for our work. Your support enables us to help EVERY child or adult who comes to us for help.

The Tutorial Center has long-established learning centers in both Bennington and Manchester, enabling Shaftsbury residents to have easy access to our assistance.

Our educational support services include tutoring for all ages, adult literacy, dropout prevention, alternative high school education, English language classes for non-English speakers, the High School Completion program, GED preparation and testing, job readiness training, enrichment classes, the Northshire Digital Arts Center, and our innovative and nationally-recognized YAP experience for at-risk young adults.

The Tutorial Center's work is recognized both nationally and internationally. Our Executive Director has recently been a U.S. Delegate to the Social Enterprise World Forum in Hong Kong, where he shared The Tutorial Center's history and role in the community as a model for communities around the globe.

This past year, we provided tutoring for **191 school-age students**, in subjects ranging from beginning reading to algebra, calculus, technology, and foreign languages.

Another 147 adults were enrolled in our free adult education services, including **13 Shaftsbury adults** who received over 300 hours of free instruction. 2 Shaftsbury adults succeeded in earning their high school diploma during this year!

We continued in 2017 to operate at no charge to the community the YAP Food Network, our area food hub that links local farmers and food producers to local customers. The YAP Food Network provides special work experiences for young adults and is one way The Tutorial Center "gives back" to our region: to date, local farmers have sold over \$100,000 of their food products through the Network.

For more information on the YAP project and all of The Tutorial Center's educational services, you can visit www.tutoringvermont.org.

High-quality educational activities that respond to community needs – and produce lasting community impacts – this is what your town funding supports. We thank you, and we look forward to your continued support.

Respectfully submitted,

Jack Glade, Executive Director

BENNINGTON LITTLE LEAGUE BASEBALL

\$600

With the 2017 season behind us, I am happy to report another successful season of play. With a roster of over 250 children in ages ranging from 5 through 12, we are one of the largest sport organizations in southern Vermont. We are proud to say that we are currently operating with 21 teams with hopes to expand next season, especially in our t ball program. As is true every year, we have made improvements in both facilities and quality of service. This would not be possible without access to our remote fields in North Bennington and Shaftsbury. Howard Park is a valuable asset to our league not only for game time but also affording us more opportunity to practice and teach our young players.

As some of you know, and I have learned through my many years of operating this league, baseball diamonds are one of the highest maintenance facilities in sports. It is because of this that I write the citizens of the Town of Shaftsbury for your continued support. Since we would like to continue in the tradition of utilizing the Howard Park field, as well as offering the children of Shaftsbury a great baseball experience, we ask for your consideration in financial assistance.

Fortunately, thanks in part to your donations, we were able to install a brand new infield with new sod, and clay during the 2016 season. This year was our first using it in a full complement of games and practices. The players and parents alike love playing at this location with its beautiful back drop, and now a great infield without dangerous “lips” creating unusual bounces, as well as clay that doesn’t turn to concrete in the summer sun.

We would like to thank the people of Shaftsbury for their consideration.

Respectfully Submitted,

Geoffrey M. Metcalfe, President
Bennington Little League

CENTER FOR RESTORATIVE JUSTICE (CRJ)

\$600

This past year, the Center for Restorative Justice (CRJ) experienced a year of growth and success. A total of 1,162 individuals served through CRJ programs made positive impacts on their lives, the lives of others and their community. Over \$6,500 was donated back to community organizations and charities and over \$9,000 in restitution was collected and given back to victims of crime.

CRJ programs are integral in helping to strengthen communities, reducing the burden on a strapped court system, providing victims a voice in the process, and providing individuals with resources and skills to help from reoffending.

CRJ programs are guided by the principles of restorative justice, which holds offenders accountable and places emphasis on repairing the harm done to the victim and community. Our range of programs begins in the schools working with students to address attendance and behavioral issues. From our work in schools, we then focus our programming on youth and adults who may have found themselves involved in the court system for the first time. Involvement could include civil violations, first time charges in Criminal Court or juveniles adjudicated in Family Court. Our program continuum then focuses on helping youth and adults who have more significant involvement with the criminal justice system including working with people on probation as well as with those reentering the community from incarceration. We invite and encourage people to visit our web site at www.bcrj.org to learn more about our many programs and services.

CRJ is proud to have 46 community volunteers serving on one of 8 monthly restorative justice panels. Community volunteers represent the heart of the restorative process. CRJ attempts to have volunteers representing all parts of Bennington County on our restorative panels. We are always welcoming new volunteers and encourage anyone interested in getting involved to visit our web site for more information.

CRJ would like to take this opportunity to thank the citizens of Shaftsbury for your partnership in providing a wide variety of alternative justice programming to residents throughout Bennington County. Your support has helped individuals to get their lives on the right track, helped empower victims to get their needs met and be a voice in the justice process, and helped restore and strengthen communities.

Respectfully Submitted,

Leitha Cipriano,

Executive Director

BENNINGTON COUNTY CONSERVATION DISTRICT (BCCD)

\$475

The mission of the BCCD is to promote rural livelihoods and protect natural resources in southwestern Vermont. Our work in fiscal year 2017 included:

Helping loggers comply with the state's Accepted Management Practices by renting skidder bridges to them at a low monthly cost.

Planning for and holding three workshops for forest landowners sponsored by the Bennington County Sustainable Forest Consortium.

Implementing a project to restore a gully discharging to Mill Brook in Rupert, with help from the Vermont Youth Conservation Corps.

With help from the Bennington and N. Bennington public works and roads crews, constructing a boardwalk for floater access in the Greenberg Headwaters Park in Bennington.

Securing funding to assess forest roads in the Mettowee watershed in Rupert and Dorset as to threats they might pose to water quality.

Securing funding to purchase a bedding chopper for the Bennington road crew.

With the help of a grant-funded coordinator, implementing the work plan for the Batten Kill Watershed Comprehensive Invasive Species Management Association (CISMA), which included treating almost 30 acres of barberry and more than 4 acres of Japanese knotweed on sites in the Batten Kill watershed.

Assisting the CISMA steering committee secure an EcoAmericorps intern for September 2017-August 2018.

Working closely with USFS Green Mountain National Forest, the USDA Natural Resources Conservation Service, the Vermont Agency of Natural Resources, the Vermont Agency of Agriculture, our regional planning commission, many municipalities, and several local and regional non-profit organizations to further our congruent missions.

Respectfully submitted by

Shelly Stiles,

District Manager

PROJECT AGAINST VIOLENT ENCOUNTERS

\$450

Project Against Violent Encounters (PAVE) is committed to providing compassionate support, practical services and the pathway to healing and safety for countless victims of domestic violence and sexual assault throughout Bennington County. Our organization has grown from a crisis hotline to the multiple and comprehensive support services we now provide. These services include 24 hour hotline, court and social service advocacy, case management, emergency financial assistance, access to legal services, access to emergency housing, supervised visitation, parenting classes, community awareness, school –based prevention education and more.

The hotline is still where it often begins and our volunteers remain the backbone of the support we offer. In the past year, we provided thirty-one Shaftsbury residents with comprehensive services, twenty initially contacting us through the emergency hotline. These residents received advocacy services including emotional support, safety planning, housing services, civil and legal advocacy. In addition, 17 families received supervised visitation services through our Family Time Center.

Domestic violence is the third leading cause of homelessness among families. Our emergency shelter program provides families with short-term housing and case management services with the goal of obtaining safe permanent housing. Over the past year, we provided 57 adults and 41 children with 3,135 nights of shelter services.

To stop the generational cycle of abuse, we must start early and invest in prevention strategies that provide healthy parent-child relationships, friendships and dating relationships. Through our education and empowerment programs -pre-kindergarten to college; Nurturing Parenting classes; Women's Support Groups; Healthy Mind, Body and Family workshops and Financial Literacy Program , we helped over 4,500 children, teachers and other adults learn new skills and techniques.

On behalf of the Board of Directors, staff and families served, I thank the residents of Shaftsbury for your ongoing support to PAVE. Your support creates greater opportunities for the people impacted by domestic and/or sexual violence who need our services each year.

Respectfully submitted

Linda Campbell, Executive Director

VERMONT ASSOCIATION FOR THE BLIND AND VISUALLY IMPAIRED (VABVI)
\$300

Report of Services for Town of Shaftsbury

In our 2017 Fiscal Year we served more clients than ever before. VABVI will play a critical role in the lives of many Vermonters well into the future.

PALS (Peer Assisted Learning and Support) Groups

PALS Groups are held in 14 counties throughout the state, where members meet each month to discuss the practical, social and emotional challenges of vision loss. They also share coping strategies with each other on how maintain their independence. This past year, PALS Groups held events such as Dining in the Dark and Bowling in the Dark where they raised over \$1,000 and awareness for VABVI's services.

HAPI (Helping Adolescents Prepare for Independence)

The HAPI program enables Teachers of the Visually Impaired (TVIs) and Certified Vision Rehabilitation Therapists (CVRTs) to work one-on-one with students to practice daily living skills. The transition aged student will be able to improve their abilities to complete many day to day activities such as, preparing and cooking meals, shopping independently at the grocery store, organizing, matching and washing clothes, cleaning in the home, managing finances, exploring careers and so much more.

IRLE Summer Camp (Intensive Residential Life Experience)

This summer, VABVI brought the students sailing on Lake Champlain and they learned how to steer a sail boat for the first time. Students also went bowling, and for many it was their very first experience! While staying at University of Vermont, students explored career options by interviewing various UVM staff and inquiring about their roles. IRLE participants also had the opportunity to practice their independent living skills away from home, and establish new friendships with others through group challenges and activities.

During Fiscal Year 2017, VABVI served 1,731 clients from all 14 counties in Vermont, including 3 adults and 1 student in Shaftsbury and 44 adults and 13 students in Bennington County.

Founded in 1926 with the assistance of Helen Keller, VABVI's mission is to enable blind and visually impaired Vermonters to achieve and maintain independence. We serve people with vision loss from birth to end of life. We provide services free-of-charge to our clients of all ages in each of Vermont's 14 counties. We are the only private non-profit organization in the state to provide comprehensive support and services to the growing population of visually impaired Vermonters. VABVI empowers our adult clients to make the living and care choices that work best for them individually including the option to continue living independently. For every dollar we spend 91 cents goes directly to our client services.

The number of clients we serve has increased by 65% in the last 12 years. In fiscal year 2017, we served over 1,250 adults (a minimum of 12.3% are on Medicaid). There are an estimated 13,000 Vermonters who are currently blind or visually impaired. As the "Baby Boomer" generation ages this number is expected to increase to at least 25,000 by 2030. We estimate that by 2020 we will be serving a minimum of 1,550 adult clients. People are living longer and longer so we anticipate that the increase in demand for our services will continue well into the future. As a result, our neighbors, family and friends are among those who may be coping with vision loss.

During Fiscal Year 2017, VABVI served 1,731 clients from all 14 counties in Vermont, including 3 adults and 1 student in Shaftsbury and 44 adults and 13 students in Bennington County.

Adult Services – The most common causes of age-related vision loss are macular degeneration, glaucoma, cataracts and diabetic retinopathy. Early diagnosis and adaptive training can make all the difference in allowing those affected to continue to live active and independent lives. VABVI

staff work with clients in their homes providing rehabilitation and support services. These services include medication management, personal finances, daily living including cooking and cleaning, personal hygiene and mobility and orientation training.

Approximately 20% or more of our clients express initial concerns that they might have to leave their current living situation. However, upon completion of our services 98% of these concerned individuals are confident in their ability to live independently and continue to lead fulfilling lives regardless of their vision loss.

For more information about VABVI's services, or to volunteer, please contact Katie Shappy at (800) 639-5861 ext. 219, or at kshappy@vabvi.org or visit us our website at www.vabvi.org.

MARTHA CANFIELD LIBRARY (denied)

\$2,500

The Martha Canfield library is a free library – we do not charge for membership, overdue book fines, or any of the services/programs that we offer. We are a vital hub of the community where inquiring minds can find and use resources for the pursuit of enjoyment, knowledge and enrichment through reading, technology, and the varied workshops and programs that we offer.

Quite a few North Shaftsbury residents are patrons/cardholders, as they are closer to us than the Bennington/No. Bennington libraries. They can partake in any of the numerous “added value services” listed on our website. One of your young residents entered our “Why I Love the Library” essay contest and won a MCML book bag for her entry!

Monies will be used to expand our children's programming. Our new Librarian Assistant has done a superb job of setting up some appealing and innovative programs for our future adults. We are presently doing a Lego Robotics program- at a cost of 350.00/Kit.

TACONIC COMMUNITY GRANGE (seeking tax exemption)

Our Grange has been in the community for 87 years. We extend our thanks for your support in exempting us from property tax in the past. Without this help we probably would have had to sell our hall. We purchased the hall in 1945 and there were many dances, receptions and Grange suppers over the years. As our membership has grown older, we are unable to do some of the projects we did in the past. For many years we ran the Farmers Market at our school. We have honored more than 35 local people with the Community Citizen Award. For many years we have given dictionaries to our Shaftsbury and North Bennington Schools. This program is

called “Words for Thirds” and has been warmly received. One of our Grangers worked on mapping the Grandview Cemetery.

You may have noticed very nice signs have been placed in our five cemeteries. All are in place except the village cemetery and this should be taken care of in the spring. These cost \$300.00 each. We are planning to rejuvenate the benches near the memorials at the Town Hall. The wood on the benches needs replacing with composite material. We are unable to physically do the things we used to but we want to make improvements wherever we can in the community.

About 10 years ago we were financially in a bind with little income and bills to be paid and we planned on closing the hall in the winter months as we couldn’t afford to heat the building. Fortunately, Jackie Myers approached us regarding renting our downstairs for the Lil Peeps School. To meet the requirements of the Vermont Fire Marshall we were forced to borrow \$32,000 to put new siding on the building due to a lead paint condition. We also replaced all the door and windows in the building and made other necessary improvements. All the downstairs windows were donated by Grange members. Now all the building is up to code.

We rent for a nominal fee and of course our insurance is expensive as this is a large building. As it has a slate roof the upkeep of this is also expensive but it is in very good repair.

We hope you will vote for this property tax exemption so we may be able to give to our community, keep our hall in good repair and be of service to all our taxpayers.

Merton J. Snow
President